

(Effective from 15.07.2020)

**1. BACKGROUND**

This scheme for construction of hostels is one of the means to enable and encourage students belonging to Scheduled Castes (SC) to attain quality education. Such hostels are immensely beneficial to the students hailing from rural and remote areas of the country. While the scheme of construction of hostels for SC girls is in operation from the Third Five Year Plan (1961-66), the same for boys was started with effect from the year 1989-90.

**2. OBJECTIVES OF THE SCHEME**

The primary objective of the revised scheme is to attract implementing agencies for undertaking construction of hostels, especially for SC girls, towards the broader vision of containment and reduction of their dropout rate. The other objectives are: (i) having a girls/ boys hostel with a capacity of 100 seats, in every block headquarters of low literacy districts not having one as of now, by way of priority, (ii) repairing and proper maintenance of hostels, and (iii) having an effective mechanism for monitoring, review, etc.

**3. IMPLEMENTING AGENCIES AND THEIR ELIGIBILITY**

3.1 The scheme is implemented through the State Governments, Union Territory Administrations and the Central & State Universities/ Institutions. These implementing agencies are provided eligible central assistance as per provisions of the scheme, for fresh construction of hostel buildings, for expansion of the existing hostel facilities and for periodic repair and maintenance of the hostels constructed under this Scheme.

3.2 The proposal for construction/ expansion/ repair & maintenance of hostels by State Universities/ Institutions shall be submitted to the respective State Government/ UT Administration who, in turn, would forward the same along with their recommendations to the Department of Social Justice and Empowerment, Government of India for release of grants-in-aid as per provisions of the Scheme.

3.3 Likewise, the proposal of Central Universities/ Institutions shall be submitted to the Ministry through their Administrative Ministries/Departments along with their recommendations for release of grants-in-aid under the Scheme.

**4. LOCATION AND SCOPE OF HOSTELS**

4.1 While sanctioning hostels, priority may be given to areas having concentration of SC population of 15% and more, and without adequate hostel facilities for SC students. Preference will be given to integrated hostels (part of established educational institutions) over stand-alone hostels.

4.2 State Governments, while selecting schools for construction of hostels will give priority to top performing Government schools not having any hostel at present.

4.3 In case of girls, the hostels will be located in areas having low SC female literacy. The girls hostels will be constructed in close vicinity of the educational institution.

4.4 Focus will be given on construction of hostels for middle and higher secondary levels of education. However, hostels can also be constructed under the scheme for college and university levels of education.

4.5 The construction of boundary walls, two rooms set quarter for hostel wardens and one room set for Chowkidars/ Lady Guards would be an integral part of the scheme.

**5. RESPONSIBILITY OF THE CENTRAL GOVERNMENT**

5.1 The Central Government will provide eligible central assistance to implementing agencies as per provisions of the scheme, both for fresh construction of hostel buildings and for expansion of the existing hostel facilities.

5.2 The Government will also provide admissible grants to the eligible implementing agencies for repair and maintenance of operational hostels sanctioned under the scheme, once in five years after operationalization thereof.

**6. RESPONSIBILITY OF THE STATE GOVERNMENTS/ OTHER IMPLEMENTING AGENCIES**

6.1 The implementing agencies will provide suitable land for construction/expansion of hostels under the scheme free of cost.

6.2 While seeking central assistance, these agencies will be required to submit all the prescribed documents to the Ministry alongwith the proposals preferably by 15<sup>th</sup> Mayas per the Annexures –I & II.

6.3 The State Governments will be responsible for operationalization of the hostels constructed under the scheme and monitoring of their activities.

6.4 In case of girls' hostels, the State Governments and implementing agencies concerned will have to ensure availability of lady wardens and lady guards.

6.5 Facilities like in-house coaching, medical care, periodic health camps, IT education, sports coaching, etc. to the students may also be provided in convergence with schemes of concerned Ministries/Departments of the Centre/State.

6.6 Any expenditure on construction and repair& maintenance of hostels over and above the admissible central assistance will be borne by the implementing agencies concerned from their own budget.

6.7 As regards maintenance of the students, the expenditure may be met in convergence with schemes of concerned Ministries/Departments of the Centre/States, e.g. Pre-matric Scholarship Scheme, Post-matric Scholarship Scheme, etc.

## 7. STRENGTH OF THE HOSTELS

The capacity per hostel should not normally exceed 100 students. In exceptional cases, hostels with larger capacities (maximum upto 250 students) can be considered. Each hostel room should accommodate at least 2-3 students. No single room accommodation would be provided in the hostels constructed under the scheme.

## 8. COST NORMS

### 8.1 For Construction:

(a) The cost norms for construction/expansion of girls and boys hostels will be as under:

- |       |  |                           |
|-------|--|---------------------------|
| (i)   | North Eastern Region                     | : Rs.3.50 lakh per inmate |
| (ii)  | Northern Himalayan Regions               | : Rs.3.25 lakh per inmate |
| (iii) | Gangetic Plains & Lower Himalayan Region | : Rs.3.00 lakh per inmate |

(b) In addition to the admissible central assistance under the Scheme, a one-time grant of Rs.5000/- per student would also be provided for making provisions of a cot, a table and a chair for each student and for common facilities like Television, Computer, Kitchen equipment, etc. This one-time grant shall be released after utilization of central assistance provided by the Government alongwith matching share of implementing agency, if any, for construction, and completion of construction of the hostel in all respects.

### 8.2 Infrastructure Maintenance:

Central assistance for repair and maintenance of the operational hostels will be provided to implementing agencies, once in every five years after operationalization of the hostel. It will be limited to a maximum of Rs.5.00 lakh for one hostel of 50 inmates, Rs.10.00 lakh for 100 inmates, Rs.15.00lakh for 150 inmates and so on. Central assistance for repair and maintenance shall be provided for the SC hostels constructed under BJRCY by the State/ UT Governments and Central & State Universities/ Institutions.

## 9. FUNDING PATTERN

### 9.1 For Girls Hostels:

100% central assistance would be provided to the State Governments/ UT Administrations and Central & State Universities/ Institutions, as per the cost norms prescribed in *para-8 here-in-above*.

### 9.2 For Boys Hostels:

- 50% central assistance would be provided to State Governments on matching share basis.
- 100% central assistance to UT Administrations.
- 90% central assistance to Central Universities/Institutions. The remaining 10% cost is to be borne by the Central University/ Institution concerned.

- (d) For State Universities/ Institutions, the central assistance would be 45%. The remaining 55% cost is to be borne by the State University/Institution and the State Government/UT Administration concerned in the ratio of 10:45.

*Note: In case the State Governments/ UT Administrations concerned do not contribute their expected share of 45% to the State Universities/ Institutions as prescribed above, the share of the former will also have to be borne by the Universities/ Institutions, by raising their contribution to 55%.*

## 10. MONITORING AND EVALUATION

10.1 A Steering Committee consisting of following officers will monitor and review the progress of construction/ completion of hostels regularly based on the progress reports:

- |   |               |
|---|---------------|
| (a) Joint Secretary (SCD-B), SJ&E                           | - Chairperson |
| (b) Representative of State Government/ Implementing Agency | - Member      |
| (c) Representative of Ministry of HRD                       | - Member      |
| (d) Director/ Deputy Secretary (SCD-B), SJ&E                | - Member      |
| (e) Under Secretary (BJRCY), SJ&E                           | - Convenor    |

10.2 Periodical review meetings with the representatives of State Governments and other Implementing Agencies would be conducted to monitor the progress of construction. The functioning and occupancy status of hostels will also be monitored post-construction. Implementing Agencies shall be required to submit annual occupancy status as per Annexure -V. While submitting new proposals, the State Governments/UT Administrations will furnish physical & financial progress reports of the hostels sanctioned earlier, mandatorily as per Annexure I.

10.3 For the purpose of effective monitoring, the Ministry/Steering Committee may itself conduct or cause field visits by appropriate agencies/authorities to inspect the projects.

10.4 The Committee may invite experts as special invitees, as and when it deems necessary.

10.5 An independent third-party outcome evaluation will be done periodically.

## 11. IMPLEMENTATION PATTERN

The Ministry of Social Justice & Empowerment can suitably modify the implementation modalities, without changing the basic framework of the Scheme, as and when required, with the approval of the Hon'ble Minister, Social Justice & Empowerment.

## 12. MANNER OF RELEASE OF CENTRAL ASSISTANCE

**Construction/ expansion of hostel building:**

12.1 The central assistance will be released by the Ministry in two equal instalments for each hostel.

12.2 The first instalment, i.e. 50% of the sanctioned amount will be released to the implementing agencies at the time of sanctioning the project.

12.3 The second and final instalment will be released upon receipt of physical and financial progress reports along with photographs of the site as per Annexure-I, after: (i) completion of construction work at least upto roof level, and (ii) full utilization of the amount of first instalment of grants-in-aid released by the Ministry of SJ&E together with the matching share, as applicable, by the implementing agencies concerned.

12.4 The admissible grants-in-aid to the implementing agencies would be released to them directly.

12.5 In case of expansion of a girls' hostel, the implementing agency may confirm availability of lady wardens & guards while submitting the proposal.

12.6 One- time Grant for cot, table, etc. will be released as indicated in *para 8.1(b) here-in-above* on production of completion certificate of hostels.

**Repair and Maintenance:**

12.7 The central assistance for repair and maintenance of hostels would be released on demand and receipt of proposal as per Annexure-IV. While the State Governments and UT Administrations may submit the request to the Ministry directly, the Central & State Universities/Institutions are required to submit their proposals as per procedure prescribed in *paras-3.2 & 3.3 here-in-above*.

12.8 Such proposals should necessarily be accompanied by the detailed cost estimate vetted by PWD/ CPWD/ Central or State Government construction agencies, as the case may be and should be as per SOR of the State Government.

12.9 Detailed list of students staying in the hostel should also accompany the proposal.

12.10 At the time of submission of the proposal, hostel must be operational and having minimum occupancy of 50% total inmates sanctioned with at least 70% of these being SC students.

12.11 The hostels for girls must have lady wardens and lady guards in place. The implementing agencies may undertake to ensure their availability while submitting proposal for repair and maintenance of these hostels.

**13. GENERAL PROVISIONS**

13.1 Separate applications should be submitted for SC Girls and Boys hostels in the prescribed formats (*Annexures- I to II*). Wherever applicable, the application shall be supported by physical and financial progress reports of the hostels sanctioned earlier under the scheme. Request for release of repair and maintenance cost may be sent by the implementing agencies in the proforma prescribed for the same(*Annexure-IV*).

13.2 In case of a proposal for construction/ expansion, the implementing agencies may furnish proof/ documents of ownership & occupancy of land mandatorily where the hostel is to be constructed/ expanded and to confirm that the same is in their actual possession.

They may also certify that the land is free from any encumbrance and encroachment as well as devoid of any dispute.

- 13.3 If after release of grant, there is a need for change of location where the new hostel is to be constructed, due to any dispute etc., the implementing agency may submit a request alongwith the land documents of the proposed new location. Amount of central assistance already released should not be utilized by the implementing agencies until approval of the Ministry of SJ&E is obtained for the change of location.
- 13.4 Standard design with costing norms should be developed as benchmark for approving the hostel projects by each State/UT for central assistance under the scheme.
- 13.5 A few rooms/blocks of the hostels should be constructed barrier free and facilities like ramps etc. be incorporated in the design of construction for convenience of the students with disabilities.
- 13.6 It shall be mandatory for the educational institutions concerned to provide 70% reservation to SC students in the hostels created under the scheme. The intention of the present scheme is not to segmentize the students on caste lines, but to have an integrated and inclusive student community system, with a positive leaning towards the Scheduled Castes.
- 13.7 Priority in allotment of hostel accommodation should be given to SC students whose parents are either 'SafaiKaramcharis' or engaged in unclean occupations.
- 13.8 No fee or charges of any kind will be collected from the SC students for making provision of the hostel facilities.
- 13.9 A proposal for hostel construction/expansion, attached with existing educational institution viz. school, college, university etc., shall necessarily be accompanied by a detailed list of students belonging to the target group in the existing roll of feeder institutions and a copy of the stated policy & commitment of the institution regarding its action plan for implementation of the reservation norms. These details will be subject to scrutiny by the Ministry of Social Justice and Empowerment. In case of proposal for a stand-alone hostel, list of feeder institutions or number SC students available in the existing roll of these institutes or list of SC students in the existing roll of these institution may be provided.
- 13.10 The implementing agencies shall closely supervise the hostel construction work regularly and submit quarterly progress reports, both physical and financial, to the Ministry of Social Justice & Empowerment till the completion thereof. For the purpose, the State Governments may provide training to the officers involved in supervising the hostels.
- 13.11 The hostels shall be completed within a period of two years from the date of sanction of the project. While submitting proposals for release of central assistance, the implementing agencies shall give a time frame about the completion of construction which shall be in any case, not more than the maximum prescribed period.
- 13.12 Implementing agencies will give wide publicity for admission of students in the hostels through newspapers, television, etc. They will also develop a grievance redressal



mechanism for hostel inmates under intimation to Ministry of Social Justice and Empowerment.

13.13 Availability of lady Wardens and Watchmen in girls hostels constructed under the scheme will be mandatory and the implementing agencies will ensure the same.

13.14- Implementing agencies, through their concerned State Governments/ Administrative Ministries/ Departments, may submit reports regarding percentage of occupancy, facilities available in the hostels(including availability of lady wardens and watchmen in girls' hostel), outcomes like academic performance, etc. to the Ministry periodically.

\*\*\*\*\*

**ANNEXURE-I****Details of hostels sanctioned to the implementing agency viz. State Governments/UT Administrations Centre/State University/Institutions under BJRCY**

S. No.	Location			Year of sanction	Girls or Boys	No. of inmates sanctioned	Completed or not	Occupancy Status as on 30 <sup>th</sup> September		Whether appointment has been made of		Source of salary of Warden/Chawkidar	Status of Submission of UC	
	Village/ Locality	Block	District					Total no. of students/ inmates	No. of SC Students	Warden	Chowkidar/Guard		Yes	If any UC pending, amount



(To be submitted separately for girls and boys hostels)**Format for sending proposal for seeking Central Assistance under the Scheme, Babu Jagjivan Ram ChhatrawasYojna (BJRCY)**

Sl.No	Items/ Documents	Details
1.	Name of the implementing Agency	
2.	Nature of implementing agencies (Please tick)	i) State Government/ UT
		ii) Central University/Institution
		iii) State University/Institution
3.	Level for which the hostel is proposed to be constructed (Please tick)	i) Pre-Matric
		ii) Post- Matric
4.	No. of inmates for which the hostel is proposed to be constructed	
4.1	Composition of inmates identified: (Please indicate number)	SC :
		ST :
		OBC :
		General:
5.	Location of proposed hostel (existing hostel in case of expansion) with detailed address (Please annex site map/plan)	
6.	<u>Land details:</u>	
	i) Whether land has been acquired by the Implementing Agency for construction/ expansion of the proposed hostel?	
	If yes, whether the land is encumbrance free and in physical possession of the Implementing Agency?	
	ii) Area of land	
	(Please annex valid proof/documents of ownership & occupancy of land)	
7.	Time to be taken for completion of construction of the proposed hostel building and Likely date of completion (Period for completion of construction of hostel should not exceed 2 years from the date of sanction of the project by the Ministry)	

8.	<u>Cost Estimates details:</u>	
	A. (i) Total estimated cost of the proposed hostel	
	(ii) Per inmate cost <b>admissible</b> to the implementing Agency under the scheme	
	(iii) <b>Actual</b> per inmate cost proposed	
	(iii) <b>Grants-in-aid sought under BJRCY</b>	
	(iv) Share of State/UT Central /State University/Institute for the proposed hostel	
	B. Whether cost estimates are determined by PWD norms/ PAR?	i) Yes ii) No
	C. Whether the Implementing Agency agrees to share the construction cost of hostel building as per provisions under the Scheme, BJRCY?  (Please indicate 'Yes' or 'No')	
	D. Whether the Implementing Agency agrees to bear the cost over and above the estimated cost of construction, if any?  (Please indicate 'Yes' or 'No')	
	(Please annex detailed cost estimates duly approved/ certified by competent PWD authority)	
9.	<u>Details of Building Plan:</u>	
	i) Whether building plan/ Building Elevation drawing of the proposed hostel has been prepared?  (Please tick)	i) Yes ii) No
	ii) Whether building plan has been approved by PWD?  (Please tick)	i) Yes ii) No
	iii) Please indicate per inmate plinth area	
	(Please annex plan/ drawings of the proposed hostel building signed by PWD Authority)	
10.	Has the availability of the following common facilities been tied up? (Please tick) :	
	i) In-house coaching	Yes / No
	ii) Medical care	Yes / No
	iii) Appointment of cook, helpers, etc.	Yes / No
	iv) Games& Sports and recreational facilities	Yes / No

	v) Drinking Water	Yes / No
	vi) Bathing & Washing	Yes / No
	vii) Sanitation & Cleaning	Yes / No
	viii) Others	Yes / No
10.1	How have availability of these common facilities been tied up?	
10.2	Source of funding for providing above common facilities	
11.	<u>Have following provisions been planned for safety/ security of students:</u>	
	i) Fire Safety	
	ii) Construction of boundary wall	
	iii) Appointment of Warden & Chowkidar in the hostel	
	(Please specify)	
12.	<u>Details of population:</u>	
	i) Total population of the district where hostel is proposed to be constructed	
	ii) SC population in the district	
	iii) Percentage (%) of SC population in the district	
	iv) Percentage (%) of SC literacy in the district	i) Male: ii) Female:
	(Please indicate)	
13.	<u>Details of SC hostels:</u>	
	i) Number of SC hostels available in the district	
	ii) Number of SC hostels already available in the Block of the proposed hostel	
	iii) Of these, number of SC hostels operational	
	(Please indicate)	
14.	Whether the proposed hostel is attached to an existing educational institution? <b>If so</b> , give name and full address of the institution?  <b>If no</b> , give name and distance of educational institutions, to which the proposed hostel will cater to.  (list of such institutions may be attached)	

15.	Source(s) of funds for running and maintenance of the proposed hostel, including expenditure on provision of warden and guard in girls' hostel		
16.	Whether facilities for students with disabilities like barrier free rooms/blocks, ramps, etc. have been incorporated in the design of the hostel?  (Please specify)		
17.	Students' availability:		
	i) Number of SC students studying in the educational institution to which the hostel will be attached or Number of SC students studying in the feeder educational institutions, if case stand alone hostel proposed.		
18.	Whether following documents/information have been attached with the proposal (please tick Yes or No):	Yes	No
	1) Whether submitted through State Govt./Administrative Ministry/Department (in case of University or Institution)		
	2) Justification for the proposed hostel		
	3) Annexure –I (duly filled in)		
	4) Cost Estimate signed PWD/CPWD/Govt. Construction agency/construction department		
	5) Site Plan signed by PWD/CPWD/Govt. Construction agency/construction department		
	6) Building Plan signed by PWD/CPWD/Govt. Construction agency/construction department		
	7) Land ownership document (in Hindi or Eng.) authenticated by State Govt.		
19.	Other relevant details (if any)		

Signature of the Authorized Representative  
of the Implementing Agency

Name:.....

Designation:.....

Full address:.....

Place:.....

Date:.....

\*\*\*\*\*

**Annexure-III**

**PROPOSAL FOR RELEASE OF 2<sup>nd</sup> INSTALMENT FOR SC GIRLS/BOYS HOSTELS SANCTIONED BY MINISTRY OF SOCIAL JUSTICE & EMPOWERMENT UNDER 'BJRCY'**

**Financial Progress Report:**

**(Rs. in Lakhs)**

Sl. No	Amount sanctioned by the Ministry of Social Justice & Empowerment	State/UT share	University/Instt. Share	Central assistance released by Ministry of Social Justice & Empowerment		Actual amount utilized		Unspent balance of central assistance up to 31 <sup>st</sup> March, i.e. year ending	
				Sanction No. & Date	Amount	Central share	State/Univ. Share	Central share	State/Univ. share
Whether necessary provision of fund has been made for salary and other expenses related to deployment of wardens and guards for the hostel in case of girls' hostel? :(Yes or No)									

**Physical Progress Report:**

Sl.No.	Year	Hostels sanctioned by Ministry of Social Justice & Empowerment along with location	Whether completed (Yes/No)	If completed, date of completion	If not completed, status of construction	Expected date of completion	Reasons for non-completion

--	--	--	--	--	--	--	--

List of Documents to be submitted alongwith the proposal for release of 2<sup>nd</sup> installment:

	Documents/information	Whether enclosed or not (indicate Yes or NO)
1	Utilization Certificate as per format mentioned in sanction letter	
2	Audit reports since 1 <sup>st</sup> installment released (in case of Central/State University/institution)	
3	Balance sheet since 1 <sup>st</sup> installment released (in case of Central/State University/institution)	
4	Income expenditure statement since 1 <sup>st</sup> installment released (in case of Central/State University/Institution)	
5	Receipt of payment since 1 <sup>st</sup> installment released (in case of Central/State University/Institution)	
6	Bank Statement since release of 1 <sup>st</sup> installment	
7	Details of interest earned on 1 <sup>st</sup> installment released for the project	
8	Status of utilization of matching share by the implementing agency, if any	
9	Site inspection report	
10	Colour Photographs of project site	

**Note:** Separate report may be submitted for SC Girls and SC Boys hostels.

Signature

Name:.....

Designation:.....

Seal:.....

(To be submitted separately for girls and boys hostels)**Format for seeking 'Repair and Maintenance cost' under the Scheme of Babu Jagjivan Ram Chhatrawas Yojna (BJRCY)**

Sl. No.	Items/ Particulars	Details
1.	Whether the hostel has been constructed under the Scheme, BJRCY of Ministry of Social Justice & Empowerment? Pl. also mention date of sanction of the hostel by the Ministry of SJ&E  (Please indicate 'Yes' or 'No')	
2.	Category (girls or boys) & location of the hostel  (Please give detailed address)	
3.	Total number of inmates/seats <b>approved</b> by the Ministry of SJ&E while sanctioning the hostel  (Please indicate the number)	
4.	Total number of students admitted/residing in the hostel at present, including those belonging to other categories  (Please indicate the number and attach list of students with contact number)	SC:  Others:  Total:  Percentage of SCs:
5.	Whether, the State Government/ UT Administration/ University/ Institution have provided following facilities  (Please specify clearly for a unit of 100 children):	
	(a) Appointment/availability of a Warden (in case of girls' hostel)	
	(b) Availability of Chowkidars/ Watchmen (in case of girls' hostel)	
	(c) In-house coaching	
	(d) Medical care	
	(e) Appointment of cook, helpers, etc.	
	(f) Games& Sports and recreational facilities	
	(g) Drinking Water	



	(h) Bathing & Washing	
	(i) Sanitation & Cleaning	
	(j) Others	
6.	Estimated cost of 'Repair and Maintenance' of hostel(s)  <i>(Please attach detailed cost estimate determined by PWD/ PAR)</i>	
7.	Whether the implementing agency is willing to bear any additional cost incurred on repair and maintenance of the hostel?	
8.	Details of central assistance released earlier for repair and maintenance for the hostel  <i>(Please indicate, if any)</i>	

Signature of the Authorized Representative  
of the Implementing Agency

Name:.....

Designation:.....

Full address:.....

Place:.....

Date.....

\*\*\*\*\*

(To be submitted separately for girls and boys hostels)**Format for Report on Occupancy Status of the hostels sanctioned under the Scheme of Babu Jagjivan Ram Chhatrawas Yojna (BJRCY)**

Sl. No.	Items/ Particulars	Details
1.	Date of sanction of the hostel by the Ministry of SJ&E	
2.	Category (girls or boys) & location of the hostel (Please give detailed address)	
3.	Total number of inmates/seats <b>approved</b> by the Ministry of SJ&E while sanctioning the hostel (Please indicate the number)	
4.	Total number of students admitted/residing in the hostel at present, including those belonging to other categories as on 30 <sup>th</sup> September. (Please indicate the number and attach list of students with contact number)	SC:  Others:  Total:  Percentage of SCs:
5.	Whether, the State Government/ UT Administration/ University/ Institution have provided following facilities (Please specify clearly for a unit of 100 children):	
	(c) Appointment/availability of a Warden (in case of girls' hostel)	
	(d) Availability of Chowkidars/ Watchmen (in case of girls' hostel)	
	(c) In-house coaching	
	(d) Medical care	
	(e) Appointment of cook, helpers, etc.	
	(f) Games& Sports and recreational facilities	
	(g) Drinking Water	
	(h) Bathing & Washing	
	(i) Sanitation & Cleaning	
	(j) Others	

Signature of the Authorized Representative  
of the Implementing Agency

Name:.....

Designation:.....

Full address:.....

Place:.....

Date.....

\*\*\*\*\*