

ELIGIBILITY CRITERIA FOR SUBMISSION OF CSR PROJECT PROPOSALS TO ISEC

| Sl. No. | Head | Details | Page No. of the project details | Remarks |
|---------|--|---------|---------------------------------|--|
| 1 | Project Title and detailed project proposal | | | |
| 2 | Place/Location of project implementation/ location & km. | | | Location, Km. from office/ site/camp |
| 3 | Beneficiary number and details | | | Total, SC, ST, General, OBC, PWD (specify), Children, Women, Gender |
| 4 | Project Objective | | | |
| 5 | Request letter / Covering page | | | |
| 6 | Proposed by | | | Name and address of Organization, person |
| 7 | CSR 1` Form | | | Unique Number for organisations seeking CSR fund. Available on MCA website. (Attach) |
| a | Registration as: Society/Trust/ Sec. 8 Company | | | (Attach) |
| b | Details of representatives of Board of Trustee/Governing Body of NGO/Trust, Memorandum of Association, Article of Association, Trust Deed and brief profile of | | | |

| | | | | |
|-------|---|--|--|--|
| | CEO/Managing Trustee/ Managing Committee and disclose any Director in ISEC Board or interest of any ISEC Director in the applying entity. | | | |
| c | Last three years audit report | | | |
| d | PAN details | | | (Attach) |
| e | Income Tax Exemption Certificates 80G/12A (12AA)/35AC under IT Act 1961/FCRA/Other Applicable | | | (Attach) |
| f | TDS exemption certificate (if available) | | | (Attach) |
| 8 | Certificate from a practicing CS regarding operations on “No profit no loss” (original) | | | (Attach) |
| 9 | Details of past projects (in last three years) of similar nature executed (MoU/ Work order/ Completion Certificate) | | | |
| 10 | Copy of partnership with Govt. agencies/ PSUs if any. (MoU/ Work order/ Completion Certificate) | | | |
| 11 | No Objection Certificate | | | Required from concerned Govt. Dept. to avoid duplicity of work |
| 12 | Estimated project cost with break-up | | | |
| 13 a. | Form of support required | | | |
| 13 b. | Project to be executed by | | | Directly by ISEC or through organization, etc. |

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| 13 c. | Action Plan Provision (in case of project implementation by any organization) with proper timeline | | | |
| 14 | Project Impact | | | |
| 15 | In case of asset created, handover will be done to?? | | | |
| 16 | Annual reports of the organization and URL of organisation's website | | | |
| 17 | Undertaking that assets created from any CSR assistance shall not be passed on to any private party | | | |
| 18 | Details of CSR funding received in the past five years, including the purpose and the name of sponsoring Company; | | | |
| 19 | Confirmation of Utilisation Certificate (UC) were submitted and whether they created assets remain intact | | | |
| 20 | Current status of assets created under previous CSR activities | | | |
| 21 | A brief statement (with 150 words) explaining how the proposed project will benefit the community at large, with a focus on the envisioned social impact. | | | |
| 22 | Any other information | | | |

Note:

1. Separate attachments/annexures must be attached mentioning the page number and annexure number.
2. Basis of estimate and cost justification must be included in the proposal.

3. A PPT along with the proposal must be submitted including photos and videos of previous activities/work in line with the CSR proposal being submitted.
4. Mere submission of the project proposal does not entitle the project proponent for CSR grant from ISEC.
5. ISEC reserves the right to either accept or reject the proposal based on the merit of the proposal and the requirements of ISEC.
6. The proposal, PPT and all other documents (as required) must be submitted to ISEC office/ ISEC's CSR Committee.
7. Projects covered under any government funding or scheme shall not be eligible for applying for CSR proposals.