

**KARNATAKA STATE WAKF FOUNDATION FOR WOMEN DEVELOPMENT**

Room No. 215, 2<sup>nd</sup> Floor, Vikasa Soudha, Bangalore - 560001

To,

**The Member Secretary,  
Karnataka State Wakf Foundation for Women Development  
Room No. 215, 2<sup>nd</sup> Floor, Vikasa Soudha,  
Bangalore 560001**

Sir,

Sub: Application for sanction of .....

1.	Name & Address of the Institution along with Postal Pin Code.	
2.	Name of the President & Secretary of the Institution.	
3.	Whether the Institution is registered under any of the Act, If so, indicate the Act (attested copy of the same has to be enclosed)	
4.	Whether the institution is registered as Wakf with the Karnataka state Board of Wakfs, Bangalore, and if so, furnish an attested copy of the same.	
5.	Details of the office bearers with their complete Address and specimen signatures. Also indicate the person among the office bearers, who is empowered to execute documents (Please enclose the specimen signature separately)	
6.	Please enclose attested copy of the Resolution passed by the Institution resolving to apply for sanctions under the schemes of KSWFWD, Bangalore	

7.	A self attested copy of the detailed Project Report containing the activities undertaken by the institution along with audited copy of the accounts of the Institution of the previous years should be enclosed.	
8.	Please indicate purpose for availing Financial Assistance/Schemes from the Foundation & total estimated cost of the project, & whether 50% cost of the project will be borne by the Institution. (If so, indicate the source of 50% cost is readily available)	
9.	Furnish the No. of beneficiaries to be trained and the programme involved. (Also furnish a list of proposed trainees if already under training)	
10.	Rough sketch showing the accommodations available and also the route to the institute, Furnish latest photograph of the institution.	
11.	Whether any assistance has been taken earlier from the Foundation and if so, furnish details of sanction/supply and repayment made to KSWFWD.	
12.	Whether the Institution has availed any other financial assistance from any other Govt./Semi Govt./Boards in the form of Grants/Loans/Assistance etc. If so, details to be furnished.	
13.	Whether the Institution can offer Bank Guarantee/Surety against the sanctions if need be. If so, please indicate the type of guarantee/surety that would be offered.	
14.	State the Annual income and expenditure of the Institution and the source of income.	

( Signature with Seal)

## **DECLARATION**

Certified that what is stated above & the documents furnished are true to the best of our knowledge and belief. We hereby agree to abide by the terms and conditions of sanction by KSWFWD and will furnish the information required & execute the necessary documents in this behalf.

Signature.  
President of the Institution  
Office seal

Signature  
Secretary of the Institution  
Office seal.

## **LIST OF DOCUMENTS TO BE ENCLOSED ALONG WITH THE APPLICATION**

- a) Copy of Registration Certificate duly attested by a Gazetted Officer.
- b) List of Office bearers of the institution with their addresses and specimen signatures.
- c) A self attested copy of the detailed project report containing the activities undertaken by the institution at present, along with its financial capabilities and audited accounts for the previous years also to furnish in detail what the institution propose to do with the assistance of the foundation and whether 50% of the cost of the project will be done by the institution.(With proof).
- d) Number of beneficiaries to be trained and the program involved.
- e) Rough sketch showing the accommodation available and also showing the route of the institution.
- f) Whether the institution has been registered as “WAKF” with the Karnataka State Board of Wakfs, before tendering application, if so, to furnish attested copy of the same.(compulsory).
- g) Attested Copy of the Resolution of the institution resolution to apply for the sanctions under the scheme of Karnataka State Wakf Foundation for Women Development.
- h) State What has been Sanctioned earlier by the Karnataka state Wakf Foundation for Women Development and how much amount has been repaid towards the sanctions/supplies and how much is still due and why?
- i) Whether the institution has any other financial assistance from any other Government/Semi government bodies in the form of Grants/Loans & From K.S.W.F.WD Assistance etc..(Details to be Furnished)