

**APPLICATION FORM**  
**Support to Training and Employment Programme for Women (STEP)**

**PART – I (ORGANISATIONAL DETAILS)**

1. Name & Address of the organization with date and year of Registration, telephone, Telegram & Fax Numbers, if any
2. Nature of the organisation (PSU or Vol. Org)
3. Registration No. & Date
4. Article of Association & Constitution of the Organisation
5. Objectives of the Organisation
6. List of Members of the executive Committee with their background
7. Audited statement & Statement of receipt & payment for two years
8. Audited Balance Sheet for last year
9. Copy of the latest Annual Report
10. Major Programme of the Organisation under implementation at present

**PART – II (ORGANISATIONAL CAPABILITIES)**

11. Background of the organisation ( Nature of Activities)
12. Experience in income generating Project
13. Experience in the Sector
14. Infrastructure available in terms of the Organisational management
15. District/Block being covered at present
16. Existing marketing capabilities

**PART – III (PROJECT PROPOSAL)**

17. duration of the Project and year of initiation
18. Project Area
19. Sector
20. Development objectives of the project
21. Proposed physical activities
22. Selection of Beneficiaries
23. No. of Beneficiaries
24. Provision for benchmark survey
25. Details of Backward linkage
26. Details of forward linkage

27. Link agencies proposed

28. Other Developmental Programmes in the project area ( both Government & Voluntary Sector)

**PART IV (PROJECT COST STRUCTURE)**

29. Cost Component ( year wise)

Non – Recurring

Rs. In lakhs

| <b>Details</b>              | <b>I year</b> | <b>II year</b> | <b>III year</b> | <b>Total</b> |
|-----------------------------|---------------|----------------|-----------------|--------------|
| Government of India's share |               |                |                 |              |
| Org share                   |               |                |                 |              |
| State Government share      |               |                |                 |              |
| Others                      |               |                |                 |              |
| Total                       |               |                |                 |              |

Recurring

Rs. In lakhs

| <b>Details</b>              | <b>I year</b> | <b>II year</b> | <b>III year</b> | <b>Total</b> |
|-----------------------------|---------------|----------------|-----------------|--------------|
| Government of India's share |               |                |                 |              |
| Org share                   |               |                |                 |              |
| State Government share      |               |                |                 |              |
| Others                      |               |                |                 |              |
| Total                       |               |                |                 |              |

30. Cost sharing details

Non –Recurring & Recurring

Rs. In lacs

| <b>Details</b>              | <b>I year</b> | <b>II year</b> | <b>III year</b> | <b>Total</b> |
|-----------------------------|---------------|----------------|-----------------|--------------|
| Government of India's share |               |                |                 |              |
| Org share                   |               |                |                 |              |
| State Government share      |               |                |                 |              |
| Others                      |               |                |                 |              |
| Total                       |               |                |                 |              |

31. Per Capita Cost

32. Mechanism for mobilization and organizing Women ( Organizing women producers formal groups including details of awareness generation activity proposed)

33. Provision for Orientation Training of Functionaries

34. Provision for orientation Training of beneficiaries

35. Provision for support services ( like creche, reducing drudgery etc)

36. Linkages with adult Education Agencies

37. Provision for Health Education

38. Expected results in terms of increase in income before commencement of the project

Date:

(Signature)

Organisation's Rubber stamp

Place.