



**Scheme for
Financial Assistance
to affiliated
Bal Bhavans
&
Bal Kendras
by
National Bal Bhavan**

Scheme for Financial Assistance to affiliated Bal Bhavans/Bal Kendras
by National Bal Bhavan
(The Scheme shall be operational from 1st January, 2011)

Background

National Bal Bhavan is a premier institution committed to enhancing the creativity of children cutting across all strata of the society through a wide range of innovative and hands on activities thereby creating a special niche for itself in India. The institute offers scope of innovation and creation in a stress free environment for children. After a modest beginning in 1956 it has grown into an eminent center of excellence with 155 affiliated Bal Bhavans and 23 Bal Kendras working actively across the entire country. The reach of Bal Bhavan is also in some of the remotest and most underprivileged districts including tribal areas and also in North East of India.

This great rise in the number of Bal Bhavans has come about as a result of the initiative taken by the Ministry of Human Resource Development which announced during the International Children's Assembly 2007 organized by National Bal Bhavan the opening of 100 more Bal Bhavans in India which was achieved in two years.

In keeping with the objectives of the National Bal Bhavan and to ensure proper functioning of these units, Financial assistance in the form of recurring and non-recurring grant is being providing to Bal Kendras and Bal Bhavans affiliated to National Bal Bhavan. The details of same are being given in the subsequent paras.

Definitions:-

- (a) **Bal Bhavan (BB)** :- An Institution that follows the Bal Bhavan philosophy and methodology of imparting training to children, that has a minimum of five on going mandated activities (List of activities given in Annexure I) of Bal Bhavan and possesses adequate space, hired or leased to a registered Society to run it, and where minimum of 500 children are registered members can be treated as a Bal Bhavan.
- (b) **Bal Kendra (BK)**:- An Institution that follows the Bal Bhavan philosophy and methodology of imparting training to children, has at least 3-5 ongoing mandated activities of Bal Bhavan, which are being made available in at least 3 rooms, with 150-500 children as registered members can be treated as a Bal Kendra.

Note:

- (i) In case, a Bal Kendra subsequently does exceptional work, has larger number of activities and increased membership it may be given recognition as a Bal Bhavan. Therefore, these centres should pro-actively work towards achieving the status of Bal Bhavan by fulfilling the criterions.
- (ii) Bal Bhavans & Bal Kendras must be affiliated to National Bal Bhavan.

Objectives of the Scheme

1. To spread and galvanize the Bal Bhavan movement by providing grants to the affiliated Bal Bhavans and Bal Kendras for the activity oriented projects.
2. To introduce transparency in providing financial assistance to affiliated Bal Bhavans/Bal Kendras.
3. To start Tribal/Rural Bal Bhavans, Tribal Bal Kendras and to provide them technical and financial help by capacity building to enable them to continue to function on a sustainable basis.
4. To start Bal Kendras in the institutions working for differently abled children and to develop training facilities, resource-material and kits for such children.

(A) Norms for release of Recurring Grant

Recurring grant shall be provided to affiliated Bal Kendras which are situated in remote/tribal/backward/border areas or are reaching out primarily to children of under privileged and deprived sections of society in order to benefit the children who would otherwise remain deprived of Bal Bhavan activities in the absence of such a centre. The recurring grant would help these centres function. The Bal Kendras seeking assistance should be duly affiliated to National Bal Bhavan or they should function as a satellite unit under another affiliated Bal Bhavan.

Eligibility

The Bal Kendra should be located in remote/tribal/backward/border areas or be reaching out primarily to children of under privileged and deprived sections of society in order to benefit the children and should also be running its activities in either a private building or a panchayat ghar or a community centre or a government school.

1. It must be a registered society under the Societies Registration Act 1860 (Act XXI).
2. Have a proper Constitution or Memorandum of Association and Rules & Regulations.

3. Have a duly constituted managing body with its powers and duties clearly defined and laid down in a written constitution.
4. It should not run for profit of any individual or body of individuals.
5. Its services should be open to all without distinction of caste, religion or language.
6. Should have three years of audited statement of accounts.

Purpose of the grant

1. To run the activities of the Bal Kendra properly and to provide the activity material to member children as per the norms.
2. To disburse the salary of a maximum of 4 part-time instructors working in the Bal Kendra.

Extent of the grant

A maximum of Rs. 1, 50,000/- (Rupees One lakh fifty thousand only) per year will be provided to each eligible Bal Kendra depending on the number of activities being undertaken and also for salary for a maximum number of 4 part time instructors. The grant will be paid in two 6 monthly installments. The first installment in a financial year will be released only after utilization certificate is submitted in respect of the grant released for the previous year and after adjustment of unspent balance as on 31st March of that year. Release of second installment would be subject to furnishing of six monthly report, certified statement of expenditure for the previous year's grant and pace of expenditure incurred out of the first installment released during a financial year. A proforma in this regard is attached as Annexure II-A.

Sources of the fund

National Bal Bhavan will release the Recurring Grant to Bal Kendras subject to the availability/allotment of funds to National Bal Bhavan.

Conditions for the Recurring Grant

1. The grant receiving Bal Kendra will be required to execute a bond on the prescribed form which is attached as Annexure III. The grantee Bal Kendra shall confirm in writing that the conditions contained in the Grant-in-Aid Rules are acceptable to it and will execute a bond in favour of the President of India to the effect that it will abide by the terms and conditions attached to the grant and that in case it fails to abide by the same, it will refund the total grant-in-aid sanctioned for this purpose with interest thereon, to the National Bal Bhavan.

2. The Bal Kendra will certify that it agrees to be responsible for -
 - i) Administering and managing the finance.
 - ii) Utilizing the grant only for the purpose for which it is released.
 - iii) Proper implementation of services for which the grant has been received.
 - iv) Refunding unutilized amount, if any, to National Bal Bhavan.
 - v) Refunding the full amount with interest thereon, in case of misuse or unauthorized use of the funds for purposes other than those indicated in the sanction order.
3. Proper purchase procedure shall be followed. A minimum of three quotations must be taken and the order given to the one who quotes the least. Each transaction must be entered in the Cash Book.
4. The grantee Bal Kendra shall maintain separate accounts in respect of the grant. At the end of the financial year, the institution will have the accounts of the grant audited by Govt. auditor or a Chartered Accountant and furnish a copy of the audited accounts together with the Utilization Certificate in the prescribed form (Annexure IV) to the National Bal Bhavan within six months of expiry of the duration for which grant is approved , failing which their proposal for any subsequent grant will not be considered.
5. The accounts of the grantee Bal Kendra shall remain open for inspection by officials of National Bal Bhavan deputed by Director, National Bal Bhavan. All accounting documents, cash book, etc. shall be made available to him/her at the time of inspection.
6. Bal Kendra will maintain a proper record of member children attending each activity. This information should be communicated to National Bal Bhavan twice in a year.
7. The Bal Kendra shall maintain a record of assets, if any, acquired wholly or substantially and shall maintain a register of such assets in the prescribed proforma (Annexure V, VI & VII). **Utmost care must be taken to ensure that only Assets/Equipments which are deemed essential for taking up activities with children are acquired from this grant. The purchase of such assets (if any) have to be justified by the grantee Kendra.** Equipments, if any, purchased out of grant-in-aid will be the property of National Bal Bhavan. Such assets cannot be disposed off, encumbered or utilized for purposes other than for which the grant was given. Should the affiliated agency cease to exist at any time, such properties shall revert to National Bal Bhavan which will decide about reuse and re-allocation of the same.
8. The organization shall exercise judicious and reasonable economy in their working.
9. The Affiliated Bal Kendras shall furnish a complete report regarding the utilization of the grant to the National Bal Bhavan. The report must indicate the number of beneficiaries, activities taken up and also have photographs/other documentation.
10.
 - a) No portion of the grant shall be used for construction or renovation of the building.
 - b) The grant is only meant for conducting activities and no expenditure shall be made on celebration/function/competition/camp organized by Bal Bhavan/Bal Kendra.

- c) No honorarium/salary/special fee of the Director/Chairperson/Resource Person shall be paid out of this grant.
- d) No part of the grant is to be used on purchase of such consumable items which are not required for conducting activities.
- e) The expenses to be incurred on maintenance of equipment (if any) bought for activities from the grant received shall be borne by the concerned Bal Bhavan/Bal Kendra. National Bal Bhavan will not be responsible for any recurring expenditure.

11. National Bal Bhavan will release grant to affiliated Bal Kendras subject to availability of grants, fulfillment of conditions and other directives thereof given by National Bal Bhavan in this regard.
12. The decision to grant recurring assistance shall be of National Bal Bhavan which shall be final and binding.

(B) Norms for release of Non- Recurring Grant

National Bal Bhavan may provide Non-recurring Grant to affiliated Bal Bhavans and Bal Kendras based on the projects submitted by them seeking financial assistance.

The projects may be submitted by a Bal Bhavan/Bal Kendra on the following:

- Establishment of Science Park/Science Corner,
- Paper Recycling,
- Aero Modeling/Astronomy unit/ Aquarium/ Computer Lab,
- Museum/Museum Corner
- Photography Lab
- Children's Library/Kids Corner in a Library/Mobile Library
- Physical Education Centre,
- Stitchery Section
- Audio Visual Section or
- any other innovative project to be evaluated on merit for consideration.

A brief detail and guideline of some of the suggested projects including for upgradation and replacement for which grant-in-aid may be sought alongwith the proforma thereof is attached as Annexure II-B.

Extent of Non- Recurring Grant

A maximum amount of Rs. 10,00,000/- (Rupees Ten Lakh only) as non-recurring grant for project(s) (including upgradation and replacement) will be given to an affiliated Bal Bhavan and Rs. 5,00,000/- (Rupees Five Lakh only) as non-recurring grant for project(s) (including upgradation and replacement) to a affiliated Bal Kendra depending upon the availability of funds and the feasibility of the project. **The grants-in-aid for different project(s) of a Bal Bhavan/Bal Kendra and its subsequent upgradation and replacement may be released a maximum of two times within a period of five years.**

- A Bal Bhavan or Bal Kendra which has previously taken grant in aid is eligible for grant once again if they so require after a minimum period of three financial years.
- Financial assistance for upgradation and replacement of what has been funded earlier can be considered only after three financial years from the earlier grant.
- Upgradation would mean adding further materials/resources to the existing activity for which proper justification of upgradation shall be given. Upgradation proposal should be comprehensive containing full justification for the fresh demand wherein achievements with regard to the earlier grant must be specified.
- Proposals for grants for replacement of equipments previously procured through grants of National Bal Bhavan will only be accepted if the item has become obsolete and irreparable and there is a valid condemnation certificate from the concerned manufacturing company.
- The number of children regularly benefitting from the activity must also be indicated alongwith visuals of the same for both upgradation and replacement.

Eligibility

1. Must be registered under the Societies Registration Act.
2. Have a Constitution or Memorandum of Association and Rules & Regulations.
3. Have a duly constituted managing body with its powers and duties clearly defined and laid down in a written constitution
4. It should not run for profit of any individual or body of individuals.
5. Its services should be open to all without distinction of caste, religion or language.

Project Submission Process

As per their requirement, the affiliated Bal Bhavans and Bal Kendras may submit their project proposals for which grant-in-aid is needed. The project must give details regarding -

1. Objectives
2. Area to be covered and clientele.
3. Physical targets that the project seeks to achieve.
4. Cost estimates (separately item wise) for non-recurring items covering details of furniture, equipment etc.

Submission of Projects for Non-recurring Grant-in-aid for projects

The project proposal complete in all respect shall be submitted by the grant seeking Bal Bhavan/Bal Kendra to Director, National Bal Bhavan by 30th September of the financial year in the prescribed proforma.

Conditions of the Non-Recurring Grant

1. The grant receiving Bal Bhavans/Bal Kendra will be required to execute a bond on the prescribed form which is attached as Annexure III. The grantee Bal Bhavans/Bal Kendra shall confirm in writing that the conditions contained in the Grant-in-Aid Rules are acceptable to it and will execute a bond in favour of the President of India to the effect that it will abide by the terms and conditions attached to the grant and that in case it fails to abide by the same, it will refund the total grant-in-aid sanctioned for this purpose with interest thereon, to the National Bal Bhavan.
2. The Bal Bhavans/Bal Kendra will certify that it agrees to be responsible for -
 - i) Administering and managing the finance.
 - ii) Utilizing the funds provided under the project exclusively for the project work.
 - iii) Proper implementation of services for which the grant has been received.
 - iv) Refunding unutilized amount, if any, to National Bal Bhavan.
 - v) Refunding the full amount with interest thereon, in case of misuse or unauthorized use of the funds for purposes other than those indicated in the sanction order.
3. Proper purchase procedure shall be followed. A minimum of three quotations must be taken and the order given to the one who quotes the least. Each transaction must be entered in the Cash Book.
4. The grantee Bal Bhavans/Bal Kendra shall maintain separate accounts in respect of the grant. At the end of the financial year, the institution will have the accounts of the grant audited by Govt. auditor or a Chartered Accountant and furnish a copy of the audited accounts together with the Utilization Certificate in the prescribed form (Annexure IV) to the National Bal Bhavan

within six months of expiry of the duration for which grant is approved, failing which their proposal for any subsequent grant will not be considered.

5. The accounts of the grantee Bal Bhavans/Bal Kendra shall remain open for inspection by officials of National Bal Bhavan deputed by Director, National Bal Bhavan. All accounting documents, cash book, etc. shall be made available to him/her at the time of inspection.
6. Bal Bhavan/Bal Kendra will maintain a proper record of member children attending each activity. This information should be communicated to National Bal Bhavan twice in a year.
7. The Bal Bhavan/Bal Kendra shall maintain a record of assets, if any, acquired wholly or substantially and shall maintain a register of such assets in the prescribed proforma (Annexure V, VI & VII). Equipments, if any, purchased out of grant-in-aid will be the property of National Bal Bhavan. Such assets cannot be disposed off, encumbered or utilized for purposes other than for which the grant was given. Should the affiliated agency cease to exist at any time, such properties shall revert to National Bal Bhavan which will decide about reuse and re-allocation of the same.
8. The organization shall exercise judicious and reasonable economy in their working.
9. The Affiliated Bal Bhavans/Bal Kendras shall furnish a complete report regarding the utilization of the grant to the National Bal Bhavan. The report must indicate the number of beneficiaries, activities taken up and also have photographs/other documentation.
10.
 - a) No portion of the grant shall be used for construction or renovation of the building.
 - b) No expenditure shall be made on celebration/function/competition/camp organized by Bal Bhavan/Bal Kendra.
 - c) No honorarium/salary/special fee of the employee/Director/Chairperson/Resource Person shall be paid out of this grant.
 - d) No part of the grant is to be used on purchase of consumable items.
 - e) The expenses to be incurred on maintenance of equipment bought from the grant received for the project shall be borne by the concerned Bal Bhavan/Bal Kendra. National Bal Bhavan will not be responsible for any recurring expenditure.

Processing of Proposal

The projects submitted by the Bal Bhavans/Bal Kendras will be scrutinized by an Committee comprising of Director, National Bal Bhavan, Dy. Director (Admn.), National Bal Bhavan and Director/Deputy Secretary/Under Secretary or any other designated representative of the Deptt. of S.E. & L, Ministry of H.R.D. The Committee will evaluate the projects, on the basis of the listed criterion. The Committee will be guided by the following considerations :

1. Only after disbursal of Recurring grants would the non-recurring grant proposals be considered, subject to availability of funds.

2. The pending application of current year (if any) would be taken up for consideration on priority basis (provided they fulfill the eligibility criterion) in the following year subject to willingness of the concerned Bal Bhavans/Bal Kendra. An overhead charge not exceeding 5% of the total estimated expenditure will be permissible for such cases.
3. Prior to approval of grant in aid, the Committee would ensure that previous grants (if any) have been fully utilized and a utilization certificate in this regard has been submitted along with an Audited Statement of Accounts (Income & Expenditure, Receipts & Payments and Balance Sheet).
4. Unused amount (if any) has been refunded to National Bal Bhavan.

Release of grant would further be subject to approval of Finance Committee and on receiving the approval, the same will be informed to the Board of Management in the subsequent meeting. On obtaining the necessary approvals, the funds will be released to the affiliated units after all administrative formalities including execution of the bond are completed.

Approval of the project will further be subject to availability of funds.

The decision of the Chairperson/Board of Management of National Bal Bhavan, on the question whether there has been breach or violation of any of the terms and conditions mentioned in the sanction letter, shall be final and binding on the grantee.



Activities Chart of National Bal Bhavan

1. Science Activities

Physical and Natural Science
(How & Why Club)
Inventors Club
Radio & Electronics Club
Aero Modelling
Computers
Environment
Astronomy
Aquarium & Animal Corner related activity
Science Park related activity

2. Literary Activities

Debates and Seminars
Quiz Programmes
Creative Writing
Poetry Writing, Recitation
Review and Discussion on new books
Extempore Speech
Elocution

3. Creative Arts

Painting
Handicrafts
Weaving
Needle Craft
Wood Craft
Clay
Book Binding

4. Photography

Black and White Photography
Coloured Photography
Dark room training
Enlargement of Photographs and preparation of Slides
Advanced Digital Photography (Printing, Processing and Scanning)

5. Integrated Activities

Traditional Art and Craft
Extraction of colours from nature
(Utilization of wastes from environment)

Mask Making
Educational and innovative games/chess,
Toy making, Papier Machie, Mehndi

6. Performing Arts

Vocal Music (classical & Folk)
Instrumental Music (Sitar, Violin, Tabla,
Dholak, Dhol, Bongo, Congo, Harmonium)
Classical Dance (Kathak, Bharatnatyam)
Folk Dance
Dramatics

7. Physical Activities

Indoor and Outdoor Games
(Table Tennis Badminton, Cricket,
Basket ball)
Yoga
Judo
Skating
A well equipped gymnasium

8. Hostel Activities

Home Management
Cooking, Baking
Food Preservation
Flower Arrangement
First Aid

9. Museum Techniques

Moulding and Casing
Exhibition Designing
Preservation and conservation
of Museum objects
Historical and Cultural Interaction
Field Work

10. Publication Related Activities

This Section acquaints children with techniques of publication such as reporting, book, illustration, cartooning, editing & production

NATIONAL BAL BHAVAN
KOTLA ROAD, NEW DELHI

Proforma for Recurring Grants to be given to Bal Kendras

1. Name of Bal Kendra & Address :
2. Location :
(Tribal/Remote/Backward/
Border Areas)
3. Source of Fund :
4. Activities undertaken :
5. Outreach :
(No. of member children)
6. Activitywise participation :
7. No. of Teachers/Instructors :
8. Materials required to conduct :
the activities
9. Itemwise/Activitywise estimated :
cost of Material
10. Whether Utilization Certificate :
and Audited Accounts of previous
grant submitted, attach a copy

11. Details of affiliation with :
National Bal Bhavan
(Date, Fee paid upto)

(Signature of Chairperson/Director)

Agreement

I agree to abide by the terms and conditions laid down by National Bal Bhavan for grant and use of funds for project implementation.

**(Name and Signature of the
Head of the Organization)**

Date :

NATIONAL BAL BHAVAN
KOTLA ROAD, NEW DELHI

Proforma for Non-Recurring Grants to be given to Bal Bhavans

1. Name of Bal Bhavans & Address :
2. Name of Head of Organizaton :
Tel. No.
3. Brief outline of the organization :
Whether run by State Govt./
NGO/Trust/Private
4. Sources of Fund :
5. Activities undertaken :
6. Outreach :
(No. of member children)
7. Activitywise participation :
(monthly)
8. No. of Teachers/Instructors :
9. Project for which grant is sought :
 - i) Aims & Objectives
 - ii) Social and geograpical
need based justification
 - iii) Outreach through the
project
 - iv) Details of the grant
(equipment/material required
and their estimated cost)
 - v) Availability of space to
start the new project

- vi) Time period required after release of funds to complete the project
- 10. Details of previous grant, if any, (Year and amount) received from N.B.B. (attach a detailed report of its implementation)
- 11. Whether Utilization Certificate : and Audited Accounts of previous grant submitted, attach a copy
- 12. Details of affiliation with : National Bal Bhavan (Date, Fee paid upto)

(Signature of Chairperson/Director)

Agreement

I agree to abide by the terms and conditions laid down by National Bal Bhavan for grant and use of funds for project implementation.

(Name and Signature of the Head of the Organization)

Date :

**Guidelines
for some projects
for which
affiliated
Bal Bhavans
&
Bal Kendras
may seek
grant**

**Note :- Estimated project cost should clearly be filled in by
the Bal Bhavan/Bal Kendra concerned**

Project for a Mobile Library

Introduction

A Mobile Library carries books in a vehicle to locations where large number of children can make use of them. The mobile library is specially useful for those children who wish to read but have no access to books/reading material as there is no Library in their vicinity. The vehicles are designed to hold books on Shelves so that when the vehicle is parked, the books can be accessed by the readers.

Objectives:

1. To inculcate reading habits.
2. The Mobile Library would reach out to the underprivileged children who for varied reason cannot come to Bal Bhavan to make use of the existing library.
3. To provide services to villages, slums or the remote areas where the children are keen to read, but they don't have facilities to borrow the reading material.
4. This mobile library would also carry material for some of the other creative activities like clay modelling, craft so that children's creativity can be enhanced through training in Bal Bhavan methodology.

This may include:-

1. Vehicle: Maruti Van/ Maruti Eeco Tata Magic/Tata 407
2. Books (About 500 & other reading material)
3. Book Shelves (6-7)
4. Television (1)
5. DVD Player + Audio System (1)
6. Educational reference CDs (20-25)
7. Mats/Carpet
8. Other Activity Items

(Note: The cost of disbursing the salary of the Librarian and the expenditure towards the maintenance of the vehicle including fuel has to be borne by the respective Bal Bhavan)

Project for Children Library

Introduction

A Library has a collection of books, magazines and newspapers kept in a neatly maintained room for use of the public. However, apart from the collection of books, the library also stores maps, prints, magazines, newspapers and other documents in more than one language. Libraries may also provide Informative Audio Tapes, CD's, Cassettes, Videotapes and DVD's on various subjects. The Internet facility is also provided to users for acquiring global information.

Objectives:

1. To provide children with an opportunity to read books (including reference books) Newspapers, magazines in areas where there is no such facility in the vicinity.
2. To cater to deprived sections of society who desire access to good books and also need to refer to various publications for work related to their academics, but cannot afford to get the same for themselves nor can they approach any Library as either there is absence of one in their vicinity or the Library membership fee is high.
3. To promote reading habits through story telling and role play.
4. To make Literary activities an integral part of the library and help children discover their potential of creative writing by imparting training in story and poem writing and organising workshops for the same.

This may include:-

1. Books including Reference Books: (1000)
2. Book Shelves (10) (Big)
3. Reading Tables (Big-4)
4. Chairs (40)
5. Periodical/Magazine (1) Display racks/(2) Catalogue Cabinets (2)
6. Computer, Printer, UPS (1)

(This grant can only be sought if there is already a Library in existence to upgrade it or there is an area to start a Library)

Project for a Kid's Corner

Introduction

'Kids Corner' is a separate area within the main library exclusively for children within the age group of 5-9 years. It creates a child friendly environment with its displays, play area and appealing furniture. It houses books suited to the age group being catered to, including picture books, touch and tell books, pop up books and musical books. It also has provision of screening animation films on inculcation of values, Panchatantra, Jataka tales etc.

Objectives:

1. This corner would be a place where the little ones would feel totally at ease, hearten them and ensure their overall development.
2. To promote reading habits among children (5-9 years) by stimulating their interest through the child friendly ambience.
3. To provide children with reading material suitable for their age group including picture books, musical book, pop up books and touch and feel books which will help them learn in a fun filled way.
4. To make books easily accessible to the children of this age group so that they can pick and choose their reading material.
5. To show animated presentations of different stories, tales, fables so that the children are able to understand the stories better through visuals. This would also help in inculcation of values and morals.
6. Take up story telling and presentation session wherein the children can be involved in role play of various stories which would not only help them understand the stories better but would also make them confident. This would be specially useful for introverts.

This may include:-

1. Books (about 500)
2. Book Shelves (Small)
3. Carpet
4. Interior (Child Friendly Decorations
Small stools,curtains etc.)
5. Television (1)
6. DVD/VCD player with audio system (1)
7. CDs of fables , moral values etc. (20-25)
8. Toys & Puppets
9. Air Conditioner (Optional)

(This grant can only be sought if there is an existing library)

Project for Physical Education Centre

Introduction

Games and Physical Activities are enjoyed by children but they do not always have the facilities for the same in their vicinity.

Objective:

1. A Physical Education Centre at Bal Bhavan would give children the opportunity to learn and enjoy different sporting activities like Table Tennis, Badminton, Judo, Skating etc.
2. It would also ensure physical fitness of children who otherwise tend to become obese or inactive as there would be provision for physical fitness equipments.

This may include:-

1. Table Tennis Table - 2
2. Badminton Racket –24
3. Badminton Net – 4
4. Twister Double (one sitting and standing) Exer Cycle
5. Jogger 2
6. Cricket (2 Bats), Ball, 2 pairs wicket keeper pad & Batsman pad (2 pairs), wicket keeper & Batsman gloves (2 pairs each), 2 helmets, 2 sets of stumps

Minimum Area required for

1. Table Tennis for 4 Children at one time 7mx6m (indoor)
2. Badminton for 4 Children at one time 900 sq. ft. (indoor)
3. Cricket 11000 sq. mt. (outdoor) this area can also be use for other outdoor games such as kho-kho, kabdi, warming up exercise minor game activities etc.

This may include:-

1. Space Required: Area 2500 sq.ft (indoor or outdoor)
Height 14 – 16 feet (If indoors)
2. Roller Skates (Adjustable): 50
3. Helmet: 50
4. Kneecap: 50
5. Elbow Cap: 50
6. Wrist Guard: 50
7. Judo Mats: 10 (Min. 10 mats required)

(Note:- This grant is only admissible if there is space/area to take up the above activities

Project for Photography Lab

Introduction

The photography activity will make children understand various skills related to clicking photographs, processing and making enlargements. Children will not only capture interesting compositions but also make use of the modern technique in improvising their photographic skills.

Objectives:- To Impart training to children on various aspects of photography including dark room training

1. The use of digital cameras, accurate exposure, film developing, contact printing, enlarging etc. will be an integral part of the photography activity.
2. In taking photographs they would also make an indepth study of birds, animals, flora & fauna which would enhance their knowledge.

This may include:-

a) Class Room:

Furniture

1. Chairs (min. 30) with Book Support System:
2. Computer Table (one)
3. Steel Almirah (one)
4. Refrigerator (one/Small)
5. 1 Chair and 1 Office Table

b) Digital Work Unit:

1. Computer (Pentium IV):
2. Printer (Canon IP – 4500) + UPS:
3. Scanner 8400F:
4. One Set Extra Cartridge:
5. External Hard Disk:

c) Dark Room:

1. Air Conditioner:
2. Enlarger 2 B Size (One):
3. Masking Board (One):
4. Developing Dish 12" X 15" (Five):
Electronic Timer (One):
5. Safe Light With Green Filter (One):
6. Red/Orange Filter (One):

d) Studio:

1. Studio Lights (Three):
2. Soft Box (20" x 20") (Three)
3. Spot Light (One):
4. Snoot Light (One):
5. Studio Easy Chair (One):

e) Equipments required for Practical sessions:

1. S.L.R. Camera FM 10 (One):
2. D.S.L.R. (Canon – 450 D) with Kit (One):
3. Tele Lens Canon: 70, 300 mm. (One):
4. Compact Digital Camera Canon (10.1) (One):
5. Flash Canon 430 – EX (One):
6. Camera Stand “Tripod” (One):
7. Charger Digital (One):

Project for Astronomy Unit:

Introduction: The sky holds an unsolved mystery about unknown galaxies. From time immemorial man has been striving to unfold this secret. The children are very curious to learn more about the sky above i.e. the planets, the stars etc. Children overcome many myths and superstitions when they learn more about the sky. Night sky gazing activities can be done even in remote areas with the help of a telescope.

Objective:

1. To generate an interest in Astronomy among students, teachers and general community.
2. To create awareness of Scientific Temper among students and to Inspire, motivate them to do Research and Development activities in Astronomy.
3. To Train the School-teachers and students as Resource persons, so that they can carry out such activities at their respective places.
4. To inspire and motivate rural school teachers to establish the Astronomy clubs at their own schools.
5. To expose children to a beautiful starry night sky in a room without light at any time of the day, irrespective of the place.
6. To motivate students and teachers to observe the sky through telescope and to do other activities like making of **Trekking** mount, Astrophotography, meteor observation etc.

This may include:-

S. No.	Items
1.	Computer with 19" TFT and other equipment(Printer, UPS etc.)
2.	L.C.D. Projector (3000 – 4000 lumens)
3.	Screen
4.	Astronomy Software
5.	Dome (16 feet diameter)
6.	Parabolic Mirror
7.	Star Projector
8.	Telescopes Refractor (1 No)
9.	Star Globe, Moon Glove & Earth Globe
10.	Tools & Extension Boards
11.	Sky Charts/ Star Kits
12.	A/C for Planetarium (2 No's)
13.	Furniture

Project for Aquarium Corner

Aquarium corner can be started for the children in a small room (10x12). Even if room is not available 10-12 small (3'x2') all glass aquarium tanks can be kept in corridors or displayed at various available closed places along with other activities. Activities related to aquarium can be done anywhere.

Objectives: Aquarium has in addition to aesthetic value a lot of educational value for children. Aquarium helps children to learn about wet-ecosystem, aquatic animal and plants (Hydrophytes) morphology, adaptations etc. It also helps children to know about water pH, temperature variations, its chemical composition, viscosity etc. It is a complete teaching aid in the hands of teachers to make children learn about various Physical, Chemical and Biological phenomenon.

This may include:-

To start an aquarium corner with 10 (3'x2') tanks

1. 10 glass tanks of size 3'x2'x2' in 12mm with cover sunmica (both sides)
2. Steel 1½"x1½" angle stands (Folding-nuts & bolts)
3. Electrical (Wiring, Tubelight, plug boards etc.)@Rs.800/-Tank
4. Fish and Plants/Tank @Rs.1000/Tank
5. 1 Air pump + 1 Filter/Tank @Rs.500/Tank
6. Aquarium accessories (gravel, scenery, fish net, Toy pipe etc.)
7. Fish Food and medicine
8. Plumber cost for fitting taps etc.

Science Corner and a Science Bulletin Board

Goal: A low cost option for generating interest and curiosity amongst children where a special science laboratory is not available.

Objectives:

1. Science activities for primary and middle level children.
2. For creating a general awareness amongst common masses.
3. A space for doing science in a play way secure method. Creating a learner friendly science environment.
4. Students will be able to:
 - i) Identify a science corner in a conventional classroom
 - ii) Contribute items to the science corner
 - iii) Participate in taking care of a science corner in their classroom.

Space requirement:

A wall for the Bulletin Board - 5x4ft:- for display of Biodiversity-Plants, Origami techniques science news, science web links.

A corner probably with Shelves and drawers and a large table for doing activities. The table could be designed to create interest and ease doing the practical activities. Ideas of design may be taken from science express displays.

This may include:-

Resources and Materials:

Various items collected from the community environment by both student and teacher. The items as much as is possible should not be perishable and hazardous.

Computer Lab

The incorporation of information technology in the educational sector is important to meet the challenges presented by new trends, especially with the global communication and knowledge. It is essential that the student become familiar with the concept and use of information technology in order to equip themselves for the future. It is therefore, essential that each Bal Bhavan has computer activity. The computer activity will focus on computer language, programming and a number of software. The computer activity will supplement the school education.

Objectives:

1. By using IT tools, such as multimedia, e-mail, presentation-handouts, CD-ROM materials, computer simulations, teaching can be organized so that the pupils can themselves control the learning process.
2. Teach Children Computer languages, Programming & use of different softwares.
3. Encyclopedias, dictionaries, atlases, almanacs, telephone directories, medical references, educational softwares, and other specialized information now come in low-cost CD ROM with multimedia capability and on Internet. The availability of computer would help children to access this reference.
4. Knowledge of computers today has become very important for every child. It is therefore essential that this facility be available at each Bal Bhavan.
5. Now a days most of the competitive exams are held on line. Forms are also filled on line. A knowledge of computer would help children in this direction too.

This may include:-

1. 10 Computer:- Pentium IV, Processor 2.7. dual core, Mother Board Gigabyte, 1 GB DDR2, 250 GB HDD, DVD Writer, TFT 18.5' samsung, 104 Keys Multimedia Keyboard, optical mouse & ATF Cabinet etc.
 2. UPS (600 VA) Approx. for 10 Units
 3. Printer (Laserjet HP 1008) for 3 Units
- Generator- (2k) Birla Yamaha with Karosin oil:- Approx.
(For remote areas where there is often power failure)
Computer Tables (10 Nos.) and Chairs (20 Nos.):-

Project for Paper Recycling Unit for Bal Bhavans

Introduction

Recycled Paper. It saves life. And it helps to protect our fragile life support systems.

Forests are among the richest expressions of life on our planet. Trees are, of course, the most visible part of a forest. But there are \other living things that depend on the habitat. When we cut down the trees, all living beings are destroyed. And so are the life supports on which we depend: the ground water recedes, the soil erodes and the amount of deadly carbon dioxide increases in the atmosphere. When we pollute our rivers, we also destroy myriads of other living things and undermine equally important life processes.

Recycling of paper, by using wastes– used paper, cotton rags and unwanted biomass.

It saves trees without any chemicals is our water courses.

Remember! One tonne of Recycled paper saves 3 tonnes of wood and 100 cubic metres of water – and creates Rs. 40000 in wages, giving us:

6 trees for life–giving oxygen, soil and water

3 years of cooking fuel for one village family

25 years' drinking water for one person

1 square foot of land for a waste dump site

1 month's income for 20 village people

The growing concern in our country for eradicating poverty and protecting the environment has led to a search for new products and production systems that can contribute to these goals, while satisfying the needs of customers. Such an approach is commonly referred to today as **“Sustainable National Development”**.

Objectives:-

Objectives:-

1.A practical initiative towards sustainable development.

2.It's a quality Hands on activity, a vocational course, a small scale trade for children and, adults and organizations.

3.Recycle of waste paper and product designing skills and creativity.

4.Economic benefits from sale of paper, products and papier machie –paper pulp.

5.Understanding the process from research of making better paper and products.

6.Conservation of trees.

This may include:-

Hydrapulper (1 Kg per charge capacity) - 1 Nos.

Univat -1 Nos.

Screw Press -1No

Set of tools & Spares

Calendering Machine semi automatic-1no

The Hydrapulper is used to make pulp from recycled paper, preferably de-inked and soaked in water. Glossy and waxed paper are prohibited and must be segregated. The Capacity of Pulper is 6 Kg per Charge and 3-4 Charges can be made in a day.

The Univat is a unique device to lift sheets of paper with uniform thickness using pulp made in the pulper: a tank fitted with deckle and mould is used for formation of individual sheets. The components are easy to assemble and maintain.

Screw Press is an efficient mechanism, manually operated to create high pressure and to squeeze out excess water from a stack of newly formed (very wet) sheets of paper.

The Calendering Machine with two chilled cylinders rotating in opposite direction imparts a smooth finish to the sheets of paper. The equipment has inbuilt safety devices

Raw Material Requirement

? Raw material (Waste Paper other than news print) is to be provided by the organization after segregating the waste.

Use of Chemicals

Paper Recycling Process doesn't include any chemical process, other than Rosin, which is basically used for the sizing of the paper, so that the ink should not blot. Hence, there will be no smell in the environment.

Electricity Requirement

Single phase electrical connection with 5 hp connected load.

Water Requirement

800 Litres of drinking quality water for a week this water can be recycled and reused by filtering process.

Note – As the pulp doesn't contain any chemical, it can be used for gardening purpose after settling down the waste pulp (almost negligible) in it, which is absolutely safe for the same.

Space requirement

Open Space : 60 sq. metres

Wet Space : 20 sq. metres

Dry Space(Store, Calendaring & Cutting) : 20 sq. metres

Dry Space (Product & Material Store) : 20 sq. metres

Total Space : 120 sq. metres

*** Note – Height of the covered space would be 11 ft from the Ground Level. The finalization of Space is the responsibility of Organisation.**

SUCCESS MEASURE

With this plant one can recycle 5 kg of waste (Paper & Cotton Rags) per day and 30 Kg per week. This should translate into 30 kgs of paper per week, which means 500 sheets (with size 12"x18") per week and 30000 sheets per annum.

Project for a Science Park

Introduction:- A Science Park is a park in which scientific principles and concepts are explained through the medium of simple machines & models.

Objectives:

- (1) Understanding science through fun.
- (2) Developing the children's investigation skills and teaching them about sustainable development.
- (3) Using simple science in solving problems
- (4) Providing help in school curriculum
- (5) To make children aware of perception of science, technology and innovation.
- (6) Evaluation of scientific knowledge acquired through development of interactive questionnaire based on the science park models.

This may include:-

(Models some common ones)

- 1.Cycloid path and inclined plane in the form of a slide for children
- 2.sympathetic swing
- 3.Newtons colour disc
- 4.sand box for geometrical shapes and lissajous figures
- 5.pendulum swings of various sizes
- 6.Centre of gravity swings and toy
- 7.Centrifugal and centripital force
- 8.illusions
- 9.Use of levers -See-Saw swings
- 10.Pulleys:lifting weights
- 11.Mixing of colours
- 12.xylophone for sound experiments
- 13.Gyroscopic motion
- 14.3-D pictures
- 15.Magnetic ring launcher
- 16.solar energy village
 - Solar fountain
 - Solar food warmer/drier/cooker
 - Solar lights
 - Fixed parabolic solar cooker

17. compass on the ground for directions
18. Longitudes and latitudes globe for time calculation.
19. Mini wind turbine
20. Weather station-water gauge, wind direction, wind speed, relative humidity.
21. Polestar locator
22. Herbal Garden

Materials to be used:-

Fibre glass

Steel

And civil works as per requirement

Any other appropriate technology

Project for establishing a Children's Museum

Aims & Objectives

- To provide the children a Museum committed to serve the needs and interests of children by providing exhibitions/exhibits and programmes that stimulate curiosity and motivate learning both formal as well as nonformal.
- To provide them a platform where they can share their views/expressions with a large number of people.
- To motivate the visiting children to pursue their talent.
- To serve as a Non-formal Education Centre for drop outs/non-school going children.
- To create cultural/environmental/social/scientific awareness among the children.
- To imbibe moral values and patriotism and sense of belongingness among the children through its various activities and exhibitions.
- To create interest of children in history which is normally considered as a boring subject.
- To motivate children to explore Museums (firstly of their cities), their importance, their functions and the role played by it in social awareness.

Area required : 5000 sq. ft.(floor space) + exhibition space of 8000 sq. ft. (wall space)

Main functions of the Museum:

INTRODUCTION:

- A museum collects the objects and executes concepts revolving around the objects themes/concepts of children's interests.
- Documents the collected objects/executes exhibits/photographs/exhibitions/concepts and preserves them.
- Puts up various theme based exhibitions permanent as well as temporary conceptualised and designed specially for children.
- Organises theme based educational programmes/workshops/activities/guided tours of its various exhibitions galleries/trips to Museums and Archeological sites/

This may include:-

Accessories : Exhibition panels 8' x 4' - 30 Nos.

OR

7' x 3' - 30 Nos.

T.V. & D.V.D. Player - 2 Nos.

A.V. Aids Projector - 1 No.

Computer with coloured & single colour (Black) printer-

Pedestals (assorted shapes & sizes) : 20 Nos. -

Show case (8'x8'x4') :Nos. as per requirement each

Almirahs with glass & drawers

for storage area - 10 Nos.

Activity Tables : - 6 Nos.

Stools of low height - 35 Nos.

Lighting fixtures including spot lights

with fitting etc. (suitable for the display) -

Material required for activities as

well as to put up exhibition (coloured papers,

pastel sheets, colours, brushes, staple

gun double sided tapes, nails, thumb pins,

hammer, cutter, plier, paints, etc.)

Note : This estimate is for about 5000 sq. ft.(floor space) + exhibition space of 8000 sq. ft. (wall space)

Project for establishing a Children's Museum Corner

Aims & Objectives

- To open a window for children from where they can peep through and collect information regarding various subjects/fields of their interest.
- To complement and supplement their curriculum by providing them hands on experience.
- To provide children a place where they can learn in a playway manner.
- To provide them a platform where they can share their expressions with a large number of people.
- To motivate the visiting children to pursue their talent.
- To serve as a Non-formal Education Centre for drop outs/non-school going children.
- To create cultural/environmental/social/scientific awareness among the children.
- To imbibe moral values and patriotism and sense of belongingness among the children through its various activities and exhibitions.
- To create interest of children in history which is normally considered as a boring subject.
- To motivate children to explore Museums (firstly of their cities), their importance, their functions and the role played by it in social awareness.

Area required : 200 sq. ft.(floor space) + exhibition space of 265 sq. ft. (wall space)

Infrastructure : Museum Corner will consist two sections :

- i) Activity Area to provide children hands on experience regarding the subject of their interest.
- ii) Exhibition Area to put up theme based exhibitions/objects/fabricated exhibits, etc. of children's interest.

This may include:-

Accessories :

Exhibition panels of 8' x 4' - 8 Nos.
OR
7' x 3' -10 Nos.
T.V. & D.V.D. Player - 1 No.
Pedestals - 10 Nos.
Show cases - 2 Nos.
Dari (10'x15') - 1 No.

Almirahs - 2 Nos.
Activity Tables - 6 Nos.
Stools of low height - 35 Nos.

Lighting fixtures including spot
lights with fitting etc.

(suitable for the display)

Material required for activities as
well as to put up exhibition

(coloured papers, pastel sheets,
colours, brushes, staple gun,
double sided tapes, nails,
thumb pins, hammer, cutter, pliar etc.)

**Note : *This estimate is for about 200 sq. ft.(floor space) + exhibition
space of 265 sq. ft. (wall space)***

Project for Performing Art Section Estimate of Material for Dance & Music:

Introduction

Performing Art activities provide plenty of opportunities to children for self expression. Instrumental music, classical and folk style of music and dance, theatre will be an integral part of this activity.

Objective:

1. Enhancing children's imagination and making them realize their own potential.
2. Helping children overcome inhibition and develop confidence.
3. Acquaint children with both culture and tradition through various dance forms and songs in different language.

This may include:-

S. No. Item

1. Bharatnatyam Costumes
2. Folk Costumes
6. Ghoonghroo
7. Jewellery
3. Harmonium(10 Instrumental,1Vocal,1Dance)
4. Pair of Tabla(10nstrumental,1Vocal,1Dance)
5. Dholak (10 Instrumental,1Vocal,1Dance)
9. Mridangam(10 Instrumental,1Vocal,1Dance)
10. Talam
11. Pakhawaj

Project for Stitchery Unit

Introduction

Stitchery unit and workshop area for children will help children learn about basics of cutting and tailoring on one hand and at the same time give them opportunity of experimenting with designing of different types of clothes, patch works and creative embroidery etc.

Objective:

1. Impart training to children in cutting and tailoring to make children self reliant and also help them to take it up as a profession in future.

This may include:-

S. No.	Item
1.	Sewing Machine (3 hand machines & 5 Tradel Machines, 2 Usha Sewing machine)
2.	Machine Motors (4 No's)
3.	Machine Wooden Covers (10 no's)
4.	Stools for Sewing Machines (7 no's)
5.	Cutting Tables (3 no's)
6.	Accessories (hand needles, machine needles, Screw driver, inch-tape, scale, mirror, Pressing table)
7.	Scissors (10 no's)
8.	Almirah (2)
9.	Press (iron) (2 Nos)
10.	Miscellaneous (carpet, cloth, thread etc)
11.	Stools for students (30 Nos)
12.	Display Board (2 Nos)

Project for Audio Visual Equipment

Objective

Audio Visual Equipment enhances effectiveness of training in class rooms and hence is found essential in Bal Bhavans where we communicate with a large number of children a proper hall or an open air theatre must be available in a Bal Bhavan which puts up a proposal for Audio Visual Equipment

The following equipment can be purchased for the purpose of conducting programmes like music, dance and drama.

This may include:-

S. No. Item

1. P.A. System
 - (a) Amplifier
 - (b) Mixer
 - (c) Speakers
 - (d) Mike with stand
2. L.C.D Projector
3. L.C.D. T. v. (32")
4. Video Camera for sound recording
5. Laptop

BOND

KNOW ALL MEN BY THESE PRESENTS THAT WE, signed for and on behalf on a society registered under _____ the _____ Societies _____ Registration Act _____

_____ (herein after called the "obligors" which terms shall unless enclosed by on, repugnant to the context be deemed to include its successors permitted assigns and all persons entitled to and capable of disposing off the assets and properties of the obligors) are held an fairly bound to the President of India here in-after called the 'Government' which terms shall unless exuded by or repugnant to the context be deemed to include his successors and assigns) in the sum of Rs.

(Rupees _____) well and truly to be paid to the Government on demand and without a demur for which payment we fairly bind ourselves by these presents.

2. Signed this on _____ day of _____ in the year _____.

3. WHEREAS on the obligors request the Government has as per National Bal Bhavan's letter No. G.O./ _____ / _____, dated _____ (herein after referred to as the 'Letter of Sanction' which forms and integral part of these presents and a copy where of is annexed hereto as Annexure 'A') agreed to made in favour of the obligors for the purpose of a grant of Rs. _____ (Rupees

_____) _____ out _____ of _____ which Rs. _____ (Rupees _____) have on _____

_____ been paid to the obligors (the _____ receipt _____ of _____ sum the _____

_____ do hereby admit and acknowledge on condition of the obligors executing in the terms and manner contained here in after which the obligors have agreed to do.

4. Now the condition of the above written obligation is such that if the obligors duly fulfill and comply with all the terms and conditions mentioned in the letter of sanction then the above written bond on obligation shall be valid and of no effect : but otherwise it shall remain in full force, effect and virtue.

5. And those presents further witness as under:-

(i) The decision of the Chairperson/Director/Grant in Aid Committee of the National Bal Bhavan, New Delhi on the question whether there has been breach or violation of any of the terms or conditions mentioned in _____ the letter of sanctions shall be final and binding on the obligors, and

(ii) The Government have agreed to bear the stamp duty, if any chargeable on these presents.

6. in witness whereof these presents have been executed on behalf of the obligors pursuant to the passed by the Board of Management of the Society (Governing Body) of the obligors, on the end year here in above-written.

Obligors in the presence of
With Name and Address

Signature of guarantee
Institution

(For office use only)
Accepted for and on behalf
of the President of India

(Name and Designation)

Utilisation Certificate

<u>S.No.</u>	<u>Letter No. and date</u>	<u>Amount</u>	<u>Remarks</u>
			<p>Certified that out of grant of Rs._____ sanctioned during 200_____ in favour of_____</p> <p>_____</p> <p>under National Bal Bhavan letter number, given in the margin, an amount of Rs._____ has been utilized for the purpose for which it was sanctioned and no balance is remaining unutilized or the balance amount of Rs._____ as unutilized has been refunded. The audited statement of accounts is enclosed.</p>

Certified that I have satisfied myself that the conditions on which the grant was sanctioned have been duly fulfilled and that I have exercised all checks to see that the money was actually utilized for the purpose for which it was sanctioned.

(Signature)
Head of the Bal Bhavan Concerned
With Rubber Stamp

