

CSR FUNDING APPLICATION FORM FOR NGOs / IMPLEMENTING AGENCIES

For consideration of Corporate Social Responsibility (CSR) support

SECTION A — ORGANISATION DETAILS

1. Full legal name of organisation	
2. Type of organisation	☐ Registered Trust ☐ Society ☐ Section 8 Company ☐ Other: _____
3. Date of establishment / registration	
4. Registration number and registering authority	
5. Registered office address	
6. Address of project implementation site (if different)	
7. PAN of organisation	
8. TAN (if applicable)	
9. GST registration number (if applicable)	
10. CSR-1 registration number (MCA)	
11. 12A registration details and validity	
12. 80G registration details and validity	
13. FCRA registration (if applicable)	☐ Yes ☐ No Registration No./validity: _____
14. Website / social media (if any)	

SECTION B — CONTACT AND GOVERNANCE DETAILS

15. Name and designation of authorised contact person	
16. Telephone / mobile number	
17. Email address	
18. Name of Chief Functionary / Head of Organisation	
19. Governing Board / Trustees / Directors	Attach list with designation and KYC details (as applicable).
20. Name and designation of authorised signatory	

SECTION C — CSR PROJECT / FUNDING REQUEST

21. Project / proposal title	
22. Project location / district(s)	
23. CSR theme / Schedule VII category	
24. Project duration and proposed start/end dates	
25. Total project cost (₹)	
26. Amount requested from SHRI (₹)	
27. Other funding sources / contributions	
28. Target beneficiaries and estimated number	
29. Key needs / problem statement	

30. Project objectives and proposed activities	
31. Expected outputs and outcomes	
32. Implementation plan and timeline	
33. Itemised budget attached?	☐ Yes ☐ No
34. Monitoring, evaluation and reporting plan	
35. Relevant past experience / similar projects	

Please attach a detailed project proposal covering the need, objectives, beneficiaries, activities, implementation timeline, itemised budget, expected outcomes and monitoring/reporting arrangements.

SECTION D — DOCUMENT CHECKLIST

Please tick one status for each document and attach a copy where applicable. If a document is not applicable, mark N/A and explain in the remarks column.

No.	Document / Attachment	Attached	N/A	Remarks / details
1	Trust Deed / Society Registration Certificate / Section 8 Incorporation Certificate	☐	☐	
2	PAN Card of the organisation	☐	☐	
3	TAN (if applicable)	☐	☐	
4	GST Registration Certificate (if applicable)	☐	☐	
5	MOA & AOA / Bye-laws	☐	☐	
6	List of Trustees / Governing Board Members / Directors with KYC (PAN, Aadhaar and address proof, as applicable)	☐	☐	
7	Registration under applicable State Public Trust Act (if a Trust)	☐	☐	
8	CSR-1 Registration Certificate (MCA)	☐	☐	
9	12A Registration / approval — validity details	☐	☐	
10	80G Registration / approval — validity details	☐	☐	
11	FCRA Registration Certificate (if foreign contribution is involved)	☐	☐	
12	Declaration confirming no mixing of foreign and domestic CSR funds, where applicable	☐	☐	
13	Audited Financial Statements for the last 3 years	☐	☐	
14	Income Tax Returns for the last 3 years	☐	☐	
15	Form 10B / 10BB audit report, as applicable	☐	☐	
16	Annual Reports for the last 3 years	☐	☐	
17	Bank account details and cancelled cheque in the organisation's name	☐	☐	
18	Declaration regarding statutory dues (PF, ESI, TDS, GST), as applicable	☐	☐	
19	Proposed CSR fund utilisation certificate	☐	☐	

	format / undertaking			
20	Detailed Project Proposal	☐	☐	
21	Itemised Project Budget aligned with the applicable Schedule VII category	☐	☐	
22	Board Resolution approving the project / proposed partnership	☐	☐	
23	Draft MoU / Agreement, if available	☐	☐	
24	Monitoring & Evaluation framework / reporting schedule	☐	☐	
25	Past project completion / impact assessment reports, if available	☐	☐	
26	Board Resolution authorising signatory to receive funds and sign the MoU	☐	☐	
27	Declaration of no litigation / blacklisting by any government agency	☐	☐	
28	Conflict of interest declaration	☐	☐	
29	Credibility references / details of past CSR partnerships, if available	☐	☐	
30	Any additional supporting documents relevant to the project	☐	☐	

SECTION E — DECLARATIONS BY THE APPLICANT

- ☐ We certify that the information provided in this application and the accompanying documents is true, complete and correct to the best of our knowledge.
- ☐ We confirm that the organisation will use any CSR assistance received from SHRI only for the approved purpose and will maintain separate, accurate records of receipts and expenditure.
- ☐ We agree to submit utilisation certificates, financial statements, progress reports, outcome details and other information as required by SHRI and the applicable CSR framework.
- ☐ We disclose any actual or potential conflict of interest relevant to this proposal and agree to inform SHRI if any conflict arises.
- ☐ We declare that the organisation has disclosed any material litigation, regulatory action or blacklisting relevant to this application.
- ☐ We understand that submission of this form does not guarantee funding. Any assistance is subject to due diligence, project assessment, availability of funds and approval by SHRI's competent authority.

Name of authorised signatory	
Designation	
Signature and organisation seal	
Date and place	

SECTION F — FOR SHRI INTERNAL USE ONLY

Date received	
Initial document screening by	
Due diligence / site visit required?	☐ Yes ☐ No Date / remarks: _____
Documents complete?	☐ Yes ☐ No Pending documents: _____
Internal recommendation	☐ Recommend ☐ Recommend with conditions ☐ Do not recommend
CSR Committee observations / conditions	
Final decision / approving authority	
Approval date and approved amount (₹)	

*Submission note: Please submit the completed form with all applicable supporting documents to **Shija Hospitals & Research Institute Pvt. Ltd.** Submission does not constitute a commitment to provide CSR funding.*