

CENTRAL GOVERNMENT SCHEMES FOR THE REHABILITATION OF PERSONS WITH DISABILITIES

MINISTRY OF SOCIAL JUSTICE & EMPOWERMENT SCHEME TO PROMOTE VOLUNTARY ACTION FOR PERSONS WITH DISABILITIES

Introduction

The enactment of the Persons with Disabilities, Equal Opportunities and Protection of Rights Act of 1995 is a landmark legislation and an expression of India's commitment to social justice.

The Scheme of the Ministry of Social Justice & Empowerment, Govt. of India, simplifies and facilitates procedure for easy access to Govt. support for NGOs with the aim to widen the scope and range of programmes. It will address the unmet need of over 95 percent Indian citizens with disabilities who have not had access to services so far.

The Objectives of the Scheme

- To ensure effective implementation of the Act.
- To encourage voluntary action.
- To create enabling environment.
- To ensure equal opportunities, equity and social justice to persons with

disabilities.

- To empower persons with disabilities.
- To implement outreach and comprehensive Community Based Rehabilitation programmes in urban and rural environments.
- To enhance education opportunities at all levels and in all forms.
- To enlarge the scope of vocational and professional opportunities, income generation and gainful occupations.

- To support all such measures as may be necessary for promoting formal as well as non-formal employment and placement opportunities.
- To support people with disabilities in projects which are environment friendly and Eco promotive.
- To support effort to ensure protection of human, civil and consumer rights persons with disabilities.
- To support legal literacy, including legal counselling, legal aid and analysis and evaluation of existing laws.
- To support the development publication and dissemination of information, documentation and training materials.
- To support the conduct of surveys and other forms of epidemiological studies.
- To support (a) construction and maintenance of building, (b) furniture and fixtures, and (c) installation and maintenance of machinery and equipment.
- To support and facilitate the availability of appropriate housing homes and hostel facilities.
- To establish and support facilities for sports, recreation, leisure-time activities, excursions, creative and performing arts, cultural and socially inclusive activities.
- To promote research in various development areas, innovative strategies, assistive devices and enabling technologies and support production of such devices ensuring quality control.
- To support manpower development activities to train required personnel at different levels for the programmes/projects/activities for persons with disabilities.
- To set up well-equipped resource centres at different levels.
- To promote and support the development of self-help, groups parent organisations and independent living.
- To encourage coordination, cooperation, networking and multisectoral linkages.

— To support such other measures, which may meet the needs of the persons with disability and fulfil the obligations as prescribed in the Disability Act of 1995.

Eligible Organisation

1. The organisation should be:

- (a) Registered under the Societies Registration Act, 1860 (XXI of 1860) or any relevant Act of the State/Union Territory; or
- (b) a public trust registered under the law for the time being in force; or
- (c) a Charitable Company licensed under Section 25 of the Company Act, 1958.
- (d) It should have a legally constituted managing body.
- (e) It is not run for profit to any individual or a body of individuals.

The organisation should have been functioning for at least two years at the time of applying for grant under the scheme. In case relaxation to this condition is required detailed justification should be given. Secretary (SJ&E) is empowered to waive this condition, for reasons to be recorded in writing.

Extent of Support

1. The quantum of support shall be determined on the scope and merits of the project proposal, which could be upto 90 percent.
2. The norms of payment are mentioned in the scheme booklet.
3. If an organisation has already received or is expecting to receive a grant from some other official source for a project for which application is being made under this scheme, the grant under the scheme will be sanctioned after taking that into account. The applicant will have to give information/ declaration to that effect.
4. The grant will be released in two instalments normally.

Procedure for Submission of Application

(a) For New Project

The application for the new projects will be sanctioned on the recommendation of the State Government/State Commissioners/National Institutions/Organisations/ any other system designated by the Ministry of Social Justice & Empowerment for this purpose on the form prescribed.

(b) For Continuing Project

(i) Application is to be submitted on prescribed form for release of first instalment. The required documents to secure release of first instalment are :

- Audited/Unaudited accounts for the previous year indicating the expenditure incurred on each sanctioned item vis-a-vis the grant sanctioned.
- Budget estimates for the financial year for which grant-in-aid is required (showing recurring and non-recurring items separately).

(ii) The NGO will then apply for second and final instalment after utilisation of the grant released during the previous financial year. If any, in the prescribed format. The required documents to secure final instalment are:

1. Annual Report of the previous year.
2. Audited Statement of accounts of previous year (Receipt and Payments statement, Income & Expenditure Statement) and Balance Sheet.
3. Audited utilisation certificate with itemwise expenditure as per the sanctioned items of grant.
4. Details of staff employed
5. Details of beneficiaries
6. Assets acquired wholly or substantially out of government grants

under GFR 19

7. Any other information considered necessary by the organisation or as asked for.

- (iii) The application for the continuing projects will be sanctioned on the recommendation of the State Government/State Commissioners/ National Institutions/Organisations/ any other system designated by the Ministry of Social Justice & Empowerment for this purpose.
- The NGO will maintain separate account for each Scheme/Project.
 - The organisation will also be open to inspection by Govt. authorities, etc. and for internal audit/concurrent audit and audit by the CAG, whenever required.
- (iv) The NGO will submit their application after calculating the amount required to be released under grant-in-aid in a standardised calculation sheet as per the norms prescribed. They may also submit their applications after filling up standardised checklists, both for new as well as continuing project.

**NORMS FOR SCHEME TO PROMOTE VOLUNTARY ACTION
FOR PERSONS WITH DISABILITY**

Disability Division of Ministry of Social Justice and Empowerment has so far been administering the following five grant-in-aid schemes which are being implemented through NGOs:

1. Scheme of Assistance to organization for the Disabled.
2. Scheme of Assistance to Disabled Persons for Purchase/Fitting of Aids/Appliances.
3. Scheme of Assistance to Voluntary Organization for the Rehabilitation of Leprosy Cured Persons.
4. Scheme of Assistance to Voluntary Organisations for Special School for Handicapped Children.
5. Scheme of Assistance to Organisation for Persons with Cerebral Palsy and Mental Retardation.

In order to make these schemes more effective and better result oriented, it has been decided that the four schemes mentioned at 1, 3, 4 & 5 be replaced by the present umbrella schemes, which comprises of the earlier schemes and also cover the new areas in the field of disabilities. So far as the Scheme at (2) is concerned, it has already been revised.

After going through the earlier set of norms, it has now been decided that:

Salary / Honorarium :

1. There should be a fixed 'Honorarium' to be paid to the personnel of the NGO instead of 'salary'. The Government would contribute 90 percent of the honorarium to the NGO.

2. As the salary structure for the personnel of NGOs has now been discontinued, every year, the recurring grant (only the Honorarium portion) of the NGO for honorarium would be enhanced by 10% of the amount released in the previous year. This would imply that every year there would be an increase in the honorarium amount of the personnel involved.
3. The amount of stipend for the hostellers will be Rs. 600 and for the locals coming from far away places during day time will be Rs. 500 p.m.
4. As regards the Transport Allowance, the same will be as follows :

A Class Cities	Rs. 300 p.m.
B Class Cities	Rs. 250 p.m.
C Class Cities & Rural Areas	Rs. 175 p.m.
5. An amount of Rs. 1,000 per beneficiary per annum would be admissible for medicines.
6. Exemptions: The norms will not be applicable in special cases such as those involving direction of High Courts and the Supreme Court, etc.
7. The scope of the present scheme has been amplified to such an extent that any voluntary action for ameliorating the plight of the disabled will be funded by the Union Government as stipulated in the Persons with Disabilities Act, 1995.
8. Construction of Building : The maximum admissible limit is Rs. 15 lakhs.
 - (i) Rs. 1.5 lakhs for each class room for every 10 students (or part)
 - (ii) Rs. 2.00 lakhs for every 10 students (or part) for vocational training or employment centers.
 - (iii) Hostel Building : Assistance is to be provided for construction of covered area not exceeding 40 sq. ft. per beneficiary, subject to a maximum of Rs. 25,000 per person.

(iv) Proposal for additional building grant for a particular purpose can be provided if there is an increase in the number of beneficiaries.

(v) The building grant will not be allowed for less than 20 persons.

9. Rent of building : Such rent, which is certified by Revenue/PWD authorities, will be allowed subject to under mentioned maximum limits :

A Class Cities Rs. 10,000 p.m.

B Class Cities Rs. 8,000 p.m.

C Class Cities & Rural Area Rs. 5,000 p.m

These rates are meant for 60 students in the school. Pro-rata increase/decrease shall be allowed according to increase or decrease in the number of beneficiaries.

10. Maintenance Grant :

(i) One teacher for every 8 students on part thereof. In cases of mentally handicapped the student-teacher ratio would be 5 : 1 and in case of multiple disabled the same would be 2 : 1.

(ii) Maintenance grant for building will be worked out at 2 percent of the capital cost of the building subject to a maximum of Rs. 50,000 per year.

(iii) One supervisory staff for a school. Two supervisory personnel to be provided if the strength of the school exceeds 100 beneficiaries.

(iv) Contingent expenditure will be limited to Rs. 500 per beneficiary per year. This would include items such as printing, stationery, telephones, water and electricity.

(v) Electricity charges can be considered separately in the case of workshops where heavy machinery is involved.

(vi) An allowance not to exceed 10 percent of the salary would be admissible for conveyance.

11. Stipend to Students : Stipend for students/trainees in hostel will be sanctioned @ Rs. 600 per month per student. A stipend @ Rs. 500 per month per trainee/student to be provided for those who are not provided hostel facilities.

12. Transport Allowance

i. Transport Allowance regardless of the category of the disability may be allowed at the rate mentioned in sub-para (ii).

ii Transport Allowance is proposed to be categorised as under (per month):-

A Class Cities Rs. 300 per child

B Class Cities Rs. 250 per child

C Class Cities and Rs. 175 per child
rural area

iii Transport Allowance will not be paid for transporting children/ handicapped persons for coming to the diagnostic clinic. It will be sanctioned for transporting non-resident students/trainees to special education centers and/or vocational training centers.

iv. Purchase of a vehicle will be allowed under the schemes to the extent of 90 percent of Rs. 5.00 lakh, as disabled persons cannot travel alone. One post each of driver and escort will be sanctioned for the scheme in the honorarium or Rs. 2,500 and Rs. 1,500 per month respectively. This is subject to condition that an NGO can either avail of the Transport Allowance or the vehicle and not both. Purchase of vehicle would be subject to the approval of Ministry of Finance.

13. Vocational Training :

(i) Staff and equipment for Vocational Training units are to be sanctioned according to the requirements. There could be a provision for typewriters, computers, etc., in the vocational training centres and special schools so that the students could avail the training facilities.

(ii) In the case of Vocational Training Centers where heavy machines consuming substantial amount of electricity are in use, extra funds for electricity charges can be sanctioned on actual consumption basis.

(iii) An amount of Rs. 1,000 per trainee per year will be sanctioned under the scheme for vocational training.

14. Furniture and Office equipment :

- i. One table and a chair for each student trainee @ Rs. 2,000 per set.
- ii. One table and a chair for each staff sanctioned @ Rs. 2,000 per set.
2-6 extra chairs if asked for @ Rs. 800.
- iii. One cupboard for each group of ten students/trainees (or part) @ Rs. 5,000 each.
- iv. One cupboard for each supervisory staff sanctioned @ Rs. 5,000 each.
- v. One cot, mattress, bed sheet, pillows, blanket, etc., for each student in hostel @ Rs. 2,000 for each student.
- vi. One typewriter for a group of 40 students for office use. More than two typewriters are not to be sanctioned. If an Institution has 100 students or more, then a computer with printer may be sanctioned within the limit of Rs. 1 lakh.

List of equipment and office furniture and equipment to be provided under general scheme should be comprehensive and frequency of its replacement specified as once in every three years.

15. Equipment for Sports : Equipment for Sports shall be provided upto an amount of Rs. 20,000 once in every three years. Excursion trip one in a year, may also be allowed upto an amount of Rs. 15,000.

PT/OT/Speech Therapy equipment/special education material, item which are approved by National Institute, would be funded upto 90 percent of the cost. Beside expenses on music, dance, painting also would be funded 90 percent of the cost.

Purchase of library books upto the extent of Rs. 1.00 lakh will be met by the Ministry once in five years.

16. Seminars/Workshops/Rural Camps : Support and finance of seminar/workshop/rural camps by NGOs would be considered on merit of each proposal to the maximum of Rs. 1,00,000 once in a year.
17. In order to facilitate the NGOs ample mobility with regard to the disabled beneficiaries, an one time grant for vehicle to the tune of 90 percent of Rs. 5.00 lakhs will be sanctioned to the NGOs. One post of driver (honorarium Rs. 3,000 p.m.) and one helper (honorarium Rs. 2,000 p.m.) will be sanctioned, 20 percent of Rs. 5.00 lakhs (maximum) for maintenance of vehicle per year.
18. It has now been decided to create state level panels for monitoring and recommending the cases of NGOs for release of grant-in-aid. It has, therefore, been decided that 3 percent of the total budget of the scheme will be earmarked for meeting the administrative expenditure of the state level panels.

HONORARIUM PAYABLE TO THE NGOs (Per Month)

<i>S. Post No.</i>	<i>Honorarium (Rs. Per Month)</i>
1. Project Director/Coordinator	8400
2. Medical Doctor (Part time)	6000
3. Pediatrician	6000
4. Psychiatrist	6000
5. Orthopaedic Surgeon	6000
6. ENT Specialist	6000
7. Neurologist	6000
8. Senior Physiotherapist	6000

<i>S. Post No.</i>	<i>Honorarium (Rs. Per Month)</i>
9. Senior Occupational Therapist	6000
10. Senior Speech Therapist	6000
11. Clinical Psychologist	6000
12. Principal/Headmaster of Middle/TGT 6000	
13. Junior Physiotherapist	4200
14. Junior Occupational Therapist	4200
15. Junior Speech Therapist	4200
16. Audiologist	4200
17. Orthotist/Prosthetist	4200
18. Junior Psychologist	4200
19. Braille Instructor	4200
20. Mobility Instructor	4200
21. Vocational Counsellor	4200
22. Trained Graduate Teacher/Head Master of Primary School	4200
23. Social Worker	4200
24. Librarian	4200
25. Warden	4200
26. Computer Programmer	4200
27. Editor	4200
28. Foremen	4200
29. Office-In-Charge	4200
30. Placement Officer	5000

<i>S. Post No.</i>	<i>Honorarium (Rs. Per Month)</i>
31. Supervisor	4200
32. P.T. Assistant	2800
33. O.T. Assistant	2800
34. Assistant Speech Therapist	2800
35. Assistant Audiologist	2800
36. Earmould Technician	2800
37. Assistant Orthotist/Prosthetist	2800
38. Vocational Instructor	2800
39. Assistant Teacher	2800
40. Store Keeper	2800
41. Craft Teacher	2800
42. Music Teacher	2800
43. Drawing Teacher	2800
44. Yoga Instructor/Teacher	2800
45. Plastic Moulding Instructor	2800
46. Weaving & Handloom Instructor	2800
47. Bakery Instructor	2800
48. Electronic Instructor	2800
49. Composing & Printing Instructor	2800
50. Farm Instructor	2800
51. Carpentry Instructor	2800
52. Shoe Making Instructor	2800
53. Cassette Duplicating Operator	2200

<i>S. Post No.</i>	<i>Honorarium (Rs. Per Month)</i>
54. Tailoring & Sewing Instructor	2800
55. Chair Caning Instructor	2800
56. Candle Making Instructor	2800
57. Knitting Instructor	2800
58. Book Binder	2800
59. Composer	2800
60. Proof Reader	2800
61. Copy Holder	2800
62. Machine Operator	2800
63. Map Maker	2800
64. Nurse	2800
65. Tablist	3000
66. Accountant	3000
67. Assistant Librarian	2800
68. Office Assistant	2800
69. Cook	2000
70. Peon/Aya/Helper	2000
71. Treadleman	2200
72. Sweeper	2000
73. Chowkidar/Watchman	2000
74. Ward Boy	2000
75. Clerk-cum-typist	2200
76. Packer	2000
77. Store keeper	2200
78. Stenographer	2800

PROJECT FOR THE LEPROSY CURED PERSONS

A. Administrative Expenses

Honorarium

Project Coordinator Rs./month	5000
Accountant-cum-clerk Rs./month	2200
Peon	
	Rs./month 2000
Contingencies Rs./beneficiary	600
Rental	
	Rs./month as proposed

B. Awareness Generation / Counselling Centre

Psychologist/Counsellor Rs./month	4200
Social Worker Rs./month	4200
Helper	
	Rs./month 2000
Rental	
	Rs./month As proposed
Contingencies Rs./month	10000
<i>Non-Recurring</i>	
Audio Visual Equipment for Publicity Mass Education	30000
Furniture	As proposed
Computer	1.00 lakh

C. Vocational Training

- (i) Assets and equipment for the Vocational Training Units to be sanctioned according to the strength/requirements.
- (ii) In the case of Vocational Training Centres where heavy machines consuming substantial amount of electricity are used, extra funds for electricity charges can be sanctioned on actual consumption basis.

(iii) Staff

- (a) Vocational Graduate from recognised
Counsellor University/Institution
(Rs./month) 4200
- (b) Vocational Matriculation or equivalent exam,
Instructor Diploma/Certificate in relevant trade
(Rs./month) 4000
- (c) Helper
(Rs./month) 3000
- (d) Stipend for trainees
(Rs./Trainee/month) As proposed
- (e) Rentals (Rs./month) As proposed
- (f) Raw Materials (Rs./month) 2000 (per beneficiary)

Non-Recurring

Equipment	1,50,000
Furniture	10,000

D. Placement Service for Leprosy Cured Persons

Placement Officer 5000

(Qualification - Graduation from any recognised University, should be able to liaison with various agencies/authorities to provide employment to leprosy cured persons)

E. Home for Leprosy Cured and Severely Disabled

Supervisor (Rs./month) 4200
Honorarium to a part-time
Doctor for Visits in a month for 12 months 2000
Nurse/Helper (Rs./month) 2000
Cook
(Rs./month) 2000

Chowkidar	(Rs./month) 2000
Sweeper	(Rs./month) 2000
Grant for food/lodging (Rs./beneficiary) 600 p.m of inmates	
Medicines, etc. (Rs./annum) 30000	
Rental	(Rs./month) As proposed
Contingencies (Rs./beneficiary) 1000 p.a.	

Non-recurring

Beds	
Bedding	
Furniture	150000
Kitchen, equipment	
Recreation items	

F. Building As proposed

Note : Number of inmates should not be less than 25.

PROJECT FOR COMMUNITY BASED REHABILITATION

Rural Rehabilitation Volunteers

Ratio: 2 for each village - one male and one female

Honorarium : Rs. 600 p.m. plus Rs. 200 p.m. as travelling allowance

CBR Personnel or M. R. Ws.

Honorarium : Rs. 2800 p.m.

Ratio : 3 Multi Rehabilitation Workers for 10 villages

Social Worker :

Honorarium : Rs. 3500 p.m.

(One Social worker for 20 villages)

Specialist (Therapist, Social Educators, Ortho Speech Therapists, etc.)

Honorarium : Rs. 6000 p.m.

Vocational Trainer :

Honorarium : Rs. 4200 p.m. (matriculation or, equivalent and diploma/certificate in relevant trade). These will be part time and will be paid Rs. 2500 p.m. as Retainer

Project Coordinator/Director

Honorarium : Rs. 6000 p.m.

In addition to the payment for the CBR Personnel a certain amount of money, approximately 10 percent of the total project cost may be kept for administrative expenses such as typist, peons, etc. The expenses on training would be same as for other programmes, although keeping in mind the fact that the implementation of the CBR programmes involve a lot of travelling, expenses on travel, may be accepted at the rates which are just twice the rates suggested for other programmes. Whenever a motorbike or a bicycle is proposed to be provided to the CBR worker, the travelling expenses will be paid only if no POL charges are given to the worker. The personnel in CBR programme will have to be trained. Experience will also be taken into account.

PROJECT FOR SPECIAL SCHOOL (FOR 100 STUDENTS)

<i>Posts</i>	<i>Honorarium/Month</i>
Principal	6000
Teacher	5000
Teachers for Special Subjects	5000
UDC-cum-Accountant	3000
LDCs	2200
Cooks	2000
Sweepers	2000
Chowkidar	2000
Ear-mould Technician/Assistant	2000

<i>Items</i>	<i>Rates</i>
1. Foods for children @ 600/- p.m. x 100 x 10 months	600000
Max	
Books & Stationery	100000
Max	
Printing, Medical Expenditure, Heater, 100000 Max	
Electricity Charges and other contingent expenditure	
Equipment	600000 Max
Furntiure	
One Table & one chair for each student (@ 2000/- per set)	200000 Max
One table & one chair for each staff (@ 2000/- per set)	100000 Max

<i>Items</i>	<i>Rates</i>
One cupboard for group of 10 students (@ 5000/-)	50000
One cup-board for each staff (@ 5000/-)	50000
One cot, mattress, bed sheet, pillows, blanket for each student in hostel @ 1400/- per student)	140000 Max
One typewriter	15000
Braille Slates	10000
Brailers	100000
Thermofoam	30000
Arithmetic Frames	10000
Abacus	4000
Geometry Kits	10000
Science Teacher Kits	10000
Special Designed toys for younger children	26000
Adapted Sports Equipment	100000
Max Individual Hearing Aid	200000
Group hearing aids each having 10 microphones with loop induction system	400000 Max
Clinical & Pure Tone Audiometer	40000 Max
Speech Trainer	20000 Max
Computerized Speech Therapy Equipment	200000 Max
Teaching Mirrors	20000
Sports equipment	100000 Max

<i>Items</i>	<i>Rates</i>
Occupational Therapy Equipment	50000 Max
Physio Therapy Equipment like stationery Bicycle & other equipment, Short Wave, Micro Wave, Infra Red & Ultra-sonic Dithering Equipment	20,000 Max
Special teaching aid and toys	50000 Max
Sports equipment	50000 Max

Note: Proportionate grant will be released on the basis of number of Students.

**PROJECT FOR CEREBRAL PALSY & MENTAL RETARDATION
(FOR 15 BENEFICIARIES)**

<i>Posts</i>	<i>Honorarium</i>
Salary of Two Core faculty members 8000x12=96,000 (one of the level of Asst. Professor and 6000x12=72,000 one at the level of Lecturer)	Total 1,68,000
Honorarium to 15 guest faculty (15 x 20 hrs x 100) 30000 Stipend to Trainees	As mentioned
Educational tour including train fare by IInd Class and Rs. 70/- per day per trainee 30000 TA/DA to Examiners & guest faculty 10000 Documentation (including translation & distributing) 25000 Contingencies	20000

<i>For Hostel Faculty</i>	<i>Per Month</i>
Warden	4200
Cook	2000
Attendant	2000

<i>For Hostel Faculty</i>	<i>Per Month</i>
Chowkidar	2000
Sweeper	2000
<i>Non-Recurring</i>	
Educational Tour (Per day/trainee)	30000
Documentation	25000
Contingencies	20000
Slide Projector	15000
Over-head Projector	15000
TV Colour	20000
VCR	20000
Typewriter	15000
Screen	6000
Xerox Machine	125000
Books	50000
Course in Physiotherapy and Occupational therapy	100000
Furniture & Kitchen Materials	50000
Furniture for Staff & Office Room	120000
Furniture for Dining Room	30000
Utensils for Kitchen	40000
Furniture for Hostel Living Rooms	260000
<i>Note : Proportionate grant will be released on the basis of number of beneficiaries.</i>	

LEGAL LITERACY AND COUNSELLING

Under the ambit of the new scheme it has now been decided to fund project for Legal literacy, including legal counselling, legal aid and analysis and evaluation of existing laws for the disabled.

Legal Literacy and Counselling

<i>S.No. Posts</i>	<i>Honorarium Rates/per month</i>
1. Para Legal Trainer	6000
2. Steno/Assistant	2800
3. Contingencies	1000

Legal Aid

Court expenses including lawyer's fees will be as per actual expenditure subject to a maximum of Rs. 6500 per case.

ENVIRONMENT FRIENDLY AND ECO-PROMOTIVE PROJECTS FOR THE HANDICAPPED

It has been decided to fund environment friendly and eco-promotive projects by the handicapped like gardening, horticulture, raising of nurseries, planting of trees, etc., maximum amount of Rs. 500 per beneficiary per month will be provided to the maximum of 25 beneficiaries per project.

A copy of the scheme could be obtained from Union Ministry of Social Justice & Empowerment, New Delhi.

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