

**Scheme of Financial Assistance to the  
IHMs/FCIs/IITTM/ICI/NCHMCT/ITIs/Polytechnic  
Institutes/Universities/Govt. Colleges/Govt.  
Vocational Schools/PSUs**

**GUIDELINES**

The Ministry of Tourism extends financial assistance for the setting up and up-gradation of Institutes of Hotel Management & Catering Technology & Applied Nutrition (IHMs), Food Craft Institutes (FCIs) in the country. The Indian Institute of Tourism & Travel Management (IITTM), Indian Culinary Institute(ICI) and National Council of Hotel Management & Catering Technology (NCHMCT) are also eligible for this assistance

**Section A**

**Eligibility**

2. A society created by the Central/State Government/ UT Administration to manage an IHM shall be eligible for Central assistance. The two autonomous societies created by the Central Government, namely the Indian Institute of Tourism & Travel Management & National Council of Hotel Management & Catering Technology shall also be eligible for Central assistance.

**Scope**

3. Central assistance shall be admissible for the following:
  - a) Setting up of an IHM.
  - b) Setting up of centres / branches of IITTM / NCHMCT / ICI /existing IHMs.

**Section A - IHMs / NCHMCT / IITTM**

- i. 'Assistance shall be considered for the setting up of an IHM proposed by a State Government / UT Administration only after the State Government/UT Administration concerned has transferred a developed piece of land, free from all encumbrances, necessary for the purpose, measuring not less than five acres and has also committed to provide basic services/utilities like electricity, water supply, provision of sewerage etc.'
- ii. However, In hilly areas and the six cities classified as large (UA), namely Mumbai, Bengaluru, Hyderabad, Chennai, Kolkata and Delhi, a developed piece of land, free from all encumbrances, measuring not less than 2 (two) acres would be considered as adequate for the setting up of a SIHM. This special dispensation would, however, be subject to a very strict adherence to the norms of affiliation related to academic and equipment infrastructures including the covered areas.

- iii. 'Assistance shall be subject to ceiling of Rs.1250 lakhs for the setting up of an IHM. The cost thereof, if it exceeds the ceiling, shall be met by the State Government/UT Administration concerned. An additional assistance of upto Rs.400 lakhs may be considered in case the same is intended to meet the cost of additional hostel facilities. However, quantum of assistance for the setting up of an IHM created by the Central Government, or the setting up of a centre/branch of the IITM or NCHMCT, shall not be subject to this ceiling.
- iv. Assistance to a new IHM proposed by the State Govt. / UT Administration shall be utilized subject to further ceilings of Rs. 1000 lakhs on construction and Rs. 250 lakhs on purchase of equipments.
- v. Inter-component adjustments of assistance ceilings, subject to a maximum of 10%, prescribed for construction of academic block, construction of Hostels and purchase of equipments will be allowed on case-to-case basis as a pre-sanction dispensation and no flexibility will be allowed after the sanction of the project.'
- vi. Central financial assistance can also be considered for the setting up a State IHM in an existing building offered free-of-cost by the State Government/UT Administration concerned for the purpose provided the building is suitable for housing the IHM. The central financial assistance will however be limited to Rs.6.00 Crore or 75% of the ceiling on construction of academic block for renovation/remodelling the existing buildings. The ceiling of Rs.2.00 Crore each on construction of hostel and purchase of equipment shall remain unchanged.

## **Section B - FCIs**

- i. Assistance shall be considered for the setting up of an FCI by the Central Government or proposed by a State Government / UT Administration. In the latter case, assistance shall be considered only after the State Government/UT Administration concerned has transferred a developed piece of land, free from all encumbrances, necessary for the purpose, measuring not less than three acres and has also committed to provide basic services/utilities like electricity, water supply, provision of sewerage etc. Assistance shall also be considered for the setting up an FCI in an existing building offered by the State Government / UT Administration concerned for the purpose provided such change over is otherwise feasible. However, In hilly areas and the six cities classified as large (UA), namely Mumbai, Bengaluru, Hyderabad, Chennai, Kolkata and Delhi, a developed piece of land, free from all encumbrances, measuring not less than 1 (one) acre would be considered as adequate for the setting up of a FCI. This special above dispensation would, however, be subject to a very strict adherence to the norms of affiliation related to academic and equipment infrastructures including the covered areas.
- ii. Central assistance to an existing FCI set up by the State Govt. / UT Administration shall be subject to over-all ceiling of Rs. 550 lakhs with ceiling of Rs. 435 lakhs on construction and Rs. 115 lakhs for equipments applied. Modernization of library and laboratories shall be treated different from construction and equipments though assistance to cover them shall also be within the ceiling of Rs.530 lakhs. The ceiling of assistance to a State FCI shall take into account the assistance extended to it previously under the Scheme.

- iii. Inter-component adjustments of assistance ceilings, subject to a maximum of 10%, prescribed for construction of academic block, construction of Hostels and purchase of equipments will be allowed on case-to-case basis as a pre-sanction dispensation and no flexibility will be allowed after the sanction of the project.
- iv. An additional assistance of upto Rs.200 lakhs may be considered in case the same is intended to meet the cost of additional hostel facilities
- v. Assistance can also be considered for the setting up a FCI in an existing building offered free-of-cost by the State Government/UT Administration concerned for the purpose provided the building is suitable for housing the FCI. The central financial assistance will however be limited to Rs.280 lakhs or 75% of the ceiling on construction of academic block for renovation/remodelling the existing buildings. The ceiling of Rs. 115 lakhs on purchase of equipment shall remain unchanged.

### **Section C - Applied Training Centre(ATC)**

Assistance up to the tune of Rs 500 lakhs would be provided to only the Central IHMs for construction of Applied Training Centre(ATC) attached to the Institute. Expenditure over and above this limit would be borne by the Institutes themselves. However, CFA would be extended only to such Institutes where there are no Hotels in the vicinity.

### **Section D - Other general conditions/norms**

IHMs/FCIs shall follow the academic/admission norms prescribed by the NCHMCT. Admissions to IHMs shall be on the basis of a joint entrance examination. An undertaking to this effect shall be given by the State Government/UT Administration concerned before funds are sanctioned for the setting up an IHM. However, a State IHM brought up with central financial assistance from the Ministry of Tourism under the aegis of a university will be allowed to award the degree of that university. This will be subject to the condition that the curriculum of the concerned university matches the NCHMCT/IGNOU syllabus and the university is recognised by UGC.

### **Section E - Promotional initiatives**

The Ministry of Tourism may consider, on being approached, one time Central Financial Assistance not exceeding Rs. 240 lakhs to a governmental institute such as ITI, polytechnic institute, university, college owned by a government or a university, a public sector undertaking and an autonomous body owned by the Central or State or Union Territory government which offers course(s) specific to hospitality crafts (including management courses) or travel/tourism, for facilitating development of institutional infrastructure, subject to conditions that the Ministry may impose on case to case basis. Similarly, the Ministry may also consider, on being approached, one time CFA not exceeding Rs. 30 lakhs to a government school (including a Kendriya Vidyalaya) which offers hospitality/tourism course at +2 stage, to enable it to develop laboratory and acquire equipments necessary for and specific to the course. The assistance shall be subject to such conditions as the Ministry may impose on case to case basis. The assistance will broadly cover the following :

**a) INDUSTRIAL TRAINING INSTITUTES**

**Amount:** For expenditure on civil works, equipment, furniture and fixtures etc. subject to a maximum of **Rs. 2.40 crores**.

**Civil works:** Assistance limited upto **Rs.100 lakhs**

**Heavy & Small Equipment, Furniture & Fixtures etc. in; Assistance limited upto Rs.140 lakhs**

**b) VOCATIONAL SCHOOLS**

**Amount:** For expenditure on civil works, equipment, furniture and fixtures etc. subject to a maximum of **Rs. 30 lakhs**.

**Civil works:** Assistance limited to **Rs. 6 lakhs**

**Heavy & Small Equipment, Furniture & Fixtures etc. in; Assistance Rs. 24 lakhs**

**c) UNIVERSITIES & OTHER COLLEGES**

**Amount:** For expenditure on civil works, equipment, furniture and fixtures etc. subject to a maximum of **Rs. 240 lakhs**.

**Civil works:** Assistance limited to **Rs 60 lakhs**.

**Heavy & Small Equipment, Furniture & Fixtures etc. in; Assistance Rs180 Lakhs**

**d) POLYTECHNICS & PSUs**

**Amount:** For expenditure on civil works, equipment, furniture and fixtures etc. subject to a maximum of **Rs. 240 lakhs**.

**Civil works:** Assistance limited to **Rs 60 lakhs**.

**Heavy & Small Equipment, Furniture & Fixtures etc. in; Assistance Rs 180 Lakhs**

**Inter-component adjustments of assistance ceilings, subject to a maximum of 10%, prescribed for civil works and purchase of equipments will be allowed on case-to-case basis as a pre-sanction dispensation and no flexibility will be allowed after the sanction of the project.**



# MINISTRY OF TOURISM

**Proposal Submission for Central Financial Assistance  
(CFA) to IHMs / FCIs / IITTM / ITIs / Polytechnic  
Institutes / Universities / Govt. Colleges / Schools /  
PSUs**

## General Information

For Official Use Only:

**Plan Year** \_\_\_\_\_ **File No.** \_\_\_\_\_

**Application Date** (in dd/mm/yyyy format) \_\_\_\_/\_\_\_\_/\_\_\_\_

**Proposing Agency** \_\_\_\_\_

**Scheme** \_\_\_\_\_

**Project Name** \_\_\_\_\_

**Project Detail:** (Attach additional Sheets for more Details)

**Duration for Project Completion** (in months) \_\_\_\_\_

**Primary Implementing Agency** \_\_\_\_\_

**Primary Site Address** (Please give complete Address of the Site):

**City / Town** \_\_\_\_\_

**State\*** \_\_\_\_\_ **District** \_\_\_\_\_

**PIN Code**

**Project Co-ordinator** \_\_\_\_\_

**Phone** \_\_\_\_\_ **Fax** \_\_\_\_\_

**E-mail** \_\_\_\_\_



# MINISTRY OF TOURISM

## Proposal Submission for Central Financial Assistance (CFA) to IHMs / FCIs / IITTM / ITIs / Polytechnic Institutes / Universities / Govt. Colleges / Schools / PSUs

### General Information

Tourism Sector \_\_\_\_\_

Category \_\_\_\_\_ Sub-Category \_\_\_\_\_

State Govt. Letter No. \_\_\_\_\_ Date \_\_\_/\_\_\_/\_\_\_\_\_

### **Project Cost Details** (Provide Value in Lakhs)

Total Project Cost \_\_\_\_\_

MoT Share \_\_\_\_\_

State Share \_\_\_\_\_

Other Sources \_\_\_\_\_

Sent hard copy of the proposal along

with all necessary enclosures:  YES  NO

Authorized Signatory

Annexure:

1. Form I \_\_\_\_\_
2. Undertaking from State Government \_\_\_\_\_
3. Form PH \_\_\_\_\_
4. Approved Rate Certificate (ARC) \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_



# MINISTRY OF TOURISM

## Form - I

Page 1 of 3

### Institute Details

**Institute Name** \_\_\_\_\_

**Institute Under**  Central  State  Private  Others \_\_\_\_\_

**Proposal Type**  New Construction  Extn. Of Existing Institute\*\*  Addition / Alternation

(\*\* - fill "Form I(a)" for 'Extn. of Existing Institute' Option)

**Institute Category** \_\_\_\_\_

**Society Name** \_\_\_\_\_ **Reg. No.** \_\_\_\_\_

**Contact Person** \_\_\_\_\_ **Designation** \_\_\_\_\_

**Total Available Land (sqr. mtr.)** \_\_\_\_\_

**Plinth Area (sqr. mtr.)** \_\_\_\_\_

**Land Owner** \_\_\_\_\_

**Address** \_\_\_\_\_  
\_\_\_\_\_

**Pincode** \_\_\_\_\_

### Programs to be Offered:

Sl. No.	Program / Course Name	No. of Seats	Duration (in months)	Level (Degree/Diploma /Certificate)	Course fees (in INR)	Course Starting In (Academic Year)	Faculty Availability (Yes / No)	Details of Additional Faculty Rqd. (in case of No)

- Attach additional Sheets for more Details



# MINISTRY OF TOURISM

## Form - I

Page 2 of 3

**No. of Labs** \_\_\_\_\_

**Syllabus to be followed**  AICTE  NCHMCT  University  Others\_\_\_\_\_

**Affiliated Body of the Course(s) Proposed**  AICTE  NCHMCT  University  Others\_\_\_\_\_

**Proposal Approved by Govt./University**  YES  NO

**State Govt./University Committed to meet Additional Expenditure**  YES  NO

**State Govt./University Committed to Provide The Required Faculty**  YES  NO

**Staff Structure to be Created:**

**NCHMCT Recommendation Received On Date** \_\_\_\_\_

**Recommendations Received from NCHMCT:**







**MINISTRY OF TOURISM**  
**Form – I(a)**

**[To be filled only by Operational Institutes]** Page 1 of 1

**(i) Details of the Courses Running Currently**

<b>Sl. No.</b>	<b>Course Name</b>	<b>No. of Seats</b>	<b>Duration</b> (in months)	<b>Level</b> (Degree/Diploma/ Certificate)

\* Attach additional Sheets for more Details

**(ii) Details of Existing Infrastructure**

<b>Sl. No.</b>	<b>Existing Infrastructure</b>	<b>Numbers</b>	<b>Comments</b>
1.	Classrooms		
2.	Laboratory		
3.	Library		
4.	Hostel		

\* Attach additional Sheets for more Details

**(iii) Details of Existing Faculty**

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# MINISTRY OF TOURISM

## Form – PH (Only for HRD Division)

Page 1 of 2

### Note on Existing Facilities:

Name of Existing Facility	Year of Purchase	No. of Equipments	Present Condition of Existing Equipment / Machinery

\* Use Separate Sheet for including more Facilities

**Short Note:** (Attach additional Sheets for more Details)

