

**APPLICATION FORM FOR SELF HELP GROUPS**

**DATA INPUT SHEET**

**SECTION 1 - LIVELIHOOD AND PROFILE OF SHG MEMBERS**

1 Name of the Self Help Group (Mandatory)

2 Year of SHG Formation (Mandatory)

3 Type of SHG (Mandatory)  
(Mention Women Only, Others)

4 Name of promoting institution/programme (Optional)

5 Add other details of the Promoting Institution (Optional)

6 Details of President/Treasurer/Accountant (mandatory)

Full Name	Gender (Mention Male/ Female/Transgender)	Designation	Date of Birth	Social Category (Mention SC/ST/OBC)	Phone Number

7 Details of Other Members (Mandatory)

S. No.	Gender (Mention Male/ Female/Transgender)	Full Name	Date of Birth	Social Category (Mention SC/ST/OBC)	Phone Number
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2					
3					
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**8 Bank Details of the SHG (Mandatory)**

Bank Name

Bank Account Number

IFSC Code

Current Bank Balance (Savings + Deposits)

Year of Opening Account


**SECTION 2 - MICRO-CREDIT HISTORY OF THE SHG**

**9 Whether the SHG is graded? (Optional)**

Mention Yes/No

If Yes, the Grade of the SHG (A, B or C)

Year of Grading


**10 Existing/Current Bank Loan Details (optional)**

Sr. No.	BANK / FI Name	Loan Type <i>(Mention Loan to meet Lumpy Needs, Livelihood Needs, Credit Needs, Subsidy based Loans)</i>	Loan Amount	Max Delayed Payment of Dues	No. EMI Served	Loan Status <i>(Mention Active loan/Closed )</i>	Loan Outstanding
1							
2							
<b>Total</b>							

**SECTION 3 - DETAILS ABOUT THE EXISTING OPERATIONS OF THE SHG**

11 **Nature of Business (Mandatory)**  
If related to Food Processing Industry, Mention Yes/No


If No, enter the details of the business activity SHG is engaged in

12 **Are you actively engaged in processing of ODDP produce identified by State?**  
Mention Yes/No (Mandatory)

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13 **Details of the Infrastructure/Property of Self Help Group (Mandatory)**

Type of Infrastructure Available (Atleast 1 should be selected)	If Applicable, please select the checkbox (Atleast 1 should be selected)	Street Address	Village	Panchayat	Taluk/Block	District	State	Pincode	Contact Number	Ownership of the Infrastructure of Self Help Group <i>Mention Owned/Leased/Rented</i>	Leasing/Renting Amount
Godown/ Storage facility	<input type="checkbox"/>										
Trading Unit	<input type="checkbox"/>										
	<input type="checkbox"/>										

14 **Total Number of Experience (In Years) of the relevant business in producing/manufacturing/trading the product/s (Mandatory)**

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15 **Production & installation capacity (optional)**

In Quantity

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In Amount

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16 **Total Quantity sold - Last 3 Years (optional)**

	PAST YEAR-II (Actual)	PAST YEAR-I (Actual)	PRESENT YEAR (Estimate)
Total			

17 **Total Sales generated - Last 3 year (In INR) (Mandatory)**

	PAST YEAR-II (Actual)	PAST YEAR-I (Actual)	PRESENT YEAR (Estimate)
Total			

18 **Net Profit - Last 3 year (In INR) (optional)**

	PAST YEAR-II (Actual)	PAST YEAR-I (Actual)	PRESENT YEAR (Estimate)
Total			

19 **Total current Investment in Plant and Machinery (In INR) (Mandatory)**

	PAST YEAR-II (Actual)	PAST YEAR-I (Actual)	PRESENT YEAR (Estimate)

Total

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20 Total number of workers (Mandatory)

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**SECTION 4 - DETAILS ABOUT THE PROPOSED - NEW / UPGRADATION PLAN**

21 Classification of proposed business related to Food Producing sector in terms of the kind of value addition being done (optional)  
Mention: Food products (Manufacturing), farm Produce (Trading), Others

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22 Are you actively engaged in processing of ODOP produce identified by State? (Mandatory)  
Mention Yes/No

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23 Address of the proposed manufacturing/trading enterprise  
(if different from existing) (Mandatory)

Street:			
Taluk/Block:			
Village			
District:		Panchayat	
State:		Pin:	

24 Ownership of Proposed Property  
Mention Owned/ Rented/ Leased  
(Mandatory)


Rent/Leased Amount (Yearly)

25 Proposed Production & Installation Capacity (Mandatory)

In Quantity

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In Amount

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26 Total number of workers (Mandatory)

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27 Quotation Details for the proposed Machineries/Equipments  
(Upload the photocopy) (Optional)

S.No.	Machinery Name	Rate (Amount)	Quantity

28 Proposed Total Sales to be generated in a year  
(In Values) **(Mandatory)**

29 Proposed Net Profit in a year  
(In INR) **(Mandatory)**

30 Contribution of the Self Help Group **(Mandatory)**

Group Contribution  
(10% of Project Cost - In INR)

Margin Money for Working Capital  
(20% - In INR)