



Self Help Group Promotional Forum

59/A, Kankulia Road, Kolkata- 700 029, West Bengal, India
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Self Help Group Promotional Forum MEMBERSHIP APPLICATION FORM FOR ORGANISATION

Information on the organisation that wishes to become a Member of SHGPF – FORUM

1. Organisation Name :

2. Address

City/Town: District: State:

Pin Code: , Phone: (with STD code)

Fax: (with STD code) , Email:

Website:

3. Name of the Chief functionary:

4. Organisation is registered under (Act)

and Registration No.: is _____ dated ____/____/____

(e.g. Society Registration Act, 1860, No. – P-298456 dated .././....)

Previous Relationship with FORUM

1. Attended Conference/Workshop/Training/MEP organised by FORUM or other such outfit

Name of Conference/Workshop/Training	the	Month/Year	Place

2. Met FORUM representative(s) at conference/workshop/training programme not organised by FORUM

Name of the Event	Month/Year	Organised by	Place	FORUM representative

3. FORUM representative visited your organisation:

Name of FORUM representative	Purpose	Month/Year of visit

4. Any Other (please specify) :

To know more about your Microfinance Programme

1. Year in which Microfinance activities started

2. Operating model of microfinance:

Facilitating Groups and linking them to bank / Providing training to Groups or NGOs / Providing micro credit directly to Groups / Incorporated as NBFC / Network of NGOs

3. Geographical area of operation:

District(s) _____

4. Microfinance services being provided by organisation

Savings mobilisation / Credit / Insurance /Other (Please specify) _____

5. Number of poor being presently covered under microfinance activity (nos:)_____ within which the number of women (nos:) _____

6. Number of personnel

Organisation's total number of personnel: Nos. _____

Within the total, number of personnel working in Microfinance program: Nos. _____

7. Mf related status:

Date of reporting	No. of SHGs			Members			Savings (Rs.)	Outstanding loan (Rs.)
	men	women	Total	men	women	total		

8. Other major activities of the organisation(please tick the appropriate number):

1. Livelihood Support, 2. Entrepreneurship Development, 3. Health, 4. Education, 5. Natural Resource Management, 6. Old Age support, 7. Agriculture, 8. Legal support, 9. Human rights, 10. Marketing, Local governance

Any other points you would like to mention (Please Specify)

9. Collaborations / Linkages with other institutions like Donor, Bank, Block level government, other government departments, Development Institutions, NGOs or Networks.

Name of the Collaborator	Description of the collaboration / linkage
_____	_____
_____	_____
_____	_____

Declaration from the Applicant

1. Whatever may be the organisational structure, SHG is the base organisation at the grassroots level and we believe in and commit ourselves to “Self Help Capacity and Processes” of the poor.

2. I hereby certify that the information furnished in the application form is true to the best of my knowledge. On behalf of our organisation, I am authorised to and hereby applying for the **Membership** of FORUM. We understand and agree to abide by the rules and regulations (subject to change from time to time by the Forum) of FORUM. We agree to pay the requisite

fees towards admission fees and annual membership fee as advised by the Forum, which is non-refundable (after approval of membership).

3. We nominate Mr./Ms. _____ working with us as (designation) _____ as 'Empowered Representative', who will participate in the meetings and other network business of FORUM on behalf of our organisation

Signature of the Authorised official & Date _____

Name & Designation of Authorised Official _____

Seal of
the orgn.

Signature of the Nominated official & Date _____

Recommended by: _____

(To be recommended by any of the existing members of the Forum)

Seal of
the orgn.

Note for the Applicant

Please enclose the followings with the application form (Please tick against whatever has been attached)

- a) Copy of the Registration Certificate of organisation-----
- b) List of Members of Trustees/Executive Committee -----
- c) Copy of the Bye-Laws of the organisation -----
- d) Latest Annual Report -----
- e) Audited Financial Statements (with disclosures) of last three financial years.
- f) Draft/Cheque no. _____, dated __/__/__ for Rs. _____ in favour of FORUM, payable at Kolkata

FORUM will review the application and if required, we may also ask for additional information/documents/verification prior to approval of membership. Award of membership is sole discretion of FORUM. Membership is approved by Board/General Body of FORUM.

This application form after filling in to be submitted to:

The Secretary, SHG Promotional Forum
59/A, Kankulia Road, Kolkata- 700 029
Ph : 033-2461 0566/2842
e-mail : wbshgpf@yahoo.co.in