



Government of West Bengal
Department of Youth Services & Sports
Block "A", 6th Floor, New Secretariat Building
1, Kiran Sankar Roy Road, Kolkata – 700001

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No.06 – SP / IM-48/2018.

Kolkata, the 2nd January, 2026.

NOTIFICATION

In continuation to this department's previous notification No. 23-SP/1M-48/2018 dated 7th January, 2020 regarding the scheme "Strengthening of Sports Coaching Camps", the Department of Youth Services & Sports, Govt. of West Bengal has decided to continue the scheme for the Financial Year 2025-2026 as well. Under the scheme financial assistance to the tune of Rs.1.00 Lakh (Rupees One Lakh) only shall be given to the Existing Coaching Camps of various disciplines after receiving their applications in prescribed format and subject to fulfilment of the following criteria:

1. At least one licensed Coach / former national or State level player / recognized coach of state level association in the respective field of sports must be involved with the coaching camp on a regular basis.
2. The coaching camp has to impart training to at least fifty numbers of trainees (Boys/ Girls) regularly in the sports discipline for which it is applying.
3. The coaching camp must have basic infrastructure and equipment required for training to the trainees in the respective sports discipline.
4. All applications for financial grant shall be recommended by the District Sports Council/District Youth Officer and State Level Nodal Officer of the concerned district.
5. The coaching camp should have its own land / area under its possession for training purpose. If not, a "No Objection Certificate" in this regard from the owner of land / building (or part thereof) to be submitted with land details.
6. Coaching Camps who have received grants earlier are required to submit the Utilisation Certificate and audited statement of account from registered CA with the application form. Fund will be disbursed to them only after getting the same.
7. The applicants will have to give an affidavit stating that they have not received similar type of grant from any other Department of the State Government.
8. Utilisation Certificate of the fund to be disbursed should be submitted by 31.03.2026.

This issues with the approval of the Finance Department by their U.O no Group I/2025-2026/0114 dt 19/12/2025.

SD/-

Principal Secretary

Department of Youth Services & Sports

No. 06 / 1 (5) – SP / IM-48/2018.

Kolkata, the 2nd January, 2026.

Copy forwarded for information to:

1. P.S. to the Hon'ble M.I.C., Department of Youth Services & Sports.
2. P.S. to the Hon'ble M.O.S., Department of Youth Services & Sports.
3. Smt. Sudeshna Deb, S.S.P, Department of Youth Services & Sports for publication in the Departmental Website.
4. P.S. to the Principal Secretary, Department of Youth Services & Sports.
5. Guard file.

OSD & E.O, Sr. Special Secretary
Department of Youth Services & Sports

STRENGTHENING OF SPORTS COACHING CAMPS
DEPARTMENT OF YOUTH SERVICES AND SPORTS

(Detail Guidelines)

1. BACKGROUND

In recent past Department of Youth Services and Sports received a large number of proposals from different organisations for grant of financial assistance to coaching camps of various sports disciplines for improvement of sports infrastructure at grass root level and for nurturing young talents. After careful consideration of the proposals the Department of Youth Services and Sports introduced the scheme "STRENGTHENING OF SPORTS COACHING CAMPS" in the financial year 2018-19 and a visible numbers of coaching camps were benefited from this scheme. Now this department has decided to streamline the scheme after incorporating necessary modifications of the last year guidelines.

2. OBJECTIVE

- A. Improvement of infrastructure of existing coaching camps of various sports disciplines throughout the state.
- B. To enable grass root level coaching camps to procure modern sports equipments.
- C. To nurture and explore the potential young talents from remote corners of the state.
- D. To promote sports activity at the lowest level and vertical mobilisation of the spotted talents to the national and international level.

3. ELEGIBILITY CRITERIA

- A. At least one licensed Coach / former national or State level player / recognized coach of state level association in the respective field of sports must be involved with the coaching camp on regular basis.
- B. The coaching camp has to impart training to at least fifty numbers of trainees (Boys/Girls) in the sports discipline for which it is applying for.
- C. The coaching camp must have basic infrastructure and equipments required for training to the trainees in the respective sports discipline.
- D. All applications for financial grant to be recommended by the District Sports Council/District Youth Officer and State Level Nodal Officer of the concerned discipline.
- E. The coaching camp should have its own land / area under its possession for training purpose. If not, a "No Objection Certificate" in this regard from the owner of land / building (or part thereof) to be submitted with land details.
- F. Coaching Camps who have received grants earlier are required to submit the Utilisation Certificate and audited statement of account from registered CA with the application form. Fund will be disbursed to them only after getting the same.
- G. The applicants will have to give an affidavit stating that they have not received similar type of grant from any other Department of the State Government.
- H. Coaching camps which are involved in coaching for the sports disciplines which are included under Para Olympics and Special Olympics may also apply for financial assistance under this scheme subject to fulfilment of above criteria.
- I. Coaching Camps organised by Government Department / Parastatles / Affiliated Organisations / Sports Associations shall not come under the purview of this scheme.

4. METHOD OF APPLICATION

- A. Application format for this scheme will be available in all District Youth Offices / Block Youth Offices and may also be downloaded from the official website of this department.
- B. All applications for this scheme to be submitted in prescribed format only circulated by this department (Annexure – A).
- C. The complete application form along with all required documents must be submitted to the District Youth Offices within due date as notified by the department in each financial year.
- D. The following documents must be submitted with application form.
- a. Photocopy of documents related with License / Achievements of Coach / Coaches attached with the coaching camp.
 - b. Photocopy of Bank Pass Book.
 - c. Four numbers of Photos of Coaching Centre.
 - d. Coaching camps that are using land on rent / lease etc a "No Objection Certificate" in this regard from the owner of land to be submitted with land details.
 - e. Coaching Camps who have received grants earlier are required to submit the Utilisation Certificate and audited statement of account from registered CA with the application form. Fund will be disbursed to them only after getting the same.
 - f. The applicants will have to give an affidavit stating that they have not received similar type of grant from any other Department of the State Government.

5. MEDHOD OF SELECTION

- A. Physical verification, in terms of eligibility criteria as mentioned above will be made by the officials as entrusted by District Youth Officer for each and every applications received in this regard.

6. METHOD OF DISBURSEMENT OF GRANT

- A. Grant will disburse by Cheques or through ECS to the applicant from the Department directly.

**APPLICATION FOR FINANCIAL ASSISTANCE UNDER THE SCHEME
"STRENGTHENING OF SPORTS COACHING CAMPS"**

**To
The Principal Secretary to the Government of West Bengal
Department of Youth Services & Sports
Block – A, 6th Floor, New Secretariat Building
1, Kiran Sankar Roy Road
Kolkata – 700001.**

Sir,

I do hereby apply for sanction of grant in favour of my Coaching Camp for the financial year 2025-2026. The details of the coaching camp are mentioned below:

1. Name of the Coaching Camp:

2. Address:
 - a. Village / Town:
 - b. Post Office:
 - c. Block:
 - d. Police Station:
 - e. District:
 - f. PIN Number:
3. Discipline of Sports to which it is involved:
4. Year of starting of camp:
5. Whether it remains functional throughout the year:
6. Brief Description of Activities of Coaching Camp:

7. Number of Trainees:
8. Age Group of Trainees:
9. Name of the Coach / Coaches:

10. Details of Coach / Coaches
 - a. Whether the Coach / Coaches are license holder (Give Details with supporting Documents):

b. Whether the Coach / Coaches are Current or Former National / State level player / recognised by State Level Association (Give Details with supporting documents):

11. Whether the camp has infrastructure for imparting basic training in respective discipline of sports:

12. Details of Infrastructure and equipment under the possession of the camp:

13. Particulars of Land (Own / Rented / On Lease Etc.)

14. Whether the land is free from all incumbrances:

15. Bank Details of Coaching Camp:

a. Name of Bank:

b. Branch Name:

c. Account Number:

d. IFSC Code:

e. Name of account:

16. Whether the coaching received grant in last financial year :

(If yes attach Utilisation certificate and audited expenditure statement)

I do hereby declare that the information's given above and enclosed documents are true to the best of my knowledge and belief. I am well aware of the facts stated above given by me are proved false / not true; I will be punishable as per law.

I do hereby undertake that the distribution of grant is not obligatory and the acceptance / rejection of the application shall be the sole prerogative of Department of Youth Services & Sports Department Government of West Bengal.

Signature of Authorised Signatory

Name Coaching Camp

Full Name of Applicant in Capital Letter

Contact Number

Office Seal

Recommended by Authorised Signatory

Of District Sports Council with seal *

Kindly enclose self attested copy of the following documents

1. Photocopy of documents related with License / Achievements of Coaches
2. Photocopy of Bank Pass Book
3. Four numbers of Photos of Coaching Centre
4. One passport size photo of applicant.
5. The coaching camps that are using land on rent / lease etc a "No Objection Certificate" in this regard from the owner of land to be submitted with land details.
6. Coaching Camps who have received grants earlier are required to submit the Utilisation Certificate and audited statement of account from registered CA with the application form. Fund will be disbursed to them only after getting the same.
7. The applicants will have to give an affidavit stating that they have not received similar type of grant from any other Department of the State Government.

*For recommendation **District Sports Council**, please contact with the Office of District Magistrate of concerned district (District Youth Officer).

For any query please contact – email id: jsgowb.sp@gmail.com / Ph. No. - 033-2262-5740