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**Government of Rajasthan**

**Rajasthan Agricultural Competitiveness Project  
(RACP)**

**Operational Guidelines  
(Agriculture Sub-component)**

**Update-2**

**for**

**Planning and Implementation of Cluster Agriculture  
Competitiveness Plan (CACP) in RACP Clusters**



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## Abbreviations:

AAP	Annual Action Plan
AAO	Assistant Agriculture Officer
ABPF	Agri-Business Promotion Facility
AD Ag	Assistant Director Agriculture (Extension)
AEZ	Agro-Ecological Zone
AHD	Animal Husbandry Department
AO	Agriculture Officer
ARAVALI	Association for Rural Advancement through Voluntary Action & Local Involvement
ARS	Agriculture Research Station
AS	Agriculture Supervisor
BRGF	Backward Region Grant Fund
BSR	Basic Schedule of Rates
CACP	Cluster Agricultural Competitiveness Plan
CB	Capacity Building
CBO	Community Based Organization
CBT	Cluster Based Training
CEO	Chief Executive Officer
CLPO	Cluster Level Producer Organisation
CPR	Common Property Resource
CRP	Community Resource Person
CWB	Crop Water Budgeting
DD Ag ZP	Deputy Director Agriculture (Extension) Zila Parisad
DEO	District Extension Officer
DLIC	District Level Implementation Committee
DPM	District Project Manager
DPMU	District Project Management Unit
DU	District Unit
EC	Executive Committee
FAO	Food and Agriculture Organisation
FFS	Farmer Field Schools
FPO	Farmer Producers Organisation
GB	General body
GIS	Geographical Information System
GoR	Government of Rajasthan
GP	Gram Panchayat
GW	Ground Water
HMN	Hydrological Monitoring Network
IB	Individual Beneficiary
IEC	Information, Education and Communication
IMTI	Irrigation Management Training Institute
IUFR	Interim Unaudited Financial Reports
IBRD	International Bank for Reconstruction and Development
IDA	International Development Association
ISRO	Indian Space Research Organisation
KPI	Key Performance Indicator

KVK	Krishi Vigyan Kendra
LFA	Logical Framework Analysis
LR	Land Resource
LU & LC	Land Use & Land Cover
M & E	Monitoring and Evaluation
MB	Measurement Book
MGNREGS	Mahatma Gandhi National Rural Employment Guarantee Scheme
MI	Micro Irrigation
MIS	Management Information System
MoU	Memorandum of Understanding
MTA	Multi Task Association
MTG	Multi Task Group
NFSM	National Food Security Mission
NGO	Non-Government Organisation
NHM	National Horticulture Mission
NRSA	National Remote Sensing Agency
PA	Partner Agency
PCR	Project Completion Report
PDO	Project Development Objective
PIU	Project Implementation Unit
PMU	Project Management Unit
PIA	Project Implementation Agency
PRA	Participatory Rural Appraisal
PRI	Panchayat Raj Institution
R&D	Research and Development
RACP	Rajasthan Agricultural Competitiveness Project
RACPMIS	Rajasthan Agricultural Competitiveness Project Management & Implementation Society
RAJUVAS	Rajasthan University of Animal and Veterinary Sciences
RD&PR	Rural Development & Panchayat Raj
RKVY	Rastriya Krishi Vikas Yojana
RRLP	Rajasthan Rural Livelihood Project
RS	Remote Sensing
RSSC	Rajasthan State Seeds Corporation
RTC	Regional Technology Centre
SAU	State Agricultural University
SC	Steering Committee
SIAM	State Institute of Agriculture Management
SWC	Soil and Water Conservation
TNA	Training Needs Assessment
TRC	Technical Review Committee
UG	Users Group
WB	World Bank
WD & SC	Watershed Development & Soil Conservation
WDP	Watershed Development Plan
WHS	Water Harvesting Structure
WR	Water Resource



## Amendments in OG at a glance

### The pointwise brief about the amendments over the OG 2015-16 (Dec. 2015)

Chapter No./ point No.	Brief of the amendment	Page No.
Ch-2/ 1A-3	Inclusion of Diggi Activity in Agriculture Subcomponent	23-27
Ch-2/ 1Ba-3	Proposal of implements/ PHM activities by the district unit to PIU/PMU to seek procurement arrangements	32-33
Ch-2/ 1Ba-4	Financial provision for fodder demonstration compatible to the AAP 2016-17 (Rs. 10,000 instead of 20,000), cost breakup table	33-34
Ch-2/ 1Ba-5	The payment of seed, certification charges etc may be made to concerned agency by the district unit.	35
Ch-2/ 1Bb-1	Financial provision of KSK strengthening compatible to the AAP 2016-17 (Rs. 2.5 lac instead of 8.0 lac), cost breakup table	37-38
Ch-2/ 1Bb-2	Financial provision of ATC/ KVK etc strengthening compatible to the AAP 2016-17 (Rs. 1.0 lac instead of 8.0 lac), cost breakup table	38-39
Ch-2/ 1Bb-4	Financial provision of digital instruments compatible to the AAP 2016-17 (Rs. 0.6 lac instead of 0.5 lac)	40
Ch-2/ 1Bb-6	Typological correction Rs. 20.00 lac instead of 0.20 lac	41
Ch-2/ 3	Capacity building component to be implemented on the norms of training manual (on the norms of ATMA/ training institutes till finalization of training manual), proposals to be submitted as per AAP, year round basis, documentation of success stories (point-6)	44
Ch-2/ 4.1.1	Financial provision of Office strengthening compatible to the AAP 2016-17 (Rs. 3.0 lac instead of 10.0 lac)	47
Ch-2/ 4.2.1	Financial provision of Office strengthening compatible to the AAP 2016-17 (Rs. 2.0 lac instead of 10.0 lac)	47
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# Chapter-1

## Introduction

### Contents:

- I. Background:
- II. Institutional arrangement:
- III. Beneficiary Groups, Community Based Organizations (CBOs) & Community Mobilisation
- IV. Information, Education and Communication (IEC):
- V. Training and Capacity Building:

### I. Background:

1. The Rajasthan Agricultural Competitiveness Project Management & Implementation Society (RACPMIS) is a Special Purpose Vehicle (SPV) to implement the project and registered under Rajasthan Societies Act under the Nodal department Agriculture.
2. RACPMIS has been receiving credit from the World Bank towards the cost of Rajasthan Agricultural Competitiveness Project (RACP). The core objective of RACP is to achieve sustainable water resources management practices within agriculture.
3. Project Development Objective (PDO) of RACP is to establish the feasibility of sustainably increasing agricultural productivity and farmer incomes through a distinct agricultural development approach by integrating agriculture water management & agricultural technology, farmer organizations & market innovations in selected locations across ten agro-ecological zones of Rajasthan. The aim for the state is to help farmers to get more rupees per unit of water in compensation for farmers using fewer units of water.
4. The guiding principles under the project are: (a) sustainable and efficient use of water resources, including improved on-farm water use efficiency, reduced water-intensive cropping patterns, and using the resultant savings of water from agriculture sector for economic purposes outside of agriculture in support the state's water policy objectives; (b) increased private sector participation in the development of value chains in processing and marketing in support of the state's agro-processing and agri-business policy; and (c) improved public sector capacity in delivering agriculture support services.
5. Key performance indicators (KPIs) will measure (a) reduction in water used in agriculture; (b) increase in water use efficiency in agriculture; (c) increase in agricultural productivity; (d) increase in gross margins from crops and livestock products; (e) increase in the share of producer price in wholesale price; and (e) farmer satisfaction with project deliverables.

6. The RACP has four components:

Component 1: Climate Resilient Agriculture;

Component 2: Markets and Value Chains;

Component 3: Farmer Organization and Capacity Building; and

Component 4: Project Management, Monitoring and Learning.

7. The RACP has six line departments to implement the project activities are:

A. Production related Departments (1. Agriculture 2. Horticulture 3. Animal Husbandry) and

B. Water theme related Departments (4. Watershed Development & Soil Conservation 5. Water Resource 6. Ground Water).

8. Seventeen Clusters have been selected to implement the programme in eight Agroclimatic Zones of the state are:

S. No.	District	Name of Cluster	Theme
1	Ajmer	Pisangan	GW
2	Alwar	Bansur	WS
3	Banswara	Kushalgarh	WS
4	Baran	Palaitha, Anta	SW
5	Bikaner	Phoolasar-Distributary	SW
6	Bundi	Gudha	SW-CAT
7	Chittoregarh	Orai & Bassi	SW-CAT
8	Dholpur	Bari	WS
9	Jaipur	Mokhampura	WS
10	Jaisalmer	Kheruwala-Distributary	SW
11	Jhalawar	Manohar Thana	WS
12	Kota	Sangod	GW
13	Nagaur	Ladnu	WS
14	Pratapgarh	Jakham	SW-CAT
15	Sawai Madhopur	Bonli	GW
16	Sri Ganganagar	Z-distributary	SW
17	Tonk	Dooni-Deoli	WS

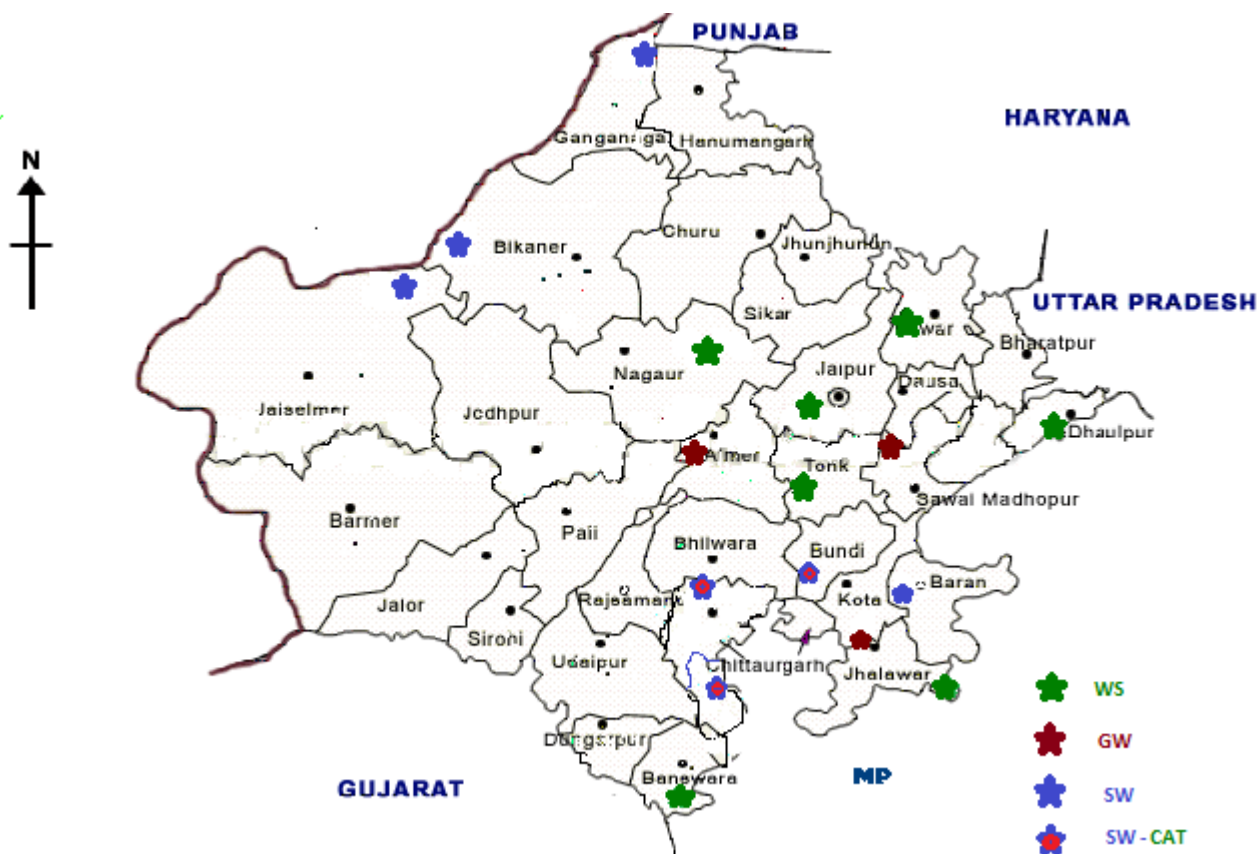
GW- Ground Water Theme (3 Clusters)

WS- Water Shed theme (7 Clusters)

SW- Surface Water Theme (4 Clusters)

SW-CAT- SW with Catchment Theme (3 Clusters)

### Location of RACP Clusters:



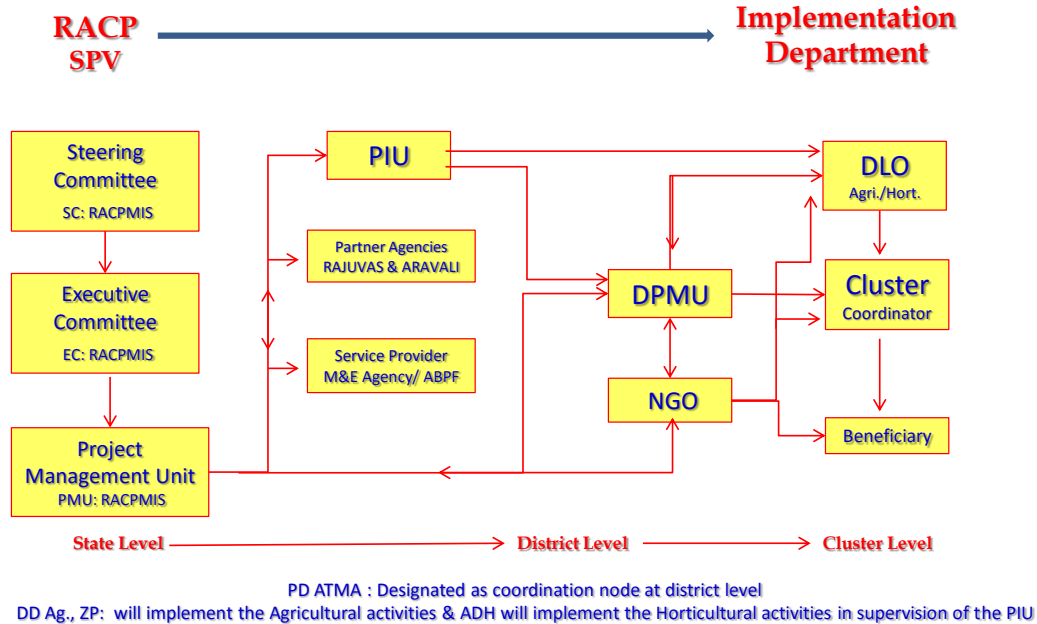
## II. Institutional arrangement:

The implementation arrangements for the project cover issues related to governance structures for the project, coordination between various implementation partners, particularly representation and participation of the related line, fund flow and fiduciary systems and finally project implementation, specifically at the cluster level. The implementation structure described below follows State, District, Cluster & Community level implementation & monitoring arrangements. Appropriate technical & professional support structures are proposed for developing effective & functional partnerships among project authorities, Non-Government Organisations, Partner agencies & other support organizations. We may categorize the institutional arrangement as: A. State Level B. District Level C. Cluster Level D. Gram Panchayat Level and E. Village Level.

### A. State level:

The project is being implemented through a Project Management Unit (PMU) established under a registered society namely RACPMIS; specifically set up for RACP. To have an effective coordination and to provide a robust governance and coordination mechanism for the project, the Government of Rajasthan has constituted two State Level Committees i.e., RACP Management & Implementation Society Steering Committee (SC) and Executive Committee (EC).

## Implementation arrangements



### 1. Steering Committee of RACPMIS:

Steering Committee of RACPMIS at the State level is set up under the chairmanship of Chief Secretary, Govt. of Rajasthan. Additional Chief Secretaries/Principal Secretaries of participating Line Departments, Principal Secretary Finance, Planning & Vice Chancellors of State Agricultural Universities, Veterinary University, representatives of Industry, Farmers & Social sector are the members. This society will meet once in six months to give overall advice, policy directives for smooth implementation and monitoring of project implementation. The key role of Steering Committee is to ensure a coordinated approach across different Line Departments and stakeholders. The Committee has power to approve need based changes in design, budget & administrative issues involved in the implementation of RACP. The Project Director, RACPMIS is the Member Secretary of this Committee.

### 2. Executive Committee of RACPMIS:

Executive Committee of RACPMIS is constituted under the chairmanship of Additional Chief Secretary, Agriculture, Government of Rajasthan and the Head of the Departments of the participating line department as members and Project Director, RACPMIS as the Member Secretary of this Committee.

The above committee will perform following activities –

- i. Oversee efficient execution of the RACP activities.
- ii. Monitoring of physical & financial targets and achievement, its compilation at state level.
- iii. Review of progress reports, impact assessment, documents & approach and report to the Steering Committee.
- iv. Coordinate with Line departments, Administrative & Finance department & World Bank.

### **3. Project Management Unit (PMU):**

PMU-RACP headed by Project Director, RACP is established under RACPMIS and shall be responsible for overall project implementation and day to day co-ordination of RACP activities including responsibility for overall financial management, central level procurement, safeguards, Monitoring and Evaluation (M&E), supervision of Cluster Agricultural Competitiveness Plan (CACP) and other back stopping arrangements. PMU has a team of professional & support staff, including a Chief Financial Controller, Procurement Specialist, M&E and MIS specialists, Social & Environment specialists, Agri-business Specialist and other technical personnel. In addition, the PMU has six representatives of the participating Line Departments, who are the Project Coordinators for the sub components for which their parent Line Departments are responsible.

### **4. Project Implementation Unit (PIU):**

A Project Implementation Unit (PIU) headed by a Nodal Officer of the Line Department is established in all the line departments and these PIUs will coordinate with the Line Departments and RACP-PMU. The respective PIU will function under the overall guidance and control of the respective head of the department and coordinate closely with the PMU and oversee field level planning and implementation of activities of concerning line department in RACP.

The district level officer of the line department is already one member in the District Level Implementation Committee (DLIC).

Nodal Officers of RACP working in the Line Departments shall be responsible mainly for:

- i. Facilitating & extending technical support/input, apart from providing requisite information for identified clusters time to time as desired by the PMU.
- ii. Ensure timely preparation of Sub plans, Annual Action plans, DPRs etc.
- iii. Review/monitor the progress of RACP works/activities in the cluster as per project guidelines during his/her field visits. They may take the support of district / panchayat level officers of concerning line department and suggest any improvement in works/programme being implemented under intimation to PMU.
- iv. Participation in Quarterly/monthly review meetings of Nodal officers at the level of PMU.
- v. Participate in the workshops / exposure visits organised under RACP.

## 5. Partner Agencies:

### 5.1 Rajasthan University of Veterinary and Animal Sciences (RAJUVAS), Bikaner:

The RAJUAS will perform the activities assigned related to Animal Husbandry and the details are covered in the Livestock Operational Guidelines.

### 5.2 Association for Rural Advancement through Voluntary Action & Local Involvement (ARAVALI), Jaipur:

- i. ARAVALI is registered as a society under Rajasthan Societies Act, 1958, under Foreign Contribution Regulation Act & under relevant Income Tax Acts, as applicable.
- ii. It shall act as Partner Agency (PA) to RACPMIS and support the project in execution & implementation of activities & for this ARAVALI will establish an exclusive ARAVALI-RACP-UNIT at its headquarters at Jaipur.
- iii. It shall conduct various training & capacity building programs based on following four specific domains; RACP Specific Orientation Training Programs, Human Behaviour Trainings, Management Development and Group Dynamics Programs and Orientation Programs for NGO
- iv. ARAVALI shall undertake following task responsibilities under RACP; (a) Conducting Orientation of all RACP stakeholders. (b) Conducting Management Development, Group Dynamic program for PMU, DPMU & NGO. (c) Backstopping support services for NGO (d) Conducting capacity building & training programs for NGO (e) Development of Knowledge Resources, Extension Materials, Field & Operational Manuals for training & capacity building programs with respect to specific domains. (f) Conducting Peer Learning exercises (sharing of experience gained during implementation) with RACP stakeholders for the project.
- v. Capacity Need Assessment would be undertaken by the ARAVALI at the cluster level in consultation with PIA/NGO in order to assess the support requirement for capacity building, trainings & skill development. Aravali will design customized modules based on need assessment.
- vi. ARAVALI will facilitate on-site-cluster-based-trainings (CBTs) through NGO focusing on farmer's mobilization and other necessary capacities including knowledge, skills and attitude augmenting effective execution of the project.
- vii. ARAVALI will conduct extension training programmes as per need assessment for strengthening existing extension methodologies in consultation with RACP-PMU.
- viii. ARAVALI will provide training on Farmer Field Schools (FFS) based on FAO (Food and Agriculture Organisation) approach for both crops and livestock.

## **6. Service Provider/ Out Sourced Agencies:**

### **6.1 Monitoring and Evaluation Agency/ Consultant:**

The primary responsibility of the M&E consultant is to create an M&E framework for the entire RACP project in consultation with the PMU and PIUs. This framework must be aligned with the project and intermediate outcome indicators. In order to do so, the M&E consultant will define key process and performance monitoring indicators, data collection frequencies, and formats for collecting the relevant information. All aspects of the project, including technical, institutional, environmental, social, economic, financial, and procurement status, will be monitored. The framework will compare actual achievement with the plans in the PAD, Environmental and Social Management framework, Procurement and Financial Management guidelines, Project Operations Manuals and other relevant documents. The M&E framework will clearly specify data collection responsibilities of the different implementing agencies and the external consultants. The M&E consultant will be responsible for collecting data for their independent monitoring of both process and performance indicators.

Specific Responsibilities of the M&E consultant are to: (i) conduct the Baseline Survey for the project; (ii) monitor and evaluate the progress in the provision of critical project inputs and activities; (iii) evaluate progress in achieving the project outputs and outcomes and evaluate the project's impact at key junctures during the project period to assess progress towards achieving project's objectives; (iv) strengthen the capacity of the project implementing agencies to monitor project impacts and use the PMIS by providing on-the-job training; (v) design and implement a Participatory M&E System (PMES) using state-of-the-art methods and tools that will monitor performance of relevant activities such as the activities of the common interest groups, village organizations, and producer companies activities of self-help groups in the common service centers. The consultants shall identify suitable participatory M&E mechanisms and tools such as the use of community score cards, focus groups, and participatory social auditing. The methodology and approach for the PM&E shall be designed in close consultation with key stakeholders and will be finalized in consultation with the PMU (vi) prepare six- monthly M&E reports for the PMU which would summarize achievements of the preceding six months, crosscutting issues and recommendations, and updated project indicators; and (vii) provide three comprehensive reports - the baseline survey and two impact evaluation assessments at the time of the 2nd project mid-term review and at project completion.

### **6.2 Agri Business Promotion Facility (ABPF):**

The PMU will provide oversight and monitoring of the activities of the ABPF which will be operated by a consulting company. ABPF will submit regular progress reports to the PMU, who will give directions to ABPF so that their role is performed as per the contract. The contracted service provider will staff ABPF's offices and manage ABPF's on-going program of activities as per the contract. The likely staff composition of ABPF would include, among others, Agribusiness and Marketing

Specialist, Value Chain Specialist, Policy and Finance Advisors, Agricultural Economist. Long term sustainability of ABPF will be ensured by taking over the function of ABPF by Department of Agriculture Marketing/RACP Society after project period is over. The Department of Agriculture Marketing/RACP Society will recover reasonable fees for the services it will render as ABPF after the project period, from the beneficiaries for training, project preparation and advisory service. Government of Rajasthan officers will be trained by ABPF under the project.

## **B. District level:**

### **1. District-Level Implementation Committee (DLIC):**

For ensuring coordination of RACP activities at the district level and to review progress of CACP implementation, a DLIC, headed by the District Collector with District Project Manager (DPM) as Member Secretary is established. DLIC will have district level officers of the participating line departments as the members. DLIC will also maintain convergence at district / Zilla Parishad level to Panchayat Raj Institutions (PRIs) at block & Gram Panchayat (GP) level. The linkage between the PRIs & the project is critical so that no conflict situation arises between the PRIs and different CBOs set up within the RACP. **Functions:-**

- i. Overall supervision and oversight of the activities of CACP.
- ii. Coordination of RACP activities at cluster level among the line departments.
- iii. Support convergence with Govt. schemes like RKVY, NFSM, NHM, RRLP, MGNREGS.
- iv. To find out training needs, organize training camps or capacity building of stake holders.
- v. Ensure Coordination with PRIs, line departments at district, block, Gram Panchayat level.
- vi. To find out the constraints and their remedies to enhance the impact of agricultural competitiveness activities in the selected clusters.
- vii. To find out the bottlenecks in implementation of CACPs and to suggest their remedies.
- viii. Guiding CACP cycle as per PAD is attached as Annexure-9.

### **2. District Project Management Units (DPMUs):**

At the district level, Dy. Director, Agriculture cum Project Director (ATMA) has been designated as the ex-officio District Project Management Unit (DPMU) for RACP to handle the management of project planning and implementation. He will be responsible for all matters related to coordination among the district level officers of the lines departments. He is the Member Secretary of the DLIC, therefore, he will ensure time organisation of meetings of the DLIC. He will also monitor the activities of the cluster level NGO who will be deployed for the activities like Community Mobilization, IEC, Group formation and technical support etc. The specific roles and responsibilities of the DPMUs have been circulated separately.

### 3. Project Implementation Agency (PIA-Agriculture)

Concerned Deputy Director Agriculture (Extension) ZP of Agriculture department will act as PIA for RACP cluster. He will be provided with District Co-ordinator from the project to monitor and supervise the cluster level Agriculture related activities. The functions of the PIA are as under:

- i. Ensure achievement of Project Development Objectives (PDOs) as envisaged in the Project Appraisal Document (PAD) and shall be responsible for planning and implementation of CACP with the support of his team of specialists and through the communities/CBOs.
- ii. Collection of various data, maps, carries out surveys for the preparation of Agriculture sub plan for the cluster and also for impact assessment and concurrent monitoring.
- iii. Undertake procurement activities as envisaged and strengthening the infrastructure and financial management for smooth functioning of the project work.
- iv. Coordinate with the NGO in execution of activities related to him.
- v. Supervise and monitor the development of the project components.
- vi. Participate in the meeting of DLIC as per the provision regularly and appraise the DLIC about the program.
- vii. Prepare Annual Procurement Plan (APP)/ Annual Action Plan (AAP) of every sub component at cluster level & submit to PIU/PMU.
- viii. Implementation of activities as per AAP/ APP.
- ix. Facilitate/ arrange for goods and services to NGO/ Community Based Organisation (CBOs)/ Individual Beneficiaries (IBs) as per CACP.
- x. Prepare and submit Monthly, quarterly, six monthly and annual reports on Physical and financial progress of the project.
- xi. Ensure women participation and their empowerment in cluster activities.
- xii. Organize capacity building, training and IEC activities with the support of NGO/Aravali.
- xiii. To consolidate suggestions and feedback of the project activities and to report to the PIU/PMU and prepare success stories at cluster level.
- xiv. Carry out functions as directed/desired by the PMU.

#### C. Cluster level:

##### 1. Cluster Level NGO for Community Mobilisation:

The project envisages that planning and implementation of sub plan (Watershed) - part of CACP will be carried out by the PIAs under the close guidance and supervision of the PIU and PMU and his team of specialists with the active involvement & support of the local community. Activities like Community Mobilization, IEC, Group formation etc. would be carried out by the NGO who will be placed with DPMU-RACP.

## 2. Cluster Level Producer Organisation (CLPO):

To support economic & managerial activities at large scale, federations of MTAs / MTGs / Beneficiaries would be formed at the cluster level, which will be termed as CLPO and duly registered. These would further strengthen & activate the linkages established with external resource agencies for knowledge, credit, input procurement, sale of local produce, carrying on processing activities to the point of exports etc. In these activities, bankability of the activities will be attempted. These CLPOs shall have major role in supervising & co-ordinating marketing & value chain activities in the cluster.

### D. Gram Panchayat (GP) Level - Multi Task Association (MTA):

NGO, in consultation with the PIA will form the Multi Task Associations (MTAs) at Gram Panchayat level by federating Multi Task Groups (MTGs) and Users Groups (UGs) formed at the village level. The MTAs will be a registered body under Society Act & will have its own bye-laws. General Body of MTA shall comprise of all Leaders & Co-Leaders of MTGs & UGs as members. Each MTA, with the support of NGO will have one Community Resource Person (CRP), who will work as office secretary of MTA. MTAs shall be responsible for:

- i. implementation of activities on community/ common /Panchayat land through concerned UGs.
- ii. monitoring the activities on arable lands through MTGs.
- iii. preparing Bye-laws & registration under society act, conducting regular meetings of General Body and Executive Committee to review the progress of activities of MTGs & UGs.
- iv. ensuring engagement of labours, record keeping, ensuring payments to labours & for other works with the help of CRP.
- v. having close liaison with Gram Panchayat/Gram Sabha particularly on community issues.
- vi. allocate usufruct rights to deserving UGs with the help of Gram Panchayat for developing and maintaining the assets to be created on common / community / panchayat lands.

### E. Village Level – Farmer/ beneficiary groups:

The CACP focuses on establishing specific partnership arrangements between farmers' group or producer organizations known as "Multi Task Groups (MTGs)" with agri-business companies as per CACPs. NGO will establish farmers / beneficiary groups around watershed management, agriculture, horticulture, livestock and value chain development. Any household farmer / landless can be a member of each of these thematic group organized around common interests, depending on their participation in different activities.

#### 1. Multi Task Groups (MTGs) for individual activities:

- i. NGO will form **Multi Task Groups (MTGs)** by motivating & involving 15-20 beneficiaries / farmers of the vicinity in the cluster area.
- ii. These MTGs will be responsible **for all types of interventions under RACP** like watershed

development, agriculture, horticulture, livestock development activities and most importantly marketing & value chain activities etc.

- iii. In case of livestock component, separate MTGs will be formed for small ruminants.
- iv. Each member of the MTG will carry out work in their own fields by themselves or through labourers and suitable machines.
- v. These MTGs may carry out credit and thrift activities within the group members to establish cohesiveness & internal strengthening/support.
- vi. The beneficiary of the MTGs should be willing to pay **beneficiaries contribution** in the form of cash/labour/material.
- vii. Separate modalities for functioning of MTGs will be prepared by the PMU.

## **2. Users Groups (UGs) for Common/Panchayat Land activities:**

- i. NGO will form Users Groups (UGs) by motivating & involving beneficiaries with the help of local PRIs, who are directly or indirectly going to accrue benefits from each of interventions carried out on community/common/panchayat land of cluster area.
- ii. Activity wise UGs shall be formed comprising of about 10-15 member. UGs may be formed for Water Harvesting Structures, Anicut & Pasture Land Development activities.
- iii. UGs will be responsible for operation and maintenance of all assets created under the project with the support of MTA/PRIs.
- iv. NGO in consultation with Gram Panchayat shall facilitate resource-use agreements, out of assets created among the UG members based on the principles of equity and sustainability.
- v. NGO to ensure that these agreements between UGs & Gram Panchayat must be worked out through MTA before concerned work is undertaken. It must be regarded as a pre-condition.
- vi. Separate modalities for functioning of UGs will be prepared by the PMU.

## **III. Beneficiary Groups, Community Based Organizations (CBOs) & Community Mobilisation :** NGO will

- a. mobilize the community through Focus Group Meetings etc. & group them into MTGs for individual land based activities.
- b. mobilize the community in consultation with local PRIs in to Users Groups (UGs), who will work on community/ common / panchayat land based activities.
- c. mark the location and area defined by individual MTGs/UGs formed on Khasra map of village and give a name/number to each MTG/UG.
- d. Mobilize & federate MTGs & UGs into MTAs at GP level, which will be a registered body under Society Act.
- e. mobilize& federate MTAs/MTGs/IBs at cluster level into CLPO and facilitate project in preparation of bye-laws of MTAs and CLPOs and assist in registration.

- f. provide regular hand holding support to these CBOs.
- g. facilitate the MTAs and CLPOs to sign a MoU with the project based on the standard format to be developed by the PMU.
- h. support MTAs & CLPOs to become as economically & institutionally sustainable over the project period.
- i. build up capacities of the community to take over the asset management and maintenance task are to be built up and suitable administrative and financial arrangements for their maintenance and further development are to be made.

#### **IV. Information, Education and Communication (IEC):**

This is an important component & would help in creating necessary environment & support for undertaking project activities. IEC would be undertaken by the NGO with the support of DPMU/PIA for Community mobilisation. This would be a continuous process enabling functionaries to enhance their knowledge, skills & develop the correct orientation & perspectives thereby becoming more effective in performing their roles & responsibilities.

This would be achieved through intensive IEC campaign to inculcate the sense of belonging among the community for all project activities. Individually addressed communication through participatory work between project & the local communities is important. To facilitate such communication prepare regular pamphlets/newsletter, other minor publications in an effective manner, Wall Paintings, Display Boards, Focused Group Meetings would be planned. CRP of MTA will write information on the display Board. IEC will create social consensus; necessary to motivate local beneficiaries to join & participate in local level group formation & other collective activities.

##### **A. Specific IEC campaign would address following aspects:**

- a. The availability of water is limited and therefore, should be used efficiently.
- b. Limited water resources are manageable to provide livelihood to community as a whole if they adopts various conservation, production interventions through participatory approach.
- c. It is possible to maintain the present income if the water resources are managed properly by the community who shall allocate the available water resources to different water uses.
- d. Rain Water conservation is essential for sustainable development.
- e. Effectively disseminate the technical inputs i.e. allocation of water for different uses, changes in water levels, water quality & management options, crop diversification suitable for local conditions etc.
- f. Low cost methods for improving on-farm water use efficiency i.e. alternate furrow / paired row irrigation, use of crop residues as mulches for reducing evaporation losses.
- g. Adopt possible mitigating measures i.e. switch over to efficient method of irrigation like drip and sprinkler, low water demand crops etc.

- h. Adopt crop diversification plan to shift from high volume low value crops to low volume high value crops, which require less inputs specially water. This would include adoption of horticulture crops and protected cultivation.

#### **B. PIA & NGO will**

- a. work with the villagers to sensitize them with the project objectives, expected output/ outcomes, process of planning & implementation and also carry out an assessment of preparedness & willingness of the villagers/community.
- b. ensure that community's interest/willingness to participate in implementation of CACP is based on the respond to community problems & meeting the objectives of CACP.
- c. enhance overall capacity & communication skills to CBOs/CRPs & all other local beneficiary on community mobilization, record keeping & documentation.
- d. With the support of project, NGO shall prepare IEC material & strategies which will be widely circulated in the cluster area. Based on the feedback received from the community/ other agencies, NGO will modify the IEC material for achieving the project objectives.
- e. NGO will identify the number & location for Wall Paintings, Slogans and installation of Display Board etc. on watershed management options with the help of community.
- f. NGO will properly document all community mobilization, capacity building, trainings, display, IEC activities through Photography, Videography & will send to PIA/DPMU.
- g. NGO will facilitate & build up capabilities of the community & CRP to collect data/ records from the hydrological monitoring networks & monitor/analyse on regular basis and maintaining proper records.

#### **V. Training and Capacity Building:**

Training is very significant activity towards achieving project development objective under RACP. The project success is heavily depending on successful implementation of trainings under the project. Objective of this activity is to build capacity of farming community, farmer's women, as well as project staff so that Project objective on Watershed, Agriculture, Horticulture, Livestock, Market & Value Chain Sub Component may be achieved. Time bound & regular trainings programs will be required under the project. Detailed training programme for each sector/community will be prepared by NGO/DPMU/PIA. A training manual is being prepared by PMU, which will be referred to as per need.

- a. The various trainings like training of trainers, training of NGO staff, training of PIA as well as district level officials, training of field extension functionaries & training of farmers should be undertaken by the Aravali. Similarly the other programs of market led extension & capacity building like Watershed Management Options, crop water budgeting, application of RS & GIS technology, data management, crop demonstration with field days, demonstrations on organic farming, post-harvest management technology, fodder production should be implemented.

- b. As per the implementation arrangements of the project the technical backstopping of NGO/DPMU/PIA as well as other project staff is the primary responsibility of ARAVALI.
- c. The responsibility of ARAVALI is to organize need based various trainings as well as capacity building programs on community mobilization to NGO/DPMU/PIA as well as selected members of community based groups.
- d. ARAVALI would also execute training need analysis for NGO/DPMU/PIA and other line department staff and members of CBOs so that need based trainings and capacity building programs could be implemented in the cluster.
- e. SAU could organize need based trainings as well as capacity building programs on various aspects of technical innovations to be implemented through adaptive research in cluster to NGO/DPMU as well as selected community based groups.
- f. Training & capacity building programs for farmers & farm women for adoption of knowledge-based crop husbandry & natural resource management/conservation practices for increasing productivity, enhancing diversification to high value-low water requiring crops/practices for reducing water foot print of agriculture, enhancing farmer incomes & improving rural livelihoods.
- g. Training material should be prepared before starting the capacity building program. The aspects of input management like Seeds, Fertilizers, Cultural practices-Sowing schedule / time, seed rate, inter/mono/mixed cropping, cropping sequence, mulching, irrigation, weeding, agri-input dealers, Pesticides -Bio-control agents, botanicals, chemicals etc. would also be included in training/capacity building programs. It should be ensured that more than 80% members of groups & project staff including of line department should be trained in first three years of the project.
- h. The field extension functionaries linked with project activities would be selected to undergo this training which will be structured one to serve the purpose of effective knowledge transfer to the farmers linked with project activities of respective line departments.
- i. Suggestive training institutes are KVKs, State Institute of Agriculture Management (SIAM) & Irrigation Management Training Institute (IMTI).

**A. In consultation with DPMU/PIA, the NGO will:**

- a. assess the cluster specific training & capacity building requirements after detailed training needs assessment (TNA) exercise involving all stakeholders such as communities, PRIs, etc.
- b. subsequent to the TNA, design training courses and prepare training plan as per the training manual for the project period and submit to DPMU.
- c. prepare training modules, identify masters trainers, subject matter resource persons/institutes for various trainings & undertake all field level trainings, arrange batches, workshops & assist the project in capacity building programs for the stakeholders, communities, PRIs etc. as per approved training plan.

- d. identify & train CRPs, who will carry out various activities, including but not limited to, collecting data from the hydrological monitoring system, booking keeping, conducting participatory CWB, assisting the RTC for attending the animal etc.
- e. train & promote the community in adoption of latest technology such as Green Houses, Poly Houses, Drip/Sprinkler irrigation system to increase irrigation efficiency and save water, low cost methods for improving on-farm water use efficiency.
- f. assist in organizing exposure visits/study tours for the stake holders to the places where the community has successfully implemented/in similar programs. A data base should also be prepared for monitoring of impact of this program. NGO will assist the DPMU/PIA in conducting such visits and maintaining the records.
- g. assist in identifying farm plots for demonstrations of agriculture & horticulture crop including adoption support, post-harvest management (PHM) activities using the selection/ identification criteria's given and in consultation with the communities, organizing field days / kisan melas / exhibitions for dissemination of the demonstrated technologies.
- h. assist in identifying widows/divorcee/handicapped, in consultation with the MTGs for taking up goat as a livelihood & provide handholding/technical support to establish enterprise.
- i. assist in identifying farm plots for demonstrations of fodder/fodder tree; silvi pasture development & other animal husbandry practices, this includes among others processing of crop residues, usage of chaff cutters and fodder banks, stall feeding, housing etc.
- j. organise relevant training & CB programme for all the functionaries involved with the help of local officials of line departments, SAUs, KVKs. It will be ensured that a majority of the members of MTGs/UGs/MTAs are given basic training involving skill up gradation, orientation on technical & organizational aspects.
- k. Besides this, training on application of RS & GIS Technology for generating database/Maps for watershed, improved farming practices, new varieties of crops & its adoption, horticulture, high volume low value crops to low volume high value crops, water efficient irrigation, water use techniques, CWB, preparation of crop plan, animal husbandry, market & value chain, asset management/maintenance etc. are included in training calendar/plan.
- l. MTG/UG/all other CBOs/CRP/progress farmers/PRI's would be taken for exposure visits to sites of successful models within/outside state that are relevant to them to update their knowledge.

### **B. Mass awareness Camps:**

The objective of mass awareness camps is to sensitize the farming community about the project so that farmers could understand about the project, its component, activities, implementation arrangement, benefits of the project, key performance indicators etc.

One day mass awareness camps should be organized at village level so that message about the project could reach in every village. IEC material should be prepared for mass awareness camps

like charts, pamphlets, posters etc. & distributed amongst villagers. It is also ensured that the message/material about the project should reach almost more than 50% of farming community. Data base should also be prepared for monitoring of impact of this program.

### **C. Orientation programs:**

The objective of orientation program is to sensitize the beneficiaries, progressive farmers, members of groups, members of PRIs, members of concerning staff working in the area.

One day orientation program should be organized at GP level so that the message about the project could reach in every GP. IEC material should also be prepared for orientation program like Philip charts, pamphlets, posters, video clips of success stories etc. It is also ensured that the message/material about the project should reach almost more than 80% of the community groups and PRIs.

The orientation program should be organized in such a way that all progressive farmers, members of groups, PRIs, members of concerning staff should be cover in three phases. A data base should also be prepared for monitoring of impact of this program.

### **D. Advance training:**

The project would require continuous capacity building of officers of all PMU & DPMUs as well as line departments to carry forward the theme of project in an effective manner. The emphasis of capacity building would remain market-led extension, agribusiness and efficient production & post-harvest management practices of agri-horti commodities. The knowledge generated in this area in foreign countries needs to be studied for replication with necessary modifications in the project. Selected officers and representative farmers drawn from across the project & line departments would be deputed for training outside the country during project period. Officers working in the project would be selected for foreign training. They would be required to work in the project at least for three years after returning from training.

### **E. Exposure visits:**

- a) The objective of exposure visits is to realize the farming community, PRIs, community groups, project staff etc. about the impact of the activities proposed in the project. The Exposure visits for Animators, Supervisors farming community, PRIs, community groups, project staff etc. within the state and outside the state should be organized in the project so that they could explore their knowledge as well as experiences about the technical and social innovations. Exposure visits of successful work/project including Animal Husbandry projects in State as well as National level should be organized in such a way that members of community based groups, PRIs, project staff are covered in three phases. A data base should also be prepared for monitoring of impact of this program.
- b) Groups of 20 Goat farmers will travel for 3 or more days to visit goat market & production model in CSWRI (Tonk) / CIRG, Agra other suitable areas or research/university farms which will be organized with in state and outside the state.

**F. Farmer's Fair:**

- a) Farmer's fair should also be organized at cluster or Panchayat Samiti Level to demonstrate the existing technology on yearly basis for benefit of project farmers as well as the farmers from the other areas. This farmer's fair may be organized with the co-sponsorship of other department or private partnership.
- b) The provision of expenditure on accommodation, food, training material, stationery, honorarium of trainers, field visits shall be followed as per the Training Manual.

## Chapter-2

### Agriculture Subcomponent: Activities and Programmes

Component 1: Climate Resilient Agriculture

Component 2: Markets and Value Chains

Component 3: Farmer Organization and Capacity Building

Component 4: Project Management, Monitoring and Learning

The objective of this sub-component is to increase agriculture and water productivity of selected field's crops, improve water use efficiency, promote shift to low water requiring crops and reduce water foot print of agriculture in the project clusters. On-farm Integrated Crop Management (ICM) demonstrations will be the core project intervention under this sub-component, and the main vehicle for the dissemination of improved technologies to the farmers.

Demonstrations serve as an effective instrument for rapid dissemination of technology. The effectiveness of demonstration would increase with organization of field day around the demonstration. The demonstrations to be organized under this project would be composite demonstrations, demonstrating complete technology package of production.

Adoption rate of demonstration's technologies will be recorded in the years following the year in which demonstrations are organized. The adoption rates (number of farmers adopting demonstrated technologies, area on which, the technologies are adopted and farm level yield gains achieved by the farmers) will be monitored in the following years. This is essential for evaluating the productivity/quality gains achieved by the farmers as a result of demonstrations and trainings.

1. The activities of Agriculture subcomponent has been covered under all four components of the RACP i.e. Climate Resilient Agriculture, Market and value chains, Farmer Organisation and capacity building and Project Management, M&E, Learning.
2. All the Agriculture related activities will be implemented by the concerned DD Ag ZP (DEO/ AO in CAD area and DPM in Mokhampura cluster) with a close touch with PIU and PMU as per approved Annual Action Plan (AAP) prepared for the year. The activities in Mokhampura cluster will be implemented by the concerned DPM.
3. DD Ag/ District Unit (DU) mentioned in this OG do indicate the DPM Mokhampura cluster / DEO/ AO in the concerned clusters where DD Ag is not designated to implement the same.

4. The AD Ag (Ext.) of the concerned cluster and the concerned subordinate staff will proactively coordinate the DD Ag. (Ext.) ZP for execution/ implementation of the programme.
5. The district unit should carry the activities with the help of grass root level staff of department/ PRIs/ existing farmers organisation in case if the NGO has not initiated the work and the formation MTG/ Farmers organisation has not completed in the particular cluster in the restructured stage.
6. The DD Ag. (Ext.) ZP (DEO/ AO in CAD area, DPM in Mokhampura cluster) will be responsible for procurement and payments. He will be the DDO for Agriculture related activities of RACP.
7. The documents along with the application form required to submit by the beneficiary farmer are: land ownership document, source of irrigation, declaration (willingness for the given activity, utilization of resources assisted by the project to serve the objective and ready to give farmers share) and Agreement.
8. The component/ item wise indicative break up of quantities/ unit cost have been mentioned for activities. There is a flexibility to reshuffle the amount from one item to other on actual and logical basis, say for example, if actual cost of seed is less than the indicative cost for a particular crop/ variety than the balance amount may be used for other inputs.
9. The application mode for the programmes may be opted online/ offline as per the prevailing pattern of departmental guidelines in the similar cases. Disposal of eligible application may be done on first come first serve basis. In case of higher number of eligible application than the targets, disposal may be done by lottery system in offline application cases.
10. The district unit may provide the deadlines dates for inviting the beneficiaries applications with due publicity to ascertain the timely disposal. The primary beneficiary should smallholder farmers. Due importance should be provided to SCP, TSP and woman farmers.
11. The programme/ activities will be implemented in the field after issuance of administrative sanction/ work order.
12. The payments should be made through online banking/ RTGS to the concerned.
13. The details of farmer's contribution will be maintained as per Annexure-10 by the concerned DDO and the same will be monitored by PMU.
14. The hiring of consultants, technical and honorarium should conform to the FD directions, if any.

### **Component 1: Climate Resilient Agriculture**

This component will support climate-resilient approaches that allows for the sustainable use of the natural resource base through agricultural and livestock production systems aiming to increase long term productivity and farm incomes in an environment marked by increased climate and, in particular, rainfall variability. Agrarian households in rural Rajasthan face tremendous challenges even with the

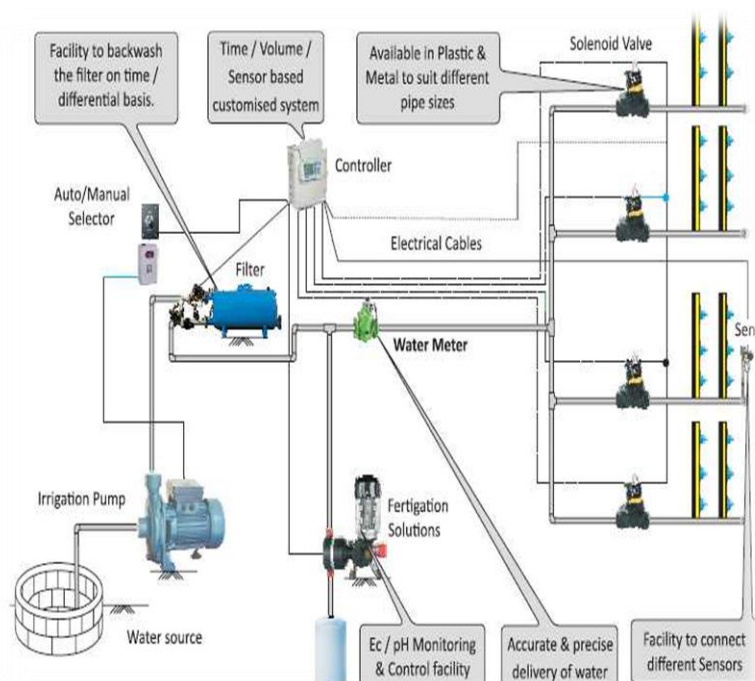
existing levels of climate variability, let alone those that may come with future changes in climate. This is often referred to as an „adaptation deficit“. Thus the package of options in this component is based on a strategy that is robust under any future climate scenario and focuses on ways of overcoming this existing adaptation deficit as a necessary step towards longer term climate resilience. More specifically, this component will support measures that improve: (a) harvest, capture, collection, delivery and distribution of water for agriculture and livestock purposes in surface water irrigated canal command areas, ground water sources and rainfed areas; (b) on-farm water use efficiency; (c) soil moisture and fertility improvements; (d) sustainable intensification and diversification of farm production; and (e) integrated crop and livestock farming systems.

### **Sub Component 1A: Improved Water Use Efficiency (MI based technology)**

This will be taken up under three different water scenarios, i.e., (i) irrigated command areas under surface water (canal) irrigation, (ii) areas under groundwater irrigation and (iii) rainfed areas. Appropriate to the above three different water scenarios, the project would support various institutional, physical and modern water management practices with a view to promote sustainable water use available for agriculture, and improved water use efficiency. Typically, project would support: (i) in irrigated canal command areas the fostering and capacity building of water users organizations, irrigation system rehabilitation and modernization including installation of measuring devices, and improved water management practices; (ii) in ground water irrigation areas formation and capacity building of village and aquifer level community organizations, construction of rain gauge stations, construction of recharge structures and piezometers, and installation of water meters; and (iii) in watershed areas formation and capacity building of village and watershed level community organizations, installation of runoff recorders, sediment samplers, automatic rain gauges, construction of drop spill ways, anicuts, waste water weirs and vegetative barriers. Across all three water resource scenarios the project will also support promotion of **on-farm water use efficiency measures, including construction of diggies and farm ponds (as appropriate) and drip and sprinkler irrigation**, benchmarking and water auditing, and complimentary agriculture support services. Matching grant financing will be provided for the development plans proposed, developed and implemented by the respective farmer groups which in turn will be responsible for mobilizing their contribution either in cash or in-kind or both.

### 1A-1 Micro Irrigation (Drip irrigation System), Automation and fertigation based technology for field crops

Micro irrigation along with automation and fertigation is getting popularity in horticultural crops but still the same needs to be percolated in wide spaced agricultural crops like cotton, castor, sugarcane, groundnut, maize etc. It has been planned to lay this technology by promotional support at the selected beneficiaries to demonstrate the effect of the technology and further replication. This will effectively improve the productivity and quality along with the water and labour saving. The package of technology along with the inputs required for first crop will be provided with an assistance of 75 percent to the beneficiaries. Drip automation will be the optional/ need based item and it will be installed on the



willing of the beneficiary. The district unit will ensure the coordination of MI supplier and the Automation supplier (in case, they are separate entity) to make compatible commissioning and avoid duplication of the components. The details of the estimated cost is-

<b>Indicative nit Cost for Drip, Automation and fertigation based technology demonstrations for field Crops like Cotton, Castor, Groundnut and Maize</b>					
S.No.	Component	Unit	Cost		
			Nos.	Rate	Amount
1	Field preparation	Ha.	1	5000	5000
2	Manuring	Ha.	1	7000	7000
	Ridge making	Ha.	1	3000	3000
3	Seed	Ha.	1	5000	5000
4	Intercultural operations	Ha.	1	5000	5000
5	Water Soluble fertilisers	Ha.	1	35000	35000
6	PP chemicals, fertilisers, bio products and growth regulators	Ha.	1	10000	10000
	<b>Sub Total</b>				<b>70000</b>
8	Drip system of irrigation with automation	Ha.	1	150000	150000
	<b>G. Total</b>				<b>220000</b>

### Implementation Process:

1. Identification of the potential crop/ crops in the particular clusters which needs to be demonstrated for adaption of Micro Irrigation (MI) technology by the district officials.
2. Get applications from the willing farmers through wide publicity/ information.
3. Selection of the willing innovative farmers on certain criteria by DD Ag involving the concerned AD Ag, NGO and local stakeholders. He should not be the old beneficiary of more than 1 ha drip in any subsidy scheme of government. The criteria may be the progressive farmer, early adapter, willing to pay farmers' share, facilitate the project officials to demonstrate the technology at his field, able to explain the technology to the visiting farmers etc. The details of criteria for selection have been mentioned in activity "1Ba-2 Demonstrations on production technologies for value chain crops to bridge gap".
4. Identification of demonstration and control plot by the field coordinators, Agriculture supervisors and AAOs well in advance to the ensuing season.
5. Distribution of the inputs by the field staff.
6. Administrative sanction to be issued in favour of the selected eligible farmers.
7. Beneficiary share: the cultural practices and manuring made by the beneficiary will be treated as farmers share and to be adjusted against other inputs. The beneficiary share (25%) against the Micro Irrigation System is to be made by the beneficiary directly to the concerned supply firm after issuance of the administrative sanction.
8. The supplier will make the technical design of individual field and install the system accordingly. The indicative list of material is enclosed at (Annexure7-8)
9. Laying down the technology demonstrations in the presence of the field staff, field coordinators or the NGO.
10. The size of technical demonstration would be 1.0 ha.
11. Recording all the details of the demonstration and control plot in prescribed format.
12. Organise field days on the selected sites to show the demonstration effect.
13. The DD Ag will maintain the details of all the demonstrations.

### Payments:

1. Inputs- adjusting cultural practices and manuring as farmers share all other inputs may be provided to the farmer and the payment of input may be made directly to supplier (RSSC, Cooperative societies etc).
2. The payment to the fertigation firm will be made after distribution of ferti kit to the beneficiary.
3. Rest 75% will be made to MI firm after commissioning the system and its verification by AAO/AO/AD/DD.

**Procurement:**

1. The field preparation, manuring, ridge making and intercultural operations will be performed by the beneficiary as beneficiary share in close guidance of the project officials.
2. The inputs will be procured by the concerned DD Ag ZP through RSSC (seed) and cooperative societies (fertilizer and PP chemicals) as specified in RACP procurement manual.
3. Procurement of Micro Irrigation equipments, automation and water soluble fertilizers will be done as per the specified procedure provided by PMU.

**1A-2 Micro Irrigation (Mini Sprinkler) based technology for field crops-**

Micro Irrigation based demonstrations for close space field crops like Soybean, Moong, Guar, Wheat, Gram, Mustard, Seed spices etc has been proposed to improve the productivity per unit of water along with reduction in the production cost. The details of the estimated cost is-

<b>Unit Cost Calculation for MI based technology demonstrations for field crops like Soybean, Moong, Guar, Wheat, Gram, Mustard and Seed spices</b>					
S.No.	Component	Unit	Cost		
			Nos.	Rate	Amount
1	Field preparartion	Ha.	1	5000	5000
2	Manuring	Ha.	1	7000	7000
3	Sowing	Ha.	1	3000	3000
4	Seed	Ha.	1	5000	5000
5	Interculture operations	Ha.	1	5000	5000
6	Fertilizes and soil amendments	Lumpsum	1	10000	10000
7	PP chemicals, Bioproducts and growth regulators	Lumpsum	1	10000	10000
	<b>Sub Total</b>				<b>45000</b>
8	Mini/ micro sprinkler system of irrigation with automation	Ha.	1	100000	100000
	<b>G. Total</b>				<b>145000</b>

Implementation process, procurement and payments will be made in line of drip technology activity (1A-1).

**1A-3 Water Harvesting/ Storage Structures (Diggies) in Command Area-**

The Diggies are water storage structures with various storage capacities in the canal command areas with the aim to store the water of canal rotation (Bari) and to use the stored water through efficient irrigation methods during the off rotation and critical crop stages of irrigation for the field crops. These structures will be constructed in the RACP clusters by the beneficiaries. This activity implementation process will be as:

**A. Eligibility criteria:**

1. The farmers who have the land title as per revenue record in Palaitha (Baran), Phoolasar Distributary (Bikaner), Gudha (Bundi), Orai Bassi (Chittorgarh), Kheruwala Distributary (Jaislamer), Zakhm (Pratapgarh) & Z-Distributary (Sri-Ganganagar) clusters of RACP project.
2. The applicant should possess at least 0.5 ha arable command area.
3. The farmer should raise at least one crop annually in his field.
4. The main canal and the distribution system of canal should be in operational condition.
5. If the farmer has already got assistance in past for *diggi* in any government scheme in the same field, he will not be eligible but he will be eligible if he has got such assistance in another field with separate canal *bari*.

**B. Application and disposal procedure:**

1. **Wide publicity** of the scheme will be made by the district unit through grass root level staff/ farmers' organisation/ NGO/ PRI or other tool of mass communication.
2. The women, SF/MF, SC and ST farmers of the cluster should be highly motivated to get benefit of the activity.
3. The farmer will submit the application (as per Annexure 3) along with the required **documents** (viz. photo, copy of land title/ latest *jamabandi*/ passbook, irrigation *bari*, trace map of field along with the location of proposed *diggi*, document/ self certificate of installed Micro irrigation facility or intend to install the same, bill of the plastic sheet purchased etc.) to the concerned district unit (directly or through AS/ AAO/ NGO). The field staff and NGO are supposed to select the potential farmers and get prepare the applications for the same.
4. **Registration** of the applications will be maintained at cluster/ district office and the receipt of the application will be provided to the farmer on the same day.
5. The disposal criteria for the applications should "first come first serve" basis. The district unit is free to evolve any different methodology for the disposal as per local condition with due approval of the DLIC.
6. The concerned district unit will issue the **administrative sanction** (Annexure-4) for the eligible and feasible cases after due verification of the documents/ status.
7. It should be ensured that the administrative sanction has not been issued against the cases of illegal land/ place (viz. government/ pasture/ johad land or canal/ watercourse/ road/ way etc.). The same should also be verified at the time of physical verification.
8. The concerned beneficiary farmer will **construct** the *diggi* according to the specifications and administrative sanction. He will inform the district unit for inspection during construction and for physical verification after completion.

9. The beneficiary is obliged to install the micro irrigation equipments for the efficient use of the stored water by his/ her own resources or any assistance scheme. He/ she should be given priority in micro irrigation technology demonstrations of the project.
10. The beneficiary is free to construct the diggi either **own resources** or through **bank loan**. The district unit should proactively facilitate for the loan cases.
11. The district unit should facilitate the farmer with any convergence possible with existing programmes like MGNREGA.
12. The district unit will ensure regular inspections and technical back up during construction especially through concerned Agriculture Supervisor/ Assistant Agriculture Officer.
13. The **physical verification** after completion will be done proactively to disburse the payment to the beneficiary at the earliest. At the time of physical verification, a photograph of structure along with sign board and beneficiary will be taken and will be maintained in the file.
14. Physical verification will be made by AO/ ARO or above cadre officials within 15 days of the completion of work.
15. **Financial sanction** will be issued for the eligible complete and physical verified cases by the competent authority. The concerned district officers will issue such sanctions in case of the financial powers delegated to them otherwise such sanctions will be issued by the PIU/PMU on the recommendation of the district unit.
16. **Payment** will be done to the beneficiary in his/her bank account through NEFT/ RTGS/ DD.

### C. Technical Parameters

1. The pukki diggi construction means earthwork as per prescribed dimensions, proper compaction, proper lining and it should be constructed by cement/ grit/ brick/ stone concrete/ sand/ plastic sheet. Quality plastic sheet of M.L.C.L.U.V. or L.D.P.E. needs to be used by the farmer in case of constructed (pukki) diggi. The width of cement/ grit/ brick/ stone concrete/ sand should at least be 3 inch.
2. Plastic lining means earthwork as per prescribed dimensions, proper compaction and proper lining of plastic. The lining material should either ISI marked LDPE 500 micron or 250 GSM MLCLUV.
3. It should be ensured that there should be no any chance of leakage otherwise the case will not be eligible for subsidy.
4. Looking to the safety issue, it is mandatory to construct a well plastered wall with a height of 2 ft around the diggi along with mesh wire/ barbed wire fencing or complete wall of at least 4 ft. Provision of downstairs is also a must.
5. The indicative size, capacity and cost of the diggi has been mentioned in assistance table.
6. It should be ensured that the canal water may be stored in the diggi conveniently.

7. The structure may be constructed below the ground level or 50 percent below ground level and 50 percent above looking to local geographical conditions and the requirement of the beneficiary.
8. A 2x3 ft sign board will be made on the wall with following information after completion of the construction:

<b>Rjasthan Agricultural Competitiveness Project</b>	
<b>Diggi Construction: Year 201...-1...</b>	
1.	Beneficiary farmer Sh..... S/o Sh..... Village.....P. Samiti.....District..... Telephone/ Mobile Contact.....
2.	Name of physical verification officer Sh..... Post..... Telephone/ Mobile Contact.....
3.	Sanctioned amount Rs. ....

9. After completion and verification, the beneficiary farmer will liable for the repair and maintenance of the diggi.

#### **D. Assistance pattern:**

The assistance of 50 percent of the unit cost with maximum limit of Rs. 3.00 lac (whichever is lower) will be provided to the beneficiary farmers on construction of at least 4 lac litre capacity plastic lined or pukki diggi. The indicative cost and assistance for different size/ capacity doggies will be as follows:

Sr. No	Storage Capacity (lac ltr.)	Size (Length/ Width/ Depth in ft.)	Pucci constructed diggi (Cement/ Brick/ Stone Concrete/ Sand)		Plastic lined (Kachchi) diggi (ISI Marked 250 GSM MLCLUV sheet/ 500 micron LDPE sheet)	
			Indicative cost (Rs. Lac)	Assistance (lac Rs.)	Indicative cost (Rs. Lac)	Assistance (lac Rs.)
1.	4	55 X 55 X 10 25 X 25	3.50	0.88	1.72	0.43
2.	8	70 X 70 X 10 40 X 40	4.74	1.19	2.28	0.57
3.	12	82 X 82 X 10 52 X 52	6.03	1.51	2.86	0.71
4.	16	92 X 92 X 10 62 X 62	7.45	1.86	3.50	0.88
5.	20	100 X 100 X 10 70 X 70	8.36	2.09	3.88	0.97
6.	25	110 X 110 X 10 80 X 80	9.78	2.45	4.52	1.13
7.	30	120 X 120 X 10 90 X 90	11.03	2.75	5.05	1.26
8.	35	130 X 130 X 10 100 X 100	12.36	3.00	5.59	1.40
9.	55	155 X 155 X 10 125 X 125	-	-	7.89	1.97

Note:

1. The capacity/ size are indicative and suggestive. The beneficiary may be allowed to change the length, width and depth of the diggi according to the technical and site specific requirement. The storage capacity should be measured 25 cm below the bottom of wall.
2. The assistance level 50 percent or Rs. 3.00 lac also includes the provision of pump set, if procured. If the assistance level is less than Rs. 3.00 lac, a provision of 50 percent with the upper limit of Rs. 10,000 may be provided to the farmer for purchase of new pump set in the limit of maximum assistance level.

### **Sub Component 1B: Technology Transfer and market led advisory services**

The focus of this sub-component will be on improving **on-farm water use efficiency** in the clusters representing three water scenarios by **promoting the demonstration and adoption of land and water management and crop husbandry practices which improve agricultural productivity, profitability and sustainability while reducing water footprint of agriculture**. The project will finance (a) the demonstration and adaptation of location-specific soil and water conservation practices, including soil carbon sequestration practices with a view to possibly mobilize carbon payments; and (b) the demonstration and use of improved crop varieties, integrated pest and nutrition management, as well as appropriate water management and other agronomic practices. Options towards public-private partnerships in agricultural service delivery will be explored.

#### **1Ba: Promoting adoption and documentation of improved technologies**

This is the major activity where need based demonstrations to bridge the gap, improve productivity, to promote the efficient use of irrigation water, to enhance farm income, promote mechanisation and for the sustainability of agriculture have been proposed in all the clusters. Field days, exposure visits, stakeholders' orientation and capacity building supportive activities have also proposed for the effective adaption of the technologies. The details of the activity wise operational guidelines under this component are as-

##### **1Ba-1 Soil testing-**

The DD Ag would ensure soil testing and distribution of soil health cards to all the farmers of multi task groups of the cluster with convergence to the regular programme of the department. DD Ag should also ensure that this work should be completed within first year with the support of NGO. District unit will train Multi Task Groups regarding process of taking soil samples from the field.

Soil testing for the demonstrations be made as:

1. Collection of soil samples from the identified demonstration/ control plots by the field coordinator/ AS/ AAO/ NGO well in advance.
2. Submission of the samples in concerned laboratories to get tested at the earliest.
3. Soil testing will be done through district level soil testing laboratories of Agriculture Department and these soil samples shall be analyzed for micronutrients also.
4. Test reports to be communicated to the concerned technical officials and beneficiaries.
5. Inputs to be provided for demonstrations as per package of practice of concerned zone but apply need based fertilizer in demonstration if deviation in test report is significant.
6. Soil testing charges will be paid as per the guidelines of the Agriculture Department.
7. Maximum limit of soil analysis and distribution of soil health card is INR 150 per sample under the project

### **1Ba-2 Demonstrations on production technologies for value chain crops to bridge gap-**

Integrated crop management (ICM) demonstrations will be the core of project interventions and the main vehicle for the dissemination of improved technologies to the farmers. The ICM demonstrations will include the complete package of practices for a particular crop from land preparation to harvesting of the crop (including use of seed of improved high yielding varieties/hybrids, seed treatment, soil test based application of fertilizers (including use of organic manures, bio-fertilizers like Azotobacter, Rhizobium, PSB)) and micronutrients, weed control, integrated pest management (including use of bio-pesticides, and bio-rational pesticides), efficient methods of on-farm water management, use of mulches, carrying out all cultural practices at the optimum stage of crop, etc.). Special effort will be made to include low cost methods for improving on-farm water use efficiency such as alternate furrow irrigation, paired row irrigation, use of crop residues as mulches for reducing evaporation loss, etc. as an integral part of ICM demonstrations. Majority of the demonstrations will be on the value chain crops with a focus on popularizing high payoff interventions and reducing water foot print of the crop. Demonstrations will also be conducted on other crops which are grown in a cropping sequence with the value chain crop with the objective of improving water use efficiency, diversification to low water requiring, high value and other crops, reducing water foot print, etc. Another set of demonstrations will be on promoting resource conservation technologies, and for popularizing climate smart agricultural practices. These demonstrations will need to be integrated with the on-farm water conservation structures developed under water sub-component of the project. Detailed guidelines for organizing on-farm agriculture demonstrations are as below:

<b>Estimated unit Cost for demonstrations for field value chain crops</b>					
S.No.	Component	Unit	Cost		
			Nos.	Rate	Amount
1	Field preparation, sowing, manuring and interculture operations	Ha.	1	2500	2500
2	Soil testing	No.	1	150	150
3	Seed	Ha.	1	1350	1350
4	Fertilizers and soil amendments	Ha.	1	3000	3000
5	PP chemicals, Bioproducts and growth regulators	Ha.	1	3000	3000
<b>G. Total</b>					<b>10000</b>

- DD Ag shall be responsible to organize On-Farm Crop Demonstrations with the help of field functionaries, NGO and Multi Task Groups and other stakeholders on farmer's field in the cluster area.
- The well-defined interventions will be demonstrated through these demonstrations.
- Full package of practices will be demonstrated for a particular crop from land preparation to harvesting of the crop (including use of seed of improved high yielding varieties/hybrids), seed treatment, soil test based application of fertilizers (including use of organic manures, bio-fertilizers like Azotobacter, Rhizobium, Phosphorus Solubilizing bacteria and micronutrients), weed control etc. against farmers practice as a control plot.
- DD Ag shall ensure inclusion of low cost methods for improving on-farm water use efficiency such as alternate furrow irrigation, paired row irrigation, use of crop residues as mulches for reducing evaporation loss, etc. as an integral part of ICM demonstrations.
- DD Ag shall mainly focus on crop diversification from high water requiring low value crops to low water requiring high value crops.
- DD Ag shall focus on the present constraints and solutions of those constraints specially in respect of increase in seed replacement rate, use of high yielding variety of crops, improvement in on farm water use efficiency, conservation of soil moisture and application of soil fertilizers, based on soil test analysis, incorporation of organic residues after composting & development of integrated crop & livestock farming system.
- The focus would be on using varieties that are less sensitive over changes in climate and moisture stress. Various other aspects like Post-harvest management strategy would receive due attention while organizing crop demonstrations in the cluster.
- DU shall ensure coordination with Agriculture and other line departments to get success.
- DD Ag shall be responsible to decide total number of demonstration to be laid out in a village with the help of MTGs. Although total number of demonstrations per village would be varied

village to village depending on area of the village under the crops and number of farmers available in the village.

10. On Farm Demonstration shall be organized/laid out on the field of members of MTGs.
11. The demonstrations to be laid out would not be scattered but, these would be in a composite blocks and contiguous farms within the MTG. MTG will select one third farmers in first year, one third in second year and one third farmer will be selected in third year who are members of this group for On Farm Demonstrations.
12. The size of the demonstration should be 0.4 ha area and each demonstration should have a control plot. The size may be increased to the tune of 1.0 ha looking to local need and effective results. As a special case, demonstration size of 0.2 ha may be allowed in Banswara district looking to the size of holdings. Only one demonstration would be given per farmer.
13. The Crop Demonstrations would be organized during first three years and need based inputs would be given from the project.
14. The critical inputs i.e. seeds, fertilizers, insecticides, micronutrients etc. will be given to farmers free of cost in the demonstration in the limit of unit cost. The cultural practice and manuring by the beneficiary should be treated as 25% beneficiary share. If cost increases above the unit cost, the excess cost will be borne by the beneficiary.
15. Although the maximum cost of the inputs of demonstration is subject to revision of cost of critical inputs and prevailing rate in the area. The area of the each demonstration plot shall be 0.4/ 1.0 ha and the estimated cost of the inputs will be Rs.4000/ 10000/- (on actual basis).The provision will be same for organizing all types of demonstrations.
16. The farmer will submit his application for on farm crop demonstration in a prescribed format as given in Annex 3.

**Selection of Farmers:**

1. He should be a member of Multi Task Group of his area or willing to be member if MTG not formed.
2. He shall be ready to follow the instructions provided by the experts in a timely and complete manner.
3. He should be capable of and must agree to disseminate the demonstrated technologies to fellow farmers in the village and the adjoining villages.
4. He must provide labour for carrying out all operations from preparation of land, implementation of complete package of practices (sowing, fertilizer application, water management, pest and weed management, etc.) up to harvesting of the crop in a timely manner.
5. He must agree to use all the inputs provided by the project (like seed, fertilizer, IPM, etc.) for the demonstration plot only, and shall neither sell these nor divert their use on their other land.

6. In case of self-pollinated crop demonstrations, he should agree to sell/exchange the seed produced from the demonstration plot to other farmers in the village/adjoining villages on the terms decided by the project staff/ service provider and community. This may include the prevalent rate in the village plus small additional amount (say 20%) in view of the good quality of the variety.
7. He should agree to grow a small control plot by following the general farmer practice in the area for showing comparison of results with the improved package of practices followed in the demonstration plot.
8. The farmers should be selected in such way that the project benefits should not go only to a few farmers.
9. He should have more than 0.4 ha of land for organizing the demonstration which meets the following site selection criteria:
  - The plots selected for the demonstration should preferably be on along the road side and should be easily accessible. This is necessary for organizing trainings and field days at the demonstration site as well as for showing the benefits to the farmers who pass by the demonstration site.
  - The soil type of the plots should be representative of the area as far as possible.
  - The plots should have access to irrigation facilities created through project interventions
  - The land should be in the head, middle and tail end area of the irrigation channel in minor of cluster selected under surface irrigation.
10. He should be willing to work in a group to increase the income.
11. He should be interested in value chain development and crop diversification towards low water requiring crop and plantation/horticulture high pay off crops.
12. He should be willing to adopt water saving techniques and devices and ready to contribute his required share.
13. He should have his own land in revenue record.
14. Out of the total beneficiaries at least 25% of the beneficiaries would be women in the selected cluster.
15. He undertakes preparation of soil sample for analysis and agrees to apply fertilizer on soil test based recommendations.
16. The project staff would guide the MTG in ensuring that the above criteria are followed while selecting the farmers for organizing the demonstrations. The wider village community should be informed about the names of the farmers selected for organizing the demonstrations, and it should be done at least two months before the sowing time so that there is adequate time to complete the preparatory work, including the completion of soil test report.

**Implementation:**

1. The value chain crop should be identified at departmental and district unit level for the particular cluster in consultation with PMU
2. Identification of technological gap in the particular clusters which needs to be demonstrated.
3. Procurement of the inputs by DD Ag as per the procurement guidelines (except the inputs which will be procured by the beneficiary eg. FYM etc.).
4. Identification of demonstration and control plot by the field coordinators, Agriculture supervisors and AAOs well in advance to the ensuing season.
5. Distribution of the inputs by the field staff.
6. The inputs for the demonstrated crops should be provided as per the Package of Practice (POP) of the concerned Agro-climatic zone. In case of significant variation of nutritional status is observed in the soil testing report, the amendments may be done accordingly
7. Laying down the field demonstrations in the presence of the field staff, field coordinators or the NGO.
8. Recording all the details of the demonstration and control plot in prescribed format.
9. Organise field days on the selected sites to show the demonstration effect.
10. The inputs to the tune of of Rs. 7500/- (75 % of Rs. 10000/-) per ha will be provided to the beneficiary. Rest inputs will be arranged by the beneficiary at their own cost.
11. The district unit will maintain the details of all the demonstrations.

**1Ba-3. Demonstrations on farm mechanisation and PHM technologies-**

The objective of these demonstrations will be on promoting farm mechanization and Post Harvest Management. Mechanisation is the effective tool to reduce the production cost, increase the efficiency of farm and reduction in chemical weedicides. Medium category power operated/ self propelled machines for field preparation, hoeing, weeding, planting, sowing, spraying, grading, harvesting etc operations is included to encourage by assistance. PHM activities like farm level drying; cleaning, grading and post harvest management of the harvested produce has also been included. It will also include provision of low cost plastic sheets for protection against damage by rain and water. The concerned district unit will submit the proposals of implements under mechanization and PHM activities for the concerned cluster to the PIU/ PMU and accordingly procurement arrangement process will be provided by PMU.

1. Identification of the potential implements for mechanisation in the particular clusters which needs to be demonstrated.
2. Self-propelled weeder, tiller, harvester, sprayer etc. may be provided in mechanisation demonstrations.

3. Selection of the farmers on by DD Ag involving the cluster staff, NGO/ local stakeholders and get applications on the lines of the selection criteria mentioned in field demonstrations.
4. Issuance of administrative sanction by concerned DD Ag.
5. Procurement of the inputs as per specified procedure by PMU.
6. Beneficiary share of 25% will be collected by the concerned firm after issuance of administrative sanction.
7. Supply of the implements/ machinery by the firm in the presence of the field staff.
8. Organise field days on the selected implement/ machinery operation to show the demonstration effect.
9. The maximum estimated cost of Rs. 1.00 lac has been kept for the implement/ mechanisation technology per beneficiary. The amount to the tune of 75 % of the unit cost will be provided to the beneficiary. Rest excess expenses, if any, will be arranged by the beneficiary at their own cost. Any implement/ machinery costing less/ more than Rs. 1.00 lac may be selected but the assistance will be provided to the tune of 75% of actual cost or Rs. 75000/- whichever is lower.
10. The assistance of 75% will be made to farmer/ firm after commissioning the system and its verification by district unit.
11. The DD Ag will maintain the details of all the demonstrations.

#### 1Ba-4. Demonstrations on forage/ fodder-

There is limited scope/ range of prevailing varieties of fodder in POP. The programme planned to be implemented through outsourcing the agencies specified in fodder seed production. The range of fodder crops/ varieties which still could not be included in POP/ release may also be considered in the programme to foster the demand of fodder and new introduction. All inputs may be provided for these demonstrations and a part of the demonstration plot may be used for seed production of the same to ensure the seed availability of fodder crops/ varieties in the cluster. Training component may also be included in such demonstrations.

<b>Indicative Unit Cost for Demonstrations on forage/ fodder</b>					
S.No.	Component	Unit	Cost		
			Nos	Rate	Amount
1	Field preparation, sowing, manuring and intercultural operations	Ha.	1	2500	2500
2	Soil testing	No.	1	150	150
3	Seed	Ha.	1	1350	1350
4	Fertilizes and soil amendmets	Ha.	1	3000	3000
5	PP chemicals, Bio products and growth regulators	Ha.	1	3000	3000
	Sub Total				10000
Additional/ Optional items					
6	Training and technical support	No.	1	1000	
7	Incentive for seed production	Ha.	0.25	2000	
8	Machinery/ implement	No.	1	7000	
<b>G. Total</b>					<b>10000</b>

**Implementation:**

1. Identification of the fodder crop in the particular clusters which needs to be demonstrated.
2. Two procedures may be followed for these demonstrations:
  - A) As specified in **1Ba-2** Demonstrations on production technologies for value chain crops,
  - or B) Outsourcing of seed production firm to supply the seeds, training and technical support.
3. The implementation procedure will be same as 1Ba-2 for option A).
4. For option B), outsourcing of firm would be done to supply the fodder seeds, technical training and ensuring the guaranteed production level. In this case the cost of seed and training cost will be paid to the concerned firm after successful work completion.
5. The farmer needs to be encouraged for fodder seed production, at least in 0.25 ha. Maximum incentive of Rs. 2000/- would be provided on successful seed production and commitment of supply to the farmers of the cluster directly or through FCSC/ farmers organisation.
6. If the farmer purchase a sprinkler set of 1 ha for irrigation to fodder or chaff cutter or other such machinery/ implement, an incentive to the tune of 75% of the cost or Rs. 7000/- whichever is less will be provided.
7. The unit cost of Rs. 10,000 per ha demonstration has been kept (instead of Rs. 20,000), hence, the activities proposed at point No.. 4 to 6 (training, seed production and implements) may be done from any saving from the unit cost or additional proposals may be sent to the PIU/PMU.
8. Size of demonstration will be in the range of 0.1 to 1.0 ha.

**1Ba-5. Promotion to seed production and adoption support-**

**Seed Production:** Special attention will be paid to technology empowerment of the farming community for production of quality seed of high yielding varieties of self pollinated crops by organizing seed production demonstrations, including grading, packaging and certification and this program will be facilitated by NGO though Multi Task Groups. Seed production activity should be interlinked with FPO/ FCSC activity. Focus needs to be improving the SRR of the particular cluster. Tie-up also needs to be made with certification and production agencies.

**Implementation:**

1. Selection of potential crop and farmer for seed production in the cluster on the lines of field demonstrations specified earlier. Farmers shall be selected by the Multi Task Group who are agreed to take seed production program under the project, out of its members with the help of NGO.
2. DD Ag shall be responsible to execute seed production program in a cluster and will prepare the program in view of the present seed replacement rate (SRR) to ensure required SRR in major crops in the cluster.
3. Administrative sanction by the DD Ag in favour of eligible selected beneficiary.

4. The beneficiary is supposed to adopt the entire package for all the inputs and practices.
5. Each seed producer will be registered with the Rajasthan State Seed Certification Agency (RSSCA) as well as the Rajasthan State Seed Corporation (RSSC) for ensuring seed production program.
6. The breeder / foundation / certified seed shall be made available to the farmers from the concerned University/ RSSC / NSC / Private Seed Producers / Companies.
7. The source of seed for the multiplication should be specified by the concerned DD Ag. Guidance regarding the certifying procedure should also be provided to the farmer.
8. DPMU shall be responsible to co-ordinate the program and a seed bank shall be established with the support of MTG. DPMU shall be responsible to take indent of certified seed from the MTG members and compile with the support of MTG. As per the need all needy farmers shall purchase seed from this seed bank on cost basis. Looking to the seed requirement if excess seed is available with the farmer then farmer is free to sell certified seed to RSSC or to any farmer out of the MTG area or village or cluster.
9. The provision of promotional amount of Rs. 10,000/- per beneficiary has been kept for seed production in 2 ha unit.
10. Reimbursement of 40% promotional amount to the beneficiary after successful sowing of the crop. The purchase of seed from authentic source and the inputs may be verified at this stage. The payment of seed component, certification charges etc. may be directly made to concerned agency by the district unit.
11. Successful seed production by the farmer makes him eligible for rest 60% promotional amount. Although, his first priority should be to sale the quality seed to the farmers of cluster through producers/ farmers organisation or FCSC or directly so that SRR and the production levels may improve in the area.

**Adoption Support:** Quality seed of high yielding crop varieties is a critical input for increasing productivity. It also acts as a catalyst for the adoption of other improved crop husbandry practices. In view of the importance of seed in increasing crop productivity and the low seed replacement rates in the selected micro-clusters, adoption support in terms of 50% cost of seed (for sowing one acre of crop) will be provided to the farmers in the selected villages provided they give an undertaking to adopt the package of practices demonstrated for the value chain crop in the ICM demonstrations organized in that village in the preceding year. This will also help in tacking adoption rates of the demonstrated improved technologies by the farmers.

Implementation:

1. Adoption support will be given to other farmers to ensure the adoption of demonstrated technologies by large number of farmers. The objective of the demonstrations is achieved only if

large numbers of farmers in the cluster villages adopt the critical demonstrated technologies on their fields in the following years.

2. District Unit will be responsible to encourage the farmers to achieve adoption of the demonstrated interventions. It may achieve by organizing meetings in the village before the sowing season of the crop in the following year(s). Technical guidance and support will be provided to enable the farmers to acquire the required inputs. Linkages should also be established with the line department/ agencies, for achieving large scale adoption. Based on the response, an enhanced target for the subsequent years may be fixed.
3. 50% cost of the quality seed of high yielding crop varieties will be given to farmers as an adoption support for sowing 0.4-1.0 ha of crop & 50% cost to be borne by the farmers.
4. Crop Demonstrations during 1st year shall be provided with 75% project grant/support, followed by adoption support to same farmers with 50% seed cost during 2nd and 3rd year of project (remaining 50% will be farmer share).
5. The farmer will submit his application for adoption support in a prescribed format as given in Annex 3.

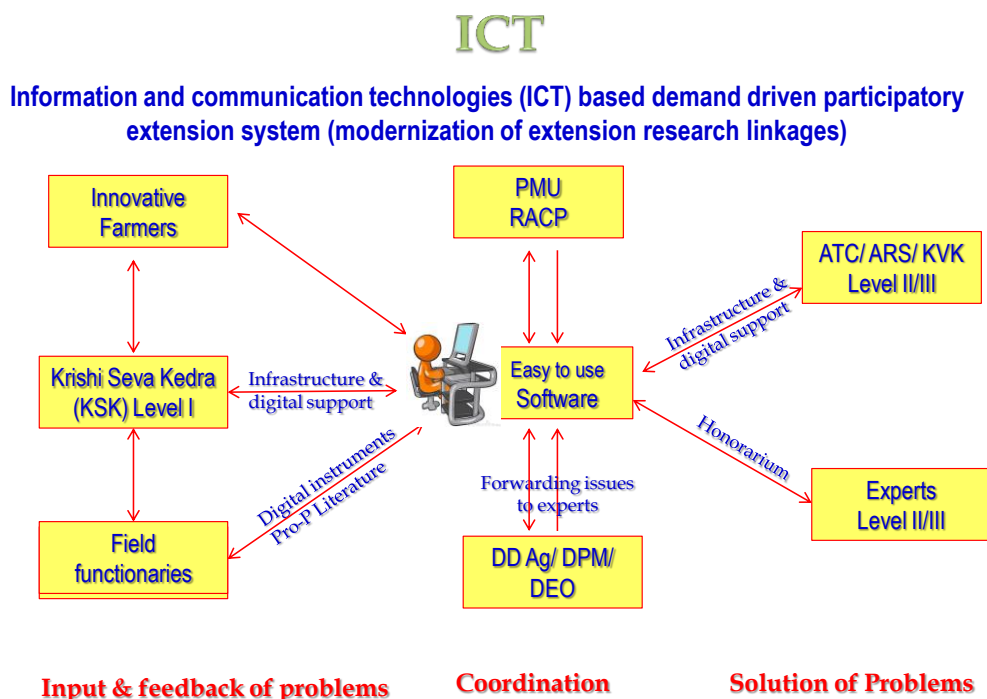
#### **1Ba-6 Mobility and TA (Travelling Allowance) to project staff and other operational cost-**

1. Exclusive mobility support has to be provided to implementation agencies (IA) of concern line department for smooth implementation of RACP programme. So a separate vehicle as per the Finance Department/ PMU directions would be provided to each IA of line department as and when required basis.
2. The payments will be made by DD Ag as per actual visits/ work for the project and verified by the competent official.
3. Other operational costs will also be met, as and when required, for the success of the project.

#### **1Bb: Information and communication technologies (ICT) based demand driven participatory extension system (modernization of extension research linkages)**

This activity pertains to creation of model information infrastructure at cluster level to support the beneficiaries for all the agricultural related problems along with the marketing support. The theme is to revitalize the existing extension system compatible with the modern techniques and farmers friendly software to support the farmers and grass root level staff on pilot basis. The KSK (Krishi Sewa Kendra) at cluster level will be act as the problem solution/ technical back up and information centre, strengthened with IT and interlinked with the team of experts through software. Efforts will be made for real time problem solution through IT enabled system. The KSK will also be strengthened with the literature, especially, related to potential threats led/ Pro-P based to support the grass root level staff for the precise identification and solution of major crop threats. The provision of technical

back up from the experts at higher level has also been kept. Formation of a core team at project level to visualise and implementation monitoring of the ICT activities will be the axis of this activity. The operational guidelines for the sub activities are as follows-



### 1Bb-1. KSK (Krishi Sewa Kendra) strengthening as model in project area-to serve as I level –

There is a provision of Kisan Sewa Kendra (KSK) among 2-3 Gram Panchayats in existing agriculture extension system of the state. It is felt that the KSK strengthening with modern information system is must to fulfil the need of the beneficiary. Hence, 2 to 3 KSK in each cluster have been proposed to be developed as modal KSK with modern infrastructure to serve as level I solution for the beneficiary.

1. The strategic selection of KSKs as per action plan by the department for the success ICT work as the innovative activity. Selection would be made by the DD ag / DPMU with consultation to the cluster AD and all stakeholders.
2. The committee of DD Ag, DPM and AD Ag will finalise the estimates for minor repairs/ rehabilitation works with the help of technical person at district level.
3. Work may be accomplished by DD Ag through local shopping.
4. Machines and furniture will be procured by DD Ag/ PMU (as specified) and supplied to the concerned KSK.
5. Model set of literature and supporting material (as prescribed) will be procured by the DD Ag. Provision of literature and recurring expenses component be made every year.

6. Recurring expenses for KSK will be utilised by DD/ DPMU as per the requirement.
7. Prescribed funds will be utilised by different agencies as-

S. No.	Details	Unit cost Rs. lac	Responsible agency
1	Rehabilitation/ minor repairs/ paint-colours	1.00	DD Ag
2	Machines: Computer, Integrated electronic device for projections, AV aids, net facilities, electric backup facility	0.80	DD Ag/ PMU
3	Furniture and fixtures	0.40	DD Ag
4	Soft &/ hard copies of literature, Posters, Exhibits, Display boards etc.	0.10	DD Ag
5	Recurring expenses per year	0.20	DD Ag
<b>Total</b>		<b>2.50</b>	

The unit cost is indicative. The district unit may reshuffle the amount of items as per need of particular case.

#### **1Bb-2. ATC/ KVK/ ARS/ other institute strengthening to serve as II/ III level –**

Each KSK needs to be back up technically with the group of experts. It has been proposed that the existing Adaptive Trial Centre (ATC)/ Krishi Vigyan Kendra (KVK)/ Agriculture Research Station (ARS)/ Agriculture Research Sub Station (ARSS)/ ICAR institute of the concerned district will be strengthen to support the model KSK.

1. Selection of strategic ATC/ KVK/ ARS/ ARSS for the cluster by the AD/DD/ DPMU/ PIU with consultation to the stakeholders and PMU.
2. Preferably the ATC may be selected as II/ III level centre for ICT activity. KVK, ARS, ARSS, Central Govt./ ICAR institutes may also be selected in lieu of ATC provided they intends to work with the project and seems to provide better services than ATC.
3. The selected centre supposed to provide day to day technical backup to the KSKs. The experts of the centre will provide solution of the problem online or onsite and the provision of honorarium for each solution have been kept. The centre will also maintain the literature and display of important technologies (demonstration, model, display board etc.). The farmers, farmer groups and grass root staff of cluster will visit the centre as and when required.
4. The committee of DD Ag, DPM, In-charge of concerned centre and AD Ag will finalise the estimates for minor repairs/ rehabilitation works with the help of technical person at district level.
5. Work may be accomplished by DD Ag through local shopping.
6. Machines and furniture will be procured by DD/PMU and supplied to the concerned institute.
7. Model set of literature and supporting material (as prescribed) will be procured by the DD Ag in consultation of in-charge of the centre.

8. Recurring expenses for the centre will be utilised through Incharge of centre/ DD Ag as per the requirement.
9. The designated centre (DC) may use the funds of S. No. 4 & 5 in mobility/ hiring taxi, POL, net charges, electricity charges, repair and maintenance of computer and accessories, stationary etc.
10. Prescribed funds will be utilised by different agencies as-

S. No.	Details	Unit	Unit cost	Responsible agency
1	Machines: Computer with accessories along with net facilities	Nos	0.40	DD Ag/ PMU
2	Minor repairs/ modifications/ rehabilitation	Nos	0.40	DD Ag
3	Soft &/ hard copies of literature	Nos	0.10	DD Ag/ DC
4	Misc expenses	Nos	0.10	DD Ag/ DC
5	Recurring expenses per year	Nos		DD Ag/ DC
<b>Sub Total</b>			<b>1.00</b>	

The unit cost is indicative. The district unit may reshuffle the amount of items as per need of particular case.

### **1Bb-3 Honorarium to the II/ III level experts for solution of the problems and facilitate field visits –**

ICT core team will assemble quarterly to review and monitor the progress of the activity. Expert at level I will be AS, AAO, AO, ARO and AD of concerned area. Expert panel for field problem solution at the level II and III will be finalised at PMU level. The will be provided excess to the software where field problems in the form of text/ photo/ video will be uploaded by the farmer or KSK (which could not be solved at KSK level). The same may got analysed by the panelled expert and online solution of the problem will be communicated. For each solution the honorarium will be provided to concerned expert. There should not be any repetition of problem/ solution. In some complex cases field visit may also be made. The main discipline of the experts will be Agronomy, Horticulture, Plant Breeding, Entomology, Plant Pathology, Nematology, Soil Science, Prop-P, Fertigation, Irrigation, Agribusiness, Post-Harvest Management etc.

1. The farmers' problems if it is complex in nature need to be referred by concerned KSK through DD Ag to the identified experts of II/ III level.
2. The purpose to rout the problem through the DD Ag is that simple type problem may be solved at departmental level only. The DD Ag should reply or forward the problem on the same day otherwise it will be treated as the forwarded problem on next day (to check unnecessary delay).

3. The experts for II/ III level may be identified at PMU level. List of local experts should be forwarded by the concerned DD Ag and DPM
4. In case of diagnostic team, the prescribed honorarium may be given to each expert.
5. Honorarium rate for experts will be-
  - A. General solution communicated through software per query (Level I) 200.00
  - B. General solution communicated through software per query (L. II/III) 500.00
  - C. Solution through field visit communicated to software per query- 1000.00
  - D. ICT Core team members, review/ monitoring/ suggestion meeting 1000.00
6. Mobility/ taxi charges as per actual will be reimbursed to the concerned expert for the visit.
7. The expert will inform the concern DD Ag before the ensuing visit and also enter in software.
8. All the payments will be made through DD Ag/ PMU.
9. A provision of Rs 1.00 lac per year per cluster has been kept for honorarium to the experts and the supportive field visits.

#### **1Bb-4 Digital instruments to field coordinator/ staff –**

It has been proposed that some kit of digital instruments viz smart phone/ tablet, EC/ pH meter, digital/infrared thermometer/ hygrometer, GPS, digital camera, soil sample kit etc to the field coordinator, technical experts/ AS/ AAO/ STA/ AO/ AD may be provided for the quick diagnosis of the problem. A set of some of these instruments will be provided according to the need of the particular cluster. These instruments will also serve to be in loop of the software interface. A sum of Rs. 0.50 lac has been kept as estimated cost of the kit/ instruments.

1. A set of instrument (viz smart phone/ EC/ pH meter/ GPS/ digital camera/ soil sample kit etc to field the coordinator, technical experts/ AS/ AAO/ STA may be provided for the quick diagnosis of the problem) required to the particular cluster will be decided by PMU with consultation with the PIU/ DD Ag.
2. The instruments will be procured by the DD Ag/PMU and supplied to the concerned officials.
3. The concerned user will be in the loop of the software through these instruments and also share the information.
4. A sum of Rs. 0.50 lac has been kept as estimated cost of the kit/ instruments.

#### **1Bb-5 Potential threats led/ Pro-P based literature for crop crisis management on cluster specific crops-**

It is proved fact that each crop has some specific/ potential problems/ threats which are able to reduce the yield substantially. The Production with Protection (Pro-P) technique evolved by the departmental experts Dr. Prakash Kumar and Mr. Rajendra Singh provides a methodology to transfer and utilize high level diagnosis and treatment expertise to grass root level by prescribing a written treatment to

the farmer on the base of ‘diagnosis and recommendation photo sheets’ prepared with the help of key subject experts. These prescriptions will promote the use of scientifically recommended biological pest control methods with specific and safe pesticides to control the identified problem. This technique has initiated on pilot basis in Kota Division during 2014-15. The ‘diagnosis and recommendation photo sheets’ will support and synergize the level I experts for the quick solution of field problems. These photo sheets will develop a professional way of prescription in departmental officials and discourage the practice of misleading prescription by some dealers/ sales persons. This literature is proposed to be made available to each cluster for major potential crops.

1. The Production with Protection (Pro-P) technique provides a methodology to transfer and utilize high level diagnosis and treatment expertise to village level by prescribing a written treatment to the farmer on the base of ‘diagnosis and recommendation photo sheets’ prepared with the help of key subject experts.
2. Pro-P literature will also contain potential threats for small ruminants along with the potential threats of crops for concerned Agro-climatic zones.
3. A set of 2-3 potential crops will be identified by the PMU consultation with PIU/ DD/DPMU.
4. The literature will be procured by the PIU/PMU and supplied to the concerned DD/ DPMU.
5. A sum of Rs. 0.50 lac has been kept for each cluster for this activity.

#### **1Bb-6 Software development to facilitate the problem solution at the I/II/III level and user interface-**

Comprehensive software will be developed to facilitate the beneficiaries and the expert to put the problems and solutions in a very simplified manner. The software will connect KSK, level I, level II, level III, selected beneficiaries, other stakeholders and PMU. The problem related to crops, production, plant protection, PHM, marketing etc will be uploaded at the level of KSK/ cluster in the form of text or photo or video. The online solution will be provided by level I/ II/ III expert in most simplified way. The solution will be available/ accessible at KSK computer for the beneficiary. It will also be tried to communicate through some applications like WhatsApp on the smart phone of grass root level officials and selected beneficiaries. The PMU will able to monitor the activity through the software itself. A provision of Rs. 20 lac has been kept for this activity. The software will also contain a set of technical information related to Agriculture sector.

## **Component 2: Market and value chains**

The objective of this component is to enable farmers to engage in profitable market oriented production, that is sustainable, and to promote partnerships and market linkages with other value chain participants and agribusinesses. The component will help producer groups, agro enterprises, and

commodity associations, to actively engage in the development of commodity value chains by partially financing demand-driven investment proposals to producer organization through a matching grant. This will be done by further organizing members of water user groups and developing their capacity and skills for input and output marketing. It is expected that aggregation will bring economies of scale in procurement of inputs and marketing of agricultural produce, thus enabling wider access to markets. These producer organizations will be an important vehicle for promoting market-oriented production in their geographical jurisdiction and can act as centers for technology dissemination and input/output marketing. Project will develop (a) value chains aiming to establish longer term partnerships and market linkages between farmer groups and agribusiness enterprises, facilitated through an Agri-Business Promotion Facility (ABPF); and (b) alternate market channels.

### **Sub Component 2A: Agribusiness Promotion Facility**

The competitiveness of small-holder farmers and agribusinesses will be promoted by facilitating the development and establishment of demand-driven value chains through a participatory approach. An Agri-Business Promotion Facility (ABPF), established under the project, will facilitate (i) the roll out of these participative value chains identification and stakeholder consultation; (ii) promote investments in agribusiness, foster backward and forward linkages in the value chains for agricultural products, facilitate access to finance by agribusiness entrepreneurs, and promote positive policy change; (iii) facilitate the implementation of Rajasthan's Agribusiness Policy; and (iv) mobilize national and state grants.

### **Subcomponent 2B: Market Infrastructure and Agribusiness Support**

This sub-component will finance demand-based sub-projects proposed by farmer groups, and producer organizations to build strategic linkages amongst the value chain participants with a view to increase competitiveness, productivity, quality and market access. Market Infrastructure support will be provided to support farmer groups with matching grant investments in rural market infrastructure and for productive infrastructure such as storage facilities, grading and sorting equipment, collection centres, etc. Agribusiness support will provide producer organizations with matching grant directed towards improving marketing activities (such as product aggregation, cleaning, grading, packaging) and will co-finance investment proposals from producer organizations and producer groups established under the project which are actively seeking to expand their operations. Proposals that qualify for matching grants will have one or more of the following general characteristics: (i) provide clear linkage through formal contracts between farmer groups/ producer organizations and agribusiness/value chain participants; and (ii) have some public good character that benefits many participants in a value chain.

## 2A Commodity focused Farmer Common Service Centre (FCSC)

Commodity focused Farmer Common Service Centre (FCSC) has been proposed in each cluster to fetch the common need of the community. Several activities looking to the local demand of cluster, viz creation of input outlet, soil sample collection centre, Seed processing, solar service centre, rural haat, grading, cleaning, waxing, packing, storage, cold storage, implement-equipment hiring centre etc. have been proposed. Each cluster will develop a single activity or the combination according to the demand. The Farmers Producer Organization (FPO) centre is also proposed in the same premises. The activity has been divided in infrastructure creation and promotional as-

2A.1 FCSC for Input arrangements/ PHT/ Agro services along with FPO centre in the cluster

2A.2 Operational support for FCSC

Implementation:

1. The sub activity/ies (viz creation of input outlet, soil sample collection centre, Seed processing, solar service centre, rural haat, grading, cleaning, waxing, packing, storage, cold storage, implement-equipment hiring centre etc.) for FCSC will be finalized with consultation to all local stake holders.
2. The ABPF agency (if working) will assist the district unit for the need based key activity, infrastructure and precise running of the centre.
3. Model design for the infrastructural facility will be submitted by DD Ag and will be approved/ finalized by the PMU.
4. The DD Ag will issue administrative sanction in favour of the concerned farmers' producer group/ organization (FPO) to develop the facility at their own land or rented land.
5. The farmers group will develop the facility according to the approved design and administrative sanction.
6. The FPO will develop the infrastructure as per administrative sanction (Community procurement).
7. The plant and machinery will be procured by the concerned DD Ag/ PMU and will be installed/ commissioned in the premises.
8. The beneficiary share and additional expenditure (if any) will be borne by the concerned farmers group.
9. Final payment will be made after verification of the facility by a team of 3 officers from DD Ag/ DPMU.
10. The centre will be run by the Managing Committee or a committee specifically nominated by FPO for the purpose according to the guidelines of the project.
11. **Operational support** will be provided for initial 4 years to FCSC. The operational support will broadly be in terms of meeting direct cost, maintenance etc.
12. Payment terms:

Activity	S. No.	Details	Unit cost	Assistance (%)	Payments
2A.1	1	Infrastructure creation	10.00	75	1. 20% Advance 2. 30% on material procurement 3. 50% after final verification
	2	Machinery and equipments	9.00	75	1. 25% Advance as farmers share 2. 35% on material procurement 3. 40% after commissioning
	3	Misc expenses	1.00	75	1. As per administrative sanction
	<b>Sub total</b>		<b>20.00</b>	<b>75</b>	
2A.2	1	Operational support for FCSC for initial 4 years	5.00	100	1. Rs. 1.25 lac per year or to be administered in project period proportionate to the project cost
<b>G. Total</b>			<b>25.00</b>		

- A. The payments for infrastructure development will be made in 3 instalments as specified and 25% farmers' contribution will be deducted in each running bill.
- B. The FPO will arrange the 25% farmers share for machinery and make available to designated supplier as advance.
- C. If project cost is less than the unit cost, the assistance will be computed accordingly but if project cost increases the excess cost will be borne by the FPO.

### 3. Component 3: Farmer Organization and Capacity Building

This component will support (a) mobilization and establishment of farmer groups and organizations, (b) capacity building for participatory planning and plan implementation of collective actions; and (c) strengthening of institutions and human resources associated with the project implementation (i.e. participating line department and other relevant agencies). Community based organizations (CBO) will be organized around the three themes of the RACP - water resource management, agriculture practices, and value chain development.

#### Capacity Building

Capacity building component is to be implemented on the cost norms of the RACP training manual but on the norms of ATMA and training institutes till RACP manual finalisation. The cluster specific activities and the action plan in the limit of provisions should be prepared and proposed by concerned district unit to PIU/ PMU. These programmes should run year round basis.

(For details please refer Part- V Training and Capacity Building from Chapter: Introduction)

#### 3. Field days, exposure visits, orientation, capacity building-

- 1. Field days-** For dissemination of the improved technologies demonstrated in the ICM demonstrations to large number of farmers, field days will be organized in the villages in

which these demonstrations are organized. The field days will be organized near the harvesting or critical stage of the crop so that the farmers are able to see the differences between the prevalent farmer practice and the improved package of practices for a particular crop. Selection of fields/ beneficiaries will be made by concerned AD/DD/ DPMU through field coordinators, field staff and NGOs (if functional). Organise field days by the field staff, NGO and district coordinator with experts. PMU will approve the plan for field days. Payment of actual expenses to the farmers and experts will be made by DD Ag.

1. DD Ag shall be responsible to organize a field day at the site of demonstrations for showing the benefits of adopting the improved technologies to the farmers. This shall be done at a proper stage where the impact of critical interventions is most visible between demonstration plot and the control plot.
2. The various distinct stages of the crop may be vegetative growth, flowering and pre harvesting etc. The stages shall be decided by the DD Ag.
3. The date of the field day shall be decided well in advance and this shall be given wide publicity in the village and adjoining villages.
4. DU would ensure participation of large number of farmers and concerned staff of Agriculture and Horticulture departments.
5. During the Field day the famers shall be shown the control and demonstration plots and encouraged to discuss the likely benefits from the demonstrated technologies. A training session shall be organized by the project staff/service provider to educate the farmers about what has been done in the demonstration plot which is different from the practice normally followed by them; when was it done, how and why; what are the likely benefits; etc. Relevant brochures and hand-outs should also be distributed to the farmers on the field day. Special attention shall be given to educate the farmers about the critical inputs, operations and practices which they should follow to obtain highest productivity levels.
6. In addition to short lectures covering specific aspects, famers shall be given free time to ask questions so that it becomes more of an interactive and question answer session rather than a lecture by an expert.
7. DU should ask the farmers if they would like to adopt the demonstrated technologies on their farm in the next crop season and tell them, where from they can obtain various inputs like seed, fertilizer, plant protection and weed control materials, how they should carry out all the operations at the optimum stage of the crop, wherefrom they should obtain technical guidance, what are the difficulties they are likely to face in procuring the required inputs and adopting the improved practices, and how these can be addressed.
8. The date of crop cutting, which will take place sometime after the Field day, should be announced at the field day. The farmers shall be invited to come on that day so that they

can actually see the increase in productivity as a result of adoption of improved technologies demonstrated in the plot. At each demonstration site a Field day will be organized at a critical stage near crop maturity so that the impact of adoption of improved practices vis-à-vis farmer practices, are visible.

9. Two field days would be organized in a village and about 50 farmers will participate in each. The field day cost would include the expenditure on refreshments, stationery for 50 persons including mobility (vehicle arrangement), honorarium to guest speakers, miscellaneous expenditure etc.
  
2. **Exposure visits-** Exposure visits for farmers will be organized within the state and outside the state so that the farmers are able to see the successful production, post harvest handling and marketing innovations developed at different places. Selection of the proposed locations to be visited/ beneficiaries by AD/ DD/DPMU, proposal to be sent and get approved by PIU/ PMU. Payment of actual expenses to the facilitator/ farmers/ experts.
  
3. **Farmer Training:** These will cover training and capacity building programs for farmers and farm women for adoption of knowledge-based crop husbandry and natural resource management/conservation practices for increasing productivity, enhancing diversification to high value and low water requiring crops/practices for reducing water foot print of agriculture, enhancing farmer incomes and improving rural livelihoods.
  
4. **Training of Service Provider Staff:** These will cover training for program implementing staff about the project design, implementation arrangements, technical areas of crop production, post-harvest management and related aspects.
  
5. **Orientation/ capacity building training-** Selection of the beneficiary/ staff by AD/DD/ DPMU, ARAVALI, NGO etc. Organise training with experts, payment of actual expenses should be made to the farmers/ staff/ experts.
  
6. **Documentation of success stories:** The success stories on specific issues may be documented in the form of text, photographs with text of small films/ movies. The proposals for the same may be sent to the PIU/ PMU.

## 4. Component 4: Project Management, M&E, Learning

This component will undertake project management, provide for robust monitoring and evaluation (M&E) systems with a view of potentially scaling up approaches deemed successful under this operation across the state; as well as aim to build synergies and convergence with ongoing schemes from the Government of Rajasthan (GoR) and the Government of India (GoI) such as Rashtriya Krishi Vikas Yojana (RKVY), the Mahatma Gandhi National Rural Employment Guarantee Scheme (MNREGS), etc. Development and pilot testing of production risk management tools in crop and livestock sectors will be supported under this component, in partnership with insurance companies and banks. Lastly, the project will undertake to disseminate information and lessons learned both to policy makers and the community at larger through regular workshops but also as input to farmer advice.

### 4.1 Expenses at District Unit/ DPMU

#### 4.1.1 Office Strengthening DPMU

Provision of Rs 3.00 lac per year has been kept per cluster. This amount will be utilized for the office strengthening of DD Ag as well as DPM. In specific cases, the amount may also be utilized for cluster AD office. The allocation for different offices may be decided at DLIC. Procurement of computer and accessories required for project activities, minor repairs/ modification and recurring expenses may be incurred in this activity.

#### 4.1.2 Coordinators and Personnel

Coordinators and other personnel will be arranged by PMU as per requirement or the district unit will be allowed on case to case basis.

#### 4.1.3 Project documentation

Documents related to CACP, success stories and other such technical reports will be covered under this activity.

### 4.2 Project Implementation Unit (PIU)

#### 4.2.1 Office Strengthening PIU

Provision of Rs 2.00 lac per year has been kept for PIU. This amount will be utilized for the office strengthening for procurement of computer and accessories required for project activities, minor repairs/ modification and recurring expenses may be incurred in this activity.

#### 4.2.2 Coordinators and personnel

Coordinators and other personnel will be arranged by PMU as per requirement or the PIU will be allowed on case to case basis.

## 5.00 General Implementation and Monitoring issues

### 5.01 Procurement of Seed and Inputs

Assessment of requirement of crop inputs and other items as per the detailed agriculture development plan would be done in time so that timely supply of inputs and other items for the activities/ demonstration may be ensured. Procurement for the proposed goods & services would be carried out in accordance with the Procurement and Finance Management Chapter of these guidelines. Following steps have to be ensured:

- 1 All off-farm inputs (like seed, fertilizer, manure, IPM kit and chemicals) should be procured well in advance & delivered at demonstration site about two weeks before the sowing time.
- 2 If the demonstration involves any implements/equipments including mulching sheets etc required for other Agriculture interventions should be procured and installed well in advance so that sowing of the crops/ intervention are not delayed due to delay in delivery or completion of these works.
- 3 The procurement of inputs for agricultural crop demonstrations would be done at DD Ag level and local shopping method would be followed if inputs are available in their jurisdiction as per the World Bank guidelines. DU can also procure inputs out of his jurisdiction after seeking permission from PMU.
- 4 Regarding procurement of inputs, refer Chapter 4 Procurement.
- 5 All the bills raised and submitted by supplier (in case of local shopping and NCB) and raised by supplier and submitted by farmers (in case of Framework contract process of procurement) will be verified by concerned expert of DD Ag/ DPMU before releasing the payment or sending it to PMU for payment.
- 6 Assessment of requirement of crop inputs will be done in time so that timely supply of inputs for the demonstration may be ensured.

### 5.02 Maintenance of Records

Following records and registers will be maintained at MTG level with the support of NGO (Register's Formats)

- i. Category wise list of Farmers in Cluster
- ii. Demonstration Register
- iii. Adoption Support Register
- iv. Farmers Training register
- vi. Input Register (As per stock register)

### 5.03 Supervision of the Works

- 1 The supervision of works is necessary to ensure technical standards and quality assurance of the demonstrations and other activities to be implemented under this sub component.
- 2 DU will supervise day to day execution of works executed by MTG with the support of NGO and ensure that the activities are executed as per approved plan and project norms.
- 3 PMU will also ensure the quality of works being executed in the cluster as per norms issued under the project from time to time.
- 4 PIU as well as local field functionaries of the line department would also supervise the works executed in the cluster time to time and suggestions for better implementation of the program shall be sent to PMU as well as DPMU.
- 5 MTG will maintain the record with the support of NGO at each site.

### 5.04 Work Completion Certificate

As referred in Chapter 3 (J).

### 5.05 Evaluating success of demonstrations

The success of a demonstration shall be assessed at two levels – one in terms of how well the demonstration was organized to cover all the above steps along with the level of gain in productivity in the demonstration plot vis-à-vis farmer practice in the area; and second in terms of adoption rates of the demonstrated technologies by the farmers in the project villages during the years following the year in which the demonstration was organized and the gains in productivity achieved by the farmers on their fields.

For measuring the adoption rates in the following years, the following three parameters should be monitored:

- **Number of farmers coming forward for adopting new technologies:** For adoption, the farmers will be provided critical input like quality seed etc. It is likely that most of the farmers may not adopt all the practices due to various constraints. Efforts shall be made to facilitate adoption of critical practices which will result in substantial gains in productivity.
- Area over which the new technologies have been adopted
- Gains in productivity achieved by the farmers

The focus of the demonstrations should be on maximizing these three parameters. Obviously the gains in productivity levels achieved by the adopter farmers in most cases will be lower than those achieved in the on-farm demonstration plot, but these are an excellent indicator of the real success of on-farm demonstration because these benefits will accrue to large number of farmers (and will not be confined only to the direct beneficiary who received input support from the project) in the project area. These benefits will also be sustainable because the farmers will continue to use these improved practices.

**Check List of On Farm Demonstrations**

The check list should be completed and duly signed by all concerned and kept for record (10 percent of total demonstration on each crop and for all demonstrations if less than 20).

**5.06 Concurrent Monitoring and Evaluation**

The sub-component would require rigorous internal monitoring and concurrent evaluation for which the monitoring and evaluation specialist of PMU will develop the impact evaluation formats. Under the overall guidance and supervision of M&E specialist M&E Agency will carry out impact assessment of demonstrations on sample checking basis. Out of the total demonstrations 10% and 5% demonstrations randomly selected will be evaluated by M&E Agency. Out of these the M&E specialist of PMU will sample check 1% of the demonstrations to verify the proper impact assessment by the field Officers. The impact assessment reports will include the adoption rate of technology by the farmers.

## Chapter-3

### Finance Management

- A. Memorandum of Understanding (MoU):** MTAs will sign a MoU with the project based on the standard format to be developed by the Project Management Unit (PMU).
- B. Grant Agreement:** Every Individual Beneficiaries and MTAs receiving project funds have to sign a grant agreement with the concerned PMU/PIU/PIA. Grant agreement will be maintained by the PIAs.
- C. Annual Action Plan (AAP):** The PIA with the help of NGO will prepare AAP based on approved Cluster Agricultural Competitiveness Plan (CACP) for all the activities to be taken up during the Financial year and will submit the cluster level AAP to PIU/PMU latest by 31<sup>st</sup> December of preceding year for approval. Expenditure actually incurred (not the advances or releases) at the community level and Individual Beneficiaries as per the Grant Agreement and approved AAP (as per Project guidelines & documents) will only be considered as eligible expenditure for Bank financing. Grant to be provided by the project as well as contribution to be provided by the beneficiaries shall be detailed clearly in AAP.
- D. Funds Flow:** PMU will allocate the funds to different PIUs and PIU will further transfer to the respective PIAs who have been declared as drawing and disbursing officers (DDOs) for the RACP funds utilization. Allocation will be done as per demand or specified procedure of the PMU or based on projection of expenditure on quarterly basis and within overall approved annual action plan. PMU will ensure that audit of PIU/PIA level accounts is concluded satisfactorily (i.e. it is not inordinately delayed due to omission of the PIU/PIA) and compliance to audit observations is made by the PIU/PIA timely and satisfactorily.
- PIAs/ DD Ag will release due payments / funds through electronic transfers through treasury to MTAs/ FPO, Individual Beneficiaries (IBs) and suppliers on the basis of approved AAP. No cash payments will be made. Mobilisation advance up to a maximum of 20% of the activity costs may be provided to the MTAs as per Grant Agreement and the subsequent releases will be made based on the actual expenditure after adjustment of advance. Release of funds to MTAs/IBs by the PIAs shall be made as per review by the PIA through a checklist (**Annexure 10.1 given in Finance Management Manual**) that will include review of adequacy of arrangements for book keeping and preparing financial reports and fulfilling of all conditions mentioned in Grant agreement/CACP/AAP. PIAs will also ensure that audit of MTAs accounts is concluded satisfactorily (i.e. it is not inordinately delayed due to omission of the MTAs) and compliance to audit observations is made by the MTAs timely and satisfactorily.

- E. Banking:** In the case of MTAs, a separate dedicated project bank account will be opened with a nationalized bank or advised by Project operated under dual signature system. This Bank account will be operated as per guidelines of RACP issued from time to time. The signatories required to the Bank account are of Chairperson and Secretary of MTA. All project funds and other earned money will be deposited/ paid in this bank account and payments related to project transactions will be made from this account. MTAs will not be allowed to withdraw funds unless accounts of previous withdrawal(s) are approved by Executive Committee-MTAs. In case of IBs, all project funds will be deposited/paid in the bank account of IB. Beneficiary Contribution will be adjusted against the releases of funds to be made to the IB. Disbursement of project funds to MTAs shall not be made if bank accounts are not reconciled. A copy of bank reconciliation statement will be submitted to the PIA along with Financial Report.
- All single withdrawal up to Rs 50,000/- will be made with the joint signature of Chairperson and CRP cum Secretary of respective MTA.
- All single withdrawal above Rs. 50,000/- will be made with the joint signature of Chairperson and CRP cum Secretary of respective MTA with the prior permission of the PIA.
- CRP cum Secretary of MTA shall be responsible for maintaining all the books of accounts/ records which will be open for inspection by NGO/DPMU/PMU/Auditors.
- F. Advances: No advance payment will be given to Individual Beneficiaries.** However, project will release an initial advance of 20% of the agreed activity cost of the work to be done by MTAs & will be paid through online fund transfers by PIAs in the name of respective MTAs through a checklist (**Annexure 10.1 given in Finance Management Manual**). These advances shall be adjusted in first 2-3 trenches from subsequent bills. Work shall commence within 7 days of release of advance.
- G. Beneficiary Contribution:** There will a beneficiary contribution of 25% for most of the individual Agricultural activities. Beneficiary contribution shall be adjusted in the form of cash or equivalent value of labour or material. In case of promotional techniques as Micro Irrigation equipments, implements, Fertigation, inputs etc. the farmer/ beneficiary may directly pay to the designated supplier firm as per the Operational Guidelines.
- Secretary of MTA shall maintain the record of farmer's contribution towards project costs as per directions given by PIA/PIU/PMU. The information will be collected by the PIA but not accounted for as a project transaction. However, while releasing funds, PIA shall ensure that the IBs have raised Beneficiary Contribution as per the applicable Operational Guidelines and AAP. Beneficiary Contribution will be subject to audit by the project auditors. The Interim Unaudited Financial Reports (IUFR) will also provide the amount of Beneficiary Contribution adjusted/ collected.
- H. Procurement:** As far as possible, all procurements will be carried out by PMU/PIU or PIAs, unless it is more efficient for the communities to carry out the procurement. Procurement will be done as per Procurement Chapter of this guidelines/Procurement manual of the project.
- I. Verifications of bills and Payments:** The payment of bills to all individual Beneficiaries will be

made up to the expenditure as approved on the sanctioned work. The payment of bills to MTAs/ FPO will be made up to the Actual expenditure or the expenditure as approved in the sanction, whichever is less on the sanctioned work particular.

- J. Work Completion Certificate:** After completion of every activity executed by IBs/ MTAs, PIA will issue a Work Completion Certificate in a standard format for each activity and certify that the work has been completed as per the design approved by the PIA, and the quality of work is good for the stability & suitability of structure. The work completion certificate issued by the PIA will be submitted to the PMU/PIU.
- K. Cluster Level Producer Organization (CLPO):** After due registration of CLPOs, the Chairperson & CRP cum secretary of CLPO, with the help of NGO will open a savings bank account in the name of CLPO in the local branch of nationalized bank. Wherever required, supporting document demanded by bank should be provided by the RACP. This account shall be operated jointly by the Chairman and CRP cum Secretary. CRP cum Secretary of CLPO shall maintain all books of accounts/ records which will be open for inspection by DPM/PMU-RACP /auditors. This Bank account will be operated as per guidelines of RACP issued from time to time. The other provisions of Financial Management regarding CLPOs will be issued after detailing of their Operation Guidelines.
- L. Record Maintain:** Various records & registers will be maintained at the level of MTA & NGO. All vouchers maintained by the MTAs/NGO are required to be submitted for regular inspection, auditing of their accounts. Details of formats for records and registers and periodic inspection (Check list for Financial Inspection/ Monitoring, Checklist for Due Diligence of Running/Final Bills, Statement of funds utilization by IB/MTAs shall be as per this Manual & directions issued time to time by PMU/PIU. A suggestive list of records to be maintained is as under:

Format No.	Type of Record / Register	Details, will include:
Annexure-7.1	Chart of Accounts	Chart of Accounts as per project components
Annexure-7.2	Check receipt/DD register	Date, Check / DD Number, from where received, amount, date of receipt, date of bank deposit, amount recd. etc.
Annexure-7.3	Check Book & Payment Register	No. of Checks with numbers, Check no., to whom & for what issued, amount
Annexure-7.4	Bill Register	Bill wise and date wise details of work with amount raised/passed
Annexure-7.5	Stock Register	Item, Receipt date, from where receipt, quantity, signatures, issued to whom, date, purpose, quantity, balance.
Annexure-7.6	Asset Register	Date of purchase, quantity, value, location
Annexure 7.7	Beneficiary's contribution Register	Work, Bill No. Date, Beneficiary name, Khasra No., Contribution
Annexure	Due Diligence of final/ Running Bills of IBs/	Check list fir giving advance & due diligence of bills

10.1	CBOs	
Annexure 10.3	Financial Inspection / Monitoring	Financial Monitoring
Annexure 10.4	Statement of Fund Utilization	Statement of fund utilization
Standard Format	Cash Book for CBOs	(i) Receipts (Date, from where and amount) (ii) Payments (Date, To whom payment made, amount, For the work, Balance)
Standard Format	Ledger	Voucher wise details of receipts and expenditure, amount, cash book page number & balance etc.
Annexure-A	Audit Compliance Register	Details regarding status of Audit Para, their compliances brief and submission dates
Annexure-B	Register for payment of labours	

In addition to above, MTAs may also maintain following records and registers for implementing the activities:

- A. Register for Financial & Physical Progress of work (Annexure-C)
- B. Monthly statement of expenditure (Annexure-D)
- C. Daily attendance register as per works in cluster
- D. Visitors' remark Register/Book
- E. Grant distribution register
- F. Copy of agreements with RACP- as Grant Agreement, MOU, AAP
- G. Copy of approved estimate, drawing and design
- H. Copies of all running bills and final bills
- I. Register for procurement, payment and supply of material
- J. Date of commencement and date of scheduled completion and actual completion
- K. Advances made and payments released with dates and amounts
- L. Bank Account details & reconciliation Statements
- M. Copy of Work Completion Certificates
- N. Statements of fund utilisations by MTAs/IBs.

**M. Auditing:** All the MTAs and IBs will be subject to the audit by the Internal as well as External Auditors appointed under the project. MTAs will share their entity audit report with the concerned DPMUs. MTAs will comply with all audit observations within 15 day of receipt of audit report satisfactorily. NGO /MTAs will send one copy of audited statement of accounts to the concerned DPMU immediately after completing of audit and receipt of audit report as per applicable act and rules. All the books /records & statement of Fund Utilization will be subject to audit by internal auditors & also by external auditors appointed by PMU. The external and internal auditors will be the final authority to draft their respective audit observations.

- N. Inspection:** In addition, the PMU/DPMU/PIUs officials may also visit the MTAs or IBs as part of their supervision plan. A report in the form given in **Annexure 10.3** will be prepared after every such inspection.
- O. Reporting:** All MTAs are required to report the expenditure incurred through a report format – Statement of Fund Utilization - provided in **Annexure 10.4** quarterly. The member of IBs/MTAs will submit a Statement of Fund Utilization in the format given in Annexure-10.4. The Statement will be submitted along with each running bill. Before submitting the Statement, bank account would be reconciled. The statement will be signed by Chairperson and CRP of MTAs, verified by the PIA for payment. The statement will be placed before each meeting of the Executive Committee of MTAs.
- P. Disclosures at MTA level:** Public disclosures should also be made at the community level including details such as list of works approved, funds received, Expenditure by the MTA, audit report and accounts. This information can be presented at the meetings of the Gram Sabha and Gram Panchayat and by posting latest information at prominent places such as Panchayat building, school and health centers. This will be facilitated by the NGO. Information should be disseminated through means such as wall paintings, pamphlets etc.
- Q. Removal of difficulties:** If any difficulty arises in giving effect to the arrangements made under this chapter, the matter may be submitted to PMU by PIU/PIA giving its comments & PMU may issue appropriate provisions/directions to remove the difficulty. Further, PMU/PIU may also issue directions, provisions, amendments, clarifications, modifications on its own level as feels necessary applicable for all concerned implementing units. Further, amendments made in Project Financial Management Manual shall also be applicable for all concerned implementing units. The all provisions shall be approved by competent level.

**R. Summary Table: (Enclosed)**

S. No.	Inter-Ventions	Nature of Inter-ventions	Type of Beneficiary	Inputs required	Procured by	Beneficiary Contribution	Grant by project	others

### Annexure 7.1- CHART OF ACCOUNTS (As applicable & To be finalized further)

Major Head	Minor Head (GoR Head)	Detailed Head	Subsidy Ledger Head	Cost Center	
Sources of Funds (Receipts)	Grant-in-aid	Grant from GOR against IDA Share.			
		Grant from GOR against Counterpart			
	Misc. Income			Individual Bank	
		Interest on Bank Account			
		Sale of Tender Forms			
		Other Income			
Assets	Advances to	Staff Advances	Individual		
		Advances to Suppliers	Individual		
		Advances to NGOs	NGO wise		
		Advances to Institutes	Institute wise		
		Other Advances			
	Advances for Project to Service Providers	Advances for Seed Grant			
		Advances for Grant to NGO			
	Cash in Hand				
	PD Accounts				
	Inter Unit Transfer		PIA Wise		
Retention Money	Project Head wise	Party wise			
Bank Accounts		Individual Bank wise			
Liabilities	TDS				
	Payable Accounts	Earnest Money/ Security Deposit	Individual		
		Other Payable Accounts	Individual		
		Retention Money (Dr.)			
		Inter Unit Transfer (DPMU)			
<b>PROJECT EXPENDITURE (ASSETS) ACCOUNT</b>					
Improvement of water-use efficiency		Expenses Heads (to be elaborated later)	1. PIU / Other agency wise detail 2. PIA/DPMU wise details		
Technology transfer and market led advisory services		Expenses Heads (to be elaborated later)	1. PIU / Other agency wise detail 2. PIA/DPMU wise details		

Major Head	Minor Head (GoR Head)	Detailed Head	Subsidy Ledger Head	Cost Center
Livestock strengthening and management		Expenses Heads (to be elaborated later)	1. PIU / Other agency wise detail 2. PIA/DPMU wise details	
Value chain development		Expenses Heads (to be elaborated later)	1. PIU / Other agency wise detail 2. PIA/DPMU wise details	
Alternative market development		Expenses Heads (to be elaborated later)	1. PIU / Other agency wise detail 2. PIA/DPMU wise details	
Market information Services		Expenses Heads (to be elaborated later)	1. PIU / Other agency wise detail 2. PIA/DPMU wise details	
Farmer groups & participatory planning		Expenses Heads (to be elaborated later)	1. PIU / Other agency wise detail 2. PIA/DPMU wise details	
Institution strengthening		Expenses Heads (to be elaborated later)	1. PIU / Other agency wise detail 2. PIA/DPMU wise details	
Project management, M&E, convergence		Expenses Heads (to be elaborated later)	1. PIU / Other agency wise detail 2. PIA/DPMU wise details	
Production risk management tools		Expenses Heads (to be elaborated later)	1. PIU / Other agency wise detail 2. PIA/DPMU wise details	
Project Management		Salary		
		Traveling Allowance		
		Medical		
		Office Expenses		
		Telephone		
		Mobile		
		Water/ Electricity		
		Office Rent		
		Repair/Maintenance of Furniture/ Equipments		
		Meetings		
		Newspaper		
		Stationery & Printing		
		Vehicle Rent		
		Taxes on Vehicle Rent		
Contractual Staff Salary				
		Taxes on Contractual Staff Salary		
Governance Management				

Major Head	Minor Head (GoR Head)	Detailed Head	Subsidy Ledger Head	Cost Center
Monitoring & Evaluation				
Technical Assistance				

### Annexure 7.2 - REGISTER FOR CHEQUE AND BANK DRAFT RECEIVED

FINANCIAL YEAR \_\_\_\_\_ ACCOUNTING  
CENTRE \_\_\_\_\_

S.NO	DATE	NAME OF PARTY	CHEQUE / DD NO.	AMOUNT	DEPOSITED IN

### Annexure 7.3 - CHEQUE ISSUE/ BANK DRAFT ISSUE REGISTER

FINANCIAL YEAR \_\_\_\_\_ ACCOUNTING  
CENTRE \_\_\_\_\_

S.NO.	DATE	NAME OF PARTY	AMOUNT	CHEQUE / DD NO	DATE	SIGNATURE OF DDO	SIGNATURE OF RECEIPT

### Annexure 7.4 - BILL REGISTER

FINANCIAL YEAR \_\_\_\_\_  
ACCOUNTING CENTRE \_\_\_\_\_

CONTRACT NO.	NAME OF PARTY	BILL NO.	DATE OF BILL	AMOUNT	DATE OF RECEIPT	PROCESS DATE	PAYMENT DATE	REMARKS

### Annexure 7.5 - STOCK REGISTER

FINANCIAL YEAR \_\_\_\_\_ ACCOUNTING  
CENTRE \_\_\_\_\_

S.NO	ITEM	UNIT	DATE	OPENING	RECEIPT	TOTAL	ISSUE	BALANCE	RECEIPT SIGNATURE

**Annexure 7.6 - FIXED ASSETS REGISTER / DEAD STOCK****REGISTER**

DESCRIPTION OF ASSETS \_\_\_\_\_

ASSET CODE \_\_\_\_\_

S.N O	OPENING BALANC E	DATE OF PURCHAS E	QUANTIT Y	VAUL E	TOTA L	LOCATIO N	SIGNATUR E

**Annexure 7.7 - BENEFICIARY CONTRIBUTION REGISTER**

NAME OF MTG/IB \_\_\_\_\_

S.NO	NAME OF MTG/IB	BENEFICIARY CONTRIBUTION	ADJUSTMENT MADE	REMARKS

**Annexure 10.1 – CHECKLISTS FOR RELEASE OF FUNDS****Rajasthan Agricultural Competitiveness Project****Checklist for Due Diligence for making advance to CBO**

(to be filled up by the PIA and attached with each Advance payment)

<b>Name of CBO:</b>	<b>Cluster:</b>	
<b>Date of Receipt of request for advance:</b>	<b>Date of Verification:</b>	
<b>Checkpoints</b>	<b>Yes/No/NA</b>	<b>Details</b>
1. The CBO has been duly constituted (as certified by the NGO).		
2. The Action Plan has been approved by the Project.		
3. Grant Agreement has been executed by the CBO.		
4. Project Account has been opened in the manner prescribed in the guidelines.		
5. Advance payment as due has been raised.		
6. The Secretary of the CBO is in place.		
7. Photograph of work done (if any at this stage) have been submitted		

\_\_\_\_\_  
Verified by\_\_\_\_\_  
Accounts Person of PIA\_\_\_\_\_  
PIA-Head

Date:

**Rajasthan Agricultural Competitiveness Project**  
**Checklist for Due Diligence of Running Bills of IBs/CBOs**  
(to be filled up by the PIA and attached with each Running Bill)

<b>Name of IB/CBO:</b>	<b>Cluster:</b>	
<b>Date of Receipt of Running Bill:</b>	<b>Date of Verification:</b>	
<b>Checkpoints</b>	<b>Yes/No/NA</b>	<b>Remarks</b>
1. The Running Bill is in prescribed format & all particulars have been duly filled up.		
2. The Running Bill is signed by the PIA team and counter-signed by the IB/Chairperson and Secretary of the CBO.		
3. Measurement Book is available and has been verified by PIA with the Running Bill.		
4. The activity executed is in accordance with the approved action plan/agreement.		
5. Photographs of work done have been submitted.		
6. Muster roll in case of works done (labour) is available and checked.		
7. Invoices & supporting documents for amount utilized/procured are attached.		
8. The running bill is accompanied with the Statement of Fund Utilization in prescribed format, duly filled and signed, and verified by the PIA.		
9. The particulars of the Statement of Fund Utilization match with the subsidiary records at the PIA		
10. Approval for any variations (cost or time) has been duly obtained.		
11. Beneficiary Contribution as due has been raised and adjusted.		
12. In case of the last running bill, Work Completion Certificate is signed by the PIA		
13. All audit observations been responded to in a satisfactory manner.		

\_\_\_\_\_  
*Verified by*

\_\_\_\_\_  
*Accounts Person of PIA*

\_\_\_\_\_  
*PIA-Head*

Date:

To be filled by the technical staff recommending the payment and then to be reviewed by the PIA.

**Annexure 10.3 - CHECKLIST FOR FINANCIAL INSPECTION/MONITORING**

**Name of CBO** \_\_\_\_\_ **Gram Panchayat** \_\_\_\_\_

**Date of Visit** \_\_\_\_\_ **Name of Reviewer** \_\_\_\_\_

Particulars	Yes	No	Remarks
1. Cash book and bank book written up to date (indicate date).			
2. Cash balance reconciles with physical cash in hand. (Do a cash count)			
3. Are Books/records written up to date?			
4. All vouchers are serially numbered and filed properly.			
5. Bank reconciliation's has been done as at the end of the previous month. (attach a copy)			
6. Stock register for building materials is up to date.			
7. Fixed asset register is up to date.			
8. Is Statement of Fund Utilization prepared and submitted up to the previous quarter?			
9. Does the Statement of Fund Utilization matches with the books and records?			
11. Are there any fund flow delays to the CBOs?			
12. Are there any pre-signed blank cheques or large cash withdrawals.			

\_\_\_\_\_  
*Signature of Reviewer*

\_\_\_\_\_  
*Signature of Approver*

Date:

## Annexure 10.4 - STATEMENT OF FUNDS UTILIZATION BY CBOs

<b>Name of the CBO</b>			
<b>Gram Panchayat</b>	<b>Block</b>	<b>District</b>	
<b>Name/Address of Project Bank Branch</b>			
<b>Branch Code</b>	<b>Account No.</b>		
<b>Reporting period:</b>			
<b>Date of the Statement</b> __/__/200__			
<b>PARTICULARS</b>	<b>UP TO PREVIOUS PERIOD</b>	<b>DURING THE CURRENT REPORTING PERIOD</b>	<b>CUMULATIVE TILL DATE</b>
<b>A. Opening Balances (a+b+c)</b>			
a. Cash			
b. Bank			
c. Advances			
<b>B. Add: Receipts (a+b)</b>			
a. Funds received from RACP			
b. Interest and other income			
<b>C. TOTAL FUNDS (A + B)</b>			
<b>Project Expenditure</b>			
a. Cement			
b. Sand			
c. Bricks			
d. Steel			
e. Labour			
f.			
g.			
<b>Sub Total Gross Expenditure (a to g)</b>			
Less: Community Contribution			
i) Cash			
ii) Kind			
<b>D. TOTAL EXPENDITURE (project share)</b>			
<b>E. Closing Balances (a+b+c)<sup>1</sup></b>			
a. Cash			
b. Bank			
c. Advances			

Certified that the Grant was utilized for the purposes for which the Grant (including Interest) was sanctioned. The above statement has been drawn from the books maintained by the MTAs.

Chairperson MTA \_\_\_\_\_ Secretary \_\_\_\_\_ Date \_\_\_\_\_

Concerned Specialist of PIA \_\_\_\_\_ Accounts Person of PIA \_\_\_\_\_ Date \_\_\_\_\_

Verified and Passed by PIA-Head \_\_\_\_\_ Date \_\_\_\_\_

<sup>1</sup> Total G must be equal to (C – Total Funds) less (F – Total Expenditure)

**Annexure-A****Status of compliance to previous audit reports (separately for each quarter)**

Quarter Ended \_\_ / \_\_ / 20 \_\_

Date of audit report \_\_ / \_\_ / 20

SN	Observation in Brief (give para ref. no. of main report)	Implications (financial, control issue, systemic/process weakness etc.)	Corrective Action/s Recommended	Person responsible/ Target Date	Current Status (Fully/Partially complied or not complied)	Final recommendation of the Auditor

**Annexure-B****REGISTER FOR PAYMENT OF LABOUR**

Name of Beneficiary/MTA/MTG \_\_\_\_\_ Village \_\_\_\_\_ GP \_\_\_\_\_

District \_\_\_\_\_ Name of component/sub component \_\_\_\_\_

Name of activity/work \_\_\_\_\_ Duration:- \_\_\_\_\_

S. No.	Name of person/ member	Family name of member	Total No. of days of work done by member / family	Rate Rs/ day	Total amount due for labour to member/ family (Rs.)	Amount paid (Rs.)	Bank details (Name of Bank, branch, A/C number etc)

**Annexure-C**

**REGISTER FOR FINANCIAL AND PHYSICAL PROGRESS OF WORKS  
EXECUTED BY Member-MTG/MTAs**

Name of Beneficiary-IB/MTG/MTA: \_\_\_\_\_ Cluster: \_\_\_\_\_ GP: \_\_\_\_\_

District: \_\_\_\_\_ Month: \_\_\_\_\_ Year: \_\_\_\_\_

Sr. No.	Name of activity/ type of work	Date of approval by PIA	Estimated cost (Rs.)	Demand for release of funds by Beneficiary of MTG/MTA		
				Date	Amount (Rs.)	%

**Annexure-D****MONTHLY STATEMENT OF EXPENDITURE**

Name of Beneficiary-IB/MTG/MTA:

Cluster:

GP:

District:

Month:

Year:

S. No.	Name and type of works executed by Name of Beneficiary/MTG/MTA	Estimated cost as approved by PIA/PIU (Rs.)	Expenditure during the month (Rs.)	Total expenditure as on ... (cumulative) Rs.
1	2	3	4	5

Amount received from PIA (Rs.)	During the month (Rs.)	Since beginning (Rs.)	Labour	Material	Machinery	During the Month (also cumulative)
6	7	8	9	10	11	12

**Summary Table for beneficiaries contribution under Soil and Water Conservation:**

S. No.	Inter-Ventions	Nature of Inter-Ventions	Type of Beneficiary	Inputs required	Procured by	Beneficiary Contribution	Grant by project	others
1.	Soil and Water Conservation Activities	Conservation measures on Arable Lands Farm Ponds, Contour Bunds, Waste Weirs on contour bunds, Water Harvesting Structures	Small, Marginal and others	Stone, Bajri, Cement, Stone aggregates, Barbed Wire Poly line sheets, Labour, Hiring of machines i.e. Scrapers, JCB tractors etc., Vegetative material	Individual Beneficiaries	10% for small and marginal farmers and 20% for other farmers	90% for small and marginal farmers and 80% for other farmers	NA

## Chapter-4

# Procurement Management

### 1. General Principal:

- 1.1 The resources needed to carry out the activity are procured with due attention to economy and efficiency (Lower cost, best quality and timely availability)
- 1.2 Project funds are used to pay for resources; and
- 1.3 All suppliers should have an equal opportunity to complete and their selection is carried through most transparent means.

### 2. The Procurement Process:

- 2.1 Procurement of all goods, works & services will be carried out in accordance with the World Bank's "Guidelines: procurement under IBRD Loans and IDA Credits" dated January 2011 (Procurement Guidelines); and" Guidelines: Selection and Employment of Consultants by World Bank Borrowers "dated January 2011 (Consultancy Guidelines) & the agreed procedures described in the Legal Agreement.
- 2.2 Procurement Manual (PM) of RACP will have prevailing effect on procedure here in after. If any discrepancy arises between procurement guidelines of cluster and PM then the procedure prescribed in the World Bank Guidelines will have over riding effect.

### 3. Procurement Plan:

No procurement would be made without provision in the approved Procurement Plan. After approval of the CACP, a Procurement Plan will be prepared by PIA in desired format which will include (i) the enlisting of goods and equipment's (ii) enlisting of items required for works (iii) methods of procurement of goods, works, and non-consulting services (iv) the time schedule, and any other information that PMU may require. Initially eighteen months (18) procurement plan would be prepared which will be revised from time to time.

The Procurement Plan would be prepared in following manner:

- (a) MTAs will ascertain & compile the requirement of MTGs & UGs & hand over to PIA upto 15<sup>th</sup> December of every year.
- (b) PIA will examine the requirements submitted by MTAs & prepare a procurement plan in the prescribed format. The Procurement Plan will be submitted to PMU up to 31<sup>st</sup> December of every year.
- (c) The PMU will include the plan submitted by PIAs/PIU and prepare a comprehensive procurement plan to be submitted to the World Bank.

**4. Procurement Committee:**

- (i) At MTA level
  - (a) Chairperson of MTA.
  - (b) Accounts person of PIA.
  - (c) Community Mobilisation Specialist of NGO.
  - (d) Community Resource Person cum Member Secretary of MTA.
- (ii) At PIA level:
  - (a) Head of PIA
  - (b) Accounts person of PIA.
  - (c) District Co-ordinator (Agriculture Officer/ Agriculture Research Officer/ District Coordinator, Agri.)- Member Secretary.

**5. Responsibility of the Procurement Committee:**

- (a) Identify the item or the package of items to be purchased from the procurement plan:
  - Understand the specifications of the item(s) to be purchased.
  - Lay down terms & conditions and specifications.
  - Rate Contracts of State Governments are not acceptable, but they can be considered as one quotation & compared with those obtained from other suppliers.
  - DGS&D rate contracts shall be acceptable for procurement under shopping.
- (b) Shop around or call for at least 3 quotations in writing with signature of supplier. (Quotations could also be obtained by Fax).The request for quotations shall contain:
  - The description specification and quantity of the goods.
  - Say that contract shall be for full quantity of each items.
  - Terms of delivery of goods or description of works.
  - Desired completion period.
  - Place of works.
  - The prices shall be quoted in INR
  - Each bidder shall submit only one quotation.
  - Quotation shall remain valid for a period not less than 15 days.
  - Terms of payment.
  - Warranty Conditions.
- (c) Prepare a comparison sheet to select the most appropriate supplier. Following steps shall be followed:
  - Evaluate & compare the quotations determined to be substantially responsive to the conditions to notice for quotation (NIQ)
  - Write information from the quotations on a comparison sheet.
  - Select the most responsive supplier, who has offered the lowest price, which also commensurate with market price.
  - Sales Tax in connection of goods shall be or shall not be taken in account for the purpose of valuation only.

- The procurement committee members should sign on the comparison sheet.

#### 6. Procurement Threshold limits:

Procurements would be done at PIA/PIU level (shopping method for contract < US\$100,000 i.e. approximately about Rs.60.00 lakhs). Any procurement larger than shopping will be handled by PMU.

Expenditure Category	Value in (threshold) per contract	Procurement Method	Contracts Subject to Prior Review/Post Review
Goods, equipment and raw material	US\$ 100,000	Shopping / DGS&D Rate Contract/ Community	Post Review
Civil works	US\$ 100,000	Shopping/ Community	Post Review

#### 7. General Procedures:

(A) **Goods:** Whenever a purchase under this category is to be undertaken, the following should be considered:

- Properties or characteristics of the item that is to be purchased;
- Quantity required with the unit of measurement;
- Approximate time when the item is required;
- How payment will be made, in lump sum or in instalments? (All payments by cheque only)

8. **Procurement of Goods & Equipment's:-** All inputs should be procured & delivered at demonstration site about two weeks before sowing time.

• **Procurement of IT equipments:** Procurement of IT equipments; computers & peripheral: Printers, laptop & scanners etc. for MTAs, Instrumentation (runoff recorder, sediment-sampler, automatic rain gauge, drop spillway, instruments housing facility) GIS mapping will be procured by PMU/PIU/PIA through National Shopping or National Competitive Bidding depending upon the value.

• **Procurement of Seeds & Inputs:-** National Seeds Corporation, Rajasthan State Seeds Corporation has reasonability to supply certified seed to farmers as the rates are fixed every year. PMU/PIU/PIA will procure the seeds required. For hybrids, especially of vegetables, the seeds will be purchased from the seed companies/SAUs on direct contracting or through local shopping. Since fertilizer prices are regulated by Government, the fertilized will be procured by PIA at the rate fixed by Government from cooperatives societies / authorized supplier.

Foundation seed/new seed varieties which are available exclusively with Government agencies will be procured from the dealers of the concerned Government agency by following Shopping procedure.

In case of planting material procurement will be done directly from registered nurseries or universities on competitive/Framework Agreement basis for different crops. However, such universities will not be an implementing agency in RACP.

Procurement of grass seeds, planting material etc required for development of pasture lands in the cluster will be done by PMU/PIU/PIA through National Shopping or National Competitive Bidding depending upon the value.

- **Procurement of Micro irrigation Systems:** - Micro irrigation Systems such as Sprinklers, Drip etc will be done by PMU through National Competitive Bidding/Frame work Contract. In special cases, shopping may be allowed.
- **Procurement for horticulture interventions:-** If a demonstration involve development of any farm structures (such as shade net, poly house, walking tunnel, etc.), micro-irrigation structures, etc. these would be procured and installed well in advance so that sowing of the crop is not delayed due to delay in completion of these works.
- Probable horticulture interventions such as Solar System for pumping water, equipment's for development of Hi-tech nurseries, Post-Harvest Management etc will be done by PMU through National Competitive Bidding or Frame work Contract or through Shopping.
- **Procurement of I.E.C Material:-**IEC activities will be taken up from start of the project by Service Provider. Activities such as publication of pamphlets, posters, flex banners etc will be done at PMU/PIU/PIA level depending upon the value.
- **Procurement of Bucks:-** Project will provide assistance for development of a Nucleus Breeding Herd to supply improved bucks to small farmers/rearers. Towards this the Livestock Research Station at Kodamdesar (Bikaner) and Bojunda, Chittorgarh under the Rajasthan University of Veterinary and Animal Sciences (RAJUVAS), at Bikaner, would be the partner agency. In return, RAJUVAS will provide bucks of Marwari and Sirohi breed to RACP clusters free of cost. Procurement of bucks would be done by RAJUVAS. Other livestock interventions such as Feed, Mineral supplements, Mobile feed block making machine, Chaff cutters, Castration kit would be carried out by PMU/PIU/PIA depending upon the value through National Shopping or Frame work Agreement.
- **Establishment of Rural Haat for goats:** This would include covered shed, weighing platforms, toilets & hand pump for safe drinking water, The contracts for works will be procured through shopping (by PIU/PIA) or NCB (by PMU) procedure depending on value.
- **Mobile Animal Health Van cum Ambulatory clinic:** The item will be procured through shopping or NCB by PMU/PIU/PIA depending on the value.

#### **9. Procurement of Services:**

Selection of competent consultant or any other essential technical expertise required for implementation of CACP, would be done at PMU level.

#### **10. Procurement of Works:-**

The following should be kept in consideration:

1. Size and location of land/area for construction, or the location of the existing structure for renovation, alteration, refurbishing:
2. Design/sketch/specifications of work.
3. How the payment will be made in lump sum or in instalments?

- **Conservation measures on arable lands:-** In order to conserve soil & water on individual beneficiaries field different works such as contour bunds/ Field Bund, Waste weirs, Gully Control structures, Diversion channels, Dugout Farm Ponds etc would be constructed by the MTG members themselves under control & supervision of PIA on their fields. Every MTG member desirous of conservation work on his field will have to sign Grant Agreement with PIA. Works would be carried out on Performance Based Procurement mode.

- **Conservation measures on non-arable lands:** Non arable lands falling in the watershed cluster which are unproductive would be treated by construction of Contour trenches (V-ditches, Staggered trenches, Ditch cum bund, Pasture development etc. Works would be done by MTs on Common/ Panchayat Lands with the support of UGs under control & supervision of PIA/NGO. Works would be carried out on Performance Based Procurement mode.

- **Drainage Line Treatment:-** To conserve rain water flowing out of the watershed through drainage lines, treatment with Gully control structures, Concrete & masonry check Dam, Water harvesting structures i.e. Anicuts /Tanks etc as identified in CACP would be done by MTAs with the support of UGs under control & supervision of PAI/NGO on Performance Based Procurement mode.

The procurement committee of the MTA will procure the materials locally such as cement, sand, boulder stones, pebbles, gravels, steel etc. under the guidance of PIA at the BSR rates or through shopping procedure.

### **11. Community Procurement:**

This provision of the Bank's Procurement Guidelines has been specifically designed to address procurement in Community beneficiary involved projects. It stipulates that procedures, specifications and contract packaging shall be suitably adapted to reflect the conditions and capacity of the community, provided they are efficient and acceptable to the Bank. This provision allows flexibility in defining acceptable procedures at the community level. As a general rule, procurement should be designed to:

Be simple enough as to be understood and implemented by local staff and the community;

Be sufficiently transparent to permit real competition among suppliers and to facilitate control in the selection of contractors and use of funds;

Use simple, standardized documentation; and

Balance risk versus control/management with efficiency considerations.

The procurement procedures, based on World Bank guidance note for management of procurement responsibilities in community driven development projects, that may be are:

<b>Expenditure Category</b>	<b>Value in (threshold (*)) per contract</b>	<b>Procurement Method</b>	<b>Contracts Subject to Prior Review / Post Review**</b>
Goods, equipment and raw material	US\$ 20,000	Shopping / DGS&D Rate Contract Price Based on Unit Cost Database(**)	Post Review
Civil works	US\$ 20,000	Shopping/ Force Account (***)	Post Review

\* If a transaction comprises several packages, lots or slices, the aggregate, estimated value of contracts determines the applicable threshold amount

\*\* This method is used for equipment and machinery when there is a need to adopt certain minimum standards of specification, technology or a repeat order. To facilitate consistent standards and comparable price ranges, the contract price agreed upon should be based on established estimates by PMU/PIU/PIA as shown in a Unit Cost Database. These databases will be maintained by the PMU/PIU/PIA after carrying out a Floating of Enquiry (FOE). The UCDs should be kept updated and valid and can be useful for communities in the preparation of proposals and in assessing whether a specific supplier is offering a —fairl price.

\*\*\* Under a community force account, the community implements the subproject using its own resources (skilled and unskilled labour, materials, equipment), and may subcontract part of the subproject. This approach offers several advantages. It is community driven and cost effective (inputs can be provided by the community at below-market costs), and it injects funds into the community (e.g., through the payment of wages and materials).

**FORMAT FOR INVITATION OF QUOTATIONS FOR SUPPLY OF****GOODS/ MACHINES/EQUIPMENT/MATERIALS UNDER SHOPPING PROCEDURES**

Ref. No. \_\_\_\_\_

Dated \_\_\_\_\_

To \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Dear Sir/Madam,

Sub.: INVITATION FOR QUOTATIONS FOR SUPPLY OF:

\_\_\_\_\_

1. You are invited to submit your most competitive quotation for the following goods:-

## Brief Description Specifications\*

	Delivery/ Place of Installation of the goods	Period Delivery Requirement, if any

\* Where ISI certification marked goods are available in market, procurement should generally be limited to goods with those or equivalent markings only.

2. Government of India has received a credit from the International Development Association (IDA) i.e. World Bank.

Towards the cost of the above procurement, the Project intends to apply a part of the proceeds of this credit/loan to eligible payments under the contract for which this invitation for quotations is issued.

## 3. BID PRICE

a) The contract shall be for the full quantity as described above. Corrections, if any, shall be made by crossing out, initialling, dating and rewriting. b) All duties, taxes and other levies payable by the contractor under the contract shall be included in the total price. c) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account. d) The prices shall be quoted in Indian Rupees only.

4. Each bidder shall submit only one quotation.

## 5. VALIDITY OF QUOTATION

Quotation shall remain valid for a period of not less than 30 days after the deadline date specified for submission.

## 6. EVALUATION OF QUOTATIONS

The purchaser shall evaluate and compare the quotations determined to be substantially responsive i.e. which are properly signed; and confirm to the terms and conditions and specifications. The quotations would be evaluated for all the items together / would be evaluated separately for each item. [Select one of the options].

## 7. AWARD OF CONTRACT

The purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.

7.1 Notwithstanding the above, the purchaser reserves the right to accept or reject any quotation and to cancel the bidding process and reject all quotations at any time prior to the award of the contract.

7.2 The bidder whose bid is accepted will be notified of the award of the contract by the Purchaser prior to the expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.

8. Payment shall be made within --- days after delivery, installation and/or training, if applicable, of the goods.

9. Normal commercial warranty / guarantee shall be applicable to the supplied goods.

10. You are requested to provide your offer latest by \_\_\_\_\_hrs. on \_\_\_\_\_(date).

11. Quotations will be opened in the presence of the Bidders or their representatives who choose to attend at \_\_\_\_\_AM/PM on \_\_\_\_\_in the office of the \_\_\_\_\_

12. We look forward to receiving your quotations and thank you for your interest in this project.

(Purchasing Authority)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Tel. No. : \_\_\_\_\_

Fax No. : \_\_\_\_\_

**FORMAT OF QUOTATION\*****(In letterhead of the supplier with seal)****To:**


---



---

**Date** \_\_\_\_\_

Sl. No.	Description of Item	Unit Quoted	Rate Quoted in INR	Numbers Quoted	Total Price	Delivery within days

**Gross Total cost: Rs.** \_\_\_\_\_

We agree to supply the above goods in accordance with the technical specifications for a total contract price of Rs. \_\_\_\_\_ (Amount in figures) (Rupees \_\_\_\_\_ amount in words) as per the delivery schedule given in Quotation above.

We also confirm that the normal commercial warranty/ guarantee of \_\_\_\_\_ months shall apply to the offered goods.

We confirm that the above offer is valid for ---- days.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in fraudulent or corrupt practices.

Signature of Supplier

Name: \_\_\_\_\_

**Contact No:** \_\_\_\_\_

(Seal)

### Format for opening of bids/quotation

File No. ----- Date & Time of quotation opening -----

Bid issued for \_\_\_\_\_

Bid issued on \_\_\_\_\_

Sl. No.	Name and address of the Bidder	Total Price in Rupees

**It is certified that the above details were called out publicly in our presence:**

Sl. No.	Name of the representative	Agency	Signature

**Signatures of Bid Opening Committee Members**

Sl. No.	Name of the Officer	Designation	Signature

Minutes of the meeting (questions /clarification sought by the agency and the clarification given)

Signature

Signature

Signature

(Member Name)

(Chairperson Name)

(Member Name)

Date:

Date:

Date:

### Format for Comparison of Quotations/Bids

Name of firm	Quotation No. & Date	Name of Item/s and (Price quoted) Rate		Remark (Additional Information)	Decision (Selected/Rejected with Reason)
		Item A	Item B		
1	2	3	4	5	
		Price A	Price B		

Signature of

Signature of

Signature of

Member 1

Member 2

Member 3

राजस्थान सरकार  
राजस्थान कृषि प्रतिस्पर्धात्मक परियोजना,  
द्वितीय तल, अकादमिक भवन, स्याम, दुर्गापुरा, जयपुर

दूरभाष नम्बर: 0141-2554215, 2554214, 2554218 ई.मेल. pd\_racp@rediffmail.com

क्रमांक: एफ( )आरएसीपी / PC-Ag/Comp-1/OG/2016-17 /2276-2338 दिनांक 24.06.2016


1. मुख्य कार्यकारी अधिकारी, जिला परिषद – अजमेर, टोंक, धोलपुर, स0माधोपुर, अलवर, बीकानेर, जैसलमेर, चित्तौड, कोटा, बूंदी, झालावाड, बारां, नागौर, श्रीगंगानगर, बांसवाडा, प्रतापगढ
2. उप निदेशक निदेशक कृषि (वि0) जि.प./ उपनिदेशक निदेशक कृषि एवं परियोजना निदेशक, आत्मा व जिला परियोजना प्रबन्धक, आरएसीपी – अजमेर,, टोंक, धोलपुर, स0माधोपुर, अलवर, बीकानेर, जैसलमेर, चित्तौड, कोटा, बूंदी, झालावाड, बारां, नागौर, श्रीगंगानगर, बांसवाडा, प्रतापगढ, जयपुर, भीलवाडा
3. जिला विस्तार अधिकारी/कृषि अधिकारी, सि.क्षे.वि.–बज्जू/ बीकमपुर/ कोटा

विषय :- राजस्थान कृषि प्रतिस्पर्धात्मक परियोजना (आर.ए.सी.पी.) के तहत आयोजित की जाने वाली गतिविधियों के क्रियान्वयन दिशा-निर्देश (संशोधन)

प्रसंग :- इस कार्यालय का समसंख्यक पत्रांक 1969-2094 दिनांक 17.06.2016

राजस्थान कृषि प्रतिस्पर्धात्मक परियोजना के तहत कृषि उपघटक के तहत सम्पादित की जाने वाली गतिविधियों के क्रियान्वयन हेतु प्रासंगिक पत्र द्वारा जारी क्रियान्वयन दिशा निर्देशों के क्रम में गतिविधि क्रमांक 1ए-3 (सिंचित क्षेत्र हेतु जल भंडारण डिग्गी) के तहत जारी राज सहायता तालिका (पृष्ठ-26) को संलग्न तालिका के अनुसार पढ़ा जावे तथा तदानुसार ही अनुदान की गणना की जावे।


संलग्न : उपरोक्तानुसार।

  
(पी.सी. बेरवाल)  
परियोजना निदेशक,  
आरएसीपी

क्रमांक: एफ( )आरएसीपी / PC-Ag/Comp-1/OG/2016-17 /2276-2338 दिनांक 24.06.2016

प्रतिलिपि सूचनार्थ एवं अग्रिम आवश्यक कार्यवाही हेतु अग्रेषित है:-

1. निजी सचिव, प्रमुख शासन सचिव, कृषि, राजस्थान, जयपुर।
2. एम.पैथी, टीटीएल विश्व बैंक, नई दिल्ली।
3. निजी सहायक, आयुक्त कृषि, पंत कृषि भवन, जयपुर।
4. निदेशक, आत्मा / स्याम, दुर्गापुरा, जयपुर।
5. अतिरिक्त निदेशक, कृषि, आदान / एन.एम.ओ.ओ.पी. / विस्तार पंत कृषि भवन, जयपुर।
6. खंडीय संयुक्त निदेशक कृषि (वि०) जयपुर, भरतपुर, बीकानेर, भीलवाडा, कोटा, सीकर, श्रीगंगानगर, उदयपुर
7. परियोजना निदेशक कृषि, सिंचित क्षेत्र विकास, कोटा / बीकानेर
8. सहा० निदेशक निदेशक कृषि (वि०) - झोटवाड़ा, अजमेर, दूनी, कुचामन सिटी, श्रीगंगानगर, बहरोड़, धौलपुर, स०माधोपुर, सांगोद, झालावाड़, अंता, बूंदी, प्रतापगढ़, बांसवाड़ा, बेगू, चित्तौड़गढ़

  
24/06/16

(वी.पी. सिंह)

संयुक्त निदेशक कृषि (शस्य)  
आरएसीपी

**Amendment**

In continuation to the letter No.: RACP/ PC-Ag/Comp-1/OG/2016-17/1969-2094 dated 17.06.2016 Page-26

**Assistance pattern for Diggies:**

The assistance of 50 percent of the unit cost with maximum limit of Rs. 3.00 lac (whichever is lower) will be provided to the beneficiary farmers on construction of at least 4 lac litre capacity plastic lined or pukka diggi. The indicative cost and assistance for different size/ capacity diggies will be as follows:

Sr No.	Storage Capacity (lac ltr.)	Size (Length/ Width/ Depth in ft.)	Pucci constructed diggi (Cement/ Brick/ Stone Concrete/ Sand)		Plastic lined (Kachchi) diggi (ISI Marked 250 GSM MLCLUV sheet/ 500 micron LDPE sheet)	
			Indicative cost (Rs. Lac)	Assistance (lac Rs.)	Indicative cost (Rs. Lac)	Assistance (lac Rs.)
1.	4	55 X 55 X 10 25 X 25	3.50	1.75	1.72	0.86
2.	8	70 X 70 X 10 40 X 40	4.74	2.37	2.28	1.14
3.	12	82 X 82 X 10 52 X 52	6.03	3.00	2.86	1.43
4.	16	92 X 92 X 10 62 X 62	7.45	3.00	3.50	1.75
5.	20	100 X 100 X 10 70 X 70	8.36	3.00	3.88	1.94
6.	25	110 X 110 X 10 80 X 80	9.78	3.00	4.52	2.26
7.	30	120 X 120 X 10 90 X 90	11.03	3.00	5.05	2.53
8.	35	130 X 130 X 10 100 X 100	12.36	3.00	5.59	2.80
9.	55	155 X 155 X 10 125 X 125	-	-	7.89	3.00

**Note:**

1. The capacity/ size are indicative and suggestive. The beneficiary may be allowed to change the length, width and depth of the diggi according to the technical and site specific requirement. The storage capacity should be measured 25 cm below the bottom of wall.
- 2<sup>U</sup> The assistance level 50 percent or Rs. 3.00 lac also includes the provision of pump set, if procured. If the assistance level is less than Rs. 3.00 lac, a provision of 50 percent with the upper limit of Rs. 10,000 may be provided to the farmer for purchase of new pump set in the limit of maximum assistance level.