

**Date :** 2nd March 2012

**Members present:** Shyam, Nandan, Sujit, Indranil and Ankita

1. The Project Nirmaan Swayam Seva Sanstha (NSSS) based in Haveri, Karnatka was discussed.
  - Though the project was doing good work but this organisation has no FCRA. Hence, as per decisions taken by Asha Zurich in previous meetings, Asha Zurich cannot support a project who do not have thier self FCRA.
2. Divya should get back to NSSS and tell them that Asha Zurich only supports organisation with FCRA.
3. Hemalkasa Fund transfer was done
4. Sujit will update the project page and SACSAS money should be transferred thereafter.
5. Akshardeep money to transfer next week.
6. All project co-ordinators should get the MOU (Memorandum of Understanding) signed with their projects. The template for SACSAS can be followed for making the template. (template in Data Store). After the end of each year new MOU to be signed.
7. Annual Report- Tulika to update the Annual report as soon as possible. In next week, Annual report should be ready for print out and send to the donors with the calendars.
8. Flyers, Poster- Nandan/ Ankita will update Shalmali with the corrections / suggestions.