





# UNNATI

## Scholarship Scheme for Children living in Child Care Institutions

### 1. Introduction and Background

**UNNATI** is a new initiative of the Ministry of Women and Child Development (MWCD). It is aimed at the promotion of the best interests of the child in accordance with the Juvenile Justice Act, 2015. As per Section 3(iv) of the Act, all decisions regarding the child shall be based on the primary consideration that they are in the best interest of the child and help the **child to develop full potential**.

Article 15 of the Constitution confers upon the State powers to make special provision for children. Article 39(e) and (f), 45 and 47 further makes the State responsible for ensuring that all needs for the children are met and their basic human rights are protected.

**UNNATI** is in the form of a scholarship operated through the **National Children's Fund (NCF)**. The primary motive of **UNNATI** is to imbibe the value of academic excellence for a better future in each child. Any child living in a Child Care Institutions (CCIs) with a promising performance in class IX-XII would qualify to get this incentive, as per details provided at Point 4.

The implementation of **UNNATI** would be through the existing National Children's Fund which was set up by the Department of Women and Child Development, Ministry of Human Resource Development, Government of India, in 1979 under the Charitable Endowment Act 1890. The scheme of Administration of NCF as notified by Gazette of India 1979 (Part-II), Section 3 (iii), Page 213 mentions raising funds from individuals, institutions, corporate and others for the welfare and development programme for children (Annexure-4). As such, **UNNATI** money is deposited in the individual student's bank account each year, which is operational on completion of 18 years of age.

The recipient of **UNNATI** will grow in self-confidence and harness her/his academic achievements towards contributing to Nation building.

## 2. Objectives

The objectives of the scheme are to:

- 2.1 improve the academic performance of children living in CCIs run as per the Juvenile Justice Act, 2015;
- 2.2 enable children to inculcate a sense of self-dependence and confidence in their innate ability and capacities to take on the challenges, the future would hold before them.
- 2.3 create an enabling atmosphere by providing equitable opportunities and further the pursuit of excellence in life.

## 3. Target beneficiary

The country has about 2300 registered CCIs which cater to approximately more than 80,000 children. These children are enrolled at various levels in the Government and Non-Government schools. As per the scheme of NCF, the Fund may spend only the interest income on its investments during the current financial year. Also, 50 percent of the donations received in the preceding financial year will be utilized to provide any assistance to be taken up in furtherance of objectives of the fund (Para 24, Scheme of Administration of NCF). With the limited fund available, NCF proposes to provide scholarship under “UNNATI” for children pursuing their studies from class IX onwards as under:

- 3.1 Children studying in class IX-XII, till attaining the age of 18 years or on completion of XII Class, whichever is earlier.
- 3.2 100 scholarship will be provided each in class IX-XII (total 400 scholarships – merit-wise in a year), the number of scholarships may be revised annually subject to the availability of the funds as per the Clause 24 of Schedule “B” of “Scheme for Administration of NCF”.

## 4. Eligibility Criteria for UNNATI

- 4.1 The applicant seeking scholarship should be sheltered in CCIs.
- 4.2 The CCIs registered under Juvenile Justice Act, 2015 are only eligible to apply.

- 4.3 The applicant should have secured minimum 55% marks in the final examination of the previous class. The Principal/In charge of the concerned Institutions where the child is pursuing the study would be certifying the enrollment of the student and minimum 75% attendance of the students on yearly basis to enable release of scholarship (Format enclosed at Annexure-2). If a student fulfills the above criteria but is not able to secure a place in the merit list of “100 students”, he will not be awarded scholarship.
- 4.4 Students pursuing their study from IX standard onwards are only eligible for the scholarship.
- 4.5 The applicant should have an Aadhar linked savings bank account in a Nationalized Bank.
- 4.6 Fifty percent of the total scholarship money will be earmarked for girl students.
- 4.7 The child should not be receiving any assistance on regular basis from any other sources towards her/his education.
- 4.8 The table below depicts an example of a child receiving scholarship, **UNNATI**:

Class	% of Marks	% of Attendance	Whether ranks in Top 100	Whether eligible for scholarship
Class IX	>55 (in VIII class Final Exams)	>75 (in VIII Class)	Yes	Yes
Class X	>55 ( in IX class Final Exams)	>75 (in IX Class)	Yes	Yes
Class XI	>55 ( in X class Final Exams)	>75 (in X Class)	Yes	Yes
Class XII	>55 (in XI class Final Exams)	>75 (in XI Class)	Yes	Yes

## 5. Procedure for Applying Scholarship

- 5.1 The scholarship scheme will be published on the official website of Ministry of Women and Child Development and NIPCCD in the month of April-June and the

last date for receiving application from CCIs will be 15<sup>th</sup> July every year. During the launch year, a wide campaign may be undertaken to generate awareness about the scheme. The need of the same may be reviewed in later years.

5.2 The National Children's Fund will open a portal (*Till the portal is fully functional and all those institutions which do not have facility of online submission of application, the applications may be submitted, by hand/by post in the prescribed format enclosed at Annexure 1*) for receiving the proposals and disbursing the scholarship with the following:

- ❖ Submission of applications through the State Governments who in turn will forward the same after receiving from Ministry of Women and Child Development/ Department of Social Justice and Empowerment. The credentials of the applicants will be verified by District Child Protection Officer (DCPO)/District Probation Officer wherever required. (Format of application is enclosed at Annexure-3).
- ❖ Scrutiny of application
- ❖ Issue of Sanction order
- ❖ Release of amount online to the beneficiary directly to the bank account through DBT.

5.3 The scholarship amount should be fixed deposited immediately after receipt. A copy of FD must be forwarded to NCF for record.

## **6. Process of Screening & Approval of Scholarship**

6.1 The application received from various CCIs will be screened by a Committee formed in NIPCCD. The names finalized by this Committee will then be sent for scrutiny by a Committee formed in the Ministry for finalization.

6.2 The students duly verified by the officials and fulfilling the criteria will be eligible for the scholarship and their names will be ratified by Board of Management in its ensuing meeting.

6.3 The scholarship amount will be for a period of 12 months from the date of beginning of the academic year.

- 6.4 Total number of scholarships would be finalized by Board of Management based on the number of CCIs available in each State/UT and funds available for the purpose.
- 6.5 The students availing scholarship will be given a **Certificate of Appreciation** every year.
- 6.6 The scheme will be reviewed time and again to make it more inclusive and user friendly.

## 7. Scholarship Amount

### 7.1

Category of Class/Course	Amount(Rs.)
Class IX & X	Rs.700/-p.m. per child (Child will receive Rs.16,800 on completing X class)
Class XI & XII	Rs.800/-p.m. per child (Child will receive Rs.19,200 on completing XII class)

- 7.2 The monthly scholarship amount released to the students will be invested in a fixed deposit account opened in his/her sole name.

## Application Format for Scholarship to Children under National Children’s Fund (NCF)

S. No.	Requisite information/documents	Information/ documents furnished														
1	<b>Details of CCI forwarding the application of the child/children</b>															
	i) Name, complete postal address of Child Care Institution															
	ii) Email address, Telephone and Mobile No. of Incharge of CCI															
	iii) Name, address and phone number of Board Members of CCI with copy of PAN card ( <b>attach copy of PAN card separately for each member</b> )															
	iv) Date of establishment and registration of the CCI ( <b>legible copy of Registration, Memorandum of Association, Constitution and Bye-law Certificate to be enclosed</b> )															
v) Details of grants received by CCI in last three years from Central/State Governments, local body, ICPS or international agency in the format given below:																
<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="width: 15%;">Financial year</th> <th style="width: 20%;">Sanction No. and date</th> <th style="width: 20%;">Amount</th> <th style="width: 20%;">Scheme</th> <th style="width: 25%;">No. of beneficiaries</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>			Financial year	Sanction No. and date	Amount	Scheme	No. of beneficiaries									
Financial year	Sanction No. and date	Amount	Scheme	No. of beneficiaries												
vi) Details of staff on the payroll of the Child Care Institution:																
<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="width: 8%;">S.No</th> <th style="width: 12%;">Name</th> <th style="width: 15%;">Designation</th> <th style="width: 15%;">Date of Appointment</th> <th style="width: 15%;">Qualifications</th> <th style="width: 15%;">Experience in the Organization</th> <th style="width: 20%;">Gross emoluments monthly</th> </tr> </thead> <tbody> <tr> <td> </td> </tr> </tbody> </table>			S.No	Name	Designation	Date of Appointment	Qualifications	Experience in the Organization	Gross emoluments monthly							
S.No	Name	Designation	Date of Appointment	Qualifications	Experience in the Organization	Gross emoluments monthly										
1	<b>Details of the perspective children aspiring scholarship under NCF: (Please annex relevant documents)</b>															
2	i) Name of the Child along with a passport size photo to be enclosed															

	ii) Date of birth of the Child	
	iii) Sex of the child (Female/Male)	
	iv) Name of the School where child is studying with complete address	
	v) Class in which child is studying	
	vii) Aadhar number of the child	
	vi) Area of excellence of the child	
	viii) Percentage of the marks obtained by the child in the previous class	
	ix) Percentage of attendance in the previous class	
	x) Extra-curricular achievement by the child, if any	
	x) Any other details	
<b>3</b>	<b>Details of the bank where child's account is maintained:</b>	
	1) Name of the Child as in bank account 2) Name of the Bank 3) Account number 4) Account type (SB/Current A/c) 5) IFSC code of the branch 6) Complete address of the bank where the account of the child is maintained	
	Note: Enclose a copy of the passbook of the child displaying above mentioned bank details.	

**Note:**

The CCI's while forwarding the applications will also enclose the following documents:

1. Copies of the Memorandum of Association;
2. Bye-laws/Rules and Regulations of the organization/CCI's;
3. Resolution authorizing office bearers for operating Bank Account;
4. Audited Statement of Accounts (comprising of Income and Expenditure Account; Receipt and Payment Account; Balance Sheet and Audit Reports) for the last three financial years and Annual Reports for last three years of the Child Care Institution to be enclosed.
5. A copy of the bank passbook showing Name, Account number and IFSC Code

## Study & Attendance Certificate

Sr.No. \_\_\_\_\_

(ON THE LETTER-HEAD OF SCHOOL)

This is to certify that Kumari/Master \_\_\_\_\_  
daughter/son of Shri \_\_\_\_\_ (name of the father) and  
Smt. \_\_\_\_\_ (name of mother) resident of \_\_\_\_\_ (CCI) is a bonafide  
student of class \_\_\_\_\_ section of this school for the academic session (indicate  
dates) \_\_\_\_\_. She/he was admitted in this school on (date)  
\_\_\_\_\_ under admission number \_\_\_\_\_. Her/his date of birth  
as per the school record is \_\_\_\_\_ (in figures) \_\_\_\_\_  
\_\_\_\_\_ (in words). The child has secured minimum of \_\_\_\_\_ %  
marks and \_\_\_\_\_ % attendance in previous class \_\_\_\_\_. Her/His  
latest marks sheet (Photocopy) is attached.

Date: \_\_\_\_\_

(Signature)  
Name of Principal/Head Master  
(Seal)

**Prescribed Format for Recommendation of District Child Protection Officer under the scholarship scheme “UNNATI”**

File No.....

Government of..... (Name of State)

Office of District Child Protection Officer

District.....

Date:.....

To

Secretary-Treasurer  
National Children’s Fund  
C/o National Institute of Public Cooperation and Child Development  
5, Siri Institutional Area, Hauz Khas  
New Delhi-110016

Subject: Proposal of..... (Name of the CCI).....  
under “UNNATI Scholarship Scheme” of Ministry of Women and Child Development  
during the financial year..... from District.....,  
..... (State)

Sir/Madam,

Please refer to the Ministry of Women and Child Development letter No.....  
dated....., inviting proposals under “UNNATI Scholarship Scheme” during the  
financial year.....In this regard,.....(Name of the CCI) has  
submitted a printed copy of the application to this Office.

2. Their documents have been examined and information about the said CCI is authenticated:

<b>S. No.</b>	<b>Particulars</b>	<b>Information to be filled by DCPO</b>
1.	Applicant seeking scholarship is sheltered in CCI	
2.	CCIs is registered under Juvenile Justice Act, 2015	
3.	Copies of the Memorandum of Association	
4.	Bye-laws/Rules and Regulations of the organization/CCIs	
5.	Audited Statement of Accounts (comprising of Income and Expenditure Account; Receipt and Payment Account; Balance Sheet and Audit Reports) for the last three financial years and Annual Reports for last three years of the Child Care Institution to be enclosed.	
6.	Aadhar number of the child/children	
7.	Applicant has an Aadhar linked savings bank account in a Nationalized bank	
8.	A copy of the bank pass book showing Name, Account number and IFSC Code of child/children	
9.	Certificate by Principal/Incharge regarding marks and attendance	
10.	Child is not receiving any assistance on regular basis from any other sources towards her/his education	

The application of the CCI along with enclosures is forwarded for consideration under the scheme.

Yours faithfully,

Signature  
(Name of District Child Protection Officer)  
Official Stamp

**Scheme of Administration  
(Revised in December 2010)  
Department of Women and Child Development**

Notification  
In The Matter of The Charitable  
Endowments Act, 1890  
and  
In The Matter of The National  
Children's Fund, New Delhi

WHEREAS the Secretary to the Government of India, Ministry of Human Resource Development, Ministry of Women and Child Development, being the person who proposes to apply the funds of the National Children's Fund, New Delhi, in trust for charitable purposes, has applied for vesting the funds mentioned in Schedule A annexed hereto in the Treasurer of Charitable Endowments for India and for the settlement of a scheme for the administration of the said Funds;

S.O.1311(E) - In exercise of the powers conferred by Section 4 and 5 of the Charitable Endowments Act, 1890 (6 of 1890), and on the application made by the Secretary to the Government of India, Ministry of Human Resource Development, Ministry of Women and Child Development and with the concurrence of the said Secretary, the Central Government made further amendments in the notification of the Govt. of India in the erstwhile Department of Social Welfare number S.O.120(E)\* dated 2nd March, 1979, the amended Scheme of National Children's Fund (NCF) will be as follows. The Scheme will be applicable from 24th November, 2004.

\*Published in the Gazette of India, Extra Ordinary, 1979 (Part-II), Section 3(ii), Page 213

\*As amended by the S.O.No.2071 dated 28 July, 1980

**SCHEDULE 'A'**

Contribution of rupees one lakh made to the Government of India towards the funds of the National Children's Fund.

## SCHEDULE 'B'

Scheme for the administration of the National Children's Fund, New Delhi

1. The objects of the National Children's Fund hereinafter referred to as the Fund shall be:-
  - i) to raise funds from individuals, institutions, corporate and others.
  - ii) to promote and fund the various programmes for children who are affected by natural calamities, disasters, distress and in difficult circumstances through voluntary agencies and State Governments, in unserved and underserved areas including tribal and remote areas in pursuance of the National Charter for Children, 2003 notified by Women and Child Development on 9th February, 2004 and Children in difficult circumstances including children of prisoners, children affected by riots, aggression, children affected by trafficking and children of prostitutes.
  - iii) to implement various programmes.
  - iv) to do all other things that are incidental and conducive to the above objects.
2. The objectives of the Fund shall extend to the whole of India.
3. For the management and administration of the Fund a Board of Management (hereinafter referred to as the Board) shall be constituted consisting of the following members:-

i)	Minister in-charge of Ministry of Women and Child Development	Chairperson Ex-officio
ii)	Secretary, Ministry of Women & Child Development, Government of India	Working Chairperson
iii)	Joint Secretary In-charge of National Institute of Public Cooperation and Child Development, in the Ministry of Women and Child Development	Member
iv)	Financial Advisor Ministry of Women and Child Development	Member
v)	Chairperson Central Social Welfare Board, New Delhi	Member
vi)	General Secretary Indian Council for Child Welfare	Member
vii)	Six non-official members nominated by Chairperson	Members
viii)	Four representatives from State Governments and Union Territories nominated by the Secretary, Ministry of Women and Child Development	Members
ix)	Director National Institute of Public Cooperation and Child Development	Secretary -Treasurer

During Director NIPCCD's absence the charge of Secretary-Treasurer (NCF) shall get automatically transferred to the Director I/C of NIPCCD.

4. Not less than five members shall form a quorum. Every matter shall be determined by a majority of votes of the members present and voting on question. In case of equality of votes Chairperson shall have a casting vote.
5. The Board shall function notwithstanding any vacancy in its constitution.
6. Subject to the provisions herein contained, the Board may, with the previous approval of the Central Government, frame and vary from time to time, as they think fit, bye-laws for the conduct of their business.
7. The funds of the Fund shall be vested in the Treasurer of Charitable Endowments for India.
8. (i) The Board shall constitute a Working Committee under the Chairpersonship of the Working Chairperson of the Fund with not more than six members

from the Board including Secretary-Treasurer of the Fund to dispose of applications for financial assistance from the Fund upto a limit of five lakh rupees in each case.

(ii) The Board shall invest the proceeds of the sale or other disposal of the property as well as any moneys or property not immediately required to be used for the objects of the Fund in any one or more of the mode of investment for the time being authorized by law for the investment of the trust money as the Board may think proper. Short term investment of the Fund not immediately required may be invested in fixed deposit in nationalized banks.

9. The Board may subject to such conditions and limitations delegate any or all of its powers to the Working Committee or Working Chairperson of the Fund.
10. The Board may delegate such of its powers to the Working Chairperson as may, in the opinion of the Board, be merely day to day administrative work and involve no discretion.
11. Regular accounts of the moneys in the funds shall be kept by the Secretary-Treasurer.
12. All contracts and other assurances shall be in the name of the Board and signed on its behalf by Working Chairperson and the Secretary-Treasurer.
13. The Board may receive any endowment, donation, or other contributions in augmentation of anyone of the objects and general purpose of the Fund. They may also receive endowments, donations or other contributions for any special purposes connected with the charity not inconsistent with or calculated to impede the due working of the provisions of the Fund.
14. Non-profit institutions, voluntary organisations, charitable trusts, local bodies including Panchayats, individuals, State Governments and Union Territory Administration are eligible to apply for financial assistance in terms of the objects of the Fund.
15. Applications to Board: For financial assistance from the Central Accounts of the Fund, voluntary organisations, State Governments, Union Territory Administrations, Charitable Trusts, Local Bodies and individuals shall address

applications in this behalf, in the annexed form (Annexure-2), to the Secretary-Treasurer of the Board.

16. There shall be no upper limit for financial assistance from the Fund, provided that no assistance shall be given exceeding five lakh rupees unless it is approved by the Board and the particulars published in a National Daily Newspapers.
17. Power to stop grant: - The Chairperson of the Board shall have power to withhold or reduce any undisbursed grant made under the Fund on the recommendation by the Secretary-Treasurer, if such withholding of grant is reported to the Board.
18. Conditions of financial assistance: - The Conditions of financial assistance maybe determined by the working committee or Board, as the case may be, at the time of approving the application for grant of financial assistance.
19. Duration of Membership:-
  - (1) A nominated member of the Board and the Working Committee shall hold office for a period of two years provided that no member shall continue as a member of Working Committee beyond his term of office as a member of Board.
  - (2) A member of the Board and the Working Committee shall cease to be a member on resignation, death or on becoming of unsound mind or an insolvent or on conviction by court for committing a criminal offence involving moral turpitude.
  - (3) The resignation of membership shall be tendered to the Chairperson of the Board and shall become effective from the date of its acceptance or on the expiry of thirty days after from the date of resignation, whichever is earlier.
20. **Vacancies in the Board:** Vacancies in the Board shall be filled in the manner in which the Board was originally constituted.
21. **Meetings of the Board:** The Board may meet as often as it is necessary to do so for the transaction of the business of the Fund and in any case at least once a year.

22. **Powers and Functions of the Secretary-Treasurer:** - It shall be the duty of the Secretary-Treasurer:-

1. to be the custodian of all records of the Board
2. to conduct all official correspondence on behalf of the Board
3. to issue all notices for convening the meetings of the Board
4. to keep minutes of all meetings of the Board
5. to manage the properties and funds of the Fund to maintain accounts and execute all contracts on behalf of the Board
6. to exercise all other powers and execute such other functions as may be assigned to him by the Board.

23. **Assets of the Fund:**-In addition to the money, particulars of which are given in Schedule A of the said notification, the assets of the Fund shall include all such grants and contributions, recurring and non-recurring from the Central and State Governments, local bodies or any other statutory or non-statutory bodies set up by the Central or State Governments as well as voluntary donations and endowments from any other sources, whenever received.

24. **Allocation of funds:** - The Fund may spend during a financial year only the interest income on its investments and 50% of the donation received in the preceding financial year on providing financial assistance to activities taken up in furtherance of the objects of the fund.

Provided that where the Fund receives a donation requiring that the entirety of it should be expended within the time stipulated by the donor, the restriction of utilizing only 50% of the donation received in the preceding year will not apply.

25. **Deposit of funds:**-All moneys of the Fund shall be credited to accounts opened in any scheduled Bank approved in this behalf by the Government of India.

26. **Withdrawal of Funds:** - **Withdrawal of funds from the accounts of the Fund shall be regulated in a manner to be determined by the Board. Such withdrawals shall be made by cheques or requisitions, as the case may be, signed by the Secretary-Treasurer if the amount does not exceed Rupees Three lakhs (Rs. 3,00,000/-) are signed by Secretary-Treasurer and another member of the**

**Board to be nominated by the Board for amounts exceeding three lakh rupees.**

27. **Administrative expenses-** The following items of expenditure: (i) payment of salary to sanctioned staff at authorised pay scales (ii) audit fee (iii) any tax or statutory dues of the Fund (iv) Travelling Allowance and Dearness Allowance to staff or members of the Board at rates and scale approved by the Board and expenses related to preparation and printing of Annual Report (v) litigation will be legitimate charge on the Fund and may be incurred by Secretary-Treasurer without reference to any superior authority and (vi) the expenditure on other items of administrative nature may be restricted to an annual amount approved by the Board or fixed as 10% of fund disbursed during the previous financial year.

28. **Appointment of Staff:-**

- ❖ The Board may appoint such staff as it may consider necessary for the discharge of its function.
- ❖ The terms and conditions of service of the staff may be determined by the Board.

29. **Remuneration to members of the Board:-**

- ❖ No remuneration shall be paid to any of the members of the Board except travelling and daily allowance at rates to be determined by the Board.
- ❖ Official members of the Board will draw travelling and daily allowance at rates admissible to them from the source from which they draw their salaries.
- ❖ Officers and staff of the Fund may draw such remuneration and travelling and daily allowance to which they may be entitled under rules applicable to them or as authorized by the Board.

30. **Annual Report:** An Annual Report including accounts of the Fund, audited by a firm of Chartered Accountants, appointed by the Board and certified by them that the expenditure from the funds of the fund has been correctly incurred in accordance with the objects of the Fund, shall be prepared by the Secretary-Treasurer, after approval of the Board, be presented to the Government of India.

Visit us on  
[www.wcd.nic.in](http://www.wcd.nic.in)  
or  
<https://www.nipccd.nic.in/schemes/national-children-fund-28#gsc.tab=0>



National Institute of Public Cooperation and Child Development  
5, Siri Institutional Area, Hauz Khas, New Delhi-110016