**JAMMU & KASHMIR BANK LTD.**
**Corporate Social Responsibility (CSR) Application Form**

*(To be filled by organizations/institutions seeking CSR support from J&K Bank)
(Applicability of any of the following is subject to change depending upon the nature of the entity)*

* **SECTION A: GENERAL INFORMATION**
1. **Name of Organization/Institution:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Type of Entity** *(Tick the appropriate option)*

* Section 8 Company (With a track record of at least 3 years)
* Registered Public Trust (With a track record of at least 3 years)
* Registered Society (With a track record of at least 3 years)
* Entity Established under an Act of Parliament or State Legislature
* Company established under section 8 of the Companies Act, 2013 or Registered Trust or Registered Society established by the Central Government or State Government.
* Others (Please specify): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Relevant registration certificate to be attached, wherever applicable)

1. **Year of Establishment:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. **Registered Address:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. **City:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Pin Code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. **Website (if any):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
5. **Contact Details:**
* Name : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Designation : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Phone Number of SPOC :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Email ID of SPOC :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Phone Number of Applicant Organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Email ID of Applicant Organization : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
1. **Registered under;**
2. **Section 12A** [ ] Yes [ ] No
3. **Section 80G?** [ ] Yes [ ] No

Attach copies of registration certificates.

Optional for:

* Entity Established under an Act of Parliament or State Legislature
* Company established under section 8 of the Companies Act, 2013 or Registered Trust or Registered Society established by the Central Government or State Government.
1. **CSR Registration Number (as per MCA portal):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. **PAN of the Organization:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* **SECTION B: PROJECT DETAILS**
1. **Project Title:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. **Project Location (State/District):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. **Project Duration:** From \_\_\_\_/\_\_\_/\_\_\_\_\_\_\_\_\_\_\_ To \_\_\_\_/\_\_\_/\_\_\_\_\_\_\_\_\_\_
4. **Total Budget (INR):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
5. **Amount Requested from J&K Bank (INR):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
6. **Which CSR Focus Area does this project align with?** (Tick appropriate)
* Eradicating Hunger, Poverty & Healthcare
* Education & Skill Development
* Women Empowerment & Gender Equality
* Environmental Sustainability & Conservation
* Heritage, Art & Culture Preservation
* Support for Armed Forces & Their Families
* Rural Development
* Sports Promotion & Development
* Disaster Relief & Rehabilitation
* Financial Inclusion & Literacy
* Welfare of Marginalized Communities
* Contributions to Government Funds
* Others (Please specify): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
1. **Brief Description of the Project :** (Max 400 words)

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1. **Expected Social Impact:** (Max 200 words)

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* **SECTION C: FINANCIAL DETAILS**
1. **Total Annual Turnover of the Organization (Last 3 Years) (INR):**
2. Year 1: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Year 2: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. Year 3: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
5. **Major Sources of Funding (Last 3 Years):**
6. Donations/Grants: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
7. Government Funding: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
8. CSR Contributions: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
9. Self-Generated Revenue: \_\_\_\_\_\_\_\_\_\_\_\_
10. Others: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* **SECTION D: REQUIRED DOCUMENTS**
*(Attach copies of the following documents, whichever is applicable)*
1. **Official Request Letter** – A formal letter from the beneficiary/implementing organization/ department requesting support under CSR.
2. **Project Proposal** – Detailed proposal outlining the project scope, objectives, financial outlay, implementation plan, expected impact etc.
3. **Registration Certificate** – Proof of registration of the implementing agency/beneficiary organization (e.g., Society’s Registration, Trust Registration, Section 8 Companies’ Registration, etc).
4. **Profile of Organization/ Trustees/ Board Members**
5. **Brief of Past Activities/CSR Collaborations**
6. **12A & 80G Certificates** – To confirm the organization’s tax-exempt status under the Income Tax Act.
7. **CSR registration certificate issued by MCA -** To confirm the organization’s eligibility as an implementing agency
8. **Audited Financial Statements** – Financial statements of the organization for the last three financial years.
9. **ITRs** – Income Tax Returns of the last three financial years.
10. **Bank Details** – Bank account details of the organization for fund transfer.
11. **Government Approvals/NOCs (if applicable)** – Any approvals, NOCs, or compliance documents required for the project’s execution.
* **SECTION E: DECLARATION & AUTHORIZATION**

I/We hereby declare that all the information provided in this application form is true and accurate to the best of our knowledge. We further confirm/undertake that:

1. Declaration of Non-Debarment: The organization has not been blacklisted or debarred by NITI Aayog, any Ministry of the Government of India, Public Sector Undertakings (PSUs), or any other Corporate/Government body.
2. Affirmation of Lawful and Ethical Operations: The organization conducts all its operations in accordance with the law and declares that it is not directly or indirectly involved in any anti-national or subversive activities.
3. Right to Reject Applications: J&K Bank reserves the right to accept or reject any CSR funding application at its sole discretion without providing any reason. Submission of an application does not guarantee approval or funding. Decisions are subject to internal evaluation and due diligence.
4. Inclusivity and Non-Discrimination Policy: The activities and initiatives of the organization, particularly those for which the funds are sought, are inclusive and non-discriminatory. Participation and benefits under its programs are open to individuals irrespective of caste, religion, gender, or economic background. The organization ensures gender inclusivity in both access and implementation, except in cases where a project is specifically designed to serve a particular gender—such as schools, colleges, hostels, or washrooms for boys or girls—based on contextual needs.
5. Audit and Project Completion/Fund Utilization Certification: The Bank reserves the right to conduct or commission a third-party audit to assess the financial and social impact of the funded project at any time, and requires full cooperation from the implementing agency/beneficiary organization.

Further, in the event of CSR funding approval by the Bank, the organization shall ensure compliance with all terms and conditions outlined in the sanction and submit:

* A Project Completion Certificate within 60 days from the date of project completion.
* A Fund Utilization Certificate (FUC) within 90 days from the date of project completion, duly certified by a Chartered Accountant and bearing a valid UDIN.
1. Adherence to Timelines: The project will be completed within the stipulated time frame. Any delays must be communicated in writing to J&K Bank along with justifications.
2. Monitoring & Reporting: The organization will provide progress reports, financial statements, and impact assessment reports of the funded project, as required by J&K Bank (wherever/whichever is applicable)
3. Adherence to Approved Use of Funds: The organization will use the CSR funds strictly for the approved purpose. CSR funds of the project cannot be transferred to any third party or used for purposes not explicitly approved in the funding agreement. Any deviation will require prior written approval from J&K Bank. Further, any unspent or unused CSR funds will be returned to J&K.
4. Legal, Regulatory & Transparency Compliance: The organization complies/will comply with all relevant and applicable legal, regulatory, and tax requirements, including CSR rules under the Companies Act, 2013. We further affirm our commitment to transparency in the implementation, accounting, reporting, and monitoring of the funded project, and shall maintain and provide all relevant records and documentation as may be required by J&K Bank.
5. No Liability of J&K Bank: The Bank shall not be held liable for any operational, legal, or reputational risks arising from the implementation of the funded project.
6. Intellectual Property Rights: Any reports, research, or materials developed using CSR funds shall acknowledge J&K Bank’s support. The Bank reserves the right to use such materials for its CSR reporting and promotional purposes.
7. Prohibition on Political and Religious Use:TheCSR funds shall not be used to support any political activities, religious activities, or programs that promote or endorse any particular political party, religious belief, or sectarian ideology. The CSR grant will not be utilized for events, campaigns, or initiatives that are political or religious, either directly or indirectly. This includes activities that may lead to social division or conflict based on political affiliation or religious identity.
8. Conflict of Interest Disclosure: The organization will disclose any potential conflicts of interest, including affiliations with J&K Bank employees, Board members, or related entities.
9. Indemnification Clause: The organization indemnifies and holds J&K Bank harmless against any claims, liabilities, or damages arising from project execution, legal non-compliance, or third-party disputes.
10. Data Protection & Confidentiality: Any data shared by J&K Bank during the project will be kept confidential and used only for the approved purpose. The organization will adhere to data protection laws and prevent unauthorized disclosure.
11. Breach of terms & Termination of Funding: J&K Bank reserves the right to withdraw funding and take appropriate action if the organization is found to violate any terms and conditions, engaging in unethical practices, or misrepresenting facts. In cases where false information or misrepresentation is detected at any stage—whether during the application process or project implementation—the Bank may initiate legal action and blacklist the organization from receiving any future CSR support.
12. Amendments & Modifications: J&K Bank reserves the right to modify, amend, or withdraw CSR funding terms at any time based on regulatory changes or internal policies.

**Authorized Signatory:**

* Name : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Designation : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Date : \_\_\_\_/\_\_\_\_/\_\_\_\_\_
* Signature : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Official Seal/Stamp : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_