

**APPLICATION FOR OBTAINING FINANCIAL ASSISTANCE THE CHIEF MINISTER'S
YOUTH DEVELOPMENT SCHEME, 2017 - 18 OF EAST KHASI HILLS DISTRICT**

To
The Deputy Commissioner,
East Khasi Hills District

Affix Passport size
photo of the
President of the
Organization

Affix Passport size
photo of the
Secretary of the
Organization

Sir,

I / We have the honour to apply for Financial Assistance under the Chief Minister's Youth Development Scheme 2016 - 17 of East Khasi Hills District for our organization / Association for favour of your kind consideration. The particulars in support to our application are as given below:

1. Name of the Organization: _____

2. Registration No. and Date
Of Registration: _____

3. Place of Registration : _____

4. Address of the Organization _____

For communication purpose: _____

5. **Telephone / Mobile Number** : _____
(compulsory)

6. E-Mail / Website (if any) : _____

7. Bank Account details

A/c No. : _____

Name of the Bank : _____

Branch : _____

IFSC Code : _____

8. Particulars of Assistance received during the last three years with name of the scheme, amount sanctioned and purpose of the assistance.

Sl. No	Amount (in ₹)	Name of the Scheme	Name of the Department / Office from which the Financial Assistance was sanctioned.	Purpose / Name of the programme for which the Financial Assistance was sanctioned	Whether the Utilization Certificate for the sanctioned amount has been submitted? <i>Please tick whichever applicable</i> Yes / No	Brief Report of the Programme Enclosed? Please tick whichever applicable Yes / No
1					Yes / No	Yes / No
2					Yes / No	Yes / No
3					Yes / No	Yes / No
4					Yes / No	Yes / No
5					Yes / No	Yes / No

9. **The Name of the Activity / Programme** we intend to apply for financial

assistance under this scheme is: _____

10. Budget Estimate of the Activity / Programme (in ₹) : _____

11. The following are the expected benefits that our proposed programme / activity will bring for the youths in our area / district / state / country:

Declaration

We hereby declare that the facts stated above are true to the best of my / our knowledge and belief, and I / we agree to abide by the conditions as may be laid down by the Government from time to time in this regard. I / We understand that the District Level Empowered Committee will screen / scrutinize our application and I/We understand that by merely submitting this application does not confer me / us with the right to claim for Financial Assistance. I / we agree and understand that the decision of the District Level Empowered Committee will be final in granting or not granting Financial Assistance to our organization.

Date: _____

Place: _____

Signature of Applicants

Name of President: _____

Signature with seal: _____

Name of Secretary: _____

Signature with seal: _____

The following are the list of documents to be enclosed with this application form:

1. Attested Copy of Registration Certificate.
(** Please note that the Government has notified that all Societies which includes NGOs, voluntary agencies etc should renew their registration every 3 (three) years, therefore, the Registration Certificate submitted should be a valid one, proposals with invalid / un-renewed Registration Certificate will be summarily rejected).**
2. List of the members of the Association / Organization (in original and signed by President / Secretary)
3. Self Attested copy of Election Photo ID Card / Passport / Aadhaar Card of President & Secretary.
4. Latest Annual Report on the activities of the Association / Organisation (Not more than two years before the year of application)
5. Latest Audited Accounts Statement
6. Write up on the proposal
7. Budget Estimate (Budget Break – Up) of the Proposal

******* INCOMPLETE APPLICATION FORMS WILL BE SUMMARILY REJECTED**