

Application Format
UNNATI Scholarship for Children Living in CCIs
National Children's Fund (NCF)

S. No.	Requisite information/documents	Information/documents furnished					
1	Details of CCI forwarding the application of the child/children						
	i) Name, complete postal address of Child Care Institution						
	ii) Email address, Telephone and Mobile No. of In charge of CCI						
	iii) Name, address and phone number of Board Members of CCI with copy of PAN card (attach copy of PAN card separately for each member)						
	iv) Date of establishment and registration of the CCI (legible copy of registration, Memorandum of Association, Constitution and Bye-law certificate to be enclosed)						
v) Details of grants received by CCI in last three years from Central/State Governments, local body, ICPS or international agency in the format given below :							
	Financial Year	Sanction No. & Date	Amount	Scheme	No. of Beneficiaries		
vi) Details of staff on the payroll of the Child Care Institution:							
	S. No.	Name	Designation	Date of Appointment	Qualifications	Experience in the Organization	Gross Emoluments Monthly
2	Details of the prospective children aspiring UNNATI scholarship under NCF: (Please Annex relevant documents)						
	i) Name of the Child along with a passport size photo to be enclosed						
	ii) Date of birth of the Child						
	iii) Sex of the child (Female/Male)						
	iv) Name of the School where child is studying with complete address						
	v) Class in which child is studying						
	vi) Aadhaar number of the child						
	vi) Area of excellence of the child						
	vii) Percentage of the marks obtained by the child in the previous class						
	viii) Percentage of attendance in the previous class						
	ix) Extra-curricular achievement by the child, if any						
	x) Any other details						

3	Details of the bank where child's account is maintained:	
	I. Name of the Child as in bank account	
	II. Name of the Bank	
	III. Account number	
	IV. Account type (SB / Current A/c)	
	V. IFSC code of the branch	
	VI. Complete address of the bank where the account of the child is maintained	
Note: Enclose a copy of the passbook of the child displaying above mentioned bank details;		

Note:

The CCIs while forwarding the applications will also enclose the following documents:

- I. Copies of the Memorandum of Association;
- II. Bye-laws/Rules and Regulations of the organization/CCIs;
- III. Resolution authorizing office bearers for operating Bank Account;
- IV. Audited Statement of Accounts (comprising of Income and Expenditure Account; Receipt and Payment Account; Balance Sheet and Audit Reports) for the last three financial years and Annual Reports for last three years of the Child Care Institution to be enclosed.
- V. A copy of the bank passbook showing Name, Account number and IFSC Code.

Study & Attendance Certificate

(ON THE LETTER-HEAD OF SCHOOL)

This is to certify that Kumari/Master
daughter/son of Shri..... (Name of the father)
and Smt.(Name of mother)
resident of..... (CCI)
is bonafide student of class.....section.....of this school for the
academic session (indicate dates)..... She/he was admitted in this
school on (date) under admission
number..... Her/his date of birth as per the school record is
..... (In figures) (In words). This
child has secured minimum of% marks and.....%
attendance in previous class Her/his latest mark sheet (Photocopy) is
attached.

Date:.....

(Signature)
Name of Principal/Head Master
(Seal)

Format for Recommendation
District Child Protection Officer for the UNNATI Scholarship Scheme

File No. _____

Government of _____ (Name of State)

Office of District Child Protection Officer

District _____

Date: _____

To

Secretary-Treasurer
National Children's Fund
C/o National Institute of Public Cooperation and Child Development
5, Siri Institutional Area, Hauz
Khas New Delhi-110 016

Subject: Proposal of _____ (Name of the CCI) _____
under "UNNATI Scholarship Scheme" of Ministry of Women and Child Development during the
financial year _____ from District _____, _____ (State).

Sir/Madam,

Please refer to the Ministry of Women and Child Development letter No _____ dated
_____, inviting proposals under "UNNATI Scholarship Scheme" during the financial
year 2022-23. In this regard, _____ (Name of the CCI) has
submitted a printed copy of the application to this Office.

Their documents have been examined and information about the said CCI is authenticated:

S. No.	Particulars	Information to be filled by DCPO
1.	Applicant seeking scholarship is sheltered in CCI	
2.	CCIs is registered under Juvenile Justice (Care and Protection of Children)Act, 2015	
3.	Copies of the Memorandum of Association;	
4.	Bye-laws/Rules and Regulations of the organization/CCIs;	
5.	Audited Statement of Accounts (comprising of Income and Expenditure Account; Receipt and Payment Account; Balance Sheet and Audit Reports) for the last three financial years and Annual Reports for last three years of the Child Care Institution to be enclosed.	

6.	Aadhaar number of the child/children	
7.	Applicant has an Aadhaar linked savings bank account in a Nationalized bank	
8.	A copy of the bank passbook showing Name, Account number and IFSC Code of child/children	
9.	Certificate by Principal/In charge regarding marks and attendance	
10.	Child is not receiving any assistance on regular basis from any other sources towards her/his education	

The application of the CCI along with enclosures is forwarded for consideration under the scheme.

Yours faithfully,

Signature
(Name of District Child Protection Officer)
Official Stamp