



**INFORMATION & CULTURE DEPARTMENT  
GOVERNMENT OF THE PUNJAB**

**APPLICATION FORM**

**GRANT-IN-AID TO LITERARY & CULTURAL BODIES**

Name of Organization: \_\_\_\_\_

Registration No: \_\_\_\_\_ District: \_\_\_\_\_

Organizer's Name: \_\_\_\_\_ Contact #: \_\_\_\_\_

Email: \_\_\_\_\_ CNIC No: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Bank Account Title: \_\_\_\_\_

Bank Account Number: \_\_\_\_\_

Bank's Name: \_\_\_\_\_ Branch: \_\_\_\_\_

Verification Certificate Issued By: \_\_\_\_\_

Website Address / Link: \_\_\_\_\_

Facebook: \_\_\_\_\_ YouTube: \_\_\_\_\_

Instagram: \_\_\_\_\_ Twitter: \_\_\_\_\_

Outreach: (Local) \_\_\_\_\_

Outreach: (Local + National) \_\_\_\_\_

Outreach: (Local + National + International) \_\_\_\_\_

Brief Annual Activities Report (Last One Year): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Applicant's Name: \_\_\_\_\_ Signatures: \_\_\_\_\_

## Check List for Eligibility

Application form without following documents shall not be accepted / entertained by the concerned Arts Councils / Institute:

- 1  Certificate of registration as a literary or cultural body.
- 2  Vouched accounts / utilization of the previous grant (if any).
- 3  Audit report of the accounts of the body for the last one year.
- 4  Letter of verification from Lahore Arts Council, Punjab Council of the Arts or Punjab Institute of Language, Art & Culture according to performance zone.
- 5  Affidavit to the effect that grant would be utilized for literary and cultural activities only.
- 6  Digital presence supported with social media accounts / links.
- 7  Future Plan (events, publications, activities etc.).
- 8  Outreach (local, national, international) with documentary evidence.
- 9  Annual activity report (hard form) and data (soft form) in USB.

**Note:** Documents at Sr. No. 1-5 above are compulsory and would not be considered for award of marks/points. However, documents/information/material at Sr. No. 6-9 above will carry marks/points as per laid down criteria.

(For Office Use)

### Criteria / Award of Points

1		2		3		4		5	
Digital Presence		Future Plans		Outreach		Annual Activity Report		Marks Obtained	
Website		Events / Publications / Activities etc.	Local		Hard Form		Out of 40		
YouTube			Local +National		Soft Form (USB)				
Facebook			Local +National +International		Events				
Instagram				Publications					
Twitter				Others					
<b>Max: 10 Marks</b>		<b>Max: 10 Marks</b>		<b>Max: 10 Marks</b>		<b>Max: 10 Marks</b>		<b>Max: 40 Marks</b>	

Scrutinized by	Designation	Department	Signatures
<b>Category Proposed</b>	<b>Category Approved</b>	<b>Grant-in-Aid (1<sup>st</sup> Installment)</b> Dated: _____	<b>Grant-in-Aid (2<sup>nd</sup> Installment)</b> Dated: _____