

NSTFDC

GUIDELINES TO ORGANISATIONS DESIROUS OF OBTAINING CSR FUNDING OF NSTFDC

NSTFDC through its CSR initiatives endeavours for the sustainable development and welfare of Scheduled Tribes across the country with the following primary objective:

1. Take-up welfare/ Projects/ development work in predominately ST populated areas thereby making an effort to improve the quality of life of Scheduled Tribes, and to
2. Provide development opportunities to Scheduled Tribes across the country:

The proposal has to be designed keeping in view the unique requirements of tribals, their habitat and the CSR Policy of NSTFDC uploaded on its website nstfdc.tribal.gov.in

Eligibility Criteria for CSR Project Implementing Agencies:

1. Following organisations shall be eligible to avail CSR funding of NSTFDC:

- (a) a company established under section 8 of the Company Act, 2013 or a registered public trust or a registered society, registered under section 12A and 80 G of the Income Tax Act, 1961 (43 of 1961), established by the company, either singly or along with any other company, or
- (b) a company established under section 8 of the Company Act, 2013 or a registered trust or a registered society, established by the Central Government or State Government; or
- (c) any entity established under an Act of Parliament or a State legislature; or
- (d) a company established under section 8 of the Company Act, 2013 or a registered public trust or a registered society, registered under section 12A and 80G of the Income Tax Act, 1961, and having an established track record of at least three years in undertaking similar activities.

2. Following are the minimum criteria required for any Organization/ Agency seeking CSR funding of NSTFDC:

- i) It should have an office/ address in India.
- ii) It must be a registered entity under the relevant statute.
- iii) It must possess a PAN card.
- iv) It's antecedent are verifiable/subject to confirmation.
- v) Submission of documented track record of at least 3 years in executing CSR projects.

- vi) Evidence of prior engagement in Government and/or credible Private Sector Organization will be desirable.
- vii) Audited accounts of last three years are available.
- viii) Registration with Ministry of Corporate Affairs, GoI- **Form CSR- I**

FORMAT FOR SUBMISSION OF PROJECT PROPOSAL

The project proposals unless otherwise desired, shall be submitted by the prospective Implementing Agencies as per the prescribed format in **Part -I** and should be submitted along with the documents mentioned in **Part -II**.

Part - I:

A: Project Details:

1. Title of the project
2. Project Background
3. Objectives of Project
4. Executive summary of proposal
5. Targeted group of the project proposal
6. Geographical area of execution of project and reason for selecting that area
7. ST population & demography of the District
8. Details of need Assessment
9. Report of Survey/Baseline Survey conducted (if any) to establish rationale for the project, gaps identified & supporting data collected during the survey.

B. COSTING:

1. Total Project Cost:

{Detailed cost break-up (Head-wise and activity wise)}. Please give in the format.

(Rs. in lakh)

S.No.	Particulars	Unit Cost	No. of Unit(s)	Total Cost
1.				
2.				
3.				
4.				
Total				

Note: Latest Quotation (at least from 3 different suppliers/agencies) of plant & Machinery, Vehicle, Fixed Assets etc., to be submitted in support of the cost considered.

2. Means of Finance:

- i) Contribution of Implementing Agency*
- ii) Finance from any other source

iii) NSTFDC contribution

* In the form of deployment of the work force, recurring expenses etc., to show that the organisation can maintain sustainability for the full life of the project.

C. PLAN FOR EXECUTION:

1. Execution/Implementation schedule (with specific time- frame).
2. Human Resources involved in project implementation.

D. EXPECTED OUTCOME/BENEFITS OF THE PROJECT:

It should clearly state the outcomes expected on completion of the CSR project.

E. (1.) MONITORING PLAN OF IMPLEMENTING AGENCY: During and after the implementation of the Project.

(2.) **SUSTAINABILITY OF THE PROJECT:** There should be a mention of sustainability plan for the full life of project.

F. PROJECT COORDINATOR: - Name, designation & office address, phone/cell. No & Email Id of Project Coordinator who on behalf of the Implementing Agency, will be authorized to deal with NSTFDC, be mentioned.

Part- II: List of Annexures to be attached with Project Proposal

A. Following documents are to be attached with the proposals: -

1. Copy of the Registration Certificate along with Bye-laws /Trust Deed. (As applicable).
2. Copy of Registration Certificate issued by Ministry of Corporate Affairs
3. Annual report/ Audited Accounts of the previous three financial years.
4. Copy of Pan card and Tan number.
5. List of Board of Directors /Governors/Trustees/Executive Committee Members, along with their addresses and contact numbers.
6. Any letter of appreciation/ certificate received for having successfully implemented project of similar kind.

B. All documents (each page) should be duly signed and stamped by the authorized official of the organization. The Institution should be able to produce any original document on demand by NSTFDC.

**Name & Signature of Authorized Signatory
of Implementing Agency**