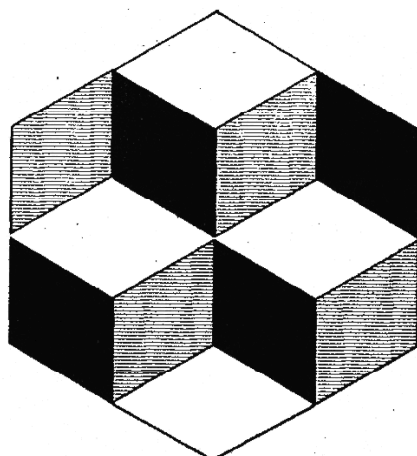


GUIDELINES

for
Submission of Proposals
for
Financial Assistance

for Organising

Programme on Awareness,
Evaluation and Management of
Disability



Issued by :

**Department of Science & Technology and
Non-Conventional Energy Sources**

GOVT. OF WEST BENGAL
Bikash Bhavan (4th floor)
Eastern Block, Bidhannagar
Calcutta-700 091

1999

1. **Introduction** :—A close scrutiny of the provisions of 'The persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995' reveals that there are a large number of areas where the Department of Science & Technology and Non-Conventional Energy Sources can actively contribute in promoting the cause enunciated the Title of the Act. Accordingly, a scheme for both financial and technical assistance entitled "Programme on Awareness, Evaluation and Management of Disability" is hereby introduced from the 1999-2000 financial year in addition to the already existing schemes of this department.

2. **Objective** :—The scheme aims at extending financial assistance to Voluntary Organisations, Specialised Institutes, Normal and Special Schools and other similar organisations to undertake programmes related to the following areas :

- (a) Organise awareness campaigns and disseminate information about general hygiene, health and sanitation.
- (b) Create awareness about the causes of disabilities and the preventive measures to be adopted.
- (c) Organise training programmes on identification and management of disability, utilisation of assistive devices and rehabilitation.
- (d) Create awareness about the importance of understanding and maintenance of mental health in general.
- (e) Organise guidance clinics for promotion of balanced scientific approach towards disability as a phenomenon and its social implications.
- (f) Undertake surveys and investigations to evaluate the magnitude of the problem and impact of the prevalent level of awareness of our society.
- (g) Any other area relevant to the cause and not covered by the items stated above.

It may be mentioned that research programmes to be undertaken by Universities and other similar institution in this field will be covered by the already existing Scheme of Research and Development Projects of this department and not by this new scheme.

3. **How to Apply** :—A standard format for submitting application for financial assistance is being included

in this brochure. Intending Organisations are required to submit their proposals in the prescribed format. The following points may be kept in view carefully while submitting a proposal :

- (i) All entries are to be made compete. An incomplete application may be rejected.
- (ii) The completed application form is to be submitted in ten (10) copies.
- (iii) The proposal is to be submitted at least three (3) months before the date of commencement of the proposed programme with a forwarding letter to be addressed to :

The Secretary to the Govt. of West Bengal, Department of Science and Technology and NES, Bikash Bhavan, 4th floor, Eastern Block, Bidhannagar, Calcutta-700 091.

- (iv) A utilisation certificate alongwith audited statement of expenditure will have to be submitted by the organiser after completion of the programme.
- (v) A compete and detailed report on the programme will have to be submitted to the sanctioning authority after completion.
- (vi) Particulars of the Organisation extending financial assistance should be properly published.

FORMAT FOR APPLICATION

Programme on Awareness, Evaluation and Management of Disability

1. Title of the proposed programme :
2. Venue :
3. Dates on which proposed to be held :
4. Name and Address of the proposing Organisation :
5. Status of the Organisation :
(Registered Society, Autonomous Body, Statutory Body, School, College etc. copy of supporting document to be enclosed)
6. Objective of holding the programme :
7. Details of the programme proposed :
8. List of experts associated with the Organisation to prove the ability of the applicant to take-up such a programme :
9. List of resource persons and experts whose assistance will be available to make this programme successful :
10. Expected number of delegates/trainees etc. :
 - (i) From West Bengal
 - (ii) From other States
 - (iii) From other Countries
11. Follow-up Actions to be taken after the programme :
12. Proposed detailed budget estimate with total anticipated expenses under different heads and likely receipts from different sources :