

RULES GOVERNING THE PAYMENT OF MATCHING GRANT FOR DEVELOPMENT WORKS

NOTIFICATION

The 18th February, 1983

No.DPH-FA 3/83/50 – The following rules, amended upto 30th April, 1982 are published below for general information:-

THE HARYANA MATCHING GRANTS FOR DEVELOPMENT WORKS RULES, 1979.

The Governor of Haryana is pleased to make the following rules regulating the payment of matching grants for development works in to State of Haryana:-

1. Short title

These rules may be called Haryana Matching Grants for Development Works, Rules, 1979.

2. Definition

(a) “Contribution” means the amount voluntarily presented in cash to the Chief Minister, Ministers, State Ministers, Speaker, Deputy Speaker Vidhan Sabha, Deputy Chairman, Planning Board, Deputy Ministers, Chief Parliamentary Secretary and Parliamentary Secretary by an individual or a group of individuals or a village or town community for some development work from their own sources.

(b) “Grant or matching grant” amount announced under this scheme out of Government funds to supplement the public effort for development.

(c) “Panchayat or village Panchayat” means the executive Committee of the Gram Sabha constituted order the Punjab Gram Panchayat Act, 1952.

(d) “Committee” means a Municipal Committee established or deemed to have been established by or under the Haryana Municipal Act, 1973.

(e) “Competent authority” means the Deputy Commissioner of the district concerned to whom various functions have been assigned under these rules.

¹(f) “Local Committee” means a Committee including Sub Divisional Officer (Civil) / Additional Deputy Commissioner / Deputy Commissioner as Chairman, two Official Members to be nominated by Chairman (One Technical and One Non Technical) and 5-7 representatives of donors.]

3. Sanction of Matching Grants:-

(a) The matching grant may be announced by the Chief Minister, Ministers, State Ministers, Speaker/Deputy Speaker, Vidhan Sabha, Deputy Chairman, Planning Board, Deputy Ministers, Chief Parliamentary Secretary and Parliamentary Secretary of the Haryana Government when amounts are presented to him by the local on the occasion of his visit to different places in the State.

¹ Added vide memo no. PA-1-89/107313-24 dated 23rd/25th October 1989.

- (b) ²[The grant will be on matching basis i.e. it will be equal to the amount presented by the people. In case of construction of Girls Schools, Girls Colleges and Girls Hostel in the State, the amount of grant will be twice the amount of contribution.]
- (c) The competent authority as defined in rule 2 (e) may increase the matching grant upto a maximum 10% in case of short fall during execution of a particular work. The increase of 10% will be calculated on the total amount of matching grant and voluntarily contribution. In case the amount of shortfall beyond 10% the same will be granted with the approval of Administrative Department in consultation with Finance Department.
- (d) The grant may be announced on the basis of an offer or promise made by the people to raise their part of the contribution subsequently. The grant will, however, not be released till the people's contribution has actually been raised and deposited as per these rules.
- (e) The contribution has to be voluntary from an individual or a group of individuals or a village/town community from their own sources.
- (f) No contribution under any circumstances would be made out of the Gram Panchayat funds or Municipal funds.
- (g) In case the amount of matching grant and voluntary contribution is not completely utilized and unspent balance should be refunded in Government Treasury under the proper head.
4. Purpose for which matching grant can be sanctioned
- (a) The matching grant may be sanctioned for any one or more of the following purposes throughout the State of Haryana:-
- (i) for construction and repair of drinking water wells, water supply schemes, installation of pumping sets or for minor drainage works etc;
- (ii) for pavement of public streets, providing improvement and sanitary conditions, general habitational improvement or for providing common latrines;
- (iii) for community recreation centres, Panchayat ghars, libraries, sports fields/play-ground/stadium, radio & T.V. listening sets for the Panchayat or for the community in general;
- (iv) for educational programme, i.e. construction of new school building, extension or repair of existing school building establishment and maintenance of schools especially Girl Schools and Colleges, provision of equipment for the existing or new school or provision of common facilities in the school like drinking water supply, school latrines, etc;
- (v) for public health purposes, i.e. construction and running of dispensaries, hospitals, maternity and child welfare centres, primary health centres, first-aid posts, first-aid centres and ayurvedic aushdhalyas including extension or repairs to the existing building of any of the above institution or provision of equipment etc. for them;

²Substituted vide memo no. MG1-2002/56056-74 dated 24.10.2000 and further Substituted vide memo no. MG1-2003/2660-78 dated 22.01.2003.

- (vi) veterinary hospital/dispensary i.e. new construction & running of the same, extension or repair to the existing building or provision of equipment, etc;
- (vii) for training institutions in rural arts and crafts, cottage industries, women industrial-cum welfare centres, mahila mandals, youth clubs, balwaris, etc.
- (viii) for construction of approach road to connect the village with the main road, road linking two villages culvert on any road or water course, etc;
- (ix) for construction of residences for the staff employed in any of the institution covered under this scheme; and
- (x) for construction of patwar khanas.

³[(xi) for the construction of Harijan Chaupal.]

⁴[Provided that the trusts/private/non-Government institutions will be eligible for matching grants subject to a ceiling of Rupees 15 lac only for the purposes mentioned in sub-clauses (iv), (v), (vi), (vii) and (ix) of sub-rule (a) of rule 4.]

- (b) Grants not provided for in these rules may be made under the orders of the Government for special purposes, sanction for which shall be communicated to audit through the Finance Department of the State Government.
- (c) In case involving the construction of building for a new school, hospital/dispensary, aushdhalay or a veterinary hospital/dispensary, the matching grant will be released only if the place where such a building is proposed to be constructed qualifies after the Scheme for which a building is being raised has been approved by the Government through the concerned department for the same according to the norms laid down by the respective departments.
- (d) The grant will be given for development works to be executed within the State of Haryana.
- (e) Such works should be for the benefit of the community in general and should not be such whose use is restricted for the benefit of a particular sector or class.

⁵[Provided the work should also be for the benefit of Harijan Chaupal and Backward Class Chaupal.]

5. Procedure for release of matching grants

- (a) The Panchayat Department will be the administrative department for this scheme and the budget allocation will be made under the head 314 – Community Development, The Chief Ministers, Ministers; State Ministers, Speaker/Deputy Speaker, Vidhan Sabha, Deputy Chairman, Planning Board, Deputy Ministers, Chief Parliamentary Secretary and Parliamentary Secretary would communicate to the Panchayat Department, the amount of matching contribution announced by him on his visit to the village/town and the Panchayat Department would get the

³ Added vide memo no. PA-1-89/15019-30 dated 03.03.89.

⁴ Added vide memo no. DFA-4-2011/62279-99 dated 30.12.2011.

⁵ Added vide memo no. PA-1-89/15019-30 dated 03.03.89.

funds allocated and placed at the disposal of the respective District for further action as provided in the rules.

- (b) The Deputy Commissioner of the District concerned will be the competent authority for the release of the grant. He will be responsible for the proper execution of various works under this scheme and to ensure maintenance of accounts and submission of returns and utilization certificates etc.
- (c) The A.G.A to the Deputy Commissioner will be the Drawing Disbursing Officer under this scheme.
- (d) Intimation of the sanction of the matching grant will conveyed by the Chief Minister, Ministers, State Ministers, Speaker/Deputy Speaker, Vidhan Sabha; Deputy Chairman, Planning Board, Deputy Ministers, Chief Parliamentary Secretary and Parliamentary Secretary to the Deputy Commissioner in the prescribed proforma (Annexure 'A') which among other information, given the purpose for which the grant has been sanctioned. A copy of this will be sent to the Panchayat Department.
- (e) On receipt of this intimation, the Deputy Commissioner will take steps to have the contribution deposited in the Government treasury under the receipt Head "114_Community Development – (Receipts) – (xi) contribution of matching grant by beneficiaries for Development Works".
- (f) Omitted.
- (g) When the competent authority as defined in rule 2 (e) is satisfied that the amount of contribution is equal to 50% ⁶[in case of construction of Girls Schools and Girls Hostels in the State, the amount of contribution is equal to 1/3rd] of the estimated cost of the works proposed to be undertaken and that the grant is admissible as per these rules, he would order the release of the grant. The matching grant announced by Chief Minister, Ministers, State Ministers, Speaker/Deputy Speaker, Vidhan Sabha, Deputy Chairman, Planning Board; Deputy Ministers; Chief Parliamentary Secretary and Parliamentary Secretary would be released by the competent authority only when the necessary conditions/requirements incorporated in these rules have been got completed.
- (h) The amount released will be double ⁷[in case of construction of Girls Schools and Girls Hostels in the State, the amount released will be thrice] this amount so as to include the contribution already deposited in the treasury.

6. Agency to execute the work

⁶ Inserted vide memo no. PA-1-89/107313-24 dated 23rd/25th October 1989 further substituted by memo no. MG1-2000/56056-74 dated 24.10.2000.

⁷ Inserted vide memo no. PA-1-89/107313-24 dated 23rd/25th October 1989 further substituted by memo no. MG1-2000/56056-74 dated 24.10.2000.

Irrespective of the fact whether the contribution is made by an individual or the community, the following principles for executing the works will be observed:-

(a) Works upto an estimated cost of Rs. 1 lakh will be executed by the concerned Village Panchayat; these works will be executed under the supervision of the Block Overseers/Sub Divisional Officers (Panchayati Raj) and completion certificate will be issued by them as and when the works are completed; in addition, the Deputy Commissioner may set up such supervision committee as may be necessary, depending on local conditions;

⁸[Provided that where there is neither Gram Panchayat / Panchayat Samiti nor Municipal Committee in such cases the works should be got executed through the Superintending Engineer, Panchayati Raj Circle Haryana.]

(b) (i) Works upto an estimated cost of Rs.4 lakhs will be executed by the Panchayat Samitis as deposit work through the Panchayati Raj Work Circle;

(ii) Works with estimated cost of more than Rs.4 lakhs will be executed by the P.W.D. (B & R) as deposit work.

(c) In case of a Municipal Committee area, works upto any limit will be executed by the committee in accordance with the Municipal works Rules;

⁹[(cc) in case of urban areas, the works upto any limit will be executed by Local Committee as per procedure out-lined in rule 6-A;]

(d) For the works mentioned above, the technical control will be that of the Panchayati Raj Public Works Circle;

(e) The normal procedure of obtaining administrative approval and technical approval etc, will be observed;

(f) As far as possible, the donor will be associated while preparing the plans for the works to be executed as well as at subsequent stages. No departmental charges for execution of various schemes are leviable.

¹⁰[6-A (i) For projects upto Rs.5 lacs the work may be executed by a Committee consisting of Sub-Divisional Officer (C) / Additional Deputy Commissioner as Chairman, two official members (one technical and one non-technical) to be nominated by Sub-Divisional Officer (C) / Additional Deputy Commissioner and 5 to 7 representatives of donors.

(ii) For projects above Rs.5 lacs, the works may be executed by a Committee consisting of Deputy Commissioner as Chairman, two official members (one technical and one non-technical) to be nominated by the Deputy Commissioner and 5 to 7 representatives of donors.

⁸ Added vide memo no. PA-1-89/15019-30 dated 03.03.89.

⁹ Inserted vide memo no. PA-1-89/107313-24 dated 23rd/25th October 1989.

¹⁰ Inserted vide memo no. PA-1-89/107313-24 dated 23rd/25th October 1989.

- (iii) The administrative approval of projects upto Rs.5 lac may be given by the Sub-Divisional Officer (Civil) / Additional Deputy Commissioner and projects of above Rs.5 lacs by the Deputy Commissioner.
- (iv) The Chairman of the Committee may get technical approval of the project from an officer of any Engineering Department / Panchayati Raj, who is authorized to give such technical approval in his own department.
- (v) The entire money should be deposited in a Nationalised Bank and the power to sign cheques should be jointly vested in the Chairman and another non-official member so designated by the Committee.
- (vi) Architectural drawing for Educational Institutions / Medical Institutions and Sports Complex etc. should be got prepared from the office of the Chief Architect, Haryana.]

7. Maintenance of Accounts and Returns etc.

- (i) The Panchayats, Panchayat Samitis and ¹¹[Local Committee] shall maintain separate accounts in respect of the works undertaken by them against the funds placed at the disposal by way of voluntary contributions and the matching grants made available by the State Government. The P.W.D. B & R shall also maintain separate accounts for the works entrusted to it for execution (as deposit works) being financed in the manner indicated above.
- (ii) The accounts shall be rendered by these agencies to the Deputy Commissioner of the District concerned through the Drawing and Disbursing Officers appointed under this scheme.
- (iii) The Panchayat Samitis shall maintain accounts of the funds placed at their disposal under this scheme in separate cash books supported by vouchers of the payments made.
- (iv) The ¹²[Local Committee] shall maintain accounts for the works under this scheme as distinct from the works undertaken by them under their general annual development programmes and the accounts shall be maintained in the same manner as for their other development works.
- (v) The P.W.D. B & R shall maintain the accounts of these works as distinct from other development works which are undertaken by them as per their annual development programme or entrusted to them as deposit works by other agencies. The maintenance of the accounts of these works shall be in the form in which such accounts are maintained by the P.W.D. B & R.

¹¹ Inserted vide memo no. PA-1-89/107313-24 dated 23rd/25th October 1989.

¹² Inserted vide memo no. PA-1-89/107313-24 dated 23rd/25th October 1989.

- (vi) The accounts maintained by Panchayat Samitis shall be audited by the Internal Auditors of the Panchayat and Development Department in addition to Examiner Local Fund Accounts.
- (vii) The Accounts of the works under this scheme maintained by the ¹³[Local Committee] shall be audited by the Examiner Local Fund Accounts.
- (viii) Audit of the accounts maintained by the P.W.D. B & R under this scheme shall be carried out in the same manner as it is carried out for its accounts of other development works and of deposit works of other agencies.
- (ix) Deleted.
- (x) Utilization certificates of the funds placed at the disposal of Panchayat, Panchayat Samitis, ¹⁴[Local Committee] and PWD B & R for the works executed by them shall be furnished by the agencies concerned to the Deputy Commissioner of the District who in turn shall furnish the same to the Administrative Department i.e. Panchayat and Development.
- (xi) Release of funds in one installment or in several installments shall be decided upon by the Deputy Commissioner concerned with reference to the requirement of the works.
- (xii) Return in the enclosed proforma shall be submitted every quarter or earlier if the work is completed, in the proforma enclosed, by the executing agency to the Deputy Commissioner who shall in his turn furnish the same to the Development and Panchayat Department (Annexure 'B').

8. Owners of the Property after completion

- (i) Property/buildings constructed/additions to the existing buildings will vest with the Panchayat/village Panchayat Municipal Committee as defined in rule 2 (c) and (d);
- (ii) Addition to the existing building in case of individual, institution shall vest in the same Institution;
- (iii) Hospital/School Buildings/Veterinary Hospital would continue to vest with the same body who is made responsible to run the same day-to-day and the same body would be responsible to bear its expenses of maintenance and day-to-day running of the scheme. In case of new scheme the matching contribution would be released only after the scheme for which a building is being raised has been approved by the Government through the concerned Department.

¹³ Inserted vide memo no. PA-1-89/107313-24 dated 23rd/25th October 1989.

¹⁴ Inserted vide memo no. PA-1-89/107313-24 dated 23rd/25th October 1989.

ANNEXURE 'A'

Office of the Minister, Haryana,
Announcement of Matching grants for the year.....

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1. Village
2. Tehsil
3. District
4. Amount of contribution offered
5. Name of the individual/Party offering contribution.
6. Amount of grant sanctioned.
7. Purpose
8. Remarks, if any

Date.....

.....Minister,

Place.....

Haryana.

To

The Deputy Commissioner,

.....

U.O. No. Dated, the

Endst. No. Dated, the

A copy is forwarded to:-

Director Panchayats, Haryana,

Chandigarh.

.....Minister,
Haryana.

ANNEXURE 'B'

1. Sr. no.
2. Name of the contributor and the amount contributed.
3. No. & date of the voucher with
which the contribution has been
deposited in the treasury along with
receipt head of account.
4. Matching grant sanctioned
(Give sanction no. and date)
5. Work decided to be executed.
6. Estimated cost of the work along with
Period within which the work is
Likely to be executed completely
Along with name, of the agency executing the work.
7. Expenditure incurred.
First month
Second month
Third month
Total _____

8. Completion report of the work
(Please see explanatory not below).

Reasons for increase in the estimate cost of the work, if any, be explained and it may be stated how the additional cost has been met. In case the work is completed at the cost which is less than the estimated cost, if any be explained how the balance is proposed to be utilized.

ANNEXURE B. 'I'

EDUCATION DEPARTMENT
Norm for Primary, Middle & High Schools

	Land	No. of rooms require		Distance from other such school	Population of habitation	Enrolment	Remarks
		Class rooms	Other rooms				
Primary School							School is opened if accommodation for the school is provide even if it is in Village Chopal.
Middle School	3 Acres	8	3	3 kms	500	150	Middle School is also upgraded on contribution basis if Panchayat deposits lumpsum amount of Rs. 51690/-
High School	5 Acres	10	5	5 kms	1000	50	High School is also upgraded if the Panchayat deposits Rs.62212/- on contribution basis.

ANNEXURE 'B II'
HEALTH DEPARTMENT

Setting up of Medical institutions in the Rural Area with contributions from the People and matching Grant from the Minister, Haryana.

Criteria for selection of villages for location the sub-centers

1.	Population of the village or in case of small villages, population of the group of villages,	5,000 or more
2.	Distance from other sub-center or medical institutions.	2-3 km
3.	Willing ness of the Panchayat to provide building for the sub-centre till such time a Govt. building is constructed.	

Criteria for selection of villages for opening of subsidiary Health Centre.

1.	The distance of the village from the existing dispensaries, subsidiaries health centres and hospitals :	8-10 K.M.
2.	The population of the village and that of the surrounding villages likely to be benefitted.	25,000 or so
3.	Easy accessibility from the surrounding villages.	
4.	Willingness of the Gram Panchayat to provide suitable building for the institution and its staff.	

Criteria for selection of villages for opening of Primary Health Centre.

The existing health policy envisages opening of one primary health centre in every block. Only two villages remain to be selected one each in Kathura and Bawani Khara Blocks (District Sonipat and Bhiwani respectively) for opening of primary health centers according to following criteria:

1. The villages should be located at a central place in the block.
2. It should have easy means of communication with the villages in the Block.
3. It should be a big village considering the population.
4. The Gram Panchayat should be willing to donate a sum of Rs. 0.40 lakh and land (6-8 acres) for construction of building.

ANNEXURE B III
DIRECTORATE OF AYURVEDA, HARYANA

Criteria for selection of place for location of the dispensary.

At present there is no fixed criteria for selection of village for location of a dispensary, The following points are considered for the selection of a village for opening of a dispensary:-

1. The population of the village where the dispensary is to be established.
2. Distance from the existing nearest medical aid centre. The dispensary is opened if medical aid is not available within a radius of 8 K.M.
3. Where the Gram Panchayats are willing to provide accommodation for the dispensary an its staff for the present and later on to construct the dispensary building and staff quarters according to the design supplied by the department.

ANNEXURE B IV

DEPARTMENT OF ANIMAL HUSBANRY, HARYANA

Norm for setting up of veterinary dispensary/Hospital.

An area with a radius of 8 Kms. and with adult cattle heads numbering a minimum 7500 is taken to be ideal for opening a new dispensary, while for the veterinary hospital the radius is 10 Kms. with 25000 adult cattle heads.

L.D. KATARIA,
Secretary to Govt. Haryana
Development & Panchayat Department.
