



NATIONAL ENVIRONMENT AWARENESS CAMPAIGN 2012 – 2013

PROJECT PROPOSAL

Completed proforma with following supporting documents be sent to the Regional Resource Agency on or before **15th June 2012** at the following address:

To
BAIF Development Research Foundation
 BAIF BHAVAN, Dr. Manibhai Desai Nagar,
 N.H.No. 4, Warje, **Pune – 411 058**
 Ph. (020) 25231661/3 Fax: (020) 25231662
 E-mail: [sepawar@baif.org.in/](mailto:sepawar@baif.org.in) prashantdudhade@baif.org.in
Attention - Mr. S. E. Pawar / Mr.Prashant Dudhade

FOR OFFICE USE ONLY

Sr No	Name of the documents		Whether enclosed
1	Registration Certificate(s) (RC)	Year:	Yes/ No
2	A copy of Memorandum of Association/ Trust Deed (MoA)		Yes/ No
3	A copy of Audited Statement of Accounts for the years	2009 – 2010	Yes/ No
		2010 – 2011	Yes/No
		2011 – 2012	Yes/No
4	A copy of the audited report and utilisation certificate submitted to us in case of grant received in 2011– 2012		Yes/ No/ NA

Recommendation of RRA

Date Received	Awareness:	Action:	Total
Past status of the organization details of Grants under NEAC			
2008-09:			
2009-10	Subject to Submission of (If any) documents:		
2010-11:			
2011-12:			

This form is **FREE** and can be duplicated. This form also available on our website: www.baif.org.in
 हा फॉर्म विनामूल्य व बाएफच्या वेबसाईटवरही आहे. त्याची प्रत काढून वापरु शकता व इतरांना देऊ शकता.

Application Form for receiving Financial Assistance from the Ministry of Environment and Forests for the NEAC Programme – 2012-13

I. GENERAL

1. Project title:

(Please make it short and precise, indicating short and precise title and nature of project.)

2. Participation Organization: (i.e. Implementing Agency)

a) **Name of the Organisation :**

b) Office address :

c) Telephone and Fax No. :

[illegible][illegible]

3. Category in which organizing institution falls (kindly tick mark \checkmark in the below table)

1.	Government Institution	
1.	Registered or Unregistered Society	
2.	Trust	
3.	University	
4.	College or School	
5.	Non-formal group	
6.	Any other category (please specify).	

**4. In case of a registered society, enclose the following documents:
(MUST write Yes or No in the below table)**

• Attested copy of Registration Certificate	
• Memorandum of Association / Trust Deed	
• Audited Statement of Accounts for last three financial years.	

5. Key contact person details:

Name: _____

Address:

Tel. No.
Fax No.

Mobile No.
Email ID

1. Project title: परियोजनेचे नांव

2. Implementing organisation: (i.e. Implementing Agency)

a) Name of the Organisation: संस्थेचे नाव:

b) Office address: कार्यालयीन पत्ता (पिनकोड सहित):

c) Tel. No दूरध्वनी क्र.

Fax No.: फॅक्स क्रमांक:

d) Mobile No मोबा. नं.:

[illegible]

e) E-mail ID: ई-मेल :

[illegible]

3. आपली संस्था खालीलपैकी कुठल्या प्रवर्गात मोडते (कृपया ✓) चिन्हात अधोरेखित करावे)

a) शासकीय संस्था	
b) नोंदणीकृत किंवा अनोंदणीकृत संस्था	
c) विश्वस्त संस्था	
d) विद्यापीठ	
e) महाविद्यालय/शाळा	
f) अनौपचारिक संघ/समूह	
g) या व्यतिरीक्त इतर अन्य प्रवर्गातील असल्यास तसा उल्लेख करावा.	

4. नोंदणीकृत संस्था असल्यास खाली नमूद केलेली कागदपत्रे सोबत जोडावीत खालील तक्त्यामध्ये आवश्यक त्या ठिकाणी बरोबरची (✓) खुण करावी.

● नोंदणी प्रमाणपत्राची सत्यप्रत	
● घटनाप्रत	
● मागील तीन वर्षातील जमाखर्चाचे अधिकृत ताळेबंद	

5. Key contact person details: संपर्क व्यक्तीची सविस्तर माहिती

Name: नाव:

Address: पत्ता :

Tel. No. दूरध्वनी,
Fax No. फॅक्स

Mob. No. मोबाईल नं.
Email ID: ई-मेल

6. Collaborating / supporting agencies:

Name(s): (who will support the project or collaborate)*

Addresses:

(* Prior approval of such collaborating agencies should be obtained before listing them here.)

II. PROJECT DETAILS:**1. NEAC Project****a) Awareness campaign component:**

(Indicate clearly the proposed awareness activities, which could be Seminar / Workshop / Training Course / Camp, Public Meeting/ Rally/ Jatha / Padyatra, Lecture / Film show / AV show, Drama / street theatre / other folk media (specify), Competition / exhibition / demonstration, Advertisement / poster / banner campaign, preparation and use/distribution of resource material, publication, educational kits, posters, audio-visuals, etc. Other (specify)

b) Action component:

(Should be related to the theme of the proposal and should preferably involve the local community.)

2. Theme:

(Describe the specific subjects of environmental concern that the project would address. Refer guidelines)

3. Target groups:

(Indicate the section of society the project is aimed at, and the approximate numbers of people expected to be covered by the activities. Please use Annexure – 1 for help.)

4. Location:

(Indicate project activity-wise the proposed venue)

5. Dates and duration:

(Indicate activity and location-wise tentative schedule)

6. Collaborating / Supporting agencies: अन्य सहाय्यक संस्था

Name(s): (who will support the project or collaborate)

नावे - प्रकल्पास कोण सहाय्य करेल अथवा सहभागी होईल.

Addresses: **पत्ता:**

II. PROJECT DETAILS: परियोजनेचे विवरण

1. NEAC Project: राष्ट्रीय पर्यावरण जागृती मोहीम - प्रकल्प

a) Awareness campaign component जागृती मोहीमेअंतर्गत येणारे घटक

b) Action activities कृती कार्यक्रम

2. Theme(s): विषय

3. Target Groups: परियोजना समाजाचे कोणते वर्गासाठी आहे

4. Location: स्थान - स्थानाचा उल्लेख करताना प्रकल्पात घेण्यात येणा-या कृती कार्यक्रमांना अनुसरून घ्यावा

5. Dates and Duration: अवधि व कार्यक्रमांच्या अंदाजे तारखा

6. Justification:

Describe the objectives of the project. Indicate what environmental awareness/ improvement benefits it aims to bring about.

7. Success indicators:

Specify clearly how the achievements of the project can be determined after its completion.

8. Plan of implementation:

(Provide a breakup of the stages in the implementation of the project, indicating clearly the time frame for each phase.)

9. Follow up:

(What activities do you proposed as a follow up of the campaign to keep up the impact created by this project? Will your organisation be able to support such follow up activity on its own?)

10. Information on past participation in NEAC:

Sr. No.	Year of Participation	Grant received (in Rupees)	Submitted / Not submitted		
			Utilisation Certificate	Statement of Accounts	Activity Report
1.	2008-09				
2.	2009-10				
3.	2010-11				
4.	2011-12				

6. **Justification:** परियोजनेचा उद्देश

7. **Success indicators:** यशस्वीतेची मानके

8. **Plan of implementation:** परियोजनेची सविस्तर कार्यवाही

9. **Follow up:** कार्यक्रमाचे परिणाम कायम टिकण्यासाठी करण्यात येणारा पाठपुरावा

10. **Information on past participation in NEAC:**

NEAC कार्यक्रमाचा पूर्वानुभव असल्यास खालील तक्त्यात माहिती भरावी.

अ.नं.	सहभागाचे वर्ष	मिळालेले अनुदान रुपयांत	सादर केलेले/न केलेले (होय अथवा नाही असे स्पष्ट नमूद करावे-)		
			प्रमाणपत्र	ताळेबंद	कार्यक्रम पूर्ण केल्याचा अहवाल
१	२००८ - ०९				
२	२००९ - १०				
३	२०१० - ११				
४	२०११ - १२				

11. Resources to be provided by the agency:

(Indicate what kind of facilities will be available with your organization for this project)

- **Material and equipment:**

- **Financial:**
 - Whether other sources of funding are available for the project?

 - Indicate quantum of funds available

- **Details of resource persons** (qualification and expertise) and manpower.

Sr. No.	Name Resource Person	Qualification	Area of specialization

12. Budget estimate (in Rs.):

- Total estimated expenditure:
 - Awareness activity:

 - Action component:

- Financial assistance * sought from MoEF (Furnish activity-wise estimate)
 - Awareness campaign component:

 - Action component:

(* Explanatory notes where necessary should be provided. The break-up of financial assistance required from the Ministry of Environment and Forests should include details of amount to be spent on preparation and distribution of Resource Materials. Conveyance and travel, food / refreshments, honorarium etc.)

11. Resources to be provided by the agency: संस्थेकडे उपलब्ध असणारी साधने

(Indicate what kind of facilities will be available with your organization for this project)

(हा प्रकल्प राबविण्यासाठी आपल्या संस्थेकडे कोण-कोणत्या प्रकारची साधने उपलब्ध आहेत)

- **Material and equipment: (साधन-सामुग्री)**
- **Financial: (आर्थिक व इतर)**
 - Whether other sources of funding are available for the project?
(प्रकल्प राबविण्यासाठी खर्चाची इतर कांही तरतूद आहे काय ?)
 - Indicate quantum of funds available
(असल्यास किती रक्कम ?)
- **Details of resource persons तज्ञ व्यक्ती विषयी माहिती**
(Qualification and expertise) and manpower. (शिक्षण व विषय तज्ञ)

अ.क्र.	तज्ञ व्यक्तीचे नांव	शिक्षण	विशेष नैपुण्य क्षेत्र

12. BUDGET (In Rupees): बजेट (रुपयांमध्ये)

- Total estimated expenditure: एकूण प्रास्तावित खर्च
 - Awareness activity: जागृती कार्यक्रम
 - Action component: कृती कार्यक्रम
- Financial assistance * sought from MoEF
(Furnish activity-wise estimate): पर्यावरण व वन मंत्रालयाद्वारे अपेक्षित अनुदान
 - Awareness component activity: जागृती कार्यक्रम
 - Action component activity: कृती कार्यक्रम

13. Bank details: (Attach 1st page of Pass Book Xerox)

- a) Name / designation and address of the person authorized to receive the grant.
- b) Name of the Bank and its Branch No. Demand Draft / Cheque to made payable)
- c) Kindly mention your Organization's name in **CAPITAL LETTERS** for issuing a D.D. or Cheque.
- d) Bank Account No

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Date:**Place:****Signature with seal of the Organisation**

13. Bank details: बँकेची सविस्तर माहिती

- a) Name / designation and address of the person authorized to receive the grant.
अनुदानाचा लाभ घेण्याचा अधिकार असणा-या व्यक्तीचे नाव, हुद्दा आणि पत्ता
- b) Name of the Bank and its Branch No. (Demand Draft / Cheque to made payable).
बँकेचे नाव, शाखा, शाखा क्रमांक, (डिमांड ड्राफ्ट / चेक द्वारे अनुदान देण्याकरिता)
- c) Kindly mention your Organisation's name in **CAPITAL LETTERS** for issuing a D.D. or Cheque.
कृपया डिमांड ड्राफ्ट/चेक देण्याकरीता आपल्या संस्थेचे नाव ठळक स्वरूपात द्यावे.
- d) **Bank Account No**

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Date तारीख :

Place : ठिकाण:

Signature with seal of the Organisation
सही व संस्थेचा शिक्का