Ref No. NYKS/NPYAD-Adventure Camp/2015-16/1207
Date: 03.12.2015

From: Dr. M. P. Gupta, Joint Director (NPYAD), NYKS, HQ, Delhi
To: All Zonal Directors, Nehru Yuva Kendra Sangathan

Sub: Guidelines and other details for organizing Adventure Camps under NPYAD for the year 2015-16.

Madam/Sir,

1. The Ministry of Youth Affairs & Sports vide its sanction letter No. F.13-18/2015-NPYAD dated 06.10.2015 has sanctioned 147 Adventure Camps for the year 2015-16. An amount of Rs. 1,37,81,250/- @ Rs. 97,350/- per camp for organizing 147 camps have been released to the concerned PAO zone (Annexure I).

2. Please find enclosed herewith the budget break up at Annexure II, Budgetary Guidelines at Annexure III, the Operational Guidelines at Annexure IV, Invitation proforma at Form - 1, List of participants for participating in Adventure Camp at Form - 2, Nomination form at Form - 3, Reporting Format at Form - 4, Expectation of participants and feedback form for participants at Form - 5 & 6 and plan of implementation at Form - 7 for organizing Adventure Camps.

3. Awareness about National Flagship Programme of Government of India for Financial and Social inclusion should be created during the camp for more details please see the enclosed guidelines.

4. You are requested to ask the concerned DYCs to strictly adhere to the guidelines for the organization of Adventure Camp.

5. Local district/State units of NSS and NCC be coordinated for successful/implemention of this programme.

6. Schedule of Camps should be planned in rational manner and scope for inspection, visits & surprise visits should be incorporated in the programme. Vigilance compliance must be ensured.

7. All ZDs must send Plan of Implementation of Adventure Camps in attached format (Form - 7) so as to reach HQ. NYKS, Delhi well in advance before commencement of the programme. It would facilitate extending invitation to officials and dignitaries to visit the programme.

8. Inviting the participants of Adventure Camps will be the prime responsibility of the host District Youth Coordinator (DYC). He/She will confirm the participation of...

Visit us at http://www.nyks.org
the participating Kendras. It will be the duty of each ZD to see that the host Kendras have invited participating Kendras at the earliest, and the confirmations are received immediately.

9. The participants should be selected immediately after Plan of Implementation is final and it should be shared with respective Zonal Directors. Youth from Saansad Adarsh Grams may also be given opportunity to participate in the Adventure Camps.

10. Interaction Session with participant about their expectations from the programme, on their arrival and feedback session with participant about their feedback from the programme on their departure should positively be organised. Video-Clipping of both the session is mandatory which should be shared with NYKS Hqtrs. with the report (Form 5 & 6).

11. For mobilising support and resources local units of NCC be coordinated for this programme. NSS volunteers should also be involved during the camp as per their suitability.

12. To make the programme more transparent, responsive, vigilant and effective, local public Representatives viz. Hon'ble Ministers, MPs, MLAs, PRI members; eminent personalities from difference walks of life, State Govt. and Districts Administration’s Officers; Chairpersons and Members of SACYP and DACYP and others with whom NYKs have been collaborating, should be invited on different occasions during the camp. Their remarks about the camp should be taken in Visitor’s Book.

13. Electronic and Print Media should be invited for wider coverage of the programme.

14. The required funds are being released to concerned PAO Zones through RTGS for immediate release to concerned Zonal Offices and Kendras.

15. Funds should be utilized strictly accordingly to the budget breakup attached with this letter. There should not be any diversion. Even inter head diversion is not permitted. Settlement of accounts will be on the basis of actual expenditure or maximum admissible amount without the head, which ever would be the less. If number of participants will be less then boarding and lodging and other expenditure amount will be deducted accordingly.

16. Transparency and probity in utilization of funds supported by Correct and complete real time accounting should be ensured.

17. During the period of preparatory phase of the Programme DYC should send weekly and fortnightly report to Zonal Directors. Zonal Directors are requested to send compiled weekly and fortnightly report to Shri A. K. Verma, Assistant Director, (NPYAD). His email id is project.nyks@gmail.com.

18. Comprehensive monitoring mechanism and reporting system should be followed. A daily report will be forwarded by the ZD to Shri A. K. Verma, Assistant Director, (NPYAD).

Continued to page 3...
21. Respective Zonal Director should also ensure to get feedback from the participants on daily basis through meetings and should ensure resolution of the issues, if any thereof. Similarly, he should also be alert about instructions forwarded by the DG and Hqtrs and ensure compliance of the same.

22. It is important to mention here that Zonal Directors of zone organizing the programmes and Participating Zonal Directors, NYKS should submit the compiled report within 15 days of the completion of the programme.

23. Physical Progress Report in the prescribed proforma attached in the guidelines along with detailed report of the activities undertaken during 07 days of the programme should be supported by quality action photographs, press clippings and Video-clippings.

24. The report should also be supported with evaluation report, inclusive of feedback report along with analysis of the feedback given by the participants.

25. Please note that hard copies of the above mentioned report and with soft copies are required to be sent to Hqtrs.

26. Audited utilization certificate based on actual expenditure and within the sanctioned released amount should be submitted immediately after completion of the programme.

27. Hence, you are directed to organize the programme in befitting manner and submit reports and returns immediately after completion of the programme to Dr. A.K. Verma, Asst. Director (Spl. Projects) at project.nyks@gmail.com and arjun03_2000@yahoo.com

28. This issue with the approval of the Director General.

Yours sincerely,

(Dr. M.P. Gupta)
Joint Director (NPYAD)

Encl: All Annexure from I to VII above being sent through email only and placed on NYKS Website.

CC:
1. PS to VCs
2. PS to DG.
3. Director FB&A for information please.
4. ZD, NYKS, PAO zone, Gandhinagar, Bhubaneswar, Lucknow, Guwahati, Bangalore and Alipur.
5. Concerned Zonal Directors, NYKS.
6. JD, CDN for information and necessary action.
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<tr>
<th>S. No</th>
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<th>State/ Zone</th>
<th>No of Kendras in the state/ Zone</th>
<th>No. of Adventure Camps allocated</th>
<th>Total Amount calculated @ 93750 per camp (93750 * f)</th>
<th>Total Amount to be released PAO wise</th>
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Grand Total: 623, 147, 13781250
Annexure II

NEHRU YUVA KENDRA SANGATHAN
BUDGET BREAK UP FOR ADVENTURE CAMPS 2015-16

The Ministry of Youth Affairs & Sports has conveyed the sanction of Rs. 1,37,81,250/- (Rupees One Crore Thirty Seven Lakhs Eighty One Thousand Two Hundred And Fifty Rupees only) to the Director General, Nehru Yuva Kendra Sangathan, Core 4, Second Floor, Scope Minar, Twin Tower Complex, Laxmi Nagar, Delhi-110092 for organizing 147 Adventure Camps under the component of Promotion of Adventure Camps component of NPYAD Scheme for the year 2015 – 16 scheme as detailed below:

<table>
<thead>
<tr>
<th>Sl.No.</th>
<th>Particular</th>
<th>Amount (in Rs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Boarding and Tentage @ Rs.250/- per head for 25 youth for 7 days(25x250x07)</td>
<td>43,750</td>
</tr>
<tr>
<td>2.</td>
<td>Travelling Allowance @ Rs.500/- per head for 25 persons (25x500)</td>
<td>12,500</td>
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<tr>
<td>3.</td>
<td>Trekking/Camping equipments for hire/purchase on lump sum basis</td>
<td>25,000</td>
</tr>
<tr>
<td>4.</td>
<td>Contingencies@ 25% of B&amp;L above</td>
<td>12,500</td>
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<td></td>
<td><strong>Total</strong></td>
<td><strong>93,750</strong></td>
</tr>
</tbody>
</table>

Above sanctioned budget is released for organizing the camps as per list enclosed at Annexure - I.

Further it is directed that:

- The utilization certificate should be submitted within 20 days after completion of the camps with the audited statement of accounts comprising of Receipt & Payment Statement, Income & Expenditure Statement and Balance Sheet and other documents mentioned on preceding para. The utilization certificate should be checked and signed by the Chartered Account with reference to the initially and subsidiary accounts of the Government grant to be maintained by the grantee as per Rule 150 (5) of the GFRs 2004. Certificate to the effect that the quantified and qualitative target that should have been reached against the amount utilized were reached and if not the reasons thereon may be indicated in the Utilization Certificate.
While conveying sanction to NYKS, MoYAS has strictly mentioned that:

(i) Amount of grants-in-aid should be utilized only for the purpose for which it is sanctioned and unspent balance of grants-in-aid shall be refunded by the grantee institution immediately after conducting the programme.

(ii) The grantee shall not divert the grants and entrust execution of the scheme or work concerned to another Institutions or organizations and shall abide by the terms & conditions of the grant. If the grantee fails to utilize the grant, for the purpose for which the same has been sanctioned, the grantee will be required to refund the entire amount with interest accrued thereon @ 10% per annum.

(iii) When the Government of India/State Government have reasons to believe that the sanctioned money is not being utilized for the approved purpose purposes, the payment of the grant shall be stopped.

(iv) The grantee should exercise reasonable economy in the implementation of the approved project.

(v) It may be ensured that the beneficiaries must be in the age group of 15-29 years and be identified in consultation with the Panchayati Raj Institutions. Since the National Youth Policy focuses on tribal, out of school, youth/adolescents with disabilities, youth in difficult circumstances, the grantee institution/ organization should ensure due representation of these persons in the camps. The grantee organization should ensure that at least 16.20% of the participants should be from SC category and 8.20% of the participants from ST category. It may also be noted that due representation should be given to women and physically challenged youth while conducting the programmes. The list of women and SCs/STs may be prepared separately and sent to this Ministry along with list of participants.

(vi) The fact that the programme is sponsored by the Ministry of Youth Affairs and Sports should be prominently highlighted and displayed while inviting people and holding functions/programmes/events etc.
Introduction

The scheme titled National Programme for Youth Adolescent Development (NPYAD) has been formulated by merger of four 100% central sector grants-in-aid schemes of the Ministry of Youth Affairs & Sports during 10th Plan namely, Promotion of Youth Activities & Training, Promotion of National Integration, Promotion of Adventure and Development and Empowerment of Adolescents.

Promotion of Adventure is one of the significant and important components of the NPYAD scheme. The adventure activities are planned to create and foster amongst the youth a spirit of risk – taking, cooperative teamwork, the capacity of ready and vital response to challenging situations and of endurance.

This also provides a creative and happy outlet for the abundant energy, enthusiasm and imagination of youth. While all youth should get the opportunity to avail themselves of adventure facilities, this scheme specially intends to serve the first generation learners and non-student youth both in urban and rural areas with particular thrust on non-student young people in the rural areas.

Objectives:

• Encouraging spirit of adventure and risk taking amongst youth.
• Inculcating spirit of nature appreciation with emphasis on ecology and conservation of natural resources.

About the Project:

The Ministry of Youth Affairs & Sports vide Sanction No. 13-18/2015-NPYAD dated 6th October, 2015 has sanctioned Rs. 1,37,81,250/- (Rupees One Crore Thirty Seven Lakhs Eighty One Thousand Two Hundred And Fifty Rupees only) @ Rs. 93,750/- per camp for organizing 147 Adventure Camps for the year 2015-16.
Activities of the Camps: The activities would include ---

1. Ground/Rock: Trekking on well established Tracks, Rock Climbing, Repelling, Safaris, , artificial rock /wall climbing

2. Water: White Water Rafting, Kayaking & Canoeing, long Swimming, Water sports,

3. Air: Para Sailing, Pare Gliding, Hang Gliding, Hot Air Ballooning

Besides these, during the Adventure Camp an everyday Cleanliness Drive activities would be undertaken by the participants and special sessions should also be organized with the help of experts and resource persons for educating and motivating the participants on National Flagship Programmes viz.

- Pradhan Mantri Jan Dhan Yojna, (Pradhan Mantri Suraksha Bima Yojana, Pradhan Mantri Jeevan Jyoti Bima Yojana, Atal Pension Yojana).
- MUDRA Bank (Micro Units Development and Re-Finance Agency).
- Swachh Bharat Mission, Nirmal Bharat Abhiyan- Construction of Toilets.
- Digital India.
- Make in India.
- Skill India.
- Beti Bachao – Beti Padhao Abhiyan.
- Practice and Promotion of Good Governance and Civic Responsibilities.
- Partition in Saansad Adarsh Gram Yojana.
- Shramdaan – motivating youth to devote 100 hours on voluntary labor a year (2hrs a week ) in their areas.
- Other Schemes for the benefit of youth and masses.

Recognized Institutions by MoYAS:

1. The Indian Mountaineering Federation (IMF)
2. The National Institute of Water Sports, Goa
3. The Aero Club of India, New Delhi
4. Other Institutions in the field of Adventure

Selection of Participants:

Only 25 participants will participate in one adventure programme irrespective of its type.

The Zonal Director / host NYK will issue very clear guidelines to participating NYKS for selection of only those youth who fulfills following criteria.
• Preferred age group of participants should be between 15-29.

• All participants should be member of the Youth Clubs/Mahila Mandals affiliated to NYK and should be physically fit to participate in adventure activities.

• Youth from Saansad Adarsh Grams may also be given opportunity to participate in the Adventure Camps.

• Due representation should be given to Women, SC/ST/OBC. At least 30% of the participants should be women.

• All participants should be willing and able to participate in all activities planned for adventure programme.

• The participants of the previous adventure camp should not be considered for selection.

• All participating youth should be directed to submit a declaration in prescribed proforma duly countersigned by their parents allowing them to join the programme at their own risk. The proforma for the same be developed and circulated to participant Kendras along with the letter of invitation.

**Linkage / Safety Measures:**
Every programme must have a tie up/linkage with a recognized institute of proven expertise in the relevant field. It is advised to take assistance of National Adventure Foundation & other similar institutes. All scheduled safety measures should be followed while organizing adventure programme in order to avoid any miss-happening.

**Feedback of participants:**
Feedback of the participants attended the Adventure Camps should be taken prior to the camp and after the completion of the camps (Form 5 & 6) and questionnaire analysis of the feedback should be prepared and resented with the programmes report.
NEHRUYUVA KENDRA SANGATHN
INVITATION FORM
(for participating in Adventure Camp)

To,

The Youth Coordinator
Nehru Yuva Kendra (Name of participating Kendra) ......................

Dear Colleague,

I take this opportunity to invite a contingent of ........... (No. of participants) for participating in Adventure Camp being organised by Nehru Yuva Kendra (Name of Adventure Camp organising Kendra) ................ as per detail below.

1. Name of NYK organizing Adventure Camp: ..........................................................
2. Address: ..............................................................
3. Phone No.  
4. Email Id: .............................................................
5. Dates of the Adventure Camp: From .............................. to ............................
6. Venue of the Adventure Camp: .............................................................
7. How to reach:

8. Contact persons and their mobile & landline telephone numbers:-
   a) DYC.............................................................................
   b) ACT.............................................................................

You are therefore requested to send the details of contingent in the enclosed Form latest by (last date of receipt of details of participants from participating Kendra).....................

Yours faithfully

Name of
Signature, District Youth Coordinator
Nehru Yuva Kendra..............
(Name of organising kendra)

Enclosed: As above (Form) & Declaration Form.
CC:  
1. Zonal Director (of the host Kendra)
2. Shri Nand Kumar Singh, Deputy Director NPYAD, NYKS, HQ, New Delhi.
Nehru Yuva Kendra Sangathan
List of participants for participating in ADVENTURE CAMP
(It is mandatory on the part of Kendra selected for participation to send contingent)

(a) Name of participating Kendra ..............................................

(b) List of the participants and waiting list:

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<th>Sl. No.</th>
<th>Zone</th>
<th>Sl. No.</th>
<th>State/UTS</th>
<th>No. of Adventure Camps to be allocated</th>
<th>Sl. No.</th>
<th>Location of the camps</th>
<th>Dates</th>
<th>Identified Collaborating Agencies (including NCC &amp; NSS)</th>
<th>Identified Areas</th>
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</table>

** Participation of 16.20% of SC category and 8.20% of ST category must be ensured.**

*Due representation should be given to women (30%) and physically challenged youth for participation in the programme.

(c) Train name and number ..................................................

(d) Date and time of the start of their journey:..........................

(e) Estimated Time of arrival of the train at (station):..................

(f) Booking details of their return journey (Date and train name):

.................................................................

.................................................................

.................................................................

Signature of DYC of Participating Kendra

Date  __________  Name

Place  __________  Stamp of the Kendra
Nehru Yuva Kendra Sangathan  
Nomination Form for ADVENTURE CAMP

(It is mandatory on the part of Kendra selected for participation and to send contingent)

(a) Name of the Kendra organising the camp ..............................................
(b) Date and duration of the camp .....................................................
(c) Venue of the camp ........................................................................
(d) List of the participants and waiting list;

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<th>Name of the Father/Husband</th>
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<th>Age</th>
<th>Category (SC/ST/OBC/Minority/General)</th>
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Name of wait list participants

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</table>

** Participation of 16.20% of SC category and 8.20% of ST category must be ensured.**

(e) Travel Plan of the contingent for attending camp..
   (i) Date of Departure.................................................. and Time .........................
   (ii) Date of Arrival of Campsite ..................................... and Time .........................

Signature of DYC of Participating Kendra

(Name of District Youth Coordinator)

Stamp of the Kendra
Nehru Yuva Kendra Sangathan
Adventure Camp 2015-16, Summary Reporting Format and points for detailed Report
(To be prepared by the District Youth Coordinator of Organising Kendra)

Part - A

Zone: ...........................  State: ...........................  Name of Zonal Director: ............................
District NYK: ........................... Name of Youth Coordinator: .............................

1. Name of agency collaborated for undertaking Adventure Camps activities. ........................
2. Date: From .................................... to ....................................
3. Venue of Adventure Camp: ............................
5. **Resources Mobilized:**
   a) Material (Type) Quantity Value (in Rs.) NCC & NSS
   Collaboration
      1.                                           
      2.                                           
      3.                                           
   b) Fund (in Rs.)
6. Name of Subject Experts and their Areas of Expertise who Addressed Adventure Camp
   Participants
      a) Name of Subject Experts Area of Expertise
         i.                                           
         ii.                                          
         iii.                                         
         iv.                                          
7. Name and Designation of Dignitaries/VIPs attended the Adventure Camp
   a) Name of VIPs/Dignitaries Designation
      i.                                           
      ii.                                          
      iii.                                         
8. Types of activities undertaken under **Swachh Bharat Mission**
   i)                                           
   ii)                                          
   iii)                                         
9. **Details of Participants**

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<tr>
<th>Sl. No.</th>
<th>Participating Categories of Participants</th>
<th>SC</th>
<th>ST</th>
<th>OBC</th>
<th>Minority</th>
<th>Physically Challenged</th>
<th>General</th>
<th>Total</th>
<th>Grand Total</th>
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<td>7.</td>
<td>No. of category wise participants from Saansad Adarsh Grams</td>
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It is certified that all the participants in the Adventure Camp were in the age group of 15-29 yrs and above mentioned activities and programmes were organized successfully. This report will be supplemented by detailed narrative reports along with action photographs, press clippings and video clips.

Signature of Zonal Director                                Signature of Youth Coordinator
Nehru Yuva Kendra Sangathan
Adventure Camp

Date_____________ to_____________
Venue:-______________________

EXPECTATION OF THE PARTICIPANTS
(Questionnaire to be filed by the Participants on arrival)

1. Why did you wish to participate in Adventure Camp?
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

2. Have you ever visited any place outside your district? If Yes, what was your experience?
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

3. What are your expectations from this programme?
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

4. Do you have friends/relatives outside your district ______________________
   yes/no_______________________________________________
   If yes, Name the place_________________________________________________________

5. What are your opinion about friendship, good food, good health and Fraternity and what measures you will take to strengthen these?
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

6. Do you know about the programmes run by Nehru Yuva Kendra or other department of Govt. in your district, if yes please elaborate.
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
7. In which programmes you are interested. (Trekking on well established Tracks, Rock Climbing, Repelling, Safaris, artificial rock/wall climbing, White Water Rafting, Kayaking & Canoeing, long Swimming, Water sports, Para Sailing, Para Gliding, Hang Gliding, Hot Air Ballooning etc.) please specify?
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________

8. What are your hobbies? Please specify
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________

9. What measures should be taken for mainstreaming Adventure activities in the society?
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________

10. What specifically would you like to learn & get experience from this programme?
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________

11. Any other point you would like to mention
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
Nehru Yuva Kendra Sangathan
Adventure Camp

Date__________________ to_______________
Venue:-______________________

FEEDBACK FORM FOR PARTICIPANTS
(Questionnaire to be filed by the Participants at the end of the programme)

1. Name of participant (Optional) ________________________________

2. What was your first feeling when you come on the first day of the camp and what are your thoughts and impression now?
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

3. Have you made any friends during this programme if yes, how many and common areas of interest?
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

4. What impressed you much about this programme
Topics of the programme _______________________________________________
Class Room Session____________________________________________________
Culture________________________________________________________________
Other Camp activity ___________________________________________________
Way of interaction of the resource person ________________________________
________________________________________________________________________

5. Did this programme enrich your knowledge about Adventure issue?
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

6. In what way do you think you can contribute in upbringing of responsible and productive youths in the society?
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
7. What role you would play after attending the Adventure Camp for mainstreaming the adolescent in your locality?

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

8. How would you disseminate the information you have accumulated in ADVENTURE CAMP to your peer groups for their benefit?

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

9. What improvements would you suggest in the organization of ADVENTURE CAMP? The activities you wish to be added/excluded from the programme.

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

10. Your overall impression on:
    • Boarding and Lodging: ___________________________
        ___________________________________________
        ___________________________________________
    • Programmes and activities: ______________________
        ___________________________________________
        ___________________________________________
    • Interaction with Resource Person: ___________________
        ___________________________________________
        ___________________________________________
    • Interaction with Youth: _______________________
        ___________________________________________
        ___________________________________________

11. Any other comment you would like to register apart from above points.

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
## Nehru Yuva Kendra Sangathan
### Adventure Camp 2015-16, Plan of Implementation
*(To be prepared by the Zonal Director of Organising Kendra)*

<table>
<thead>
<tr>
<th>Zone No.</th>
<th>Zone</th>
<th>Number of Adventure Camps allocated</th>
<th>Name of Organizing Kendra</th>
<th>Date and duration &amp; Venue of Adventure Camp</th>
<th>Coordination with NCC units &amp; NSS</th>
<th>Types of Adventure Activities</th>
<th>Name and Address of agency identified for Adventure Camps</th>
<th>Name &amp; Contact details of involved Dy. Dir. for organising monitoring &amp; supervising camps</th>
<th>Participating Kendra</th>
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 Prepared by AO....................
 Verified & Signed by ZD ....................

. Note: This Plan of Implementation should be submitted to HQ (“project.nyks@gmail.com” and “ddnpyad.nk@gmail.com”) by email **at the earliest**.