

RELEASE OF REGULAR ACTIVITIES GRANTS

- 1) As per the enhancement budget Rs. 36,000/- (100 Volunteers @ 360/-) to be released in two installments to each NSS Unit for conduct Regular NSS Activities for one year. The PPA should be deposited in the College NSS Unit Joint A/c i.e. the account operated by the Principal and Programme Officer jointly.

1st Installment Regular Grants		Rs. 27,500
1. Pre-Camp Survey (Transport/Fuel charges)	: Rs. 1,000	
2. T.A. and Honorarium to Resource Persons	: Rs. 2,500	
3. Stationary, Postage, Photos and Banners	: Rs. 1,500	
4. Travel expenses to PO and Volunteers for participation in programmes/officials meetings.	: Rs. 2,000	
5. Purchase of equipment like utensils, Crowbar, Spades	: Rs. 2,500	
6. Refreshments to Volunteers	: Rs. 17,000	
7. CA Audit Fess	: Rs. 1,000	
2nd Installment Regular Grants		Rs. 6,000
1. Programme Officer Honorarium (Rs. 500 x 12 Months)	: Rs. 6,000	
2. Part-time Clerk Honorarium (Rs. 120 x 12 Months)	: Rs. 1,440	
3. Part-time Attender Honorarium (Rs. 88 x 12 Months & remaining Rs. 4 also to attender)	: Rs. 1,060	
Total		Rs. 36,000

- 2) The Regular NSS Activities should be conducted by every Programme Officer 120 hours in a year (Orientation 20 hours + 50 hours project works + 50 hours awareness programmes). At least 6 to 12 activities should be undertaken in a year.
- 3) If any NSS Unit enrollment /strength are less than 100 Volunteers the out of pocket allowance of PO will be reduced.
- 4) The Government of India and Government of Andhra Pradesh banned purchase of Furniture, electrical and electronic material from NSS grants, because providing of infrastructure along with equipment is duty of the College. The purchase of Camera and iron racks also not permitted. If any Programme Officer involved in the purchase of banned material, they are personally responsible.

RELEASE OF SPECIAL CAMP GRANTS

- 1) The NSS Programme Officer has to send the proposal of Special Camp in advance 15 days before to the Programme Co-ordinator, NSS Cell, Osmania University, Hyderabad. The NSS Programme Officer has to follow the guidelines of 7 days Special Camp seriously with regards to indemnity bond, the strength (45 NSS Volunteers +4 local youth) and stay of Volunteers for 7 days at camp site. Going morning and coming in the evening is not at all a Special Camp. If anybody adopts such practice to do, no need of such colleges with NSS. During surprise checkups by State, Central and University NSS authorities if such irregularities found that Special Camps should be cancelled and NSS Unit will be withdraw from that college with immediate effect.
- 2) The NSS Unit should conduct the Special Camp in identified village/slum with 50 Volunteers. The Ministry strictly instructed No clubbing of Units for Special Camps.
- 3) The following grants to be released for organize the Special Camp at adopted village/slum for stay camp.

Sl. No.	Component of Expenditure	Amount in Rs.
1.	Pre-camp planning	Rs. 1,000
2.	Transportation	Rs. 5,000
3.	Functions	Rs. 1,000
4.	Action Photographs	Rs. 800
5.	Miscellaneous	Rs. 1, 200
6.	Boarding charges	Rs. 25,000
7.	CA Audit Charges	Rs. 1,000
	Total	Rs. 35,000

- 4) After completed the Special Camp within 10 days the Programme Officer should submit the Chartered Accountant audited Utilization Certificate along with Receipt and Payment Statement to the Programme Co-ordinator, NSS Cell, Osmania University. The NSS Programme Officer has to enclosed 7 Days activities Report, Action photographs, News Paper clippings and actually participated Volunteers list.