



केन्द्रीय विद्यालय संगठन /Kendriya Vidyalaya Sangathan

१८, संस्थानिक क्षेत्र/18, Institutional Area

शहीद जित सिंह मार्ग/Shahed Jeet Singh Marg

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वेबसाइट/website-www.kvsangathan.org

F.110338/06/2012-KVS(HQ)/Acad.

Dated: 25.06.2013

URGENT

E-mail/Speed Post

To,
The Deputy Commissioner
Kendriya Vidyalaya Sangathan,
All Regions

The Principal
Kendriya Vidyalaya
Moscow/Tehran/Kathmandu

Sub: INSPIRE PROGRAMME – lanchd by Deptt. of Science & Technology – reg

Ref: Letter No. F.110338/06/2010-KVS(HQ)/Acad dated 25.05.2012

Sir/Madam,

In continuation to even letter dated 25.05.2013, it is to submit that for the INSPIRE Award Scheme for the session 2012-13, Deptt. of Science & Technology has once again asked for more nomination from the schools, when earlier the name are not selected. One of the components of the Scheme (INSPIRE AWARDS) is to provide once in a life time award of Rs. 5000/- per student in the age group of 10 to 15 years studying in Classes VI to X in any school in India and KVs. The students getting the award will utilize the award money of Rs. 5000/- to make project/model which will subsequently be displayed at an exhibition to be organized at various levels including national or its final selection to be adjudged by panel of juries. The salient feature of award component of INSPIRE are enclosed herewith.

The students in the age group of 10 to 15 the studying in class VI to X in any KV will be eligible to receive the award. The Principal of each KV through a transparent system of selection based on merit (i.e. performance in terms of marks/grade in previous class annual examination in EVS/Science subject and any significant achievements in the field of Science and Technology) will identify 05 students (limited to 01 student from each class) for the award.

After selection 05 students, the Principal will indicate the name of two preferred students out of 05 (01 from group Classes VI to VIII and 01 from Group Classes IX and X) in the proforma attached herewith and forward the names to the concerned Regional Office. The Regional Offices will compile the details of nominated students of their region in the prescribed proforma and forward the same to the undersigned in form of hard copy and soft copy (CD) and E-mail (acedpkvs@gmail.com). The list of selected students will be forwarded by KVS (HQ) to Deptt. of Science and Technology for final selection at their end.

All the Deputy Commissioners are requested to give necessary directions to all the KVs under their jurisdiction to send their proposals before July 10th, 2013 to the concerned Regional Office. After compilation Regional office should forward the same to KVS(HQ) before July 15th, 2013 for timely submission of the proposal to DST. Photocopy of guidelines (Annexure IIA) is also enclosed herewith. General guidelines and other details of Scheme are also available on the DST's Website (www.dst.gov.in). Action taken in the regard may also be intimated to KVS(HQ) time to time.

❖ Proposal should be sent in soft copy.

Yours faithfully,

(Nagendra Goyal)

Deputy Commissioner (Acad. & EDP)

Encl: As above

Copy for information to:

1. PS to Commissioner
2. Sh. J. J. Thomas, DS, Deptt. of Science & Technology with information that Nagendra Goyal, Deputy Commissioner, Kendriya Vidyalaya Sangathan, 18 Institutional Area, Shaheed Jeet Singh Marg, New Delhi (Ph. No. 011-26856498 (O), e-mail - acedpkvs@gmail.com) will act as Nodal Officer for the INSPIRE awards.
3. SO (EDP) – for uploading on KVS website.

Detailed Instructions for filling up the INSPIRE Award proposals in the prescribed proforma (Annexure-II)

Under the scheme, a large number of nominations have to be processed for selection of the children for the INSPIRE Award. Hence manual processing of proposals is not possible and it is essential that hard copy of the proposals is accompanied by **soft copy in MS Excel format only** with all the columns duly filled in. Considering that the electronic processing of the proposals for final selection of the children requires the electronic file also to be uniformly prepared in a standard format and keeping in view the experience of processing the proposals from some states, certain commonly committed mistakes have been noticed, following detailed instructions are issued for the guidance of state / district / school authorities for preparation of the proposals and filling the requisite details in the prescribed proforma. Unless the proposals are correctly and completely filled in accordance with these requirements, it will be difficult for the DST to timely process and sanction the proposals from a particular state. Hence, these instructions may be adhered to by all concerned.

1. **Schools and / or district authorities should not send proposals directly to DST.** School authorities within a district should send their proposals to the district authorities, who after compiling these proposals should send the same to their state authorities. DST would entertain proposals only from the state authorities and no cognizance would be taken by DST on the proposals received directly from any school / district authority. The hard copy of the proposals sent by state authorities to DST should be duly authenticated by the authorized officer of the state authorities.
2. It should be ensured that the soft copy and hard copy truly conform to each other. It is advisable that the hard copy should be a print out of the soft copy, which will ensure that both hard copy and soft copy conform to each other.
3. Proposals should be sent in the prescribed format (Annexure-II) in the MS Excel file only as processing of proposals sent in MS Word or PDF or any other format is difficult.
4. All the columns in the proforma should be duly and correctly filled in. Wherever the entry in a particular cell requires numerals to be filled, no English letters or Roman numerals should be entered, the words "do" etc. should not be used even where the entries are repeated. Only Arabic numerals should be used, for example, for information on the class in which student is studying (Col. 12 of the proforma), the Arabic numerals 6, 7, 8, 9, and 10 should be used and not the Roman numerals VI, VII, VIII, IX and X or the combination of Arabic numerals and letters like 6th, 7th, 8th, 9th, 10th as it hampers with the electronic processing MS Excel file.
5. As the warrants would be issued by the bank based on details of child's name father's name, school's name etc. as given in the format. **Care should be taken to correctly fill up such details so that warrants are issued with correct particulars of the selected child** and this would also ensure that the child does not face any difficulty in encashing the warrants. Care should be taken not to merge the cells in Excel sheet in the proforma as this also hampers with electronic processing.
6. The entries of a particular school in the file should be arranged in a sequence i.e. starting from class 6 and then class 7, 8, 9 and 10.

7. Only the students studying in classes 6 to 10 are eligible under the INSPIRE Award Scheme. Hence no child studying in class 5 or below or class 11 and above should be nominated under this scheme.
8. **Similarly from each class (from class 6 to 10), only one name should be recommended.** Recommending 2 or more names from the same class or omitting any class with recommended child in col. 10 is not allowed, and it also hampers the process of electronic processing under a set programme for selection of children.
9. Proposal for entire State can be sent either in a single MS Excel file or different files can be sent for **each district.**
10. Correctly fill up all columns upto 16 as per these instructions including notes given below the format. Don't fill Col. 17 and 18. These will be filled by DST.

Revised format for submitting INSPIRE Award proposals for 2012-13

Name of the State - KVS

S.No.	District	Sub-District/ Block/ Tahsil/ Zone etc.	Name of the School	No. of children selected from the school till March 31, 2012	Type of School * (see note 1 below)	Location Type (R/SU/U)* (see note 2 below)	Level of school * (see note 3 below)	Name of the recommen- ded student in each class 6th to 10th	Class * (see note 4 below)	Preference no. * (see note 5 below)	Sex (M/F) * (see note 6 below)	Category (G/SC/ST/ QBC) * (see note 7 below)	Name of Father/Mo- ther	Selected Child (to be filled in by DST)	TID no. of selected child (to be filled in by DST)
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16

SIGNATURE OF THE DEPUTY COMMISSIONER