

Application for grant-in-aid (payment of financial assistance to voluntary organization/individual for producing documentary or short film on the life history of renowned poet/ eminent scholars/freedom fighters)

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01. Name of the organization/individual :
02. Whether the organization/individual is a registered body. If so, the number & date of its registration to be indicated :
03. Brief history of the organization/individual with the year of starting :
04. Aims and objects of the organization together with a copy of its constitution :
05. Whether it is located in its own/rented building :
06. Constitution of the Board of Management with particulars of each member :
07. Details of the Documentary film/ Short film for which the grant is applied for :
08. Total estimated expenditure for maintenance/special project/scheme :
09. Amount of grant applied for -
10. Whether the organization/individual is in a position to meet the balance expenditure. If so, indicate the sources :
11. (a) Whether the organization/individual is receiving grants from other States or Central Government. If so, details of such grants to be furnished. :

(b) Whether the organization/individual is receiving grants from other departments. If so, the details of such grants to be furnished. :
12. (a) Annual Report and audited accounts of the organization/individual for the last year along with a copy of the Certified Balance Sheet and a Utilization Certificate, if any grant had Been sanctioned by this Government :

(b) A list of assets and liabilities of the organization/individual, if any, to be enclosed :
13. Additional information, if any :
14. Name of the person authorized to receive the grant applied for :

Signature of the applicant

Name

Designation

RULES FOR SANCTIONING GRANT-IN-AID PAYMENT OF FINANCIAL ASSISTANCE TO THE VOLUNTARY ORGANIZATION/INDIVIDUAL FOR PRODUCING DOCUMENTARY OR SHORT FILM ON THE LIFE HISTORY OF RENOWNED POET/EMINENT SCHOLARS/FREEDOM FIGHTERS

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1. Short title, commencement and application:- These rules may be called the Rules for Sanctioning Grant-in-aid Payment of Financial Assistance to Voluntary Organizations/Individuals for Producing Documentary or Short Film on the Life History of Renowned Poets/Eminent Scholars/Freedom Fighters Rules, 2008.

2. Definition:- In these rules unless the context otherwise requires, -

- (i) 'Documentary Film/Short Film' means the film taken about the life history/events occurred in the life and style of the renowned Poets/Eminent Scholars/Freedom Fighters.
- (ii) 'Voluntary organization' means any non-official voluntary organization/association/individual registered under the Societies Registration Act, 1860 (Act XXI of 1860) functioning in the Union Territory of Puducherry.
- (iii) 'Director' means the Directorate of Art and Culture, Puducherry.
- (iv) 'Government' means the Administrator appointed under article 239 of the Constitution.
- (v) 'Recipient' means the voluntary organization or individual or group of individuals engaged in the production of the film.
- (vi) 'Scheme' means scheme for sanctioning for financial assistance

3. Eligibility for grant:- In order to be eligible for the grant of financial assistance under these rules, the voluntary organization/individual shall fulfil the following conditions namely:-

- (i) The firm/the individual should have been engaged in making films for a minimum period of two years prior to the date of application for the financial assistance under these rules;
- (ii) A Copy of the script should be enclosed with the application;
- (iii) Cinematographed film should be properly re-recorded, edited and photographed.
- (iv) The duration of the film should be
 - (a) Documentary Film - 20 Min
 - (b) Short Film - 50 to 60 Min
- (v) The film should be based on the life history of renowned Poets/eminant scholars/Freedom Fighters. The incidents narrated should be based on the life style and functioning of the person should not anyway carry unwarranted information.
- (vi) The firm/applicant should be a native of Puducherry or residing in Puducherry continuously for a period of five years.
- (vii) The Director of the film should be a Graduate/Post Graduate/equivalent degree in Tamil/History/Literature.
- (viii) Video film should be done in Beeta Camera/HDV Camera (High Digitization Videography)
- (ix) The firm/individual should provide 10 copies of DVD of the film to the Directorate of Art and Culture, Puducherry.
- (x) The Directorate of Art & Culture have full right to release and to screen or to nominate the CD in the functions or as and when

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(xi) Application should be accompanied by the following documents with conditions prescribed as stated below:-

- (a) A detailed description of the film.
- (b) A copy of the script of the film and the budget estimates.
- (c) The script should be in such a manner narrating the factual incidents happened in the life history of the Poet/Scholar/Freedom Fighter.
- (d) Financial Assistance will not be granted to an organization/individual who is producing the Documentary Film/Short Film on the same Poet/Scholar/Freedom Fighter for the second time.
- (e) The script should be in such a manner that it should not criticize any particular person/caste/religion or creed.
- (f) An undertaking either by the Director or the Producer to the effect that the fund released has been properly utilized for the purpose it was sanctioned.
- (g) The Documentary/Short Film should not inflame sentiments of caste/race/religion.
- (h) It should not encourage communal race/religion/natural disharmony.

4. Scope of Grant:- Financial Assistance shall be given to organization/individual only under the schemes detailed in the Annexures appended to these rules.

5. Mode of application:- The application for the financial assistance under the scheme shall be addressed to the Director in the prescribed form appended to the related scheme. When the applicant is an organization the application shall be accompanied by, -

- (a) A copy of Memorandum of Association/the bye-laws or the organization;
- (b) A statement of receipts and expenditure of the organization of the previous year along with a copy of the balance sheet duly certified by a chartered accountant;
- (c) complete details of the proposal, project or activity as the case may be for which the grant is applied for
- (d) details of grants, if any received either from this Government of Puducherry or the Central Government during the preceding three years, wherever necessary

6. Scrutiny of applications:- The Director shall cause the applications and documents submitted to him/her under rule 5 scrutinized, to ensure that they are formally correct and that all details and explanations given are adequate and then submit the application to Government for sanction.

7. Form of sanction:- (1) Any order for the grant of this financial assistance shall indicate whether it is recurring or non-recurring nature and specify clearly the object for which it is given.

(2) Any order for the payment of financial assistance under these rules should be worded that there is specific direction for the payment of a specified sum and should be distinguishable from orders approving a proposal for a Grant-in-aid. The firm/individual film makers shall submit their estimate and to submit the same to the Screening Committee to select the recipient/film maker to review the progress of the film.

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(3) Only so much of the grant shall be paid during any financial year as is likely to be expended during that year. The Director shall see that money is not drawn in advance of requirements.

8. Communication of sanction:- The Government shall communicate through the Director, Directorate of Art and Culture, the orders of the sanction of the financial assistance to the organization/individual with such conditions as may be provided in these rules and/or as may be determined at appropriate time.

9. Obligations of the grantee organizations/individual:- (1) The financial assistance given shall be utilized only for the purpose for which it has been sanctioned and within the period specified in the sanction order. A certificate to that effect shall be furnished in the form prescribed in the relevant scheme.

(2) If at any stage the Government is not satisfied about the work/the utilization of the financial assistance the organization/individual shall be required to refund the amount within the specified time.

(3) All grantees shall submit Utilization Certificate along with the expenditure statements in triplicate duly signed by them.

(4) The assets created wholly or substantially out of the grant shall not be disposed of or encumbered.

10. Provision of General Financial Rules to apply:- The provision of General Financial Rules, 2005 as amended from time to time and the orders thereunder, is so far as they are applicable to payment of grant-in-aid shall also apply in respect of grant of financial assistance.

11. Quantum of assistance:- The Quantum of assistance shall be determined based on the cost of the product/value/stamina of the short film/documentary and amount of assistance would be restricted to a maximum of Rs.5 Lakhs.

12. Removal of duties:- If any doubt arises in the interpretation of these rules the decision of the Government shall be final.

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