

H.P. FOREST DEPARTMENT
INTEGRATED DEVELOPMENT PROJECT, (IDP) FOR SOURCE SUSTAINABILITY AND CLIMATE RESILIENT RAIN-
FED-AGRICULTURE (CHAMBA AT CHOWARI)
Email id : dpoidp.chamba@gmail.com

No. IDFP / A-3 /2029.....

Dated 01/11/23.....

To:

All Gram Panchayats in IDP, Distt. Chamba.

Subject:

Call for proposal / applications (WUG / PG) and Individual Beneficiaries.

Type of Grant:

Grants for Group Beneficiary (WUG / PH) and Individual Beneficiaries.

Himachal Pradesh Integrated Development Project (HPIDP) has received a Grant from the International Bank and in inviting a request from eligible Group Beneficiary (WUG / PG) and Individual Beneficiaries from various Gram Panchayats under HPIDP (hereinafter called "Applicant") for submission of application for only those as per list attached under Matching Grant Scheme. The eligibility criteria, application Form etc. are attached as per annexure. Applicant should send their application to respective Assistant Project Officers (APO), HPIDP, viz Chamba & Chowari or to DPO, IDP, Chamba as per schedule below: -

S.No.	Particulars	Date
1	Submission start date of application	1 st November, 2023
2	Last Date for submission of application	30 th November, 2023
3	Scrutiny of eligibility by concerned APO and forwarding application to DPO, Chamba	15 th December, 2023
4	Technical and Financial assessment, Prioritization and budgeting, Announcement of Awardees by DPO	30 th December, 2023
5	Execution of Grant agreement and Grant distribution	8 th January, 2024
6	Procurement of items, submission of bills	16 th January, 2024
7	Verification of asset, Receipt of Utilization Certificate (UC), Preparation of Grant Closure Report (GCR)	31 st , January, 2024

District Project Officer,
Integrated Development Project,
Chamba, H.P.

Dated Chowari the, 01/11/23

Endst No. 2030-32

Copy is forwarded to :

1. Pr. CCF-cum-Chief Project Director, IPD, Solan for favour of information please.
2. APO Chamba & Chowari for favour of information and further necessary action.

District Project Officer,
Integrated Development Project,
Chamba, H.P.

ELIGIBILITY CRITERIA FOR PARTICIPATING WUGs AND PGs

To be eligible for consideration for receiving MG, WUGs/PGs would have to meet the following criteria:

1. Groups should be either formed or strengthened under the Project. Consideration will also be given to high potential groups not formed under the project, but which are operational in the project area, if the grant objective aligns with the PDO.
2. It should be functional, as certified by the local facilitating team (comprising frontline staff)
3. It should have at least 5 active members (not more than one member from any household)
4. Well-functioning WUGs/ PGs will be considered for grants even if they have received similar grants from other sources previously
5. It should have an Aadhaar-linked bank account in a public sector bank, in the name of the WUG/PG with two/ three signatories. In case appropriate banking facilities are not available in the Panchayat area, the account maybe opened with any other bank operating in nearby area, with prior approval from the concerned DPO.
6. Each WUG will deposit in its own account an upfront share of 5% of the total cost of the assets towards O&M. In addition, groups will also contribute to the GP-level OMIF account, equivalent to 1% of the total cost of asset/ works granted.
7. Group will submit a Business plan with detailed costing and specifications for the use of grant money.
8. New applicants with strong proposals but who have not received any support will be preferred.

CRITERIA FOR PRIORITIZATION OF APPLICATIONS FROM WUG / PGs

1. Women's groups or groups led by women
2. Predominantly vulnerable HH members (> 70%).
3. Groups with members' land in contiguous patch
4. More members having contributed upfront
5. Clarity of costs, benefits and cost-sharing norms among users, and between WUG and IDP
6. Applications with plans which are better aligned with the project objectives
7. Implementable in a shorter time span (6 months to 1 year receive highest priority).


District Project Officer,
Integrated Development Project,
Chamba, H.P.

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Email id : dpoidp.chamba@gmail.com

ELIGIBILITY CRITERIA FOR PARTICIPATING INDIVIDUAL

To be eligible for applying for a MG under the window for individuals, a person should meet the following minimum criteria

1. Ordinarily a resident of a GP included under the Project (male or female)
2. A farmer (own land, sharecropper, leased land etc.)
3. At least 18 years of age
4. Applicants should be able to produce evidence of land ownership, viz., *Tatima, Jamabandi, Nakal*, etc./Copy of lease agreement/ ownership of animals (Registration certificate)/any other certificate as per Government guidelines; such land should also be in possession of the applicant/s, and free of any ownership conflict/s
5. Aadhaar-linked bank account in a scheduled bank, held by the beneficiary.
6. Clear articulation of plan for use of grant money.
7. New applicants with strong proposals but who have not received any support will be preferred.

It may be noted that application does not guarantee receipt of grant – there will be a process of evaluation and prioritization of applications before grantees are announced

CRITERIA FOR PRIORITIZATION OF APPLICATIONS FROM INDIVIDUAL

1. Classified as vulnerable (per GPRMP)
2. Widow women
3. Other Women applicants and beneficiaries
4. SC and ST applicants and beneficiaries
5. Economically Weaker Section (EWS)
6. Person having fallow arable land (Minimal Returns)
7. Households mentioned in Socio Economic and Caste Census (SECC) Report

CONTACT DETAIL OF OFFICIAL / OFFICER FOR CLARIFICATION

- | | |
|---------------------------------------|-----------------|
| 1. Assistant Project Officer, Chamba | +91-70180-31414 |
| 2. Assistant Project Officer, Chowari | +91-82190-06452 |


District Project Officer,
Integrated Development Project,
Chamba, H.P.

Application Form for Group Beneficiary

To,

District Project Officer District,
Integrated Development Project,
Chamba at Chowari, Himachal Pradesh

Subject: To avail assistance under the Matching Grant Scheme (MGS) of Himachal Pradesh, Integrated Development Project (IDP) for Source Sustainability and Climate Resilient Rain-Fed Agriculture.

Sir,

We _____ Group (Select the Type of Group: WUG / PG / FPO), Date of , Date of Formation of Group..... and number of members in the group----- intend to avail assistance under HPIDP project for our farms / fields / Business Plan at village _____ P.O. _____ Tehsil....., Distt. Chamba, H.P. We possess total agricultural land of _____ (bigha / kanal).

(In case of WUG / PG that is WUG also

We will bear percent of the total cost from our own contributions. Further, we agree to deposited in our group account up an upfront share of 5% of the total cost of the assets toward O&M. In addition, we have also contributed equivalent to 1% of the total cost of asset / works into to the GP level PMIF account operated by our GP GP(Name of the GP _____).

We shall feel obliged if the assistant on the item mentioned below along with the total estimate cost/s is granted to us.

S.No.	Item for which assistance required	Area (In Bighas) (Only for drip irrigation system, sprinklers & HDPE pipes)	Total Cost of the item as per LIP

- For items such as Drip Irrigation System, sprinklers & HDPE pipes (High efficiency irrigation equipment) the area (in Bigha) is applicable

We need technical assistance for the above-mentioned item/items: Yes/ No

If "Yes", specify what kind of technical assistance is required and why?

Office-bearers of the Group

Sr. No.	Name	Gender (M/F)	Contact Number	Designation
1.				
2.				
3.				
4.				
5.				

Particulars of the PG / WUG (enclose self attested copies of documents enlisted at Sr. No. 1 and 5; for Jamabandi, Sr. No. 2, enclosed the copy attested by concerned revenue officer, enclose signed copy of resolution & Business plan):

Additional information required from the PG/WUG, along with self-attested photocopies:

1. Bank Details

- a. Name of Account holder _____
- b. Aadhar linked Bank Account Number _____
- c. Bank Name and Branch _____
- d. IFSC Code _____

2. Khasra/ Jamabandi Number (with photocopy) _____

3. Resolution passed by the Group (signed by all members): Yes/ No

4. Female Members / Total Members.

- 5. Inclusion of Vulnerable HH in group (SC, ST, EWS, BPL): a) <50% Vulnerable HH members, b) 50 – 70 % Vulnerable HH members, C) > 70 % Vulnerable HH members**

6. Contiguity of members Land holding:

- a. Total Land Area for Business Plan (Area in Bigha / Kanal) _____
- b. Compact land Holding (Area in Bigha / Kanal) _____
- c. Scattered land holding (Area in Bigha / Kanal) _____

7. Upfront contribution (PG / WUG in INR) _____

8. Number of members contributed upfront (PG / WUG) _____

9. Implementation time span of activity: a) > 1yr, b) 6m – 12 M, C) < 6m _____

10. Business plan: A detailed business plan with relevant information pertaining to how, where and when the funds would be utilized, a detail cost estimate, including the groups own contribution, expected benefits and mechanism for benefit-sharing.

Declaration

1. We certify that the particulars furnished above by us are true to the best of our knowledge and believe that nothing has been concealed therein.
2. We give an undertaking to the effect that the Department or any other authorized agency shall have the right to inspect and/or audit the material/s purchased/ quality of the material and work done and all related records.

3. In case of miss-utilization or non-utilization of assistance in whole or part, we undertake to refund the amount of assistance granted to us in full or in lump-sum, along with the interest at the prevailing bank rates thereon, as agreed with the DPO in such an eventuality.

Yours faithfully,

Date & Place _____

President (signature & name)

Certificate from Gram Panchayat

Certified that the members of _____ group of Village _____
P.O. _____ Tehsil _____ Distt Chamba, Himachal Pradesh are permanent residents of this village and their application is in accordance with the approved GPRMP. Thus, the case is recommended for obtaining assistance under the project.

Signature with official stamp

Gram Pradhan
Name of the Gram Panchayat

[For official use only]

Application (No. _____) along with project proposal/relevant documents for assistance to the extent of INR Rs. _____ is forwarded to DPO, IDP, Chamba for further action.

Comments from APO

Assistant Project Officer,

District, Chamba, H.P

Recommendation of concerned DPO

Grant amount of INR _____ (in words... _____)
only, is hereby recommended in favor of _____ (name of the WUG/PG), against Application No. _____. They have fulfilled the criteria according to the guidelines/instructions and norms of the Matching Grants Scheme under HPIDP.

Comments from DPO

**District Project Officer,
IDP, Chamba,
Himachal Pradesh**

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Email id : dpoidp.chamba@gmail.com

Application Form for Individual under Component 2 of the Project

To,

District Project Officer District,
Integrated Development Project,
Chamba at Chowari, Himachal Pradesh

Subject: To avail assistance under the Matching Grant Scheme (MGS) of Himachal Pradesh, Integrated Development Project (IDP) for Source Sustainability and Climate Resilient Rain-Fed Agriculture.

Sir,

I _____ W/o, D/o, S/o Sh. _____ intend to avail assistance under the Matching Grant Scheme (MGS) of HP, IDP for my field / farm at Village _____ P.O. _____, Teh. _____, Distt. Chamba, H.P. I have _____ (bigha / kanal) of agriculture land, and _____ (Bigha / Kanal) of fallow land. I practice live stock farming and have _____ nos. of livestock with me. I shall follow the process and procedures contained in this Matching Grants Manual.

I shall feel obliged if the assistance on the items mentioned below along with the total estimated cost/s is granted to me.

S.No.	Item for which assistance required	Area (In Bighas) (Only for drip irrigation system, sprinklers & HDPE pipes & RRWHS-Individual)	Total Cost of the item as per LIP

- For items such as Drip Irrigation System, sprinklers & HDPE pipes (High efficiency irrigation equipment) the area (in Bigha) is applicable

I need technical assistance for the above-mentioned item/items: -

Yes/ No

Particulars of the beneficiary (enclose self-attested copies of documents enlisted at Sr. No. 1, 4, 5, 6 & 7; for Jamabandi, Sr. No. 8, enclosed the copy attested by concerned revenue officer):

1. Social Category(Gen / SC / ST / EWS) : _____
2. Whether Widow / Women Head Household . _____
3. Phone No. _____
4. Aadhaar linked Bank A/c No. _____
5. Bank Name/Branch _____
6. IFSC Code No. _____
7. Aadhaar Card No. _____

8. Khasra No./ Jamabandi _____
9. Land holding Size (Marginal / small / Semi – medium / Medium / Large) _____
10. I have undergone training at KVK / SAU / FFS / Field Day / other specific agriculture related training under the IDP Project (Y/N) _____
11. Whether a part of Water user group (WUG) formed under IDP (Y/N) _____
12. Whether applicant has received any grant under the matching grant scheme of HPIDP
 a. As in Individual (Y/N) _____ b. In a group (Y/N) _____
13. Whether applicant has received grant on similar asset / works from any other government scheme in the last 3 years (Y/N) _____

Declaration

- I certify that the particulars furnished above by me are true to the best of my knowledge and believe that nothing has been concealed therein.
- I give an undertaking to the effect that the Department or any other authorized agency shall have the right to inspect and audit the material/s purchased/ quality of the material and work done and all related records.
- In case of misutilization or non-utilization of assistance in whole or part, I undertake to refund the amount of assistance granted to me in full or in lump-sum, along with interest there on at the prevailing bank rates, as agreed with the DPO in such an eventuality.

Yours faithfully,

Signature _____

Name _____

Date & Place _____

Certificate from Gram Panchayat

Certified that Sh./Smt. _____ W/o, D/o, S/o
 _____ R/o _____ P.O. _____, Teh. _____
 Distt. Chamba, H.P is a permanent resident of village _____, & which falls within this Gram Panchayat, and belongs (strike out not applicable) to General / SC / ST / Widow / Women Headed Household and her / his case is recommended for obtaining assistance under HP IDP.

Gram Pradhan

Name of the Gram Panchayat _____

**[For official use only]
Screening Checklist for Eligibility**

Eligibility Criteria	Yes/ No
Ordinarily a resident of a GP included under the Project (male or female)	
A practicing farmer	
At least 18 years of age	
Applicants should be able to produce evidence of land ownership, viz., <i>Tatima, Jamabandi, Nakal</i> , etc./Copy of lease agreement/ ownership of animals (Registration certificate)/any other certificate as per Government guidelines; such land should also be in possession of the applicant/s, and free of any ownership conflict/s.	
*In case of women applicants, land records of husband/ male head of household should be provided (and the same may be verified from Panchayat Parivar register / ration card, by Pradhan)	
Aadhaar-linked bank account in a scheduled bank, held by the beneficiary.	
Documentation is complete as per the documentation checklist.	

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Application (No. _____) along with project proposal/relevant documents for assistance to the extent of INR Rs. is forwarded to DPO, IDP, Chamba for further action.

Comments from APO

Assistant Project Officer,

District, Chamba, H.P

Approval of the concerned DPO

Subsidy amount of INR _____ (in words... _____)

only, is hereby recommended in favor of Sh. / Smt. _____

_____ (name of the Beneficiary), against Application No. _____.

The said individual has fulfilled the criteria according to the guidelines/instructions and norms of the Matching Grants Scheme under HPIDP.

Comments from DPO

**District Project Officer,
IDP, Chamba,
Himachal Pradesh**

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**LIST OF ELIGIBLE PANCHAYAT FOR AVAILING MATCHING GRANTS UNDER HIMACHAL PRADESH,
 INTEGRATED DEVELOPMENT PROJECT**

S.No.	Name of the Gram Panchayat	Name of the Unit (Cluster)	Name of Sub Cluster	Tehsil	Block	Name of constituency
1	Mail	Chowari	Chowari-II	Dalhousie	Bhattiyat	Bhattiyat
2	Mornu					
3	Nainikhad					
4	Tunuhatti					
5	Challama					
6	Ghatasni					
7	Turkara		Chowari-I	Bhattiyat		
8	Raipur					
9	Jandrog					
10	Jatroom					
11	Parchhore					
12	Malunda					
13	Parsiara					
14	Kathet					
15	Banet					
16	Kudnu					
17	Sadal					
18	Saach	Chamba	Chamba-I	Chamba	Chamba	
19	Panjoh					
20	Udaipur					
21	Drada					
22	Draman					
23	Auda					
24	Rinda					
25	Bhanouta					
26	Singi					
27	Chillbangla					
28	Barour					Chamba-II
29	Sungal					
30	Kailla					
31	Haripur					
32	Sarol					
33	Rajpura					
34	Jhulada					
35	Dulhar					
36	Kuthed		Churah			

[Signature]
 District Project Officer,
 Integrated Development Project,
 Chamba, H.P.