



UPAY SCHOLARSHIP SCHEME POLICY

Reference No: UPAY/Policy Circular/2019/01

Aim: Identify the students performing well and in need of resources to continue their studies further or in need of any other additional resources.

Duration: Duration of the scholarship will be for two years. After one year assessment shall be done by the selection committee and if the performance of the student found satisfactory only then the scholarship will continue for next year. Process for selection may be started in March month and shall be declared by April month. Monthly scholarship may be awarded from July month with start of academic sessions and Support amount can be given as per need.

Selection committee: Minimum 3 member's election committee shall be proposed by Zonal director and approved by governing body. At least one external member, Zonal Director and one executive body member must be the part of selection committee.

Type of scholarship:

1. Scholarship for Academics: Applicable to the children from class 8 to class 10.
2. Scholarship for Non-academics :For special talent in sports , singing , dancing etc

Identification of beneficiaries:

General eligibility:

1. He/she shall be a regular student at UPAY centre.
2. He/she shall belong to the financial weaker society. Parent's annual income shall not exceed more than Rs 1.5 lacs. A proper background check* shall be done at local level for this.

Selection criteria for academics scholarship

1. First level segregation by the conduction of centralized tests.
2. after the identification, carrying out **Personality test** for the students via selection committee.
3. Grant of scholarship to 1 student against each 5 centres in a zone (may vary depending on the size of the zone. For example, if there are 10 centres in a zone, 2 students may be identified).

Selection criteria for non-academics scholarship

1. Name should be referred by the Talent Search Team (TST)** based on the evaluation during bal-sabha and centre or zonal level competition. Finally considered by the executive body of UPAY.
2. Selection committee shall finalize the scholarship
3. Grant of scholarship to 1 student against each 5 centres in a zone (may vary depending on the size of the zone. For example, if there are 10 centres in a zone, 2 students may be identified).

Scheme of scholarship/Break-up:

Monthly scholarship for 12 months (for both academics and non-academics)	Rs.500/-
Additional Support for some specific purpose: it shall be kept as Fixed Deposit in UPAY account and shall be handed over as and when required by student for specific purpose with the Prior approval of Zonal Director. For academics related support For example purchase of cycle, payment of coaching fees , payment against any specific need) For non-academics related support: Monetary support for purchasing the instruments/ cloths/food items etc. Logistics support to attend the competitions and trials, competition registration fees	Rs.6000/-
Total	Rs 12000/-

About the scheme:

It is a conditional cash transfer scheme which UPAY holds for those who are fulfilling the criteria and are in need of scholarship as well. Monthly amount shall only be transferred in the Student's Bank account only.

There may be a conflict arising in case of two students who are both performing well. The decision would be taken in favour of the child who is in more need of the scholarship.

To make sure that the amount granted is put to effective use precisely for the purpose for which it was asked, UPAY may choose to deposit the amount in its own account by opening a **Fixed Deposit** for it. It may be delivered to the child as and when needed with the prior approval of Zonal Director. A monthly record of what the amount was spend on should be maintained by the concerned Zonal Secretary Operations or Admin. The amount may not necessarily be used to pay tuition fee or the like. It may also be used to fund a particular need of the child.

UPAY reserve all the rights to cancel or discontinue the scholarship at any point of time if the documents and information furnished by student found wrong or misleading.

An agreement shall be signed with the parents of student

***Background check points:** for the proper identification of need, committee shall not only rely on income certificate following points shall also be checked for finalization of most needy student.

1. Number of members dependent on the parents/earning member
3. Family literacy status and highest education level attained
4. Number of Sibling, age, educational level.
5. Current marital status of parents: single parents/Separated /widow
6. Current occupation of mother & father
7. Type of activity: labour/farming/industry/other workers
8. Mode of travel to the place of work & distance:
9. Type of house currently living in: Kaccha/Pakka/Tent/other
10. Migration behaviour: Current place of residence, previous place of residence, reason for migration, distance from migrated place, duration of stay in current location.
11. Disability in the family: Parent/ Sibling or Earning /non-earning member along with Kind of disability (Part affected, genetic predisposition, curability)

****Talent Search Team (TST)**

• Composition:

- a) It will be a two member team.
- b) This team will be decided by the zonal team.
- c) Tenure of the team will be of one year.
- d) Zonal director can invite the TST in zonal meeting

• Responsibilities:

- a) TST has to finalize the names of the persons for getting scholarship/ scholarship/ other kind of support.
- b) TST has the responsibility to maintain the records of the persons- their performances / outcomes in different events etc.
- c) TST has the responsibility to ensure that the beneficiaries can take part in different competitive events.
- d) TST has to submit a report to the zonal director (once in three months) (format of report is attached)

•Removal from the position:

- a) Zonal director has full rights to remove any member of TMT if he/she is going against the rules and regulation of UPAY
- b) However TST member has right to appeal against the decision to the executive body, in case of different view from the zonal director, the decision of the executive body will be final.

FAQs

1. How to ensure the correct usability of the money granted?

Ans: Proper follow up shall be done by the selection committee and ensure the proper utilization of scholarship.

2. If in case both the students perform equally well and both need the scholarship, what would be the suitable course of action?

Ans: In that case an approval shall be taken from the Director (operation) and scholarship amount can be divided between both the students

3. Who will decide the time and frequency of Additional support amount?

Ans: additional support amount can be disbursed by the prior approval of zonal directors. Zonal Directors are the competent authority to disburse the amount in as many instalments but the total disbursed amount cannot be more than the allocated amount.

4. If the requirement is more than the scholarship amount, is there any provision to revise the scholarship amount?

Ans: Scholarship amount has been decided by executive body, any change in scholarship amount shall be subjected to approval of chairman. Yet Additional support can be provided at Zonal level with the approval of Zonal Directors.

5. Will there be any special incentives for girl students?

Ans: there is no separate scheme for girls. But it is the purview of selection committee, if selection committee feels the need proper approval shall be taken.

6. Should we try to get sponsors for the scholarship so that the model is sustainable in the long year?

Ans: Zonal Directors, Director (Operation) and Chairman shall ensure the sponsors for scholarship.

7. After one year of scholarship, do we continue giving the scholarship to the same child and add more beneficiaries or we replace for the next year?

Ans: Scholarship will be given for two years and will be reviewed after one year. Consent of Zonal Director shall be taken for continuation of scholarship.

Prepared by Zonal Director (UPAY Delhi)

Checked by Director (Operations, UPAY)

Date: 18.02.19

Approved by Chairman (UPAY)