

Service 1- Application form for permission for setting up of Community Radio Station

Applicant Login:

- Existing user will login in below screen:

Instructions

- On logging in, with credentials- left corner denotes menu where:

Mr crs user1 (View Role) | Logout

- Applicant can start the process to get permission to set up CRS.
- Applicant can view the status of his existing applications (Grid).
- Applicant can view status for his grant for purchasing equipment (Grid).

- On clicking on- 'Application for permission for setting up of CRS'

Filling Application for CRS

Organization/Institution Details General Information Declaration Certificate/Affidavit Application Fee

I accept the pre-requisite terms and conditions.

Details of Institution/Organization

Name of the applicant Institution/Organisation *

Name of the applicant Institution/Organisation

Previous Name of the Organization (if Any)

Previous Name of the Organization (if Any)

- Each form is divided into 5 tabs- Each tab has both mandatory and non-mandatory fields.
- At the end of each tab there is an option for – ‘Save and Next’.
- User can save and then continue filling application at a later date or time.

Details of Governing body members of the Institution/Organization along with 'Self Declaration'(Please furnish details of members as per Annexure-II)

Type Details Below *

Type Details Below

Upload PDF *

Choose File

No File Uploaded

Self Declaration*

(Max Size:40 MB | Allowed Type:pdf | Max Files:1)

Category Of Applicants*

- Educational Institute Agricultural University/ICAR Institution/Krishi Vigyan Kendra
 Non-profit Organizations/Voluntary Organizations, etc.

Save & Next

4. Sample application form:

Tab 1: **Details of Institution/Organization**

I accept the pre-requisite terms and conditions.

Details of Institution/Organization

Name of the applicant Institution/Organisation *
aaa

Previous Name of the Organization (if Any)
Previous Name of the Organization (if Any)

Organization Address

a) Line 1*
ccc

b) Line 2

Contact details of the institution/ Organisation

Email *
abc@xyz.com

Mobile number *
1111111111

Name of the Head of Organization/Institution *
a

Details of the authorized signatory responsible for the complying with the terms and conditions of the Grant of Permission Agreement (GOPA)

First Name *
a

Last Name
Last Name

Designation
ceo

Same as Organization Address

The Proforma has to be downloaded, filled and uploaded again.

Details of Governing body members of the Institution/Organization along with 'Self Declaration'
 (Please furnish details of members as per Annexure-II)

Proforma

Self-Declaration for Organization and Authorized signatory & All Governing body members/Trustees for whom security clearance is sought

- Name, address and registration number of the Organization
- Name & Addresses of Signatory & All Governing Body Members/Trustees of the organization (please attach a list)
 -
 -
 -
- Is the Organization or any of the Governing body members listed above, the subject of any,
 - Preventive detention proceedings (PSA/NSA etc): Yes/No
 - Criminal Proceedings : Yes/No
 - Pending Warrants : Yes/No
 - Attachment Proceeding : Yes/No. If yes, please provide details.
 - Detention/Case/FIR/Warrant number :

Details in respect of the Organization/Institutions/Krishi Vigyan Kendra etc.

Full Name of the Organization/Institution	Date of Registration of the Organization/Institution	Address of Head Office, Regional Office and Registered Office	Previous Name of the Organization, if any	FCRA Registration, if any, if yes, Details of Foreign contribution received	Power Output and Height of the Antenna

Details in respect of Authorized Signatory & All Governing Body members/Trustees/Office Bearers etc.

S. No.	Full Name of Board of Directors and Key Executives (Where applicable)	Present Position	Date of Birth	Parentage		Present and Permanent address	Nationality	Passport No.	Contact Address and mobile number
				Father	Mother				

Download Proforma *

Download PDF

Upload Proforma *

Choose File No File Uploaded

Proforma*

(Max Size:40 MB | Allowed Type:pdf | Max Files:1)

In Category of applicants- for example- education institution is selected, if any other option is selected slightly different fields will have to be selected.

Category Of Applicants

- Educational Institution State Agricultural University / CAR Institution / Krishi Vigyan Kendra
 Non Profit Organization / Voluntary Organizations/ Registered Societies / Autonomous Bodies /Public Charitable Trust

Educational Institution


- Whether the Educational Institution is Government or Private *
- Government Institution Private Institution

Please furnish details along with documentary proof *

- In case the applicant is a University
 In case the applicant is a Deemed University
 In case the applicant is a College/School

Copy of letter issued by the Government regarding declaration of institution as a deemed university/Copy of recognition in case of a Deemed University *

Choose File

Application for permission for setting up of Community Radio Station- 1.pdf  X

Documentary Proof*


(Max Size:40 MB | Allowed Type:pdf | Max Files:1)

Please give a brief write-up on the profile of the Educational Institution (Please attach the same also) *

brief write-up required

Brief write-up on profile of educational institution *

Choose File


CRS LOI-NE21DL103682.pdf  X

Brief Write Up*

(Max Size:40 MB | Allowed Type:pdf | Max Files:1)

Please furnish documents(like section 12-A of Income Tax Act or any other document) in support of the institution being "Non-Profit" as certified in Paragraph 6 of Certificate/Affidavit (Annexure 1) *

Choose File

Format for MHA clearance(3).pdf  X

Non Profit Document*

(Max Size:40 MB | Allowed Type:pdf | Max Files:1)

Tab 2: General Information

Information, pertaining to proposed location of Community Radio Station

General Information

Information, pertaining to proposed location of Community Radio Station

a) Line 1*

sample 1

b) Line 2

c) Country*

India

d) State/UT*

Uttarakhand

e) District*

ALMORA

f) City/Town/Village*

almora

g) Taluka/Tehsil

h) PIN Code*

111111

i) Landline Number with STD Code

Whether the proposed location is in LWE affected area/Border Area * Yes No

Geo-coordinates of the location where Community Radio Station has been proposed :

Latitude: N *

22

22

11

Longitude: E *

13

14

12

Map of the area proposed to be served by the Community Radio Station *

[Choose File](#) Guidelines for providing grant to CRS_0.pdf X

Map of Area*

(Max Size:40 MB | Allowed Type:pdf,png,jpeg | Max Files:1)

Height of the proposed location above mean sea level (AMSL in meter) *

25

Power of the proposed FM transmitter: *

99

(Up to 100 W ERP is generally permitted. In exceptional case, up to 250 W ERP could be considered subject to the conditions laid down in the guidelines)


Height of the proposed Tower above ground level *

22

(Max. 30 Meter and Min. 15 Meter above the ground level permitted)

Nature/Types of programmes to be broadcast *

Choose File

Guidelines for providing grant to CRS_0.pdf  X

Nature/Type of programme*

(Max Size:40 MB | Allowed Type:pdf | Max Files:1)

Language(s) in which programme is to be produced/broadcast *

eng, hindi

Number of hours proposed to be broadcast *

22

Profile of the community located in 10kms radius of proposed CRS and their problems (give brief details)

*

details to be given

How your programmes are going to help the community? Give brief details *

details to be given

Profile of the community located in 10kms radius of proposed CRS and their problems (give brief details)

*

aaaa

How your programmes are going to help the community? Give brief details

(Maximum character limit : 300) *

aaaa

How do you propose to involve the local community about the need for setting up CRS and the requirements of the targeted population? Give brief details

(Maximum character limit : 300) *

aaaa

Have you made any survey amongst the community about the need for setting up CRS and the requirements of the targeted population? Give brief detail

(Maximum character limit : 300) *

aaa

If Applicant selects radio button- Yes for Financial aid, an attachment will have to be uploaded as asked.

If applicant has applied for CRS in past- date has to be mentioned.

Details of sources of funding and amount proposed to be invested for

Setting up of infrastructure Source Detail *

self

Setting up of infrastructure Amount *

111111

Maintenance Source Detail *

self

Maintenance Fee Amount *

11

Programme Production Source Detail *

self

Programme Production Fee *

11

Foreign aid, if any *

Yes No

Whether the organization had applied for CRS in the past. If yes, please provide details(Date of last application)

* Yes No

Tab 3: Declaration

The filled application will be previewed for applicant to see – download it and sign it- fill in necessary details.

APPLICATION FORM

APPLICATION FORM FOR PERMISSION FOR SETTING UP COMMUNITY RADIO STATION

To,
The Secretary,
Ministry of Information and Broadcasting
'A' Wing, Shastri Bhawan, New Delhi - 110001

Sir,
I hereby submit the following details in support of the eligibility as prescribed in the guidelines for Grant of Permission for setting up Community Radio Station in India.

Sl. No.	Description	Details
1	Name of Organization/Institution	Akanksha
1	Name of previous Organization/Institution	N/A
		aaa hhh aa
		, Dehradun, Dehradun

Date:

Designation of Signatory

Download Application Form *

Download PDF

Upload Application Form *

Choose File No File Uploaded

Self-Declaration Form*

(Max Size:40 MB | Allowed Type:pdf | Max Files:1)

Tab 4: Certificate/Affidavit

Applicant will go through the points and click on 'I accept'.

CERTIFICATE/AFFIDAVIT

- I understand that this application, if found incomplete in any respect and/or if found with conditional compliance or not with the requisite processing fee, shall be summarily rejected.
- I undertake to follow in letter and spirit the programme code being followed by AIR or any other code(s), which may come into force anytime.
- I understand that if any time any averments made or information furnished for obtaining the permission is found incorrect, my application shall be liable to be rejected and any permission granted on the basis of this application shall be liable for termination.
- I certify that the institution/organization shall not undertake transmission of sponsored programmes except the programmes sponsored by Central & State Governments and other organizations to broadcast public interest information.
- I certify that the institution/organization shall undertake limited advertising and announcements relating local events, local businesses and services and employment opportunities and the maximum duration of such limited advertising shall not exceed 7(seven) minutes per hour of broadcast.
- I certify that the institution/organization is a 'Non-Profit' entity.
- I certify that the revenue generated from such advertisement and announcements shall be utilized only for the operational expenses and capital expenditure of the CRS. I certify that after meeting the full financial needs of the CRS, surplus amount shall, with prior written permission of the Ministry of Information & Broadcasting, be ploughed into the primary activity of the organization i.e. for education in case of educational institute/ for furthering the primary objective for which the NGO has been established.
- I certify that after issue of Letter of Intent(LOI) by the grantor and having obtained the SACFA clearance from WPC wing of Ministry of Communication & IT, I shall sign the Grant of Permission Agreement(GOPA) for Community Radio Broadcasting with Ministry of Information & Broadcasting. I undertake to comply fully with all the terms and conditions therein; failing which the grantor may terminate/revoke/cancel the agreement.
- I certify that to the best of my knowledge and belief, the statements made in this application are correct. I undertake the Government of India reserves the right to revoke the permission if at any time any statement made is found to be false and to have been made by me or any member or any officer knowing it to be false.

I accept the above terms and conditions.

Previous

Save & Next

Tab 5: Application Fee

Application Fee

Payment Purpose	Payment Date * ?
Permission of CRS	<input type="text"/>
Payment Amount * ?	Proceed to Pay
<input type="text" value="1"/>	
Application No * ?	
<input type="text"/>	
Transaction Ref No * ?	
<input type="text"/>	
Payment Status ?	
<input type="text"/>	

[Refresh Payment Status](#) | [Download Details](#)

Application Type*

CRS Application

Service Type*

Issuance of CRS

Application Number

33724

Remarks*

ok

Fee Details

Select	Service Description	Fees Amount (₹)
<input checked="" type="checkbox"/>	Issuance of CRS License Fee	1
Total		1

Terms and Conditions

Payment Transaction ID

20210818179

Applicant Name:

Test User

Service Type:

Issuance of CRS

Terms and Conditions

Terms and Conditions as per the rules and regulations of Ministry of Information and Broadcasting (Broadcast Seva).

I Agree the Terms and Conditions

Submit

Purpose Details

Sr. No.	Ministry	PAO Name	DDO Name	Purpose and Payment Type	Payment Period / Frequency	Amount (In INR)
1	INFORMATION and BROADCASTING	PAO(Main Sectt.), Ministry of Information & Broadcasting, New Delhi[027667]	MINISTRY OF INFORMATION & BROADCASTING,NEW DELHI.[227668]	Permission Fee of Teleport for up-linking from India - BroadcastSeva,	One Time	1
				INR one only		Total::1

Captcha

fhXkuB

[Get a new Captcha](#)

Text shown in Captcha is case-sensitive

Type the text shown as per the image above

fhXkuB

[← Back](#)

[Confirm →](#)

Payment Receipt:

Payment Acknowledgement

Payment Details

Payment Status : SUCCESS	Payment Date: 27-08-2021 11:26:06
BharatKosh Transaction ID: 11234566	Broadcast Seva ID: 20210827976
Payment Amount (INR): 1.00	Payment Mode: Online
Payment Purpose: Permission Fee of Teleport for up-linking from India - BroadcastSeva	

Applicant Details

Applicant Name: Test User	Address: High Streat, High Streat, Ahmedabad, Gujarat, India
Mobile No: 9727193382	Email: pankaj.bhandari@tcs.com


Application Details

Application Name: CRS Application	Service Name: Issuance of CRS
Application No: 34651	

[OK](#) [Download Receipt](#)

owned by The Ministry of Information and Broadcasting (MIB)
 Developed and Hosted by TATA Consultancy Services

After payment-once application is submitted



Your request has been submitted successfully. Generated request id is 106198, and e-application is GE21UK106198

[OK](#)

- Once application is submitted- applicant can check status by clicking on 'Grid CRS application'. The status can be – 'In progress' for application. That means – it can either be pending with the AD/Application Owner/Ministries/Committees.

Home | Service

Service > Community Radio Station > Grid CRS Application

Select any application or click the New button.

CRS Application Data Grid							
S. No.	Application Number	Application Date and Time	Application Status	Action	Remark/Reason	View/Upload Documents	Download Document
1	GK21AN102497	21-06-2021 14:45:25	In progress	View	--	--	--

- Once the inter-ministerial committee approves, the LOI is issued. The status of application changes to 'Approved'. Then Applicant applies for frequency allocation in SSP (Saral Sanchar Portal)- once D/L and SACFA clearance are obtained, applicant has to upload in portal as shown below:

CRS Application Data Grid						
S. No.	Application Number	Application Date and Time	Application Status	Action	Remark/Reason	View/Upload Documents
1	GK21AN102497	21-06-2021 14:45:25	In progress	View	--	--
2	N21GJ102496	21-06-2021 14:20:38	Approved	View	--	View/Upload D/L
3	NK21AN102495	21-06-2021 14:14:04	In progress	View	--	--
4	N21GJ102494	21-06-2021 13:27:44	In progress	View	--	--
5	GK21JK100001	21-06-2021 13:11:43	Approved	View	--	View/Upload D/L View/Upload SACFA View/Upload Bank Guarantee View/Upload WOL

Home | Service

Upload Attachment

Application Id : **GK21JK100001**

D/L Upload *

[Choose File](#) CRS LOI-NK21AN103094.pdf X

Upload D/L Document*

(Max Size:40 MB | Allowed Type:pdf | Max Files: 1)

[Upload File](#)

Website owned by The Ministry of Information and Broadcasting (MIB)
Designed, Developed and Hosted by TATA Consultancy Services

- After SACFA clearance and D/L are uploaded- applicant to upload bank guarantee in MIB. Once applicant uploads bank guarantee- he gets an option to "Sign the GOPA", if clicked yes by the applicant and later approved by AD, GOPA is generated.
- Once GOPA is generated then applicant applies for WOL in SSP. Once the wireless operating license is generated, applicant to upload it in MIB and mention date of commissioning.

Service 2- Application for Release of Grant for Purchasing Equipment for Community Radio Station under the Scheme “Supporting Community Radio Movement in India”

1. Applicant can only avail this release of grant- once his application is approved and after 3 months of date of commissioning is mentioned on the portal. Option to apply for release of Grant is shown below:

CRS Application Data Grid							
Search: <input type="text"/>							
S. No.	and Time	Application Status	Action	Remark/Reason	View/Upload Documents	Download Documents	CRS Financial assistance
1	14:45:25	In progress	View	--	--	--	--
2	14:20:38	Approved	View	--	View/Upload D/L	--	CRS Financial Assistance

2. On clicking ‘CRS Financial Assistance’ the below form opens and the applicant fills it:

Tab 1: Company Details

Home | Service

Filling Application for CRS Equipment Purchase

Company Details | Equipment Purchase Details | Declaration | Uploads

Company Details

Name of the Institution/Organisation *	Name of Community Radio Station *
<input type="text" value="fthfghfgh"/>	<input type="text" value="Name of Community Radio Station"/>
Date of operationalization of station *	Copy of Wireless Operating License from WPC Wing
<input type="text" value="Date of operationalization of station"/>	<input type="button" value="Choose File"/> No File Uploaded Wireless Operating License* (Max Size:40 MB Allowed Type:pdf Max Files:1)

Filing Application for CRS
Equipment Purchase

Company Details Equipment Purchase Details Declaration Uploads

Company Details

Name of the Institution/Organisation *

fhfghfgh

Name of Community Radio Station *

abc

Date of operationalization of station *

03/08/2021



Copy of Wireless Operating License from WPC Wing

Choose File Order for amendment in Policy Guidelines compressed_0 (2).pdf X

Wireless Operating License*

(Max Size:40 MB | Allowed Type:pdf | Max Files:1)

CRS
Address

a) Line 1*

fhfghfgh

b) Line 2

ggfhgfhgfhg
h

c) Country*

India

d) State/UT

Gujarat

e) District

GANDHIN

f) City/Town/Village*

GANDHINAG

g) Taluka/Tehsil*

GANDHINAG

g) PIN Code*

675775

h) Landline Number
with STD Code*

575

CrS Email Id *

p@pankaj.com

CrS Mobile Number *

7678678787

<input type="text" value="GANDHIN"/>	<input type="text" value="GANDHINAG"/>
g) Taluka/Tehsil*	g) PIN Code*
<input type="text" value="GANDHINAG"/>	<input type="text" value="675775"/>
h) Landline Number with STD Code*	
<input type="text"/>	<input type="text" value="575"/>
Email *	Mobile *
<input type="text" value="p@pankaj.com"/>	<input type="text" value="7678678787"/>
Name of the Head/contact person of the Institution/organization/CRS *	Unique I.D. No. of NGO Darpan Portal of NITI Ayog *
<input type="text" value="fghgfhgfhgfhfth"/>	<input type="text" value="4564646"/>

Save & Next

Tab 2: Equipment purchase

Tab 2: Equipment purchase

Tab 2: Equipment purchase

<input type="text" value="GANDHIN"/>	<input type="text" value="GANDHINAG"/>
g) Taluka/Tehsil*	g) PIN Code*
<input type="text" value="GANDHINAG"/>	<input type="text" value="675775"/>
h) Landline Number with STD Code*	
<input type="text"/>	<input type="text" value="575"/>
Email *	Mobile *
<input type="text" value="p@pankaj.com"/>	<input type="text" value="7678678787"/>
Name of the Head/contact person of the Institution/organization/CRS *	Unique I.D. No. of NGO Darpan Portal of NITI Ayog *
<input type="text" value="fghgfhgfhgfhfth"/>	<input type="text" value="4564646"/>

Save & Next

Tab 2: Equipment Purchase Details

Details of equipment purchased and installed

Details of equipment purchased and installed *

[Choose File](#) No File Uploaded

Details of equipment purchased and installed*
(Max Size:40 MB | Allowed Type:pdf | Max Files:1)

Total cost of equipment purchased and installed *

Total cost of equipment purchased and installed

Have you received grant from any other source to Purchase Equipment for Community Radio

Yes No

[Choose File](#) No File Uploaded

Name of Equipment Purchased*
(Max Size:40 MB | Allowed Type:pdf | Max Files:1)

Details of Bank Account in which grant is to be transferred

Name of account holder *

anz k

Name of Bank *

dkvj j

Bank Address

a) Line 1*

dwivbdiw

b) Line 2

c) Country*

India

d) State/UT*

Chandigarh

e) District

CHANDIG

f) City/Town/Village*

chd

g) Taluka/Tehsil*

chd

g) PIN Code*

111111

h) Landline Number with STD Code*



Account No. *

IFSC Code *

[Choose File](#)

Application for permission for setting up of Community Radio Station21.pdf X

Attach a copy of cancelled cheque of the account*

(Max Size:40 MB | Allowed Type:pdf | Max Files:1)

Previous
Save & Next

Tab 3: Declaration

Company Details

Declaration

I hereby undertake that the information provided in the application and annexures is true to the best of my knowledge. I understand that if at any time any averments made or information furnished for obtaining the grant is found incorrect, the grant provided on the basis of this application shall be liable to be recovered.

Place: _____

Date: _____

(Signature of applicant(s))

(Name in block letters)

Designation of Signatory

Download Application Form *

[Download PDF](#)

Upload Application Form

[Choose File](#) No File Uploaded

Declaration Form*

(Max Size:40 MB | Allowed Type:pdf | Max Files:1)

Tab 4: Uploads

Three files have to be uploaded.

- 1) Original Invoice
- 2) No duplicates Grant of Certificate
- 3) Recording in Mp3 format.

Original invoice (s) of equipment purchased and installed. *

[Choose File](#) No File Uploaded

Original invoice (s) of equipment purchased and installed*
(Max Size:40 MB | Allowed Type:pdf | Max Files:1)

CDs in MP 3 format of content broadcasts by CRS in last 3 months (for new CRS only)

[Choose File](#) No File Uploaded

CDs in MP 3 format of content broadcastsby CRS in last 3 months (for new CRS only)*
(Max Size:40 MB | Allowed Type:pdf | Max Files:1)

Template for duplicates of Grant certificate

[Download PDF](#)

No duplicate grant certificate in Annexure-I *

[Choose File](#) No File Uploaded

No duplicate grant certificate*
(Max Size:40 MB | Allowed Type:pdf | Max Files:1)

[Previous](#)

[Save as Draft](#)

[Submit](#)

[Preview](#)



Your request has been submitted successfully. Generated request id is 102496, and e-application is N21GJ102496

[OK](#)

3. Once application has been submitted- its status can be checked as shown below:

CRS Application Data Grid					
Search: <input type="text"/>					
S. No. [▲]	Application Number [⚙]	Application Date and Time [⚙]	Application Status [⚙]	Action [⚙]	Remark/Reason [⚙]
1	MIB/CRS/NEW-REQUEST/21062021/102498	21-06-2021 14:37:24	Approved	View	approve test

K < 1 > ⌂ Showing 1 to 1 of 1 items

4. Once it's approved as shown above, the amount is transferred to the applicant.