

NATIONAL TRUST FOR POPULATION WELFARE

NATPOW Affiliation Form

Profile of the NGO

1. Name of NGO: _____ Full Name of NGO
2. Postal Address: _____ Mohallah/Village/Union Council /Tehsil City/District Province
3. Year of establishment: _____
4. Registration with. _____ Registration No. & \Date: _____
5. Tax Number. _____ (In case of exemption, please attached copy of certificate issued CBR)
6. Aims & objectives of NGO _____ (Attach a copy of the Registration Certificate/Constitution)
7. Geographical Area of Operation/Activities: _____ (Elaborate) (Name of City/Village District etc)

8. List of NGO's Executive Body / Office Bearers / Governing Body / Board of Directors / Trustees (Indicate EB, OB or BOD as the case may be).

S. No.	Name	Professional Occupation	Designation in NGO	Since (Month/Year)

9. Present Institutional Capacity:

	Paid	Volunteer
(i) No. of Technical Staff	_____	_____
(ii) No. of Professional Staff	_____	_____
(iii) No. of Total Staff	_____	_____
(iv) No. of Management/Support Staff	_____	_____
(v) Any other (specify)	_____	_____

Note: Attach CVs of the members on Executive Committee and other staff members. Separate sheet may be used, if required

10. Projects/Programs :-

S. No.	Project title	Funding agency	Funding period	Target Population	Present Status	Total Cost	Contribution by NGO

Note: Attach a copy of most recent Audit Report and registration certificate of Auditor

11. Present Assets of the NGO as on _____ (date):-

S. No.	Assets	Ownership		Purchase value	Present value	Verified by NATPOW
		NGO	Donor			
1	Building Rented/Owned					
2	Land					
3	Movable Property					
4	Furniture					
5	Equipments (Specify kinds & quantity)					
6	Vehicles (Specify type and quantity)					
7	Any other (specify)					

Note: Attach a copy of updated inventory list

12. Financial Position:-

Amount in Bank Rs. _____

(Attach a copy of all NGO accounts for the last 12 months)

Annual budget ; _____ Expenditure: _____

Contribution by the i.. NGO _____ ii. funding agency; _____

13. Achievements made by the NGO in RH/FP (please attach a detailed report of short term and long term activities of the NGO for the last 5 years)

Note: Please attach copy of evaluation report by a third party.

14. List activities other than Family Planning & Reproductive Health and source of its funding.

15. Is your organization facing any lawsuits or any audit objection(s)

No Yes

If no, original certificate confirming that there is no lawsuits/legal litigation or financial irregularity pending against the NGO is attach.

If yes, describe, give status and expected outcome.

16. Name and designation of Contact Person: _____

Brief profile: _____

Address: _____

Phone/Fax No.: (_____) _____ **Email:** _____
City Code

Date: _____

Signature and seal
Chairman / President /General Secretary

NATPOW's Affiliation Fee Structure:

- | | | |
|--|---|-------------|
| i. NGOs having financial budget < Rs. 100,000/- | = | Rs. 1,500/- |
| ii. NGOs having financial budget 100,000-500,000/- | = | Rs. 2,500/- |
| iii. NGOs having financial budget > 500,000/- | = | Rs. 5,000/- |

Please attach a Bank draft/Pay Order according to the above mentioned Fee for registration in favour of National Trust For Population Welfare. NATPOW Affiliation Forms are available free of cost from NATPOW Headquarter and its Field Offices throughout the country.

Please send your complete NATPOW Affiliation form directly to

Programme and Development Unit

NATPOW Headquarter

House # 314 Street # 16, F-10/2, Islamabad

Tel: 051-9267004-5

Fax: 051-9267006

Affiliated NGOs may submit their projects when proposal are invited through press

Subject to submission of project proposals and approval after detail verification and scrutiny, NATPOW provides assistance to only suitable programs in following areas;

a. NGOs with Service Delivery Outlets: The unmet need for family planning services is tremendous and as much as the FWCs of the PWDs provide the services, the gap to cover greater population remains. NATPOW may provide support to those NGOs that have functioning service delivery outlets to enable them to provide a choice of contraceptives services to clients provided that such services are non-existent.

NGOs will be encouraged to involve male mobilizers in their programs who could act as advocacy points for males in the catchments area for increasing the use of contraceptive services. The support only on cost sharing basis will entail:

1. Provision of contraceptive supplies and IEC
2. Training to the service delivery staff including male mobilizers
3. Support for the service delivery personnel
4. Cost sharing in traveling to improve the coverage

b. Public-Private Partnership: NATPOW supports to public-private partnership through NGOs that have the institutional and management capabilities to undertake the responsibility in areas such as;

1. Advocacy
2. Increasing of referrals to the FWCs
3. Providing the services of doctor on specified days at the FWC
4. Supporting the FWCs through Mobile Service Units
5. Organizing Out reach camps to support the FWC and RHSs

c. Satellite Service Delivery Centers: NGOs that have elaborate clinical health facilities in the rural settings and those clinical facilities can be used for the promotion for the use of contraceptive services and supplies. Such, facilities can also act as focal points for referrals for surgical contraception. Support to such institutions should enlarge the capabilities of the program to provide access to a choice of contraceptives as well as surgical contraception. Provision of support may range from;

1. Trained medical doctor
2. Trained service delivery staff in counseling
3. Availability of choice of contraceptives

d. Cost Recovery Mechanism: NATPOW may try out various models of cost recovery that are viable to NGOs. In doing so, NATPOW may carry out various test models where provision and sale of contraceptive supplies including fee service charges and contraceptive could become an effective cost-recovery tool for the NGOs. Options for performance based incentives, provision of medicines and cost of specific IEC material development could be considered.

e. Output based incentive; NATPOW encourages NGOs who have their active service delivery infrastructure at community level through out-put based incentives model. Those NGOs showing significant performance in service delivery including number of contraception surgery cases, referrals and/or reproductive health services could be considered for;

1. Itemized budgetary support
2. Supply of equipments
3. Specialized training of staff
4. Awards

f. Innovative Projects: NATPOW may fund NGOs with innovative projects that would lead to improved and increased family planning services and supplies i.e. contraceptives. Such innovative projects could be:

1. Networking with NGOs in the community to achieve improved and increased access to family planning /reproductive health services
2. Networking with public sector facilities for increasing referrals
3. Networking with registered doctors, nurses, paramedics and practitioners
4. Male education linkage to information about family planning
5. Formation of community groups both male and female to address the needs of mothers and child health care.

g. Community mobilization; NATPOW may fund activities of NGOs which lead to create awareness on family planning and reproductive health issues in the community. Such projects could be;

1. Orientation of mother teachers at grass root level
2. Orientation of female elected representatives at union council and tehsil level
3. Orientation sessions for male youth at community level, creating their awareness on the reproductive health issues including Adolescence and responsible behavior towards their family life.

h. Capacity building of NGOs through HRD; In order to build the member NGO network institutional capacity, training program are initiated to develop groups of master trainers in the field of FP/RH and project development/management. These Master trainers will require to conduct trainings of the members NGO personnel involved in service delivery and program management. Activities plan through this program should bring sustainability which will include;

1. Selection of Master Trainers for technical and management skill development
2. Training of Master trainers and refreshers in regular intervals
3. Support to Master Trainers to arrange training of NGO personnel in continuous process.

Terms & Conditions;

Proposals should contain means of ensuring transparency, accountability and follow-up of each activity. NGOs will be required to identify measurable and quantifiable targets which should lead to contribution in the population program in their proposals. In order to ensure commitment and ownership, funding support to NGOs would be considered only on cost-sharing basis. Each proposal funded by NATPOW will be subjected to Third party validation/evaluation. Financial assistance to NGOs will be against their approved projects budget which will either be reimbursed or advance for activities to be carried out in a quarter. Release of funds will be subjected to regular performance/monitoring and financial reports submitted by NGO and verified by NATPOW staff. Transparent utilization of funds by NGOs will be ensured through regular field monitoring.
