# PRAJA FOUNDATION



PRAJA DIALOGUE REPORT





#### Independent Auditors' Report

To The Trustees Praja Foundation

# I. Report on the Financial Statements:

We have audited the accompanying financial statements of Praja Foundation (the Trust), which comprise the Balance Sheet as at March 31, 2020, the Statement of Income and Expenditure Account (hereinafter referred to as Financial Statements) for the year then ended, and a summary of significant accounting policies and other explanatory information.

# II. Management's Responsibility for the Financial Statements

The Board of Trustees/Executive Committee are responsible for the matters with respect to the preparation of these financial statements that give a true and fair view of the financial position, and financial performance of the Trust in accordance with the accounting principles generally accepted in India, including the Accounting Standards prescribed by ICAI. This responsibility also includes the maintenance of adequate accounting records in accordance with the provision of the Act for safeguarding of the assets of the Trust and for preventing and detecting the frauds and other irregularities; selection and application of appropriate accounting policies; making judgments and estimates that are reasonable and prudent; and design, implementation and maintenance of adequate internal financial control, that were operating effectively for ensuring the accuracy and completeness of the accounting records, relevant to the preparation and presentation of the financial statements that give a true and fair view and are free from material misstatement, whether due to fraud or error.

#### III. Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with the Standards on Auditing as applicable to the Trust. Those Standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal financial control relevant to the Trust's preparation of the financial statements that give true and fair view in order to design audit procedures that are appropriate in the circumstances. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of the accounting estimates made by Trustees/Executive Committee, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion on the financial statements.

#### IV. Opinion

In our opinion and to the best of our information and according to the explanations given to us, the aforesaid financial statements gives the relevant information and give a true and fair view in conformity with the accounting principles generally accepted in India:

a) In the case of the Balance Sheet, of the state of affairs of the Trust as at March 31, 2020; and

b) In the case of the Statement of Income and Expenditure Account of the surplus of the Trust for the year ended on that date;





# V. Report on other Legal and Regulatory Requirements

1. Further to our comments as mentioned above, we report as follows:

a) We have sought and obtained all the information and explanations which to the best of our knowledge and belief were necessary for the purposes of our audit.

b) In our opinion proper books of account as required by law have been kept by the Trust so far as it appears from our examination of those books.

c) The Balance Sheet and the Statement of Income and Expenditure Account dealt with by this Report are in agreement with the books of account.

For S N & Co Chartered Accountants Firm Regn No. 128887W

CA. Niki Shah Partner Membership No. 123409

membership No. 12540

Place: Mumbai

Date: 30<sup>th</sup> November, 2020 UDIN NO - 20123409AAAARN2719

FORM	INI	DIAN INCOME T	AX RETUI	RN VERIFICATI	ON FORM	Assessment Year
ITR-V	[V	Where the data of the Retu	rn of Income in	Form ITR-1 (SAHAJ), I	TR-2, ITR-3,	2020-21
		ITR-4(SUGAM), ITR	R-5, ITR-7 filed	but NOT verified electro	nically]	
		(Please see	Rule 12 of the In	come-tax Rules, 1962)		
Name	PRAJA F	OUNDATION	Politi	The same		
PAN	AAATP3	501B	Form Numl	oer	ITR-7	
Filed u/s	139(1)-C	n or before due date	e-Filing Acl	knowledgement Numl	ber 94099357029	1220
number <u>9409935702</u> 1961. I further decla	ledge and 291220 are that I a	belief, the information is correct a making this return including permanent according	and complete a in my capacity	return which has been and is in accordance with as Others	submitted by me vicith the provisions of	
Signature						
Date of submission	29-12-	2020 17:35:33		Source IP address	103.10.226.88	
System Generated	barcode	AAATP	3501B07940993570	D2912203EBCD971775523B96	40B5EA83DF67A3CE2F62	1EB

#### **Instructions:**

- 1. Please send the duly signed (preferably in blue ink) Form ITR-V to "Centralized Processing Centre, Income Tax Department, Bengaluru 560500", by ORDINARY POST OR SPEED POST ONLY, so as to reach within 120 days from date of submission of ITR. Alternately, you may e-verify the electronic transmitted return data using Aadhaar OTP or Login to e-Filing account through Net-Banking login or EVC obtained generated using Pre-Validated Bank Account/Demat Account or EVC generated through Bank ATM.
- 2. If Form ITR-V is received beyond the 120<sup>th</sup> day of electronic transmission of the return data or e-Verified beyond the 120<sup>th</sup> day of electronic transmission of the return data, then the day on which e-Verified or the Form ITR-V is received at Centralized Processing Centre, Income Tax Department, Bengaluru would be treated as the date of filing the Income Tax Return and all consequences of Income Tax Act shall accordingly will be applicable.
- 3. Form ITR-V shall not be received in any other office of the Income Tax Department or in any other manner. The confirmation of receipt of this Form ITR-V at ITD-CPC will be sent to the e-mail Id registered in the e-Filing account.

On successful verification, the return filing acknowledgement can be downloaded from e-Filing portal as a proof of completion of process of filing the return of Income.

# FORM NO. 10B

[ *See* rule 17B]

#### Audit report under section 12A(b) of the Income-tax Act, 1961, in the case of charitable or religious trusts or institutions

<u>We</u> have examined the balance sheet of <u>Praja Foundation</u>, <u>AAATP3501B</u> [name and PAN of the trust or institution] as at  $\underline{3}$  <u>1/03/2020</u> and the Profit and loss account for the year ended on that date which are in agreement with the books of account maintained by the said trust or institution.

<u>We</u> have obtained all the information and explanations which to the best of <u>our</u> knowledge and belief were necessary for the purposes of the audit. In <u>our</u> opinion, proper books of account have been kept by the head office and the branches of the abovenamed <u>trust</u> visited by <u>us</u> so far as appears from <u>our</u> examination of the books, and proper Returns adequate for the purposes of audit have been received from branches not visited by <u>us</u>, subject to the comments given below:

In  $\underline{our}$  opinion and to the best of  $\underline{our}$  information, and according to information given to  $\underline{us}$ , the said accounts give a true and fair view-

- (i) in the case of the balance sheet, of the state of affairs of the above named trust as at 31/03/2020 and
- (ii) in the case of the profit and loss account, of the profit or loss of its accounting year ending on  $\underline{31/03/2020}$  The prescribed particulars are annexed hereto.

Place <u>Mumbai</u>
Date <u>10/11/2020</u>

NameNiki ShahMembership Number123409FRN (Firm Registration Number)128887W

Address 4,Gopal Baug,Iraniwadi,Kandiv

ali west, Mumbai

# ANNEXURE Statement of particulars I. APPLICATION OF INCOME FOR CHARITABLE OR RELIGIOUS PURPOSES

1.		mount of income of the previous year applied to aritable or religious purposes in India during that year (	4612034
2.	,	hether the <b>trust</b> has exercised the option under clause	No
۷.		of the Explanation to section 11(1)? If so, the details	CT /2// /
		the amount of income deemed to have been applied to	-075 N
		aritable or religious purposes in India during the previous	
		ar (₹)	THE PLANT
3.		mount of income accumulated or set apart for application	Yes
0.		charitable or religious purposes, to the extent it does not	705238
		ceed 15 per cent of the income derived from property	La Contraction of the Contractio
		ld under trust <b>wholly</b> for such purposes. (₹)	
4.		nount of income eligible for exemption under section	No
1.		(1)(c) (Give details)	
5.	Ar	nount of income, in addition to the amount referred to	
	in	item 3 above, accumulated or set apart for specified	
	pu	rposes under section 11(2) (₹)	
6.		hether the amount of income mentioned in item 5 above	No
	ha	s been invested or deposited in the manner laid down in	
	sec	ction 11(2)(b)? If so, the details thereof.	
7.		hether any part of the income in respect of which an	No
		tion was exercised under clause (2) of the Explanation to	
		ction 11(1) in any earlier year is deemed to be income of	
		e previous year under section 11(1B)? If so, the details	
		ereof (₹)	
8.		hether, during the previous year, any part of income accur	nulated or set apart for specified purposes under section
	11	(2) in any earlier year-	
	(a)	has been applied for purposes other than charitable or	No
		religious purposes or has ceased to be accumulated or	
		set apart for application thereto, or	
	(b)	has ceased to remain invested in any security referred	No
		to in section 11(2)(b)(i) or deposited in any account	
		referred to in section 11(2)(b)(ii) or section 11(2)(b)	
		(iii), or	N. T.
	(c)	has not been utilised for purposes for which it was	No
		accumulated or set apart during the period for which	

		it was to be accumulated or set apart, or in the year		
		immediately following the expiry thereof? If so, the		
		details thereof		
II. APP	LIC	ATION OR USE OF INCOME OR PROPERTY FOR THE BENEFIT OF PERSONS	S REFERRED TO IN SECTIO	N 13
	1.	Whether any part of the income or property of the <b>trust</b> was lent, or continues to be lent, in the previous year to any person referred to in section 13(3) (hereinafter referred to in this Annexure as such person)? If so, give details of the amount, rate of interest charged	No	
		and the nature of security, if any.		
	2.	Whether any part of the income or property of the <b>trust</b> was made, or continued to be made, available for the use of any such person during the previous year? If so, give details of the property and the amount of rent or compensation charged, if any.	No	
	3.	Whether any payment was made to any such person during the previous year by way of salary, allowance or otherwise? If so, give details	No	
	4.	Whether the services of the <b>trust</b> were made available to any such person during the previous year? If so, give details thereof together with remuneration or compensation received, if any	No	
	5.	Whether any share, security or other property was purchased by or on behalf of the <b>trust</b> during the previous year from any such person? If so, give details thereof together with the consideration paid	No	
	6.	Whether any share, security or other property was sold by or on behalf of the <b>trust</b> during the previous year to any such person? If so, give details thereof together with the consideration received	No	
	7.	Whether any income or property of the <b>trust</b> was diverted during the previous year in favour of any such person? If so, give details thereof together with the amount of income or value of property so diverted	No	

# III. INVESTMENTS HELD AT ANY TIME DURING THE PREVIOUS YEAR(S) IN CONCERNS IN WHICH PERSONS REFERRED TO IN SECTION 13(3) HAVE A SUBSTANTIAL INTEREST

Ī	Tota	al		CT WILL	
	4	INO	E B	SHI	of the concern during the previous year-say, Yes/No
		class of shares held	्य महार व	40 A	per cent of the capital
	No the concern	company, number and	investment(₹)	investment(₹)	in col. 4 exceeded 5
	S. Name and address of	Where the concern is a	Nominal value of the	Income from the	Whether the amount

Place <u>Mumbai</u>
Date <u>10/11/2020</u>

Name Membership Number FRN (Firm Registration Number)

Whether the income or property of the **trust** was used or applied during the previous year

for the benefit of any such person in any other manner? If so, give details

Address

Niki Shah 123409 128887W

 $\underline{\textbf{4,Gopal Baug,Iraniwadi,Kandiv}}$ 

ali west, Mumbai

Form Filing Details	
Revision/Original	Original

#### THE BOMBAY PUBILC TRUST ACT,1950 SCHEDULE VIII [VIDE RULE 17(1)]

SCHEDULE VIII [VIDE RULE 17(1)]

NAME OF THE PUBLIC TRUST : Praja Foundation REGISTRATION NO : E-18023 (MUM)

#### BALANCE SHEET OF AS AT 31ST MARCH, 2020

	Sh.							Sh.					- William III
FUNDS AND LIABILITIES	No.	LOCAL	EU	TATA	FY 19-20	FY 18-19	PROPERTY AND ASSETS	No.	LOCAL	EU	TATA	FY 19-20	FV 18-19
TRUST FUNDS OR CORPUS  Balance as per Last Balance Sheet Additional :during the year		5,00,500			5,00,500	4,00,500 1,00,000	IMMOVABLE PROPERTIES (AT COST) Balance as per last Balance Sheet Addition during the year Less:- Sales during the year Depreciation upto date						
Ford Foundation					-		Fixed Assets		-	*		*	
LOANS (SECURED OR UNSECRUED) From Trustees From Others							INVESTMENTS	A	36,00,916	i.		36,00,916	36,19,709
CURRENT LIABILITIES Sundry Creditors for expenses Branch/Division TDS	6	<b>8</b> 0,923 1, <b>0</b> 4,445 5,443	1,09,830 (1,29,938) 63	25,494	1,90,753	1,23,504	MOVABLE PROPERTIES Opening balance Addition during the year Depreciation upto date Closing Balance	В	3,43,117 72,861 2,70,256	6,40,783 16,520 2,16,533 4,40,770		9,83,900 16,520 2,89,394 7,11,026	9,83,900
Professional tax & Provident fund		30,533	36,251		66,784	74,903	ADVANCES AND DEPOSITS	c	6,11,554	-		6,11,554	9,46,496
INCOME AND EXPENDITURE ACCOUNT Balance as per Balance Sheet Less- Appropriation, if any Add- Surplus [As per income & —-		53,26,131	8,75,877	(14,607)	61,87,400	1,05,02,147	CURRENT ASSETS  Balance with Revenue Authorities  Advance to Creditors	D E	1,31,439 11,084	28,660		1,3 <b>1,439</b> 39,7 <b>44</b>	<b>8</b> 2,592 <b>4</b> 6,340
		4,84,416	(52,051)	:	4,32,365	(43,14,747)	CASH & BANK BALANCES	F	19,07,141	3,70,603	10,887	22,88,630	12,08,459
		65,32,390	8,40,032	10,887	73,83,309	68,87,496			65,32,390	8.40,033	10,887	73,83,309	68,87,496

FOR SN & CO
CHARTERED ACCOUNTANTS

CA.NIKI SHAH (PARTNER)

MEMBERSHIP NO: 123409 FIRM REGN NO: 128887W

PLACE: MUMBAI DATE: 10/11/2020

UDIN-20123409AAAAREI723

The above Balance sheet is to the best of our belief contains a true account of the unds and liabilities and of the Property and sets of the Trust

TRUSTEE

PLACE: MUMBAI DATE: 10/11/2020

FOR Praja Foundation

Maay

\* MUMBAI \*

NAME OF THE PUBLIC TRUST: Praja Foundation REGISTRATION NO: E-18023 (MUM)

Income and Expenditure Account for the year ending 31st MARCH, 2020

		Sh.							Sh.		Na		eu en en
To	EXPENDITURE Expenditure in respect of properties	No.	LOCAL	gu	FY 19-20	FY'18-19	-	INCOME	No.	LOCAL	TU .	FY 19-20	FY 18-19
9	Salaries Insurance		39,16,354	1,26,80,024	1,65,96,378	1,54,93,221	Ву	Interest On Bank Account	н	3,34,382	40,420	3,74,802	5,85,295
	Depreciation ( by way of provision of adjustment)		72,861	2,16,533	2,89,394	3,70,610	Ву	Dividend				-	*
To To	Establishment Expenses Remuneration to Trustee	к	1,00,82,663	1,74,98,470	2,75,81,133	2,82,27,360	Ву	Donation/Gift received	1	B,46,62,436	3,14,88,341	4,61,50,777	3,85,32,881
To	Remuneration (in the cases of a math) to the head of the math, including his household expenditure,							Income from other sources				-	
To	If any  Administration Expense		-				Ву	Miscellaneous Collections Consultancy Income		3,00,000		3,00,000	
То	Amount written off : (a) Bad Debts						Ву	Grant received					22,57,908
	(b) Loan Scholarship (c) Irrecoverable rents (d) Other items												
То	Miscellaneous Expenses Depreciation	1	7,40,525	11,85,785	19,26,310	15,99,640							
	Payment to Auditors Expenditure on Objects of the Trust (a) Religious (b) Educational (c) Medical Camp Exp. (d) Other Charitable objects						Ву	Deficit carried over to Balance Sheet					43,14,747
То	Surplus carried over to Balance Sheet		4,84,416	(52,051)	4,32,365								
			1,52,96,818	3,15,28,761	4,68,25,579	4,56,90,831	500		000	1,52,96,818	3,15,28,761	4,68,25,579	4,56,90,831

FOR SN & CO

CHARTEREDACCOUNTANTS

CA.NIKI SHAH (PARTINER) MEMBERSHIP NO: 123409 FIRM REGN NO: 128887W

PLACE: MUMBAI DATE: 10/11/2020

UDIN - 20123 409AAAARE 1723

FOR PRAJA FOUNDATION

TRUSTEE

PLACE: MUMBAI DATE: 10/11/2020 TRUSTER VINE TO THE PARTY OF TH

\* MUMBAI ) \*

# **Schedules**

Schedule A- Details of Investments

Particulars	LOCAL	EU	TATA	F.Y. 19-20	F.Y. 18-19
Fixed Deposit - FCRA 5030020123330	1,68,091			1,68,091	4,99,275
Accrued interest on Sweep FD	779			779	2,187
Fd 50300057391975	1,27,735			1,27,735	1,27,735
Fd 50300130042826	1,00,000			1,00,000	1,00,000
FD 50300186508230	1,20,843			1,20,843	1,13,234
FD 50300189312480	28,33,981			28,33,981	26,55,173
FD 50300201036130	1,13,901	_		1,13,901	1,06,493
Accrued interest on FD	35,585			35,585	15,612
Fixed Deposit - Local	1,00,000			1,00,000	
Total	36,00,916		-	36,00,916	BALLAUR



#### Schedule B - Movable property

							10	COCAL				EU				TATA	-01-4
Particulars	LOCAL	EU	TATA	F.Y. 19-20	F.Y. 18-19	Opening	Addition	De-preciation	Closing	Ope ning	Addition	Deprocht	Clouleg	Opening	Addition	Deprociation	Citteling
Computer	51,341	3,11,516	-	3,62,857	5,82,737	85,570	-	34,229	51,341	4.97,167	16,520	2,02,171	3,11,516				4
Air cndftioner	2,09,542	1,29,254		3,38,796		2,46,520	-	36,978		1,43,616	-	14,362	1,29,254				
Mobile Phone	5,080			5,080	5,977	5,977	-	897									
Furniture & Fixtures	4,293			4,293	5,050	5,050		757	4,293								
Total	2,70,236	1.40 7.70	-	7,11,026	9,83,900	3,43,117	1	72,861	2,70,256	6,40,783	16,520	2,16,533	4,40,770	(*)	1		1 7



Schedule C- Advances and Deposits

Particulars	Local	EU	Tata	F.V. 19-20	F.Y. 18-19
Deposite for Hall Booking (Press Club)	1,000			1,000	1,000
Deposite For Delhi Office	2,00,000			2,00,000	2,00,000
Deposite for Mumbai Office	4,03,600			4,03,600	4,03,600
Sundry Debtor	-			-	
Prepaid Expenses	6,954			6,954	-
Prepaid Rent		-			3,41,896
Total	4 (1.554)			6,11,554	9,46,496

Schedule D- Current assets

Particulars	Local	EU	Tata	F.Y. 19-20	F.Y. 18-19
TDS AY 2009-10	3,084			3,084	3,084
TDS A.Y. 16-17					4,908
TDS A.Y. 18-19	41,520			41,520	41,520
TDS A.Y. 19-20	33,080			33,080	33,080
TDS A.Y. 20-21	53,756			53,756	
Total	1,31,439		الأسينية و	1,31,439	82,592

Schedule E- Advance to Creditors

Particulars	Local	EU	Tata	F.Y. 19-20	F.Y. 18-19
Kusum.T. Dharod	(600)	-		(600)	
Ganesh Jadhav	(4,569)	-		(4,569)	-
Rukmat Consultancy & Services LLP	(2,915)		-	(2,915)	
Saikiran Kairamkonda	(3,000)		- 1	(3,000)	-
My Travel Solutions	-	(28,660)		(28,660)	-
Total	(5),000	170,000		(39,744)	

Schedule F- Cash and Bank balance

Particulars	Local	EU	Tata	F.Y. 19-20	F.V. 18-19
Cash In Hand	19,310	14,578		33,888	29,813
HDFC Bank	10,72,105	(313)		10,71,792	10,27,054
HDFC Bank (FCRA)*	7,56,593	3,56,338		11,12,930	1,01,126
Kotak Mahindra Bank Ltd	59,133			59,133	50,466
Total	19,07,141	3,70,603	-	22,77,743	12,08,450

<sup>\*</sup>HDFC FCRA account balance is after considering cheques issued but not presented for payment.

Schedule G-Sundry Creditors

Particulars	Local	EU	Tata	F.Y. 19-20	F.Y. 18-19
Cease Fire Safety Systems	5,088			5,088	_
Big Rattel Technologies Private Limited		1,09,830		1,09,830	-
Anagh Namadapur (Fellow)		-		-	535
Ganesh Phulsunder	-				550
Pavan Patil	1,835		-	1,835	-
S N & Co.	54,000		-	54,000	
Z. A. Sanghvi	20,000	-	-	20,000	
R.K Enterprise	-	-	-		1,948
Jennifer Spencer	-		-	-	166
Mahesh Bhaskar		-	-	-	92
Disha Sawant		-	- 1		1,258
Technet Solutions	-	-	-	-	1,072
Kunal Patil	-	-	-		5,115
Mohit Tandel		-	-		1,175
Siddharth Doke			-		66
Sabir Fazlehussen Taherally		-			81,000
Eva Mateen		-		-	14,441
Blue Bird Mail Services			-		1,086
Milind Mahaske	-	-		- 1	15,000
Total	80,923	1,09,830		1,90,753	1,23,504

# Schedule H- Interest Income

Particulars	Local	EU	Tata	F.Y. 19-20	F.Y. 18-19
Interest on Bank saving	-	40,420	-	40,420	48,394
Interest on SB A/C (FCRA)	6,967			6,967	7,353



Total	3,54,882	40,420	3,74,802	5,85,295
Interest on FD	2,50,524		 2,50,524	3,26,547
Interest on income tax refund	222		 222	•
Interest on SB A/C (LOCAL)	76,670		76,670	2,03,001

Schedule I- DONATION & Gift receipt

Perriculars	Local	EU	Tata	F.Y. 19-20	F.Y. 18-19
Ford foundation				-	22,57,908
Tree foundation	50,00,000	•		50,00,000	-
Narotam Sekhsaria Foundation	30,00,000			30,00,000	30,00,000
Europeran Union		3,14,88,341		3,14,88,341	2,55,71,881
8MZ	14,77,436	-			
Bellwether Pvt Ltd	-				5,00,000
Ajay Parek					50,00,000
Unichem	15,00,000			15,00,000	•
ATE Chandra	25,00,000			25,00,000	40,00,000
Donation Others	11,85,000			11,85,000	4,61,000
				-	-
Total	1.46,62,496	3,14,88,341		4,46,73,341	4,07,90,789

Schedule J- Establishment expense

Particulars	Local	EU	Tata	F.Y. 19-20	F.Y. 18-19
Translator Charges	50,688	5,31,853		5,82,541	11,50,967
Bank charges	39,543	-		39,54 <b>3</b>	26,444
WorkShop Expense	5,000	16,43,566		16,48,566	20,14,939
Staff Capacity Building	15,000	5,22,478		5,37,478	80,141
Volunteer/Intern expense	-				
Travel ,Food & Accomodation	42,96,439	6,42,237		49,38,676	56,75,970
Office expense	11,01,186	25,76,248		36,77,434	33,93,257
Rent	15,25,103	24,47,807		39,72,910	38,19,080
Repairs and maintenance	-	-		-	32,571
Research Expense	22,87,427	69,63,291		92,50,718	87,21,688
Postage and courier expense		.			3,25,741
Printing & stationery	6,93,716	17,59,130		24,52,846	25,29,390
Annual Traning Exp	-	-		-	15,000
PF Expense	-	3,54,932		3,54,932	2,21,654
Telephone & Internet expense	-	-			1,07,530
Other Expenses	80,470	82,600		1,63,070	1,12,987
Sundry Written off	(11,909)	(25,672)		(37,581)	-
Total	1,00,82,663	1,74,98,470		2,75,81,133	2,82,27,360

# Schedule K- Miscellaneous expense

Particulars	Local	EU	Tata	F.Y. 19-20	F.Y. 18-19
Professional Fees	3,65,875	2,84,625		6,50,500	5,40,000
Audit fees	1,18,000	59,000		1,77,000	1,18,000
Website & online tools	2,56,650	8,42,160		10,98,810	9,41,640
Total	7,40,525	11,85,785		19,26,310	15.99,640





# **Mumbai Head Office Address**

B18, 2nd Floor, Shri Ram Industrial Estate, 13, G.D Ambekar Marg, Next to Wadala Udyog Bhawan, Wadala, Mumbai-400031, Tel: +91 - 98201 90892/022-66661442

# Management Representation Letter in an Audit of Financial Statements

10th November, 2020

To S N & Co Chartered Accountants 4, Gopal Baug, S.M. Road No 1, Iraniwadi, Kandivali (W), Mumbai - 400 067.

Dear Sir,

This representation letter is provided in connection with your audit of the financial statements of PRAJA FOUNDATION for the year ended March 31, 2020, for the purpose of expressing an opinion as to whether the financial statements give a true and fair view of the financial position of PRAJA FOUNDATION, as of March 31, 2020, and of the results of operations for the year then ended. We acknowledge our responsibility for preparation of financial statements in accordance with the recognized accounting policies and practices, including the Accounting Standards issued by the Institute of Chartered Accountants of India.

We confirm, to the best of our knowledge and belief, the following representations:

#### **Accounting Policies**

1. The accounting policies which are material or critical in determining the results of operations for the year or financial position are set out in the financial statements and are consistent with those adopted in the financial statements for the relevant previous year. The financial statements are prepared on an accrual basis.

#### **Assets**

2. The company has a satisfactory title to all assets and there are no liens or encumbrances on the Trust's assets, except for those that are disclosed in Note Nil to the financial statements.

# **Fixed Assets**

- The net book values at which fixed assets are stated in the balance sheet are arrived at:
  - (a) after taking into account all capital expenditure on additions thereto, but no expenditure properly chargeable to revenue;
  - (b) after eliminating the cost and accumulated depreciation relating to items sold, discarded, demolished or destroyed;
  - (c) after providing adequate depreciation on fixed assets during the period.

# Other Assets

In the opinion of the Trustees/Executive Committee, other assets have a value on realisation in the ordinary course of the Trust's business, which is atleast equal to the amount at which they are stated in the balance sheet, except as stated in Note Nil to the financial statements.

info@praja.org







#### Liabilities:

- 5. We have recorded all known liabilities in the financial statements
- 6. Contingent liabilities disclosed in the notes to the financial statements do not include any contingencies, which are likely to result in a loss and which, therefore, require adjustment of assets or liabilities. Not applicable as there is no contingent liability

# **Provisions for Claims And Losses:**

- 7. Provision has been made in the accounts for all known losses and claims of material amounts
- 8. There have been no events subsequent to the balance sheet date which require adjustment of or disclosure in, the financial statements or notes thereto.

# **Income and Surplus Account:**

- 9. Except as disclosed in the financial statements, the results for the year were not materially affected by:
  - (a) transactions of a nature not usually undertaken by the Trust;
  - (b) circumstances of an exceptional or non-recurring nature;
  - (c) charges or credits relating to prior years;
  - (d) changes in accounting policies.
- 10. The Trust has incurred travelling and conveyance expenses as debited to Income and Expenditure account in the ordinary course of meeting its objects and it does not involve any personal expenses in nature.
- 11. The Trust have properly identified and allocated its expenses for the purpose mentioned by the respective grantees/donors while receiving the grants/donations which is in line with the overall objectives of the Trust. Trust has suitably identified and maintained separate cost center for recognizing revenue and booking corresponding expenses which were funded by various grantees/donors, as applicable.

#### General:

- 12. The Trust does not have any disputed cases (under any law) wherein case is in process of litigation as on date or prosecution has been filed.
- 13. The following have been properly recorded and, when appropriate, adequately disclosed in the financial statements:
  - (a) Income arising from donations/grants received and its utilization which is in accordance with the terms of donation/grants.
  - (b) Income arising from interest on deposits.
- 14. There have been no irregularities involving management or employees who have a significant role in the system of internal control that could have a material effect on the financial statements.
- 15. The financial statements are free of material misstatements, including omissions.
- 16. The meetings are regularly conducted as mentioned in the trust instrument the minute's note of which is circulated to you during the course of audit. During FY 19-20 the number of Trustees meeting is 3.



- The trust has not entered into any transactions directly or indirectly for the benefit of the specified persons referred in sec 13(3) of the Income tax Act.
- 18. All the assets disclosed in balance-sheet are having useful life and not required to be impaired.

Hope this meets your requirements.

Authorized Signatory

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#### PRAJA FOUNDATION

# J. Notes forming part of financial statements

#### 1. Overview of Trust

PRAJA FOUNDATION is a public charitable trust established in 1999 having Regn. No. E-18023 (MUM) with main objective to promote Education, Relief of the poor and distressed, Medical Aid, Training for self employment to youth, Environment, Arts, Sports, Culture, etc.

Its main objectives are as under:

- ★ to institute memorial lectures and awards for outstanding social/public work.
- ♣ to promote the Gandhian concept of trusteeship, social responsibilities of business, professionals, workers and generally all educated / privileged.
- 4 to support projects, meetings, promoting social/communal integration, social harmony and peace.
- to undertake publication of books, pamphlets, newsletters, weeklies, etc.to educate public opinion on ethical values, socio economic problems.
- to take up various issues before competent authorities for redress.

# 2. Basis of preparation of financial statements

The Financial Statements have been prepared on the Cash basis. These statements have been prepared in accordance with the generally accepted accounting principles.

#### 3. Recognition principles

- i. Receipts are primarily derived in the form of grants/ donations received from various donors which is recognized on receipt basis.
- ii. Management have initiated to recognize income pertaining to refundable grants/donations to the extent of its utilization in respective year in Income and Expenditure account.
- iii. Interest income on deposits is recognised on an receipt basis based on the interest certificate received from bank.
- iv. Income and Expenditure are accounted on an receipt basis.

#### 4. Fixed assets

Fixed assets are stated at cost of acquisition including taxes, less accumulated depreciation. Cost of acquisition includes all expenses incurred to bring the assets to their present location and working conditions up to the date the assets are put to use.

# 5. Depreciation and amortization

Depreciation has been provided on Fixed Assets under Written Down Value method at the rates and in the manner prescribed under the Income Tax Act, 1961

#### 6. Foreign exchange transactions

- Transaction in foreign currencies are recorded at the rate of exchange in force at the time of occurrence of the transactions
- ii. Exchange differences arising on settlement of revenue transactions are recognized in the Statement of Income and Expenditure.



- I. Additional Information forming part of Notes to Accounts
- 1. Contingent liability arising on non-compliance of various fiscal statues Amount NIL (PY NIL). The Trust does not hold any pending disputed matters from statutory perspective.
- 2. The Corpus Fund includes fund assigned by donor as corpus to the Trustee/Executive Committee
- 3. The balance with the banks in accounts and fixed deposits were confirmed by the respective banks.
- 4. Details of Audit Fees are as under:

Particulars	2019-20	
Audit Fees (Incl. GST)	1,18,000/-	

5. Previous year figures have been regrouped /reclassified wherever considered necessary to suit the current year's layout.

For S N & Co Chartered Accountants

CA.Niki Shah Partner M. No. - 123409

FRN: 128887W Place: Mumbai

Date: 10<sup>th</sup> November, 2020

For PRAJA FOUNDATION

Place: Mumbai

TRUSTEES

Date: 10th November, 2020

# **Praja Foundation**

To, SN&CO A/307,Jeevan Prabha, 3<sup>rd</sup>,Floor,Near Apex Hospital Chandavarkar Road, Borivali (W) Mumbai-400092

# CERTIFICATE

- WE HEREBY CERTIFY THAT EXPENDITURE COVERED U/S.40A(3) OF INCOME TAX ACT, 1961 ARE MADE BY AN ACCOUNT PAYEE CHEQUE OR AN ACCOUNT PAYEE BANK DRAFT.
- 2) WE ALSO CERTIFY THAT EACH LOAN OR DEPOSIT IS TAKEN OR ACCEPTED AND REPAYMENT OF THE SAME, IF ANY, IS MADE BY AN ACCOUNT PAYEE CHEQUE OR AN ACCOUNT PAYEE BANK DRAFT.

PLACE: MUMBAI

DATE: 10th November, 2020

FOR Praja Foundation

TRUSTEE



