

Jharkhand State Livelihood Promotion Society

(Under the aegis of Rural Development Department, Govt. of Jharkhand)

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Letter No. 25/09

Date 30.10.09

The first meeting of Project Steering Committee (PSC) under 'State Level Support to Livelihood Promotion Strategies Project – Jharkhand' was organized under the chairmanship of Secretary, Rural Development Department, Govt. of Jharkhand. The meeting was held on 5th October, 2009, in the chamber of Secretary, Rural Development Department who is also the State Project Director of the aforesaid project.

Highlights of the key discussion points are enunciated below:

A) Briefing on Project Progress (Since July 2009):

Project Manager briefed the committee about the project developments as following:

- i) Annual Work Plan (AWP) – 2009 signed between the Rural Development Department, Govt. of Jharkhand and UNDP, New Delhi
- ii) Registration of JSLPS under Society's act 1860 is completed
- iii) Fund of Rs. 1.29 cr transferred by UNDP, New Delhi to JSLSP bank account for accomplishment of activities as per agreed AWP – 2009
- iv) Technical Support Team is placed by UNDP at the State Level from July, 2009
- v) First meetings of Executive Committee (EC) organized
- vi) State livelihood advisory group (SLAG) is formed
- vii) Consultant hiring for preparation of financial and administrative operational manual for the society is in progress
- viii) Consultant – District and Block Coordinators for the JSLPS hired with support of UNDP through HR agency 'SAMS' New Delhi
- ix) Recruitment of the support level staff for the society (2 Executive assistant cum computer operator and one System Analyst) is in progress and is expected to complete by Oct, 09
- x) PRADAN engaged for support to SLNA for preparation of the strategic plan of watershed program in the state
- xi) Agencies for Monitoring & Evaluation (M&E) and Public Private Community Partnership (PPCP) hired by UNDP, New Delhi for the society
- xii) The process for engagement of Social Mobilisation (SM) and Technical Support Agencies (TSA) is completed and signing of contract is in process

Detail of the presentation is annexed (Annexure-I)

Discussion: Appreciating the progress, Chairman directed the Project Manger to expedite the process of hiring of consultants, as stated in number (vii) and (viii) above so as to complete the preparation of financial and administrative operational manual of the society by October, 09. He further directed the Project Manager to issue the offer letter to hire the professional services of consultant District and Block Coordinators at the earliest so as to get the work started on or before 1st November 09.

B) Work Plan for Oct – Dec. 2009

A summary of key activities planned between Oct – Dec. 2009 was presented in the PSC (Annexure – I). Highlights of the presentation are elucidated below:

- a) State level project inception workshop to be conducted in November 09.
- b) Social mobilization to be supported in 500 villages through 5 NGOs and 3 TSAs in 10 blocks of 5 districts
- c) Advisory committee & General Body meeting to be conducted by November 09
- d) Society operational manual to be finalized by Nov, 09.
- e) Orientation program to be conducted for the District Coordinators (DC) and Block Coordinators (BC) in 1st Week of November 09.
- f) Training of DC and BC on livelihood initiatives by Basix to be held in Nov. 09
- g) Monitoring & Evaluation agency Sutra Consultancy to develop project M&E framework
- h) Baseline survey to be done by M&E agency
- i) Workshop on Public Private Community Partnership (PPCP) to be organized by BASIX -CITRAN in November 2009
- j) Exposure of State, District and Block Project Team to RMOL/ other livelihood project by Dec. 09.
- k) Preparation and approval of the AWP – 2010 by the PSC by Oct. 09

Discussion: The above planned activities were approved by PSC. Further, Chairman stressed on engaging technical agencies like Foundation for Ecological Security (FES), MATTI – Agrotech Pvt. Ltd. who have evidence of introducing new technologies in the farmer's field.

C) Budget Forecast and Relocation of Budget:

A budget forecast for Oct – Dec 09 was presented (Annexure – II) and request for relocation of budget as per attached sheet (Annexure – III) was made by the Project Manager, which after subsequent discussion got approved by the PSC.

The meeting concluded with thanks note from the Project Manager.

With Regards


(Project Manager)

Encl. – I) Activity Progress and Forecast as Annexure – I
II) Budget Forecast as Annexure – II III) Budget Relocation as Annexure – III

Copy forwarded to Members:

- a) Mr. S.K.Satapathy, Chairman - Secretary, Rural Development Department, Govt. of Jharkhand
- b) Mr. Sunil Kumar Barnwal, Member - NREGA Commissioner, Govt. of Jharkhand
- c) Dr. D.K.Sriwastawa, Member- Special Secretary, Rural Development Department, Govt. of Jharkhand
- d) Mr. Kazuhiro Numasawa, Member – Program Officer, UNDP, New Delhi whose absentee was permitted by the chair
- e) Mr. S.N.Pandeya, Member- Project Manager, State Level Support to Livelihood Promotion Strategies Project – Jharkhand

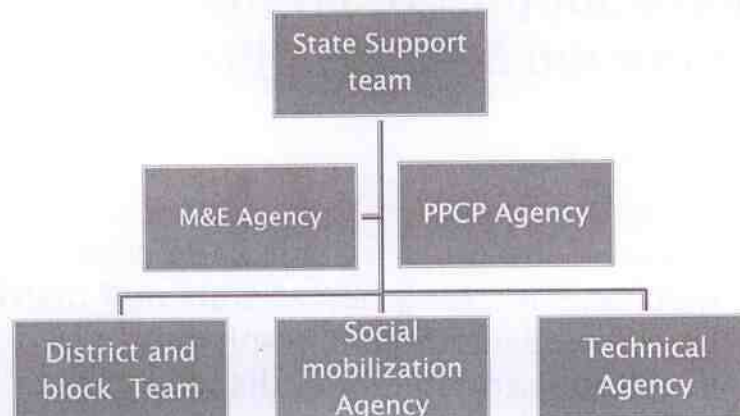
Annexure-1

Jharkhand State Livelihood Promotion Society

Project Steering Committee
Meeting 5th Oct'09

State Support to Livelihoods Promotion Strategy- Jharkhand

▶ UNDP Technical Support



Brief Introduction

- Nodal Department: *Rural Development Department*
- Name of the Society: *Jharkhand Livelihoods Promotion society*
- Name of the Project: *State Level Support to Livelihoods Promotion Strategies- Jharkhand*
- Technical and financial Support: *UNDP*
- Budget outlay for 2009: *INR- 2.4 crore*

State Support to Livelihoods Promotion Strategy- Jharkhand

AWP- 2009

Out Put-1:

The Governments, capacities and coordination mechanism strengthen at state and district level for designing and implementing livelihood strategies for disadvantaged groups and regions

Achievements

- Registration of society(JSLPS) completed
- First meeting of executive committee members convened
- Project Steering Committee (PSC) formed
- State Livelihood Advisory Group (SLAG) formed & first meeting to be held in 2nd / 3rd wk of October 2009
- Consultant finalized for preparation of Operational Manual of society

The members of SLAG

- Mr. Satyabrata Acharya- PRADAN(NGO),
- Mr. Sanjay Basu Malik, Institute of Community Forest Governance ,
- Dr. Ramesh Sharan, Economist, Ranchi University,
- Dr. Ramdayal Munda- ex- vice chancellor, Ranchi University,
- Dr. Amrita Patel, Gender Specialist, the Utkal University, Orissa,
- Prof (Retired) Radha Mohan, Economist Professor, Orissa
- Dr. Anirudh Prasad, Prof. Rural Development, XISS.

Achievement:

- State level Technical Team Members joined
- Selection of district and block level team completed
- Recruitment of three support staffs initiated
- Office of state team started functioning
- Office refurbishment process initiated
- Preparation of monthly and quarterly work plans and reporting systems continued
- Weekly meeting of state team members initiated
- Financial management systems established for the project

State Support to Livelihoods Promotion Strategy- Jharkhand

▶ Output-2:

Effective livelihood models developed and reduce the vulnerabilities of disadvantaged groups in the long term

Achievements

- Communication with other departments and development projects initiated
- Contract for hand-holding services for watershed programme assigned to PRDAN and WASSAN
- One day brainstorming session on livelihood options organized
- Orientation of State Team Members completed
- Basics and advanced on line security training completed for state team

State Support to Livelihoods Promotion Strategy– Jharkhand

- Output-3:
Partnerships established among communities, CBOs, private sector, technical institutions and government for diversifying livelihoods and skill development

Achievements

- Selection of NGOs for social mobilization completed (**PRADAN, NBJK, KSRA, ICFG & SPWD**)
- Short-listing of Technical Support Agency completed (**GVT, MART, VRUTI and PRDAN**) for technical support on agriculture, forest, micro enterprise based livelihood enhancement
- Short listing of the block completed in consultation with the selected NGO partners

NGOs and TSAs Proposed:

DISTRICT/ BLOCK	AGENCIES			
	SOCIAL MOBILISATION	TECHNICAL SUPPORT	M& E Agency	PPCP agency
W.Singhbhum			Sutra consultancy	
Bandgaon Goelkera	Institute of Community Forest Governance	MART		
Palamu				
Satbarwa Bishrampur	SPWD Consortium	Vrutii Livelihood Resource Centre		
Hazaribagh				
Padma Barhi	PRADAN	PRADAN		Basix- CITRAN
Pakur				
Pakuria mahesh pur	NBJK	Vrutii Livelihood Resource Centre		
Ranchi				
Angara Namkum	NBJK KSRA	GVT		

Cont.

- M&E agency (**Sutra Consultancy**) finalized, contract signed for preparation of Monitoring and Evaluation Framework, Process documentation on major achievements
- Designing for websites, logo and sign boards consultant /vendor identified
- ▶ PPCP agency (**BASIX-CITRAN**) shortlisted and finalized

Plan for next quarter

- ▶ State level inception workshop
- ▶ Social mobilization to be supported in 500 villages through 5 NGOs and 3 TSAs in 10 blocks of 5 districts
- ▶ PSC, Advisory committee & General Body meeting to be conducted
- ▶ Society operational manual to be finalized
- ▶ Placement of District and block team
- ▶ Orientation to District and Block team
- ▶ Training on livelihood initiatives by Basix
- ▶ M&E framework development by Sutra

CONT.

- ▶ Training on results based monitoring to the field staff
- ▶ Baseline survey by M&E agency
- ▶ PPCP Workshop by BASIX -CITRAN
- ▶ Exposure to RMOL/ other livelihood project
- ▶ Preparation and approval of the AWP
- ▶ Filed visit and district level meeting with DDC
- ▶ Field appraisal of the TSA/SM
- ▶ Finalization of the agreement for implementing agencies for the year 2009-10
- ▶ Internal performance appraisal of the team

Plan for next quarter

- ▶ project documents\State team plan for Oct-Dec.xls

DETAILS OF EXPENDITRE FORECASTED

PERIOD OCT - DEC 2009

ACTIVITY -1	Expected Expenditure UPTO OCT.09	Expected Expenditure NOV.09-DEC.09	Expected Expenditure TOTAL
	INR (In Lacs)	INR (In Lacs)	INR (In Lacs)
<i>Develop a livelihood advisory group at state level including experts on gender</i>			
Meeting of Advisory Group At State	0.48	0	0.48
Meeting of Advisory Group At District		1.5	1.5
Thematic Study and Action Research (<i>Poverty Profiling & Migration</i>)		0.9	0.9
WorkShop	3	0	3
<i>Provide techno-management support through facilitator district collectors' offices</i>			
Salary of DC	2.5	5	7.5
Salary of BC	3.5	7	10.5
Travel of DC	0.36	0.72	1.08
Travel of BC	0.3	0.3	0.6
Contingency	0.2	0.4	0.6
<i>Orientation to understand sustainable livelihood (resilience, capacities, control), and handholding to understand and design livelihood plans for for women and disadvantaged communities and key officials</i>			
Trg. By BASIX - State Level		1.5	1.5
Trg. By BASIX - District Level		4.5	4.5
Exposure of Project Staff and Line Deptt. Officials		6	6
<i>M&E and hand-holding services for watershed programme</i>			
Wassan Support for SLNA	0.443	8	8.443
Pradan Support for SLNA	1.08		1.08
Total of Activity -1	11.863	35.82	47.683

ACTIVITY -2	Expected Expenditure UPTO OCT.09	Expected Expenditure NOV.09-	Expected Expenditure TOTAL
	INR (In Lacs)	INR (In Lacs)	INR (In Lacs)
<i>Universalization of social mobilization at various levels (village, block, district)</i>			
NGO -SM	80.21453	0	80.21453
<i>Develop livelihood promotion plans focusing on selected sub-sectors (agriculture, agri-alied (fish, livestock) forestry etc) and for women and people belonging to disadvantaged groups at district level</i>			
NGO -TSA	75	0	75
<i>Organize stakeholder consultations across 5 districts for finalizing district livelihood promotion plan with specific participation from women and people belonging to disadvantaged groups</i>			
District Level Workshop (3 DAYS INTERACTIVE WORKSHOP)		3	3
Total of Activity -2	155.21453	3	158.21453

ACTIVITY 3	Expected Expenditure UPTO OCT.09	Expected Expenditure NOV.09-DEC.09	Expected Expenditure TOTAL
	INR (In Lacs)	INR (In Lacs)	INR (In Lacs)
<i>Establish working groups for agriculture and forestry including gender experts</i>			
Study on Agriculture/Drought Profiling Mechanism		4	4
<i>Thematic consultations</i>			
Need Based Study Workshop / Consultancy	0.02	0	0.02
State Perspective Plan for Livelihood		4	4
Total of Activity -3	0.02	8	8.02

ACTIVITY 4	Expected Expenditure UPTO OCT.09	Expected Expenditure NOV.09-DEC.09	Expected Expenditure TOTAL
	INR (In Lacs)	INR (In Lacs)	INR (In Lacs)
Set-up a state technical support team within Dept of RD			
Refurbishment of Office at RDD/Procurement of Computers & Furniture etc.			0
Travel for project team			
Travel for Support Staff at State	0.025		0.025
Administrative cost			
Audit Fee For Auditor	0		0
Salary of Support Staff	0.26		0.26
Printing & Stationary	0.5		0.5
Other Office Expenses	0.1		0.1
Sundry			
Bank Charges	0.01		0.01
Insurance	0		0
Documentation and communication			
Sign-Board & Logo Development	0.1		0.1
Leaflet Development	0.4		0.4
Website Development	1.5		1.5
Total of Activity -4	2.895	0	2.895

Summary of the proposed budget for the year -2009 (Oct-Dec)						
Name of Agency	Type of agency	Year-1		Total	No. of Block under Coverage	
		Program Budget	Admin Budget			
MART	TSA			523925	2	
VRUTI	TSA			3028300	4	
GVT	TSA			2,374,020	2	
PRADAN	SM & TSA	650,000	969200	1,619,200	2	
Total		650,000	969,200	7,545,445		
NBJK	SM	373205	1514400	1887605	3	
KSRA	SM	800100	591200	1391300	1	
SPWD	SM	192000	1036000	1228000	2	
ICFG	SM	892500	986200	1878700	2	
Total		2257805	4127800	6385605		
GT		2,907,805	5,097,000	13,931,050	10	

BUDGET RE-APPROPRIATION ACTIVITY WISE

YEAR - 2009

ACTIVITY	AWP		Budget Received		Expected Expenditure Till Dec.09		DEVIATION FROM AWP	
	INR (In Lacs)		INR (In Lacs)		INR (In Lacs)		INR (In Lacs)	
Activity 1: Capacity of the state government and at least 5 district governments and coordination mechanisms strengthened for designing and implementing livelihood strategies for disadvantaged groups and regions	32		17		48		-15	
Activity 2: Capacities of the disadvantaged groups strengthened and livelihood promotion models are identified in selected sectors where disadvantaged groups can benefit	114		48		158		-45	
Activity 3: Partnership building to promote diversification of livelihoods for the disadvantaged groups	30		22		8		22	
Activity 4: Project Monitoring, Evaluation & Capacity Development	64		42		3		61	
TOTAL	240		129		217		23	

PROJECTED BUDGET DEMAND ACTIVITY WISE

PLANNED ACTIVITIES List all activities including M&E to be undertaken during the year towards state CP outputs	TIME FRAME (Jan 09- Dec 09)				BUDGET FOR III Rd Qtr (Aug. to Oct. 09)		BUDGET FOR III Rd Qtr (Aug. to Oct. 09)	BUDGET Received FOR III Rd Qtr (Aug. to Oct. 09)	UNDP Expenditure Upto Oct.09 [Expected]	STATE Expenditure Upto Oct.09 [Expected]	Total Expenditure Upto Oct.09 [Expected]	Balance Amount (Expected Unrealised Budget)	Budget Demand for Nov to Dec.09	Budget Required From UNDP	
	Q1	Q2	Q3	Q4	USD	INR									
	Total AWP				USD	INR									
Activity 1: Capacity of the state government and at least 5 district governments and coordination mechanisms strengthened for designing and implementing livelihood strategies for disadvantaged groups and regions					67,335						12		5	36	30
Activity 2: Capacities of the disadvantaged groups strengthened and livelihood promotion models are identified in selected sectors where disadvantaged groups can benefit					236595		47,60016		0		155	-108	3	111	
Activity 3: Partnership building to promote diversification of livelihoods for the disadvantaged groups					62424		22,4832		0,18055	0,02	0,20055	22,4632	8	-14,4632	
Activity 4: Project Monitoring, Evaluation & Capacity Development					133745		42,1		40,9	2,9	43,8	39,2	0,0	-39,2	
Grand Total					500,099		129		41	170	211	-81	47	87	