

**Government of West Bengal**  
**Department of Sports**  
**Block "B", 5<sup>th</sup> Floor, New Secretariat Building**  
**1, Kiran Sankar Roy Road, Kolkata-700001**

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No. 929(19)- SP/P/4C - 01/2014

Date: Kolkata, the 17<sup>th</sup> September, 2014

From: The Joint Secretary to the Government of West Bengal.

To: District Magistrate \_\_\_\_\_ (All)

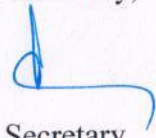
**Sub: Proforma application for sanction and releasing Grant-in-Aid in favour of Club/Organization/Sports Association for Development of Sports activities.**

Sir,

In term of this department's notification no. 797 - SP/P/4C - 01/2014 dated 20.08.2014 I am directed to circulate the enclosed proforma for sanction and releasing Grant-in-Aid in favour of Club/Organization/Sports Association for Development of Sports activities through organizing various sports events/creation of sports infrastructure and durable sports assets across the different districts of West Bengal.

Encl: As stated.

Yours faithfully,

  
Joint Secretary

No. 929/1(24) - SP/P/4C - 01/2014

Date: Kolkata, the 17<sup>th</sup> September, 2014

Copy forwarded for information and necessary action to:

1. The Secretary, West Bengal State Council of Sports;
- 2-21. District Youth Officer \_\_\_\_\_ (All)
23. P.S. to MIC, Department of Transport and Sports;
24. Sr. P.A. to the Secretary of this department;
25. Website of this department;
26. Notice Board.

  
Joint Secretary

*o/c*



**Proforma for Application for financial assistance in favour of club/organizations/sports associations for organizing various sports events/creation of sports infrastructure and durable assets:**

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To

The Secretary to the Government of West Bengal,  
Department of Sports,  
Block "B", 5<sup>th</sup> Floor, New Secretariat Building  
1, Kiran Sankar Roy Road,  
Kolkata-700001

Sir,

I do hereby apply for sanction and release Grant in favour of my club/organization/sports association for organizing various sports events/creation of sports infrastructure and durable assets.

Detailed Description

1. Name of the club/organization/sports association:

2. Address:

District	Sub division	Block
Road:		
Area	Village	P.O.
PIN		

3. Name of the President/ Secretary of the club/organization/sports association with address, PIN code, Fax no.& e-mail Id:

4. Registration no & date of registration\*:

5. Renewal of the registration upto the Financial Year \*:

6. Bank A/c No. , Name of the Bank, Name of the Bank Branch, IFS code and MICR No, PAN No. (if any)\*:

7. Audit Report available for the Financial Year \* :

8. Brief description of activities of the club/organization/sports association:

9. Previous achievements, if any \*:

10. Grants/amount received from the Government earlier (mention the financial year):

11. Physical achievements out of the earlier grant(s)\*;

12. U.C. of all previous Govt. grant(s), submitted, if any\*:



13. Name of the project/activity for which financial assistance applied for:
14. Estimated cost/budget of the project/activity as per enclosed Budget Estimate \*:
15. Amount of Govt. grant applied for (in Rupees):
16. Justification for the project/activity and the quantum of grant/assistance required from the Government::

I do hereby declare that the information given above and in the enclosed documents is true to the best of my knowledge and belief and nothing has been concealed therein. I am well aware of the fact that if the information given by me is proved false/not true, I will have to face the punishment as per the law. Also all the benefits availed by me shall be summarily withdrawn.

I do hereby undertake that distribution of grants is not mandatory and the acceptance/rejection of this application shall be the sole prerogative of Department of Sports, Government of West Bengal.

Yours faithfully,

Date:

Signature of the Secretary/President  
with office seal

Recommendation with remarks:-

Date:

Signature of the competent authority\*

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- \* Kindly enclose self attested copy of the following documents;
1. Copy of registration Certificate under the Registration of Societies West Bengal Act XXVI of 1961;
  2. Copy of upto date renewal of the registration;
  3. Copy of the Audit Report of the previous financial year;
  4. Copy of Utilisation Certificate in proforma, in case grant sanctioned previously;
  5. Copy of the Estimate for Civil/Electrical/engineering works prepared by licensed Engineer/Architect;
  6. Newspaper cutting, certificates, photographs of previous achievements, if any;
  7. Photographs of present club/organization/sports association building or office signed by the applicant on overleaf;
  8. Application for grant should bear recommendation of the Pradhan of Gram Panchayat/ Sabhapati of Panchayat Samity/ Sabhadhipati of Zilla Parishad/ Chairperson of Municipality / Mayor of Municipal Corporation / Member of West Bengal Legislative Assembly/ Member of Parliament or State level Sports Association/ Bengal Olympic Association/ Block Development Officer/ Sub Divisional Officer / District Magistrate;
  9. Photographs of physical achievements from previous grant(s) signed by the applicant on the overleaf;
  10. Photocopy of cancelled Cheque, Bank Pass Book/ Accounts Statement and PAN card clearly showing IFS Code, PAN No. and MICR No.