GOVERNMENT OF INDIA
MINISTRY OF TRIBAL AFFAIRS

GUIDELINES

PRE-MATRIC SCHOLARSHIP

FOR SCHEDULED TRIBE STUDENTS STUDYING IN CLASSES IX &X

[CENTRALLY SPONSORED SCHEME]

2021-22 to 2025-26

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CONTENTS

1.   INTRODUCTION

It is a Centrally Sponsored Scheme implemented by Ministry of Tribal Affairs to grant scholarship to eligible ST students for pursuing education in Classes IX and X.

2.   OBJECTIVES

To support ST children studying in classes IX and X so that the incidence of drop-out, especially in transition from elementary to secondary stage is minimized, and ST students can have a better chance of progressing to the post-matric stage of education.

3.   SALIENT FEATURES OF THE SCHEME

3.1   SCOPE

Scholarship under the Scheme will be available to ST students for studies in India and will be directly transferred to the account of the student. The scholarship will be awarded by the Government of the State/Union Territory to which the applicant belongs as per the terms of domicile decided by the State/UT.

3.2. CONDITIONS OF ELIGIBILITY

  I.   Applicant student should belong to the Scheduled Tribe, so specified in relation to the State/Union Territory to which he/she actually belongs (Domicile State).
 II.   The student should be studying in a Government School or in a School recognized by Government or a Central/State Board of Secondary Education.
III.   The family income of student from all sources should not exceed Rs. 2.5 lakh per annum.
 IV.   The student should have a valid account in a Scheduled Bank, linked with Aadhaar and mobile number.
  V.   The student should not be getting any other scholarship.
 VI.   Scholarship for studying in any class will be available for only one year. If a student has to repeat a class, he/she would not get scholarship for the same class twice. The student can renew scholarship for the next class when he/she is promoted.

3.3. INCOME CRITERIA

The applicant student's family income from all sources should not exceed *Rs.2,50,000/- (Rs. two lakh fifty thousand)* per annum**.**

The family income shall be computed in the following manner: -

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I. In case where both father and mother are working, the combined income of both of them from all sources shall be taken into account in computing total family income.

II. In case any other member of the family, other than father and mother, is an earning member, his or her income shall not be included in computing total family income.

III. In case only one parent is alive, the income of that parent shall be taken into account for considering total family income. If any other sibling or family member is an earning member, their income shall not be included in computing total family income.

IV. In case of an orphan, supported by a guardian, income criteria shall not apply.

Note 1: Definition of Income - Income means gross income including income from all sources without any exemption and deductions available in the Income Tax Act.

Note 2: Income certificate is required to be taken once only i.e. at the time of admission to class IX, which will be valid for class X also.

Note 3: The income certificate given at the time of admission should be taken in the same year for which the admission is taken. In case of the parent being a salaried employee, the income of previous financial year will be considered for the purpose of eligibility. For example, if a candidate applies afresh for academic year 2021-22, the family income for financial year 2020-21 would be seen for deciding eligibility.

3.4. VALUE OF SCHOLARSHIP

The rates of scholarship and other grant will be as follows:

Amount in Rs.

Item	Day Scholars		Hostelers	
	Monthly	Annually	Monthly	Annually
Scholarship for 10 months	225	2250	525	5250
Books and ad hoc Grant		750		1000

Additional Disability Allowance: *-In addition to scholarship provided in Table-2 above, an additional grant of Rs. 800/- monthly (Rs. 9600 annually) will be given to the*

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Divyangjan student who is hosteler and Rs.600/monthly (Rs 7200 annually) to a day scholar. The disability as defined under the Act has to be certified by a competent medical authority of the State Govt./UT Administration. The provisions of disability allowance will also apply to leprosy-cured and students having sickle cell anemia or Thalassemia, with the necessary certificate.

3.5. DURATION AND RENEWAL OF AWARDS

I.   Scholarship will be payable for 10 months in an academic year. Additional Disability Allowance will be paid for all twelve months.

II. The award once made will continue subject to good conduct and regularity in attendance. It will be renewed for Class X after the student passes class IX**.**

4. SELECTION OF CANDIDATES

I.   All States/UTs are required to develop an online platform for inviting online application and disbursement of scholarship through DBT mode into the bank account of student. The States/UTs can opt for National Scholarship Portal for inviting such applications.

II. The States/UTs would obtain necessary documents from the student as mentioned in para 3 above. Any student found to have stated wrong facts or given misrepresented facts would become ineligible and will be liable to be debarred from the scheme.

III. Before initiating registration process, students are advised to carefully go through the instructions of State /NSP portal and should have all documents mentioned in para 3 above. The applicant while applying should take care of the following.

   a. Candidates belonging to one State (Domicile State) but studying in other State will be awarded scholarships by the State to which they belong (domicile State) and will submit their applications to the competent authorities in their domicile State.

   b. Bank account details (A/c Number, IFSC Code) given in applications need to be correct and the account should remain active (i.e. non-dormant). The account should be held in the name of student/parent and linked with Aadhaar and mobile to ensure timely DBT.

   c. The resolution/quality of documents and photo uploaded should be adequate and document should be legible and clear.

   d. The mobile number provided in the application should be correct, active and should belong to the applicant or the parent. The student should continue the same mobile number linked with the bank account for entire period of

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scholarship. In case of any change, the student needs to get the changed number incorporated in the records.

e. The applicant student should take timely action on the SMS received from State owned portal/NSP.

f. The applicant should follow up with institutes for application verification before the deadline.

g. The applicant should rectify the error(s) and comply with the remarks made in the application, in case the application is marked as defective in State owned portal/NSP.

h. The applicant shall note that applications marked as rejected by the nodal officer during verification process will not be considered for further processing on NSP, in respect of those States which are on NSP.

4.1 ROLE OF INSTITUTE NODAL OFFICER

Every participating educational institution will nominate a Nodal Officer for this scholarship scheme.

a. The Institute Nodal Officer should get registered at the scholarship portal with valid documents issued by the Institute.

b. The Institute/School shall possess a valid AISHE/U-DISE/NCVT/SCVT code before registering on the portal. In case the institute is not registered, the Nodal Officer can add it by providing the requisite details.

c. The primary role of the Institute Nodal Officer is to conduct the first level of verification of the applications submitted by applicants at portal. The Institute Nodal officer must verify the correctness of details in the application form and uploaded documents submitted by the student/ applicant, and maintain physical copies of supporting documents submitted by the student/applicant. The District/ State/ Ministry Nodal Officer can ask for copies of these documents from the Institute Nodal Officer, as and when required.

d. The Institute Nodal officer has the option to either verify the application, reject the application or make the application defective. In case she/he chooses to reject or defect the application. The reasons for rejection or defect must be provided, so that the same can be displayed to the student/applicant.

4.2. ROLE OF DISTRICT/ STATE NODAL OFFICER

The primary role of District/ State Nodal officer is to verify the documents at 2nd/3rd Level.

a. The District/ State Nodal Officer shall verify the correctness of details in the application form and uploaded documents submitted by the student/applicant as per guidelines of the scheme.

b. The District / State Nodal officer can either verify the application, make the Application defective or reject the application giving reason.

c. The District / State Level Nodal officer shall monitor overall pendency of applications for the scheme at Institute Level.

d. The District/State Nodal officer shall ensure that the applications are scrutinized well-in-time by the Institute, thus avoiding the last-minute rush to verify the applications.

5. DOCUMENTS REQUIRED

Students need to carefully go through State/ NSP portal for required documents to be uploaded with the application form as mentioned in clause 3 of guidelines.

a. Aadhar Number
b. Domicile certificate
c. ST certificate issued by competent authority of State.
d. Family Income Certificate.
e. Disability certificate.
f. Scanned copy of the passport size photograph

The State/UT may specify the procedure for issuing ST certificate, family Income Certificate and Disability certificate and the competent authority to issue such certificate. If the State has online system of issuing such certificate including certificate of examination passed, State/UT may link the portal through Digilocker so that the certificates placed in Digilocker can be fetched automatically.

Note 1: - Self-declarations or affidavits of self-assessment of income shall not be acceptable and the State Governments shall make appropriate arrangements to notify a competent income-certificate issuing authority for this purpose.

5.1. All States/UTs are required to establish a dedicated Helpdesk/Grievance redressal mechanism to address the students query. The primary role of the Helpdesk at State/UT level is to provide first level assistance to the users at various level of portal. The States/UTs shall:

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a. Assist the student(s)/applicant(s) for filling the registration and application forms, and provide technical support for query like fee, Institution details etc.

b. Escalate the critical issues to State/NSP team, as and when required.

5.2. The States shall maintain a complete database of the beneficiaries under various other scholarship schemes to ensure de-duplication of the beneficiaries.

6. ANNOUNCEMENT AND TIMELINE OF THE SCHEME

In order to ensure timely disbursement of Scholarship, it is necessary that States/UTs adhere to timelines for opening and closing of portal, verification of applications and disbursal of scholarship to students through DBT. State Governments/UT Administration will make all efforts to open the portal for inviting applications by 1st April. The applicant should submit/upload the completed application to the prescribed authority before the last date prescribed for receipt of applications. The following timeline is suggested for opening, closing of portal, verification of student and Institute and disbursal of scholarship.

PROCESS	FRESH	RENEWAL
Registration for Students	1 April – 31st July	1 April– 31stJuly
Completion of verification of Institutes	31stAugust	31st August
Completion of verification by Institute/ State	30th September	30th September
Disbursement of scholarship	31st October	31st October

The above-mentioned timelines are only suggestive. The State should make efforts that for the renewal students, the disbursement would start as and when the verification is complete.

Note 1: The State/UT may ensure that a dedicated cell under Scholarship Division is made which will be responsible for preparation of portal, grievance redressal in filling applications, integration of all Institutes including empaneled Institutes outside State with the portal, verification of documents and eligibility of student, course, checking of course fee and stipend, Aadhar Linked bank account and disbursal of scholarship.

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7.   PUBLICITY & INVITING APPLICATION

The State Governments/U.T. Administrations suitably publicize the Scheme and invite applications by issuing an advertisement in local language, in the leading newspapers of the State and through their respective websites and other media outfits. The awareness programme may also be arranged in coordination with Civil Society Organizations (CSOs)/ NGOs/ PRIs/ any other stake holders.

8.   FUNDING PATTERN OF THE SCHEME

The Scheme is a Centrally Sponsored Scheme implemented by the State Governments and Union Territory Administrations. The contribution from Government of India would be 75% and the state contribution would be 25%. In respect of North east states and hilly states, the contribution from Government of India would be 90% and the state contribution would be 10%. In case of UTs like Andaman & Nicobar without legislative Assembly and own grants, Govt. of India contribution will be 100%.

8.1.   It is the endeavor of the Ministry to transfer scholarship to the students by DBT mode preferably using the Aadhar Enabled Payment System. The Ministry will devise a mechanism with NSP so that the Central share in the scheme can be released on DBT mode directly into the bank accounts of the students. The states will be required to complete necessary verification of the student at Institute, District and State level. After necessary verification, the state will share the data of the eligible students to the NSP, who in turn will release the amount to the bank account of the student. Necessary instructions in this regard will be issued. Till the time said mechanism is developed, the Central share of scholarship will be transferred to the states and the states/UTs with their contribution would disburse the scholarship amount through DBT directly in the bank account of the student.

9.   PROCEDURE FOR CLAIMING AND RELEASE OF CENTRAL ASSISTANCE

I.   Central Assistance will be released to the States/UTs, in two or more installments depending on availability of funds and compliance by the State/UT as per General Financial Rules. Central Assistance would be released as per the guidelines issued by the Department of Expenditure (DoE, Ministry of Finance from time to time. The states will be required to comply with the following conditions: -

   a.   The State has utilized the amount given in previous year and has submitted Utilization Certificate (UC).

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    b. The amount has been disbursed to beneficiaries and the expenditure is reflected in PFMS.

    c. The State has also contributed their share in previous year corresponding to Central Share.

    d. The state has submitted a Statement of Expenditure (SOE) of previous year, amount actually utilized supported by utilization certificate.

    e. The state has opened the portal for inviting online applications.

    f. The State has submitted estimated expenditure based on the actual expenditure of previous year.

II. Based on availability of funds and compliance by State/UT in respect of utilization of funds granted in previous year, the Central Share may be released to State/UT as per guidelines of DoE for timely disbursal of scholarship.

III. The final installment would be released to state on submission Utilization Certificate (UC) of the grants already released and the amount that has been disbursed to beneficiaries and the expenditure is reflected in PFMS. The state would also submit statement of expenditure giving details of total liability including central and state share.

10. MONITORING & EVALUATION

Monitoring and Evaluation is used to assess the performance of the scheme and to ensure that the objectives for which the scheme is initiated are achieved. The purpose of monitoring and Evaluation is to improve current and future management of outputs, outcomes and impact. In this regard, DBT Mission has framed guidelines which have the following important components:

I. IT based system to ensure transparency for inviting application, verification and disbursal of funds.

II. Data should capture beneficiary information, including Aadhaar Number and integrate with Aadhaar CIDR.

III. The States/UTs should follow Local Government Directory (LGD) standard

IV. Institutions should use DISE/AISHE code.

V. Bank account should be linked with Aadhar and Integrated with PFMS/State Treasury

VI. Ministry to develop their own Scheme MIS

VII. The States/UTs to share beneficiary data in uniform data exchange format.

10.1. In compliance of above guidelines, MoTA has developed DBT portal (dbttribal.gov.in) and has designed uniform data exchange format in consultation with

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States/UTs and DBT Mission. The Ministry will issue separate instructions to the state with regard to (i) Use of DBT portal/NSP Portal for data sharing. (ii). Integration of DBT/NSP Portal with State Portal, (iii). Standardization of data, (iv). Data Sharing Format (v). MIS report s and Dashboard.

10.2.   In case any fraudulent use of funds is detected, it would be the responsibility of the State/UT to get an enquiry conducted within a specific time limit. The State/UT will share the outcome of the enquiry to MOTA. The State will provide necessary support including provision of data, beneficiary details to monitoring Agency engaged by Evaluation and Monitoring Division of MoTA/ Development, Monitoring and Evaluation Office (DMEO) division of NITI Aayog or any other Central Agency required to review Output-Outcome or performance of the scheme.

10.3.   MoTA will devise a mechanism to have periodic evaluation of the scheme through a specialized agency in coordination with State Government.

11.   CENTRAL AND STATE PMU:

In order to ensure proper implementation of Scholarship scheme as per scheme guidelines, Government of India will provide funds to State for setting up State PMU.

ROLE OF STATE PMU

  I.   Maintenance and upkeep of State portal.
  II.   Data sharing requirement of DBT Mission.
  III.   Fund accountability requirement of PFMS.
  IV.   Output outcome requirement of NITI Aayog.
  V.   Grievance redressal mechanism.
  VI.   Integration of all Institutes including empaneled Institutes outside State with the portal.
  VII.   Helpline for resolving student query.
  VIII. Examination of data analysis reports prepared by MoTA.

ROLE OF CENTRAL PMU

  a. Portal and Data requirements:
  I.   Maintenance and upkeep of DBT portal.
  II.   Data sharing requirement with States including development of web services for DBT, States, NSP States and NSP Portal.
  III.   Web Services for Darpan, PMO and Performance Dashboard.
  IV.   Data Analytics and MIS reports.

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b. Field visit and enquiry in case of evidence of misappropriation or misutilization of funds.
c. Interaction and capacity building of states though Video Conferencing, Training.
d. Engagement of professional agency for Periodical Monitoring & Evaluation of scheme as per requirement.

12. CHANGE IN THE PROVISIONS OF THE SCHEME

The provisions of this Scheme can be changed at any time with approval of the competent authority in Ministry of Tribal Affairs, Government of India.

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