# NABARD CAT Programme Documentation Checklist

1. Adopting the technology imparted.  
2. Giving assurance by the agency to conduct post-follow-up with individual farmers, i.e., feedback immediately after the conduct of the visit.  
3. KYC documents of the agency (please enclose the KYC documents as indicated in the list of documents to be submitted).  
4. Audited financial statements for the last 3 years/Annual reports (may be enclosed along with the proposal).  
5. Board resolution of the agency to apply for the CAT programme to NABARD.  
6. Declaration regarding non-blacklisting by any institution/Govt. agency.  
7. Declaration regarding non-affiliation to any political party.  
8. Darpan ID to be indicated.  
9. Hard copy as well as a soft copy of the proposal to be submitted to NABARD.  
10. The component-wise budget requested for the conduct of the CAT programme (Attach a separate sheet as per the following table).  
11. Mailing address.  
12. Telephone numbers/Mobile No.  
13. Registration certificate.  
14. Utility bills of the NGO (Electricity).  
15. Permanent Account Number (NGO).  
16. Memorandum, whichever is applicable.  
17. Copy of FCRA certificate, if applicable.  
18. Copy of last 03 years audited balance sheet.  
19. Latest Annual Report of the NGO.  
20. KYC of the Secretary.  
21. Power of attorney granted to its Secretary to transact business on its behalf with NABARD (as key/authorized person).  
22. Resolution of the Managing body of the Organization regarding the commencement/undertaking of the specified project with NABARD.  
23. Any officially valid documents to identify the trustees, settlers, beneficiaries, and those holding the Power of Attorney, founders/managers/directors, and their addresses.  
24. List of Trustees of the NGO/Trust, containing their relevant information viz., their names, current addresses, contact numbers, etc., duly certified by the Managing trustee/Chartered Accountant.  
25. Photograph of Trustees/BoDs.  
26. PAN of Trustees.  
27. Krishi Vigyan Kendra, Baramati Expenses letter, Training schedule, and Resources person list.