

# National Award for Best SHG Federations 2025 - Nomination Form - Part 1 of 4

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Welcome!

Please enter only one nomination per SHG Federation

## 1. General Information.

Responses to queries in red font are compulsory

### 1. Basic information

1.1 Name of the Federation (Legal Name)

1.2 Type of Federation

1.3 Federation promoted by

### 1.4 Registered address

1.4.1 Door number

1.4.2 Gram Panchayat / Town / City

1.4.3 Block

1.4.4 District

1.4.5 State

1.4.6 Pin Code

1.4.7 Phone/Mobile No

1.4.8 Geographic area

1.4.9 Email id

**Note:** Links to other parts of the nomination form will be sent to this email address

## 2. Nominated Federation Profile Details.

2.1 Date of Formation

2.2 Date of Registration

2.3 Registration Act

## 3. Governance in Federation.

### 3.1 Membership Details

3.1.1 Number of target households in the Federation operational area

3.1.2 Number of members mobilized into SHG fold

Value cannot be less than 700

3.1.3 Total SHGs in Federation Area

Value cannot be less than 100

3.1.4 Number of SHGs holding membership in the PLFs/VOs/SLF

3.1.5 Number of PLFs/VOs/Slum Level Federations in Federation operational area

Not applicable to PLF/SLF

3.1.6 Number of PLFs/VOs/Slum Level Federations holding membership in the Federation

Not applicable to PLF/SLF

### 3.2 Leadership

3.2.1 Frequency of leadership rotation as per the byelaws

3.2.2 Number of times leadership rotation/change has taken place since federation formation

3.2.3 Date of last leadership rotation

### 3.3 Current leadership details

3.3.1 Number of members of EC / Board

### 3.5 Meetings

3.5.1 Attendance in last Annual General Body Meeting (in %).

Date  % of members attended

3.5.2 Norms for conducting EC meetings / Board meetings

-- Select --

3.5.3 Any fixed date for EC / Board meeting

Yes

No

3.5.4 Regularity of EC / Board meetings in last 12 months (in %)

(Total Meetings conducted in last 12 months)/(Total scheduled meetings in last 12 months) \* 100

3.5.5 Average attendance in EC / Board meetings in last 12 months %

(Total Attendance of the EC / Board members in last 12 months) / Total Number of members expected to attended in the last 12 months) \* 100

3.5.6 Honorarium given to EC / Board members

-- Select --

3.5.7 Honorarium to EC / Board members paid by:

-- Select --

3.6 Legal Compliances

3.6.1 Statutory Audit

2021-22

mm / dd / yyyy

2022-23

mm / dd / yyyy

2023-24

mm / dd / yyyy

2024-25

Optional

mm / dd / yyyy

3.6.2 Returns filing

2021-22

mm / dd / yyyy

2022-23

mm / dd / yyyy

2023-24

mm / dd / yyyy

2024-25

Optional

mm / dd / yyyy

4. Resources.

4.1 Full time federation own staff

4.1.1 Number of Federation own staff

4.1.2 Number of own staff paid by federation from its income

5. Asset Quality.

5.1 Portfolio Quality (as on date) - SHGs / PLF to Federation

5.1.1 Internal: Repayment Rate ratio=(Principal received – Prepayments)/Total demand (Principal to be collected including arrears) \* 100

5.1.2 External: Are loans availed from external sources by Federation?

Yes

No

6. Systems.

6.1 Records Maintained by Federation

6.1.1 When was cash book last updated

mm / dd / yyyy

6.1.2 When was general ledger last updated

mm / dd / yyyy

6.1.3 When was savings ledger last updated

mm / dd / yyyy

6.1.4 When was loan ledger last updated

mm / dd / yyyy

6.1.5 Accounting system

--Select--

6.1.6 Has own trained accountant

Yes

No

6.2 Reports prepared by Federation.

6.2.1 Business plan

Yes

No

6.2.2 Annual plan and budget

Yes

No

6.2.3 Demand, Collection & Balance statement (DCB) or Loan portfolio statement

Yes

No

6.2.4 Financial statements (Income & expenditure, Balance Sheet)

Yes

No

6.2.5 Savings performance report of the Federation

Yes

No

6.2.6 Monthly Plan and budget

Yes

No

6.2.7 Performance of SHGs

☐ Yes ☐ No

6.2.8 SHG audit and grading

☐ Yes ☐ No

Click on the checkbox only after you make sure all the entries are correct.

Once data is submitted, it cannot be changed. ☐

Submit

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