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Guidelines (Revised)

For Companies, CSR Partners and CSR Foundations

Awards Jury Members*

- Mr. Neeraj Jain , CEO, **WaterAid India**
- Dr. Amit Kapoor, President and CEO, **India Council on Competitiveness**
- Ms. Madhu Sirohi, Head-**Vodafone Foundation**
- Mr. Jaideep Gokhale, Communications Director, South Asia Markets, **Tetra Pak**
- Mr. Abhishek Humbad, CEO & Co-founder, **NextGen**
- Mr. Sudhir Sinha, Advisor-CSR/Sustainability, **PwC**
- Ms. Shabnam Sinha, Senior Education and Institutional Development Specialist, **The World Bank**

(*Partial List)

Guidelines for the '2nd CSR Impact Awards 2015'

The CSR Impact Awards is an initiative of NGOBOX to encourage companies, CSR foundations and CSR implementing partners to deliver high impacts through CSR projects and adopt multi-stakeholder approach leading to excellence in project outcomes. This initiative will focus on identifying high impact CSR projects in 11 categories and 1 special category at Pan-India level. The Awards seek to appreciate project specific impacts made by the organizations in particular thematic area, to set benchmark for project planning, identification of partners and delivery of impacts.

We have partnered with institutions and organizations of repute to take collaborative steps to recognize CSR projects with excellence in delivering through partnership, persistence and project or programme-based approach.

This is the second edition of our annual awards. The first edition-CSR Impact Awards 2014 was highly appreciated by companies and foundations. The awards received entries from 35 of the BSE top 100 companies in India including projects of **ITC, Maruti Suzuki India, , DLF, Hindustan Coca Cola, ACC, Essar, Tech Mahindra, NIIT Foundation, AKRSPI, Wockhardt** etc.

Objectives

The overall objectives of the CSR Impact Awards are to:

- Identify high impact CSR projects in key thematic areas and understand how organization can deliver high impact CSR projects
- Highlight the success of CSR projects and commitment of the organizations by recognizing them at the national level
- Motivate companies and CSR foundations to deliver high impact CSR projects through collaborative approach
- Recognize businesses endeavor to partner with organizations that deliver high impact
- Enhance the exchange of CSR best practices

Four reasons to apply

1. Gain recognition in the development sector as a committed business house
2. Increase your reputation and credibility at the national level
3. Showcase your organization's innovation and commitment to delivering impacts
4. Celebrate winning partnerships at the prestigious award ceremony

Eligibility

- Company, CSR foundation, NGO, Trust, Section 25 or Section 8 Company registered in India. For category number 12, only CSR foundations/trusts are eligible to apply.

- The applicant entity must have legal status as company/NGO/trust and be registered in India
- In case a project has been implemented by multiple agencies or a consortium, all partners should sign an undertaking stating that they authorize the applicant agency to apply for this award
- The minimum duration of the project should be one month and project must have been assigned/renewed or have been in continuation in Financial Year 2014-15

Award Timeline

Application period: 05th July to 17th Sep 2015

Stage I Screening of Applications: 23rd Sep. 2015

Stage II Jury Round: by 25-30th Sep. 2015

Award ceremony: India CSR Summit, 07th -08th Oct. 2015, Bangalore

Award-Categories

For Companies and CSR Foundations (Including CSR Foundations where Foundation's role is to manage fund and work through implementing partners)		
1	Healthcare	
2	Education	
3	Skills Development	
4	Livelihoods	
5	Environment	
6	WASH (Water, Sanitation and Hygiene)	
7	Women Empowerment	
8	Rural Development and Infrastructure	
9	Special Categories (Old Age, Specially-abled, armed forces and others)	
10	Employee Volunteering Initiative	
11	CSR Project of the Year 2014-15	
	Special Award	
12	CSR Foundation of the Year 2014-15 (only for CSR Foundation/Trust)	

CSR Impact Awards 2015 shall be awarded in following twelve categories:

1. **Healthcare:** Projects in healthcare, public health, preventive healthcare, use of technology in healthcare leading to better healthcare services or outcomes
2. **Education:** Project in education, special education, awareness building, education infrastructure.
3. **Skill Development:** Project in vocational skills and employability enhancement among children and youth
4. **Livelihoods:** Project in areas of creating livelihoods opportunities, sustainable livelihoods, economic empowerment, market-linkages for community products, agriculture value-chain, SHGs capacity building etc.
5. **Environment:** This category covers projects in areas of energy, renewable energy, environmental sustainability, ecological balance sustainable transport, waste to energy, recycling, natural resource management, conservation, plantation etc.
6. **WASH:** Projects in line with water and sanitation, hygiene, Swachh Bharat Mission, behavioral change for use of sanitation and push for cleanliness in project/programme mode
7. **Women Empowerment:** Promoting gender equality, Empowering women to participate fully in economic life across all sectors , setting up homes and hostels for women
8. **Rural Development and Infrastructure:** Rural development and infrastructure project for better public facilities, better living conditions and improvement in terms of access, quality of life. For example construction of road, bridge, community hall etc.
9. **Special Categories** (Old Age/Specially-abled/armed forces etc): This is a broad category covering areas of old age related work, specially-abled persons, orphan children, street children, armed forces related project. (covers areas not covered in any of the above categories)
10. **Employee Volunteering Initiative:** As employee volunteering has been listed as one of the CSR project/intervention area as per the Companies Act 2013, we would like to see how companies are engaging their employee for volunteering with communities or for a cause. (Please note that there is a specific form for this category).
11. **CSR Project of the Year 2014-15 Award:** For an outstanding project that combines innovation with high impacts-delivery in any of the thematic areas. The applicant agency should be convinced that the project and its impact have merit to be recognized as 'CSR Project of the Year 2014-15.
12. **CSR Foundation of the Year (special award):** This is a new category of award where we are trying to bring out best CSR foundation of the year. The foundation set up by any company or consortium of companies either to manage CSR fund or to implement CSR projects can apply in this category. The broader evaluation parameters are how the foundation has successfully followed the CSR mandate of the company and how they

have tried to deliver best possible impacts at the project or programme level whether through direct implementation or through banking on the expertise of the other implementing partners.

Application Fee

	Application Fee/Category/Application	
CSR Project Budget in FY 2014-15	Companies /CSR Foundation	CSR Partners/NGOs
CSR Project spending of above INR 1Cr.	INR 30000+Service Tax INR 4200 = INR 34200	INR 15000+Service Tax INR 2100= INR 17100
CSR Project spending of INR 50 Lakh to 1 Cr.	INR 20000+ Service Tax INR 2800= INR22800	INR 10000+Service Tax INR 1400= INR 11400
CSR Project spending of below INR 50 Lakh	INR 15000+ Service Tax INR 2100= INR 17100	INR 7000+Service Tax INR 980 = INR 7980

If an organization (Other than NGOs) is willing to submit a project in **more than one category**, they need to pay INR 10000+ Service Tax INR 1400, total INR 11400 extra for each additional category for the same project. For an NGOs the charges for additional category are INR5700 (all inclusive). If an organization is submitting two separate projects in two separate categories, they have to pay per category application fee as mentioned in the table above.

How to Pay the Fee:

Fee needs to be paid in cheque/DD in favor of 'Renalysis Consultants Pvt Ltd (Payable at Gurgaon for DD). The cheque/DD should be sent along with the application form. For organizations willing to transfer fee through NEFT, please note down the following account information:

Account Holder: Renalysis Consultants Pvt. Ltd

Account Number: 50200008642388

Bank: HDFC Bank Ltd

Branch: Shikohpur (Haryana)

IFSC Code: HDFC0003526

Award Benefits

- **Two persons from each applicant organization (corporate/CSR Foundation) and one from (NGO/CSR Partner) will be invited in the Award Ceremony**
- **A special invite will be sent to the CEO/Top management of the Award winning organization in each of the categories**

Assessment Process and the Methodology

Stage I: Screening round:

This will be entirely based on the application form filled by the organization. The detailed application form has been divided into various sections and each section has certain weightage.

Stage II: Jury Round

After the screening round top three entries in each of the category would be selected. The selected organization could be called for an interaction (Google hangout or Skype call) with the Jury, if required. The jury would assess the organizations on pre-decided evaluation criteria.

Evaluation Partner: SPJIMR

We have S P Jain Institute of Management & Research (SPJIMR) as the Evaluation Partner. SPJIMR is a premier B-School with a special course for development sector professionals.

Terms & Conditions

1. The award is a voluntary initiative of NGOBOX (Renalysis Consultants Pvt Ltd) in association with a few like-minded organizations. The assessment process for the applications has been published in public and it can't be challenged by any individual or organization.
2. The applicant by applying for the awards category does agree with the decision and outcome of the process laid out in this document.
3. The application fee for the award is non-refundable.
4. Incomplete application form will not be accepted.
5. The organizers can ask for more information from applicants during the application assessment process.
6. If at any stage of the evaluation, the Award host organization comes to know that the information provided in the form is not correct or does not present the facts, then the application will be rejected.
7. Applications should be submitted in the given format only.

Contact and Communication:

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Download the application form from www.indiacsrsummit.in