

APPLICATION FOR FINANCIAL ASSISTANCE UNDER THE NON-MATCHING SCHEME OF ASSISTANCE TOWARDS CREATION OF FACILITIES FOR DIVYANGJAN READERS

From :

(To be routed through the State Government/Union Territory Administration)

To
The Director General
Raja Rammohun Roy Library Foundation
Block-DD-34, Sector-I
Salt Lake City
Kolkata 700 064

Web: rrrlf.gov.in, E-mail: rrrlf-wb@nic.in

Subject : Assistance towards Creation of facilities for Divyangjan Readers.

I submit herewith an application vide Annexure – I, Check List and Annexure – II for a grant under the “Non-matching Scheme of financial assistance towards Creation of facilities for Divyangjan Readers”. I certify that I have read the Rules and Regulations of the scheme and I undertake to abide by them.

Yours faithfully,

Place :

Date :

Signature of the applicant
with designation and office seal

Annexure - I

(All the columns are to be filled up properly by the applicant in English or Hindi (official language) in Capital Letters)

1.	Name of the Applicant Organization / Library:	
2.	Postal address :	
	(i) Premises No./Street	
	(ii) Village/Town	
	(iii) Post Office	
	(iv) District	
	(v) State with Pin Code	
	(vi) Contact/Mobile No of the applicant	
	(vii) Whether the library located at	(i) Urban (ii) Rural or (iii) Tribal
	(ii) E-mail ID	
3.	Nearest Railway Station/Bus Stop/Land Mark	
4.	Name of Library(s), in case of centrally purchased for multiple libraries, for which assistance is sought (Provide details in separate sheet)	
5.	Date of establishment of the library : (Photocopy of the Society Registration Certificate/Govt. Order, if any)	
6.	Status of the Library (Tick the appropriate)	SCL / Divisional / Sub-Divisional/ Mondal/ District/City Central/ Town /Municipal/ Taluk/ Tehsil/ Branch / Rural
7.	Nature of Library (Tick the appropriate)	Govt./Sponsored/Aided/ Run by Local Body or LLA or Notified Area Authority/ Non-Govt.
9.	(i) Total Nos. of Registered Members :	(i)
	(ii) Average no. of Readers per day :	(ii)
10.	List of Furniture already available in the Library (Attach separate sheet, if required)	i) Almirah : ii) Racks : iii) Table : iv) Chairs : v) Others :
11.	The total no. of books and magazines available in the library:	a) Books : b) Magazines : c) Other items :
12.	(i) Total No. of Computer available	(i)
	(ii) Internet Connection	(ii) Yes or No
	(iii) Internet facility for users	(iii) Yes or No
	(iv) Library Automated	(iv) Yes or No
13.	Whether any grant is received from RRRLF.	Yes / No
	If yes, particulars (RRRLF sanction Letter no. and amount) of the grant be furnished :	

14.	Particulars of the financial assistance applied for with estimated expenditure (For establishment of Divyang Readers Corner, once in 5 years) :	
	A. Books, Braille Books etc.	Rs.
	B. Computer screen reading software	Rs.
	C. Optical character recognition software	Rs.
	D. Refreshable Braille display along with screen reader	Rs.
	E. Audio-visual materials viz. DCs, DVDs, Etc.	Rs.
	F. Specially designed book racks, reading tables and chairs etc.	Rs.
	G. Computers with multimedia kits, software and internet connectivity etc.	Rs.
	H. Special furnishing, decoration, colours etc.	Rs.
	I. Purchase of a special table which is suitable in height for wheelchair users.	Rs.
	J. Purchase of a special table for the computer which can be accessed by the differentially abled users while sitting on the wheelchair.	Rs.
	K. Addition/ alteration of existing building for easy access in the building and specially designed toilets suitable for differentially abled user Groups.	Rs.
	L. Purchase of comfortable sofa to allow the differentially abled user to stretch out while resting.	Rs.
	M. Construction of Ramps with railings	Rs.
N. Provision for easily accessible drinking water while sitting on the wheelchair	Rs.	
O. Any Other related items	Rs.	
Total :		Rs.
<p>Note : i) 30% of the total grant is to be spent for purchase of books. ii) Quotations from 4 (four) reputed firms with Comparative Statement to be provided with detailed description, specification, configuration, quantity, price etc.</p>		
15.	Procurement of Reading Resources for Divyang Readers (For every year)	Rs.

Annexure - II

Recommendation of State Government/U.T. Administration

This is to certify that the project is useful for improvement of library services in the State/U.T. and the library deserves assistance from the RRRLF. An Officer of the Department has inspected the organization and found the organization eligible for receiving assistance under this non-matching scheme. The amount of assistance recommended is Rs. (Rupees)
only in favour of from the non-matching fund which have been approved in the State Library committee/State Library Planning Committee meeting held on

Signature.....

Name and designation of the Convener,
SLC/SLPC with Office Seal.

Place :

Date :

NOTE : The extent of assistance is limited to Rs. 10 lakh for State Central Library, Rs. 7 lakh for District/Regional Level Library and Rs. 5 lakh for Sub-divisional/ Town/ Other Library for building of infrastructure and purchase of the items mentioned at Annexure I by way of one time ad-hoc grant.

Check List for Creation of facilities for Divyangjan Readers

Sl. No.	Particulars	Check (Tick)
1	Forwarding Letter	
2	Application	
3	Copy of Constitution/Memorandum of Association	
4	Copy of Society Registration Certificate	
5	Copy of latest available Annual Report	
6	Copies of last three years Audited Accounts	
7	List of Members of the Governing Body	
8	Original four(4) nos. of quotations/Estimates along with Comparative Statement for the items to be purchased	
9	Copy of the Registered Deed of land/Allotment Letter	
10	Original Approved Plan	
11	Estimate from Architect/Engineer for Infrastructure development	
12	Undertaking to bear the liability in excess of the extent of assistance	
13	SLC's Recommendation	

Signature with Office Seal

Place :

Date :