

**GOVT. OF WEST BENGAL  
DIRECTORATE OF LIBRARY SERVICES  
BIKASH BHAWAN, SALT LAKE,  
KOLKATA-700091.**

**NOTICE**

**GRANTS TO NON-GOVT. NON-SPONSORED LIBRARIES**

Director of Library Services, West Bengal, invites applications in the following prescribed proforma from the Non-Govt.-Non Sponsored Public Libraries of West Bengal for one time ad-hoc grant for the financial year 2015-16 to recognize their voluntary services to the society and also for the sake of better library services to the peoples of West Bengal. To avail this Scheme, Libraries have to be established and rendered services minimum for the last 5 years prior to the respective calendar year(consideration year), in which the scheme is advertised. Application in White Paper or in the Letter Head of the Library along with all relevant information should be submitted to the District Library Officer of the concerned district in duplicate within 18<sup>th</sup> January, 2016, along with the following information .

**Extent of Assistance :** Libraries established

- a) Before the end of 1910 A.D. received grant of Rs. 15,000/-
- b) between 1911 to 1960 A.D.(both year inclusive) received grant of Rs. 12,000/-
- c) between 1961 to 2010 A.D. (both year inclusive) received grant of Rs. 10,000/-

The no. of such assistance-receiving libraries will be determined as per availability of funds.

**Essential Pre-requisites :** The Library should be opened to all members of the society irrespective of caste, creed, sex, age, educational attainment etc. Library should procure books free from obscurantism. Library should open at least 5 days in a week, at least three hours a day. **Library should be registered under the society Registration Act and also be renewed up to date.** This provision may be stretched for Club-cum-Library. Last three years' Audit Report and Annual Report should be submitted. This grant should be utilised for purchase of Books and Periodicals and Almirah / Racks (for shelving of Books). Selected Library should submit the Declaration (copy of the declaration may be available from the Directorate or from the office of the District Library Officer) in 'Non Judicial Stamp paper' amounted to Rs.10 signed by the members of the Managing Committee for using this grant only for the said purpose, if received. **The Library should submit the Utilisation Certificate of the grant in the office of the concerned District Library Officer within six months of the grant received.** This Grant should be delivered only to the selected Libraries after screening of the applications and depends on the availability of funds. That is why mere application should not qualify the receiving of the Grant.

**Each application should be accompanied by the following documents :**

- i) Xerox copy of registration of the Library under the Society Registration Act. This provision may be stretched for Club-cum-Library.
- ii) Certificate from local MP / MLA / G.P.Pradhan / Chairman of the Municipality / Mayor - in- Councillor of the Corporation about the functional status of the Library.
- iii) Last three years' Audit Report and Annual Report should be submitted.
- iv) Xerox copy of Utilisation Certificate, if the library received the grant earlier. If not received earlier, then a declaration to that effect should be submitted.

**Procedure of Submission of Applications :**

Non-Govt. and non-Sponsored libraries should submit their application in White Paper or in the Letter Head of the Library **to the District Library Officer** of the concerned district **in duplicate** within **18<sup>th</sup> January, 2016**, along with the following information.  
**No application will be received directly by the office of the Director of Library Services, West Bengal.**

