

P-I-29/1/2024-P. Arts  
Government of India  
Ministry of Culture  
(P. Arts-II Section)

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2nd Floor, D-Block, Puratatva Bhawan  
GPO Complex, INA, New Delhi-110023  
Dated the 1<sup>st</sup> May, 2024

To

The Director,  
Eastern Zonal Cultural Centre.  
Bharatiyam Cultural Multiplex IB,  
201, Sector-3, Salt Lake City,  
Kolkata-700106.

**Subject: Transfer of the Task of Administration/Implementation of Scheme of Financial Assistance to Cultural Organizations with National Presence to Eastern Zonal Cultural Centre (EZCC) Kolkata, being Central Nodal Agency (CNA) of the scheme- regarding.**

In pursuance to this Ministry's letter No. P-I-14/2/2023-P.Arts dated 26.4.2023 regarding nomination of Eastern Zonal Cultural Centre (EZCC), Kolkata as Central Nodal Agency for the 'Scheme of Financial Assistance to Cultural Organizations with National Presence', I am directed to inform that the work relating to Administration/Implementation of the Scheme of Financial Assistance to Cultural Organizations with National Presence is hereby transferred to the Eastern Zonal Cultural Centre (EZCC), Kolkata w.e.f. 01.04.2024 (i.e. from financial year 2024-25 onwards).

2. Consequently, the following work relating Scheme of Financial Assistance to Cultural Organizations with National Presence would be handled by Eastern Zonal Cultural Centre (EZCC), Kolkata :-

- a. To upload scheme guidelines and various related forms viz. application, checklist, Indemnity Bond, Resolution, Bank Authorization, etc. on its website;
- b. Advertisement of Notice inviting applications annually (with prior approval of this Ministry);
- c. Scrutinizing the applications received during the valid period of submission of application;
- d. To conduct meeting of Steering Committee meeting and preparation of draft minutes thereof;
- e. Maintaining records;
- f. To provide a certificate that necessary documents/reports for releasing 2nd and final documents (as per terms and conditions of Sanction/ Authorization letters issued by this Ministry) has been received from grantee organization.

3. Besides the above, EZCC, Kolkata would also be entrusted with the following connected tasks:-

- i. Handling of RTI matters for which PIOs & Appellate Authority may be appointed as per the provisions of RTI Act, 2005.
- ii. Furnishing of information relating to M.P./VIP References to Ministry of Culture.
- iii. Furnishing of information relating to Parliament Questions/PMO References etc., received in the Ministry.
- iv. While furnishing the list of recommended organizations (approved cases) to the Ministry for release of grants, a certificate, in respect of each recommended organization, to the effect that all the requisite documents (including Indemnity Bond, Bank Authorisation letter & Resolution, in original) have been received and have been found to be in order, shall be placed on record, containing the approval of the Director, EZCC Kolkata.
- v. The power of reviewing the finally recommended cases shall rest with the Ministry of Culture.
- vi. The Steering Committee meetings will be attended by the Ministry officials, authorized for the purpose.
- vii. The Ministry of Culture may hold review meetings as and when needed, to monitor the implementation of the Scheme.

4. P. Arts Division, Ministry of Culture will continue to undertake the following works:-

- i. Constitution of Steering Committee from time to time;
- ii. Scrutiny of agenda;
- iii. Scrutiny of draft Minutes of the Meeting thereafter process the same to accord approval of Competent Authority;
- iv. Process the case for release of 1st and 2nd installments of grants;
- v. Matters in respect of discrepancies/misappropriation of funds, etc.
- vi. Any other item, with the approval of competent authority.

5. This issues with the approval of Joint Secretary (P. Arts Bureau), Ministry of Culture.

Yours faithfully,

(B. Asha Nair)

Under Secretary to the Govt. of India

**Copy to:**

1. Director (IFD), Ministry of Culture, Shastri Bhawan, New Delhi
2. NIC, Ministry of Culture, Shastri Bhawan, New Delhi
3. Budget Section, Ministry of Culture
4. Pay and Accounts Office, Ministry of Culture
5. PPS to JS(P.Arts Bureau)