

## Check-List of Documents for submission of proposals for MEDPs

Sl. No.	Details of documents enclosed	Indicate Page No.from.....to.....
1	Scrutiny Note by our DDM	
2	Rating of the NGO by our DDM	
3	Details information of the organization	
4	Copy of Registration Certificate	
5	Copy of Bye-Laws /Constitution indicating/allowing participation in SHGs Bank Linkage Programme	
6	Copy of Audited Balance Sheets for the last 3 years and copy of Latest Annual Report	
7	Details of infrastructure and manpower available with the agency	
8	Copy of Governing Body resolution to undertake the project and seeking grant from NABARD	
9	Name of Block/s and List of villages to be included & Name(s) of the Bank branch with whom linkage/financing to be made with Bank's Consent Letter and declaration for financing under the Project	
10	Potential mapping for the proposed project area	
11	Detailed break-up of budget	
12	Details of session plan & Master Trainers	
13	Financial benefit to the SHG Members	
14	Phase-wise programme schedule / Action Plan for financing trained SHG members	
15	List of Executive Body members with KYC (Photo Identity and Address Proof) viz. Copy of Voter ID / Adhar Card	
16	Details of SHGs formed and credit linked with banks by the agency, if any.	
17	Declaration regarding completion of project under budget sanctioned by NABARD	
18	Undertaking to the effect that the NGO is not blacklisted by any organisation in any way	
19	Declaration regarding a political nature of office-bearers	
20	Declaration regarding non acceptance of grants from any other agency in the Project area	
21	Certificate to the effect that no other NGO will be involved in the same project	