



JEEVIKA

An Initiative of Government of Bihar for Poverty Alleviation

**Bihar Rural Livelihoods Promotion Society
State Rural Livelihoods Mission, Bihar**



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Ref. No.: BRLPS/ Accts./226/10/ 1279

Date: 19/07/2013

OFFICE ORDEER

In the light of World Bank documents on proposed project restructuring of Bihar Kosi Flood Recovery Project (BKFRP) going on in Saharsa, Madhepura and Supaul districts of Kosi, there is need for restructuring of financing upkeep arrangements of the project from 01.04.2013 onward. In order to facilitate this, all DPMs and BPMs in these districts are directed to comply with the following instructions:-

1. To send a request letter to the concerned bank having BRLP DPCU account to modify the same as BRLPS – NRLP-DPCU (name of the district) account and BRLP-DPCU-CIF account to BRLPS-NRLP-CIF-DPCU (name of the district) account.
2. To transfer all unspent balance of BKFRP to NRLP account in books of accounts.
3. To transfer all expenditure of BKFRP under NRLP from 01.04.2013 onward.
4. To revise budget of Kosi project as per head of NRLP. Details of revised heads for earlier heads of BKFRP is attached.
5. To prepare IUFRR in prescribed format (as attached) of NRLP.
6. To transfer Assets and Liabilities of Kosi project to NRLP.
7. To intimate SPMU about actions taken on above mentioned points following which SPMU would refund unspent balance of BKFRP as on 31.03.2013 to the funding agency i.e. Planning and Development Department, GoB.

All concerned are directed to ensure early compliance of the above mentioned instructions.

Encl.: As above.

(Signature)
19/7/2013

(Arvind Kumar Chaudhary)
Chief Executive Officer
– cum –
State Mission Director.

For Distribution

1. CFO/OSD/AO/FO/PS.
2. All SPMs & PMs.
3. All DPMs/In Charge, All Thematic Managers, All BPMs/In Charge & All YPs.
4. Concerned File.
5. IT Section.

STATE RURAL LIVELIHOOD MISSION, BIHAR
DISTRICT PROJECT COORDINATION UNIT
BUDGET 2013-14

Kosi Project Budget Head

NRLM/NRLP Budget Head

Budget Head	Sub- Head	Budget Line	Account Heads	Particulars	Account Head	Sub-component	Component
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Component- I Community Institution Development

Development of CBOs	1.1.1 Salary, Remuneration & Honorarium	1.1.1	1.1.1.1 - Salary to Project Staff	Training Cell	- Staff Costs	Block Project Management Unit	Institutional Building and capacity Building
				Block Staff	- Staff Costs	Block Project Management Unit	Institutional Building and capacity Building
			1.1.1.2 - Honorarium to Community Cadre	Honorarium to CMs	Community Resource Persons	Institutional Building	Institutional Building and capacity Building
				Honorarium to Internal CRPs	Community Resource Persons	Institutional Building	Institutional Building and capacity Building
				Honorarium to Skilled Extension Worker	Community Resource Persons	Institutional Building	Institutional Building and capacity Building
				Honorarium to JRP	Community Resource Persons	Institutional Building	Institutional Building and capacity Building
				Honorarium to Village Resource Persons	Community Resource Persons	Institutional Building	Institutional Building and capacity Building
				Honorarium to Bank mitra	Community Resource Persons	Institutional Building	Institutional Building and capacity Building
				Honorarium to Trainers	Community Resource Persons	Institutional Building	Institutional Building and capacity Building
				Honorarium to Book keepers	Community Resource Persons	Institutional Building	Institutional Building and capacity Building
				Honorarium to Other community cadre	Community Resource Persons	Institutional Building	Institutional Building and capacity Building
			1.1.1.3 - Remuneration to Outsource Staff	Outsourced services of Guard cum peon	- Staff Costs	Block Project Management Unit	Institutional Building and capacity Building
				Outsources services of Data Entry Operator	- Staff Costs	Block Project Management Unit	Institutional Building and capacity Building
			1.1.1.4 - Remuneration to YPs	Remuneration to YPs	- Staff Costs	Block Project Management Unit	Institutional Building and capacity Building
			1.1.2	Block Level	Furniture & Fixtures	- Office furniture, fixtures etc.	Block Project Management Unit
Office Equipments	- Office furniture, fixtures etc.	Block Project Management Unit			Institutional Building and capacity Building		
Computers	- Office furniture, fixtures etc.	Block Project Management Unit			Institutional Building and capacity Building		

STATE RURAL LIVELIHOOD MISSION, BIHAR
DISTRICT PROJECT COORDINATION UNIT
BUDGET 2013-14

Kosi Project Budget Head					NRLM/NRLP Budget Head		
Budget Head	Sub- Head	Budget Line	Account Heads	Particulars	Account Head	Sub-component	Component
Sub-component 1.1- Formation & Development	1.1.2 F			Fax	- Office furniture, fixtures etc.	Block Project Management Unit	Institutional Building and capacity Building
				Others	- Office furniture, fixtures etc.	Block Project Management Unit	Institutional Building and capacity Building
	1.1.3	1.1.3.1 - District Level		TA/DA to Training Cell	- Operating Costs	Block Project Management Unit	Institutional Building and capacity Building
				Vehicle Hiring Charges - Training Cell	- Operating Costs	Block Project Management Unit	Institutional Building and capacity Building
		1.1.3.2 - Block Level		Office Rent	- Operating Costs	Block Project Management Unit	Institutional Building and capacity Building
				Equipment/ Laptop maintenance/hiring charges	- Operating Costs	Block Project Management Unit	Institutional Building and capacity Building
				Vehicle Hiring Charges	- Operating Costs	Block Project Management Unit	Institutional Building and capacity Building
				TA/DA to Block level staffs	- Operating Costs	Block Project Management Unit	Institutional Building and capacity Building
				Telephone/Fax/Internet	- Operating Costs	Block Project Management Unit	Institutional Building and capacity Building
				Printing & Stationery	- Operating Costs	Block Project Management Unit	Institutional Building and capacity Building
				Books/Periodicals/Newspapers	- Operating Costs	Block Project Management Unit	Institutional Building and capacity Building
				Electricity & Generator Expenses	- Operating Costs	Block Project Management Unit	Institutional Building and capacity Building
				Expenses related to community meeting	- Operating Costs	Block Project Management Unit	Institutional Building and capacity Building
				Capacity Building through partner/ line dept.	- Operating Costs	Block Project Management Unit	Institutional Building and capacity Building
				Innovation fund/Flexi pool Fund	- Operating Costs	Block Project Management Unit	Institutional Building and capacity Building
				Other office expenses	- Operating Costs	Block Project Management Unit	Institutional Building and capacity Building
				G B meeting	Village Organizations	Institutional Building	Institutional Building and capacity Building
				VO Meeting Expenses	Village Organizations	Institutional Building	Institutional Building and capacity Building

STATE RURAL LIVELIHOOD MISSION, BIHAR
DISTRICT PROJECT COORDINATION UNIT
BUDGET 2013-14

Kosi Project Budget Head					NRLM/NRLP Budget Head				
Budget Head	Sub-Head	Budget Line	Account Heads	Particulars	Account Head	Sub-component	Component		
Capacity Building	4 Capacity building of CBOs		1.1.3.4 - VO	VO/SHG Establishment Cost: Cash box, Registration charges Dari/Blackboard/Chalks/Duster/Mug/Glass etc (One time)	Village Organizations	Institutional Building	Institutional Building and capacity Building		
				Administrative/Other Expenses	Village Organizations	Institutional Building	Institutional Building and capacity Building		
			1.1.3.3 - BLF/CLF		CLF Meeting Costs	Block/Cluster Level federations	Institutional Building	Institutional Building and capacity Building	
					CLF GB Meeting	Block/Cluster Level federations	Institutional Building	Institutional Building and capacity Building	
					CLF Establishment Costs: Computer/ AV Materials/Almirah/Chair/Dari/Blackboard/Chalks/Duster/Mug/Glass etc (one time)	Block/Cluster Level federations	Institutional Building	Institutional Building and capacity Building	
					CLF Audit Expenses	Block/Cluster Level federations	Institutional Building	Institutional Building and capacity Building	
					CLF Office Rent/Other Expenses(BLF formation/TA/DA/ Stationery/ Electricity/ Conveyance etc.)	Block/Cluster Level federations	Institutional Building	Institutional Building and capacity Building	
			1.1.4	1.1.4.1 - Capacity building of SHGs		Training to SHG Member	Self Help Groups	Capacity Building	Institutional Building and capacity Building
						Exposure visit within block	Self Help Groups	Capacity Building	Institutional Building and capacity Building
					Exposure visit outside block but within district	Self Help Groups	Capacity Building	Institutional Building and capacity Building	
					Exposure visit outside district but within state	Self Help Groups	Capacity Building	Institutional Building and capacity Building	
	1.1.4.2 - Capacity building of VOs				Training to VO Member	Village Organizations	Capacity Building	Institutional Building and capacity Building	
					Exposure visit within block	Village Organizations	Capacity Building	Institutional Building and capacity Building	
				Exposure visit outside block but within district	Village Organizations	Capacity Building	Institutional Building and capacity Building		

STATE RURAL LIVELIHOOD MISSION, BIHAR
DISTRICT PROJECT COORDINATION UNIT
BUDGET 2013-14

Kosi Project Budget Head					NRLM/NRLP Budget Head		
Budget Head	Sub-Head	Budget Line	Account Heads	Particulars	Account Head	Sub-component	Component
	1.1			Exposure visit outside district but within state	Village Organizations	Capacity Building	Institutional Building and capacity Building
				Solidarity Events like Women day, republic day celebration etc	Village Organizations	Capacity Building	Institutional Building and capacity Building
			1.1.4.3 - Capacity building of BLFs/CLFs	Training to BLFs/CLFs Member (Residential)	Block/Cluster Level federations	Capacity Building	Institutional Building and capacity Building
				Exposure visit outside district but within state	Block/Cluster Level federations	Capacity Building	Institutional Building and capacity Building
				Solidarity Events like Women day, republic day celebration etc	Block/Cluster Level federations	Capacity Building	Institutional Building and capacity Building
			1.1.4.4 - Training of Community Cadre	Residential training of Community Cadre	Village Organizations	Capacity Building	Institutional Building and capacity Building
				Non-residential training to Community Cadre	Village Organizations	Capacity Building	Institutional Building and capacity Building
			1.1.5.1 - Review & Workshop of staffs & partners	Review, Meeting etc	Operating Costs - Block Level	Block Project Management Unit	Institutional Building and capacity Building
				State Level Workshop	Operating Costs - Block Level	Block Project Management Unit	Institutional Building and capacity Building
				District Level Workshop	Operating Costs - Block Level	Block Project Management Unit	Institutional Building and capacity Building
	1.1.5.2 - Training/Exposure to Project Staff	Residential training to Project Staff	Training of State, district & block st	State Resource Centers	State Rural Livelihoods Mission		
		Non-residential training to Project Staff	Training of State, district & block st	State Resource Centers	State Rural Livelihoods Mission		
		Exposure Visits outside District	Training of State, district & block st	State Resource Centers	State Rural Livelihoods Mission		
	1.1.6 IEC	1.1.6	1.1.6.1 Information, Education & Communicatio	Solidarity events, Awareness Drive/ Campaign	Village Organizations	Capacity Building	Institutional Building and capacity Building
				Communication Skill Development	Village Organizations	Capacity Building	Institutional Building and capacity Building
				CBOs level Activity-Wall Painting, Soochna Patals, Signage etc	Village Organizations	Capacity Building	Institutional Building and capacity Building

STATE RURAL LIVELIHOOD MISSION, BIHAR

DISTRICT PROJECT COORDINATION UNIT

BUDGET 2013-14

Kosi Project Budget Head

NRLM/NRLP Budget Head

Budget Head	Sub-Head	Budget Line	Account Heads	Particulars	Account Head	Sub-component	Component	
			II	Community managed information support	Village Organizations	Capacity Building	Institutional Building and capacity Building	
Component- II Community Investment Fund								
2.1 Grant to CBOs	2.1.1 Transfer to SHGs	2.1.1	ICF	ICF to SHGs	Livelihood Plans, health and food security		Community Investment Support	
	2.1.2 Transfer to Vos	2.1.2.1	CIF	- for ICF	Livelihood Plans, health and food security		Community Investment Support	
				- for Second Phase CIF	Livelihood Plans, health and food security		Community Investment Support	
Component- IV Project Management Unit								
4.1 Monitoring and Evaluation & Communication	4.1.1 Monitoring and Evaluation & Communication		4.1.1.1 - Monitoring & Evaluation	Review, Meeting etc	Monitoring & Evaluation		Special Programs	
				Exposure visits	Monitoring & Evaluation		Special Programs	
			4.1.1.2 - Communication	IEC Material	Monitoring & Evaluation		Special Programs	
				Branding, Publicity, Competition etc.	Monitoring & Evaluation		Special Programs	
				Documentation & Knowledge Management	Monitoring & Evaluation		Special Programs	
				Other Communication Material & Services	Monitoring & Evaluation		Special Programs	
			1.1.4.4 - Training of Community Cadre	Residential training of Community Cadre	- Community Resource Centers	State Resource Centers	State Rural Livelihoods Mission	
				Non-residential training to Community Cadre	- Community Resource Centers	State Resource Centers	State Rural Livelihoods Mission	
			1.1.5	1.1.5.1 - Review & Workshop of staffs & partners	Review, Meeting etc	- Training of State, district & block staff	State Resource Centers	State Rural Livelihoods Mission
					State Level Workshop	- Training of State, district & block staff	State Resource Centers	State Rural Livelihoods Mission
	District Level Workshop	- Training of State, district & block staff			State Resource Centers	State Rural Livelihoods Mission		
	1.1.5.2 - Training/Exposure to Project Staff	Residential training to Project Staff	- Training of State, district & block staff	State Resource Centers	State Rural Livelihoods Mission			
		Non-residential training to Project Staff	- Training of State, district & block staff	State Resource Centers	State Rural Livelihoods Mission			
		Exposure Visits outside District	- Training of State, district & block staff	State Resource Centers	State Rural Livelihoods Mission			
				4.2.2.1 - Salary to Project Staff- DPCU	Salary to project Staffs Excluding training cell	- Staff Costs	District Project Management Unit	State Rural Livelihoods Mission

STATE RURAL LIVELIHOOD MISSION, BIHAR
DISTRICT PROJECT COORDINATION UNIT
BUDGET 2013-14

Kosi Project Budget Head

NRLM/NRLP Budget Head

Budget Head	Sub- Head	Budget Line	Account Heads	Particulars	Account Head	Sub-component	Component	
4.2 Salary	4.2.1 Salary Honorarium		4.2.2.2 - Remuneration to Outsourced Personnel	Outsourced services	- Staff Costs	District Project Management Unit	State Rural Livelihoods Mission	
			4.2.2.3 - Honorarium	Honorarium to Interns	- Staff Costs	District Project Management Unit	State Rural Livelihoods Mission	
DISTRICT PROJECT COORDINATION UNIT	4.3.1 Fixed Assets		4.3.1.1 - District Level	Furniture & Fixtures	- Office Refurbishment [incl. furniture]	District Project Management Unit	State Rural Livelihoods Mission	
				Office Equipments	- Office Refurbishment [incl. furniture]	District Project Management Unit	State Rural Livelihoods Mission	
				Computers	- Office Refurbishment [incl. furniture]	District Project Management Unit	State Rural Livelihoods Mission	
				Fax	- Office Refurbishment [incl. furniture]	District Project Management Unit	State Rural Livelihoods Mission	
				Others	- Office Refurbishment [incl. furniture]	District Project Management Unit	State Rural Livelihoods Mission	
	4.3.2 Administrative Expenses			4.3.1.2 - Administrative Expenses - DPCU	Office Rent	- Operating Costs	District Project Management Unit	State Rural Livelihoods Mission
					Equipment maintenance/ hiring charges	- Operating Costs	District Project Management Unit	State Rural Livelihoods Mission
					Vehicle Hiring charges	- Operating Costs	District Project Management Unit	State Rural Livelihoods Mission
					TA/DA Expenses	- Operating Costs	District Project Management Unit	State Rural Livelihoods Mission
					Telephone/Fax/Internet/Data Card	- Operating Costs	District Project Management Unit	State Rural Livelihoods Mission
					Printing & Stationery	- Operating Costs	District Project Management Unit	State Rural Livelihoods Mission
					Books , periodicals and News papers	- Operating Costs	District Project Management Unit	State Rural Livelihoods Mission
					Electricity ,Generator with fuel	- Operating Costs	District Project Management Unit	State Rural Livelihoods Mission
					Other office expenses	- Operating Costs	District Project Management Unit	State Rural Livelihoods Mission

Bihar Rural Livelihoods Promotion Society, Bihar
National Rural Livelihood Project/National Rural Livelihood Mission
Interim Unaudited Financial Report (IUF) for the quarter ended

Sources and Uses of Funds of DPCU

		(Amount in Rs.)		
	Particular	NRLM	NRLP	Total
A	Opening Balance	-	-	-
	Cash & Bank balances			-
	Advance			-
B	Receipts	-	-	-
	Fund Received from SPMU			-
	Other receipts			-
	Interest from Bank			-
	Other income			-
	Increase in Liabilities			-
C	Uses of Fund	-	-	-
	State Rural Livelihoods Mission	-	-	-
	State Project Management Unit	-	-	-
	- Office Refurbishment			-
	- Office furniture, fixtures etc.			-
	- Office equipment			-
	- Vehicles			-
	- Staff Costs			-
	- Operating Costs			-
	District Project Management Unit	-	-	-
	- Office Refurbishment [incl. furniture]			-
	- Office equipment [inc. vehicles]			-
	- Staff Costs			-
	- Operating Costs			-
	State Resource Centers	-	-	-
	- Support to SIRD & others			-
	- District Resource Centers			-
	- Community Resource Centers			-
	- Training of State, district & block staff			-
	Institutional Building and capacity Building	-	-	-
	Institutional Building	-	-	-
	Community Resource Persons			-
	Self Help Groups			-
	Village Organizations			-
	Block Level federations			-
	Other Institutions			-
	Block Project Management Unit	-	-	-
	- Office Refurbishment			-
	- Office furniture, fixtures etc.			-
	- Office equipment			-
	- Staff Costs			-
	- Operating Costs			-
	Community Investment Support	-	-	-
	Livelihood Plans, health and food security			-
	Agriculture Interventions			-
	Dairy Interventions			-
	Non farming Interventions			-

Bihar Rural Livelihoods Promotion Society, Bihar
National Rural Livelihood Project/National Rural Livelihood Mission
Interim Unaudited Financial Report (IUFR) for the quarter ended

Sources and Uses of Funds of DPCU

	Special Programs	-	-	-
	Special Initiatives - Health, nutrition etc.			-
	Special Purpose Vehicles			-
	Implementation in difficult areas			-
	Social Entrepreneurship Development			-
	Monitoring & Evaluation			-
	Human Resources Development			-
	Knowledge Management & Communication			-
	Innovation Forums & Action Pilots			-
	Others Usage	-	-	-
	Decrease in Liabilities			-
D	Funds Available [A + B - C]	-	-	-
E	Closing Balances	-	-	-
	Cash & Bank balances			-
	Advance			-
F	SPMU Reconciliation difference	-	-	-

Note : Fund received from/transferred to other project has been added in liabilities/advance of concerned project.

DFM

DPM