

FCRA Prior Permission Checklist

1. Registration Certificate of Association

- Self-certified by the Chief Functionary
- File size: 1 MB

2. Memorandum of Association/Trust Deed

- Self-certified by the Chief Functionary
- File size: 5 MB

3. Commitment Letter from the donor organization and agreement

- File size: 5 MB

4. Project Report for which FC will be received

- File size: 3 MB

5. 12A Registration Certificate

- Ensure the association has both the 12A registration certificate and the general registration certificate.

6. Affidavit of Each Key Functionary

- To be uploaded on Stamp Paper

7. Chief Functionary Signature

- Dimensions: 140 (Width) x 60 (Height) pixels

8. Seal of the Association

- Dimensions: 140 (Width) x 60 (Height) pixels

Important Notes:

- If prior permission is granted for an amount exceeding Rs. 1 crore, a certificate confirming 75% utilization must be submitted before receiving the second and subsequent installments.
- The applicant must provide details of the designated bank account in SBI, Sansad Marg, New Delhi.

- Additionally, any applicant seeking prior permission for foreign contributions exceeding Rs. 50 lakh must enclose audited financial statements and activity reports for the last three years from the date of application submission.