

**STATE ADOPTION RESOURCE AGENCY – DELHI (ICPS)
DEPARTMENT OF WOMEN & CHILD DEVELOPMENT
Govt. of NCT of Delhi
(1, Canning Lane, K.G. Marg, New Delhi- 110001)**

***Inviting “Expression of Interest” from NGOs to apply for license/
recognition for running a Specialized Adoption Agency in Delhi***

The State Adoption Resource Agency (SARA/ ICPS)– Delhi, Department of Women and Child Development, Govt. of NCT of Delhi invites Expression of Interest from the NGOs/ voluntary organisations for running a Specialized Adoption Agency in Delhi.

The reputed NGOs/ voluntary organizations may apply for license/ recognition for running a specialized adoption agency under section 34 & 41 of the Juvenile Justice (Care and Protection of Children) 2000 and its amendments to the Department of Women and Child Development, Govt. of NCT of Delhi.

The NGOs/ voluntary organization already running child care institutions/ residential homes licensed/ recognised u/s 34 of the JJ Act 2000 and its amendments may also apply for the recognition as a specialized adoption agency under section 41 of the JJ Act 2000 and its amendments.

NGOs/ VOs having good experience of working with children in need of care and protection or running children’s home/ shelter homes, etc for children will be preferred.

For detailed information and application format, please refer to the website of Department of Women & Child Development, Govt. of NCT of Delhi: www.wcddel.in

The last date of submission of proposal is 22nd June, 2015 (Monday).

Application shall be submitted to:

The Director
Department of Women & Child Development
Govt. of NCT of Delhi
SARA Office, Room No. 15,
1, Canning Lane, K.G. Marg,
New Delhi- 110001.

-Sd-
Director
Deptt. of WCD,
GNCTD

**STATE ADOPTION RESOURCE AGENCY (SARA) – DELHI
DEPARTMENT OF WOMEN AND CHILD DEVELOPMENT
GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
1A, CANNING LANE, KASTURBA GANDHI MARG, NEW DELHI –
110001.**

***Inviting “Expression of Interest” from NGOs to apply for license/ recognition
for running a Specialized Adoption Agency in Delhi***

Adoption is a process through which a child who is permanently separated from biological parents because her/his parents have died, or have abandoned or surrendered her/him, becomes a legitimate child of a new set of parent(s) referred to as adoptive parents with all the rights, privileges and responsibilities that are attached to this relationship.

The JJ Act empowers the State Government to recognize its organisations, NGOs/ voluntary organizations for the placement of such orphaned, abandoned or surrendered children for adoption in accordance with the provisions of various guidelines for adoption issued from time to time, by the State Government, or the Central Adoption Resource Authority (CARA) and notified by the Central Government. All Specialized Adoption Agencies (SAAs) shall be registered under Section 34 & 41 of the Juvenile Justice (Care and Protection of Children) Act 2000 and its amendments as well as the Societies Registration Act, 1860 and shall adhere to the guidelines or rules laid down by the State Government/Central Government governing in-country/inter-country adoption from time to time.

The State Adoption Resource Agency (SARA/ ICPS) – Delhi, Department of Women and Child Development, Govt. of NCT of Delhi invites Expression of Interest from the reputed NGOs/ VOs to apply for license/ recognition for running a Specialized Adoption Agency under section 34 & 41 of the Juvenile Justice (Care and Protection of Children) Act 2000 and its amendments to the Department of Women and Child Development, Govt. of NCT of Delhi.

NGOs/ voluntary organizations having good experience of working with children in need of care and protection, running children home/ shelter homes for children, etc. will be preferred. The department will also prefer institutions which can demonstrate tangible arrangements/ tie-ups with respect to:-

- Space (specifically identified child friendly space to be demonstrated),
- Rehabilitation/ Restoration
- Health tie-up,
- Educational/ Schooling/ Remedial Education tie-up,
- Counseling Facilities,

Proposals in the prescribed format along-with two sets of relevant documents in support of the status of the NGOs/ VOs and their proposed activities should be submitted in person/ by

hand on or before **22nd June, 2015 (Monday)** in the **office of State Adoption Resource Agency (SARA – Delhi)**, Department of Women and Child Development, Govt. of NCT of Delhi, **Room No. 15, 1 Canning Lane, K.G. Marg, New Delhi -110001.**

Kindly refer Chapter V and Schedule XV of Guidelines Governing the Adoption of Children, 2011 issued by the Central Adoption Resource Authority (CARA), Ministry of Women and Child Development, Govt. of India to provide for the rules and regulation of adoption of orphan, abandoned or surrendered children (Please see the CARA website: www.adoptionindia.nic.in for the Guidelines Governing the Adoption of Children, 2011).

Note: For prescribed format, please see Annexure I.

Following documents to be submitted with the proposal:

- A copy of the registration certificate under the Societies Registration Act 1860.
- A copy of Memorandum of Association along with latest filled return/ Trust Deed.
- A list of Management Committee or Executive Committee or Board Members.
- A copy of rules and regulation of the organization.
- List of Professionals and child care staff.
- Resolution by the agency supporting the decision for placing orphan or abandoned or surrendered children in adoption.
- Undertaking to abide by the relevant rules and Adoption Guidelines of CARA and the State Government.
- Undertaking to regularly update data on CARINGS (online portal of CARA).
- Undertaking that there is no instance of malpractice against the agency.
- Copy of license/ recognition, if already recognized as a children home/ shelter home by the State Government under section 34 & 41 of the Juvenile Justice (Care and Protection of Children) Act, 2000.
- Aims & Objectives of the Organization.
- Activity Report/ Annual Report of the Organization for the last year.
- Annual Audit Report of the Organization for the last three years.
- Income Tax Registration & Exemption Certificates, if any.

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Director (DWCD)

STATE CHILD PROTECTION SOCIETY DELHI
Department of Women and Child Development
Govt. of NCT of Delhi
1, Canning Lane, K.G Marg, New Delhi

**Application Form for NGOs Applying for license/ recognition for running a
Specialized Adoption Agency in Delhi**

I. Face Sheet

- a) Name of the Organization: _____
- b) Full address of the Organization (Specify, the District of Delhi) _____

- c) Name and Contact Details of Chief Functionary of the Organization:

- d) Email ID & Contact no.: _____
- e) Legal Status :
Society Registration (If yes, give details): _____
Others (specify): _____
- f) Registration Details: (If already registered as a Children Home/ Shelter Home)
- i. Date of Registration : _____
- ii. Registered By : _____

II. Availability of Infrastructure/ Assets of the Organization

S.No.	Particulars	Worth in Rupees	Remarks

III. Please provide financial details of your organization.

Year	Source	Amount	Expenditure
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2014-15			
2013-14			
2012-13			
	Grand Total		

IV. A brief write up of not more than 3 pages on the programmes run by the organization during the last three years. (Also specify the category and number of beneficiaries of the programmes).

V. Rehabilitative and Restoration Efforts taken during the last three years (If already running the shelter home/ children home/ any project for child in need of care and protection)

Category of Beneficiaries in Existing Shelter Home/ Children Home/ any other project for children (Specify the number of Beneficiaries of your existing projects)	Justify, the reason for working with the mentioned category	Rehabilitative & Protective Measures for Beneficiaries

VI. Specific plans for sustainability of the project.

VII. Following documents to be attached:

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- Income Tax Registration & Exemption Certificates, if any.