

National Culture Fund - Form for Partnership

1	Name and address of the organization*	
2	Nature of the organization	
3	Date of establishment of the organization	
4	Brief history and a brief account of activities of the organization since its inception (Attach separate sheet, if necessary)	
5	Whether the organization is registered under any law for the time being in force? If so, the details thereof.	
6	Whether the organisation is of National/State/District level.	
7	Whether the organization is in receipt of assistance from the Department of Culture or any other Ministry/Department of the Govt. of India? If so, the details thereof.	
8	Whether the organization is in receipt of assistance from the Central Government including autonomous bodies under it, as also the statutory bodies, for any Programme? If so, the details thereof.	
9	Whether the organization is in receipt of assistance from the State Government for any Programme? If so, the details there of including amount, year and purpose separately for each grant.	

10	Whether the organization receives grant from any autonomous organization of the Ministry of Culture? If so, the details thereof, including amount, year and purpose separately for each grant.	
11	Whether the organization receives grants in cash or kind from any other organization in India or in a foreign country? If so, the details thereof. *Organisation(s) where appears in the proforma also include the State Government	
12	<p>Details of the proposal:</p> <ul style="list-style-type: none"> ❖ Title of the project and place of implementation ❖ Project implementation dates: <ul style="list-style-type: none"> ▪ Date of commencement ▪ Date of Termination ❖ Type of Assistance Requested: <ul style="list-style-type: none"> ▪ Financial contribution ▪ Study / Research and further training grants ▪ Publication, periodicals & documentation ▪ Equipment ▪ Conference / meeting or seminar ▪ Conservation / maintenance / upgradation of monuments including incidental landscape / environment upgradation ▪ Exhibition / Theatre productions / Cultural performance Consultancy Service 	

	<ul style="list-style-type: none"> ▪ Building grants ▪ Loans ▪ Travel Subsidy ▪ Any other item(s) 	
13	Financial contribution of the recipient organisation. Amount of financial assistance sought from the National Culture Fund.	
14	Description of the Project	
15	Activities to which this Project relates (Please see objects of the Fund)	
16	<p>Geographical coverage of the Project:</p> <ul style="list-style-type: none"> ❖ International ❖ National ❖ Inter-State ❖ State ❖ District 	
17	Name of the body responsible for executing the Project	
18	Beneficiary Institution(s)	

19	<p>Attested copies of the following documents to be attached with the application:</p> <ul style="list-style-type: none"> ❖ Registration certificate ❖ Constitution of the organisation, articles of memorandum and aims and objectives ❖ Annual reports of last two years (a separate report for each year). This report should briefly describe each programme undertaken and the physical targets achieved for each. The location of the projects/activities should also be mentioned. ❖ List of present members / office bearers of the Board of Management / Executive Committee, date on which it was constituted, Present tenure (Give dates). ❖ Staff of the organisation (Give names, scale of pay, present emoluments.) ❖ Audited statement of accounts of the entire organisation; ❖ Balance sheet ❖ Income and expenditure account; and ❖ Receipt and payment account certified by a Chartered Accountant or a Government Auditor. The statement should be furnished for the last two years. ❖ Any other papers the organization would like to attach. 	
----	--	--

Withholding of any information or furnishing incorrect information can lead to cancellation of sanction/recovery of grant and/or action under the law.

Signature of Secretary of the organization

Name _____

Place _____

Date _____

See Note attached for further details.

Note

1. National Culture Fund aims at sanctioning grants to Government and non-Government organizations largely out of interest accrued on the Corpus Fund and out of the contributions of the donors.
2. Assistance under the National Culture Fund will be given to Government or non-Government organizations to foster India's contemporary culture as well as cultural heritage and to bring both within the reach of the largest possible number of its citizens.
3. Assistance under the Fund is not available to those Government or non-Government organizations who are already on receipt of financial assistance from attached/sub ordinate offices or autonomous organizations under the Department of Culture under any scheme.
4. The Fund could accept projects relating to preparatory assistance, technical cooperation including studies of problems on heritage protection, provision of experts, supply of equipment, emergency assistance, training and support for promotional activities.
5. NCF shall strive to keep in readiness a large number of projects requiring funding and shall, from time to time, renew, upgrade and add to them. The donors would be free to choose any projects or suggest new ones for funding and support.
6. It would be possible for a donor to NCF to indicate a project alongwith any specific location/aspect for funding and also an agency for execution of the project while making donations to NCF subject to general policy guidelines and rules, if any, in this behalf. The NCF shall respect the choice of the donor to the extent possible. When a donor's project covers a World Heritage Site the matter would need to be specifically considered keeping in view the need to take care of environment surrounding the site, as also the fact that adequate funding for them could be already available from conventional sources and concentration of funds on a few important monuments should be avoided
7. Application for grant in the proforma accompanied by the following documents should be sent to the Member Secretary, The National Culture Fund C/o Department of Culture, Shastri Bhavan, New Delhi – 110 003.
 - (i) A copy (preferably photocopy) of the registration Certificate duly attested by a Gazetted Officer.
 - (ii) A copy of the Memorandum of Association/By-Laws of the Organisation duly signed/attested by the applicant.
 - (iii) List of members of the managing Committee with their qualifications and occupations.
 - (iv) Copies of annual reports and audited statements of accounts for the last two years duly signed/attached by the applicant.