



सत्यमेव जयते

Government of Meghalaya



YESS!

MEGHALAYA

**GUIDELINES
JULY 2023**

**Department of Sports and Youth Affairs
Government of Meghalaya**

Message by Shri Conrad K Sangma

**Hon'ble Chief Minister,
Government of Meghalaya**



The future of our State rests on the actions we make today. No group of individuals understand this better than the youth of Meghalaya. I applaud every applicant under the YESS Meghalaya Scheme who has engaged with the initiative and worked towards a better future for all of us.

The Government, through the Department of Sports and Youth Affairs, is intent on building a strong ecosystem for the youth to engage with the State. Since the inception of the YESS Meghalaya programme, over 1300 Youth organisations have received grants upwards of Rs. 4.3 Crore. Moreover, the impact seen at ground level is testament to what the youth of our State are capable of accomplishing.

I envision my Government remaining true to the spirit of the initiative, which is centred around engaging with the youth of Meghalaya. By empowering the youth in a holistic, open-to-all format, the revised guidelines build on the success of the scheme so far and encourages more youth to actively participate in shaping society.

Additionally, the scheme will now include the option for individuals to apply for grants for travel/logistics for events/competitions they have been selected to participate in. This is an important addition to the programme to let every young person know that the Government will support your endeavours to pursue your dreams and bring pride to Meghalaya. The scheme also now allows the opportunity for deserving organisations to apply for higher funding for exceptional projects that can truly make a difference to the society we live in.

Finally, the continued success of this initiative rests on each of you. I hope that the youth of Meghalaya engage with each other, build strong ties, and work towards a bright future for the State and the Nation!

Dated: 3rd July, 2023

Shillong, Meghalaya

Warm regards,

Conrad K Sangma

Message by Shri Shakliar Warjri

**Hon'ble Minister i/c, Sports and
Youth Affairs**

Government of Meghalaya



The YESS Meghalaya Scheme is the result of the Government of Meghalaya's faith in the youth of the State. I extend my heartfelt congratulations to each and every member who has dedicated their time, skills, and unwavering enthusiasm to the development of our state. Your tireless efforts and commitment have not only made a difference but have also paved the way for a brighter future for our beloved Meghalaya!

The State Youth Policy of 2021 outlines a strong foundation on which to build ways to inspire and engage with the Youth of Meghalaya. Significant strides have already been made to work with every department to bring a holistic and meaningful set of initiatives forward to allow the youth the opportunity to express themselves and grow as upstanding citizens of the State and the Nation.

Through the various schemes and initiatives to be released by the Department, a renewed focus on the youth ecosystem in Meghalaya is envisioned; one where the youth of the state have access to gain information and benefit from schemes/program. More importantly, it fosters a sense of duty in us as a community to help the overall development of society.

It is now time to also galvanise our youth to pursue the greater good of the State. The YESS Meghalaya Scheme has now been revised under the aegis of the Department of Sports and Youth Affairs, creating a structure through which organisations can engage with society and build a bright future for the State. Additionally, individuals will now be able to apply for grants to participate in competitive events across fields to bring pride to Meghalaya.

In conclusion, I extend my deepest gratitude to all the youth organizations for their outstanding efforts and unwavering commitment to the development of our state. Your work is not only commendable but also essential for the progress and prosperity of our society. As we move forward, let us continue to strive for excellence, remain united in our purpose, and work together to create a brighter future for all!

Dated: 3rd July, 2023

Shillong, Meghalaya

Warm Regards,

Shakliar Warjri

Government of Meghalaya
Department of Sports and Youth Affairs

NOTIFICATION

Dated: 3rd July, 2023

Revised Guidelines for the
Youth Engagement through Empowered Youth Organisations
(YESS)

1. INTRODUCTION

In Meghalaya, the percentage of population under the age of 35 is 74 %, this proportion of young people is higher than the national average. This large segment of the State's population, if provided the right opportunities, could become the key agents for social change, economic development, and technological innovation. Their potential was demonstrated during the outbreak of the Covid-19 pandemic in the State. The youth played a significant role in the on-ground management of affairs for contact tracing, planning and delivery of essential supplies, awareness campaigns etc.

There are over 3000 registered youth clubs and organisations across the State working for the development, engagement, and rejuvenation of the youth, however, for them to be able to take concrete action that would have a larger impact on youth development, it is imperative that the State Government empowers these youth organisations to enable them to take positive action.

Since the notification of the scheme in 2022 by the Chief Minister's Secretariat, over 1,300 Youth organisations have benefited from grants for activities towards youth engagement. This has been spread over a wide range of topics like sports, healthcare, arts/culture, and environmental action. The Scheme is now under the aegis of the Department of Sports and Youth Affairs. Building on the success of the scheme, the revised guidelines offer a renewed platform to grow the vision of the initiative, as well as add opportunities for individuals to apply for support.

In the updated format, the Government of Meghalaya intends to herald YESS Meghalaya as a holistic initiative established to connect with the youth of the State. The scheme remains open to all youth organisations, in a structured format available online. The spirit of the initiative envisions of a mass movement of youth, created to facilitate networking and collaborations amongst organisations, empowering the youth to engage on issues that matter for the development of the State. Multiple rounds of funding have also been enabled under the mechanisms to ensure that

organisations are encouraged to continue pursuing their objectives. Further, this scheme aspires to build strong ties amongst the youth to tackle the larger issues in society that cannot be addressed alone.

The broad objectives of this programme are:

1. Empowerment of youth clubs, organisations and eligible individuals for participation, planning and implementation of various grassroots level programmes and activities pertaining to key themes pertaining the Youth
2. Positively channelising energies of the youth through empowered youth organisations and individuals
3. Enhancement of the youth development ecosystem by the promotion of effective collaboration with key stakeholders in the State working towards youth empowerment and development
4. Creation of an annual corpus fund for extension of financial support to registered not for profit youth clubs, organisations, and associations and eligible individuals
5. Support young individuals of Meghalaya in participating in regional / national / international events.
6. Encourage the youth to engage in collaborations and shared learning experiences, as well as participate in other Government sponsored initiatives for the betterment of the society and Meghalaya.

2. TARGETED STAKEHOLDERS

This programme shall extend financial aid to registered entities focusing on youth development and empowerment such as:

- a. Societies and Cooperatives
- b. Voluntary Organisations
- c. Youth Clubs
- d. Not for profit organisations
- e. Socio Cultural Clubs
- f. Alumni Associations
- g. Community level youth institutions/organisations/groups
- h. Individuals that are selected to compete in regional / national / international events in any field

3. ELIGIBILITY CONDITIONS

The applying entity/individual should meet the undermentioned conditions to be eligible for receiving financial aid:

Youth Organisations:

- a. The applying entity should be a registered society / trust / charitable organisation / section 8 company / Not-for-profit entity under the Societies Registration Act of 1860 for at least 3 months.
- b. The financial accounts of the applying entity should have a framework for effective and transparent maintenance and management
- c. The applying entity's primary beneficiaries should be under the age of 35 years and

should be open to all citizens of the State without any distinction of religion, race, caste, language

- d. At least 50 % of the registered members of the entities should be under the age of 35 (as of date of application).
- e. The applying entity should not have been blacklisted or barred by any organisation/institution government or private and it should not have any pending or ongoing litigation cases related to misconduct, misappropriation of funds, sexual harassment etc.

Individual:

- a. The Individual must be a citizen of Meghalaya and under the age of 35 (as of the date of application)
- b. The Individual must have a Bank account in their name (Single or joint account)
- c. The Individual should be able to furnish proof of the selection for competition/event for which the application for the grant is being made.

4. SCREENING COMMITTEE

All Activity under the YESS Meghalaya Scheme will be reviewed by a High Power Committee, designed to take key decisions on the overall direction and implementation of the program, and ensure all processes stay true to the vision under which the scheme was created. The following members will comprise of the High Power Committee:

S.No.	Designation of Member	Role
1	Hon'ble Chief Minister	Chairperson
2	Hon'ble Minister i/c, Department of Sports and Youth Affairs	Member
3	Chief Secretary	Member
4	Commissioner and Secretary, Department of Sports and Youth Affairs	Member
5	Secretary, Chief Minister's Secretariat	Member
6	Director, Department of Sports and Youth Affairs	Member Secretary
7	Any member as deemed fit by the Committee	Member

The Committee will meet Quarterly for review of all activities.

All applications under the Scheme will be approved and sanctioned by a screening committee. The following members will comprise of the Screening Committee:

S.No.	Designation of Member	Role
1	Commissioner and Secretary, Department of Sports and Youth Affairs	Chairperson
2	Director, Department of Sports and Youth Affairs	Member Secretary
3	Assistant Director, Department of Sports and Youth Affairs	Member
4	Representative from the Finance Department	Member
5	Any member as deemed fit by the Committee	Member

The Screening Committee will meet regularly for review and approve applications for the scheme.

5. MOBILISATION, APPLICATION SUBMISSION, AND EVALUATION/SANCTION

- a. The District Sports Officers (DSOs) will be responsible for conducting mass awareness programs under the scheme and encourage aspirational youth organisations to apply.
- b. Interested and eligible entities/individuals seeking to avail financial assistance should fill an application form on the programme portal i.e., <https://yessmeghalaya.in/signin.php>. All submissions and reporting will be done through the portal.
- c. Eligible entities/individuals are eligible for up to two separate grants each financial year, subject to conditions mentioned below.
- d. The Screening Committee shall evaluate, approve, and determine scale of financial grant to be released to the entities/individuals. The sanctions and the funds will be released on a regular basis in batches.
- e. The grant shall be credited to the account of the applying entity/individual.
- f. The grant shall be released in two equal tranches by the Directorate of Sports and Youth Affairs. The first tranche of the aid shall be released to the entities/individuals by the Directorate. Post utilisation of the first tranche and validation by the office of the DSOs, the second tranche shall be released.
- g. On successful utilisation of the second tranche, the organisation shall submit the project closure report and the utilisation certificate to the DSOs. The DSO shall further verify and validate the completion of the project.
- h. After completion of the first project and due verification of the project closure report by the DSOs, an organisation would be eligible to apply for a second grant in the same financial year.
- i. The Department of Sports and Youth Affairs reserves the right to accept/approve/reject/withdraw applications/sanctions at any stage.

6. PROJECT MONITORING, SUPERVISION, AND FURTHER INITIATIVES

The District Sports Officers will be responsible for mobilisation, project monitoring and supervision of the programmes and activities being implemented by the youth organisations. They shall also be responsible for verifying and validating the works implemented by the youth organisations and recommend for release of the second

tranche. They can further recommend for additional grants beyond the original sanctions.

Administrative funds for mobilisation, project monitoring and supervision shall be made available by the Directorate of Sports and Youth Affairs for the respective offices of the District Sports Officers.

The Deputy Commissioners shall be responsible for monitoring of the project with the respective District Sports Officers on a monthly basis.

Additionally, a mechanism for grading activities under the scheme will be deliberated and released in due course. This would include benefits to standout performing organisations that may include exposure trips and additional funding.

All Organisations would be expected to participate diligently under activities and programmes announced by the Department from time to time

MY Hero Campaign

The scheme will also include a mechanism to allow the youth of Meghalaya to recognise and vote for individuals that have done commendable work in the fields of activity under this programme. These “Meghalaya Youth Heroes” (MY Heroes) will be felicitated by the Government and given cash awards for their efforts. They will also be encouraged to inspire more youth to follow in their path.

The Details of this program will be notified by the Department as well as the mechanism for nomination, voting, and further activity.

7. PERMISSIBLE LIST OF ACTIVITIES AND PROGRAMMES UNDER THIS PROGRAMME

The permissible list of programmes and activities that may be undertaken by the youth organisations/individuals under this scheme are:

- a. Environmental protection and conservation programmes and workshops
- b. Financial literacy workshops and campaigns
- c. Substance abuse, teenage pregnancies awareness dissemination workshops and seminars
- d. Career counselling and guidance workshops and clinics
- e. Mass youth engagement programmes and activities
- f. Mental wellbeing seminars and campaigns
- g. Mass youth volunteering programmes
- h. Organisation of youth parliaments and debates
- i. Procurement of material, equipment.
- j. Setting up of office space (furniture, fittings, and equipment)
- k. Participation in tournaments/competitions/events etc.
- l. Procurement of sports equipment and other sports consumables

Individuals would be eligible to receive support only for participation in regional / national /

international events/competitions. This would include:

- a. Travel to destination (and return)
- b. Stay at the destination (should the organisers not provide stay)
- c. Miscellaneous Expenses

The Screening Committee will evaluate the merits of all activities based on its impact and the benefit perceived to the youth of Meghalaya. Subject to availability of funds and merits of the case, partial or complete funding may be provided at the discretion of the committee.

8. SCALE OF FINANCIAL ASSISTANCE

Financial assistance up to INR 1.00 Lakh per financial year may be sanctioned for youth organisations/eligible individuals for planning and implementation of the permissible list of programmes. Up to 10% of the total applications could be eligible for higher scale of support. These will be deemed by the committee as exceptional projects, and additional elaboration would be required for the same.

The scale of financial assistance shall be determined by the undermentioned criteria's which may be updated from time to time by the Department:

- a. Applying entities months/years of existence
- b. Scale and reach of the applying entity
- c. Number of youth/beneficiaries associated/registered with the applying entity
- d. Number of members under the age of 35 in the constitution of the applying entity
- e. Nature and scale of past projects implemented pertaining to youth development
- f. Nature and scale of project proposed to be implemented under this scheme

9. TERMS AND CONDITIONS

- a. The grants sanctioned to the organisations/individual shall be utilised only for the purpose it was sanctioned.
- b. The youth organisation/individual should maintain a bank account in the name of the organisation or him/herself (single or joint account, in case of an individual). In case of a youth organisation the account should be jointly operated by two office bearers of the youth organisation.
- c. The youth organisation/individual must exercise reasonable economy in the implementation of the approved programme.
- d. The youth organisation/individual shall submit to the office of their respective district sports officers the progress reports, and any other relevant information on the implementation of the approved programmes.
- e. The Directorate shall conduct field visits and inspections to survey and review the implementation of the approved programmes.
- f. The accounts of the youth organization concerned shall be open to audit check by appointed/nominated officers of the department at any point of time.
- g. Any unspent balance out of the sanctioned funds under this scheme shall be credited to the bank account of the department in accordance with the instructions that shall be provided along with the letter of sanction.

- h. The grant shall not be transferred to another organization/individual for undertaking any activity without the prior permission of the sanctioning authority.
- i. Responsibilities of Organisations:
- Active involvement in WhatsApp groups that will be created by the Directorate pertaining to the implementation of the schemes district wise.
 - Adequate effort must be made by the youth organisation/individual to publicize and promote the programme through social media and other traditional medium. In all social media posts, the departments media handle must be tagged.
 - Branded material for the programme as provided by the department should be utilised in the approved programmes and activities.
 - Youth organisations shall be expected to actively participate in events, as organised by the government from time-to-time. This may include (but not be limited to) conclaves, support during disasters, and mass participation campaigns.

Sd/-
Commissioner & Secretary to the Government
of Meghalaya
Department of Sports And Youth Affairs

<p>14</p>	<p>Declaration of Non-Blacklisting and No ongoing litigation</p>	<p><i>Sir/Madam,</i></p> <p><i>This is to notify you that our Trust/NGO/Society/Organisation <Please delete whichever is not applicable> has not been blacklisted by any Central / State Government Department / Public Sector Undertaking/Private Sector Organisation and that we have no ongoing or pending litigation in regards to any unlawful activities</i></p> <p><i>Sincerely,</i></p> <p>_____</p> <p><i>(Signature of the Authorized Person)</i></p> <p><i>Name:</i></p> <p><i>Designation:</i></p> <p><i>Name of the Entity:</i></p>
<p>16</p>	<p>Signature of Applying Entity</p>	<p><i>We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.</i></p> <p><i>We understand you are not bound to accept any Proposal you receive.</i></p> <p><i>Yours sincerely,</i></p> <p><i>Authorized Signature [In full and initials]:</i></p> <p><i>Name and Title of Signatory:</i></p> <p><i>Name of Firm:</i></p> <p><i>Address:</i></p>

1	Name of Applying Individual			
2	Registered Address of Individual			
3	District of Individual			
4	EPIC Card Number/Aadhaar Card Number		Is this the organisation/individual's first application this financial Year?	Yes/No
5	Details of Competition/Event of Participation	<i>(Attach programme/activity brief document)</i>		
6	Estimated Cost of Proposed Programme/Activity	<i>(Attach detailed cost breakup)</i>		
7	Proof of Selection for Competition/Event	<i>Attach invite/proof of progression in competition</i>		
8	Bank Account Details of Entity			
a	Bank Name			
b	Bank Address			
c	Account Name			
d	Account Number			
e	IFSC Code			
9	Declaration of Individual and Signature	<p><i>I hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it may lead to disqualification.</i></p> <p><i>I understand you are not bound to accept any Proposal you receive.</i></p> <p><i>Signature [In full and initials]:</i></p> <p><i>Name and Title of Signatory:</i></p>		

Annexure 3 – Template for Submission of Utilisation Certificates

Name of Applicant:

Location:

S.No	Funds Sanction Letter No and date	Amount Sanctioned	Certified that out of Rs of grant approved by the Chief Ministers Secretariat, Government of Meghalaya vide letter No..... dated..... and sanctioned by the Government of Meghalaya vide letter No..... Given in the margin during the year..... and Rson account of unspent balance of the previous year, a sum of Rs.....has been utilized for the purpose for which it was sanctioned and that the balance of Rsremaining unutilized at the end of the year will be adjusted towards the grant-in-aid & loan payable during the next year.

Certified that I have satisfied myself that the conditions on which the grant was sanctioned have been duly fulfilled / are being fulfilled and that I have exercised the following checks to see that the money was actually utilized for the propose for which it was sanctioned.

Kind of Checks exercised.

1. Payment Vouchers and Books of Accounts.
2. Measurement Books.
3. Grants Register.
4. Expenditure Register.
5. Photographs of completed works



**Department of Sports and Youth Affairs
Government of Meghalaya**