

PROFORMA

Government of India
Department of Electronics & Information Technology (DeitY)
R&D in Electronics Group
Electronics Niketan, 6 CGO Complex, Lodi Road
New Delhi – 110 003

I DETAILS OF APPLICANT ORGANISATION

1. Name of the organization:
with address, phone no./fax no./ website/e-mail
2. a) Legal status of the organizing institution :
(Please give details whether a registered society,
Educational institution, research organization,
Professional body involved in scientific/
academic/ technical activities)
- b) Category of the organization:
 - i) Autonomous Bodies/Societies.
 - ii) Co-operative societies and Co-operative institution
 - iii) Central/State Government universities.
 - iv) Industry Association in ICT areas.
 - v) Others.
3. i) In case of registered organization/society/NGO, please:
give details of registration no., place of registration and
registration authority (enclose a copy of Registration Certificate).
- ii) Please confirm whether your organization has been :
operating for the past 3 years. (Please enclose a copy
of the latest Annual Report & Balance Sheet and other relevant documents).

II DETAILS OF PROJECT (Content required to be developed)

4.1 STRATEGY / FORMAT REQUIRED FOR CONTENT:

- a. e-Waste problem description and Magnitude
 - Impact on People and Environment
 - e-Waste Rules, 2011 and e-Waste Rules, 2015
 - Solution to the problem – Safe Disposal
- b. Risks associated with e-Waste and therefore the need for safe disposal
- c. Where to dispose - Details of EPR programs
- d. Information on registered recyclers
 - e-Waste Supply Chain Awareness
 - Responsible consumption – Role that consumers can play
 - Inventorisation of e-Waste (applicable for SPCBs and Regulators only)

4.2 PURPOSE / DESCRIPTION:

(i) **Media Engagement ATL (TV, Radio)-** *Please provide brief description of the theme*

(ii) **Social Media / PR-** *Please provide brief description of the theme*

(iii) **Activities / material for:**

- **RWA/Localities**
(Key Indicatives- *brief description of the theme including definition of e-waste, ill-effect of e-waste, safe disposal practice, existing law, authorized collectors etc.*)
- **Schools**
(Key Indicatives-- *brief description of the theme including definition of e-waste, ill-effect of e-waste, safe disposal practice, diseases due to exposure of hazardous materials, existing law, authorized collectors etc.*)
- **Colleges**
(Key Indicatives-- *brief description of the theme including definition of e-waste, ill-effect of e-waste, safe disposal practice, diseases due to exposure of hazardous materials, existing law, authorized collectors, best practices for e-waste recycling etc.*)
- **Bulk Consumer (including corporate & Govt. sectors)**
(Key Indicatives-- *brief description of the theme including definition of e-waste, ill-effect of e-waste, ill effect to the society due to primitive recycling, safe disposal practice, existing law, authorized collectors etc.*)
- **Informal Sector**
(Key Indicatives-- *brief description of the theme including definition of e-waste, ill-effect of e-waste, Standard Operating Procedure for safe dismantling, segregation, safety practices, health hazardous to exposure of harm full sentences, safety and handing of e-waste etc.*)

4.3 TIME REQUIRED TO COMPLETE THE JOB:

III FINANCIAL DETAILS

5.

S.No.	Description of items	Cost per unit	Applicable Taxes	Total cost
1.	Designing of Project Style Guide (Designing project theme, logo, templates - ppt, word, banner, flyer, brochure etc.)			
2.	Designing of Toolkits including training manual			
3.	Translation Cost for AV and printed material			
4.	Creative for Print Newspaper (i) Ads Strip Ad -32.9 cm (w) x 6cm(h) (ii) Quarter Page Ad (iii) Half Page Ad			
5.	Creative for Films (i) Promotional Campaign Film (5-7 mins duration) (ii) User Experience Film (5-7 mins duration) (iii) Animation Film (2-3 minute duration)			
6.	Creative for Outdoor Media (i) Hoarding (ii) Poster (iii) Digital Signage (iv) Wall Painting			
7.	(v)			
Grand Total				

6. Amount of financial assistance required from DeitY and also furnish the following details:

- a) Name of the Grantee institution/organization
- b) Name of Bank in which the party has an account, branch and branch address
- c) Bank Account Number and Branch Code No.
- d) Magnetic Ink Character Recognition (MICR) code
- e) IFSC Code.

7. Name, address & contact details of the person : responsible for furnishing Utilization Certificate (UC) and audited statement of accounts

IV DETAILS OF FINANCIAL ASSISTANCE RECEIVED EARLIER FROM DeitY:-

8. a) Whether any grant-in-aid received earlier: from DeitY. If yes, please mention sanction letter No. date and amount received and purpose

- b) Whether Utilization Certificates/audited statement of accounts have:
been submitted (please give letter No. and date)

V UNDERTAKING BY THE HEAD OF THE INSTITUTION

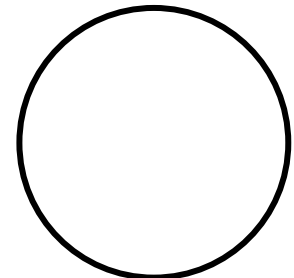
It is certified that the information given in the proposal is true to the best of my knowledge.

On behalf of.....(name of the institution), I hereby undertake to ensure proper use of Government funds and submission of utilization certificate and audited statement of accounts, as indicated at para 7 above, within prescribed time limits. I also undertake to return the grant within 15 days to the Pay & Accounts Officer, Department of Electronics and Information Technology (DeitY), Electronics Niketan, 6 CGO Complex, New Delhi in the event of failure to submit satisfactory content or any deviation made from the commitments or furnishing of false information.

The terms & conditions attached to the Grants-in-aid (as given in the DeitY web site) are also acceptable to us.

Name and Signature of
Head of Institution
(Address with Phone No. Fax No. & email)

Place :
Date :



Seal of the Institution