

File No. 9-1/2023-S&F
Ministry of Culture
S&F Section

Dated: 1st February, 2024

**NOTICE TO ALL GRANTEES RECOMMENDED GRANT UNDER
46th MEETINGS OF CFPG**

The grantee organizations that have been sanctioned grant under 46th meeting of Cultural Function & Production Grant (CFPG) are hereby requested to open a Zero Balance Subsidiary Account (ZBSA) in any of the branches of Canara Bank (please refer instructions issued in this regards at Ministry's website: https://indiaculture.gov.in/sites/default/files/Schemes/cna_24082023.pdf) and submit the Bank Authorization Letter along with the information in prescribed proforma (**attached**) to the email cna.cfpgs.nczcc@gmail.com for smooth processing the case under CNA towards setting of limit to be utilized by respective organization as 1st installment.

2. In case the organizations are already a beneficiary of Repertory Grant and have opened ZBSA, they are also required to open another ZBSA for CFPG.

3. Further, if the organization has already conducted the program, they may send the following requisite documents to the Director, North Central Zone Cultural Centre, 14 CSP Singh Marg, Prayagraj – 211001, Uttar Pradesh for consideration of release of grant as '**Full Reimbursement**':

- a. Utilization Certificate in 12A of GFR.
- b. Annexure I & II
- c. Income & Expenditure Statement
- d. Performance Report
- e. School Certificate
- f. Proof of event which includes Invitation Card, Photo, Newspaper Clippings etc.
- g. Social media link.

PROFORMA

FOR

**Submission of details of organizations sanctioned grant under 46th meeting
of CFPG**

Sl. No.	Particulars	To be filled by the grantee organization
1.	Name & address of the organization	
2.	NGO Darpan Unique ID	
3.	PAN Number (enclose a copy)	
4.	Email ID	
5.	Mobile No.	
6.	Serial number in the minutes	
7.	Amount sanctioned	
Zero Balance Subsidiary Accounts details of Canara Bank		
8.	Bank Address	
9.	Account No.	
10.	IFSC	
11.	MICR	

Name of the Head of the Organization :

Signature: