

Projectisation and Approvals

From vision document to project

- Should the GP committee see the vision document and priority list of the gram sabha?
- Why?
- How is fund distribution across sectors and projects to be decided?
- How can projects for marginalised groups be ensured?
- What if the fund for the project is not controlled by the GP?
- What if only part of the fund is to come from the GP – the rest is from scheme not in the hands of the GP?
- How about O&M? Spillover and recurring costs?
- How about the cost of providing services?
- What should a project document contain?

STEPS AT THE GP LEVEL (contd...)

➤ PROJECTIZATION

- ❑ **Converting prioritized plans into projects**
- ❑ **A combination of narrative and templates**
- ❑ **Codes for classification and aggregation**
- ❑ **Should indicate the following –**
 - ✓ **Background**
 - ✓ **Objectives**
 - ✓ **Components/Activities**
 - ✓ **Costs and sources of funds**
 - ✓ **Time lines**
 - ✓ **Implementation arrangements**
 - ✓ **Expected outputs/outcomes**
 - ✓ **Performance indicators**
 - ✓ **Arrangements for monitoring, Social Audit, etc.**

STEPS AT THE GP LEVEL (contd...)

➤ FINALIZATION OF GP DEVELOPMENT PLAN

□ Gram Panchayats should have clarity on-

- ✓ Projects which can be taken up using funds of the Resource Envelope
- ✓ Projects which can be taken up jointly with the community
- ✓ Projects which can be taken up jointly with any department or agency
- ✓ Projects which can be done by the people themselves through motivation
- ✓ Projects which are meant to be done by other departments /agencies over time

↳As indication of local priority

What to be included in the First Annual Plan and every year in the Five Year Plan

Project preparation

- Who prepares the projects?
 - Any role for people associated with Situation analysis?
 - Who decides on this? The state, the district or the GP?
- How will the necessary technical input be given to the project?
- Where will the projects be prepared? How will the amount for the projects be fixed?
- Suppose the sum total of all projects exceeds the fund available with the panchayat?
 - What to do?
 - Reduce size of projects?
 - Cut out some projects?
 - Shift some projects to be implemented later?
 - If projects to be cut, how are the projects to be curtailed decided? By whom?
 - What are short term projects to be done within a year, and what are projects which need to come inside a 5 year perspective?

Consolidation and finalisation of GP Development Plan

- How do individual projects add up to a full fledged GP Plan?
- Do no cost projects also become part of the Plan?
- Who is the authority to finalise and approve the consolidated plan?
- What is the relationship between an annual plan and the panchayat budget?
- Is it possible to have an e - version of the Annual GP Plan?
- Does the final GP plan need to be shared with the people?
- Why?
- What should be the process of sharing?
- How long should the process of developing projects culminating in an approved plan take?

STEPS AT THE GP LEVEL (contd...)

➤ DUE PROCESS

- ❑ All decisions only by Elected Committee and not Sarpanch**
- ❑ All decisions based on Gram Sabha approvals**
- ❑ Earmarking of funds for SCs, STs and other vulnerable groups**
 - ✓ Norms to be fixed by State Government depending on relative population**
- ❑ Process for amending the draft Plan to be laid down**

STEPS AT THE GP LEVEL (contd...)

- ✓ **Progressive coverage plans for basic services**
- ✓ **Interventions in Human Development**
- ✓ **Poverty Reduction Initiatives**
 - ↳ **specific for basic minimum needs**
 - ↳ **targets for other aspects**
- ✓ **Economic Development priorities**
- ✓ **Coverage under natural resources management**
- ❑ **Annual Plan document listing projects, costs, sources of funds, agencies for execution, etc.**
- ❑ **E-version of the Plan**

Technical appraisal of GP Plans

- What are the different types of projects?
 - Infrastructure projects
 - Basic amenities projects
 - Service projects
 - Livelihood support projects
 - Natural resource management projects
 - Capacity building/awareness building projects
 - Projects for marginalised communities
- Which of these require technical appraisal?
- Who should vet projects needing technical appraisal?
- Should there be a time frame specified for appraisal?

Dos and Donts of technical appraisal

- What should the appraising authority be looking at during appraisal?
 - Cost norms complied with?
 - Technical and financial viability?
 - Whether in tune with State policy?
 - Whether anything included which is beyond the power of the GP?
 - Whether Scheme conditionalities met?
 - Whether duplication of any kind?
- How can the completion of the vetting process on time be ensured?
- Can the appraising authority modify the projects?
 - Arbitrarily?
 - To bring technical/financial viability?
 - Should the GP be formally consulted/informed if modification is necessitated?
Shouldn't GP approval be taken?
- How can disputes regarding technical appraisal between GP and technical authority be resolved?
- Can construction projects be approved on the basis of rough cost estimates?
- Who issues administrative sanction for the plan? Who issues technical sanction?

STEPS AT THE GP LEVEL (contd...)

➤ VETTING OF THE FINAL PLAN

- ❑ Preferably by a mixed group consisting of officials and non-government experts
- ❑ Focusing on reasonableness of costing, technical feasibility and standards – and not on local priorities/choice of schemes
- ❑ Systems on information flow on schemes under state Plan/CSS/MPLADS
 - ✓ To avoid duplication
- ❑ To be done in camps with the involvement of elected representatives and cutting-edge officials
 - ✓ Modifications/corrections to be made across the table

STEPS AT THE GP LEVEL (contd...)

➤ GENERAL APPROVAL OF THE PLAN

- Can be communicated after the vetting of the formal proceedings by the District Collector/CEO**
- On no count should the GP Plan be changed at higher levels – official or non-official**
- Publicize the approved document widely**
 - ✓ **Including uploading in the website**
- Indicate for what amount As can be issued**
 - ✓ **125%**

Post plan arrangements

- Communication of plan approvals by whom? To whom?
- Whether any conditionalities for
 - Transfer of funds to GP?
 - Authorisation of expenditure by GP?
- What should be the implementation arrangements at GP level?
 - Mode of implementation?
 - Functionaries and implementation responsibilities?
 - Monitoring of implementation by whom?
 - Accounting and auditing of schemes/projects?

How are GPs to be enabled?

- How can GP procure
 - Products?
 - Services?
- What is the role of GP in beneficiary selection?
 - Real role?
 - Enabling guidelines?
- management of local institutions by GP?
- Management of CSS/SSS by GP?

Troubleshooting and facilitation

- Whether coordination arrangements at state and district/sub district levels needed?
- How can sectoral convergence be ensured?
- How will monitoring of the plan be done? What role should the GP play?
 - Hold regular meetings?
 - Have GP functionaries/ line department officers visit on selected days?
- Should the local community have a role in monitoring plan implementation?

POST PLAN ARRANGEMENTS

- **Assigning to departments/officials the responsibility for implementation of projects especially public works**
 - ❑ **Assign by designation and name with clarity on roles and responsibilities**
- **Decision on technical sanctions – responsibilities, timelines**
- **Indicate how the Gram Panchayat has to avail the services of different officials**
- **Create an appellate system and a grievance redressal system for GPs**
- **Clarity on making payment by GPs**
- **Guidelines on procurement**
- **Guidelines on selection of beneficiaries**
- **Multiple monitoring arrangements**
 - ❑ **Conventional monitoring**
 - ❑ **Community based monitoring**
 - ❑ **Monitoring using IT tools**
 - ✓ **mobile monitoring of assets at three stages**

POST PLAN ARRANGEMENTS (contd...)

- **Regular meetings of Gram Panchayats and its Standing Committee**
- **System for all village level officers to come to GP on fixed days**
- **Clarify the role of GPs in managing local institutions and in different local committees related to health, sanitation, water supply, watershed management, education, etc.**
- **Clarify the roles of GP in different Centrally Sponsored and State Sponsored Schemes and programmes**

E.g.

- ICDS**
- PDS**