

Inviting applications for appointment of *New Regional Resource Agencies for NEAC programme* of the Ministry of Environment and Forests

National Environment Awareness Campaign (NEAC) is a flagship environmental awareness campaign of the Government at the grassroots level involving thousands of NGOs, voluntary agencies, educational institutions and others. The campaign is conducted every year on an identified environmental theme. A nominal financial assistance is provided to participating organisations for carrying out both awareness and activity-oriented programmes. The activities are aimed at spreading environmental awareness, which would lead to remedial action from the individuals and society. The activities of participating organisations are monitored at the state level by the organisations appointed as Regional Resource Agencies (RRAs).

The Government has decided to appoint new RRAs for the period 2005-07. Applications are invited from Organisations having experience in the field of environment for appointment as Regional Resource Agencies.

The eligibility conditions are given below:

1. The applicant organisation should have a minimum registration of three years. However, for Government organisations this condition does not apply.
2. The organisation's accounts for the last three years should have been audited by a Chartered Accountant.
3. The organisation's Memorandum of Association should clearly provide for voluntary work in the field of environment awareness or environment related work.
4. The organisation should have sufficient and separate office space in the region.
5. The organisation should not have any political affiliation.
6. The State/Central Governments should not have blacklisted the organisation.

The selection of RRAs from the applicants will be on the basis of following criteria:

1. Applications are invited through advertisement.
2. The applicant organisations are short-listed by a Committee headed by JS (CCI). It would consist of one representative from the State Government concerned, four eminent persons / organisation's representatives. Joint Director/ Director (EE) would be the Member Secretary.
3. The Committee would assign marks to each of the priority items mentioned above and shortlist two organisations for each region.

4. The antecedents of short-listed organisations would be verified from the concerned DM / DC. The Ministry would wait for two months for the verification report.
5. The Government may terminate any organisation from being the RRA after recording reasons in writing.

Tenure conditions are as given below:

1. A selected organisation would function as a RRA for a period of two years [2005-07].
2. The Ministry of Environment & Forests can extend the term for another three years.
3. The State agency would be selected only when a suitable NGO is not available.
4. No tenure limit applies to Government agencies.

Eligible and interested organisations may send their applications to the following address by 20th September, 2004.

Shri Sudhir Mital,
Joint Secretary (CCI)
Ministry of Environment & Forests
Paryavaran Bhawan, Lodhi Road, New Delhi-110003

Application for appointment of new Regional Resource Agency for National Environment Awareness Campaign for the period 2005-07

Note 1: **Application should reach the Ministry of Environment and Forests latest by 20.09.2004.**

Note 2: Please enter √ in appropriate box where answer is Yes / No

Note 3: No abbreviation to be used - **Not available** or **Not applicable** should be clearly mentioned.

Note 4: All information to be given in the form of Annex(s) should be properly numbered and form part of reply to this proforma.

Note 5: All enclosures should be legible.

Note 6: Application should be complete in all respects. **Incomplete proposals would not be considered.**

1. Name and address of Organization / Institute organizing the event.
2. Activities of the organisation / institute.
3. Name and designation of the Key persons of the Organization.

4. Category in which the organizing Institution falls:

- Registered Society
- Academic institution
- University / college / school
- Government Department
- Non-governmental organisation
- Others (Specify)

5. Whether the organisation's Memorandum of Association provide for voluntary work in the field of environment awareness or environment related work?

Yes	<input style="width: 40px; height: 25px;" type="checkbox"/>	No	<input style="width: 40px; height: 25px;" type="checkbox"/>
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6. Whether the organisation has sufficient and separate office space and other infrastructure?

Yes	<input style="width: 40px; height: 25px;" type="checkbox"/>	No	<input style="width: 40px; height: 25px;" type="checkbox"/>
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If yes, details thereof.

7. Whether the organisation has any political affiliation? Yes No

If yes, details thereof.

8. Whether the organisation has a minimum registration of 3 years? Yes No

(Does not apply to Government organisations)

9. Whether the organisation had / has been black listed any point of time by the State and / or Central Governments? Yes No

If yes, details thereof.

10. In the case of a registered Society, whether copies of the following documents have been enclosed?

- Registration Certificate (Valid) Yes No
- Memorandum of Association Yes No
- Bye-laws Yes No
- Audited Statement of Accounts for last three preceding years Yes No
- Annual report of the organizing Institute for last 3 years Yes No

11. Whether any court case is pending against the organisation? Yes No

If yes, details thereof.

12. Details of affiliates, if any.

13. Institutional capability of the organization

14. Have you received any grant during the past 3 years from the Ministry of Environment and Forests or any other organisation for organizing environmental activities? Yes No

If yes, specify them and provide details thereof:

S.No.	Financial year	Source	Amount (in Rs.)
1.	2003-04	<ul style="list-style-type: none">•••	
2.	2002-03	<ul style="list-style-type: none">•••	

3.	2001-02	<ul style="list-style-type: none">•••	
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Verification: The facts and information given in this proforma are true to the best of my knowledge and belief. Also no person associated with the above mentioned Organisation seeking financial assistance through this application is working in MoEF or any other Government agency to which proposal for funding has also been submitted.

Date:

Signature of the applicant* with full name, designation & address

Place:

[* Owner or his authorized signatory]
Given under the seal of organisation on behalf of whom the applicant is signing