

**Award of Excellence in Management of Waqf Institutions**  
**Awards for Mutawalli/Management Committee of Waqf Institutions**

The newly launched scheme of Computerization of Records and Strengthening of State Waqf Boards(SWBs) also known as Quami Waqf Board Taraqqiati Scheme has introduced a new component of awards for Mutawalli/Management Committees of Waqf properties in order to give recognition to excellence in management of Waqf Institutions and encourage Mutawalli/Management Committees to adopt best practices in computerization of their operations contributing towards improvement in functioning of the Waqf institution. The scheme will have the following provisions:-

1. A total of 12 awards will be given. All Waqf Boards will be divided into Four zones. Three awards will be given in each zone. The awards in each zone will be given at three levels. First level award will carry a cash component of Rs. 1.00 Lac, second level of Rs. 75,000/- and third level Rs. 50,000/- a citation and a suitable memento will also be given to each awardee.
2. The awards will be given once in a year.
3. An institution or Mutawalli once given the award will not be eligible for another award for 10 years. However, applicant institutions not given the award may be eligible to be considered in the subsequent years for a maximum of three attempts in a block of ten years counted from the award year.
4. Eligibility criteria: a Waqf institution shall be eligible for consideration under the scheme provided the institution has been in existence and registered with the relevant Waqf Board for the last five years as on 1st January of the year for which the award is to be given. The institution should have been registered in the WAMSI portal. The institution should have been paying share of Waqf revenue to State Waqf Board continuously in the preceding three years. The institution should also have a regular auditing of the accounts duly submitted to the concerned Waqf Board in all five years.
5. Eligible Waqf institutions shall submit their applications in prescribed proforma alongwith all required documents to the concerned State Waqf Boards. The concerned SWB under the signature of the CEO will forward the same to the CWC by the due date certifying authenticity of the information provided by the applicant institution.





6. A State Waqf Board will be allowed to recommend not more than three applications on the basis of a pre-decided criteria including physical interaction with the applicant institutions. A consolidated proposal of the nominations complete in all respects will be sent by the SWB by the due date only once in a year.

7. A committee headed by an Officer not below the rank of a Director/DS the Ministry and consisting of Officers from CWC and the Ministry of Minority Affairs will appraise the applications for awards and make suitable recommendations.

8. The committee of Officers in the Ministry of Minority Affairs shall scrutinize applications on the following criteria:-

- I. Total income from Waqf Properties during last 3 years.
- II. Percentage increase in income of property year wise.
- III. Annual income from the Waqf properties relative to the value of the Waqf property as per prevailing market rate(circle rate notified by the District Administration/State Government).
- IV. Extent of compliance of Lease Rules by the Mutawalli / Management Committee while leasing Waqf Properties / buildings indicating number of properties/buildings leased out and total rental income.
- V. Extent of usage of IT in its functioning:- Details such as data entered in registration module, leasing module, Mutawalli assessment return module and litigation module to be furnished.
- VI. Other innovative use of IT tools for management of the institution and for enhancing income of the Waqf institution;
- VII. Details of the initiatives taken up by the management committee to enhance the income of Waqf during last 3 years.
- VIII. Number, area and value as per notified circle rate of the State/distt. revenue authorities of the properties cleared of encroachment year wise in the last three years.
- IX. infrastructure development by way of self efforts/loan for commercial/social purpose;





- X. Amount spent on Welfare activities as percentage of total income of the Waqf institution;
- XI. Any additional properties acquired out of the income of the Waqf fund with prior sanction of the State Waqf Board;
- XII. Innovative efforts made for prevention of future encroachment on Waqf property.
- XIII. Any other suitable parameters that is decided for screening of the applications.

