

**CHANDIGARH ADMINISTRATION
DEPARTMENT OF INFORMATION TECHNOLOGY**

Notification

Dated: 1 Nov, 2007

IT-GFR-01-Nov-2007/SPL-1 In exercise of powers conferred by rule 209 of General Financial Rules, 2005 read with rule 20 of delegation of financial powers rules and all other powers enabling him in this behalf, the Administrator, Union Territory, Chandigarh is pleased to enact the following rules for the release of Grant in Aid by the Department of Information Technology, Chandigarh Administration.

1. **Short title and Commencement:**

- i) These rules may be called the Grant in Aid for Information Technology (GAIT) Rules 2007.
- ii) These rules shall come into force from the date of issue and shall apply to all grants in Aid made after the said date.

2. **Definitions:**

The words and expressions not defined in these rules shall have the same meaning as assigned to them in the General Financial Rules, 2005.

- a) Competent Authority for the sanction of grant in Aid under these rules shall be the Secretary, Information Technology.

3. **Eligibility:**

Any Society / Institution/ Organization in Chandigarh (UT) with either or all of following aims / Objectives can apply for the Grant in Aid with the Director, Information and Technology, U.T., Chandigarh.

- To promote application of Information Technology in the U.T. of Chandigarh and to carry out all such activities those are commensurate with the IT policy of the Chandigarh Administration;

- To promote e-governance, software Exports, create IT infrastructure, generate jobs ect. As outlined in the IT Policy of the Chandigarh Administration;
- To facilitate the establishment and functioning of data processing computer centers; provide consultancy services and impart training in various disciplines of I.T. and facilitate the development of software packages as well as related items and undertake turn key project / agreements in India and abroad in IT by public and private sector companies in the U.T., of Chandigarh in order to promote the application of Information Technology for the benefit of citizens of Chandigarh.
- To Carry out high quality cyber security research work or other academic related activities in the areas related to Information Technology.
- To carry out any work relating to promotion of entrepreneurship in technology related areas, which may also include all such activities required for nurturing and sustaining a healthy eco system for the growth of entrepreneurship in Chandigarh.

4. **Principles and Procedure for award of Grant-in –Aid:**

- i.) Any Society / Institution / Organisation with above noted objectives seeking grant in aid from Chandigarh Administration will have to submit an application which includes all relevant information such as Articles of Association, bye laws, audited statement of accounts, sources and patters of income and expenditure etc enabling the sanctioning authority to assess the suitability of the Institution or Organisation seeking grant.
- ii.) The application should clearly spell out the need for seeking the grant.
- iii.) The Society/ Institution/ Organisation seeking grant-in0aid should also certify that it has not obtained or applied for grant-in-aid for the same purpose or activity and during the same financial year from any other Ministry or Department of the Government of India or State Government or Chandigarh Administration.
- iv.) Award of grants should be considered only on the basis of viable and specific schemes drawn up in sufficient detail by the

Institution/society/ Organisation. The grants could be recurring and non recurring.

v.) Grant in aid should be for a specific time period as agreed / approved by the Competent Authority.

5. **Financial Resources:**

The grantee will generate its own sources of income and will not be dependent only on the Grant –in-aid.

6. **Accounts:**

The grantee will follow General Financial Rules, 2005 and will maintain its accounts in proper form and the same shall be got audited from the Chartered Accountant regularly. Further, it shall be remain open for inspection by the sanctioning authority / Audit.

7. **Sanction of GIA:**

Department of Information Technology, Chandigarh Administration will examine all applications and give its recommendations, and forward the same to competent authority for the sanction of the release of GIA.

8. **Submission of Utilization Certificate:**

The grantee will submit utilization certificate duly audited by the Chartered Accountant on Yearly/half yearly/ Quarterly basis as per requirement. Any unspent balances will be adjusted in the future Grants.

9. **Diversion of Grant:**

The grantee will not divert the grant to any other Society organisation without the permission of the Department of IT and will utilize the grant for the agreed bonafide purposes only. However the grantee can get the petty work done and hire consultancy services by outsourcing keeping in view the nature and objectives of the job.

10. **Assets:**

The Society / Institutions / Organisation will maintain an inventory of assets created wholly or substantially with the Grant-in-aid and that will be the property of the Department of Information Technology. The wear/ tear and running cost of the assets will be borne by the Society out of its recurring funds.

11. **Review of the Performance:**

Review of the performance of the Society / Institution / Organisation will be done by the committee constituted by the Chandigarh Administration / sanctioning authority once in three to five years.

12. **Interpretation:**

For any doubts/ambiguity of these rules, General Financial Rules, 2005 and the instruction/guidelines issued by the Administration will be followed and the interpretation of the Department of Information Technology, Chandigarh Administration shall be final and binding on the grantee.

S.K. SANDHU

Finance Secretary

Chandigarh Administration