



सर्व शिक्षा अभियान  
सब पढ़ें सब बढ़ें

**SAMAGRA SHIKSHA-DELHI**  
(A Society Under Education Department, Govt. of NCT of Delhi)  
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F. DE.29(10)/SS/Composite School/Annual Grant/ 2382-2394

Date: 17/11/23

**CIRCULAR**

**Sub: Composite School Grant under Samagra Shiksha for Remaining 468 Elementary schools and 1071 Secondary Schools for the year 2023-2024.**

The Project Approval Board (PAB) 2023-2024 of Samagra Shiksha (SS), MOE has approved a sum of Rs. 2098.9 Lac as Composite School Grant for 2714 Govt. Schools (DOE, MCD, NDMC, DCB, DSW) for the year 2023-2024 as per U- DISE data for the year 2021-2022 out of which Rs.909.9 Lac as Composite School Grant for selected 1175 Elementary Govt. Schools (DOE, MCD, NDMC, DCB, DSW) was released and the remaining Rs.1187.25 Lac is being released for remaining 468 Elementary Schools and 1071 Secondary schools.

**Financial Implications:**

Slabs for release of School Grant to Govt. (DoE, MCD, NDMC, DCB, DSW) schools during 2023-24:

Management wise:

(Fin. In Lac)

Management	Enr >30 to Enr <=100		Enr >100 to Enr <=250		Enr >250 to Enr <=1000		Enr >1000		Grand Total	Total
	Rs.25,000/- per school		Rs.50,000/- per school		Rs.75,000/- per school		Rs.1,00,000/- per school			
	Phy.	Fin.	Phy.	Fin.	Phy	Fin.	Phy.	Fin.	Phy.	Fin.
DOE	15	3.75	25	12.5	278	208.5	718	718	1036	942.75
MCD	70	17.5	384	192	0	0	0	0	454	209.5
NDMC	2	0.5	8	4	18	13.5	9	9	37	27
DCB	0	0	0	0	6	4.5	0	0	6	4.5
DSW	1	0.25	2	1	3	2.25	0	0	6	3.5
<b>Grand Total</b>	<b>88</b>	<b>22</b>	<b>419</b>	<b>209.5</b>	<b>305</b>	<b>228.75</b>	<b>727</b>	<b>727</b>	<b>1539</b>	<b>1187.25</b>

Source: U-DISE+ 2021-2022

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(Fin. In Lac)

Composite School Grant	Annual Grant (up to Highest Class VIII) (Elementary Level)	No. of Schools	Unit Cost	Financial Outlay
	Enr >30 to Enr <=100	73	0.25	18.25
	Enr >100 to Enr <=250	395	0.5	197.5
	<b>Total of Annual Grant (up to Highest Class VIII)</b>	<b>468</b>		<b>215.75</b>
	Annual Grant (up to Highest Class X or XII) (Secondary Level)	No. of Schools	Unit Cost	Financial Outlay
	Enr >30 to Enr <=100	15	0.25	3.75
	Enr >100 to Enr <=250	24	0.5	12
	Enr >250 to Enr <=1000	305	0.75	228.75
	Enr >1000	727	1	727
	<b>Annual Grant (up to Highest Class X or XII) (Secondary Level)</b>	<b>1071</b>		<b>971.5</b>
<b>Total of Composite School Grant</b>	<b>1539</b>		<b>1187.25</b>	

Source: U-DISE+ 2021-22

Accordingly, funds will be authorized to the ZBSA as per the following details:

The summary of list of schools (placed as Annexures A to D) as per enrolment and the amount of Composite School Grant sanctioned is as follows:

List A- School Grant @ Rs. 25,000/- for Enr >30 to Enr <=100

List B- School Grant @ Rs. 50,000/- for Enr >100 to Enr <=250

List C- School Grant @ Rs. 75,000/- for Enr >250 to Enr <=1000

List D- School Grant @ Rs.1,00,000/- for Enr >1000

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This Grant is to be utilized by the Head of each of the 1539 Schools as per the enclosed guidelines. School Heads don't need any Administrative Approval & Expenditure Sanction from the Dy. Directors of the Districts concerned. The utilization of the grant is subject to Audit.

*Mohinder Pal*  
*17/11/2023*  
(Mohinder Pal)  
Deputy Director of Education  
Samagra Shiksha-Delhi

**Encl:-**

1. List A, B,C,D
2. Guidelines for school grant 2023-2024

**Copy to:-**

1. Dy. Secretary (IS.7 Section), SE&L, Room No. 422, C-Wing, MOE, Shastri Bhawan, New Delhi-110005.
2. Heads of concerned schools.
3. FCA-SS Delhi
4. All the DURCCs with the directions to get the funds utilized at the earliest.
5. OS (IT) with the directions to get the circular uploaded on Department's website.

F. DE.29(10)/SS/Composite School/Annual Grant/03/2018-19/2382-294 Date: 17/11/23

**Copy for information to:-**

1. PS to Principal Secretary (Education)/Chairman EC-SS
2. PS to Director (Education)/Vice Chairman EC-SS
3. Director MCD
4. CEO, Delhi Cantonment Board
5. Director, NDMC
6. Director, DSW
7. All DPOs
8. Guard File

*Mohinder Pal*  
*17/11/2023*  
(Mohinder Pal)  
Deputy Director of Education  
Samagra Shiksha-Delhi

**Guidelines regarding utilization of Composite School Grant under Samagra  
Shiksha for the year 2023-24**

As a support for quality improvement, Composite school grant is being sanctioned on an annual basis to Government Schools (under the management of DoE, MCDs, DCB, NDMC & DSW) under the Samagra Shiksha. The objective is to utilize this additional support to create conducive learning environment in schools. It is desired that this grant should be judiciously spent on various quality interventions aimed at the all-round development of the students. The Heads of Schools, in consultation with the SMCs and the Students Council may utilize this grant in their endeavour to provide a conducive environment in the school for effective Teaching Learning Process.

In this regard, HoSs/Members of SMCs/District DDEs/DPOs, DURCCs, CRCCs and AOs/AAOs concerned are requested to note the following guidelines for strict compliance:

1. Composite School Grant under Samagra Shiksha is directly authorised to district account through PFMS portal by SS-HQ. The districts shall further set limits for the school for expenditure which is to be incurred in consultation with SMCs and the Student Council.
2. The HoS shall utilize the Grant under Samagra Shiksha as per approved norms. **There is NO REQUIREMENT of taking any Administrative Approval and Expenditure Sanction from the DPO/District DDE for incurring expenditure out of Composite School Grant.**
3. Proper Account is to be maintained by each school of the Grant received under Samagra Shiksha. Account so maintained at the level of the School is auditable and may be examined any time by the Central Team of MoE/ Team constituted at State Level/SS HQ/Team of Directorate of Education, Delhi.
4. Utilization Certificate, duly signed by the Head of the School, is to be submitted by each HoS to the concerned DPO by 31st March, 2024 positively who, in turn, shall submit the same to the SS-HQ by 1st April, 2024.
5. All the HoS concerned shall follow the GFR-2017 for the expenditure norms for proper & judicious utilization of the grant. As far as possible, all procurement

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should be effected through GEM(Govt. E-market) and payments should be made through E-payment system in respect of vendor/supplier (**Cashless**).

Given below are **various suggestive items** on which this grant can be utilized along with the reasonable maximum amount (i.e. Spending Limit) that can be spent on each such item(s). Simultaneously, it is to be ensured by the Head of the School that, as far as possible, expenditure out of "Composite School Grant" under Samagra Shiksha is made only on those items which directly facilitate better learning of students and for which funds are not available from Govt. of NCT of Delhi.

**Guidelines for the Composite School Grant for the Year 2023-24**

Heads	Suggestive Items
1.	Repair/replacement of defective/ obsolete / unserviceable equipment in the school.
2.	Other recurring costs such as consumables, Play material newspapers, electricity charges, internet charges, water charges, teaching aids etc. Purchase of First Aid Boxes including first aid material.
3.	Annual maintenance and repair of existing school building, toilets and other facilities to ensure maintenance of the infrastructure in good condition. Wall painting on school boundary walls.
4.	<b>At least 10 % of the Composite School Grant is to be mandatorily spent on Activities related to Swachhta Action Plan.</b>
5.	Schools are allowed to purchase Book Shelves but purchase of furniture including Almirah is not Allowed.
6.	Organisation of Intra-class/Inter-Class Quiz/ Debate/Elocution/Poetry Recitation/Drawing competitions etc.
7.	Organisation of online/ offline workshops for children on Origami/Macramé/ /Quelling/Pottery/ Paper Mache/Book Binding/ Puppet making etc along with purchase of material for practice by children
8.	Organization of Co-curricular activities such as Legal Literacy, Gender Sensitization, Health Awareness Programme on Hygiene and Sanitation, Safe & unsafe Touch, Substance Abuse etc as announced from time to time as well as Celebration of important occasions like Independence Day, Republic Day, Martyr's Day, Vijay Divas, Children's Day, Science Day, Women's Day Yoga Day, Communal Harmony Week etc.
9.	Organization of Music/Dance/Theatre activities at the school level (Hiring of dresses/costumes/musical instruments).
10.	Purchase and Repair of Musical Instruments
11.	Organization of Activities under Kala Utsav at the school level, leading to participation at the District/State Level Competitions in Music, Dance, Theatre and Visual Arts.

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12.	Transport arrangement for participation of children in various co-curricular activities (including Samagra Shiksha activities).
13.	<p>Organisation of Guest lectures and demonstrations, Science Exhibition in school etc.</p> <p>Honorarium can be paid to experts/resource persons invited from outside the school to judge various events/activities /competitions or to deliver talks/presentations @ Rs. 1500/- per person per day/event.</p>
14.	<p>Providing facility of 'Student Concessional Pass (All Route) @Rs. 100 per month for 10 months to very needy and deserving students commuting to school by DTC buses.*</p> <p>(This facility will not be extended to students residing within 1km radius of the school).</p>
15.	Printing of certificates to be given away to students for participation in various events/competitions including activities conducted under Samagra Shiksha at all levels.
16.	<p>Small Prizes can be given each month to-</p> <ul style="list-style-type: none"> <li>• Students in neat &amp; complete uniform throughout the month.</li> <li>• All students with 100% Attendance in the month.</li> <li>• Cleanest Classroom month-wise</li> <li>• Most well-decorated classroom month-wise</li> </ul>
17.	<p>Purchase of a Display board / Green Board for :</p> <ul style="list-style-type: none"> <li>• Display of NIPUN Bharat Logo in all Primary Sections/school's wall</li> <li>• Display of Grant received under SS and its utilization year wise</li> <li>• Depiction of staff strength and daily attendance</li> <li>• Students daily attendance</li> <li>• Updation of Honour board of a school showing name of achievers of school in Academics, Sports &amp; Other Co-curricular Activities</li> <li>• Display of record of STC students</li> </ul>
18.	Construction/modification of Ramps, Railings/ handrails and CwSN toilet as per Harmonised Guidelines on Barrier free built environment for Rights of Persons with Disabilities Act, 2016, Govt of India.
19.	<p>School Sanitization:</p> <p><b>Provision of basic facilities:</b></p> <ul style="list-style-type: none"> <li>• School to ensure basic WASH facilities which includes separate washrooms for boys and girls, hand washing stations and safe drinking water facility for all.</li> <li>• Ensure availability of essential like soap, alcohol rub/hand sanitizer or chlorine solution, disinfection and cleaning material and thermal screening facilities in the school.</li> </ul> <p><b>Sanitization of school facilities:</b></p> <ul style="list-style-type: none"> <li>• Sanitization and disinfection should be conducted regularly covering all areas of the school campus and ensure air flow in indoor space.</li> <li>• Purchase of thermal screening machine, deep cleaning and spray based sanitisation.</li> <li>• Purchase of Safety Kit (sanitizer, alcohol hand-rub, masks, gloves, etc.)</li> </ul>
20.	One Time Expenditure not exceeding Rs.2000/- may be done for digital signature certificate for PFMS use.
21.	Expenditure not exceeding Rs 500/- may be done for transportation of material provided by Samagra Shiksha-Delhi.

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*\*School principals will be required to maintain record (Such as Name and class of the student and Residential Address with recommendation of the teachers) of all such needy and deserving students offered facility of 'Student Concessional Pass (All Route) issued by DTC @Rs. 100 per month for a maximum of 10 months.*

Composite School Grant is not to be utilized for purchasing bouquets, momento and gifts to be presented to the guests/special invitees. No purchase of items of personal use by the staff including Principal is allowed out of Composite School Grant.

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