

FORMAT P2
Preselection 1 : Questionnaire

1. Name of Organization : _____

2. Year of Establishment : _____

3. Main Office Address : _____

4. Contact Person : _____

5. Registration Number/Year: _____

6. FCRA Number/Year : _____

7. Permanent Professiona staff:

Designation	Qualificaton	Experience (Yrs.) with current NGO
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

7.1 No. of Part time staff : _____

7.2 No. of Volunteers : _____

8. Field Offices, if any :

- 1.
- 2.
- 3.

9. Give details about your infrastructure and training facilities.

10. Describe your organizational structure and reporting mechanisms.

11. Describe your Projects of the last 5 years : (if necessary attach separate sheet)
{Name of project, Distt./State, Duration, Source of Funding, Amount, Status, Main Activities,
Envisaged Objectives, Target groups}.

12. Give a brief description about your work approach as well as the methods of planning and
implementation of activities.

13. Describe your experience with PRA methods (give details about duration of training and training
institutions).

14. Give specific details of your environmental conservation Projects:

15. Financial Management :

15.1 Average annual expenditure: _____

15.2 Budget for current year : _____

15.3 Source of current funding: _____

16. Include latest Annual Report and Audit Account Report of the last 3 years.

17. Attach copies of: Registration No.
 FCRA No.
 Clearance of Ministry of Home Affairs

Date :

Signature and Stamp