

SCHOOL EDUCATION DEPARTMENT – PUNJAB
PROFORMA FOR IDENTIFICATION OF INNOVATIVE FINANCING
POTENTIAL IN PUBLIC SCHOOLS

Under Punjab SMC Policy 2024 (Amended) up to date — Innovative Financing & Partnerships Model

IMPORTANT INSTRUCTIONS

This proforma is being sent to school heads in the light of Punjab SMC Policy 2024. If you believe your school has a piece of land — small or large, agricultural or commercial — that can be used for commercial activities without affecting the school's academic work, please fill in all the details below.

The school will NOT sell any building or land. It will only lease/rent out the area for a fixed period under approved policy. The partner will carry out all civil work. After the project is complete, the school will receive an agreed share of the income, which will be used for school improvement as per rules.

Goal: Promote education and achieve financial self-sufficiency for schools.
Please fill in all fields clearly. If a suitable column is not available, use the Comments section.

Section A: Basic School Information

All fields in this section are auto-filled from SIS. Please verify and correct if needed.

1. EMIS Code		2. School Level	<input type="checkbox"/> Primary <input type="checkbox"/> Elementary <input type="checkbox"/> High <input type="checkbox"/> H. Secondary
3. School Name			
4. Gender	<input type="checkbox"/> Boys <input type="checkbox"/> Girls <input type="checkbox"/> Mixed	5. Tehsil	
6. District		7. Total Land Area	Kanal: _____ Marla: _____

Section B: Location, Accessibility & Market Context

8. Type of Area	<input type="checkbox"/> District/ Divisional HQs <input type="checkbox"/> Tehsil HQ <input type="checkbox"/> Other Towns/ Urban Area (Except DHQs & THQs) <input type="checkbox"/> Village/ Rural Area	9. School Faces	<input type="checkbox"/> Motorway/ Highway <input type="checkbox"/> Main Road <input type="checkbox"/> Side Street <input type="checkbox"/> Link roads <input type="checkbox"/> Remote Area <input type="checkbox"/> Hilly Area <input type="checkbox"/> Desert Area
10. Frontage Length of school facing road/ highway/ Street or other (On all four sides)	_____ Feet _____ Feet _____ Feet _____ Feet _____ Total	11. Traffic Volume on Adjacent Road	<input type="checkbox"/> High (Busy) <input type="checkbox"/> Medium <input type="checkbox"/> Low (Quiet)
12. What is directly next to the school?	<input type="checkbox"/> Market / Shops <input type="checkbox"/> Petrol Pump <input type="checkbox"/> Farm / Open Land <input type="checkbox"/> Housing Colony <input type="checkbox"/> Government Office <input type="checkbox"/> Hospital / Clinic <input type="checkbox"/> Other: _____		

13. Approx. Monthly Commercial Rent in Nearby Area	Rs. per marla _____ shop DC rate of Area in Rs _____ <i>(rough estimate based on nearby shops)</i>	14. Any successful businesses near school?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, then name the business: _____ _____
<i>Attach Pictures: School front, adjacent road and surrounding area (minimum 3 photos). Photos Attached: Yes <input type="checkbox"/> No <input type="checkbox"/> No. of Photos: _____</i>			

Section C: Available Land for Commercial Use

15. Free Area Available (Sq. Ft.)	_____	16. Where is this area located?	<input type="checkbox"/> Front <input type="checkbox"/> Side <input type="checkbox"/> Back <input type="checkbox"/> Separate Plot
17. Current Use of this Area	<input type="checkbox"/> Completely Empty <input type="checkbox"/> Rarely Used <input type="checkbox"/> Playground <input type="checkbox"/> Other		
18. Is there any legal dispute on this land?	<input type="checkbox"/> No (Clear) <input type="checkbox"/> Yes (Dispute Exists)	19. Is land free from any encroachment?	<input type="checkbox"/> Yes, fully clear <input type="checkbox"/> No, encroachment exists

Physical Separation & Safety (Safety First)

20. Boundary Wall Status	<input type="checkbox"/> Complete <input type="checkbox"/> Incomplete <input type="checkbox"/> Partially Done	21. Separate Entrance Possible?	<input type="checkbox"/> Yes, already exists <input type="checkbox"/> Yes, can be made <input type="checkbox"/> No
22. Can a 10-foot buffer zone/ separation be maintained between commercial area and nearest classroom?	<input type="checkbox"/> Yes <input type="checkbox"/> No	23. Commercial area separable from academic area?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Utilities & Infrastructure

24. Availability of Utilities in School	Electricity: <input type="checkbox"/> Available <input type="checkbox"/> Not Available Condition: <input type="checkbox"/> Good <input type="checkbox"/> Poor Water: <input type="checkbox"/> Available <input type="checkbox"/> Not Available Condition: <input type="checkbox"/> Good <input type="checkbox"/> Poor Sewerage: <input type="checkbox"/> Available <input type="checkbox"/> Not Available Condition: <input type="checkbox"/> Good <input type="checkbox"/> Poor Gas in Area: <input type="checkbox"/> Available <input type="checkbox"/> Not Available		
25. Can the area have its own electricity sub-meter?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure	26. Internet / Connectivity available nearby?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Section D: Commercial Activity Options — Innovation Menu

Select the most suitable option(s) for your school's location. Where multiple options apply, rank them in order of priority (1 = most viable). Any activity that brings regular income without disturbing school work can be considered.

✓	Activity Option — Best suited for:	Viable?	Priority Rank
1	Outer Wall Branding / Flex Boards Best for schools on high-traffic roads. No construction needed. Advertiser pays for installation.	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
2	Billboard / Hoarding facing Main Road Best for schools with long road-facing boundary walls in busy areas.	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
3	Corner Shop Lease / Small Market	<input type="checkbox"/> Yes	_____

	Best for urban schools with surplus front or side area. Requires separate entrance.	<input type="checkbox"/> No	
4	Mobile / Telecom Tower Installation Best for schools with open rooftop or unused corner. Telecom company installs and maintains.	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
5	Solar Farm / Green Energy Installation Best for schools with open rooftop or large unused land. Energy company installs; school earns rent.	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
6	Grounds / Hall — Hourly / Event Lease School grounds or hall rented out for sports events, community events after 3:00 PM. No construction.	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
7	PPP Sports Facility (Padel / Cricket / Gym) Best for schools with open grounds. Private partner builds and operates; school earns agreed share.	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
8	Lab / Vocational Existing labs or computer rooms rented to coaching academies or training institutes after school hours.	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
9	Agricultural Land Lease Best for rural schools with surplus open or agricultural land. Lease to farmers or cooperatives.	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
10	Plant Nursery / Horticulture Surplus land used for nursery or horticultural unit operated by a private partner.	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
11	Hostel / Sarai (Surplus Building) Spare school building used as residential accommodation or rest house under a lease agreement.	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
12	Paid Public Toilet Facility Surplus space near entrance operated as paid public toilet by a partner. Low investment, steady income.	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
13	Any Other — Think Innovative! Please describe: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
27. Why is your top-ranked activity the best fit for this school? (In 1–2 sentences):			

28. Use of Generated Income	<input type="checkbox"/> School Maintenance <input type="checkbox"/> Build Missing Facilities <input type="checkbox"/> Student Scholarships / Support <input type="checkbox"/> Other		

Section E: Stakeholder Consultation (SMC)

Punjab SMC Policy 2024 (Amended): Use of school land for income generation requires recorded consent of notified SMC

29. Was SMC consulted?	<input type="checkbox"/> Yes <input type="checkbox"/> No	30. SMC Decision	<input type="checkbox"/> Agreed <input type="checkbox"/> Not Agreed <input type="checkbox"/> Agreed with Conditions
31. Summary of SMC Feedback	_____		

Attach: Minutes of Meeting, Attendance Sheet. Minutes Attached: Yes No Date of Meeting: _____
 Resolution No.: _____
 Pictures Attached: _____

Section F: Risk Assessment

32. Any potential risks?	<input type="checkbox"/> Security Concern <input type="checkbox"/> Noise / Disruption to Classes <input type="checkbox"/> Community Objection <input type="checkbox"/> Traffic Congestion <input type="checkbox"/> None
33. How will risks be managed?	_____

Section G: Certification – Principal/ School Head

I certify that the information provided in this proforma is accurate and complete to the best of my knowledge, and that the proposed commercialization activity will not disrupt academic operations.

Principal/ School Head Name	_____		
Signature	_____	Date	_____
Official Stamp	_____		

Section H: District Authority Verification – CEO, District Education Authority

CEO Endorsement	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Name	_____		
Designation	_____	Date	_____
Signature	_____	Official Stamp	_____

Section I: Additional Remarks

35. Any other idea for innovative financing	_____
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Received by	_____	Receipt Date	_____
File / Reference No.	_____	Action Taken	_____