

## SEWA-THDC

### Proforma for submission of CSR Project Proposal

S. No.	Contents of Project Proposal	
1	<b>Project Title</b>	
2	<b>Organization Details</b>	
2.1	Name	
2.2	Address	
2.3	Email	
2.4	Phone	
2.5	Brief Description of Agency	
3	<b>Head/Chief Functionary of the organization</b>	
4	<b>Registration status (From-To)</b>	
4.1	Society registration Act/ Trust Act Registration No. (Attach certificates)	
4.2	Foreign Contribution Regulation Act (FCRA) Registration No. (Attach certificates)	
4.3	Income Tax Exemption Certificate (12A- 80G) (Attach certificates)	
4.4	Any other <i>Registration (if available)</i> . (Attach certificates)	
4.5	Annual turnover last three years	
	Year	Turnover
4.6	Copy of Audited Account Statement/ Balance sheet of previous 3 financial years	
4.7	Copy of ITR for last three years	
4.8	PAN Card No. (Attach Copy)	
5	<b>Vision of the Organization</b>	
6	<b>Mission of the Organization</b>	
7	<b>Structure of the organization</b>	
8	<b>Current Priorities of the Organization</b>	

8.1	Nature/ Description of ongoing works						
	S. No	Description of Work	Value	Place	Area	Beneficiaries	Sponsor
8.2	Details of completed works by the organization/agency in previous three years with Govt. / private sector. Certificates for private sector to be supported by TDS certificate						
	S. No	Description of Work	Value	Place	Area	Beneficiaries	Sponsor
8.3	The impact assessment (Third party) of the previous projects executed by your organization in the similar focus areas to that of current proposal, if any						
8.4	Value & particulars of single largest work done in last 3 years						
8.5	Value & particulars of 2nd single largest work done in last 3 years						
8.6	Value & particulars of 3rd single largest work done in last 3 years						
8.7	Details of previous support received from SEWA-THDC						
9	<b>Geographical spread of the Organization</b>						
10	<b>Location of the project</b> ( <i>State, District, area, place</i> )						
11	<b>Project overview</b>						
12	<b>Project purpose</b> (Objective analysis)						
13	<b>Project duration</b>						
14	<b>Problem &amp; Issues that project wants to tackle</b> (Report of Need Assessment/ Baseline Survey for the Proposed Project)						
15	<b>Target group</b>						
16	<b>Description of the problem/ issues</b> (Problem analysis)						

17	<b>Intervention strategy</b> (SWOT analysis and Strategy analysis)	
18	<b>Participation of the stakeholders</b> (Stakeholder analysis)	
19	<b>Activities of the Project</b>	
20	<b>Details about physical and social milestones/deliverables to be achieved through the proposed CSR project</b>	
21	<b>Detail timeline/duration of the proposed project</b>	
22	<b>Marketing strategies of products produced by beneficiaries</b>	
22.1	Firm commitment regarding market linkages	
23	<b>Other collaborators</b> (Documents depicting the funding sources and details of the amount funded by each organization)	
24	<b>Prevention strategy of any adverse impact on environment</b>	
25	<b>Strategy for ensuring Sustainability</b>	
26	<b>Strategy for ensuring transparency and accountability</b>	
27	<b>Branding/Visibility/Mileage to SEWA-THDC from the project.</b>	
30	<b>Proposed budget requirement for implementation of project</b>	
33.1	Contribution desired from SEWA-THDC	
33.2	Contribution of Govt. Agencies to be insured by NGO (If similar activities available in the area under subsidiary from various Govt. agencies)	
33.3	Contribution of any other donor	
33.4	Agency Contribution	
33.5	Beneficiary Contribution	
34	<b>Monitoring and Evaluation strategy</b>	
34.1	<i>Results and Process (Activities)</i>	
34.2	<i>Midterm or end term or both.</i>	
35	<b>Summary of the Project Proposal</b>	

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