

ANNEXURE

(To be submitted in duplicate)

**SCHEME FOR DEVELOPMENT OF INFRASTRUCTURE IN MINORITY
EDUCATIONAL INSTITUTIONS OF ELEMENTARY/SECONDARY AND
HIGHER SECONDARY LEVEL**

APPLICATION FORM

PART- I.

(To be filled by the applicant)

1. Name of Voluntary Organisation/Society managing the school (With complete address):
2. Name with address of the school/ institution for which financial assistance is required:
3. Objects and activities (give brief history of the organisation/society managing the school:)
4. Specific activities of the school for which financial assistance is sought under the scheme:
5. Whether registered under the Central/State Board? If yes, Registration No. (A copy of the registration certificate to be enclosed):
6. Organizational structure, total staff, their roles and responsibilities, staff turnover of educational institute/ school for which assistance is being sought and the voluntary organization/society :
7. Governing Board/Managing Committee-number of members, their role, meeting held and attendance, their involvement in decision making of educational institution/school and the voluntary organization/society concerned (List of members may be enclosed):
8. Name and address of bankers, auditors, legal advisors (including details of accounts) of voluntary

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8. Name and address of bankers, auditors, legal advisors (including details of accounts) of voluntary

- organization/society:
9. Details of infra-structural facilities available with educational institution / school for whom assistance is being sought:
 - a) whether the building is rented or own?
 - b) No. of rooms available for classes and Administrative purposes:
 - c) Sufficiency of accommodation for teaching modern subjects:
 - d) whether separate rooms for science laboratory, library etc., are available:
 - e) No. of teachers subject-wise already working with their name, qualifications etc. (if needed attach sheets):
 - (f) Number of children enrolled in respective classes relevant to the purpose for which assistance is being sought. (at least 3 years data be given)
 - (g) Number of girl students be given in (f) above.
 10. Action Photographs about the school:
 11. Success stories/testimonials /awards/recognitions and how the work of school has made difference to the individual, family and for the community:
 12. Community/client involvement in the academic affairs of school/educational institution :
 13. Future plans and sustainability:
 14. Audited balance sheet, income and expenditure statement for the last three years of voluntary agency and educational institution/school for which assistance is sought:
 15. Annual Report if any of VA/educational institution or school:
 16. Information on existing funding sources with break up of grants, loans, and corpus received by VA and educational institution/school for which assistance is being sought :
 17. Whether the educational institution/ school is receiving financial assistance for infrastructure development of any kinds from any other source; if so the details thereof:-

18 Amount required for additional

Item	Number	Amount required*	No.of Children to be benefited
a) classrooms			
b) Science rooms			
c) Computer lab rooms			
d) Library rooms			
e) Toilets (Girls)			
f) Toilets (Boys)			
g) Drinking water facilities			
h) hostels for girls			
i) hostels for boys			
f) Educational facilities like ramps/labs for children with special needs			
k) Any other educational infrastructure requirement			
Total:			

* Amount required for physical infrastructure should not be more than State PWD schedule of rates

19 Voluntary Organization/Society's share, equal to 25% towards item 18 and commitment of Voluntary Organization/Society to provide the same:

20 Source of investment of voluntary organizations'/society's share given against item 18

21. Central Govt share equal to 75% required against item 18.

It is certified that the information furnished above is true and I am personally liable for any misrepresentation or error.

Date:

Place:

Signature of President/Chairman/Secretary

ND
Wak

PART - II

(RECOMMENDATION OF THE STATE GRANT-IN-AID COMMITTEE)

Name of the Organization whose case is being recommended:-

1. Whether State govt. has drawn up & disseminated a criteria for prioritization of applications under this scheme
2. Whether the proposal being recommended for financial assistance, is in accordance with this criteria?
3. Whether proposal has been received in the specified application form as prescribed?
4. Whether proposal has been scrutinized and is in accordance with the eligibility and financial parameters of the scheme?
5. Whether the organization has legal rights to land on which infrastructure is being proposed under this scheme?
6. Whether estimates for the proposed infrastructure are not more than the State PWD schedule of rates?
7. Whether it has been ascertained that the organization being recommended for funding is not duplicating funds received from other State/Central Govt. schemes/ programmes for the same purpose?
8. Whether the organization whose case is being recommended, has the furnished the audited accounts, utilization certificates, annual report & any other performance report as specified, which was due till date of forwarding of case?
9. The Order of Priority in which the case of the organization is being recommended?

[give number in figure & words]

The application has been examined and it is certified that the organization is eligible for assistance and has the capability of taking up a programme applied for.

(Signature of the Member Secretary of State GIAC)