



झारखण्ड JHARKHAND

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**MEMORANDUM OF UNDERSTANDING (MOU)**

**Introduction:**

This MOU is between the Department of Rural Development, Government of Jharkhand, District Rural Development Agency (DRDA), Lohardaga and PRADAN (Professional Assistance for Development Action) for implementation of a Special Project, sanctioned under Swarna Jayanti Gram Swarajgar Yojana, vide Sanction Order No. J-17021/8/2008-SGSY-II(SP), dated 22<sup>nd</sup> January 2009 of the Ministry of Rural Development, Government of India. The Sanction Order is presented as Annexure No. 1. As per the sanction order, the project will be implemented by PRADAN and coordinated by DRDA, Lohardaga District, Jharkhand.

The Special SGSY project would focus on capacity building of poorer households to facilitate adoption of improved technologies and practices, enabling them to attain rapid growth in farm and farm allied sectors and to access mainstream markets. The initiatives would aim at supporting 4,500 poorer households to move out of the poverty bracket. Additionally, about 3,500 families would be mobilized in SHGs with participation of women from older SHGs. Using a group based approach, the project would demonstrate the potential of integrated development of natural resources and appropriate farming systems along with unleashing opportunities in non-farm sectors. The Project would be financed through a combination of people's own labour, bank loans and government subventions as a strategy to remove mass poverty in some of the endemically poor blocks of Lohardaga district. One of the key elements of the project is to facilitate convergence of other schemes of the Government with the Special SGSY Project to deepen and intensify the impact of the project. The project is to be implemented within a period of three (3) years. The funding pattern to meet the total cost of the project is as following:

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Professional Assistance for Development Action  
LOHARDAGA

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<u>Source of Funds</u>	<u>Amount (Rs.in lakh)</u>
Centre	506.51
State	215.13
Bank Credit	177.50
Swarojgaris Contribution	117.40
Convergence from other schemes	140.48
<b>TOTAL</b>	<b>1157.0</b>

Envisaged Roles of the three parties are as under:

**Role of the Department of Rural Development, Government of Jharkhand**

- Shall provide overall guidance and monitor the progress of the project,
- To fulfill the above role it shall constitute a State Level Monitoring Committee (SLMC) for monitoring and Evaluation of the Project.
- The committee will be headed by the Secretary, Rural Development, Government of Jharkhand.
- Shall set up a State Level Project Cell with District level outreach to ensure operational co-ordination among the various actors and to ensure timely reporting of progress.
- The Cell will be headed by the Secretary, Rural Development, Government of Jharkhand
- The Project Cell shall lay down detailed operational framework for smooth execution of the projects,
- Through the State Project Cell the Department of RD would discharge following responsibilities:
  - Shall suggest changes, if required, in the Annual Plan of the approved project and forward the same to the DRDA for execution,
  - Monitor the fund release- both central and state share, convergence of other schemes and review of Physical and Financial Progress on quarterly basis,
  - Ensure for timely submission of the physical and financial reports in the formats prescribed by the Ministry of Rural Development, Govt. of India, by directing both the DRDA and PRADAN.
  - Facilitate the DRDA for the formal closure of the executed schemes.
  - Shall engage competent agencies to conduct audit exercises for *Tola Sabhas* and PIA,
  - Shall Review and revise Unit Costs of activities from time-to-time and communicate the same to the DRDA.

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- Shall suggest the DRDA about ways and means to meet the shortfall of funds due to cost escalation and due to any delay in release of funds from either centre or state.
- Shall issue circulars /reports to the DRDA pertaining to the Annual Plans, Outlay, Revised Unit Costs, implementation steps and reports of the monitoring teams / auditors etc.
- Shall coordinate with the monitoring Teams from the Centre and SLMC for ongoing project review,
- Shall involve external experts (if required) and PIA to conduct documentation (including video recording) of the status of the area / beneficiaries before and after project and achievements made against major deliverables,
- Shall organize mid-term and end-term evaluation of the projects.
- Shall organize a State Level Inception Workshop with all the relevant stakeholders
- Shall organize a baseline survey.

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#### **Role of the DRDA, Lohardaga:**

- Constitute a District Facilitation Committee that would meet once in six months to review progress, smoothen fund flow and facilitate convergence of other schemes of the government.
- The committee will be headed by Deputy Commissioner / Deputy Development Commissioner
- Shall be responsible for the drawing and disbursement of funds
- Shall be responsible to seek the Physical and Financial progress report of the project from PRADAN and submit the same by 15<sup>th</sup> of the month succeeding every quarter to the Ministry of Rural Development in the prescribed format and follow the guidelines as mentioned in the Sanction Order for submission of indents for subsequent releases of fund,
- Shall work as per the guidelines to be issued time-to-time from the State Project Cell under the Department of Rural Development with respect to Annual Plans, Outlay, Revised Unit Costs, implementation steps, procedure for the formal closure of the projects and monitorable indicators.
- Shall conduct Audit exercise as suggested by the State Project Cell.
- Shall obtain a written commitment in the format in Annexure II from PRADAN to ensure the following:
  - Out of the total coverage of beneficiaries, minimum 50% should be from ST/SC and 15% from minority. There will be 100% coverage of women.

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- o Establishment and management of a web-based monitoring system by PIA within a period of 12 months from the start of the project.
- Shall co-ordinate between the Department of RD, GoJ, Banks, PIA and other stakeholders
- Shall remove any roadblocks faced by the project in consultation with the State Project Cell.
- The Government money shall be recovered in case of misuse, disuse and irregularities by resorting to legal procedures including PDRA

**Role of the PRADAN:**

- PRADAN will select beneficiaries and provide a written commitment to the DRDA to ensure that out of the total coverage of beneficiaries, minimum 50% should be from ST/SC and 15% from minority. There will be 100% coverage of women.
- Shall provide a written commitment to the DRDA for taking responsibilities of establishing and managing a web-based monitoring system within a period of 12 months from the start of the project.
- Help members form groups, associations at hamlet level (Tola Sabhas), Producers Institutions and assist them in developing Detail Implementation of Plan (DIP).
- Implement the entire plan as per the schedule and budgetary provisions of the project.
- Capacity building of *Swarojgaris* and providing handholding support- aiming at attainment of self-reliance of the *Swarojgaris*.
- Helping the community implement the activities,
- Receive the Grant Assistance from the DRDA and disburse the same to the *Tola Sabhas* as per their approved DIP,
- Received detailed expenditure statements and payment vouchers from the *Tola Sabha* against advance provided.
- Will have the power to stop disbursement in case of non-settlement of accounts by *Tola Sabha*. Will forward the list of such defaulting *Tola Sabhas* to the DRDA for legal action, after due attempts have been made to ensure compliance.
- Mobilize contribution from the *Swarojgaris*.
- Link *Swarojgaris* groups to banks for leveraging finance,
- Enabling the community to maintain records of financial transactions and measurement books for the work executed at their level.
- Introduce technology, improved practices through exposure, training and field demonstration,

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- Develop linkages with mainstream markets to create opportunities for large scale marketing of produces for *Swarajgaris*.
- Train a cadre of community based livelihood service providers for efficient delivery of various services to the producers.
- Shall forward applications in prescribed format from poorer households who have inadvertently not been listed under the BPL, to the DRDA and the project cell for due process for inclusion in the BPL list.
- Collate physical and financial progress, prepare reports in prescribed formats and submit the same to the DRDA on quarterly basis by 10<sup>th</sup> of the succeeding month,
- Shall cooperate with DRDA and State Project Cell in project monitoring and in conducting Audit of accounts,
- Shall take part in the documentation, evaluation, and analysis of all aspects of the Project,
- The designated representative of PRADAN shall attend the District Facilitation Committee meeting,

The Parties hereto recognize that the successful completion and accomplishment of the purposes of the project are of paramount importance. Any changes in to this MoU will be mutually decided and agreed upon by exchange of letters. Any dispute among the parties involved in this MoU will be settled through mutual arbitration and dialogue.

In Witness whereof the parties, the Department of Rural Development, Government of Jharkhand, District Rural Development Agency of Lohardaga and PRADAN (Professional Assistance for Development Action) team of Lohardaga, through their respective authorized representatives, have caused this agreement on the day, month and year mentioned above.

*[Signature]*  
For: Deptt. of RD, GoJ.

*[Signature]*  
For: DRDA, Lohardaga  
D. D. C. Com - S. D.  
D. R. D. A, Lohardaga

*[Signature]*  
For: PRADAN  
Team Leader  
PRADAN, Lohardaga  
01/06/2009

Witnesses:  
1. *[Signature]*  
2. *[Signature]*

1. *[Signature]*  
2. *[Signature]*  
APP.O.  
DRDA, Lohardaga.

1. Falguni Ganguli  
Executive (Project)  
2. PRADAN, Lohardaga



*[Signature]*  
Executive (Project)  
PRADAN (Lohardaga)

झारखण्ड सरकार  
ग्रामीण विकास विभाग

पत्रांक - 5(एस.जी.एस.वाई.)- 131/07 / ग्रा0 वि0 4874(अ70) / सी. दिनांक 29.6.09

प्रेषक,

एहतेशामुल हक,  
सरकार के उप सचिव ।

सेवा में,

उप विकास आयुक्त सह  
प्रबंध निदेशक,  
जिला ग्रामीण विकास अमिकरण, लोहरदगा ।

विषय :- एस.जी.एस.वाई. विशेष परियोजनान्तर्गत गैर-सरकारी संगठन 'प्रदान' के साथ हु  
त्रिपक्षीय एकरारनामा मूल प्रपत्र अनुमोदनोपरातं भेजने के संबंध में ।

प्रसंग :- भवदीय पत्रांक-628/ जि0ग्रा0वि0अभि0, दिनांक 06.06.2009 एवं विभागी:  
पत्रांक-1332,ग्रा0वि0 दिनांक 20.02.2009

महाशय,

निर्देशानुसार उपर्युक्त प्रसांगिक विषयक संदर्भ में कहना है कि एस.जी. एस.वाई. विशेष  
परियोजनान्तर्गत गैर-सरकारी संगठन 'प्रदान' के बीच हुए त्रिपक्षीय एकरारनामा का मूल  
प्रपत्र अनुमोदनोपरातं संलग्नकर भेजा जा रहा है ।

अनुलग्नक : यथोक्त ।

विश्वासमाजन

(  
29-6-09

(एहतेशामुल हक)  
सरकार के उप सचिव ।

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