

**APPLICATION FORM FOR GENERAL GRANTS IN AID FOR THE WELFARE OF
CHILDREN/WOMEN/HANDICAPPED/AGED DRUG PROGRAMME/
ANY OTHER WELFARE SERVICES**

1. Name of the Organisation/Institution :
2. Date of Establishment :
3. Objective of the Organisation must be clearly defined without any scope for ambiguity :
4. Whether affiliated to any all India or State Level Organisation registered under the Societies Registration Act. If so, the name of the parent organisation and its address and registration and its address and registration No. with an attested copy of Registration Certificate. :
5. Whether registered under Societies Registration Act, 21 of 1860. If so, an attested copy of the Registration Certificate to be attached with the application. :
6. Full Address of the Organisation :
7. Financial position of the Organisation :
 - (i) The total income during the previous years out of member's subscription.
 - (ii) The name of the post office or bank with :
Account No. where the account of the Organisation is kept. Balance of the Accounts As on 1st January of current year and balance at the time of application to be indicated.
 - (iii) The total value of gross assets at the end :
of previous year. A copy of the balance sheet to be enclosed together with (details of assets and liabilities of the organisation).

8. Area or Areas of Operation to be covered :
with names of Villages/District Sub Division.
9. The number of members of Organisation :
Society/Institution.
10. Brief account of the work done in the :
previous five years in the following field
of Social Welfare.
 - (i) Women Welfare :
 - (ii) Child Welfare :
 - (iii) Welfare of Physically Handicapped :
 - (iv) Drug Abuse or other social evils :
 - (v) Or any other social services recognised :
or approved by Government.
11. Whether any grant in aid has been :
received during the previous years from
the State or Central Welfare Board or any
Authorised body and if so, the amount received
and the purposes for which granted together with
details showing utilization of such amount.
12. Receipt and expenditure statement of the :
previous 5 years to show that it is a viable
organisation duly certified by Local Audit/
Internal Audit/Chartered Accountant.
13. Brief description of the scheme proposed :
to be taken up with detailed estimate and
physical body target to be achieved.
14. Name of the members of the Managing :
Committee Governing body or any other
Executive Body and their address.

15. Extent of Voluntary Contribution which the :
Organisation has collected during the
previous three years and probable contribution
during the year.
16. The performance report for the last three :
years in the following should be submitted.
- (i) Number of children to whom welfare :
services were rendered each year.
- (ii) Number of women to whom welfare :
services were rendered each year.
- (iii) Number of handicapped to whom :
welfare services were rendered each
year.
- (iv) Number of aged and infirm to whom :
welfare services were rendered each
year.
- (v) Whether trained personnel available :
with the Organisation ? If so, how many ?
Where they were trained ?
17. Recommendation if any from DC/SDO :
:
18. Recommendation of the District Social :
Welfare Officer (to be given in separate
sheet alongwith a detailed inspection report
note).
19. Declaration – The facts stated above are :
true to the best of my knowledge and belief.
In case if any false statement I am liable to
any action Government may deem fit and
proper.

**Signature of the Applicant
Designation & Official Seal
of the Organisation.**

Note :-

1. Assistance will normally be available to Organisation/Institution who are liable to raise voluntary subscription to the extent of at least 25% of the total cost of the programme.
2. Funds sanctioned by Government should not be used for any political activities whatsoever.
3. The application would be accompanied by details scheme for current year and audited statement of accounts of the receipts and expenditure of the previous year as otherwise, the application may not be considered.
4. In furnishing the information as required a separate sheet may attach as and when necessary.
5. Assets acquired out of Government grants in aid in previous years should be shown separately against item 15 above.