

N-35018/28/2022-O/o AD (CRS)
Government of India
Ministry of Information and Broadcasting
CRS Cell, Room No. 116, 'A' Wing, Shastri Bhawan

New Delhi, Date: 24.07.2025

NOTICE

Attention is invited to this Ministry's Advisory dated 2nd April, 2024 (copy enclosed) whereby All operational Community Radio Stations (CRSs) were advised to submit application seeking financial assistance under the scheme titled "Supporting Community Radio Movement in India" by the eligible Community Radio Stations (CRS) through Broadcast Seva Portal (online mode only). Now, it has been decided that the eligible Community Radio Stations can submit their application seeking financial assistance under the scheme titled "Supporting Community Radio Movement in India", in both physical (offline) or online mode (through Broadcast Seva Portal).

2. The applicants choosing to apply offline must send below listed documents, to the Ministry at the address: Section Officer, CRS Cell, Room No. 116, 'A' Wing, Shastri Bhawan, New Delhi.

- a. Original completed application form with declaration
- b. Details of equipment purchased and installed
- c. Original invoice for equipment purchased and installed
- d. Original "No duplication of the grants" certificate
- e. Original Utilization Certificate, certified by a Chartered Accountant
- f. Broadcast content from the past 3 months (for newly operational CRSs only), along with the cue sheets
- g. Letter confirming the commissioning date of the CRS (on licensee's letterhead), as per the Ministry's notice dated 8th April, 2025.
- h. Self-attested copy of a valid WOL, Lol, PAN Card.
- i. Details of NGO-Darpan ID.
- j. Bank Mandate Form and a cancelled cheque
- k. Documentary proof of the current Governing Body Members (acceptable documents: Bye-laws, election certificates, or nomination certificates)
- l. Photographs of the Front view of CRS with logo and name, Transmitter, Studio, Tower, and any other view

3. The applicants choosing to apply online may do so on the Broadcast Seva Portal (BSP). The portal can be accessed at the following URL: <https://new.broadcastseva.gov.in/>. The applicant applying online must also send the above-mentioned documents from 2 (b) to 2 (l) to this Ministry at the address mentioned above. In case of any operational or technical issues faced on the BSP, the designated helpline number 011- 23381707 and email bs04@becil.com may kindly be utilized.

4. To ensure smooth processing and to avoid returns, all the listed documents should be sent to this Ministry without fail. Do not send colored photocopies of the documents sought in the original. All CRSs are encouraged to compile and submit the required materials promptly to avoid delays. For full instructions and the prescribed format of documents, please refer to the Scheme guidelines and format accessible on <https://mib.gov.in>.

Encl: As above.



(Shilpa Rao Tanugula)
Director (CRS Cell)

To all the operational and eligible CRSs for financial assistance