

					i.e. Demand			
1	2	3	4	5	6	7	8	9

4. Experience of the organisation in thrift/savings and formation of SHGs. Please give details as below (Position as on -----)

(Amount in Rs.)

Sl.No.	Name & Address of SHG	Date of formation	No. of Members	Savings Mobilised	Loan given out of saving	Amount Recovered	Amount of loan outstanding
1	2	3	4	5	6	7	8
Total							

5. Proposed lending programme in the current year

(Amount in Rs.)

Sl. No.	Category of loan	Name of Activities	No. of SHGs	No. of Borrowers	Average amount of loan per beneficiary	Total Amount Requirement
1	2	3	4	5	6	(5x6)
	ST					
	MT					
	Total					

6. Sources available with the organisation

(Amount in Rs.)

Sl. No.	Source	Balance at the beginning of year	Amount expected during the current year	Total Amount
(1)	(2)	(3)	(4)	(5)
1	Own Sources			
2	Savings of SHGs/ Members			
3	Recovery of loans from SHGs/ Members			
4	Other sources such as grants/ donations, etc.			
5.	Borrowings (other than this application of RKM)			
6.	Total			

7. Financial Assistance required from RKM (i.e. Para 5-6)

(Amount in Rs.)

Sl. No.	Category of Loan	Name of Activities	No. of SHGs	No. of Borrowers	Average amount of loan per beneficiary	Amount required
(1)	(2)	(3)	(4)	(5)	(6)	(7)

		ST				
		MT				
Total						

8. Financial position of the organisation as per Balance Sheet

(As on.....)

- (I) Fixed Assets Rs..... (iii) Borrowings Rs.....
(ii) Current Assets Rs..... (Details of borrowings if any, may be given in the proforma below)
(iv) Other liabilities Rs.....

Name of the lending Institution	Date	Amount Outstanding	Amount Borrowed	Balance of Borrowings Repaid
(1)	(2)	(3)	(4)	(5)

9. Organisational seup and Training

(i) Details of staff

No. of staff with the organisation	Trained	Untrained	Total
(1)	(2)	(3)	(4)
Office/ Supervisory staff			
Field/ Extension staff			
Total			

(ii) Details of arrangements available with the organisation for training of staff/ SHGs

10. Check List

(Please enclose the following)

Sl. No.	Details of enclosures	Yes/No	Annexure No.
(1)	(2)	(3)	(4)

- (i) Attested Copy of the original Registration Certificate/Renewals.
- (ii) Attested Copy of Memorandum of Association/Bye-laws
- (iii) Indicate the provision to borrow from outside agency
(Pl. give para/page no. of bye-laws.)
- (iv) Main objectives/purpose / background of forming organisation- a brief note
- (v) Bio-data of the chief functionary
- (vi) Composition of the current Management Committee with name, Designation and address of the members. (With relevant copy of resolution of general body).
- (vii) Copy of audited accounts and Balance-sheet of the organisation for the last three years.
- (viii) Copy of resolution passed by Management Committee seeking loan (amount Rs.-----) from RMK
- (ix) Copies of Annual Reports of last three years.

- (x) Copies of testimonials received from funding agencies/Govt. Departments etc. if any

DECLARATION

I -----(full name with designation) certify that the facts and figures furnished in the application form and the annexures are correct and tally with the records of our organisation.

(Signature with official stamp)
Name & Designation of
Chief Executive

Place

Date

Encls-----Sheets

Application form for interest free loan for the purpose of promotion and development of self help groups (SHGs).

Application Form

- 1 Name of NGO Date of Regn.
- 2 Full Adress
3. Main objectives
4. Whether the NGO collaborating with RMK
5. Description of main activities of NGO during the last two years.
 - (i) Detail of experience (Please attach rules if any formed for compulsory saving and loans etc.)
 - (ii) No. of SHGs formed. No. of members

	No. of Groups	Total thrift collected	Total loans issued	Total loans recovered
(a) One year old				
(b) Less than one year				
(c) In progress (under formulation)				
6. No. of extension staff available with NGO for promoting groups-(Indicate their experience)
7. Financial resoruces available to NGO from itself or donors for the purpose of promotion and development of SHGs.
 - (i) Amount available (internally) Amount availing Year for which
 - (ii) From others
Name of donor
8. Details of SHGs programme to be taken up under RMK scheme (only realistic programme to be given)

Year	No. of SHGs to be promoted	Expected No. of members	Estimated Amt. of saving to be generated 1st year 2nd year 3. rd year	Amt. of lending to be made
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9. Amount to Interest Free Loan required by NGO

Year

Amount Required

(Please give your Estimates as per Norms given in the scheme)

10 Please attach a copy of each of the following

- (i) Buy-laws of your organisation
- (ii) Copy of resolution of seeking assistance by way of Interest Free Loan from RMK.
- (iii) Audited Balance Sheet and Audit Report of the last 2 years.
- (iv) Copy of Annual Report of NGO for the last 2 years

11 Any other information which the NGO would like to present.

12 We undertake to abide by the terms and conditions of the RMK scheme for providing interest free loans to NGOs for the purpose of promotion and development of SHGs and will also execute necessary agreement/other undertakings prescribed/ to be prescribed by RMK.

Signature
Authorised
Officer of NGO