## Important points for State and District Authorities reg Online NGO Portal Ministry of Tribal Affairs

- The online proposal applied by NGOs will be directed to State Secretary's account on NGO online portal, which further needs to be forwarded to concerned district authority for physical inspection and district level recommendation.
- District authority after completing physical inspection of relevant proposals will send the proposals back to State authorities along with complete physical inspection report signed and stamped by authorized district level officer.
- Further state is responsible to recommend the relevant proposals to Central ministry. Ongoing proposals (ones which are already receiving grants from MoTA) can be recommended by Pr. Secretary. Whereas for New proposals (ones which will receive grant for the first time), SLC committee meeting headed by Pr. Secretary/ Officer-in-charge of Tribal Welfare department/Social welfare Department must be conducted for recommending such proposals.
- The minutes of meeting of SLC must be uploaded online while recommending the projects to Ministry.
- The proposals which are not fit to be recommended must be rejected by either State/District Officials and should not be left pending at either level.
- If you are facing any problem while registering/processing the proposals, please get in touch over 011-23383461 or email us your problem in brief along with contact details on <u>ngogrants-tribal@nic.in</u>.