

CITIZEN CHARTER

under Assam Right to Public Service Act

The following are the services brought under ARTPS Act. 2013 provided by Directorate of Cultural Affairs, Assam.

ARTISTS PENSION

Sl. No.	Name of Service	How to Apply	Date of announcement	Time to Apply	Documents Required
1	Artist pension	Applications have to be submitted as per the advertisement published in Local Dailies during the month of June every year.	On or before 14th August	During the month of June every year	1. Bio-data (as per format) 2. Achievement and contribution (in form of Books, CD, Cassette, etc.) 3. Recognition in State / National / International (with certificate) 4. One copy of Passport size of photograph
2	Ex Gratia Grants				
3	Family Pension				

BOOKING OF RABINDRA BHAWAN, STATE ART GALLERY AND KAMAL NARAYAN CHOUDHURY RECORDING STUDIO

Sl. No.	Name of Service	How to Apply	Fees for Non - Professional		Fees for Professinol		Other Charges	Documents Required
			Full Slot Time (10.00 am to 10.00 pm)	Half Slot (Time10.00 am to 2.00 pm and 2.00 pm to 10.00 pm)	Full Slot Time (10.00 am to 10.00 pm)	Half Slot Time (10.00 am to 2.00 pm and 2.00 pm to 10.00 pm)		
1	Rabindra Bhawan	User has contact Booking in-charge	Rs. 18,000/- w.e.f. 1 st March to 15th Nov.	Rs. 10,000/- w.e.f. 1 st March to 15th Nov.	Rs. 26,000/- w.e.f. 1 st March to 15th Nov.	Rs. 14,000/- w.e.f. 1 st March to 15th Nov.	(1) For Generator oil (Diesel) Rs.1,500/-(perhour) (2) For Cleaning Charge Rs.500/- (per day) (3) Rehearsal Charge (5 hrs at a time) Rs. 3,000/-(without Air Conditioner) Rs. 5,000/-(With Air Conditione) (4) Security Money Rs.3,000/- (refundable)	Duly filed up Application form for reservation
			Rs. 10,000/- w.e.f. 16 th November to 28 th February	Rs. 6,000/- w.e.f. 16 th November to 28 th February	Rs. 12,000/-w.e.f. 16 th November to 28 th February	Rs. 7,000/- w.e.f. 16 th November to 28 th February		
2	State Art Gallery	User has to contact Booking in-charge	Rs.3,000/- (Rupees three thousand) only for 6 (six) days (including caution money of Rs.1,000/- which is refundable)				50% advance payment will have to be made at a time of booking	Duly filled up Application form for reservation
3	Kamal Narayan Choudhury Recording Room	User has to contact Booking in-charge	Rs.200/- per hour					

FINANCIAL ASSISTANCE TO CULTURAL ORGANIZATIONS/ INDIVIDUALS UNDER CENTRAL GOVERNMENT GRANT SCHEME

Schemes of Financial Assistance from Ministry of Culture, Govt. of India and Sangeet Natak Akademi, New Delhi to Cultural Organizations and Individuals through the Director, Cultural Affairs.

(1) Financial Assistance for the Preservation and Development of Buddhist/Tibetan Culture and Art. (2) Scheme for Building Grants and Equipment Grant to Cultural Organizations. (3) Financial Assistance to Professional Groups and Individuals for Specified Performing Art Projects. (4) Cultural Function Grants Scheme to Cultural Organization. (5) Financial Assistance to persons distinguished in letters, arts and such other walks of life who may be in indigent circumstances and their dependents. (Central Artist Pension) (6) Award of Senior/Junior Fellowships to outstanding artists in the field of Performing, literary and Plastic Arts. (7) Award of Senior/Junior Fellowships to outstanding Artists in New Areas. (8) Award of Emeritus Fellowships to most eminent artists in the field of Performing, Literary and Visual Arts. (9) Award of Financial Assistance to Cultural Organization with National Presence. (10) Production and Salary Grants to Cultural Organization. (11) Financial Assistance for Repertory Grant under the Performing Arts Grant Scheme (12) Financial Assistance from Sangeet Natak Akademi, New Delhi.

For the above schemes following objective, criteria for grants, Eligibility, purpose and quantum of assistance, Nature of Grants procedure for application, mode and conditions of release of grants, special provision and Instruction for completion and submission of applications for Award of Fellowships etc. may be down load from the following Website. 1. www.indiaculture.nic.in 2. www.sangeetnatak.gov.in

DRAMA WORKSHOP

Sl. No.	How to Apply	Time to Apply	Date of Commencement	Eligibility	Documents Required
1	Applications have to be submitted as per the advertisement publish in Local Dailies during the month of June every year.	During the month of June before Summer Vacation	During the Summer Vacation of Schools	School & College Students	1) Identity Card. 2) Address proof 3) Experience Certificate (if any)

First Appellate Authority : Director, Cultural Affairs Assam ::: Second Appellate Authority : Deputy Director, Cultural Affairs Assam

Director of Cultural Affairs
Rabindra Bhawan, Guwahati.