



**Jammu and Kashmir
Academy of Art, Culture and Languages,
Jammu/Srinagar**

Notice

Applications on prescribed form are invited for grant of non-recurring financial Assistance to the voluntary organizations exclusively devoted to work in the field of Literature, Arts and Performing Arts for the financial year 2013-14. The last date for receipt of application forms along with necessary documents has been fixed on **15th of April 2014**. Applications shall be accompanied by the following documents:-

1. A list of office bearers of the organization.
2. An audited Statement of Income & Expenditure by a Chartered Accountant in respect of such Institutions /Organizations in whose favor the grant exceeds Rs. 4000/- per annum. In case of other Institutions/ Organizations, income/expenditure statement duly approved by the Executive Body of the Institution/Organization.
3. A copy of the constitution of the Institution/Organization duly attested by Registrar of Societies.
4. A copy of the resolution passed by the organization.
5. Report of activities undertaken during the previous year.
6. Copy of Registration Certificate from Registrar of Societies.
7. Full detail of Projects to be undertaken.

Application forms can be had from the following offices of the Academy on any working day during office hours or downloaded from the Academy website **www.jkculture.nic.in**:-

- i) Office of the Secretary, J&K Cultural Academy, Canal Road, Jammu.
- ii) Office of the Additional Secretary, J&K Cultural Academy Lal Mandi, Srinagar/ Canal Road, Jammu
- iii) Office of the Cultural Officer, J&K Cultural Academy Leh, Kargil, Rajouri and Doda.

Application forms shall be submitted either direct to the Secretary or through respective sub-offices of the Academy.

Sd/-
Secretary

No:-CA/FA/Insp-4/2013-14/3766-79

Dated:- 13th March' 2014



**Jammu and Kashmir
Academy of Art, Culture and Languages,
Srinagar/Jammu**

Application form for Financial Assistance /Grant of Recognition for the year 2013-14.

1. Name of the Institution/Organization.....
(In Full Block Letters)
2. Complete Address
- (in Full Block Letters)
3. When Established
- (Day Month & Year)
4. Number & Year of registration & the
- Act under Which registered
5. Whether affiliated to any
- other organization:
6. Details of grant, if any, received from.....
This Academy during the last three years.....
& the purpose for which it was sanctioned.....

Year	Amount of the Grant	Purpose
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b) Have the previous grants been utilized fully or partly:

7. Details of Grant received from any
other source/s during the last three years
and purpose for which these were
sanctioned.

Source	Year	Amount of Grant	Purpose
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8. Main activity of the institution/organization:
.....
.....

9. Name of the Officer Bearers

- i) President/Chairman.....
- ii) Vice-President/Vice Chairman.....
- iii) Treasurer.....
- iv) Secretary.....

10. List of Office Members/Artists:

.....
.....
.....
.....
.....

11. Heads/projects for which the grant is now required showing the estimate income & expenditure under each projects separately:-

- a) Specified Projects (Use Separate sheet to enclose details:
- b) Estimated income:
- c) C) Estimated Expenditure:.....

d) Amount Required:

In case of Training/projects following details may be furnished:

- i) Training of courses in Music, Dance, Drama, Soofiyana
- ii) Teaching staff, their pay & qualification/s:
- iii) Number of Trainer:

12. Any special reason for seeking grant:
.....

13. Whether or not audited statement of accounts & the utilization certificates in respect of grants received from the Academy have been submitted:

Declaration to be made by the Secretary & the President or Chairman of the organization

We hereby declare that the statements made in the application are true and correct to the best of our knowledge and that we will abide by the rules & conditions laid down by the Academy. We have not applied for any grant for these projects from any other sources.

***Secretary of the
Organizations/Organization***

***president/Chairman
of the institution/Organizations***

Station:

Date:

1. The application should be sent directly to the Secretary or through the Additional Secretary, J&K Cultural Academy, Srinagar/Jammu or Cultural Officer, Leh , Kargil, Rajouri & Doda.
2. The following documents must accompany the application:-
 - i) Statements of Income & Expenditure,
 - ii) Statement of Receipts and Payments,
 - iii) Balance sheet showing Assets and Liabilities of the institution/organization,
 - iv) Audited Statements of accounts by a Chartered Accountant and the utilization certificate in respect of grant, if any received from the Academy, if these documents have not already been sent,
 - v) Report of Activity undertaken during the last two years with documentary proof (invitation cards/press clippings)
 - vi) Printed copy of the constitution of the Institution /Association (attested).
 - vii) Declaration may be given on letter head form of the organization by the Secretary/President or Chairman of the organization that:-

- a) In the event of the organization /Association ceasing to function, the property whether moveable or immovable purchased by the institution by debit to the financial assistance granted by the Academy will become the assets of the Academy
- b) The assets created substantially or partly out of the financial assistance granted by the Academy shall not be disposed of without prior sanction of the Academy
- c) The amount of financial assistance that may be sanctioned by the Academy shall be utilized only for the purpose it is sanctioned for, failing which the sanctioned grant shall have to be refunded to the Academy.
- d) The Institution/Association shall cease to be eligible for recognition/financial assistance if it amends its constitution without prior concurrence of the Academy.

Application forms not accompanied by documents mentioned above shall not be considered for Recognition/Financial Assistance by the Academy.

Proforma Questionnaire: Theatre Organization applying for the subsidy for production of plays

1. Name of the Productions :
(Modern Play, Musical Opera)
2. About the Play :
 - a) Synopsis :
 - b) Director's Note :
 - c) Brief about the playwright/Director :
3. Original Language of work indicate whether work is original/translation/adaptation :
4. Indicate if work has been produced :
5. Average number of new productions :
undertaken during last 5 years,
details thereof
6. Number of shows of each play :
presented during last 5 years,
details thereof

Supplementary Information Required for Music Training/Teaching

1. Details of courses taught:
 - a) Duration of courses :

- b) Hindustani Classical/Light Music etc :
- c) Karnatak Hindustani Classical/Light Music etc:
- d) Instrumental –give names of instruments :
in order of priority
- 2. Do you follow a syllabus? :
- 3. Is your organization affiliated to or :
recognized by any institution/
University/Govt. and Awards the degree/
Diplomas/Certificates?
- 4. Working hour of training class :
- 5. Number of times classes are held in a week:

Additional Information for Literary Activities

- 1. Give details of Mushairas/ :
Mehfil-e- Afsana/paper sessions
- 2. Details of conferences/seminars :
(Duration of the conferences and titles/
names of the paper/presenters)
- 3. Details of journals published by the organizations:
 - a) Monthly/bi-monthly /six month/yearly:
 - b) Number of Printed copies :
- 4. Sale proceed of publication during last three years:
- 5. Any other relevant information :

Scheme for financial assistance to the voluntary literary/cultural organisations of the state

1. TITLE

The scheme may be called the ***“Scheme for grant of Financial Assistance to the voluntary literary/cultural Organizations”***.

2. OBJECTIVES AND SCOPE

The Scheme is intended to enable the Cultural Academy to sanction and release the financial assistance in favour of such voluntary societies, registered under Societies Act which are exclusively devoted to work in the field of literature, arts and performing arts. Such Institutions / Associations / Organizations shall not be eligible for financial assistance unless they have been recognized by the Academy for at least one year on the date of application.

- i. The financial assistance will be provided on an annual basis to a maximum number of 150 organisations in the state within the budgetary provisions for the scheme to meet the expenditure on the production of New Play, Theatre workshop, Seminars, Conferences, Mushairas, Publications, Purchase of Books, Furniture, PAS equipments, Lighting equipments, Stage equipments, Costumes, Musical Instruments, Dance performances, Folk play, Folk Music, Development of Languages, Propagation of Languages, Get-to-gather, Literary meets etc.
- ii. Application for recognition and financial assistance should reach the office of the Cultural Academy on prescribed forms not later than the 15th April every year.

3. Selection and Allocation of Grants

- i. An Inspection Committee constituted by the Central Committee , J & K Cultural Academy will consider the applications for grants and recognition after examining the records and contribution in the fields of literature/culture/arts and performing arts.
- ii. Grants will be released after receiving the recommendations of the Inspection Committee. The Secretary can make any addition or alteration in the allocation of funds with the approval of the President of the Academy.
- iii. Inspection Committee will lay down any special condition for utilizing the grants and also the implementation of various projects and programmes.
- iv. The quantum of the financial assistance will range from Rs.3000/- to Rs.1,50, 000/- per annum . The increase or decrease in the quantum of grants will be reviewed by the Inspection Committee after every year.

- v. The Inspection Committee will keep in view the source of income and expenditure of the organizations while recommending the financial assistance. The Institution/Organization not having the bank balance of Rs.3000/- will not be considered for any grant or recognition.
- vi. Inspection of the Associations/Organizations will be conducted by the Inspection Committee constituted by the Central Committee, Cultural Academy at any time After the last date of receipt of applications.
- vii. The organization not applying for grant of financial assistance continuously for two years will be deemed defunct and will not be entitled for any financial aid. Such organization will have to apply as fresh organization.
- viii. In case a voluntary organization, duly recognized by the Academy, did not feel it necessary at any stage to ask for financial assistance from the Academy, the recognition already granted to the organization will not be withdrawn merely on that account.

4. ***The Selection Process for Financial Assistance***

All applications for financial assistance shall be on the prescribed form accompanied by the following documents:-

- i. A list of office bearers of the organization.
- ii. An audited Statement of Income and Expenditure by a Chartered Accountant in respect of such Institutions/ Organizations in whose favour the grant exceeds Rs.4000/- per annum. In case of other Institutions/Organizations Income and Expenditure Statement duly approved by the Executive Body of the Institution / organization.
- iii. A copy of the Constitution of the Institution/Organization.
- iv. A copy of the resolution passed by the Organization.

- v. Report of the Activities undertaken during the previous year.
- vi. Full detail of Projects to be undertaken.
- vii. Application for the Financial Assistance shall be submitted either direct to the Secretary or through the Additional Secretary, Cultural Academy, Srinagar/ Jammu or Cultural Officer, Leh / Kargil / Doda / Rajouri.

INTERPRETATION:

In the event of any doubt arising out of any of the aforesaid rules relating to the scheme, the decision of the President/Financial Adviser of the Academy shall be final.