

Atta Deep Bhav!

Jan 15th, 2002
USA

Dear Friends,
Jai Bheem.

“Atta Deep Bhav!” is a new monthly news article starting from May 15th 2001 and will come to you every 15th day of the month. As the name means, “Be Thy Own Light!” this is the article for Indian Buddhist students who are willing to follow the path of “Atta Deep Bhav!” in life. We are pleased and honored to start this article for the following objectives.

Objectives:

To encourage as many Indian Buddhist students as possible, to get a good job in the United States of America and overseas.

To give them an overview of the trends around and the coming opportunities.

To achieve these objectives, we have an earnest and sincere desire to give correct, complete and very useful information about the current career trends in any field, mainly focussing on Computer and Information Technology.

First few Lines from our Desk...

To every single Buddhist student in India, we wish to convey through this article that though we work here, very far from India, we care for you all. We will do our best possible to provide you with good information. But one very important thing you all need to keep in mind: It is you who should take a deep and enthusiastic interest to make your own individual career dreams true. Its you who needs to strive hard to achieve success.

Finally, with the thought that the heart of every Buddhist student will beat in sympathy for every other Buddhist student and with the hope that you will share this information with as many Buddhist students as possible.

Depending upon the suggestions and response from the readers, we are wholeheartedly open for making changes but within the framework of making this article a powerful source of right career related information for Indian Buddhist students.

(Get online source of Atta Deep Bhav! at: <http://www.ambedkar.org/adb/>)

With much Metta,
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Atta Deep Bhav!

Thus Spoke Ambedkar:

The teachings of Buddha are eternal, but even then Buddha did not proclaim them to be infallible. The religion of Buddha has the capacity to change according to times, a quality, which no other religion can claim to have...Now what is the basis of Buddhism? If you study carefully, you will see that Buddhism is based on reason. There is an element of flexibility inherent in it, which is not found in any other religion.

The fundamental principles of Buddhism are liberty, equality and fraternity. There was only one man who raised his voice against separatism and Untouchability and that was Tathagat Gautam Buddha.

Dr. B. R. Ambedkar

Non Government Organisations (NGO):

In this issue we are providing information about NGOs. The purpose of this issue addressing for NGO is:

- To spread awareness about NGO's and its functions as they are related to the downtrodden.
- Encouraging the formation of separate NGO for upliftment of Bahujans giving vital tips.
- Encouraging our people for careers in existing NGO's.

Any non-governmental organisation working for a social, cultural, economic, educational or religious cause is termed as NGO. There are quite a lot of our young people who are interested in social work but are unable to do so effectively due to the fact that most of the times its their single handed or small group effort which crumbles mainly due to lack of money, lack of enough time for social activities and lack of proper organised efforts. Interestingly there are quite a number of Non governmental Organisations ran by upper caste people for the downtrodden. Quite a few of NGO's are working for woman empowerment, childcare and rehabilitation of disabled. A very few are also running for the betterment SC/STs. Now while these organisations get the government and non-government funds, their work is not as effective towards the downtrodden as they are run by rich upper caste people and when it comes to working for backwards they are not really very serious. There is a fad among the rich, upper caste woman in cities to work for the woman empowerment NGO with government fund. As it is run by upper castes its area of focus remains mainly the urban woman and the poor, backward woman is ignored. For the effectiveness of such programs, we need to take these activities in our hands. But the main culprit is ignorance and no-knowledge about the Non- Government Organisation. Taking this into account we have tried to gather the information regarding the NGO's. As our intellectuals are focussing on our Social and political organisations, we are unable to make any effective Non-Governmental Organisation working for the our upliftment cause, use our young human resources, take government funds and produce results which will help the needy backwards. Alternatively you can also see job is existing NGO's as career option for you. **Very important thing to note is that social activities can be an attractive career. You get to do the things of your interests and the satisfaction of working towards the upliftment of society and it could be your career as well.**

Roles of NGOs: Among the wide variety of roles that NGOs can play, the following six can be counted as important.

1) Development and Operation of Infrastructure: Community-based organizations and cooperatives can acquire, subdivide and develop land, construct housing, provide infrastructure

and operate and maintain infrastructure such as wells or public toilets and solid waste collection services. They can also develop building material supply centers and other community-based economic enterprises. In many cases, they will need technical assistance or advice from governmental agencies or higher-level NGOs.

2) Supporting Innovation, Demonstration and Pilot Projects: NGOs have the advantage of selecting particular places for innovative projects and specify in advance the length of time which they will be supporting the project - overcoming some of the shortcomings that governments face in this respect. NGOs can also be pilots for larger government projects by virtue of their ability to act more quickly than the government bureaucracy can.

3) Facilitating Communication: NGOs use interpersonal methods of communication, and study the right entry points whereby they gain the trust of the community they seek to benefit. They would also have a good idea of the feasibility of the projects they take up. The significance of this role to the government is that NGOs can communicate to the policy-making levels of government, information about the lives, capabilities, attitudes and cultural characteristics of people at the local level. NGOs can facilitate communication upward from people to the government and downward from the government to the people. Communication upward involves informing government about what local people are thinking, doing and feeling while communication downward involves informing local people about what the government is planning and doing. NGOs are also in a unique position to share information horizontally, networking between other organizations doing similar work.

4) Technical Assistance and Training: Training institutions and NGOs can develop a technical assistance and training capacity and use this to assist the governments.

5) Research, Monitoring and Evaluation: Innovative activities need to be carefully documented and shared - effective participatory monitoring would permit the sharing of results with the people themselves as well as with the project staff.

6) Advocacy for and with the Poor: In some cases, NGOs become spokespersons or ombudsmen for the poor and attempt to influence government policies and programs on their behalf. This may be done through a variety of means ranging from demonstration and pilot projects to participation in public forums and the formulation of government policy and plans, to publicizing research results and case studies of the poor. Thus NGOs play roles from advocates for the poor to implementers of government programs; from agitators and critics to partners and advisors; from sponsors of pilot projects to mediators.

Types of NGOs: Below are some distinguish types of NGOs.

- Relief and Welfare Agencies
- Technical Innovation Organizations
- Public Service Contractors
- Popular Development Agencies
- Grassroots Development Organizations
- Advocacy Groups and Networks

Forming a NGO: A NGO can be formed as either as a trust, society or a company.

1) Trust (Formed under a Trust deed and registered with Income Tax Authority.)

The application for registration of a public charitable trust should be submitted to the deputy/assistant charity commissioner having jurisdiction over the region / sub region in which the trust is sought to be registered.

The application should be made in the prescribed form, which is available, at a very nominal price, from the office of the charity commissioner. The deputy / assistant charity commissioner before whom the enquiry is held has to ascertain:

Whether a trust exists and whether such trust is a public trust;

Whether any property is the property of such trust;
Whether the whole or any substantial portion of the subject matter of the trust is situated within his jurisdiction;
The names and addresses of the trustees and managers of such trust;
The mode of succession to the office of the trustee of such trust;
The amounts of gross average annual income and expenditure of such trust;
Any other particulars.

After making esquires on the aforesaid issues, the deputy / assistant charity commissioner makes entries in the register and issues a certificate of registration which bears the official seal and registration number of the trust.

2) Society (Registered under Societies Registration Act)

The application for registration of a society should be made to the assistant registrar of societies having jurisdiction over the region / sub region in which the society is sought to be registered. The application should be submitted together with the relevant documents. The process of registering a society generally takes a longer time than registering a trust.

3) Limited Company (Incorporated under the Companies Act)

The first step towards registration of a company is the application for availability of name to the registrar of companies, which must be made in the prescribed form no. 1A, together with a fee of Rs 500/-. It is advisable to suggest a choice of three other names by which the company will be called, in case the first name, which is proposed, is not found acceptable by the registrar. According to the Indian Companies Act, “where it is proved to the satisfaction of the Central Government that an association is to be formed as a Limited Company for promoting Commerce, Art, Science, Religion, Charity or any other useful purpose, and it intends to apply its profits, if any, or other income in promoting its objects and prohibits the payment of any dividend to its members, then the Government may, by a license, direct that the association be registered as a Company with limited liability without the addition to its name, of the word, “Limited” or the words, “Private Limited”.

Once the availability of name is confirmed, an application should be made in writing to the regional director of the company law board. The application should be accompanied by the relevant documents. It generally takes about 8 to 12 weeks after application to receive the license.

Aid to NGO: For an NGO, the most valuable asset is its commitment to a cause. What it often lacks is funds and professional expertise. With neither of these, NGOs are severely crippled in carrying on their core activities i.e. providing education, health facilities, vocational training and shelter to the needy.

Criteria for AID to NGO: Any Govt. giving aid to NGO will see for the following.

- Organisations that work towards self-reliance of the disadvantaged.
- Organisations that have clear objectives with short and long-term development plans.
- Organisations that employ innovative approaches to solve the problems of the disadvantaged.
- Organisations that have the potential for growth and expansion

The aid provided can be of two types: Financial and Non-financial.

- **Non-Financial Support:** Besides funds some private organisations also helps by a range of other support activities such as providing material resources, disseminating information about activities of NGOs amongst govt. and other support agencies and groups and the media.
- **Financial Support:** The Government and non-government agencies help to provide the funds to the NGOs fulfilling their requirements.

Grants in aid from the Govt. of India:

Govt. of India allocates the grants in aid for carrying out the specific programmers as well as for block general purposes. These grants are made out to voluntary organizations that are involved in

implementing these programmes. Grants-in-aid have been defined as the sum, which a superior authority assigns to an inferior authority. For allocation of the financial resources, the Govt. of India has framed General Financial Rules for deciding the right agency. By and large the rules and conditions governing these specific schemes flow from the grants-in-aid rules mentioned in these schemes of the various ministries and departments. Some of these rules and conditions are given below:

1. The organisations / institution/ agency should be registered under an appropriate act such as Societies Registration Act, 1860, Charitable Trusts Act, Cooperative Societies Act or under any law in force.
2. The organisations seeking funds should be a recognized and reputed one; its work should be reported satisfactory by the concerned department of the State Govt. or the U. T. administration.
3. It must be a properly constituted broad-based Managing /Executive Committee with its powers, duties and responsibilities clearly defined and laid down in a written constitution.
4. It should have been engaged in social welfare /development activities for a **minimum period of 3 years** prior to seeking the grant.
5. The programs and services of the voluntary organisations should be **open to all irrespective of caste, creed and religion**.
6. The organisations must be financially sound. It must have **facilities, research, personnel and experienced staff** for undertaking activities for which grant is allocated.
7. It should not be a profit-oriented body benefiting any specific individual or a group of individuals.
8. The grantee organisations must execute a bond, that it will abide by all the conditions of grant, failing which the grant shall be refunded.
9. Grantee agency must accept the right of grantor to inspect the aided agency at any time in order to study its working and to ensure proper utilization of grants.
10. Agency should be **able to generate its own resources** including the contributions from the community.
11. Grant should not be utilized for purposes other than those for which it is sanctioned.
12. Agencies should have certain methods and procedures relating to budgets, accounting and audit of the grants sanctioned.
13. The institutes shall maintain separate accounts of the programs, for which the grant is received, distinct from the accounts of its normal activities.
14. The payment of grant may be stopped or earlier grants recovered if the grantor is not satisfied with the utilization of funds for the stated objectives.
15. The grantee agency should submit the duly audited accounts as and when required.
16. The grantee organisations should **submit the progress reports** as specified in the relevant scheme.
17. The grant organisations should maintain an account with a bank or a post office in the name of the institutions, to be operated by at least two office bearers.
18. The grantee organisations are prohibited from handing over the funds and the implementation of the programs to another organisations.
19. A Chartered Accountant or a govt. authority should audit the accounts within two months from the close of the financial year.
20. Grants shall not be allocated for the same purposes if already financed by some other department of the Central Govt.
21. Unspent balance of the grant should be refunded at the close of the year.
22. The agency must guarantee that the assets acquired out of the grants funds shall not be sold, dispossessed or alienated, encumbered, mortgaged at any time for purposes other than those for which grant is sanctioned. A record of such assets should be maintained by the grantee in the form prescribed by the grant-giving agency.

Government Schemes: There are various schemes sponsored by the various central Government ministries such as Ministry of Social Justice and Empowerment, Ministry of Health and Family Welfare, Ministry of Human Resources Development. The applicant voluntary organisations applying for such grants in aid should file these through the relevant state level department. The recommendations made by these departments shall be considered while sanctioning these grants. The government of India provides special schemes and scholarships to the various activities for the Welfare schemes for Children, Woman and disabled and so on. So if you do qualify for one of the schemes then you are entitled to get the relevant aid and scholarship.

Schemes sponsored by the Ministry of Social Justice and Empowerment

Name of the scheme	Purposes and the eligibility
1. Scheme for Welfare of children in need of care and Protection	The main purpose of the scheme is to rehabilitate destitute children as normal citizens of the country. The scheme seeks to provide individualized and personal care to destitute children with the help of institutional and non-institutional care. The scheme is implemented through registered voluntary (national level) organisation.
2. Scheme for Foster Care Services	The objective of the scheme is welfare of the destitute children by providing the homely atmosphere to those who become destitute at an early age. It is made available to reputed V.O. working in the field of promoting foster care services in India.
3. Organizational assistance to Voluntary social welfare organisations	The objective is to provide assistance to voluntary organisations with a view of developing their organizational efficiency.
4. Scheme for Assistance to disabled persons for purchases /fittings/of aids/appliances	The main objective is to assist needy physically handicapped persons in procuring quality and modern aids and appliances that can promote their physical rehabilitation. The eligible are the individuals who are physically handicapped.
5. Grants in aid for sponsoring research on rehabilitation of the handicapped	The projects are intended to help in finding the solutions to the problems of the handicapped and facilitate their effective rehabilitation. The projects under this sponsoring shall be of an applied nature and result and action oriented.
6. Scheme of assistance to organisations for disabled persons	The scheme seeks to provide financial assistance mainly for developing services in the area of prevention of disabilities, early detection and intervention; education, training and rehabilitation.
7. Assistance to Voluntary agencies for prevention, detection and management of Childhood disabilities.	This scheme is jointly promoted by the Govt. of India and UNICEF. It seeks projects of non-governmental organisations having a focus on preventive and early detection of disability among children. Projects eligible for this assistance would include community and family based rehab. Programs for disabled children; efforts aimed at creating awareness among families and community leaders; innovative programs of training in early detection /intervention methods for families etc.

8.Grants in aid rules for sponsoring research	The scheme provides assistance for conducting research in the field of social welfare, social policy and social development. Priorities with in these broad areas will be given to projects of an applied nature keeping in view plan policies and programs.
9. Grants in aid rules for sponsoring publications	Grants are provided for publications of studies and documentation in the field of social welfare and policy development.
10. Grants in aid for Workshops / seminars	The Ministry also provides financial assistance for organizing workshops /seminars which will help disseminate research findings, identify problems areas, discuss problems and identify research needs etc. in the broad field of social welfare, social policy and social development.
11. Grant-in-aid rules for supporting projects (Tribal Development) of all India or Inter state nature	The scheme aims at supporting action oriented studies on problems of scheduled tribes particularly in the field of economic development for generation at necessary data to improve formulations and implementations of tribal developmental programs.

Conditions and Frequently asked questions about transfer of funds:

Any NGO accepting foreign contribution should register itself with the Central Government. It has to intimate the Central Government of the amount of each foreign contribution received by it, the source from which and the manner in which such foreign contribution was received and the purposes for which and the manner in which such foreign contribution was utilized by it.

Any association, which is not registered with the Central Government, shall accept any foreign contribution only after obtaining the prior permission from the Central Government and should also give intimation to the Central Government as the registered association does.

What do the term's foreign contribution and foreign sources signify?

Foreign contribution signifies donation, delivery or transfer made by any foreign source of any article or currency or foreign securities as defined under FERA.

Foreign sources include the following: -

1. The Government of any foreign country or its agency ,
2. Any international agency other than the agency specified by the Central Govt.
3. A foreign company as specified in section 591 of the Companies Act including a subsidiary of a foreign company.
4. A corporation incorporated in a foreign country or territory,
5. A multi-national corporation within the meaning of this Act,
6. An Indian company controlled by a foreign government, citizens of a foreign country, corporation incorporated in foreign country, Trusts, society body of individuals incorporated in a foreign country.
7. A trade union in any foreign country or territory, whether or not registered
8. A foreign trust or foundation
9. A society, club or other association of individuals formed or registered outside India,
10. A citizen of a foreign country,

Income Tax benefits?

Yes, income received by any religious or charitable trust, any other fund or institution established for religious or social purpose is not taxable provided the income is applied for the objects of the organisation. However, to get exemption under Income Tax, it is essential for NGOs to register themselves with Income Tax Authorities.

Income Tax Benefits to Donors?

People donating to these religious and charitable organisations also get an exemption of the amount of donation. The amount donated is either 100 percent or 50 percent exempt. The percentage of exemption differs for different organisations and is specified by authorities.

Are there any restrictions on acceptance of foreign contributions in India?

Yes, there are certain restrictions on acceptance of foreign contributions:

1. Any political party whether on its own or through its officers or representatives cannot accept any foreign contribution. Similarly, any citizen or resident of India shall neither accept nor deliver any currency which is accepted from any foreign source, to any political party directly or indirectly.
2. Organisations of political nature cannot accept any foreign contribution without prior permission of the government. Similarly, a resident or citizen of India shall neither accept nor deliver any currency for a political organisation.
3. Any person receiving any currency from a foreign source on behalf of any association shall deliver such currency only to the organisation or its representative for which it was received.
4. Any candidate for election, who had received any foreign contribution within 182 days preceding the date on which he is duly nominated as candidate should give an intimation to the Central Government stating the amount of foreign contribution received the source from which and the manner in which such foreign contribution was received and the purposes for which, and the manner in which, such foreign contribution was utilized by him. Exceptions

However, the persons receiving foreign contributions in the following form need not taken prior permission from the central govt.: -

- (a) Salary, wages or other remuneration either to individual or payment for business purposes.
- (b) Payment for international trade or for business transacted by him outside India
- (c) By way of a gift or presentation received as member of any Indian delegation.
- (d) Gift not exceeding Rs.8000 per annum

Are there also some rules that have to be followed in case of persons receiving scholarships from foreign sources?

Yes, any Indian citizen who receives any scholarship, stipend or any such payment from any foreign source should give an intimation to the Central Government within specified time of the amount, purpose, source and intervals of such payment received by him. However, no such intimation is required if the scholarship received is upto Rs.36000/- during an academic year.

Non Government Agencies Funding NGOs

Beside the government, some national and international funding agencies help the NGO's with funds and non-financial support. These are a few of private organisations, which funds NGOs.

• **UNDP:**

The United Nations Development Programme (UNDP) and its predecessor organisations have been actively involved in supporting the national development priorities of India for the last five decades. Historically, UNDP has assisted India to strengthen its national institutions and in the dissemination of advanced know-how in diverse areas. UNDP's present strategy with India differs from that of previous programs. It now focuses directly on interventions that are pro-poor, pro-women, pro-environment and pro-employment, reflecting its commitment towards the realization of partnerships to fight poverty. UNDP India's nodal body is the Ministry of Finance, Department of Economic Affairs (DEA).

UNDP activities in India constitute its largest programme in the world. It envisages a total input of \$200 million for the period 1997 – 2002.

- **South Asia Partnership:**

SAP Canada is part of the international South Asia Partnership system, coordinated in South Asia by SAP International and consisting of SAP Bangladesh, India, Pakistan, Nepal, Sri Lanka and Sri Lanka Canada Development Fund. As a regional network of over a thousand NGOs and CBOs, SAP is uniquely placed to offer Canadians access, funding and links to the NGO community, as well as to activists, research institutes, and the media. SAP Canada members can be direct partners of SAP Asia programs or participate in network activities in South Asia.

All SAP Asia organizations within the network pursue the same basic goals:

1. To strengthen the capacity of indigenous NGOs to attack poverty root causes and consequences
2. To address poverty in areas that are not usually reached by governmental or non-governmental development agencies; and
3. To form linkages and promote partnership among NGOs both within South Asia and internationally.

- **CIF:**

Concern India Foundation is an organisation, which supports the NGO's financially and non-financially.

There are hundreds of Trusts and other private agencies in India and abroad willing to support NGOs. Web searching is another good way of finding more such organizations.

Typical NGO Development Lifecycle:

If you want to set up a NGO then you would require following a pattern, like described below to organize and develop the NGO.

- A. **Community Organizing:** One will be required to study the some aspects about the community like Group dynamics, Community integration, Problem identification, Community investigation, Facilitation, Mobilization, Communication, Role playing, Objectivity, monitoring and evaluation
- B. **Participatory Action Research:** Study of Community Organizing will be followed by Participatory Action Research which includes: Identification of research problem, Identification of different research tools, Data gathering, Analysis of data, Consultation with the community and validation of data, Drawing of conclusions, Making of recommendations
- C. **Business Skills:** The organization will also require to acquire the following business skills like: Planning, Participatory (circular) management, Accounting and book-keeping, Marketing and purchasing negotiation, Monitoring and record keeping, Technical skill in computers, Organizing cooperatives/credit unions, Handling labor problems and Understanding legal aspects.
- D. **Documentation, Dissemination of Information:** Over the period of life of NGO, it will gather small group formation, clarification of values and vision, group dynamics, different kinds of media production, communication skills and visual aids, advocacy and networking and linkages
- E. **Training Methods:** There are many training methods in use for employee training and group training for working with NGO and acquiring qualifications. Few of them are: use of cultural forms, use of media, on-the-job training - participant observation, workshop organization, group dynamics, Practice-Theory/Action-reflection, exposure programs, group discussion and synthesis, brain-storming and self-learning kits and modules.
- F. **Technology Training – Appropriate Technologies:** Many NGOs working for providing technical supports in agriculture, fishing, post-harvest technology, energy, housing, health, sanitation, handicrafts, food technology will need to acquire these technologies and support the surrounding communities with the technical knowledge.

Careers in NGOs: By now, you must have grasped that running a NGO requires an equally skilled workers as in any small scale Industry. Thus this is also an equal opportunity area but we normally don't focus on. There are thousands of jobs all across India in many NGOs and if you are interested in forming your own NGO, towards any particular cause, then you may get lots of funds from Govt. of India and many foreign Governments. The amount of money spent by Many advance nations towards developing and undeveloped nations goes through NGO and its in millions of dollars. If we act smartly and intelligently then we can make use of that money for development of our society, while creating jobs and careers for us in the Social Field Area through NGOs. Normally any graduate or under-graduate qualification is sufficient to start working in NGOs, but what is required is dedication towards the cause of NGO.

In many advance nations like US, Canada and European countries, this area of making careers is highly appreciated and followed. People there, like to work for such NGOs. There are many International NGOs that constantly keep on recruiting people and spreading their network.

Friends, We thought that this is very vital information and so we had a separate issue for providing this information. We are sure that you will make use of this information and will try to create your own careers and jobs, while doing social service through NGOs.

For more information on NGO's visit <http://www.indianngos.com>

For careers in NGO goto <http://www.ngocareers.com>, <http://www.cambridgedata.com> or <http://www.braintrustindia.com/index.htm>

For links to NGO database visit: <http://members.rediff.com/15aug1947/ngolink.html>

JaiBheem and All the Best!

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