

Frequently Asked Questions (FAQs) with their Answers

The list of Frequently Asked Questions (FAQs) with their Answers are place below are illustrative and not exhaustive:

Q1: CAPART considers assistance to NGOs registered under which acts?

Ans.: CAPART considers the proposals from NGOs registered under Societies Registration Act, 1860 or a State amendment thereof or Indian Trust Act, 1882 or the Religious and Charitable Institution Registration Act, 1920. [For further details, refer to eligibility criteria of CAPART guidelines on web-site www.capart.nic.in].

Q2: We have an NGO registered under SRA 1860. The NGO is 2 years and 10 months old. Can the NGO apply/submit any application for assistance in CAPART?

Ans.: No, the NGO should file an application after having completed 3 years from the date of registration [For further details, refer to eligibility criteria of CAPART guidelines on web-site www.capart.nic.in].

Q3: Our NGO is working in rural areas for last five-six years but the bank account is only about two year old. Can we submit the proposal?

Ans.: No, the NGO should have an account either in a Bank or Post Office for atleast three years preceding the date of filing application to CAPART, [For further details, refer to eligibility criteria of CAPART guidelines on web-site www.capart.nic.in].

Q4: Our NGO is five years old and working in rural areas for the last five years but our application has been rejected on the ground that 'rural development' objective has not mentioned in our Memorandum of Association. Please advise.

Ans.: It is mandatory to have the 'clause of rural development' as one of the objectives in the NGO's Memorandum of Association.

Q5: Our NGO is working in villages, which are covered by town panchayats. Whether we can get funds from CAPART for development programmes?

Ans : No. The area of operation of the NGO must be rural, meaning thereby a village included within the jurisdiction of Gram Panchayat. Areas included within the limits of Municipal Corporations, Municipalities, Notified Area Committees and Town Panchayats are not considered as rural areas.

Q6: What are the different programmes of CAPART?

Ans.: CAPART has different schemes with which it supports rural development programmes [For further details, refer to eligibility criteria of CAPART guidelines on web-site www.capart.nic.in].

Q7: Our NGO fulfills all the eligibility conditions of CAPART except having PAN/12A. Can our application be considered?

Ans.: Yes, in case your NGO is able to submit atleast the proof of having applied for the same.

Q8: Our proposal has been rejected by CAPART on the basis of it being a family based organization. Please clarify.

Ans.: The organization should be broad based and representative in character. The members of the Executive Body/Management Committee of the organization should not be related to each other or belong to the same family. There may be a maximum of two relatives/family members in the Governing/Managing/Executive Committee of the organization. But only one of them could be co-signatory of the Bank account operations.

Q9: Our project proposal has been rejected as the NGO could not respond to, the clarifications as asked by CAPART in time. Please guide.

Ans.: The proposal is liable to be rejected due to non-furnishing of the clarifications within the scheduled/prescribed time limit.

Q10: Our NGO is running a school and a dispensary in a remote area and require only funds for construction of buildings. Whether CAPART will consider the NGO's activities for support?

Ans.: No. CAPART does not consider any proposal which are exclusively for construction of buildings/strengthening the infrastructure facilities of the NGO.

Q11: Our NGO has sent a proposal but it has been returned with a request to apply on-line. Please guide.

Ans: CAPART accepts proposals from NGOs who are to apply on-line. The NGO has to first register itself under the NGO-PS Portal and then submit its proposal on-line under the scheme code. This is to be followed by a hard copy. The acknowledgement of the proposal is to be attached to the hard copy.

Q12 : Our NGO is quite experienced, having a good turn over and is working in rural areas. We want to implement a project to cover bigger area of operations. The NGO is approaching CAPART for the first time. Can we apply directly to CAPART Headquarters?

Ans: As per CAPART's guidelines, the NGO approaching CAPART for the first time, should get one project implemented satisfactorily with the assistance of Regional Centre and then approach CAPART Headquarters for a bigger programme.

Q:13 Whether the project proposal require State Government's/Member of Parliament/Minister's recommendations?

Ans: No, CAPART does not insist on either of the above.

Q 14: Our NGO has completed two projects from the Regional Office of CAPART. Does the proposal require the recommendations of RR&MC in order to apply to CAPART HQ for a bigger project?

Ans: No. It does not. However, CAPART has its own mechanism to process the proposals.

Q 15: Are there any consultancy agencies, who prepare the proposals for getting CAPART assistance?

Ans: CAPART does not have any such agencies

Q16: Does CAPART organize any project formulation workshops?

Ans: Yes. Regional Centres of CAPART frequently organize project formulation workshops for the NGOs. Subject Specialists and experienced NGOs also deliver guidance during such workshops. Interested NGOs should be in constant touch with the Regional Representative and Member Convenor of the concerned Regional Centre to know the tentative programme of organizing project formulation workshops.

Q17: Ours is a Self Help Group. Can we apply for CAPART's assistance?

Ans: No, CAPART supports the registered NGOs only. Interested SHGs may approach the local NGOs to work under their umbrella.

Q18: Our is a Self Help Group (SHG) producing various products. Can we participate either in Gram Shree Melas or in SARAS Melas organized by CAPART?

Ans: Yes. SHGs covered under State Govt. or Special SGSY programme of MoRD can participate. The recommendation of the State Govt. is needed for participation in promoting and getting marketing opportunities for their products.

Q19: An Institutional monitor has been deputed by CAPART for either pre-funding appraisal or mid/final evaluation on our project proposal but the representative of the Institute is not visiting our organization.

Ans: It is obligatory at the part of the NGO also to get in touch with the Institutional Monitor and get it monitored/evaluated at the earliest.

Q20: Whether the organization has to pay the travel and accommodation expenditures during the visit of the Institutional Monitor?

Ans: No, The expenditures on travel and other contingencies are paid by CAPART after receipt of the assessment report from the Institutional Monitor.

Q21: The monitor took a long time to submit his evaluation report, what should the NGO do?

Ans: The NGO should inform the CAPART office immediately after the visit of the monitor. It will facilitate CAPART to follow up the monitor for getting the assessment report. NGOs are not penalized for delay on part of the Monitor.

Q22: NGOs may faced difficulties in carrying out the project activities due to cost escalations. What should the NGO do?

Ans: There is a clause in the Terms and Conditions that “In the event of any increase in costs, the Project Holder/ VO shall meet the additional expenditure out of its own resources”. However, the project could be terminated after CAPART is satisfied that amount released has been properly utilized for the purpose for which it was released.

Q23: In case, somebody makes a complaint against the NGO and kept under FAS/Blacklisted categories, what should the NGO do?

Ans: The NGO should immediately approach CAPART with all the documentary proofs and facilitate and co-operate in getting itself delisted from Complaint/FAS/Blacklisted categories.

Q24: In case of change of policies/guidelines of CAPART from where the NGO gets the information?

Ans: Any changes in guidelines/policies are uploaded on the website of CAPART immediately. Please refer the website of CAPART. (www.capart.nic.in).

Q 25: What are the other information that a NGO can get from website.

Ans: The website of CAPART also offers information on the following:

- Policy decisions
- Reports and circulars for the use and facilitating NGOs in submission of proposals,
- Details of sanctioned projects and releases made, list of completed and closed projects and the NGOs who have been placed under funding restriction categories.
