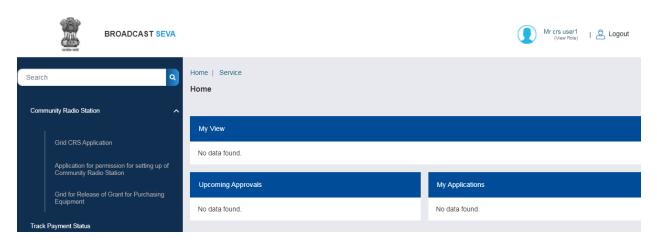
Service 1- Application form for permission for setting up of Community Radio Station

Applicant Login:

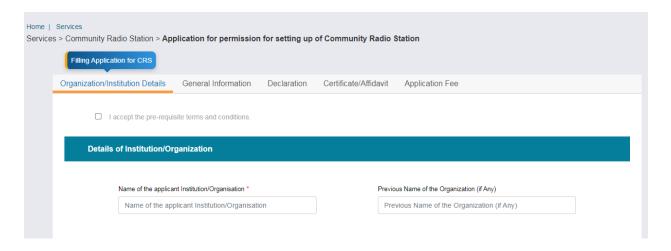
1. Existing user will login in below screen:



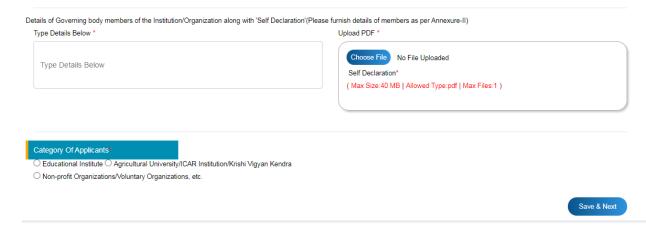
2. On logging in, with credentials- left corner denotes menu where:



- a) Applicant can start the process to get permission to set up CRS.
- b) Applicant can view the status of his existing applications (Grid).
- c) Applicant can view status for his grant for purchasing equipment (Grid).
- 3. On clicking on- 'Application for permission for setting up of CRS'

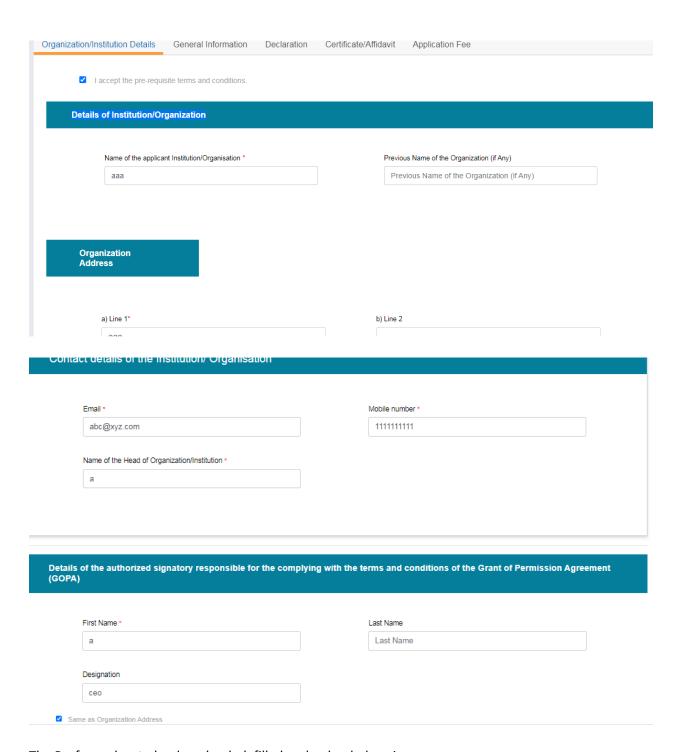


- Each form is divided into 5 tabs- Each tab has both mandatory and non-mandatory fields.
- At the end of each tab there is an option for 'Save and Next'.
- User can save and then continue filling application at a later date or time.



4. Sample application form:

Tab 1: Details of Institution/Organization



The Proforma has to be downloaded, filled and uploaded again.

Details of Governing body members of the Institution/Organization along with 'Self Declaration' (Please furnish details of members as per Annexure-II)

Proforma					
Self-Declarat	ion for Organization and Authorized	signatory & All Governing body i	nembers/Trustees for who	om security clearance is sought	
Name, address and registrati	on number of the Organization				
Name & Addresses of Signat	ory & All Governing Body Members/Tru	stees of the organization(please att	ach a list)		
1.					
2.					
3.					
Is the Organization or any of	the Governing body members listed abo	ove,the subject of any,			
Preventive detention proceeding	gs(PSA/NSA etc): Yes/No				
Criminal Proceedings :	Yes/No				
Pending Warrants:	Yes/No				
Attachment Proceeding :	Yes/No.If yes, plea	se provide details.			
Detention/Case/FIR/Warrant no	ımber :				
Dataile in respect of the Orga	nization/Institutions/Krishi Viqyan Ke	adar ata			
Details in respect of the Orga	nizauonintisuluuons/Krisni vigyan Ke	iluai cit.			
Full Name of the Organization/Institution	Date of Registration of the Organization/Institution	Address of Head Office, Regional Office and Registered Office	Previous Name of the Organization, if any	FCRA Registration, if any. if yes, Details of Foreign contribution received	Power Output an Height of the Antenna

Details in respect of Authorized Signatory & All Governing Body members/Trustees/Office Bearers etc

S.	Full Name of Board of Directors and Key	Present	Date of	Parenta	ge	Present and	Nationality	Passport	Contact Address and
No.	Executives(Where applicable)	Position	Birth	Father	Mother	Permanent address	ivalionality	No.	mobile number

Download Proforma *	Upload Proforma *
Download PDF	Choose File No File Uploaded Proforma* (Max Size:40 MB Allowed Type:pdf Max Files:1)

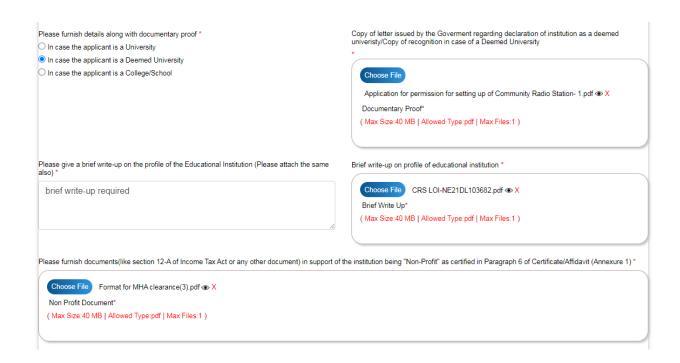
In Category of applicants- for example- education institution is selected, if any other option is selected slightly different fields will have to be selected.

Category Of Applicants

- Educational Institution O State Agricultural University / CAR Institution / Krishi Vigyan Kendra
 Non Profit Organization / Voluntary Organizations/ Registered Societies / Autonomous Bodies / Public Charitable Trust
- **Educational Institution**

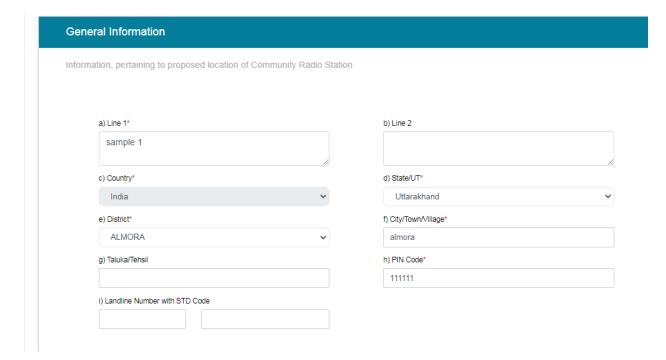
Whether the Educational Institution is Government or Private *

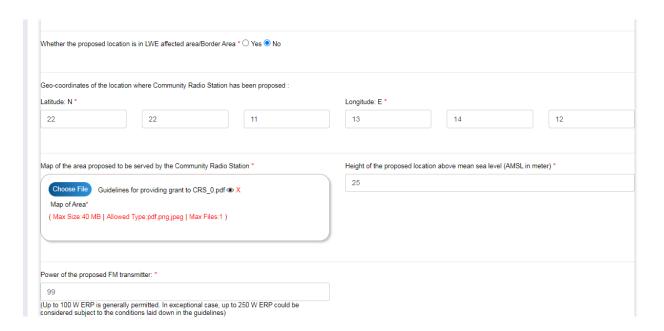
O Government Institution O Private Institution



Tab 2: General Information

Information, pertaining to proposed location of Community Radio Station





22 (Max. 30 Meter and Min. 15 Meter above the ground level permitted)	Choose File Guidelines for providing grant to CRS_0.pdf X Nature/Type of programme* (Max Size:40 MB Allowed Type:pdf Max Files:1)
Language(s) in which programme is to be produced/broadcast *	Number of hours proposed to be broadcast *
eng, hindi	22
Profile of the community located in 10kms radius of proposed CRS and their problems (give brief details)	How your programmes are going to help the community? Give brief details *
details to be given	details to be given
Profile of the community located in 10kms radius of proposed CRS and their problems (give brief details)	How your programmes are going to help the community? Give brief details
aaaa	(Maximum character limit : 300) * aaaaa

If Applicant selects radio button- Yes for Financial aid, an attachment will have to be uploaded as asked.

If applicant has applied for CRS in past- date has to be mentioned.

Setting up of infrastructure Source Detail *	Setting up of infrastructure Amount *
self	111111
Maintenance Source Detail *	Maintenance Fee Amount *
self	11
Programme Production Source Detail *	Programme Production Fee *
self	11
Foreign aid, if any *	
○ Yes ® No	
Whether the organization had applied for CRS in the past. If yes, please provide details(Date of last application)	
* • Yes ® No	

Tab 3: Declaration

The filled application will be previewed for applicant to see – download it and sign it- fill in necessary details.



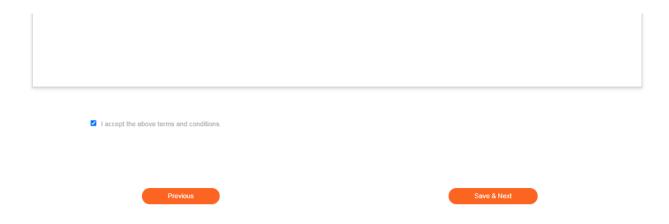


Tab 4: Certificate/Affidavit

Applicant will go through the points and click on 'I accept'.

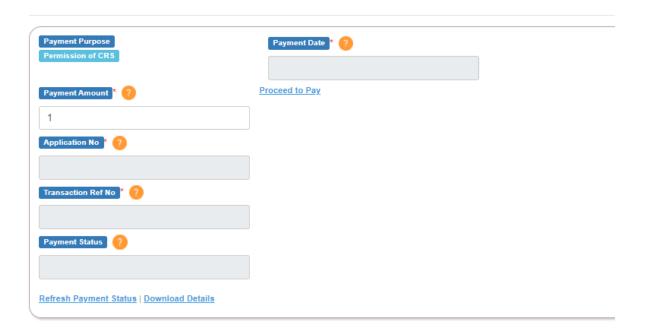
CERTIFICATE/AFFIDAVIT

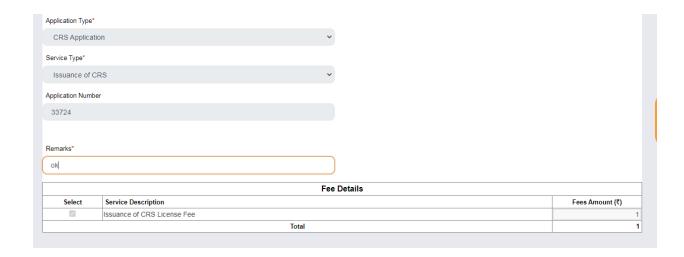
- I understand that this application, if found incomplete in any respect and/or if found with conditional compliance or not with the requisite processing fee, shall be summarily rejected.
- I undertake to follow in letter and spirit the programme code being followed by AIR or any other code(s), which may come into force anytime.
- I understand that if any time any averments made or information furnished for obtaining the permission is found incorrect, my application shall be liable to be rejected and any permission granted on the basis of this application shall be liable for termination.
- I certify that the institution/organization shall not undertake transmission of sponsored programmes except the programmes sponsored by Central & State Governments and other organizations to broadcast public interest information.
- I certify that the institution/organization shall undertake limited advertising and announcements relating local events, local businesses and services and employment opportunities and the maximum duration of such limited advertising shall not exceed 7(seven) minutes per hour of broadcast.
- I certify that the institution/organization is a 'Non-Profit' entity.
- I certify that the revenue generated from such advertisement and announcements shall be utilized only for the operational expenses and capital expenditure of the CRS. I certify that after meeting the full financial needs of the CRS, surplus amount shall, with prior written permission of the Ministry of Information & Broadcasting, be ploughed into the primary activity of the organization i.e. for education in case of educational institute/ for furthering the primary objective for which the NGO has been established.
- I certify that after issue of Letter of Intent(LOI) by the granter and having obtained the SACFA clearance from WPC wing of Ministry of Communication & IT, I shall sign the Grant of Permission Agreement(GOPA) for Community Radio Broadcasting with Ministry of Information & Broadcasting. I undertake to comply fully with all the terms and conditions therein; falling which the granter may terminate/revoke/cancel the agreement.
- I certify that to the best of my knowledge and belief, the statements made in this application are correct. I undertake the Government of India reserves the right to revoke the permission if at any time any statement made is found to be false and to have been made by me or any member or any officer knowing it to be false.

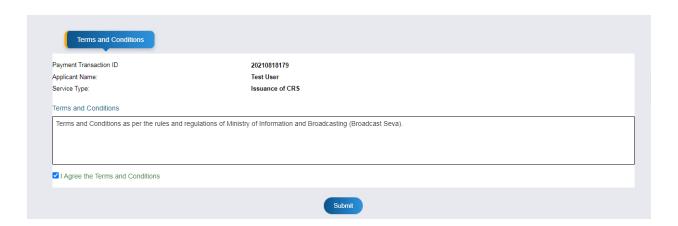


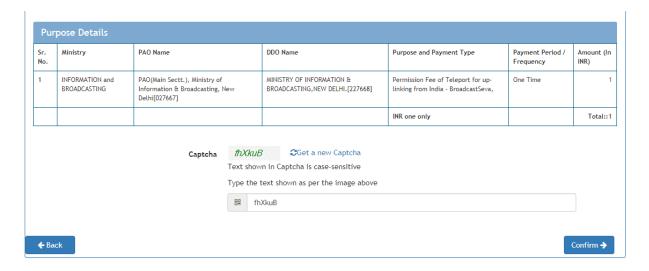
Tab 5: Application Fee

Application Fee

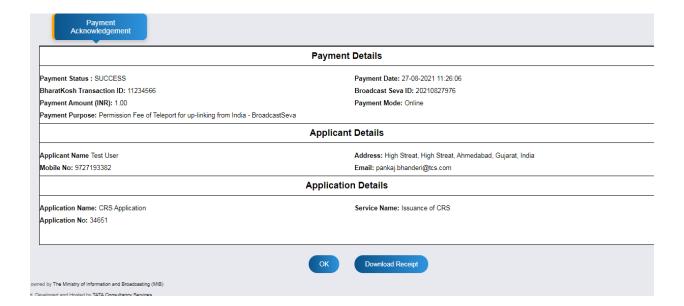




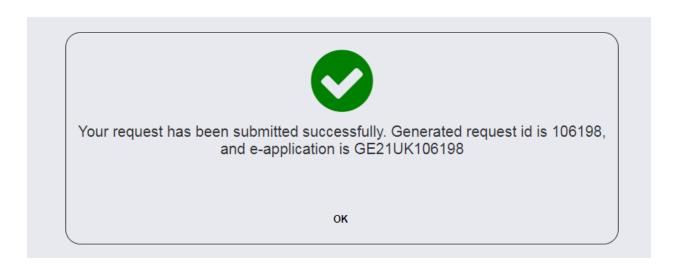




Payment Receipt:



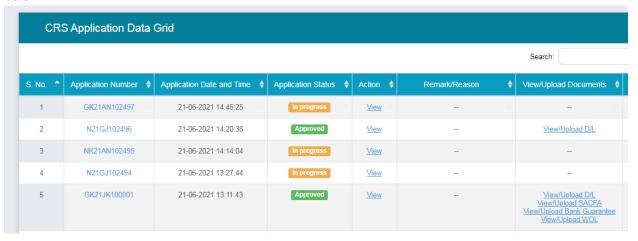
After payment-once application is submitted

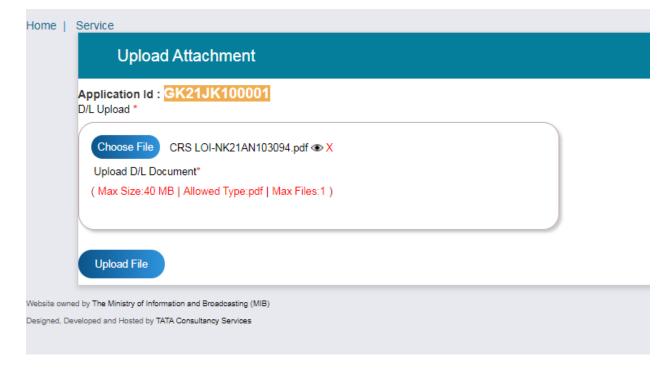


5. Once application is submitted- applicant can check status by clicking on 'Grid CRS application'. The status can be – 'In progress' for application. That means – it can either be pending with the AD/Application Owner/Ministries/Committees.



6. Once the inter-ministerial committee approves, the LOI is issued. The status of application changes to 'Approved'. Then Applicant applies for frequency allocation in SSP (Saral Sanchar Portal)- once D/L and SACFA clearance are obtained, applicant has to upload in portal as shown below:

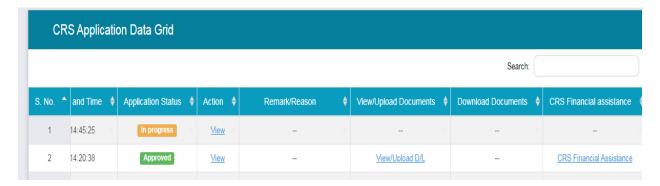




- 7. After SACFA clearance and D/L are uploaded- applicant to upload bank guarantee in MIB. Once applicant uploads bank guarantee- he gets an option to "Sign the GOPA", if clicked yes by the applicant and later approved by AD, GOPA is generated.
- 8. Once GOPA is generated then applicant applies for WOL in SSP. Once the wireless operating license is generated, applicant to upload it in MIB and mention date of commissioning.

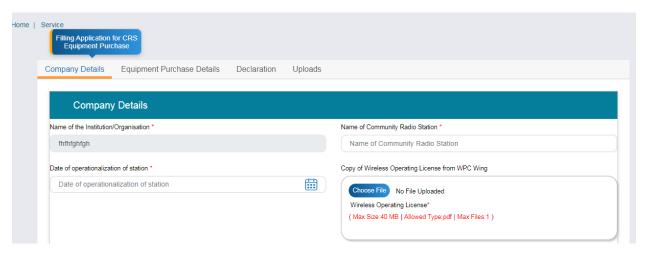
Service 2- Application for Release of Grant for Purchasing Equipment for Community Radio Station under the Scheme "Supporting Community Radio Movement in India"

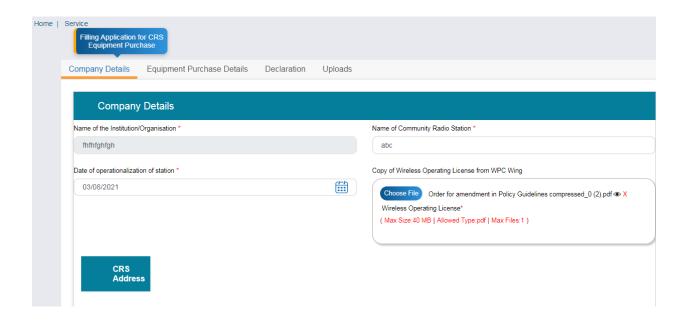
1. Applicant can only avail this release of grant- once his application is approved and after 3 months of date of commissioning is mentioned on the portal. Option to apply for release of Grant is shown below:

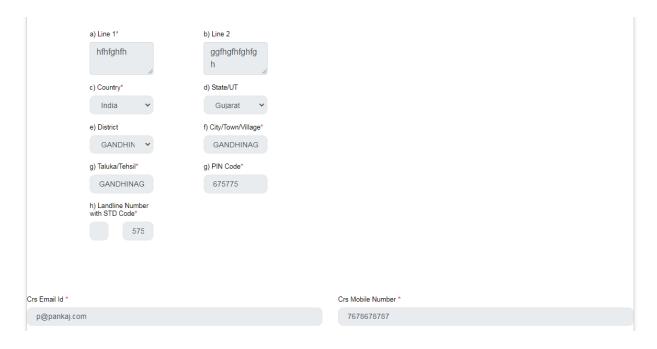


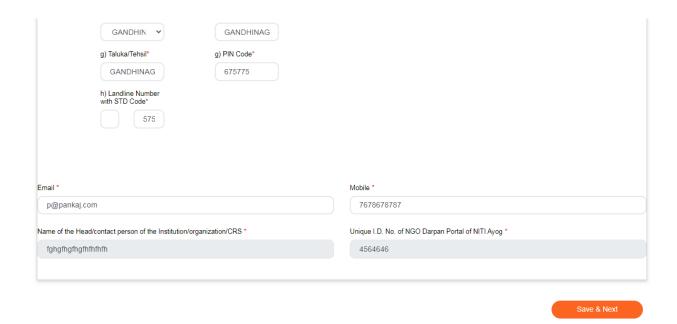
2. On clicking 'CRS Financial Assistance' the below form opens and the applicant fills it:

Tab 1: Company Details









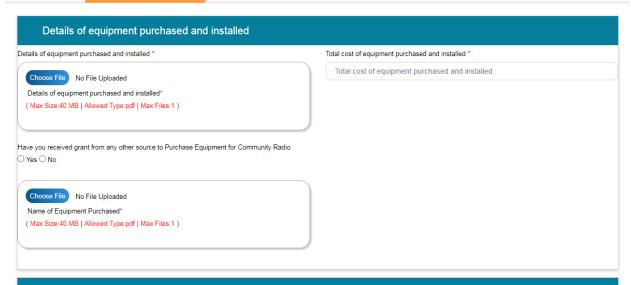
Tab 2: Equipment purchase

Tab 2: Equipment purchase

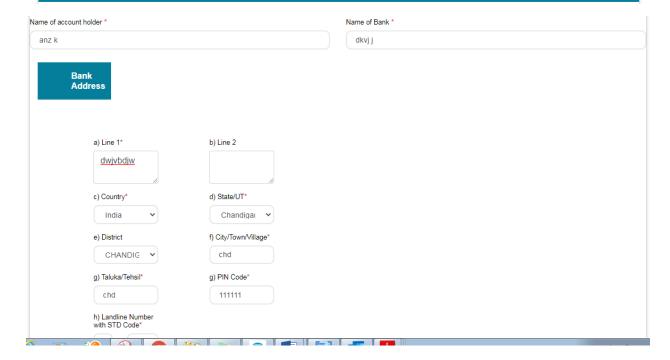
Tab 2: Equipment purchase

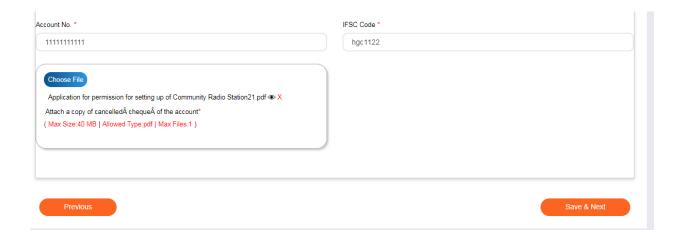
GANDHIN 🕶	GANDHINAG	
g) Taluka/Tehsil*	g) PIN Code*	
GANDHINAG	675775	
h) Landline Number with STD Code*		
mail *		Mobile *
imail * p@pankaj.com		Mobile * 7678678787
p@pankaj.com	forganization/CRS *	
Email * p@pankaj.com Jame of the Head/contact person of the Institution/	organization/CRS *	7678678787
p@pankaj.com	forganization/CRS *	7678678787 Unique I.D. No. of NGO Darpan Portal of NITI Ayog *

Tab 2: Equipment Purchase Details

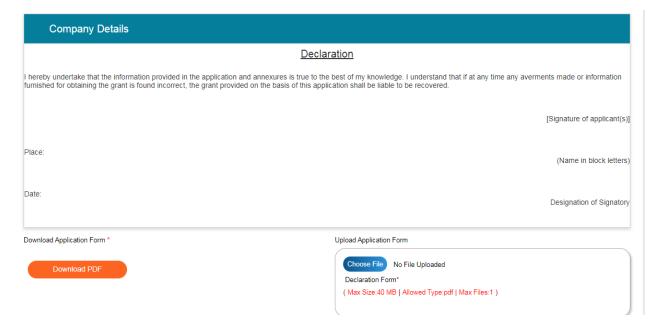


Details of Bank Account in which grant is to be transferred





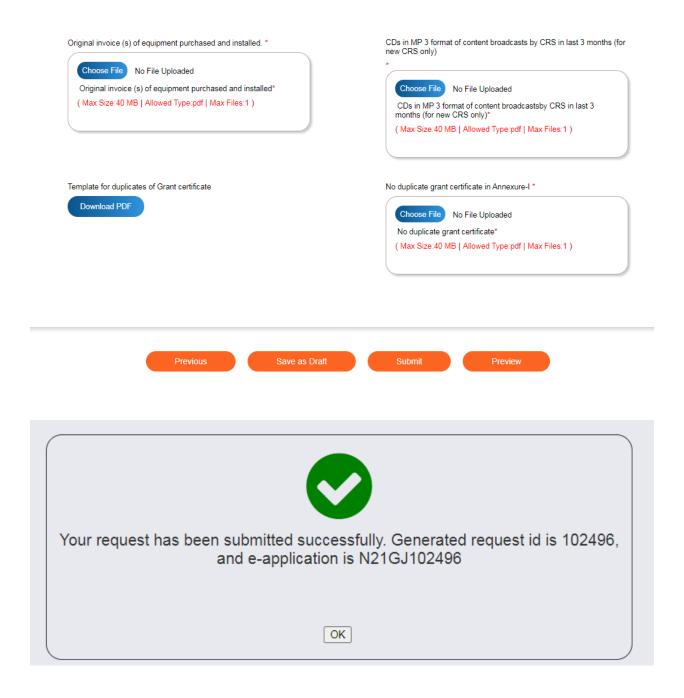
Tab 3: Declaration



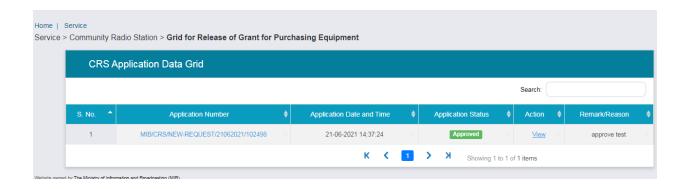
Tab 4: Uploads

Three files have to be uploaded.

- 1) Original Invoice
- 2) No duplicates Grant of Certificate
- 3) Recording in Mp3 format.



3. Once application has been submitted- its status can be checked as shown below:



4. Once it's approved as shown above, the amount is transferred to the applicant.