

**FORM A**

(Scheme to provide financial assistance to Organize Programmes by Organization/NGO)

To,  
The Director,  
Directorate of Tribal Welfare,  
Shrama Shakti Bhavan, Patto, Panaji-Goa.

Date:-

*Sub.:-* Financial Assistance under Sahayata Scheme.

Sir,

We propose to organize \_\_\_\_\_

under the **Sahayata** Scheme for which details are given as under:

1. Name of the Organization/NGO : \_\_\_\_\_
2. Address of the Organization/NGO : \_\_\_\_\_
3. Contact No.: \_\_\_\_\_
4. No. and date of Registration with the competent authority(copy enclosed) : \_\_\_\_\_
5. Brief History of the Organization/NGO : To be attached
6. Details of proposed activity : To be attached
7. Details of financial implication giving itemwise breakup : To be attached
8. Tentative schedule of the activity : \_\_\_\_\_
9. Venue identified of the proposed activity : \_\_\_\_\_
10. Number of participants expected : \_\_\_\_\_
11. Level of participant : \_\_\_\_\_
12. Resource persons available/to be arranged with their names and addresses : To be enclosed
13. Bank Details of the Applicant/NGO;-
  - a) Name of the Bank:- \_\_\_\_\_
  - b) Branch Name:- \_\_\_\_\_
  - c) Account No:- \_\_\_\_\_
  - d) Account type:- Savings/ Current.
  - e) MICR Code:-

(Signature)  
**President/Chairman.**

Signature  
**(Secretary)Official Stamp of  
Organization/NGO**

**Documents to be attached:**

1. Brief History of the Organization/NGO.
2. A copy of Registration Certificate issued by competent authority.
3. A copy of Bank Pass Book of the Organization/NGO.
4. Resolution by the Executive Committee of the Organization/NGO.
5. Audited/Un-audited statement of last two years.
6. Details of proposed activity.
7. Details of financial implication.

**N. B. : The amount of financial assistance under this scheme will be provided to the tune of Rs. 50,000/- or 80% of the cost whichever is less and the same cannot be claimed as a matter of right. The amount sanctioned under this scheme shall be utilized for the purpose for which it has been sanctioned and the Utilization Certificate as per GFR-19 shall be submitted to them Directorate of Tribal Welfare within a period of 15 days after the date of organization of the activities.**