

Ref. No.

Date: -11thFeb,2019

To,
 Ms. Rajisha Vineet
 Empanelment Coordinator (Administrative),
 Secretariat, National CSR Hub,
 10th floor, Prof. Gore Academic Building,
 Tata Institute of Social Sciences (New Campus)
 Deonar, Mumbai- 400088
 Contact Number: 022-25525848
 Soft copy emailed to: tissaesdii@gmail.com

Sub: **"EMPANELMENT APPLICATION FOR NATIONAL CSR HUB - SAMUDAYIK VIKAS SAMITI-New Delhi**

Dear Sir/Madam

This is in reference to the above cited subject we are hereby submitting the proposal for your kind consideration.

We take the pleasure to introduce ourselves as a grass root level field NGO called "SAMUDAYIK VIKAS SAMITI. It is a non-governmental and non-profitable organization working for the uplift of People Particularly Deprived Communities Through Various Health, Education, community Development, SHG promotions and skill development programs Particularly women empowerment, skilling and income generation programs throughout India particularly in Delhi, Uttar Pradesh Odisha and Jharkhand.

Basic details of the organization are as:

Name and address of Organisation	Samudayik Vikas Samiti Registered address: A 86/B, 2nd Floor, School Block, ChanderVihar, Delhi-110092 administrative & Project office:- C-316, B&C, Sector-10, Noida (U.P)201301 E-mail : info@svsamiti.org Tel : 0120-4348458 , Phone :+91 9971322458 Website : www.svsamiti.org
Year of establishment	16th March 1999

Registration Details (Act & Reg. number)	Registered With Registrar of Societies Type of NGO Registered Societies (Non-Government) Registration No S 34552
	FCRA Registration Number 231661399 FCRA Registration Date 31/01/2013
Section 12 A	DIT(E)/12A/2011-12/S-6698/1218
Section 80G	DIT(E)/2011-12/S-6698/5270
Permanent Account No (PAN)	AAJTS7550E
TAN	DELS75988D
GST	N.A
UNIQUE ID OF NITI AYOJ	DL/2017/0161409

Enclosed is the Demand draft numbered **854465** dated 12.02.2019 amounting to Rs. 2,000/- only in favour of Tata Institute of Social Sciences, Mumbai

Kindly accept the proposal and empanel the organization so as to mobilize corporate grant for the welfare of the community.

Thanking you,

Truly yours,

(MANORANJAN MOHANTY)
President
Samudayik Vikas Samiti (NGO)

CHECK LIST

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I	MANDATORY DOCUMENTS			
A	TISS AESDII Application Form	3-		
1.	Copy of the completed Application Form (in case of renewal or re-application, please attach earlier proof of communication from TISS)	3-47		
B	Legal Status			
2.	Certificate of Registration	48		
3.	Copy of Memorandum of Association / Society	49-61		
C	Financial disclosures			
4.	Photocopy of 12AA Certificate under Income Tax Act of 1961	62		
5.	Photocopy of PAN Card	63		
6.	Assessment Orders/ Intimations from IT Department, if any, for the last three years			
7.	Acknowledgement of Income Tax Return along with IT Return filed (last three years)	64-87		
8.	Audited Financial Report along with Financial Statement along with Schedules for last three Financial years from date of application	64-87		
9.	a. Audit Report as per the Income Tax Act 1961 and Statutory Law (with evidence of management response, if applicable)	64-87		
	b. Balance Sheet	64-87		
	c. Income – Expenditure Statement	64-87		

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	e. Schedules – (fixed assets, liabilities, bank a/c, etc.)	64-87		
10.	Copy of Budget <u>or</u> Returns <u>or</u> Report filed with Statutory Body (eg. Charity Commissioner / Registrar Of Companies / Registrar Of Societies etc)			
11.	a. Copy of FCRA Certificate under 2010 Act (If applicable. If not applicable, to be mentioned N.A)	88-89		
	b. Cancelled cheque of FCRA and Non - FCRA bank accounts	90-91		
	c. Copy of acknowledgement of latest filed FCRA return	92-93		
11.	Proof of Address - Property Tax Receipts <u>or</u> Sales Deed <u>or</u> Rent Agreement <u>or</u> Bank Statement (any one)	94-96		
12.	Grant Letter <u>or</u> Sanction Letter from funding agency for the last three years (for projects mentioned in the application)	97-109		
13.	Utilization Certificate or Completion Certificate of a Project(s), undertaken in the last three years	110		
D	Programme and Organizational Capacity			
14.	a. Annual Report – Year 1 Most recent year	111-147		
	b. Annual Report – Year 2 Year before most recent	148-176		
	c. Annual Report – Year 3 Year before the above	177-202		
15.	Knowledge Created by the Organisation –hard copy publications, research content, booklets, pamphlet, awareness and advocacy materials etc to be mandatorily attached (please attach maximum 3)	203-208		
16.	Demand draft numbered 854465 dated 12.02.2019 amounting to Rs. 2,000/- only in favour of Tata Institute of Social Sciences, Mumbai	209		

II	OPTIONAL / SUGGESTED DOCUMENTS			
17.	Photocopy of 80G Certificate for tax exemption under Income Tax Act, 1961	210		
18.	Monitoring and Evaluation tools for internal monitoring of projects (if available)			
19.	Any Third Party External Evaluation Report of Organisation's Work with full details of Evaluating Agency	211		
21.	Photocopy of latest Board Meeting Minutes	212-213		
22.	Letter(s) of recommendation/accreditation/affiliation from individuals/institutions	214-215		
23.	Evidence of Awards / Recognition of the Organisation	214-215		
24.	Any Audio-Visual Document(s) that Provides Evidence of the Organisation's Work	216-220 PEN DRIVE		
25.	Any other document(s) that the organisation thinks that will enhance the presentation of the application	221-229		

III	A. No of Mandatory Documents Provided <i>(to be filled in by applicant in the box below)</i>		B. No of Optional Documents Provided <i>(to be filled in by applicant in the box below)</i>	
	Total Required	Total Furnished By Applicant	Total Required	Total Furnished
	16		As many as possible	

1.2 Is this the first time that your organization has applied for empanelment with TISS? (Yes/No)

Yes, first time

1.3 If no, please fill in the box below, as and where applicable: N.A

Application for renewal of empanelment – Yes/No

If yes, empanelment ____ (1st, 2nd, 3rd) cycle expires on _____ (DD/MM/YYYY)

If applied for empanelment with TISS before and organisation was unable to get empanelled, please fill in the date of communication received by the organization conveying non-empanelment: _____(DD/MM/YYYY)

1.4 Is your organization affiliated and/or accredited with any other institution(s)? If yes, please write the name of the institutions and attach the letter(s)/certificate(s) as proof.

Yes- affiliated /or accredited

CIO (Counselling Implementing organization (NSDC) Ministry of social justice, ministry of minority affairs, ministry of tribal affairs and ISO certified (ISO 9001 2008 – Quality Management)

1.5 Is your organisation registered with the NitiAyog NGO Portal Darpan? If, yes please provide your organization's unique ID number.

DL/2017/0161409

1.6 Why does your organisation seek empanelment with TISS? (Preferably in maximum 4 bullet points)

- **SAMUDAYIK VIKAS SAMITI** Empanelment with the CSR hub will catalyse the process

in which the organization becomes part of a network of companies seeking partners with experience and expertise to fulfil their social obligations, initiate programs.

- Empanelment will also ensure that organization develops relations with other organizations and learns from their successful developmental models, strategies, , innovations and ideas in the same thematic areas or different.
- It will also enhance the possibility of forming further partnerships with the corporates/ government so as to bring about changes at the policy level or make more optimum utilization of the schemes of department of education, MSDE, NSDC, SKILL MISSIONS OF STATES, NABARD, National Water mission, Department of Handicraft, Ministry of textile and the department of water and sanitations etc.
- We shall be able to get donors and sponsors for our innovative projects which we have already as pilot project on microfinancing, SHG promotions and income generation activities for the most downtrodden communities of Odisha and Uttar Pradesh.

2. Organisational Profile:

2.1 Contact Information:

Full name of Organisation	SAMUDAYIK VIKAS SAMITI
Registration Details (Act under which registered and registration number)	Registered With Registrar of Societies Type of NGO Registered Societies (Non-Government) Registration No S 34552

Date of Registration	16th March 1999
State / District / Town / City in which headquartered	Registered address: A 86/B, 2nd Floor, School Block, ChanderVihar, Delhi-110092 administrative & Project office: C-316,B&C, Sector-10, Noida (U.P) 201301 E-mail :info@svsamiti.org Tel :0120-4348458 Phone :+91 9971322458 Website :www.svsamiti.org Branch Address :At-Mathasahi, Post/District-Bhadrak, State-Odisha Phone :+91 943 852 5025
Registered Office Address and Phone No.	A 86/B, 2nd Floor, School Block, ChanderVihar, Delhi-110092
State with Pin code of Registered Office	110092
Head Office Address and Phone No.	9971322458
State with Pin code of Head Office	: C-316,B&C, Sector-10, Noida (U.P) 201301
Website	www.svsamiti.org
Name of Nodal Officer (for purpose of communication with TISS)	(Manoranjan Mohanty) President SAMUDAYIK VIKAS SAMITI

Designation	President
E-mail	info@svsamiti.org
Phone Number	9971322458

*** Please note:** *It is the responsibility of the organisation to update and communicate to TISS and other partners/funders in case of changes in the above details, as information, as it appears above and duly filled in by the organisation, is what is shared with potential funders by TISS*

2.2 Details of Branch Office(s) (If applicable, please add information of each branch in a different row):

Name of District(s)	Year of Establishment of the Branch	No. of Staff (Permanent) Working at the Branch Office	No. of Staff (Non – Permanent and Volunteers) Working at the Branch Office	Whether Branch Office Space is Owned or Rented
EAST DELHI	2013	5	6	OWNED
NOIDA-UTTAR PRADESH	2015	6	8	OWNED
BHADRAK-ODISHA	2017	4	7	OWNED

2.3. Please provide relevant details in the table below with regard to the organisation's core projects for the past 3 years:

Project Name	Project Timeline: (Please enter Start Date and End Date in format (DD/MM/YYYY))	Project Thematic Area	Focus Area of Intervention within the Larger Thematic Area	Funder	District(s) / State(s) where Implemented
2017-18					
Complete elimination of TB in resettlement/ slum areas of Bhadrak, Odisha	06-05-2017 to still continuing	Promotion of health services	Complete elimination of TB in resettlement/ slum areas of Bhadrak, Odisha	SVS got support for Health Services from "Various CSR companies"	Bhadrak, Odisha
Vocational training program for women	01-04-2014 to still continuing	Skill Development program for livelihood	Training program on sewing and tailoring, handicrafts, Zari Zardozi and chikankari	Public contribution	Noida, Uttar Pradesh
SHG promotion	1-3-2018 to still continuing	Microfinance and marketing of handicraft items	Microfinance and marketing of handicraft items made by the beneficiaries	Self-financing	Noida, Uttar Pradesh

			of Bhadrak		
2016-17					
Health awareness program in resettlement/ slum areas of Bhadrak, Odisha	1-4-2016 to still continuing	Promotion of health services	Health awareness in resettlement/ slum areas of Bhadrak, Odisha	Self financing	Bhadrak, Odisha
Vocational training program for women	01-04-2016 to 31-03-2017	Skill Development program for livelihood	Training program on sewing and tailoring, handicrafts, Zari Zardozi and chikankari	Public contribution	Noida, Uttar Pradesh
2015-16					
Health promotion in resettlement/ slum areas of Bhadrak, Odisha	01-04-2015 to 31-3-2016	Promotion of health services	Complete elimination of TB in resettlement/ slum areas of Bhadrak, Odisha	SVS got support for Health Services from “Various CSR companies”	Bhadrak, Odisha
Vocational training program for women	01-04-2014 to still continuing	Skill Development program for livelihood	Training program on sewing and tailoring, handicrafts, Zari Zardozi and	Public contribution	Noida, Uttar Pradesh

			chikankari		
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2.4 Please select the appropriate category listed below that is most applicable to your organisation. You may select more than one option and highlight in bold the type of organisation selected:

Type of Organisation
Grassroots Implementing Organisation (GIO)
Community Awareness Generation, Mobilisation and Capacity Enhancing Organisation (CO)
Resource and Support Organisation (RSO)
Institutional Care and Support Organisation (ICSO)
Network Organisation (NO)
Focussed Beneficiary Organisation (FBO)
Skills and Vocational Training for Livelihood Support Organisation (SVTL SO)
Research, Policy and Advocacy Organisation (RPAO)
Action Research Project within Institutions (ARPI)
Think Tank (TT)
Rights Based Organisation (RBO)
Nodal Institution for Monitoring and Evaluation (NIME)
Any Other (Please Specify):

3. Conceptual and Convergence Framework:

3.1 Organisational vision:

To promote basic health services and skilling as livelihood so as to contribute towards sustainable human development through initiating and executing developmental activities that result in substantial improvement in the quality of life of the disadvantaged.

3.2 Organisational mission:

To bring out socio economic changes in the lives of disadvantaged group of the society through skilling, education, health and uplift in standard of live.

3.3 Organisational strategy (to achieve stated organisational goals):

- **To help people avail basic facilities food ,fibre and shelter for themselves**
- **To help people skilled so as to enhance their livelihood options.**
- **To implement various socio economic development program in the field of social , economic and educational programs to help people avail basic amenities for themselves.**
- **To provide support to First Generation entrepreneurs and other entrepreneurs for smooth functioning and sustainable growth of their enterprise.**
- **To organize Entrepreneurship Development Programmes to acquaint entrepreneurs with the procedures those are required to establish an enterprise.**
- **To train artisans and craft persons in design and technical areas for building their capacities for seeking better business opportunities.**
- **To start and run non- formal and formal education for deprived communities, setting up vocational training, life-skill up-gradation, production, marketing, micro-credit, micro-financing, job opportunities and micro-business enterprises and entrepreneurship development programs.**

3.5 Core values and principles that the organisation stands for:

To bring out socio economic changes in the lives of disadvantaged group of the society through skilling, education, health and uplift in standard of live.

3.5 Please mention three areas of strengths that your organisation can extend to the development sector:

1- It can provide mass skilling to the needy one throughout the state, it is already running various skilling centers in Odisha, Uttar Pradesh and New Delhi.

2- financial literacy and SHG promotions. The organization has a reasonable capacity to implement SHG mobilization Programmes for individuals and promote various aspects of leadership and management are things around which the organization can build the capacity of other organizations.

3-It has exposure, expertise and commitment to make available easy microfinance to the most needy individuals from India.

3.6 Please mention three areas (for example, financial management, resource mobilisation, proposal writing, documentation etc) where your organisation needs capacity building support:

1. Building a network with potential purchasers of handicraft, village based products, arts

and crafts products in other states for ensuring a wider reach for the products made by the entrepreneurs who have received support from the organization for starting up during their incubation phase.

2. It needs to build its knowledge base about various crafts and art based methods being followed and marketed all over the country. This will help the Entrepreneurs in choosing those forms of art and craft which are more popular with the buyers.
3. The organization needs to build its capabilities to mobilize corporate houses get aligned with our Microfinancing projects linked with skilling and livelihood.

3.7 In the last decade, please list upto three major problem(s) identified by your organisation in undertaking initiatives. Please briefly fill in the table below (in bullet point format preferably):

Thematic Area	Problem Identified	Basis of Identification	Problem was Identified Internally by the Organization or by an External. Agency. If External Agency, please provide name of agency	How were these Challenge(s) / Issue(s) Addressed	Present Status
Health Promotions	TB stands to be the sole reason for maximum number of deaths globally. India comes under the list of 22 high TB burden nations, which together makes a	In India, despite the Government intervention through RNTCP, many people remain unaware of the fact that the medicines needed to treat TB patients are available at free of cost. Most	1Poor knowledge of TB and services available through national public program are major reasons for people to go to private clinics for treatment. (TBFACTS.ORG, 2017)	Now Government has realized the problem and planning some of the program by participatory methods	Though government is trying to overcome the situation but it requires mass movement to maximizing the impact

	<p>population of 80% of all TB cases.</p> <p>Universally, it is found that TB treatment failures take place as patients fail to take TB drug treatment properly. Some of the other major reasons relate to the actions of doctor in prescribing incorrect regimes, quality of the drugs that are delivered and patients for a number of reasons may have insufficient intake of drugs</p>	<p>people tend to spend huge amount of money in private hospitals. There are concerns about the standard and care which are delivered at the private hospital, including the delay in diagnosis, lack of way to ensure the full course of treatment is being taken, and recording the treatment outcomes. 1Poor knowledge of TB and services available through national public program are major reasons for people to go to private clinics for treatment. (TBFACTS.ORG, 2017)</p> <p>Half of these slums are not notified, and have no security of</p>			
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		land tenure or city services like connection to water supply and sanitation.			
Vocational education	<p>Wrong Attitude:</p> <p>All the while more respect has been paid to the intellectual activity than physical labour. On the basis of work or labour, the caste system has been built in India. The roots of division of labour based on thousands of years of caste system have gone deep into our society. The people engaged in handicrafts and other physical works for earning their bread are</p>	Still industries are deficient of efficient skilled labour	Base line survey and observations	Industries have given their memo to government and sought intervention in continuous training of skilled labour	Government has launched many short term skill development program but still it has not gain any momentum.

	not looked with respect.				
Income generation and job creations	Investing in infrastructure creates income opportunities and generates jobs. Directly as employment can be created during the construction and maintenance of infrastructure by using labour-based methods	Lack of infrastructure and trained man power	Surveys and reports	Government is promoting financial institutions to support the people who wish to invest in infrastructure so as to create job opportunities	The government has linked many of the skill development programs with job placement guarantee which may boost the intake

3.8 With regard to ‘innovation’, please briefly mention innovation(s) demonstrated:

a) At Organisational Level (If applicable and has been demonstrated, please share innovative model developed by the organisation):

We have identified peers from the community and we are training them with the desired changes we expect from the villages so as to make a continuous improvement cycle of development right from the villages and hamlets.

b) At Project Level (If applicable and has been demonstrated, please share innovative model developed by the organisation)

We are running various skilling and non- formal education centers as per the convenience of working couple during morning and evening whenever they are comfortable to send their kids. We have started night classes for people who are working in day time.

3.9 As and where applicable, with regard to organisational projects implemented since the last five years, please provide information in the table below:

Sl. No.	Thematic Area	Total Number of Projects in Last Five Years (Completed)	Total Number of Projects In Last Five Years (Ongoing)	Total Number of Projects (Proposed for the Next Five Years)
1	Food Security, Hunger, Nutrition		1	5
2	Sustainable Agriculture		1	5
3	Water and Natural Resources Management, Conservation and Protection			5
4	Clean Water, Sanitation and Hygiene			5
5	Health - Preventive, Promotive, Curative and Rehabilitative		2	5
6	Disability			2
7	Education	2	2	10
8	Livelihood, Employment Enhancing Skill Development/ Vocational Training		3	5

9	Programs Focussed on Welfare and Empowerment of Vulnerable Groups- Women, Children, Adolescent, Youth, Elderly, Religious, Ethnic and Sexual Minorities and Differently Abled	2	2	10
10	Environment and Energy	1	1	10
11	Rural / Urban / Community / Tribal Development	1	1	5
12	Animal Welfare	-	-	2
13	Arts, Culture and Sports			2
14	Awareness Generation and Capacity Building	2	2	10
15	Infrastructure	-	-	2

3.10 Please provide details of the projects undertaken by the organisation with support of government schemes or government departments in the last three years:

Project Name	Funder	District(s) / State(s) where Implemented
2017-18		
Complete elimination of TB in resettlement/ slum areas of Bhadrak, Odisha	SVS got support for Health Services from “Various CSR companies”	Bhadrak, Odisha

Vocational training program for women	Public contribution	Noida, Uttar Pradesh
SHG promotion	Self-financing	Noida, Uttar Pradesh
2016-17		
Health awareness program in resettlement/ slum areas of Bhadrak, Odisha	Self financing	Bhadrak, Odisha
Vocational training program for women	Public contribution	Noida, Uttar Pradesh
2015-16		
Health promotion in resettlement/ slum areas of Bhadrak, Odisha	SVS got support for Health Services from “Various CSR companies”	Bhadrak, Odisha
Vocational training program for women	Public contribution	Noida, Uttar Pradesh

3.11 (*Optional*) Based on your organisation’s past experiences, please share experiences, both positive and negative, of working with Government and Industry:

Government		industry	
Positive	Negative	Positive	Negative
They are willing to	but they do not help	They want to	They have their own

participate in the program	us in mobilizing funds for the program nor they themselves contributing for good causes	support	INTEREST so they support only those who fits in their industrial requirement rather than social requirement
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3.12 (*Optional*) In attempting to understand the organisation's awareness level of local resources available, the organisation may please fill out the table below with regard to the major active Companies operating in areas of organizational operation with respect to the last five years:

NA

Name of Company	Location of Company Factory/ Office and District, State	Thematic Sector of Focus of Welfare/ Development Projects in the Last Five Years	Whether your Organisation has any Partnership with the Respective Companies (Yes / No / In Process)
Various CSR companies		support for Health Services	Yes (MOU is enclosed)

3.13. Please fill out the table below with regard to details of the major active NGO operating in areas of organizational operation with respect to the last five years:

Name of NGO	Whether Empanelled with TISS (Yes/No/Do Not Know)	Main Thematic Sector of Focus*	District and State where projects are active	Collaboration (Yes/No/ In Process)	Nature of Collaboration With Your Organisation (For example, financial support, capacity building, infrastructural support, implementation of program etc)

4. Documentation and Presentation Framework:

4.1 Please fill in the information in the table below:

Title of Content Produced by Organization	Author(s), Affiliation	Nature of Content*	Published (Yes/No)	Year	Proof Attached (Yes/No)
N.A	N.A	N.A	N.A	N.A	N.A
N.A	N.A	N.A	N.A	N.A	N.A

** Suggested Options (Indicative but not Exhaustive): Publications, Research Content, report, White Paper, Booklets, Pamphlets, Flyers, E-Book, E-Magazine, Newsletter etc*

4.2. Website link (if applicable)

Website: www.http://www.svsamiti.org/
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4.3 Links to online content (if applicable):

Website: www. http://www.svsamiti.org/

4.4. With respect to knowledge dissemination practices, please fill in the following table with details of last three years only:

Particulars of Event*	Date (DD/MM/YYYY)	Number of Participants	Funded By
Skilling booklets	24-12-2016	200	SELF
Scope of SHGs in starting small business	15-5-2014	58	Self
Seminar on skilling	21-03-2017	57	Self

**Seminar / Conference / Symposium/ Workshop / Meeting etc*

4.5 Please provide information, in the table below, on the awards received in the last five years:

Title of Award or Certificate of Recognition / Appreciation	Year of Award or Certificate of Recognition/ Appreciation	Name of Institution that has Issued the Award or Certification of Recognition/Appreciation

N.A	N.A	N.A
N.A	N.A	N.A

5. Structural and Operational Framework:

5.1 Organisational Staff Profile:

Type	Number
A. No. of Permanent Staff / Full-Time Staff	16
B. No of Contractual / Temporary Staff	8
C. No. of Part time Paid Staff	5
D. No. of Volunteers	20
Total No. of Staff (A+B+C+D)	49
Percentage of Female Staff out of Total Staff	30
Percentage of SC/ ST/ OBC members out of Total Staff	60
Percentage of Staff with Disabilities out of Total Staff	3

**5.2 How many staff members has been a part of the organisation for more than five years?
(Please only give numbers. not names):**

7

5.3 Please list, in the table below, organisational staff capacity building workshops in the last three years:

Date	topic	Funder
24-12-2016	Skilling booklets	SELF
15-5-2014	Scope of SHGs in starting small business	Self
21-03-2017	Seminar on skilling	Self

5.4 With regard to organisational policies and procedures, please highlight in bold and tick as and when appropriate:

Organisational Policies for Not For Profit Organisations as per TISS AESDII:	Yes	No	If Yes, whether Evidence has been Attached	Annexure Number
Board Rotation Policy	YES		YES, there is a clause in Society to elect the board	Enclosed as Annexure
Public Disclosure Policy / Anti - Corruption and Whistleblower Policy	N.A		The Society has passed resolution in	

			this regard	
Policy Pertaining to Dealing with Partners	N.A		As per Society	
Affirmative Action Policy and/or Policies Pertaining to Vulnerable Groups	N.A		As per Society	
HR Policy and/or Recruitment and Retention Policy	Yes		Yes	Enclosed as Annexure
Sexual Harassment at Workplace Policy	YES		There is President who looks after if any complaint	Enclosed as Annexure
Maternal/Child Protection Policy	Yes			Enclosed as Annexure
Information Communication and Technology (ICT) Policy and/or Management Information System (MIS) Policy	N.A			
Financial Policy	YES		As per Society	1
Environment and Sustainable Living Policy	N.A			
In addition to the above policies , if your organisation has any other key policy, please mention and attach proof of the same	N.A			

6.Programmatic, Competency and Change Framework:

6.1 The Twenty Point TISS AESDII Programmatic Framework:

Please furnish details of minimum of one and maximum of three core projects in the last three years Details of each new project should be put in a separate template as given below, please copy the table below based on the number of projects:

PROJECT NO-1

support for Health Services from “Various CSR companies”

Sl. No	Project Details	
	Table No.	1
1	Name of the Project	support for Health Services from “Various CSR companies”
2	Core Objectives of the Project	<p>The objectives to be undertaken by SVS for achieving the mentioned goal is –</p> <ul style="list-style-type: none"> ➡ Building a team and getting required community support for sensitization and generation of awareness on TB and access to various health facilities. ➡ Linking the patients with private doctors, by bringing them to DOTS center in the year 2018-19. ➡ To provides nutritious food for improving health of TB patient. <p>In Bhadrak there are near by 1000 Tb paitents and as SVS we were searching</p>

		<p>any support for Nutrition.</p> <p>Nutrition is very important part in curing TB. Bhadrak is very poor area and people always struggle for Nutritional food.</p> <p>SVS got support for Health Services from “Various CSR companies”</p> <p>For 210 patients SVS was giving following Nutritional support</p>
3	What is the reason for taking up this Project?	<p>The congested lanes of Bhadrak, Odisha are filled with small knitted homes, poor living conditions and unhygienic surroundings. Majority of people are not educated beyond secondary level, and the awareness amongst people regarding their own health and surrounding hygiene is very poor.</p> <p>Almost 80% of the population works in the unorganized sector and survive on daily wages. The health issues of oneself and family are highly ignored, as it leads to a loss of daily wage and creates possible fear of unemployment. There is also a careless attitude and behavior noticeable amongst individuals and families towards health. Most of the young girls become victim of TB as they have wrong perceptions about zero figure and hence they avoid to take their necessary food which cause for tuberculosis.</p> <p>Lack of sanitation facilities, clean drinking water, and heavy rains make people vulnerable to various infections.</p>

		<p>Every fourth household in Bhadrak, Odisha is observed to be a TB patient. The health issues developing amongst individuals are very rampant, and the area lacks the needed infrastructure to address the needs effectively.</p> <p>There is a continuous dependence on private clinics, which lead to delay in diagnosis, lack of way to ensure full course of treatment, and recording of treatment outcomes. The treatment is either neglected or the medication cycle is left mid-way without completion. There is also direct reach out to pharmacy for quick relief of pain. TB requires a stringent medication cycle of 6-9 months, which often gets ignored. The numbers of missing and lost cases, which are not notified to the public setups, are also at a high in the resettlement/ slum areas of Bhadrak, Odisha. Poor access to good Government hospital in nearby area and people's hectic schedule causes delay in treatment, leading to widespread TB in the area.</p> <p>The attitude amongst people against TB is very casual and normalised; the visible effort for prevention of disease is low. TB is seen as a 'curse' on the family, which affects multiple generations. Woman in specific face social dejection after being TB detected, and are excluded from their families. There is a greater myth about how TB is spread, leading to discrimination and social isolation of the</p>
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		detected TB patients. Hence SVS will try to eliminate TB by implementation of this project.
4	Names of State(s) covered	Odisha
5	Names of District(s) covered	Bhadrak
6	Number of Block(s) covered	3
7	Number of Villages(s) covered	
8	Funder(s)	Various CSR companies
9	Period of Funding (DD/MM/YYYY):	2017-18
10	Project Period (DD/MM/YYYY):	Start Date: 06-05-2017 End Date: 05-05-2019
11	No. of staff engaged	6
12	Target Population	8,00,000
13	Criteria for Beneficiary Selection/ Identification	Base line survey cum participatory approach
14	Thematic Area of Intervention (Exact area of focus.)	Complete elimination of TB in resettlement/ slum areas of Bhadrak, Odisha, by bridging the gap between public care setups and the patients.
15	Implementation Model and/or Implementation Plan/Strategy/Process	➡ Building a team and getting required community support for sensitization and generation of awareness on TB

		<p>and access to various health facilities.</p> <ul style="list-style-type: none"> ➔ Linking the patients with private doctors, by bringing them to DOTS center in the year 2018-19. ➔ To provides nutritious food for improving health of TB patient. <p>In Bhadrak there are near by 1000 Tb paitents and as SVS we were searching any support for Nutrition.</p> <p>Nutrition is very important part in curing TB. Bhadrak is very poor area and people always struggle for Nutritional food.</p>
16	Periodicity of Monitoring	Weekly
17	Please provide details of the Name of Person/Institution with Designation/Full Address who/that is associated with Monitoring of this this Project	<p>Contract person: Manoranjan Mohanty President SAMUDAYIK VIKAS SAMITI</p>
18	Indicators for Measuring Success (optional)	<p>The objectives to be undertaken by SVS for achieving the mentioned goal is –</p> <ul style="list-style-type: none"> ➔ Building a team and getting required community support for sensitization and generation of awareness on TB and access to various health facilities. ➔ Linking the patients with private doctors, by bringing them to DOTS center in the year 2018-19. ➔ To provides nutritious food for

		<p>improving health of TB patient.</p> <p>In Bhadrak there are near by 1000 Tb patients and as SVS we were searching any support for Nutrition.</p> <p>Nutrition is very important part in curing TB. Bhadrak is very poor area and people always struggle for Nutritional food.</p> <p>SVS got support for Health Services from “Various CSR companies”</p> <p>The support is for 2 years and it mainly for nutrition support.</p> <p>SVS got support from May 2017 to March 2018 for first year.</p> <p>So SVS has started to work with 540 patients in Year 2017-2018.</p> <p>For 210 patients SVS was giving following Nutritional support.</p>
19	Results / Success of this Project	<p>SVS has started to work with 240 patients in Year 2017-2018.</p> <p>For 210 patients SVS was giving Nutritional support.</p>
20	Exit Strategy for this Project	<p>Once the identified patients completes the course the colony shall be free of tb patients and the society shall keep on preventing measures to help people save themselves from TB</p>

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PROJECT NO-2

Skilling for disadvantaged	15-6-2016 to 31-03-2018	Skilling of tailoring, beuticulture and banking/finance	skilling generation program	Self-financing and public contribution	
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Sl. No	Project Details	
	Table No.	2
1	Name of the Project	Skilling for disadvantaged
2	Core Objectives of the Project	Skilling and placement for disadvantaged community
3	What is the reason for taking up this Project?	Very Low purchasing power of the beneficiaries, limited resources, lack of entrepreneurial skill in most of them,
4	Names of State(s) covered	New Delhi
5	Names of District(s) covered	East Delhi
6	Number of Block(s) covered	3
7	Number of Villages(s) covered	7

8	Funder(s)	Self financing
9	Period of Funding (DD/MM/YYYY):	2016-17
10	Project Period (DD/MM/YYYY):	Start Date: 15-06-2016 End Date: 31-03-2018
11	No. of staff engaged	11
12	Target Population	Community: Daily wages labour, hawkers, vegetable sellers, house wives Number of targeted beneficiaries: Expected numbers 5000 in 5 (years) Actual numbers 300 in 2 (years)
13	Criteria for Beneficiary Selection/ Identification	Base line survey cum participatory approach
14	Thematic Area of Intervention (Exact area of focus.)	Income generation program
15	Implementation Model and/or Implementation Plan/Strategy/Process	Awareness drive, mobilizing youth, training them in entrepreneurial skills, financing them and help in promoting their small businesses
16	Periodicity of Monitoring	Weekly
17	Please provide details of the Name of Person/Institution with Designation/Full Address who/that is associated with Monitoring of this Project	Contract person: Manoranjan Mohanty President SAMUDAYIK VIKAS SAMITI
18	Indicators for Measuring Success (optional)	<ul style="list-style-type: none"> • Number of trainee trained- • Number of members got gainfull employment • Number of members made

		incremental income apart from their usual daily income <ul style="list-style-type: none"> • Number of people got literate with our efforts.
19	Results / Success of this Project	<ul style="list-style-type: none"> • Number trainee trained - 500 • Number of members got gainful employment: 200 • Number of members made incremental income apart from their usual daily income: 300 <p>Number of people got benefited.: 500</p>
20	Exit Strategy for this Project	Once the project become self-sustainable and self rotating, the Society shall hand over the responsibility to the peers associated with this project.

6.2. (Optional) Please discuss what provisions / tools exists for internal monitoring of projects by the organisation (if available, please attach evidence of monitoring and evaluation tools)

N.A.

6.3 Please list details of one concrete project that your organisation wishes to undertake in the next one year and discuss a roadmap for the same by filling in the following table below:

Project Objectives	Location	Approximate Budget for the Project	Which Companies have been Identified to Partner	Which Government Schemes/ Government Department can be Partnered for this Proposed	Role of Community in this Project	Role of your Organization in this Project

				Project		
SHG promotion and skilling program for the most backward communities of Bhadrak	Bhadrak	Rs. 60 lakh	ONGC /Sir Dorabji Tata and Allied TRUST	SHG promotion and skilling program for the most backward communities of Bhadrak	Community shall identify the beneficiary and will be monitoring the project	We shall be the implementing agency cum care taker of the funds and project

7. Governance and Structural Framework:

7.1 Board Members:

SL	NAME & FATHERS NAME	ADDRESS With PAN Card No	OCCUPATION WITH DESIGNATION
1	Manoranjan Mohanty	C-316 B and C SECTOR- 10 NOIDA 99713224 58	President Business
2	Gaurav Sharma		Vice president
3	Shailesh Anandani	B 22, SOM APARTMENT, PLOT NO 24, CTOR- 6, DWARK A, NEW DELHI- 110075	General Secretary

4	Surya Narayan Das	CHAKAB ARAHAP UR, BALESH WAR BHADRA K ORISSA- 756055	Treasurer
5	Anil Kumar	VISHUN APURHO RIL, TOWN/VI LLVISHUN APUR, ANCHAL - MOTIPU R, DISTTMUZAFF A MUZAFF ARPUR, BIHA	Executive Member
6	Rupak Bihari Ray	AT MATHAS AHI BHADRA K ORISSA- 756100	Executive Member
7	Kisan Sahoo	AT/POKASAFA L, VIALANGAL ESHWAR , PSSINGLA, DISTTBALASU RE- 756024,O RISSA	Executive Member

8	Radhey Krishna Yadav	4/E,QR-3139, BS CITY, BOKARO JHARKH AND 9555285222	Executive Member
9	Alok Sharma	801 HIMGIR , APPART MENT, BAILIWA LA CHOWK, SIDHART H ESTATE, DEHRAD UN UTTARA KHAND-248001	Executive Member
10	Prem Dutt Sharma	A-801, HIND APPART MENT, PLOT NO -12, DWARK A SECTOR-5, DELHI-110075	Executive Member

7.1 Details Board Members:

Name of the Member	Manoranjan Mohanty	Gaurav Sharma	Shailesh Anandani	Surya Narayan Das	Anil Kumar	Rupak Bihari Ray	Kisan Sahoo	Radhey Krishna Yadav	Alok Sharma	Prem Dutt Sharma
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Gender	M	M	M	M	M	M	M	M	M	M
Age (optional)	52	35	44	56	45	34	33	30	30	30
Educational Qualification with Specialisation	Practising Chartered accountants specialization in Microfinancing	Post graduate	Graduate	Post graduate	Post graduate	Graduate	Graduate	Graduate	Graduate	Post graduate
Full Time Occupation	BUSINESS	SERVICE	SERVICE	SERVICE	BUSINESS	SERVICE	SERVICE	SERVICE	SERVICE	SERVICE
Core Area of Expertise	Financial literacy and Management	Community mobilization	Business and entrepreneurship	Community development	Microfinancing	Health professionals	Activist	Women empowerment	Community development	Vocational program
No. of Years on Board	6	3	4	4	6	5	5	6	6	6
Full Address with Contact no.	C-316 B and C SECTOR-10 NOIDA 9971322458		B 22, SOM APARTMENT, PLOT NO 24, CTOR-6, DWARKA, NEW DELHI-110075 MOB: 9716777770	CHAK AB ARAH APUR, BALESWAR, BHADRA K ORISSA-756055	VISHU N APUR HO RIL, TOWN /VI LLVIS HUN APUR, ANCHAL - MOTIPUR, DISTT MUZAFFAR MUZAFFAR	AT MATHAS AHI BHADRA K ORISSA-756100 9438525025	AT/POK ASAFA L, VIALAN GAL ESHWAR , PSSING LA, DISTTBA LASU RE-756024, O RISSA 9999589201	4/E,QR - 3139, BS CITY, BOKARO , JHARKH AND 9555285222	801 HIMGIR , APPARTMENT, BAILIWARA CHOWK, SIDHARTH ESTATE, DEHRADUN UTTARA KHAND-248001 8630800499	A-801, HIND APPARTMENT, PLOT NO -12, DWARKA SECTOR - 5, DELHI-110075 9999589216

					ARPU R, BIHAR 98715 955 33					
Role in Organisation	Chief functionary	Vice president	General Secretary	Treasurer	Member	Member	Member	Member	Member	Member
Apart from Board Member, whether any other Position held in this Organisation.	CEO	No	NO	NO	NO	NO	NO	NO	NO	NO
Any Monetary Benefit Received from Organisation? If Yes, Please Explain	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
Relationship with other Board Members	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
Details of other Organisations/ Networks (Govt. Body / NGO / Company/ Firm) where the Board Member may be Associated and in what Capacity	OWN separate business	NO	OWN separate businesses	OWN separate businesses	OWN separate businesses	OWN separate business	OWN separate businesses	OWN separate businesses	OWN separate businesses	OWN separate businesses

Are the Board Members involved in:	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
a. Fund Raising										
b. Planning										
c. Implementation										
d. Monitoring										
e. Any Other (Please specify)										

7.2 (Optional) If applicable, how many (only numbers and not names) Board Members belong to:

Scheduled Caste (SC)	Scheduled Tribe (ST)	Other Backward Class (OBC)	Total No. of Board Members
2	1	5	8nos

7.3 Head of the Organisation:

Name of Organisational Head	MANORANJAN MOHANTY
Professional Qualification	
Email	
Contact No.	
Date of Appointment	
Is Head of the Organisation also the Founder of the Organisation? (Yes/No)	
Does Head of the Organisation work full time with the Organisation? (Yes/No)	
If No, then what is the other occupation? Please provide details.	
Is Head of the Organisation member of any Network? If yes, please provide:	
Name of Network	
Level of Network (International/ National/Local networks)	

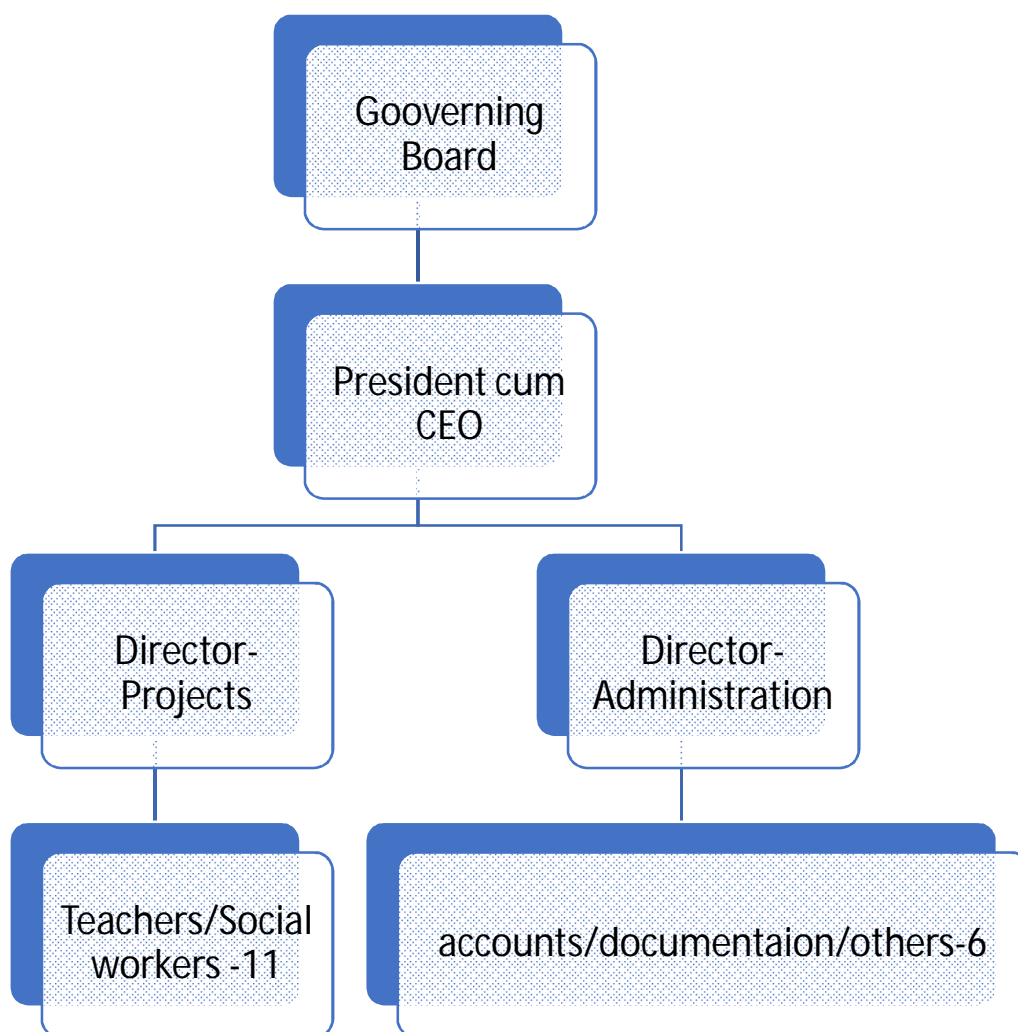
7.4 With regard to Board Meetings, please fill in the following table:

Sl. No. of Board Meetings in last one year	Date (DD/MM/YYYY)	Meeting Chaired By	Whether Meeting was Minuted?	Procedure followed to document Minutes of the

			(Yes/No) (Optional and Suggested: You may please attach copy of minutes of minutes of the latest board meeting)	Meeting
3	01-01-2018	MANORANJAN MOHANTY	-	For new year strategy and plans approval. A proper notice to all Members was given and subsequently they all attended the meeting and passed an unanimously resolution to set up one skilling centre in Bhadrak

7.5 Please describe your Organisational Structure through a diagrammatic representation of different departments in the organization (an organogram shall be preferred). Please also mention number of staff in each department (from head of the organisation to field level staff):

Organisational Structure (describe as an organogram)



7.6 Does the organization have a succession plan? If yes, please briefly discuss:

There is a proper election pattern in which all the board members are elected.

7.7 Names and Positions of Second Line Managers:

Name	Qualification	Current Designation	Period of Association with	Are they part of the above
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			the Organisation (In years)	succession plan (Yes/ No)

8. Financial Framework:

8.1 Does the organization have a dedicated team and/or person for fundraising? (Yes/No)

NO

8.2 Please mention the details of various returns filed during the year (for example, TDS / Service Tax / PT / PF / ITR etc):

Copy of all three ITR enclosed

Date of Filing Return	Type of Return	Reasons for Not Filing
23/12/2016	ITR-VII	NA
16/09/2017	ITR-VII	NA
25-09-2018	ITR-VII	NA

8.3 Please give the below mentioned details for the past three years:

Project Name	Funder	District(s) / State(s) where Implemented	Grant Received	Grant spent
2017-18				

Complete elimination of TB in resettlement/ slum areas of Bhadrak, Odisha	SVS got support for Health Services from “Various CSR companies”	Bhadrak, Odisha	180000	180000
Vocational training program for women	Public contribution	Noida, Uttar Pradesh	From corpus fund	310784
SHG promotion	Self-financing	Noida, Uttar Pradesh	From corpus fund	294115
2016-17				
Health awareness program in resettlement/ slum areas of Bhadrak, Odisha	Self financing	Bhadrak, Odisha	From corpus fund	180,000
Vocational training program for women	Public contribution	Delhi &Noida, Uttar Pradesh	From corpus fund	650290
2015-16				
Health promotion in resettlement/ slum areas of Bhadrak, Odisha	From corpus fund	Bhadrak, Odisha	From corpus fund	280000
Vocational training program for women	Public contribution	Delhi &Noida, Uttar Pradesh	From corpus fund	772159

8.4 What are the procedures for approval and payments related to day to day functioning? (Please explain in brief)

All payments be made either by cheque or cash,

Payment by Cheque

Payment for Purchases

Payment against purchases exceeding Rs 2000/- shall be made by cheque.

Payment for Services Rendered: Payments for Staff Salaries

i . Payment Calendar: Staff salaries are paid within seven days following the completion of the month. Individual cheques are to be issued to the employee concerned.

ii. Staff payroll: Staff payroll (salary sheet) is prepared by the Accountant as the basis of payment. The staff payroll contains information on the employees' basic salary for the month, allowances if any, deductions and net salary payable. The staff payroll is checked by the Treasurer and/or Secretary General and approved for payment by the Executive Director.

For travel purposes, NGO employees shall be given cash advances for expenses covered on official trips. Request for cash advances is prepared by the personnel concerned, recommended by the Treasurer or General Secretary and is approved by the President.

8.5 With regard to authorised signatories in the organisation, please fill in the details in the table below:

Name of Authority	Designation	Threshold Limit
MANORANJAN MOHANTY	president	NO LIMIT
	Cashier	Rs. 10,000

8.6 How is data and information maintained and managed in the organization? Are any software used for the same?

Yes, Tally accounting software is used

8.7 Does the organization have separate team or dedicated personnel to maintain and manage databases? What are the accessibility, security and authentication measures in this regard?

Yes, we have one exclusive documentation officer, who looks after all the data base of beneficiaries, partners and staff and he is responsible for the security and safety of all the records and database.

8.7 With regard to data management, what is the data backup procedure and periodicity of the same?

HARD FILING AND SCANNED COPIES OF ALL DOCUMENTS

8.8 What are the existing procedures for internal monitoring of projects in the organisation?

The organization has an internal system of monitoring projects as part of which the executive committee looks into how each of the programmes are doing in relation with the targets set for the entire year, the quality of trainings organized the kind of engagement with beneficiaries.

8.9 Please fill the details in the table below for the past three years:

NA

Date of Loan Taken	Amount	Source and Purpose of Loan	Tenure of the Loan	Type of Loan Taken (Secured / Unsecured)	Source of Funds for Repayment of Debt

8.10 With respect to last three years only, please fill the details in the table below:

Project Name	Funder	District(s) / State(s) where Implemented	Grant Received	Grant spent
2017-18				
Complete elimination of TB in resettlement/ slum areas of Bhadrak, Odisha	SVS got support for Health Services from “Various CSR companies”	Bhadrak, Odisha	180000	180000
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Vocational training program for women	Public contribution	Delhi & Noida, Uttar Pradesh	From corpus fund	772159

9. UNDERTAKING:

On this 29th of January 2019, I, MANORANJAN MOHANTY, in my capacity as an authorized signatory of the SAMUDAYIK VIKAS SAMITI, confirm that all information given above is true to the best of my knowledge and I also confirm that there are no pending litigations against the organisation or blacklisting of the organisation, at the time of sending this application.

If the details provided in this application form for adherence to the *TISS Assessment and Empanelment Standards for Development Institutions in India (TISS AESDII)* is found to be false or misleading, the organisation shall be liable to disqualification from empanelment with the Tata Institute of Social Sciences.

I also confirm that all documents are self-attested with seal and signature of the institution's head and a demand draft numbered _____ and dated _____ has been attached for processing the application.

I hereby agree that the decision by the Empanelment Committee at the Tata Institute of Social Sciences shall be accepted by me and the organisation as final and binding.

I also agree that in the likelihood of a decision for field verification of the applicant organisation by the Empanelment Committee, the cost of the same shall be borne by my applicant organisation after taking its concurrence.

(MANORANJAN MOHANTY)
Secretary
SAMUDAYIK VIKAS SAMITI
Delhi

Date: 29/01/2018