

# **SCHEMES OF THE GOA STATE SCHEDULED TRIBES FINANCE AND DEVELOPMENT CORPORATION LIMITED**

## **I. ASHRAYA ADHAR SCHEME**

### **1. INTRODUCTION/BACKGROUND:**

This scheme is introduced to provide financial assistance in the form of loan to the members of Scheduled Tribes for the purpose of repair, renovation/reconstruction of house. It is very obvious that a shelter is the necessity of every individual. Therefore, this Corporation has come up with the idea to help the Scheduled Tribe Community by providing financial assistance for Repair, renovation/reconstruction of house. There are many members of ST Community who are willing to. But, due to higher rate of interest offered by bank, they cannot afford to avail the bank loan for repairs, renovation or reconstruction of house.

### **2. OBJECTIVES:**

The objective of the Scheme “ASHRAYA ADHAR SCHEME” is to provide financial assistance in the form of loan for repair/renovation/reconstruction of house.

### **3. BENEFIT OF THE SCHEME:**

(a) Under this Scheme up to Rs. 5,00,000/- shall be advanced as financial assistance in the form of loan @ 2% per annum.

### **4. ELIGIBILITY CRITERIA:**

(a) Any person belonging to Scheduled Tribe Community and having his house (which shall also include mundcarial house) either owned individually or jointly will be eligible for financial assistance under this scheme. In case the house is owned jointly and there are different units of the family in the same house residing separately, each such unit will be eligible for financial support under this scheme.

**EXPLANATION:** Family means Husband, Wife, and Unmarried Children. The Father, Mother and unmarried brothers and sisters fully dependent and staying with the applicant shall also form part of the “family”.

(b) The age of the applicant should not be more than 55 years as on the date of loan application. However, the age of the applicant is relaxed up to 58 years in case the applicant is an employee of State/ Central Government/ Government Corporation/ Board or aided Institute.

## **5. A) APPLICATION PROCEDURE:**

(a) The applicants need to fill up the prescribed loan application form complete in all respect along with 02 (Two) passport size photographs.

(b) The prescribed loan application form shall only be accepted with all the required documents under the Scheme after proper scrutiny. Thereafter the list of eligible applicants will be prepared and physical verification / inspection will be carried out by the officer of the Corporation. The application form along with documents and inspection report will be placed before the sanctioning authority as specified below for appraisal and approval.

## **B).MODE OF ADVANCE:**

The loan amount shall be advanced in two installments after submission of required documents complete in all respect.

(a) Rs. 3,75,000/- immediately after sanctioning the loan.

(b) Rs.1,25,000/- on utilization of the first installment. Loanee shall commence the actual work within 03 months from the date of sanctioned amount released. The 2<sup>nd</sup> installment to be released on submission of utilization bills and on the basis of physical verification / inspection carried out by the officer of the Corporation.

## **C).INSURANCE:**

The beneficiary shall be insured for life and property with the Insurance Agency identified by the Corporation and premium of such policies shall be borne by loanee (unless and otherwise decided by the Corporation).

## **D).REPAYMENT OF LOAN:**

(a) The loan shall be repaid in 120 equated monthly installments within a period of 10 years with a moratorium period of three months. However, if the applicant is above 50 years of age then the repayment period will be re fixed till the attainment of 60 years of age. In case the applicant is an employee of State/ Central Government/ Government Corporation/ Board or aided Institute then the loan repayment period will be re fixed till the attainment of his retirement age with additional six months from the date of retirement.

(b) The first installment of the repayment shall commence after the moratorium period of three months. Interest will be charged during the moratorium period. However if the loanee desiring to repay the loan immediately after the disbursement of 1<sup>st</sup> installment will be entitled to do so.

(c) In case of default in repayment of any installment an interest of 2% shall be charged on the overdue installment amount. No penal interest will be charged during the moratorium period.

(d) In case the beneficiary is desiring to borrow the loan from any other financial institution for reconstruction of his house during the loan repayment period advanced by the Corporation, the balance amount of the loan due to the Corporation shall be repaid in one lump sum and no due certificate will be issued to the beneficiary to avail loan from other institution.

(e) In case the loan is not repaid as per the scheduled of the scheme, the same shall be recovered as arrears under Goa Daman and Diu land Revenue code.

### **E). REQUIREMENTS:**

The applicant shall submit the following documents along with application form:-

a. Scheduled Tribe Certificate (Self attested).

b. Age proof of applicant (Birth Certificate / School Leaving Certificate / Driving License)(Self attested).

c. Self Affidavit on Rs.100/- Stamp Paper duly notarized.

d. The copy of latest house tax receipt.(original/self attested).

e. N.O.C from Co-owner (if any) on Rs.100/- Stamp Paper duly notarized.

f. Income Proof of the applicant i.e. salary certificate/ Last 03 months Pay slips along with Form 16 or last 06 months Bank Statement. Incase applicant is self employed then Last 3 years I.T.R. along with last 06 months bank statement or income declaration cum affidavit on Rs.100/- stamp paper duly notarized to be produced.

g. 02(Two) sureties with one passport photo of each surety, latest salary certificate or last three (03) months payslips along with last (06) months bank statement or Form 16 , affidavit of surety on Rs.100/- Stamp Paper duly notarized and ID proof of surety.

**In case the applicant produces one surety working in the Government Department/ Corporation/ Board/Aided Institute then 2nd Surety not required. In case of applicant is the employee of State/ Central Government/ Government Corporation/ Board or aided Institute no surety is required**

- h.** Estimated Cost of Repair/Renovation/Reconstruction of house (as per format)
- i.** Photos of the house to be repaired/renovated/reconstructed.
- j.** Aadhar Card copy of applicant (Self attested)
- k.** Two passport size photos of applicant.
- l.** Bank Mandate Form.

## **6. SANCTIONING AUTHORITY:**

The Chairman of the Corporation along with any two of the Director's shall approve the applications for loan under Ashraya Adhar Scheme and thereafter Managing Director of the Corporation shall sanction the loan.

## **7. EVALUATION:**

The Scheme will be implemented by Goa State Scheduled Tribes Finance and Development Corporation Ltd for five years from the date of issue. If required, scheme may be suitably modified to meet the new challenges/ requirement so as to achieve the set objective.

## **8. REMOVAL OF DIFFICULTIES:**

The Board of Directors of Goa State Scheduled Tribes Finance and Development Corporation Ltd shall be empowered to remove any difficulties arising out of implementation of the Scheme.

## **9. INTERPRETATION:**

Regarding any doubt, same will be referred to the Government.

## **10. MISCELLANIOUS:**

**(a)** If any information or documents furnished / submitted by the applicant to avail the benefits under the scheme is found to be incorrect / fraud the person will be liable for criminal breach of trust.

**(b)** The fund advanced under this scheme shall not be utilized for any other purpose except for the purpose of Renovation/ repair/re-construction of existing house.

## **11. OTHER CONDITIONS:**

(a) On sanction, the beneficiary will be required to file an agreement in the prescribed form of the Corporation.

(b) The applicant should not violate any provision of the existing Rules / Regulation of the State.

## **II. SELF EMPLOYMENT SCHEME**

- **Benefits:**

- a) Under this scheme the financial support will be advanced up to a maximum Rs. 10 lakh to any unemployed individual person belonging to Scheduled Tribes Community to undertake any self employment activities that will be approved by the Corporation time to time.
- b) The Loan /Financial assistance will also be made available to the extent of Rs. 15 lakhs to the Association / Societies / Partnership / Self help groups (SHG) / Companies formed exclusively by the member of Schedule Tribes Community.
- c) The beneficiary is required to contribute 10% margin money towards the cost of project. However the BOD may relax this condition considering the merit in each case. Nevertheless this relaxation shall not be applicable to the Association / Societies / Partnership / SHG / Company etc.

- **Income:**

- a) **The family income of the applicant / beneficiary should not be more than Rs. 3.00 lakhs per annum. However this is relaxable in deserving cases on its merit.**

**Explanation:** Family means and includes Husband, Wife and unmarried Children. Further Father, Mother and unmarried brother and sister below the age of 18 years fully dependent and staying with the applicant shall also form as family.

- **Interest:**

- a) The loan / financial assistance shall bear the rate of interest at 4% per annum (Reducing balance method).
- b) If the loan /financial assistance is overdue 2% penal interest shall be charged on the amount of overdue installments and the entire loan along with the interest shall be recovered as land revenue arrears.

- **Age limit:**

The age of the applicant should not be more than 55 years. The same can be

relaxed in deserving cases by the decision of the BOD.

- **Repayment:**

The repayment period shall be decided by the Board of Directors from time to time and depending upon the nature of business. (This repayment period shall be up to 10 years and to be decided in the meeting of BOD at the time of sanctioning loan for the particular type of self employment activities or an block for a particular category of business activity).

- **Guarantor:**

The applicant will have to provide two guarantor / Surety who is having a sound financial status or income tax payee or property owner. One Guarantor should necessarily be a Government Servant.

- **Documentation:**

**A. DOCUMENTS FOR AGRICULTURAL SECTOR LOAN:**

- i. S.T. Certificate (Self Attested).
- ii. Two photographs (Passport size).
- iii. Annual family Income Certificate below Rs. 3,00,000/- issued by competent authority.
- iv. Copy of ration card (self attested).
- v. Age Proof.
- vi. Aadhar Card (self attested)
- vii. Self declaration affidavit of applicant in prescribed format.
- viii. Title document such as sale deed / Sanad Agreement / lease deed/  
I & XIV Form
- ix. Projected viability of business / Cultivation proposal.
- x. Cost of development and cost of cultivation.
- xi. Salary certificate/latest payment slip of the surety.
- xii. Affidavit of Surety ( on Rs.100 stamp paper duly notarized) in prescribed form , 1 photo and I.D. proof of surety.
- xiii. Bank Mandate form of supplier/dealer.

**B. DOCUMENTS OF ALLIED AGRICULTURE ACTIVITIES:**

- i. S.T. Certificate (Self Attested).
- ii. Two photographs (Passport size).
- iii. Annual family Income Certificate below Rs. 3,00,000/- issued by competent authority.

- iv. Copy of ration card (self attested).
- v. Age Proof.
- vi. Aadhar Card (self attested)
- vii. Self declaration affidavit of applicant in prescribed format.
- viii. Proof regarding availability of land.
- ix. NOC from Panchayat / Municipality.
- x. Projected viability of business / Cultivation proposal
- xi. Type of allied agriculture activities.
- xii. Total projected / estimated cost.
- xiii. Amount required for creation of infrastructure such as Building, security, Electricity, Water etc.
- xiv. Cost of machinery (invoice)
- xv. Estimated amount required for raw material / stock/livestock etc.
- xvi. Salary certificate/latest payment slip of the surety.
- xvii. Affidavit of Surety ( on Rs.100 stamp paper duly notarized) in prescribed form , 1 photo and I.D. proof of surety.
- xviii. Bank Mandate form of supplier/dealer.

**C.DOCUMENTATION REQUIRED FOR PROCESSING AND MANUFACTURING UNIT, SALES AND SERVICE:**

- i. S.T. Certificate (Self Attested).
- ii. Two photographs (Passport size).
- iii. Annual family Income Certificate below Rs. 3,00,000/- issued by competent authority.
- iv. Copy of ration card (self attested).
- v. Age Proof.
- vi. Aadhar Card (self attested)
- vii. Self declaration affidavit of applicant in prescribed format.
- viii. Proof regarding availability of land.
- ix. NOC from Panchayat / Municipality.
- x. Type of manufacturing / Processing Unit and viability report.
- xi. Availability of Infrastructure.
- xii. Cost of machinery (invoice)/Quotation for purchase of Goods, stock etc.
- xiii. Salary certificate/latest payment slip of the surety.

- xiv. Affidavit of Surety ( on Rs.100 stamp paper duly notarized) in prescribed form , 1 photo and I.D. proof of surety.
- xv. Bank Mandate form of supplier/dealer.
- xvi. Project report regarding viability and involvement of beneficiary.

**D. DOCUMENTATION FOR PURCHASE OF VEHICLE(Tourist Taxi/Goods Carrier).**

- i. S.T. Certificate (Self Attested).
- ii. Two photographs (Passport size).
- iii. Annual family Income Certificate below Rs. 3,00,000/- issued by competent authority.
- iv. Copy of ration card (self attested).
- v. Age Proof.
- vi. Aadhar Card (self attested)
- vii. Self declaration affidavit of applicant in prescribed format.
- viii. Project report regarding viability and involvement of beneficiary.
- ix. Quotation.
- x. Professional driving license and badge no in case of loan for taxi vehicle.
- xi. Letter from Company to engage the vehicle (if applicable).
- xii. Salary certificate/latest payment slip of the surety.
- xiii. Affidavit of Surety ( on Rs.100 stamp paper duly notarized) in prescribed form , 1 photo and I.D. proof of surety.
- xiv. Bank Mandate form of dealer.

- **Scrutiny and Sanction:**

The Board of Directors of the Corporation shall approve the applications for loan under Self Employment Scheme and thereafter Managing Director of the Corporation shall sanction the loan.

- **Mortgage:**

The beneficiary shall mortgage the business activity to the Corporation till the repayment of full and final dues of settlement as per the agreement in the prescribed form.

- **Insurance:**



The life of the beneficiary and the business activity shall be insured from fire, theft, cyclone and other natural calamities with the agency identified by the Corporation and the said policy shall be endorsed in the name of Corporation. In the event of any calamity the compensation received from Insurance Company shall be adjusted against the loan outstanding in the Corporation.

### **III SHORT TERM LOAN SCHEME FOR EDUCATION, MEDICAL AND BUSINESS PURPOSE.**

**1. Introduction:** - Health, Education and Business are very important for upliftment of Scheduled Tribes Communities. Today's ST community is facing a lot of difficulty in arranging for funds required to fulfill educational needs of their wards or fulfilling their health and business needs. In order to improve their standard of living they need to be brought in the main stream of the society by fulfilling these needs. It is also learnt that they are facing difficulties in getting Financial Assistance/loan from the Banks and Money Lenders. Due to higher rate of interest, now there is a need to support ST Community to avail the best opportunities in the field of Education, Health and Business.

**2. Objectives:-** The objective of the Scheme is to provide Financial Assistance/loan as credit to ST people to meet the immediate expenses towards Education, Medical and Business needs.

**3. Eligibility Criteria:-** The Scheme will be applicable to any individual from ST community of State of Goa.

**4. Benefit under this scheme:-** Under this Scheme the short term loan upto Rs.1,00,000/- (Rs. One Lakh only) will be provided to any individual/ student belonging to Scheduled Tribes Community as an advance to meet the financial requirement urgently for the purposes given under clause 5.

**5. Purpose for which Financial Assistance will be given:-**

- a) For Business purpose.
- b) For Education Purpose
- c) For Medical Purpose.

**6. Requirement of documents.**

- a) ST Certificate issued by Competent Authority of State of Goa
- b) Copy of Bank Passbook with Photograph of applicant.
- c) Salary Certificate / Pay Slip of one Surety along with surety affidavit on Rs.100/- stamp paper, One Photo and ID Proof of surety.
- d) Aadhar Card copy of applicant.
- e) Affidavit of the applicant on Rs.100/- Stamp paper regarding the amount of loan required and its purpose. If the applicant is below 18 years of age then either parents or guardian shall give the affidavit on behalf of their child.

**7. Procedure to apply:-**

- a) The Individual who requires the short term loan for Business/Education/Medical purpose shall apply in the prescribed application form along with the required documents to Goa State Scheduled Tribes Finance and Development Corporation Ltd.
- b) Board of Directors of the Corporation shall form a Subcommittee of three members under the Chairmanship of the Chairman of the GSSTFDCL.
- c) The above subcommittee shall scrutinize the applications and sanction the same.
- d) Thereafter the Managing Director of GSSTFDCL shall execute formal agreement of the applicant with GSSTFDCL on `50 stamp paper.

- e) Thereafter Managing Director of GSSTFDCL shall release the sanctioned loan immediately to the applicant.
- f) In the case of loan for Education purpose, the loan shall be given at the interest rate of 2% per annum payable within 20 months in maximum 20 installments with a moratorium period of 3 months. In case of loan for Business and medical purpose, the loan shall be given at the interest rate of 2% per annum payable within 10 months in maximum 10 installments with a moratorium period of 03 months. If the loan is overdue, 1% of penal interest will be charged on the amount of overdue installment and entire loan along with interest will be recovered according to the rules in force. Loanee may also repay the loan along with interest in one installment.
- g) Also, in future if need arises the applicant can reapply under the said scheme provided he has cleared earlier loan availed under the said scheme.

#### **8. Monitoring of the Scheme:-**

For issues relating to the eligibility, operationalization or issues on account of new situations, not envisaged at the time of formulation of the scheme, would be resolved by the Board of Directors of the Corporation whose decision will be final.

#### **9. Evaluation of the Scheme:-**

The Scheme will be implemented by Goa State Scheduled Tribes Finance and Development Corporation Ltd for five years from the date of issue. If required scheme may be suitably modified to meet the new challenges/ requirement so as to achieve the set objective.

#### **10. Removal of difficulties:-**

Board of Directors of Goa State Scheduled Tribes Finance and Development Corporation Ltd shall be empowered to remove any difficulties arising out of implementation of the Scheme.

**IV. GOA TRIBAL'S EMPLOYMENT GENERATION PROGRAMME  
(GTEGP) SCHEME**

1	<b>Eligibility</b>																									
a)	Age	Unemployed person, 18 to 45 years of age.																								
b)	Educational qualification	Minimum Standard IVth. (Relaxable in deserving cases).																								
c)	Category	Must be a Member of Tribal Community notified by the Government of Goa.																								
d)	Domicile	Permanent resident of Goa for atleast 15 years																								
e)	Defaulter/ Non Eligibility	Should not be a defaulter to any bank, financial institution, etc.																								
2	<b>Activities covered</b>	Micro and small manufacturing enterprises, Service enterprises, Trade enterprises (Farming activities, tobacco products and red category industries are not eligible)																								
3	<b>Loan Assistance</b>																									
a)	Project cost	Rs. 25.00 lakh for MSME. Rs.15.00 lakh For Service Enterprises. Rs.15.00 lakh for trading activity.																								
b)	Subsidy	40% on the total loan amount i.e. 95% of the project cost.																								
c)	Means of Finance	<table border="1"> <thead> <tr> <th>Sr. No.</th> <th>Type of Activity</th> <th>Maximum Project cost</th> <th>Subsidy applicable on loan amount</th> <th>Maximum working capital limit</th> <th>Promoter's contribution</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Micro &amp; Small Manufacturing Enterprises</td> <td>Rs.25.00 lakh</td> <td>40%</td> <td>35%</td> <td>5%</td> </tr> <tr> <td>2.</td> <td>Service Enterprises</td> <td>Rs.15.00 lakh</td> <td>40%</td> <td>80%</td> <td>5%</td> </tr> <tr> <td>3.</td> <td>Trade Enterprises</td> <td>Rs.15.00 lakh</td> <td>40%</td> <td>80% (100% in case of agricultural</td> <td>5%</td> </tr> </tbody> </table>	Sr. No.	Type of Activity	Maximum Project cost	Subsidy applicable on loan amount	Maximum working capital limit	Promoter's contribution	1	Micro & Small Manufacturing Enterprises	Rs.25.00 lakh	40%	35%	5%	2.	Service Enterprises	Rs.15.00 lakh	40%	80%	5%	3.	Trade Enterprises	Rs.15.00 lakh	40%	80% (100% in case of agricultural	5%
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						produce)	
d)	Interest rate	2% p.a.					
e)	Penal interest	NIL					
f)	Repayment Schedule	Repayable in 60 to 120 EMIs (As per discretion of GTEGP-TFC).					
g)	Moratorium period	3 to 6 months (At the discretion of GTEGP-TFC).					
h)	Security	First charge of mortgage/hypothecation of fixed assets (building, furniture, machinery, etc.) and/or current assets (trading goods, raw material, etc.)					
i)	Collateral	<p><b>For loan amount upto Rs 2.00 lakh;</b> Personal guarantee of the applicant and spouse/parent/relative.</p> <p><b>For loan amount above Rs 2.00 lakh upto 6.00 lakh;</b> One or more third party guarantors, depending upon the loan amount. Such a guarantor could be an employee of State Government/ Government Corporations/Aided Institutions/ Companies of repute or a person owning an unencumbered immovable property in Goa, of commensurate value.</p> <p><b>Loan above Rs 6.00 lakh;</b> Notarised copy of ownership documents of the unencumbered immovable property owned by the guarantor/s, commensurate to the loan amount to be provided. The guarantor should not be a defaulter with any financial institution/bank.</p>					
4	<b>Training</b>	Compulsory entrepreneurship training of upto 7 days within six months from the date of sanction.					
5	<b>Task Force Committee</b>	<p>A 5 member GTEGP-Task Force Committee (TFC) constituted by the Government shall be as under:</p> <p>1. <i>The Managing Director, GSSTFDC Ltd.,</i> : <i>Chairman of GTEGP-TFC</i></p> <p>2. <i>The Deputy Director, Tribal Welfare or his representative</i> : <i>Member</i></p>					

		<p>3. <i>Representative of Association of Tribals</i> : <i>Member appointed by the Director, Tribal Welfare</i></p> <p>4. <i>The Deputy Director (Adm)</i> : <i>Member Department of Industries, Trade &amp; Commerce (DITC).</i></p> <p>5. <i>A Chartered Accountant appointed by the Government.</i> : <i>Member</i></p>
6	<b>Recovery</b>	In case of default in repayment of loan, the amount is to be recovered as arrears of land revenue or under the Public Money Recovery Act, DRT or any other relevant Act and rules thereof.

### **CHECK LIST FOR GTEGP LOAN ASSISTANCE**

(Fill up the prescribed application form and submit the same in duplicate along with **self attested copies** of the following documents :)

- 1) 2 recent photographs. (*borrower & guarantor*)
- 2) Birth Certificate.
- 3) Valid Caste Certificate from Competent Authority.
- 4) School leaving or qualification certificate.
- 5) 15 years residential certificate.
- 6) House tax receipt. (*borrower & guarantor*)
- 7) EPIC/UID. (*borrower & guarantor*)
- 8) Any other relevant certificate. (Marriage/caste/handicap/widow)
- 9) Professional Driving license, badge, business assurance recommendation letter in case of loan for vehicle.
- 10) Bank pass book/s of existing accounts (*borrower & guarantor*)
- 11) Pan Card (*borrower & guarantor*)

### **PROJECT REPORT**

(Fill up the prescribed project report form and submit the same in duplicate along with the following documents):

- 1) All quotations of assets to be acquired and also of raw material or stock, from authorized dealers.
- 2) Registration of the unit wherever necessary.
- 3) N.O.C./Trade Licence from Panchayat/Municipality.

- 4) Any other requisite N.O.C. from Government department or authority as applicable.
- 5) N.O.C. on stamp paper of ` .50/- and in prescribed format from the owner of the premises where the activity is proposed to be started.
- 6) Latest Tax receipt/registration of the shop, pertaining to proposed premises.
- 7) Electricity/water connection proof (Wherever necessary).

**GUARANTOR:**

**For loan amount upto Rs.2.00 lakh;**

Personal guarantee of the applicant and spouse/parent/relative.

**For loan amount above Rs.2.00 lakh upto 6.00 lakh;**

One or more third party guarantors, depending upon the loan amount. Such a guarantor could be an employee of State Government/ Government Corporations/Aided Institutions/ Companies of repute or a person owning an unencumbered immovable property in Goa, of commensurate value.

**Loan above Rs 6.00 lakh;**

Notarised copy of ownership documents of the unencumbered immovable property owned by the guarantor/s, commensurate to the loan amount to be provided. The guarantor should not be a defaulter with any financial institution/bank.

**DECLARATION:**

The applicant has to file a Self Declaration, in the format provided with the application form.

***N.B.: 1. All Xerox copies should be self attested.***

