# राज्य बाल संरक्षण समिति
# संचालनालय महिला एवं बाल विकास विभाग
# ब्लॉक 01, द्वितीय तल, इन्द्रावती भवन, नया रायपुर छत्तीसगढ़

क्रमांक /  / मबावि / आईसीपीएस / 14–15  रायपुर, दिनांक .09.2014

*"विज्ञापन"*

## किशोर न्याय (बालक देखरेख एवं संरक्षण) अधिनियम 2000 यथा संशोधित 2006 के अंतर्गत राज्य में बालक एवं बालिका आश्रय गृह की स्थापना व संचालन के सम्बन्ध में प्रस्ताव का आमंत्रण

किशोर न्याय (बालक देखरेख एवं संरक्षण) अधिनियम 2000 यथा संशोधित 2006 के अंतर्गत सुरक्षा एवं संरक्षण की आवश्यकता वाले बच्चों को अल्पकालिक आश्रय सुविधा उपलब्ध कराने के उददेश्य से छत्तीसगढ़ के निम्न जिलों में आश्रय गृहों की स्थापना के लिए **पंजीकृत अशासकीय संस्थायें / स्वैच्छिक संगठन जो बाल कल्याण के क्षेत्र में कार्यरत हो तथा देखरेख एवं संरक्षण की आवश्यकता वाले बच्चों के लिए आश्रय गृह चलाने के इच्छुक हों, से दिनांक 16 अक्टूबर 2014 तक प्रस्ताव आमंत्रित किये जाते हैं ।**

**बालक आश्रय गृह** – रायपुर  बिलासपुर, अम्बिकापुर एवं जगदलपुर मुख्यालय में यह आश्रय गृह स्थापित करना होगा।

**बालिका आश्रय गृह** – रायपुर  बिलासपुर, अम्बिकापुर एवं जगदलपुर मुख्यालय में यह आश्रय गृह स्थापित करना होगा।

बालक एवं बालिका दोनों के लिए पृथक पृथक संस्थायें संचालित होंगी। बच्चों के लिए आश्रय गृह **(Shelter Home for Children)** की स्थापना एवं संचालन हेतु इच्छुक संस्थायें संबंधित जिले के कलेक्टर / जिला कार्यक्रम अधिकारी महिला एवं बाल विकास / जिला बाल संरक्षण अधिकारी को सभी दस्तावेज एवं विवरण सहित आवदेन प्रस्तुत कर सकेंगे। आवेदन की एक अग्रिम प्रति संचालक महिला एवं बाल विकास विभाग को उपलब्ध कराया जाना होंगा। आश्रय गृह की स्थापना के संबंध में विस्तृत दिशा निर्देश / मापदण्ड एवं आवेदन का प्रारूप संबंधित जिलों के महिला एवं बाल विकास विभाग के जिला कार्यालय अथवा www.cgstate.gov.in तथा महिला एवं बाल विकास विभाग ( www.cgwcd.gov.in ) के वेब पोर्टल पर उपलब्ध है।

26.9.2014

**सचिव**
**छत्तीसगढ़ राज्य बाल संरक्षण समिति**
**एवं संचालक**
**महिला एवं बाल विकास विभाग**
**रायपुर–छत्तीसगढ़**

## Support for various kinds of Homes

The Scheme shall provide two types of grants under this component, i) Construction and Maintenance Grant and ii) Maintenance Grant. While under the construction and maintenance grant, the scheme shall support State Governments/UTs in construction and maintenance of a new home, under the maintenance grant support to such homes/institution shall be provided for maintenance only.

### 1. Shelter Homes

While a large number of urban marginalized children are in need of day care services, there are many others who require residential care for a temporary period for one or more reasons. These include children without parental care, run away children, migrant children, and child substance abusers etc. The Juvenile Justice (Care and Protection of Children) Act 2000 and the Central Model Rules framed thereunder empower State Governments to recognize reputed and competent voluntary organizations, to cater to the needs of such children. The State Government shall provide financial assistance to set up and administer such Shelter Homes of which at least one Shelter Home in the State is to be notified and designated by the States/UTs as a Home for the care, detoxification and counselling of children affected by substance abuse. These Shelter Homes shall offer day and night shelter facilities to the children in need of support services for a temporary period, while efforts are made to rehabilitate them. In order to facilitate and expedite the setting up of Shelter Homes in every district or group of districts, the scheme shall provide financial support to the State Governments and Union Territories.

### 2. Children's Homes

A large number of children in need of care and protection who enter the juvenile justice system through the Child Welfare Committees (CWCs) are in need of residential care and protection during the pendency of any inquiry and subsequently for their long-term care, treatment, education, training, development and rehabilitation. The Juvenile Justice (Care and Protection of Children) Act 2000 empowers the State Government either by itself or in collaboration with voluntary organizations to set up C Homes in every district or group of districts for the reception and residential care of such children. These homes shall serve as a home away from home and provide comprehensive child care facilities to children for ensuring their all-round development. They shall work towards enhancing the capabilities and skills of children and work with their families with the view of facilitating their reintegration and rehabilitation into mainstream society.

### 3. Specialised Services for Children with Special Needs

a) A significant number of children are affected/infected by HIV/AIDS. Many children are affected by substance abuse or are mentally or physically challenged. Such children are in need of long term care because of abandonment, death of one or both parents or inability of parents/guardians to take care of them. Such children are especially vulnerable as they are least likely to have family care alternatives and hence require specialized institutional care and treatment including medical, nutritional, and psychological support.

b) The scheme provides additional financial support to the institutions having children with special needs, as mentioned above. Further, the scheme also provides flexibility to the States/UTs to either integrate the Program for children with special needs in its existing institutions or support setting up of specialized homes for such children. The primary focus however shall be on integrating services for children with special needs in existing homes. A separate home for such children shall only be set up in a situation where there are a large number of children with special needs in a district or group of districts.

### 4. Open Shelter

The flexible mechanism of Open Shelters is catering to the unique needs of these children particularly in urban areas and aims to harness their talent and potential, thus giving them the opportunity to become productive citizens. These are community based safe spaces which provide a space for children where they can play, study, use their time productively and engage themselves in creative activities through music, dance, drama, yoga & meditation, computers, indoor and outdoor games, etc. in a safe environment and located within their own community.

Open Shelters in urban and semi-urban areas will cater to all children in need of care and protection particularly beggars, child substance abusers, street and working children, rag pickers, small vendors, street performers, orphaned, deserted, trafficked and run-away children, children of migrant population, children living in unauthorized areas/slums, children of socially marginalized groups and any other vulnerable group of children. The objectives of these Open Shelters include:

- To attract above-mentioned target group of children from their present vulnerable life situation to a safe environment;
- To wean these children away from the vulnerable situations by sustained interventions;
- To guide these children away from high risk and socially deviant behaviours;

- To provide opportunities for education and develop their potential and talent;
- To enhance life-skills and reduce their vulnerabilities to exploitation;
- To reintegrate these children into families, alternative care and community;
- To carryout out regular follow up to ensure that children do not return to vulnerable situations.

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# ANNEXURE VIII - OPEN SHELTERS FOR CHILDREN IN NEED FOR URBAN & SEMI-URBAN AREAS

## 1. *Financial Support for a Unit of 25 Children*

| S.N. | Item | Amount (in Rs.) |
|---|---|---|
| **A. Non-recurring Expenditure (once in five year)** | | |
| 1. | Furniture including mattresses for children, 25 steel lockers, cupboards, tables and chairs etc. | 1,50,000 |
| 2. | Two Computers with UPS (including cost of software license) and with printer cum scanner | 90,000 |
| 3. | One Color Television | 15,000 |
| 4. | Equipments for sports, entertainment, vocational training and kitchen along with utensils, gas stove, water filter, etc. | 2,50,000 |
| | **Total** | **5,05,000** |
| **B. Recurring Expenditure (per annum)** | | |
| 5. | Maintenance @ Rs. 2000 per child per month (food, @ Rs. 1400 and Rs. 600 for clothing, medicine, soap, oil, etc.)- (Rs.2000 x 25 children x12 months) | 6,00,000 |
| 6. | Rent for hired building or maintenance for self-owned building for: | |
| | (a) Open Shelters @ Rs. 17,500 per month (Subject to actuals)[1] | 2,10,000 |
| | (b) Three Contact Points @ Rs. 2,600 per month (Subject to actuals)[2] | 93,600 |
| 7. | Water and electricity charges @ Rs. 2,600 per month (subject to actuals) | 31,200 |
| 8. | Contingencies (postage, stationary, telephone, photocopy etc.) @ Rs. 2,600 per month | 31,200 |
| 9. | Transportation charges @ Rs. 2,600 per month | 31,200 |
| 10. | Miscellaneous for outings, books for library, play materials, educational/sports equipments, etc. @ Rs. 4,000 per month (subject to actuals) | 48,000 |
| 11. | **Salary:** | |
| | One Project Coordinator cum Counsellor @ Rs. 17,500 per month | 2,10,000 |
| | One Social Worker @ Rs. 14,000 | 1,68,000 |
| | Two Care Givers cum Bridge Course Educators @ Rs. 9,000 per month | 2,16,000 |
| | Three Outreach Workers[3] @ Rs. 8,000 per month | 2,88,000 |

| S.N. | ITEM | AMOUNT (IN Rs.) |
|---|---|---|
| | One Helpers for cleaning and cooking purposes @ Rs. 6,000 per month | 72,000 |
| | **Total** | **19,99,200** |
| | **Total (A+B)** | **25,04,200** |

[1] *In Metro cities (Delhi, Kolkata, Mumbai, Chennai, Bangalore and Hyderabad) @ Rs.35,000 per month.*

[2] *In Metro cities (Delhi, Kolkata, Mumbai, Chennai, Bangalore and Hyderabad) @ Rs.5,000 per month. With support of DCPU, the voluntary organization running these contact points should make efforts to arrange for free accommodation for contact points at railway stations, bus stands and other public places.*

[3] *Number of Outreach Workers and Contact Points can be increased up to a maximum of five depending on the geographical area and number of children to be catered to by the program*

*Note:*

*a) The financial support is provided for 25 children utilizing the services at night as well. During the day there would more children utilizing the services of the Open Shelters for intermittent periods. For Children availing services only during the day, a maintenance amount of Rs 1000 per child per month will be provided. Apart from the above, NGOs are encouraged to enroll the support of volunteers and raise funds from other sources to run the Open Shelters.*

*b) Any request for non-recurring component, in the interim period, may be provided if approved by the Project Approval Board (PAB).*

# ANNEXURE X - INSTITUTIONAL CARE

## GUIDELINES

The support mentioned in this Annexure is for Children Homes, Shelter Homes, Observation Homes, Special Homes, Place of Safety and Homes/Units for Special Need Children. Flexibility is also provided to States/UTs for different models of institutional care. For example, many child care institutions in the States are functioning as clusters of various types of Home' concept,differentwhichfrom theisexistingquitefixedmodel. The Financial support for construction and maintenance of a new Home and an existing Home under the Juvenile Justice (Care and Protection of Children) Act 2000 are given below:

### 1. STAFFING PATTERN FOR AN INSTITUTION WITH 50 CHILDREN

| S.N. | PARTICULAR OF STAFF | AMOUNT (IN RS.) |
|---|---|---|
| 1. | One Officer-in-Charge (Superintendent) @Rs 25,000 per month | 3,00,000 |
| 2. | One Counselor @Rs 17,500 per month | 2,10,000 |
| 3. | One Probation Officer/Child Welfare Officer/ Case Worker @Rs 17,500 per month | 2,10,000 |
| 4. | Two House Mother or House Father @ Rs 11,000 per month | 2,64,000 |
| 5. | One Paramedical staff @ Rs 9,000 per month | 1,08,000 |
| 6. | One Store-keeper cum Accountant @Rs 14,000 per month | 1,68,000 |
| 7. | One Cook @Rs 7,500 per month | 90,000 |
| 8. | One Helper @Rs 6,000 per month | 72,000 |
| 9. | One Housekeeper @Rs 6,000 per month | 72,000 |
| 10. | One Educator (Voluntary/Part time) | Tobe outsourced through convergence with schemes of other departments/ civil society or by outsourcing to organisations providing such services. If convergence is not possible, the untied funds/flexi fund provided under the scheme to the State/UT may be used |
| 11. | One MBBS Doctor (Voluntary/Part time) | |
| 12. | One Art & Craft cum Music Teacher (Voluntary/Part time) | |
| 13. | OnePTInstructorcumYogaTrainer (Voluntary/Part time) | |

| S.N. | PARTICULAR OF STAFF | AMOUNT (IN RS.) |
|---|---|---|
| | | to cover such cost. |
| | **Total (14 Staff)** | **14,94,000** |

*Note:*

a) *In the existing State /UT run institutions supported under the scheme, Government salary scale will apply;*

b) *In the existing NGO run institutions supported under the scheme, the above salary norms will be applicable. The NGO may add additional salary from its own resources.*

c) *For all the new Homes identified by the State/UT, run either by itself or by an NGO, the above salary norms will be applicable. The State/UT or the NGO may add additional salary from its own resources.*

d) *Driver may be hired as per need from contingency funds.*

## 2. *FINANCIAL SUPPORT FOR CONSTRUCTION AND MAINTENANCE OF A NEW HOME*

| S. N. | ITEM | Amount (in Rs.) |
|---|---|---|
| **A. Non-recurring Expenditure (once in five years, except construction)** | | |
| 1. | Cost of construction - 8745 Sq. ft. @ Rs. 1000 per Sq. ft.[1] | 87,45,000 |
| 2. | Furniture including 60 beds (including 10 for sick room) for children, cupboards/steel lockers, tables and chairs for dining & class rooms, library & home staff, cupboards for library & staff, etc. | 9,00,000 |
| 3. | For buying books/audio-visual aids for library | 75,000 |
| 4. | Three Computers with UPS (including cost of software license) and with printer cum scanner cum fax | 1,35,000 |
| 5. | Two Televisions (one for every 25 children) | 30,000 |
| 6. | Equipments for kitchen and utensils including gas stove and gas connection, water filter, etc.[3] | 50,000 |
| | **Total** | **99,35,000** |
| **B. Recurring Expenditure (per annum)** | | |
| 7. | Maintenance @ Rs. 2000 per child per month (food, @ Rs. 1400 and Rs. 600 for clothing, medicine, soap, oil, etc.)- | 12,00,000 |
| 8. | Bedding including mattress, bed sheets, pillow, blanket, dari/mats, etc. @ Rs. 800 per child / year | 40,000 |

| S. N. | ITEM | Amount (in Rs.) |
|---|---|---|
| 9. | Water and electricity charges @ Rs. 10,000 per month (subject to actuals) | 1,20,000 |
| 10. | Staff Salary (as given in Table 1.1 above) | **14,94,000** |
| 11. | Transportation[2] | 80,000 |
| 12. | Miscellaneous for outings, magazines/books for library, sports equipments, etc. @ Rs. 5,000 per month (subject to actuals) | 60,000 |
| 13. | Contingencies (including internet connection, services of watchman and / or data entry operators) | 2,00,000 |
| | **Total** | **30,50,000** |
| | **Total Expenditure (A+B)** | **1,29,85,000** |

[1] *This is indicative only. Actual release shall be as per PWD/CPWD estimates or as per Schedule of Rates in the State, whichever is less.*

[2] *Transportation cost will cover travel expenses for children for the purpose of vocational training/schools, field visits, enquiries, and production of the child before CWCs, JJBs, etc.*

*Note:*

*Any request for non-recurring component, in the interim period, may be provided if approved by the Project Approval Board (PAB).*

## 3. *FINANCIAL SUPPORT FOR MAINTENANCE OF AN EXISTING HOME*

| S. N. | ITEM | AMOUNT (IN RS.) |
|---|---|---|
| **A. Non-recurring Expenditure (once in five years)** | | |
| 1. | Structural changes, up-gradation of accommodation facilities and maintenance (Subject to actuals) | 7,50,000 |
| 2. | Up-gradation of facilities like purchase/maintenance of Television, Computers, Books and furniture, kitchen equipments, etc. | 11,90,000 |
| | **Total** | **19,40,000** |
| **B. Recurring Expenditure (per annum)** | | |
| 3. | Maintenance @ Rs. 2000 per child per month (for food, @ Rs. 1400 and Rs. 600 for clothing, medicine, soap, oil, etc.)- | 12,00,000 |
| 4. | Bedding including mattress, bed sheets, pillow, blanket, dari/mats, etc. @ Rs. 800 per child / year | 40,000 |
| 5. | Rent for hiring building Rs. 35,000 per month (Subject to actuals)[1] | 4,20,000 |

| S. N. | ITEM | AMOUNT (IN RS.) |
|---|---|---|
| 6. | Water and electricity charges @ Rs. 10,000 per month (subject to actuals) | 1,20,000 |
| 7. | Salary of Staff (as mentioned in Table 1.1 above) | **14,94,000** |
| 8. | Transportation [2] | 80,000 |
| 9. | Miscellaneous for outings, magazines/books for library, sports equipments, etc. @ Rs. 5000 per month (subject to actuals) | 60,000 |
| 10. | Contingencies (including internet connection, services of watchman and / or data entry operators) | 2,00,000 |
| | **Total** | **36,14,000** |
| | **Total Expenditure (A+B)** | **55,54,000** |

[1] *In Metro cities (Delhi, Kolkata, Mumbai, Chennai, Bangalore and Hyderabad) @ Rs. 42,500 per month. Maintenance charges up to a maximum of Rs. 50,000 per annum for a self owned building (to NGOs) subject to production of receipts*

[2] *Transportation cost will cover travel expenses for children for the purpose of vocational training/schools, field visits, enquiries, and production of the child before CWCs, JJBs, etc. Priority should given to the Special Need Children for meeting their transportation requirements.*

*Note:*

*a) Any request for maintenance of accommodation facilities or upgradation of non-recurring nature, in the interim period, shall also be provided if approved by the Project Approval Board (PAB).*

*b) The number of posts in the category of counsellor, child welfare officer, probation officer, house father or house Mother would proportionally increase/decrease with the increase/ decrease in the capacity of the home.*

*c) While selecting the staff for a girl's appoint female personnel, especially at leadership and decision-making levels as*
*well as those interacting with the girl children.*

# ANNEXURE IX - FAMILY BASED NON-INSTITUTIONAL CARE THROUGH ADOPTION

## 1. *Specialised Adoption Agency (SAA)*

1.1 **Staff Strength**

| S. N. | Particular of Staff | Amount (in Rs.) |
|---|---|---|
| 1. | One Manager/Coordinator@Rs.17,500per month | 2,10,000 |
| 2. | One Social Worker cum Early Childhood Educator @Rs.14,000per month | 1,68,000 |
| 3. | One Nurse@Rs.9,000per month | 1,08,000 |
| 4. | One Doctor (Part time) @Rs.7,500per month | 90,000 |
| 5. | Six Ayahs@Rs.6,000per month | 4,32,000 |
| 6. | One Chowkidar@Rs.6,000per month | 72,000 |
| | **Total** | **10,80,000** |

1.2 **Estimated Cost for a single unit of 10 children:**

| S.N. | Item | Amount (in Rs.) |
|---|---|---|
| **A. Non-recurring Expenditure (once in five years)** | | |
| 1. | One Computer with UPS and Web Cam (including cost of software license) and One printer cum scanner | 45,000 |
| 2. | Furniture including 10 Cradles | 1,50,000 |
| 3. | Equipments for kitchen (Gas stove with connection, utensils, water filter, etc.) | 40,000 |
| | **Total** | **2,35,000** |
| **B. Recurring Expenditure** | | |
| 4. | Staff Salary (as given in Table 1. above) | **10,80,000** |
| 5. | Maintenance grant for ten (10) children @ Rs. 2000 per child per month to cover expenses on food, milk powder, feeding bottles, clothing, soap, oil, medicines, play materials, etc. | 2,40,000 |
| 6. | Rent (up to Rs.12,000 p.m.) | 1,44,000 |
| 7. | Payment of legal expenses to the advocate engaged in adoption case @ Rs. 2,600 per child in case the adoptive Indian parents are not in a position to pay subject to a maximum of 10 children. The sanction will be based on actual number of adoptions receipt. | 26,000 |

| S.N. | ITEM | AMOUNT (IN Rs.) |
|---|---|---|
| 8. | Contingency (water, electricity, telephone, stationary, photocopy, postage, etc.) @ Rs. 5,000 per month | 60,000 |
| | **Total** | **15,50,000** |
| | **Total Expenditure (A+B)** | **17,85,000** |

[1]*Rent charges up to a maximum of Rs.42,500 per annum for a self owned building subject to production of receipts;*

*Note:*

*Any request for non-recurring component, in the interim period, may be provided if approved by the Project Approval Board (PAB).*

# बाल गृह/आश्रय गृह/खुला आश्रय गृह एवं दत्तक ग्रहण स्थापन एंजेसी की स्थापना हेतु आवेदन पत्र का प्रारूप

प्रति,

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**आश्रय गृह हेतु प्रस्तावित शहर** :– .....

1. आवेदित संस्था का नाम :– .....

2. **संस्था का पंजीकरण संख्या तथा किस अधिनियम के अंतर्गत पंजीकृत है ।**
:– .....

3. स्थायी पता :–.....
.....

4. (पत्र व्यवहार का पता) :– .....
दूरभाष/मोबाईल :– .....

5. संस्था का प्रयोजन
   - बालक देखरेख एवं संरक्षण ☐
   - बालिका देखरेख एवं संरक्षण ☐
   - अन्य आवश्यकता वाले बच्चों का देखरेख व संरक्षण ☐
   - बालक /बालिका से जुडे अन्य विषय ☐

6. क्या संस्था जे.जे. रूल के तहत निर्धारित ढॉचागत व्यवस्था का अनुपालन करती है :– हॉ ☐
नहीं ☐

7. संस्था में कार्यरत कर्मचारी संबंधी विवरण

| क्रमांक | कर्मचारी का नाम/पदनाम | उपलब्धता | अनुपलब्धता |
|---|---|---|---|
| 1 | | | |
| 2 | | | |
| 3 | | | |
| 4 | | | |
| 5 | | | |
| 6 | | | |
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| 8 | | | |
| 9 | | | |
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| 11 | | | |
| 12 | | | |

8. जे.जे. रूल 2007 के अंतर्गत निम्न शर्तों का पालन किये करते हैं/करेंगे

सफाई एवं शौचालय की व्यवस्था ☐

- कपड़े एवं विश्राम की व्यवस्था ☐
- भोजन की व्यवस्था ☐
- चिकित्सकीय व्यवस्था (मासिक चिकित्सकीय जॉच) ☐
- शिक्षा एवं कौशल प्रशिक्षण की व्यवस्था ☐
- मनोरंजन की व्यवस्था एवं ☐
- संस्था में निवासरत बच्चों से संबंधित सभी प्रकार के रिकार्ड मेन्टेनेन्स एवं एवं उनके संरक्षण की व्यवस्था ☐

**9. निम्न लिखित संलग्नों के साथ आवेदन करें :–**

1. **संस्था के पंजीकरण, बॉयलॉज एवं पदाधिकारियों की प्रमाणित प्रति**
2. **संस्था के तीन वर्षो की ऑडिट रिपोर्ट एवं वार्षिक प्रतिवेदन की प्रति**
3. **संस्था के वर्तमान गतिविधियों का विस्तृत विवरण, अन्य स्त्रोतों से प्राप्त अनुदान एवं ऋण इत्यादि का विवरण ।**
4. **संस्था में कार्यरत कर्मचारियों का विवरण उपरोक्त कंडिका–7 अनुसार**
5. **बच्चों को रखने हेतु आपके पास क्या व्यवस्था है /प्रस्ताव ।**
6. **जे.जे. रूल के अनुसार आवश्यक प्रावधान का विवरण संलग्न है । संस्था के लेटर हेड में इन प्रावधानों का पालन करने का वचन पत्र प्रस्तुत करें ।**

**आवेदक के हस्ताक्षर**
**पदनाम एवं मुहर**

## घोषणा–पत्र

संगठन की प्रबंधन के तरफ से, मै यह घोषणा करता/करती हूं कि आवेदक संस्था गृह के सभी शर्तो जो किशोर न्याय (बालक देखरेख एवं संरक्षण) अधिनियम 2000 के अंतर्गत विदित है, को पुरी तरह से अनुपालन करने हेतु सहमत है। हमारे द्वारा विश्वास दिलाया जाता है कि संस्था किशोर न्याय अधिनियम 2000/2006 एंव किशोर न्याय नियम 2007 के अधीन दिए गये शर्तो का अनुपालन करेगी तथा सभी तरह की सूचनाओं/प्रतिवेदनों/प्रमाणो को प्रस्तुत करने हेतु सहमत रहेगी ।

**आवेदक के हस्ताक्षर**
**पदनाम एवं मुहर**

**स्थान** – ——————————
**दिनांक** – ——————————