

*CSO Partners'* **Outstanding**  
Annual Report  
Awards **2011**

for the Voluntary Sector

*A joint initiative of:*



*Supported by:*



**CSO Partners is pleased to present the Third Outstanding Annual Report Awards for the Voluntary Sector organized jointly with Financial Management Service Foundation (FMSF) and Credibility Alliance.**

The CSO Partners' Outstanding Annual Report Awards 2011 is a call for the voluntary sector to showcase the most important tool for demonstrating their good work, best practices, accountability and transparency for building organizational credibility. The award received an overwhelming response and attracted over 200 entries in the year 2010.

We invite organizations from the voluntary sector to submit their entries and participate in our endeavor to promote quality annual reports as a tool for building credibility. Entries adjudged winners shall receive cash prizes.

The awards ceremony will be held on **9<sup>th</sup> April, 2011**.

## **THE AWARDS**

**Categories:** The Awards have three categories for entries. Each category will be judged independently:

- **Small** Annual budget of under Rs 50 lakh
- **Medium** Annual budget between Rs 50 lakh and Rs 5 crore
- **Large** Annual budget over Rs 5 crore

**Criteria:** Annual Reports will be judged on three broad criteria

**Financial Reporting:** Audited Financial information of the organization presented through a full set of statements and summarized in annual reports, representing a clear state of affairs.

**Transparency:** Reporting on practices of the organization that display accountability and credibility.

**Effectiveness of Communication:** Annual reports that communicate the impact of the organization as well as engage their donors and are interesting to read.

For more details on criteria, please log on to [www.annualreportawards.org](http://www.annualreportawards.org)

**Eligibility:** Entrants must be a registered non – profit entity in India and must be willing to submit three copies of their 2009-10 annual reports along with one copy of their complete audited financial statements.

## **Assessment Procedure:**

A team of professionals from CSO Partners FMSF and Credibility Alliance will do the preliminary rating of Annual reports submitted based on a set of assessment indicators. An independent panel of judges will finally revalidate the ratings and adjudge the winners.

## Prizes:

Under each category, there are three prizes:

**Winner: Rs 3,00,000**

**Two Runners Up: Rs 1,00,000 each**

**Last date for submission: 10.01.2011**

## Who are we?

### CSO Partners



[www.csopartners.org](http://www.csopartners.org)

CSO Partners is a non-profit organisation that is committed to mobilising contributions - both human and financial - and providing appropriate support services for civil society organisations. Through an extended base of consortium partners specialised in relevant services, CSO Partners develops appropriate programme opportunities for various contributors who include government, corporate bodies and individuals to engage with civil society organisations in a process of social change that benefits all stakeholders. It has established a support partners' network to facilitate contributors' engagement in social initiatives through programmes ranging from strategic CSR or sustainability practices, donor service, volunteering, social investment, financial management, governance, documentation, advocacy and communications.

### Financial Management Service Foundation

Financial Management Service Foundation (FMSF) is a development resource organisation involved in Financial Management, Legal Issues and Governance of Development Organisations in South Asia. The core area of work done by FMSF includes capacity building of partner organisations, networking, information dissemination, action research, knowledge building and financial monitoring of projects. Another major initiative that FMSF has taken is a web based online Diploma Programme 'Diploma in Financial Management and Accountability', a one year programme in collaboration with Tata Institute of Social Sciences.



[www.fmsfindia.org](http://www.fmsfindia.org)

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### Credibility Alliance



[www.credibilityalliance.org](http://www.credibilityalliance.org)

Credibility Alliance (CA) is a consortium of Voluntary Organisations in India, formed with the aim to promote accountability, transparency and good governance in the voluntary sector. To achieve this, CA has engaged in a consultative deliberation with Voluntary Organisations over four years to come up with a set of norms to examine the sector's credibility. CA is considered a pioneering accreditation agency in the Voluntary Sector. The Alliance focuses on getting organisations become a part of a greater movement towards a trustworthy voluntary sector, through self - disclosure, peer group review and accreditation based on minimum and desirable norms.

## Entry Form

<b>1</b>	Name of the Organization:	_____	
<b>2</b>	Address of the Registered office:	_____	
	Address of Correspondence:	_____	
<b>3</b>	Contact person Mr. /Ms.	_____	
<b>4</b>	Designation:	_____	
<b>5</b>	Contact Numbers:	_____	
<b>6</b>	Email Address:	_____	
<b>7</b>	Website:	_____	
<b>8</b>	Pan No. of the Organization:	_____	
<b>9</b>	Registered as:	_____	
	<input type="checkbox"/> Trust	<input type="checkbox"/> Society	<input type="checkbox"/> Section 25 Company
<b>10</b>	Size of Organization:		
	<input type="checkbox"/> Small	<input type="checkbox"/> Medium	<input type="checkbox"/> Large

**Declaration: We hereby declare that**

- 1. The annual report submitted for the award is the same which has been adopted by the Governing Board/ Trustees**
- 2. The decision of the panel of judges would be considered as final and binding decision**
- 3. The information given above is true and correct to the best of my information and knowledge.**

**Dated** \_\_\_\_\_ **Signed by** \_\_\_\_\_

**Designation** \_\_\_\_\_ **Name** \_\_\_\_\_

**The deadline for the submission of entries is 10.01.2011**

Please send us the above entry form with three copies of your annual report of 2009-10 and one copy of your audited financial statements to:

**Coordinator - Awards Section**

**CSO Partners**

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For more information and to download applications forms, please visit [www.annualreportawards.org](http://www.annualreportawards.org)