

Guidelines

ONE TIME GRANT FOR MEDIA PERSONALITY

1. **Title of the Scheme**

The Scheme may be called “One Time Grant for Media personality”

2. **Period of operation**

It shall come into force with immediate effect until further decision

3. **Background**

The journalists have been playing very crucial and influential role in sensitising and educating the masses, making them alert and aware of what is happening around them, and this process has been strengthening our democracy. Journalists also play a vital role in disseminating the information related to the schemes and other activities of the Government pertaining to the development of the State as well as the people. Journalists are key factors in maintaining a healthy atmosphere in the society by acting as a bridge between the Government and the citizens.

Many journalists have been proved to be instrumental in maintaining the balance in the society by acting as intellectual conscience.

In comparison with the older days the role of journalists have developed many fold, bringing in many challenges for them, and making them responsible even more.

As news consumption has grown manifold, so also has grown the challenges, duties and responsibilities of journalists. Infinite data is transferred through interrelated computing devices, objects, man and machines. With generation of instant and constant information all the time, journalists have to be increasingly careful in understanding its source and authenticity. They have to be extra cautious in their line of duty, while reporting or disseminating information to the masses.

Apart from being inquisitive and interrogative, today's journalists have also to be innovative and creative to maximize their output. They have to rely on primary, secondary and tertiary sources, information technology, build up skill and competence to ensure accuracy and authenticity of their reports.

Realizing their pressing needs, Information and Public Relations Department, Government of Assam will provide a one-time grant to 20 nos. of journalists @ Rs. 50,000 each every

year so that they can engage in their varied performances in a more productive and efficient manner.

4. Purpose

The assistance is intended to support journalists in their pursuit of outstanding achievements and also to support them in the time of need.

5. Objective

- (I) To uphold the dignity of media persons.
- (II) To inspire and motivate the media persons to excel in the field of journalism.

6. Constitution and Administration of the Scheme

The Scheme will be constituted under the Information and Public Relations Department of Government of Assam and will be administered by a Committee comprising:

I.	Senior-most Secretary of IPRD	-	Chairperson
II.	DIPR, Assam	-	Member Secretary
III.	Joint / Deputy Secretary, IPRD	-	Member
IV.	Financial Adviser, IPRD	-	Member
V.	A senior journalist from a Print Media House	-	Member
VI.	A senior journalist from an Electronic Media House-	-	Member

Members mentioned in Sl.Nos. V-VI will be nominated by the Govt. of Assam. The term of the Committee will be two years.

7. Eligibility Criteria

- I. The applicant must be a permanent resident of Assam.
- II. The applicant must be an accredited/recognised journalist of Assam.
- III. This is open to all mainstream media journalists having accredited/recognised card of DIPR, Assam including freelancers from Print, Electronic and News Agencies.
- IV. The minimum age of journalist should be 40 years. There is no upper limit.
- V. The applicant must have at least fifteen years of experience in the field of Journalism.
- VI. Reporters/ journalists in print and electronic media have to submit 3 nos. of research-based news/reporting/features /videos/documentaries. They must have minimum 3 nos.

of 'success stories' of Government schemes published/broadcast in their respective media outlet during the last 12 months.

- VII. Photojournalists/ video journalists in print and electronic media must submit minimum 3 nos. of still photographs or video of precise or extensive presentation/ coverage of certain subject matters/ events/ happenings during the last 12 months which are effective and beneficial for the people in terms of development, unity and integrity.
- VIII. A permanent / temporary / contractual employee of any Government / Semi-Government /Autonomous Body / Board / Corporation / Council, etc., is not eligible to apply.
- IX. The applicant's affiliation to any political party will be termed as a disqualification.
- X. The applicant should not have been convicted for any criminal offence or punished by any Court of Law or reprimanded by the Press Council of India for mis-conduct or violation of ethics of journalism or for any other similar reason.
- XI. Annual income of the applicant should be less than 5.00 Lakh. The Income Certificate in original duly issued by concerned Circle Officer should be enclosed along with the application.
- XII. An applicant who is selected once for this assistance will not be eligible to apply again for this assistance.
- XIII. Journalist Pension holder is not eligible to apply.
- XIV. Canvassing for the grant in any form will disqualify the candidature. Any body found canvassing in his/her favour shall be debarred from consideration for grant.

8. Application Process

- I. The applicant must fill out the prescribed application forms. An incomplete application or an application without the requisite components mentioned in the application guidelines will not be considered.
- II. The application should reach the Office of the Directorate of Information & Public Relations, Last Gate, Dispur, Guwahati-781006 within the fixed date which will be published through advertisement.
- III. Three sets of duly filled-up application forms (Schedule-I) will need to be submitted by each applicant. The envelope should be super-scribed as 'Application for One Time Grant for Media personality'.

- IV. Failure to enclose any of the below mentioned documents/items or furnishing of any invalid document may result in rejection of the application.

The applicant must submit the following along with two sets of application:

- (i) A brief Curriculum Vitae of applicant.
- (ii) Education and employment history.
- (iii) Self-attested testimonials/certificates in support of educational and professional qualifications.
- (iv) Recent passport size coloured photographs, one each to be pasted in two application forms.
- (v) Reporters/ journalists in print and electronic media must provide copies of his/her 3 nos. of research based news/reporting/features /videos/documentaries. They must have minimum 3 nos. of 'success stories' of Government schemes published/broadcast in their respective media outlet during the last 12 months. All samples should be submitted 2 copies each along with two sets of application.
- (vi) Photojournalists/ video journalists in print and electronic media must submit minimum 3 nos. of still photographs or video of precise or extensive presentation/ coverage of certain subject matters/ events/ happenings during the last 12 months which are effective and beneficial for the people in terms of development, unity and integrity. All samples should be submitted 2 copies each along with two sets of application.
- (vii) Photocopy of the Identity Card issued by the Media House and DIPR, Assam.
- (viii) In case of freelancer, he/she will have to provide supporting documents as proof of his/her articles/news/reports, etc. published in newspapers/ journals, etc.

9. Selection Criteria and Process

Applications received for assistance will be processed by the Director, Information and Public Relations, Assam and will be put up before the Selection Committee. The high-level Selection Committee consisting of prominent journalists, and senior Government officials will review the application and select Journalists from the pool of applicants.

Grant of financial assistance to any Journalist is not a matter of right. Assistance would be extended depending on the Committee's satisfaction regarding eligibility/merits of the cases. The Selection Committee reserves the right to not award any assistance if the applications do not meet the basic minimum standards in a particular year. The Committee further reserves the right to reject or accept any application without assigning any reasons

thereof. All decisions taken by the Selection Committee will be final and no appeal will be entertained.

The successful applicant will be intimated soon after the selection is made. The successful applicant shall submit the following:

- (i) A copy of his/her PAN Card.
- (ii) A cancelled cheque of a Bank account in his/her name.

10. Grant available under the Scheme

One time grant @ Rs.50,000.00 to 20 persons in a year.

11. Payment from the Scheme

The payment shall be made from the budgetary allocations earmarked for the "One Time grant for media personality" scheme during the financial year.

12. Budget Head

2220- Information and Publicity
60-Others
03-Press Information Services
08- 05-Research and Reference Section
822- One time grant for media personality
32- Grants in Aid General (Non Salary)
99-SOPD-ODS

13. Amendment of the Guidelines

The Government may amend the guidelines and application format as and when required.

Sd/-
PREETAM SAIKIA
Commissioner & Secretary to the Govt. of Assam,
Information & Public Relations Department

ONE TIME GRANT FOR MEDIA PERSONALITY

APPLICATION FORM
(To be filled up in English only)

To

**The Director
Information and Public Relations
Assam, Dispur, Last Gate
Guwahati-781006**

Paste your recent Passport size Coloured Photograph

[A] INTRODUCTION

[I] GENDER *(Please tick the applicable one)* **Male** **Female**

[II] NAME OF THE APPLICANT *(In capital letters only)*

[III] NAME OF FATHER / SPOUSE *(In capital letters only)*

[IV] DATE OF BIRTH

D	D	M	M	Y	Y	Y	Y

[V] AGE AS ON 1ST DAY OF JANUARY OF THE APPLICATION YEAR

Y	Y	M	M	D	D

[VI] IN PROFESSIONAL JOURNALISM SINCE/...../.....(DD/MM/YYYY)

[VII] MAIN MEDIUM (Please tick the applicable one):

PRINT / ELECTRONIC / NEWS AGENCY

[VIII] LANGUAGE(S) YOU REPORT IN.....

[IX] MEDIA HOUSE CARD NO..... VALID UPTO.....

[X] DIPR CARD NO..... VALID UPTO.....

[XI] BANK DETAILS

Bank Account No.																				
Name of Bank																				
Name of Bank Branch with Address																				
IFSC Code No.																				
PAN No. of the Applicant																				

[B] CONTACT DETAILS (In capital letters only)

[I] PRESENT ADDRESS.....

.....

.....

.....PIN.....

[II] PERMANENT ADDRESS.....

.....

.....PIN.....

[III] MOBILE NO(S).....

[IV] WHATSAPP NO.....

[V] E-MAIL ID.....

[C] EMPLOYMENT *(In capital letters only)*

[I] YOUR PRESENT EMPLOYER (NAME OF THE MEDIA HOUSE)

.....

[II] DATE OF JOINING THIS MEDIA HOUSE.....

[III] ADDRESS OF YOUR WORKPLACE.....

.....

[IV] YOUR OFFICIAL JOB TITLE OR POSITION.....

[V] DESCRIPTION OF YOUR CURRENT JOB, ROLE, RESPONSIBILITIES AND
NATURE OF WORK (In 50 words)

[VI] PREVIOUS EMPLOYMENT(S): (In chronological order)

Name of Media Organisation	Designation	Period

[VII] ARE YOU A FREELANCER? (*Please tick the applicable one*)

Yes

No

IF YES, IN WHICH NEWSPAPERS/JOURNALS/ ELECTRONICS MEDIA YOUR ARTICLES ARE PUBLISHED?

.....

.....

[D] EDUCATION (*Highest qualification on top*)

Qualification	Educational Institution	Year

[E] EXPERIENCE : HAVE YOU PARTICIPATED IN ANY FELLOWSHIP PROGRAMME?

Yes No

If Yes, give the details.

Year & Period of Fellowship	Sponsoring Organisation/ Institution	Title of the Fellowship

[F] LIST ANY AWARD(S) YOU HAVE RECEIVED

(i).....

(ii).....

[G] LIST OF BOOKS PUBLISHED

Name of Book	Fiction/Non- Fiction	Date of Publication

[H] ARE YOU A MEMBER OF ANY JOURNALISTS ASSOCIATION?

Yes No

If Yes, name and address of the Journalists Association you are associated.....

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[I] LIST OF SUPPORTING DOCUMENTS ATTACHED WITH THIS APPLICATION

- (i)
- (ii)
- (iii)
- (iv)
- (v)
- (vi)
- (vii)
- (viii)
- (ix)
- (x)
- (xi)

(xii)

Self Declaration & Undertaking

I do hereby declare that the information provided in my application is accurate, complete and true. I authorize the Director of Information & Public Relations, Assam to verify any aspect of my application and/or my credentials. I understand and agree that any inaccurate information, misleading information, or omission of a material nature relevant to the application will cause for the rescission of any offer of One Time Financial Assistance or for dismissal if discovered at a later date.

I undertake to refund the assistance if it is found at any stage that it was obtained on the basis of information known to be false or misrepresentation of true facts along with the interest at prevailing interest rates applicable in nationalised banks.

I do hereby declare that I am not a permanent/temporary/contractual employee of any Govt./Semi Govt./Public Undertaking /Corporation / Board/Council etc.

I also do hereby declare that I am not associated with any Political Party directly or indirectly.

Further, I also declare that no criminal proceeding is pending against me.

Date.....

Signature of the Applicant

Place.....

