

**APPLICATION FOR FUNDING  
UNDER CSR**

FOR



SUBMITTED TO

**HEAD (CSR)**  
INDRAPRASTHA GAS LIMITED,  
IGL BHAWAN, PLOT NO.4, COMMUNITY CENTRE,  
SECTOR 9, RK PURAM, NEW DELHI -110022.  
Email: csr@igl.co.in

SUBMITTED BY

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Tel: 0091- .....

E-Mail:.....

Website: .....

**(A) GENERAL INFORMATION**

<b>S.No.</b>	<b>Item</b>	<b>Details</b>
1.	Project title for which funding is sought	
2.	Applying Organization (name)	
3.	Registered as (Society/ Foundation/ Trust/ Others – kindly specify)	
4.	Year of Registration	
5.	Registered Address	
6.	Correspondence Address	
7.	Phone No.	
8.	Email Address	
9.	Website (if any)	
10.	PAN No. of the applying organization	
11.	Details of Authorized Signatory (with name, designation, PAN No., Aadhar no. & identity proof – Aadhar/Passport/Driving License)	
12.	Details of Contact person, if different then the authorized signatory (with name, designation & identity proof)	
13.	Function / Responsibility of contact person	
14.	Organization's legal status	

15.	Other Registration u/s 12A of Income tax Act	
16.	Income Tax exemption for donation u/s 80G	
17.	Registration for CSR (CSR-1 Registration No. with date)	
18.	Project Location	
19.	Target Group	
20.	Project's duration	
21.	Project's budget (in INR)	
22.	CSR funding requested (in INR)	
23.	Any other information	

**(B) OTHER INFORMATION**

S.No.	Item	Remarks
1.	Geographical area of project execution with reason for selecting the area.	
2.	Details of Target Beneficiaries, including number of beneficiaries & background. (Mention Annexure, if any)	
3.	Detailed project execution methodology along with milestone based timelines. (Mention Annexure, if any)	

4.	Estimation of project cost	<b>Financial Year</b>	<b>Amount (in INR)</b>
		2022-23	
		2023-24	
		2024-25	
		<b>Total Cost (in INR)</b>	
		<b>CSR funding sought from IGL (in INR)</b>	

**SIGNED, STAMPED AND VERIFIED COPIES OF FOLLOWING DOCUMENTS SHOULD BE PROVIDED TO IGL ALONG WITH THE APPLICATION/PROPOSAL:**

- I. CSR-1 Registration Certificate.
- II. Certificate of Registration as a Society/ Foundation/ Trust.
- III. Trust Deed/ Memorandum of Association.
- IV. List of Board Members/Trustees with qualification & PAN numbers
- V. Details of Beneficiaries
- VI. Annual Report of last 3 financial years.
- VII. Acknowledgements of IT Return filed for last 3 years.
- VIII. Auditor's Report, Balance Sheet and Income & Expenditure Account of last 3 years.
- IX. Income Tax exemption certificates: 80G/ 35 AC etc. along with certification that the validity of the certificate has not been withdrawn by Department of Revenue/IT Department, Govt. of India.
- X. Registration certificates under sections 12A & 80G of Income tax Act.
- XI. Bank Account Details, including cancelled cheque for that account
- XII. GST Registration Certificate (If not registered with GST, declaration required for same with reason of non registration, to be issued by a Chartered Accountant).
- XIII. Details of major completed project(s) during last 3 years along with project completion certificates issued from the funding agencies. Please provide impact assessment report of the same, if available.

- XIV. Proposal should also carry brief description of the Organization, experience & sources of funding.
- XV. Each page of the proposal and annexures should be stamped with Organization's seal and countersigned by authorised signatory of the applicant Organization.
- XVI. Undertaking by the society/NGO/trust has the same is not been blacklisted
- XVII. List of permanent employees of the society/NGO/trust (with full details)
- XVIII. Authorised signatory of the society/NGO/trust

**This is to certify that the information submitted above is true and correct to the best of my knowledge and belief.**

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**Signatures of Authorized Signatory**

(Name:.....)

(Designation:.....)

(Complete Address:.....)

**NOTES:**

- (a) Within ten days of submitting application through email, a hard copy should be submitted containing signatures, seal and stamp etc. in original.
- (b) All requisite permissions and approvals from appropriate authorities should be obtained by the proposing Organization ensuring all statutory obligations and compliances.
- (c) There is no deadline on submitting the application form during the financial year.
- (d) The format of this application form should not be tempered with.
- (e) The submission of application does not amounts to acceptance of the proposal. The proposal is subject to approval by competent authority.
- (f) If you have any query, then either send the mail on the given address ([csr@igl.co.in](mailto:csr@igl.co.in)) or make a telephonic call on +91-9560493435.