

**Eligibility Criteria for Selection of NGO partner:**

- NGO should have been registered under the Societies Registration act, 1860 or a State amendment thereof or the India Trust Act 1982 or the Religious and Charitable Institution Registration Act, 1920.
- NGO should have completed 5 years from the date of registration on the date of filling application. NGOs should have worked in the field of Disaster Management.
- NGO should have a bank account for at least three years preceding the date of file of application.
- “Disaster Management “should be one of the objectives in the Memorandum of Association of the NGO.
- The NGO should be located and working in the same district for at least 3 years.
- The NGO should be working with beneficiaries in rural areas even if the NGO headquarters is located in an urban area. The area of operation of the NGO must be rural, meaning thereby a village included within the jurisdiction of a Gram Panchayat.
- The NGO should not have been black list by any Central/State Government Ministries/Department/Agencies or any National/International Funding Organization.
- NGO should not have defaulted either in works or in financial progress in any of their work with State/District Administration.
- The turnover of the NGO for the last 3 years should be at least Rs.2 lakh per year.
- NGO should comply with the requirement of Income-Tax department/GSTIN or should have at least applied for the same.
- Members of the NGO Selection Committee or their family member should not be the office bearers of the NGO applying for the programme.
- The NGO’s Board members should not have any history of criminal offence against them.

The NGOs should be recommended by the District Administration based on their track record, experience, capacity and other aforesaid criteria.

**Documents to be submitted along with the application form**

Copies should be attested by the president/Secretary of the Organization

- Copy of the relevant registration certificate.
- Bye- Law or MoA OF THE NGO.
- Latest composition of the Managing Committee/Executive Body
- Annual Report of the Organization for last 3 years.
- Copies of last three years’ audited statements/Audited accounts, Viz. Receipt and Payment Account, Income and Expenditure Accounts and Balance sheet along with Auditor’s certificate and report for last three years.
- Documents relating to PAN number and exemption order under 12-A if any.
- Bank pass book reflecting the transaction for the last three years.
- Certificate from the Bank Manager stating that the account is operative for last three years.
- The application should be submitted accompanied by a resolution of the organization duly signed by the sitting member of the Executive Body/Managing Committee of the NGO
- Letter on award of Assignment/Project to the NGO.