

Letter of Interest

To

The Project Director

Tamil Nadu State AIDS Control Society
417, Pantheon Road, Egmore, Chennai 600 008

Sir/Madam,

Sub: Submission of application for Targeted Intervention & Link Worker Scheme in _____ district – regarding.

With reference to the advertisement in the _____ (Name of the Newspaper) dated _____ for selection of NGOs to implement Targeted Intervention /Link Workers Schemes project issued by the Tamil Nadu State AIDS Control Society, Chennai – 8.

I, on behalf of _____ (Name of the NGO/CBO) wish to express our interest in applying for the TI project / LWS project in _____ district.

For and on behalf of the NGO/CBO

Name and Designation

Address

Signature

Enclosure:

Completed Application Format

APPLICATION FORMAT

Section A: Basic Information

1. Name of the Association/ Organisation:	
2. Postal Address :	
District:	
3. Contact Details: Telephone : Office:	
Mobile:	
Fax :	
Email:	
4. Legal status :	<input type="checkbox"/> Society <input type="checkbox"/> Company <input type="checkbox"/> trust <input type="checkbox"/> Others (specify) _____
5. Registration Details :	Registered on (Date): Registration Number: Registered at :
6. Contact person :	
6.a. Designation :	

7. List of Board/ Governing Body members/ Trustees with contact details and occupation

SN.	Name and Contact details	Designation	Qualification & Occupation

Section B: Organizational Background

8. Assets/Infrastructure of the association/ organization

Asset Details	Worth in Rupees
Movable Assets (Specify)	
Immovable assets (Specify)	
TOTAL	

(Land, Building and other assets)

8 a. Please provide details, regarding the annual budget of your association/ organisation.

Year Source(s) Amount

Year	Amount & Source (s)
2015-16	
2016-17	
2017-18	

8.b. Bank Account Number and Branch:	
8.c. FCRA No. if applicable:	
8.d. Income Tax/ PAN No.:	

8.e.: Whether blacklisted by CAPART or any other government organization in the past?

If yes, provide details:

If No, Please certify that your association/ organisation has not been black listed by CAPART or any other organisation

Section C: Current Programmes being run by the organisation

9. Geographical location of Work - List Village, Panchayat, Block, Taluk/ Sub Division, District (Each location should be separately specified)

Name / Title of the Project	District	Specify the name of the Block / Taluk	No. of Panchayats in which currently working	Target Group	Coverage	Period of operation (No. of years)

10. Population with which they are presently working:

- (a) Rural/Urban :
- (b) Socioeconomic group :
- (c) Occupational group :
- (d) Sex groups :
- (e) Students/Educational Institution :
- (f) Youth :
- (g) Women groups :
- (h) Others :

11. Please provide basic information on the key projects carried out by your organisation since the last three years (5 lines under each head and for all the project – attach separately).

- Community served
- Objective

- Strategies
- Main outcomes
- Evaluation methods employed
- Evaluation results

12. Please provide details regarding staff in your organization.

Staff in position (as on date)

S.No	Name of the staff	Designation	Date of joining	No. of years in service	Project associated with	Major responsibilities	Project area	Part/ full time or volunteer

13. A brief write up on the programmes the organisation currently runs
(no more than three pages)

14. Name of the person who filled this form:

Qualification and experience:

Designation :

Address :