

Proforma For Nominations for Awards of Excellence in Management of Waqf Institutions-2019
(To be submitted through State Waqf Board)

State-

Name and complete address of Waqf Institution Registration No. and date of registration	
Name of Mutawalli / Management Committee (Contact detail of Mutawalli/Management Committee including Aadhar no.)	
Waqf ID	
Property ID	

S. No.	Particular	Enclosure No.	Remarks of CEO
I.	Total income from Waqf Properties during last 3 years. (Enclose copies of statement of accounts submitted to Board under section 46) Year Income 2015-16 2016-17 2017-18		
II.	Percentage increase in income of waqf year wise. 2015-16 2016-17 2017-18		
III.	Annual income from the Waqf properties relative to the value of the Waqf property as per prevailing market rate (circle rate notified by the District Administration/State Government). (i) Upto 3% (ii) Above 3% to 5% (iii) Above 5%		

IV.	<p>Extent of compliance of Lease Rules by the Mutawalli / Management Committee while leasing Waqf Properties / buildings indicating number of properties/buildings leased out and total rental income.</p> <p>Year No. of properties / Buildings Income</p> <p>2015-16 2016-17 2017-18</p>		
V.	<p>Extent of usage of IT in functioning:- Details such as data entered in (1)registration module(2) leasing module (3) Mutawalli assessment return module and (4) litigation module of WAMSI Portal to be furnished.</p> <p>Module Year(2015-16) No. of Data entered</p> <p>Data entered in 1 module Data entered in 2 module Data entered in 3 module Data entered in 4 module</p> <p>Module Year(2016-17) No. of Data entered</p> <p>Data entered in 1 module Data entered in 2 module Data entered in 3 module Data entered in 4 module</p> <p>Module Year (2017-18) No. of Data entered</p> <p>Data entered in 1 module Data entered in 2 module Data entered in 3 module Data entered in 4 module</p>		
VI.	<p>Details of the initiatives taken up by the management committee to enhance the income of Waqf during last 3 years.</p> <p>2015-16 2016-17 2017-18</p>		

VII.	<p>Number, area and value as per notified circle rate of the State/Distt. Revenue authorities of the properties cleared of encroachment year wise in the last three years.</p> <p>2015-16 2016-17 2017-18</p>		
VIII.	<p>infrastructure development by way of self efforts/loan for commercial/social purpose;</p> <p>2015-16 2016-17 2017-18</p> <p>Present status of loan availed from CWC if any</p>		
IX.	<p>Amount spent on Welfare activities as percentage of total income of the Waqf institution;</p> <p>Year Total Income Amount spent on welfare activities</p> <p>2015-16 2016-17 2017-18</p>		
X.	<p>Any additional properties acquired out of the income of the Waqf fund with sanction of the State Waqf Board;</p> <p>Details of the properties acquired and decision of the Board</p>		
XI.	<p>Whether statutory contribution of 7% was paid by the Mutawalli/ Management Committee regularly, if so the detail for last 3 years and amount paid for each year and arrear if any.</p> <p>Year net annual income 7% amount paid balance if any</p> <p>2015-16 2016-17 2017-18</p>		

XII.	<p>Whether accounts of the waqf were audited during the last five years (if so, enclose copies of the audit report).</p> <p>Year Status(Audited/Not audited)</p> <p>2013-14</p> <p>2014-15</p> <p>2015-16</p> <p>2016-17</p> <p>2017-18</p>		
XIII.	<p>Any other innovative use of IT tools for Management of the Waqf Institutions and for enhancing income (enclose / upload detailed write up max 300 words).</p>		
XIV.	<p>Innovative efforts made for prevention of future encroachment on Waqf property (enclose / upload detailed write up max 300 words).</p>		

- Note: 1. No column should be left blank.
2. All the information provided must be supported by the self certified documents.
3. If no supporting documents/endorsement of CEO is enclosed, it will be treated as no information provided.
4. All the documents should be attested by the CEO while forwarding it to CWC.
5. Separate sheet may be used if necessary.

Signature of Mutawalli/Management Committee

Date-

Place

Remarks of CEO