



JEEVIKA

An Initiative of Government of Bihar for Poverty Alleviation

Bihar Rural Livelihoods Promotion Society State Rural Livelihoods Mission, Bihar



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Office Order

GUIDELINES ON RESTRUCTURED MAHILA KISAN SASHAKTIKARAN PARIYOJANA (2016-17)

1. The restructured proposal and its extension for further 2 years from April 2015 to March 2017 is approved by MoRD on 10.07.2015.
2. The total cost of the restructured proposal is INR 73.20 Crore.
3. The MKSP for the financial year 2016-17 will be implemented in 1400 villages with 112500 SHG households.
4. The MKSP will be implemented in 15 blocks of 9 districts as given below;

MKSP BLOCKS		
Sl. No.	District	Block (15 Blocks)
1	Madhubani	Pandaul
2	Muzaffarpur	Kurhani, Saraiya
3	Nalanda	Rahui, Nagarnausa
4	Gaya	Tankuppa, Wazirganj, Amas
5	Khagaria	Chautham, Alauli
6	Purnea	Bhawanipur, Rupauli
7	Saharsa	Sonbarsa
8	Supaul	Pratapganj
9	Madhepura	Kumarkhand

5. The restructured MKSP activities / interventions under this project for the FY 2016-17 are as follows;

Sl. No.	Project Activities / Interventions
1	System of Root Intensification in Paddy/DSR
2	System of Root Intensification in Wheat/Zero tillage
3	Cauliflower under NPM
4	Tomato under NPM
5	Brinjal under NPM
6	Lady's finger under NPM
7	Green Gram under NPM
8	Maize under NPM
9	Potato under NPM
10	Kitchen Garden in 20*20 sq feet model(Under ultra poor strategy)

11	Portable shed net nursery at VO/PG/CLF level
12	New practice/variety /technology
13	family drip system at farmer's field
14	Community based NPM shop at VO/PG/CLF level
15	Irrigation Support System (pumpset+Borewell etc) at VO/PG level
16	Community Irrigation System(Drip/Sprinkler/solar) at VO/PG level
17	Soil testing mini digital lab at VO/PG/CLF level
18	Poly house including drip irrigation/fertigation/fogging/misting system) at VO/PG/CLF level
19	Farmer Training & Information Center(FTIC)
20	Community Facility Center(CFC)
21	Producer Groups (PG)

6. The unit cost per activities / interventions are mentioned in details in Annexure 'C' .Some details about community contribution are as follows;

Sl. No.	Agriculture Input Support Cost	Community Contribution deposited at VO	Project Contribution through VO
1	System of Rice Intensification/DSR	100%	0
2	System of Wheat Intensification/Zero tillage	100%	0
3	NPM in Tomato, Brinjal, Green Gram, Lady's Finger, Cauliflower, Maize, Potato	100%	0
4	Kitchen Gardening(Under ultra poor strategy)	0	100%
5	NPM shop at VO/PG/CLF level	0	Max. Rs. 25000/ as grant
6	Irrigation support system(Borewell+pumpset/ etc) at VO/PG level	0	100%
7	Community irrigation (Drip /solar/sprinkler System) at VO/PG level	0	100%
8	Family drip system at farmer's field	100%	0%
9	Portable shed net nursery at VO/PG/CLF level	0	100%
10	Soil testing mini digital lab at VO/PG/CLF level	0	100%
11	Poly house(including Drip Irrigation/Fertigation/Fogging/Misting system) at VO/PG/CLF level	25%	75%

7. The detailed Annual Action Plan (AAP) & Budget for FY 2016-17 (April 2016-March 2017) is attached as an annexure 'A' and detailed budget head for FY 2016-17 is attached as an annexure 'B'. The total budget for MKSP interventions/activities is Rs 341960972/ in which CIF part is Rs 196885800 & CID part is Rs 145075172/.
8. The DPM/Livelihood Managers/BPMs/LHS/YP-MKSP will ensure the convergence with district & Block agriculture department for subsidy on seed and other inputs to be delivered to SHG members.
9. Any procurement at VO/CLF level will follow the community procurement guidelines.

10. The expert VO procurement committee members may visit all the VOs to explain on the procurement schedule. These VO procurement committee members will get Rs. 150/- per day apart from actual transportation cost. The expert VO procurement committee members can visit maximum up to 20 days a month. The break-up of Rs. 150/- is given below;

Service Charge of VO Procurement Committee Members	VO Charge	SHG Charge
Rs. 120/-	Rs. 20/-	Rs. 10/-

11. Community based NPM shops will be established at VO/PG/CLF level with maximum Rs 25000/ as grant by the project to the community institutions.
12. Kitchen gardening will be promoted in 20*20 sq feet model for ultra poor or landless/leased farmers. The project contribution is max Rs 150 for each kitchen gardening kit included with proy- tray
13. Portable shed net nursery with capacity of 32 proy-trays will be promoted at VO/PG/CLF level .The maximum of Rs 7000/ will be contributed by the project to the CBOs.
14. Family drip system will be installed at an individual level. The project will support in making convergence with horticulture department for subsidy on FDS.
15. Producer group formation and its operation will be as per PG guidelines.
16. Farmer Training & Information Center (FTIC) will be established/ hired in each block as per FTIC guidelines.
17. Community facility center(CFC) will be established as per CFC guidelines
18. Expert/Resource person/ trainer from KVK/Agriculture university/other organizations (to be booked as per trainee participants): Upto Rs. 3000/- per day (Upto Rs. 2000/- per day for consultancy and upto Rs. 1000/- per day for travel, accommodation, etc)
19. Resource Persons from the community for the training to SHG members/VRPs/SEWs will be paid as per VRP & SEW Policy.VRP & SEW monthly review would be held in a specific format attached as an annexure G & H.
20. Honorarium to VRPs/SEWs/MRPs for agriculture interventions will be paid as per VRP & SEW policy and for Digital Green Interventions will be paid as per DG policy.VRP honorarium format is attached as an annexure I.
21. Kisan Days, Cluster Adhivesan will be conducted as per description given in annexure C(Unit cost detail)
22. The Irrigation Support System comprises of a boring with Diesel pump set including irrigation pipes. One Irrigation Support System will be created for 10 farmers, i.e., estimated to be max Rs. 1,11,600/up to 100 feet and max Rs 223200/ above 100 feet-. The amount may increase as the number of farmers increase. A Water User Association may be formed for governance of the community pump and hiring charges will be collected on hourly basis for maintenance & repairing purposes.
23. For Community Drip/Solar/Sprinkler irrigation, max 700000/ will be supported by the project for 3-5 acres of land or on actual basis. The irrigation system will be installed at VO/PG level.
24. Soil Testing mini digital lab will be installed at VO/PG/ CLF level, for which max Rs 100000/ is given by project as grant to the CBOs.
25. Poly house (including Drip Irrigation/Fertigation/Fogging/Misting system) should be established at VO/PG /CLF level. The project will support max of Rs 500000/ for I unit of poly house as 75% of contribution & 25% will be contributed by the CBOs on an actual basis.

26. VRP registers will be used for each seasonal crop separately. The DPCU / BPIU will print the VRP registers and will be given to VRPs. VRP registers should be ensured to each VRP before the season starts. VRP registers will be printed at maximum cost of Rs 150/unit.
27. Mahila Kisaan Card will be used to maintain farmer data base. The format of Mahila Kisaan card is attached as an annexure J.
28. Public Disclosure: Mahila Kisan Sashaktikaran Pariyojana (MKSP) should be reflected (printed & displayed) in all the banners, wall writing, etc. (if a training, workshop, crop demonstration, etc.) conducted in the MKSP blocks. MKSP logo has to be displayed in all flex, banner, and board with beneficiary details on VO/PG/CLF. Also, MKSP details are to be shared in gram shabha of respective village. MKSP logo and public disclosure guidelines are provided in Annexure E & F.
29. Under MKSP; the MoRD requests the CRPs / VRPs (best farming SHG members), PRPs (Project Resource Persons) / Manager Livelihoods / Block Project Managers and Experts (SPM / PM – Livelihoods) to visit the project locations of different organizations in different states to conduct the field and organization assessment. In this regard, the financial norms for expert, PRP/CRP for conducting field appraisal is given in Annexure 'D'.
30. The DPCU/BPIU will submit the MKSP progress report (both physical and financial) on a monthly basis as well as on quarterly basis to SPMU on or before the 7th working day of the next month in the prescribed format as provided by SPMU.
31. Accountability of all the DPCU & BPIU team members are as follows;

Task & Output	Primary Accountable Person	Secondary Accountable Person
VRP Service Charge (Timely Payment)	Block Project Manager	Community Coordinator/Area Coordinator
SEW Development	Livelihoods Specialist	Block Project Manager
SEW (Timely Payment)	Block Project Manager	LHS
Experts/Resource Persons	District Project Manager	Manager Livelihoods
Training Programme	Manager Livelihoods	Training Manager
Timely Funds Transfer	District Project Manager	Manager Finance
UC submission	Block Project Manager	Accountant/LHS
Kisan Days	Community Coordinator	LHS/BPM
Cluster Adhivesan	Area Coordinator & LHS	Block Project Manager
MIS for MKSP	Block Project Manager	DPM
MKSP Monthly Reporting	Livelihood Manager	District Project Manager
Public Disclosure	Communication Manager	BPM/DPM
Financial Reporting	District Project Manager	Chief Finance Officer

32. **Young professionals** hired especially for MKSP project would be responsible for successful implementation of the program in coordination with BPIU, DPCU & SPMU team. Salary of MKSP YP may be booked under MKSP budget head 1.3 (operational expenses); account head 1.3.1.1 (administrative expenditure)
33. Wherever **Producer Company** has been formed, few MKSP interventions like Community Facility Center (CFC), Farmer Training & Information Center (FTIC), Poly house, soil testing mini digital lab, NPM shop would be under the charge of Producer Company.

34. **Accounting Arrangement:** BRLPS has to maintain records in accordance with appropriate and accepted accounting practices reflecting its operations and utilization of grants. BRLPS will maintain separate book of accounts for the MKSP projects for the purpose of auditing. Hence separate cash book (double column) / cheque book / advance register will be maintained. Separate company will be created in Tally with suggested chart of accounts for reporting purpose in prescribed format and verification by MoRD / NIRD team during field visit.
35. **Banking Arrangement:** BRLPS has to open and maintain a separate bank account of the project for implementation of MKSP. Hence separate bank account will be maintained at DPCU level.
36. **Audit Arrangement:** BRLPS has to get the expenditure incurred from the grant audited by the external or statutory auditors will furnish to MoRD at the end of each financial year. A certificate to the effect that the accounts have been audited and the grant has been spent on the objects for which it was meant, save as otherwise provided in the agreement". Hence internal auditor of BRLPS and Statutory auditor of BRLPS will be facilitated for the audit of MKSP books of records.
37. **Financial Achievement:** Financial achievement will be reported in prescribed format, hence chart of accounts will be created as per head of expenditure mentioned in format, by each districts. It has to be complied by state finance team in format provided earlier.
38. **A certificate** from the implementing / coordinating agency that the project is being implemented as per the approved project proposal, hence DPCU has to ensure this with certificate.

Encl.:

- Annexure A: MKSP AAP & Budget 2016-17
- Annexure B: MKSP Budget Head 2016-17
- Annexure C: Unit Cost Details
- Annexure D: Financial Norms for MKSP field validation
- Annexure E: Public Disclosure-MKSP LOGO
- Annexure F: Public Disclosure of Information
- Annexure G: VRP reporting format
- Annexure H: SEW reporting format
- Annexure I: VRP payment format
- Annexure J: Mahila Kisaan Card format


(Balamurugan D.)

Chief Executive Officer-cum- State Mission Director

For Distribution:

1. OSD/Director/CFO/AO/FO
2. All PCs/SPMs/PMs/SFMs
3. All DPMs/FMs/Managers-Livelihood, Communication, M&E, YPs (BRLPS & KOSI)
4. All BPMs/Incharge, LHS (MKSP Blocks)
5. Concerned file
6. IT Section

ANNEXURE A: MKSP AAP & BUDGET 2016-17

District	Block	No. of farmers with at least two interventions	SRI/DSR		SWI/Zero tillage		Cauliflower under NPM		Tomato under NPM		Brinjal under NPM		Lady's finger under NPM		Green gram under NPM		Maize under NPM		Potato under NPM	
			Unit	Budget	Unit	Budget	Unit	Budget	Unit	Budget	Unit	Budget	Unit	Budget	Unit	Budget	Unit	Budget	Unit	Budget
Purnea	Rupauli	7260	9000	0	8500	0	3000	0	3000	0	3500	0	3500	0	2000	0	12000	0	5500	0
	Bhawanipur	3920	6500	0	5000	0	2500	0	2500	0	3000	0	3000	0	1500	0	7500	0	5000	0
	District	11180	15500	0	13500	0	5500	0	5500	0	6500	0	6500	0	3500	0	19500	0	10500	0
Madhubani	Pandaul	5070	6500	0	5500	0	2000	0	2000	0	3500	0	3000	0	1500	0	1500	0	3500	0
Muzzafarpur	Kurhani	7500	7500	0	6500	0	3500	0	3500	0	4500	0	4000	0	2500	0	5500	0	5500	0
	Saraiya	11000	12500	0	10000	0	4000	0	4000	0	5000	0	5000	0	5000	0	7000	0	6000	0
	District	18500	20000	0	16500	0	7500	0	7500	0	9500	0	9000	0	7500	0	12500	0	11500	0
Nalanda	Rahui	9100	9500	0	7500	0	3500	0	3500	0	3800	0	3500	0	2000	0	2500	0	6500	0
	Nagarnausa	10020	11500	0	8500	0	4500	0	4500	0	4000	0	4000	0	2500	0	2800	0	8000	0
	District	19120	21000	0	16000	0	8000	0	8000	0	7800	0	7500	0	4500	0	5300	0	14500	0
Gaya	Tankuppa	7830	6000	0	5000	0	1500	0	1500	0	1500	0	2500	0	1000	0	1000	0	2000	0
	Wazirganj	5000	5000	0	4500	0	1000	0	1000	0	1000	0	2000	0	800	0	800	0	1500	0
	Amas	9680	6500	0	5500	0	2000	0	2000	0	2000	0	3200	0	1200	0	1200	0	2500	0
	District	22510	17500	0	15000	0	4500	0	4500	0	4500	0	7700	0	3000	0	3000	0	6000	0
Khagaria	Alauli	15120	12500	0	10000	0	2500	0	2500	0	2500	0	3000	0	2000	0	12000	0	3500	0
	Chautham	7100	7500	0	6000	0	2000	0	2000	0	2000	0	2500	0	1500	0	7500	0	2500	0
	District	22220	20000	0	16000	0	4500	0	4500	0	4500	0	5500	0	3500	0	19500	0	6000	0
Saharsa	Sonbarsa	3200	6500	0	5500	0	2000	0	2000	0	2000	0	2000	0	1000	0	1500	0	1500	0
Supaul	Pratapganj	2800	5000	0	4500	0	2000	0	2000	0	2000	0	2000	0	1000	0	1500	0	1500	0
Madhepura	Kumarkhand	7900	7500	0	6500	0	2500	0	2500	0	2500	0	2500	0	1200	0	1500	0	2000	0
SPMU		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
STATE		112500	119500	0	98500	0	38500	0	38500	0	42800	0	45700	0	26700	0	65800	0	57000	0

ANNEXURE A: MKSP AAP & BUDGET 2016-17

District	Block	No. of farmers with at least two interventions	Community Based NPM Shop(at VO/PG/CLF level)		Kitchen Gardening kit with proy-tray(20*20 sq ft model)		portable shed net nursery at VO/PG/CLF		new practice /variety /technology	family drip system at farmer's field		Irrigation support system(pumpset+Borewell etc) at VO/PG level						
			Unit	Budget	Unit	Budget	Units	Budget		Budget	Unit	Budget	Upto 100 feet		above 100 feet		Total Unit	Total Budget
													Unit	Budget	Unit	Budget		
Purnea	Rupauli	7260	6	150000	2500	375000	20	140000	10000	40	0	20	2790000	0	0	20	2790000	
	Bhawanipur	3920	6	150000	2500	375000	20	140000	10000	40	0	15	1674000	0	0	15	1674000	
	District	11180	12	300000	5000	750000	40	280000	20000	80	0	35	4464000	0	0	35	4464000	
Madhubani	Pandaul	5070	6	150000	2500	375000	20	140000	10000	40	0	15	1674000	0	0	15	1674000	
Muzzafarpur	Kurhani	7500	6	150000	2500	375000	20	140000	10000	40	0	20	2232000	0	0	20	2232000	
	Saraiya	11000	6	150000	2500	375000	20	140000	10000	40	0	30	3348000	0	0	30	3348000	
	District	18500	12	300000	5000	750000	40	280000	20000	80	0	50	5580000	0	0	50	5580000	
Nalanda	Rahui	9100	6	150000	2500	375000	20	140000	10000	40	0	18	2008800	5	1116000	23	3124800	
	Nagarnausa	10020	6	150000	2500	375000	20	140000	10000	40	0	25	2790000	5	1116000	30	3906000	
	District	19120	12	300000	5000	750000	40	280000	20000	80	0	43	4798800	10	2232000	53	7030800	
Gaya	Tankuppa	7830	6	150000	2500	375000	20	140000	10000	40	0	0	0	22	4910400	22	4910400	
	Wazirganj	5000	6	150000	2500	375000	20	140000	10000	40	0	0	0	20	4464000	20	4464000	
	Amas	9680	6	150000	2500	375000	20	140000	10000	40	0	0	0	25	5580000	25	5580000	
	District	22510	18	450000	7500	1125000	60	420000	30000	120	0	0	0	67	14954400	67	14954400	
Khagaria	Alauli	15120	6	150000	2500	375000	20	140000	10000	40	0	20	2232000	0	0	20	2232000	
	Chautham	7100	6	150000	2500	375000	20	140000	10000	40	0	15	1674000	0	0	15	1674000	
	District	22220	12	300000	5000	750000	20	280000	20000	80	0	35	3906000	0	0	35	3906000	
Saharsa	Sonbarsa	3200	6	150000	2500	375000	20	140000	10000	40	0	8	892800	0	0	8	892800	
Supaul	Pratapganj	2800	6	150000	2500	375000	20	140000	10000	40	0	8	892800	0	0	8	892800	
Madhepura	Kumarkhand	7900	6	150000	2500	375000	20	140000	10000	40	0	10	1116000	0	0	10	1116000	
SPMU		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
STATE		112500	90	2250000	37500	5625000	280	2100000	150000	600	0	204	23324400	77	17186400	281	40510800	

ANNEXURE A: MKSP AAP & BUDGET 2016-17

District	Block	No. of farmers with at least two interventions	Community Irrigation Drip/Sprinkler/Solar system at VO/PG level		Soil testing mini digital lab at VO/PG/CLF level		Poly house(including Drip Irrigation/Fertigation/Fogging/Misting system) at VO/PG/CLF level		Community Facility Center		Producer Groups(Seed Capital)		CIF
			Unit	Budget	Unit	Budget	Unit	Budget	Unit	Budget	Unit	Budget	
Purnea	Rupauli	7260	0	0	1	0	1	0	1	0	15	7500000	10965000
	Bhawanipur	3920	0	0	1	0	1	0	1	0	15	7500000	9849000
	District	11180	0	0	2	0	2	0	2	0	30	15000000	20814000
Madhubani	Pandaul	5070	0	0	1	0	1	0	1	0	18	9000000	11349000
Muzzafarpur	Kurhani	7500	0	0	1	0	1	0	1	0	8	4000000	6907000
	Saraiya	11000	0	0	1	0	1	0	1	0	36	18000000	22023000
	District	18500	0	0	2	0	2	0	2	0	44	22000000	28930000
Nalanda	Rahui	9100	0	0	1	0	1	0	1	0	42	21000000	24799800
	Nagarnausa	10020	0	0	1	0	1	0	1	0	33	16500000	21081000
	District	19120	0	0	2	0	2	0	2	0	75	37500000	45880800
Gaya	Tankuppa	7830	0	0	1	0	1	0	1	0	7	3500000	9085400
	Wazirganj	5000	0	0	1	0	1	0	1	0	10	5000000	10139000
	Amas	9680	0	0	1	0	1	0	1	0	8	4000000	10255000
	District	22510	0	0	3	0	3	0	3	0	25	12500000	29479400
Khagaria	Alauli	15120	0	0	1	0	1	0	1	0	0	0	2907000
	Chautham	7100	0	0	1	0	1	0	1	0	0	0	2349000
	District	22220	0	0	2	0	2	0	2	0	0	0	5256000
Saharsa	Sonbarsa	3200	0	0	1	0	1	0	1	0	6	3000000	4567800
Supaul	Pratapganj	2800	0	0	1	0	1	0	1	0	6	3000000	4567800
Madhepura	Kumarkhand	7900	0	0	1	0	1	0	1	0	6	2250000	4041000
SPMU		0	15	10500000	0	1500000	0	7500000	0	22500000	0	0	42000000
STATE		112500	15	10500000	15	1500000	15	7500000	15	22500000	210	104250000	196885800

ANNEXURE A: MKSP AAP & BUDGET 2016-17

District	Block	No. of farmers with at least two interventions	Cadres Service Charge(agri & Digital Green Interventions)	Weekly cadres meeting cost	Monthly Review of Cadres	Kisan Days in Villages	Cluster adhivesan	Cadres Training & Exposure Cost	SHG member Training & exposure	Project Staffs Training & exposure	IEC
			Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget
Purnea	Rupauli	7260	2875650	235200	129600	200000	20000	300000	1000000	200000	0
	Bhawanipur	3920	2044500	156000	93600	200000	20000	250000	800000	200000	0
	District	11180	4920150	391200	223200	400000	40000	550000	1800000	400000	0
Madhubani	Pandaul	5070	1846540	206400	95040	200000	20000	250000	800000	200000	0
Muzzafarpur	Kurhani	7500	2898500	259200	129600	200000	20000	300000	1200000	200000	0
	Saraiya	11000	3519400	360000	151200	200000	20000	350000	1600000	200000	0
	District	18500	6417900	619200	280800	400000	40000	650000	2800000	400000	0
Nalanda	Rahui	9100	2838760	285600	136800	200000	20000	300000	1200000	200000	0
	Nagarnausa	10020	3594550	314400	122400	200000	20000	350000	1500000	200000	0
	District	19120	6433310	600000	259200	400000	40000	650000	2700000	400000	0
Gaya	Tankuppa	7830	2265660	235200	80640	200000	20000	250000	1000000	200000	0
	Wazirganj	5000	2044350	182400	74880	200000	20000	250000	800000	200000	0
	Amas	9680	2386500	288000	86400	200000	20000	250000	1000000	200000	0
	District	22510	6696510	705600	241920	600000	60000	750000	2800000	600000	0
Khagaria	Alauli	15120	2788456	364800	108000	200000	20000	300000	1000000	200000	0
	Chautham	7100	2556876	235200	97920	200000	20000	250000	800000	200000	0
	District	22220	5345332	600000	205920	400000	40000	550000	1800000	400000	0
Saharsa	Sonbarsa	3200	1547500	134400	72000	200000	20000	200000	700000	200000	0
Supaul	Pratapganj	2800	1485600	132000	72000	200000	20000	200000	600000	200000	0
Madhepura	Kumarkhand	7900	1845050	259200	79200	200000	20000	200000	800000	200000	0
SPMU		0	0	0	0	0	0	0	0	2000000	10000000
STATE		112500	36537892	3648000	1529280	3000000	300000	4000000	14800000	5000000	10000000

ANNEXURE A: MKSP AAP & BUDGET 2016-17

District	Block	No. of farmers with at least two interventions	Hiring of short term consultant/ Agency/In terns	Review/ workshop of staff & partners	Operational /Adminstrative Expenses/VRP registers/Kisaan Card/Public Disclosure/MIS/ Web designing/YP salary etc	Producer Group(Establishment)		Farmer Taining & Information Center		CID	Total
			Budget	Budget	Budget	Unit	Budget	Unit	Budget		
Purnea	Rupauli	7260	0	150000	500000	15	1650000	0	0	7260450	18225450
	Bhawanipur	3920	0	150000	500000	15	1650000	0	0	6064100	15913100
	District	11180	0	300000	1000000	30	3300000	0	0	13324550	34138550
Madhubani	Pandaul	5070	0	150000	500000	18	1980000	0	0	6247980	17596980
Muzzafarpur	Kurhani	7500	0	150000	500000	8	880000	0	0	6737300	13644300
	Saraiya	11000	0	150000	500000	36	3960000	0	0	11010600	33033600
	District	18500	0	300000	1000000	44	4840000	0	0	17747900	46677900
Nalanda	Rahui	9100	0	150000	500000	42	4620000	0	0	10451160	35250960
	Nagarnausa	10020	0	150000	500000	33	3630000	0	0	10581350	31662350
	District	19120	0	300000	1000000	75	8250000	0	0	21032510	66913310
Gaya	Tankuppa	7830	0	150000	500000	7	770000	0	0	5671500	14756900
	Wazirganj	5000	0	150000	500000	10	1100000	0	0	5521630	15660630
	Amas	9680	0	150000	500000	8	880000	0	0	5960900	16215900
	District	22510	0	450000	1500000	25	2750000	0	0	17154030	46633430
Khagaria	Alauli	15120	0	150000	500000	0	0	0	0	5631256	8538256
	Chautham	7100	0	150000	500000	0	0	0	0	5009996	7358996
	District	22220	0	300000	1000000	0	0	0	0	10641252	15897252
Saharsa	Sonbarsa	3200	0	150000	500000	6	660000	1	0	4383900	8951700
Supaul	Pratapganj	2800	0	150000	500000	6	660000	1	0	4219600	8787400
Madhepura	Kumarkhand	7900	0	150000	500000	6	660000	1	0	4913450	8954450
SPMU		0	10000000	2000000	20000000	0	0	0	1410000	45410000	87410000
STATE		112500	10000000	4250000	27500000	210	23100000	3	1410000	145075172	341960972

ANNEXURE B: MKSP BUDGET HEAD 2016-17

Budget Head	Sub Head	Budget Line	Accounts Head	Particulars	Unit Cost	Purnea	Madhubani	Muzzafarpur	Nalanda	Gaya	Khagari a	Saharas a	Supaul	Madhep ura	SPMU	Total	
Component I-Community Institution Development																	
Program Investment-1.1	1.1.1 Capacity Building of CBO's	1.1.1.1	1.1.1.1 Comminity/ Cadre Training ,exposure& review	Training & Exposure of SHG members	Training :maximum @Rs.100 per participant per day & Exposure cost would be booked as per actual cost	1800000	800000	2800000	2700000	2800000	1800000	700000	600000	800000	0	14800000	
				Training & Exposure of cadres(VRPs/SEWs/MRPs)	Training:maximum @Rs.500 per participant per day(Residential) & maximum Rs 200/participant/day (Non-residential), Exposure cost would be booked as per actual	550000	250000	650000	650000	750000	550000	200000	200000	200000	200000	0	4000000
				Review of Community Cadre	maximum @Rs.120 per participant per day	223200	95040	280800	259200	241920	205920	72000	72000	79200	0	1529280	
			1.1.1.2 Meeting, Workshops etc.	Cluster Adhiveshan	Rs. 5000 per cluster adhiveshan	40000	20000	40000	40000	60000	40000	20000	20000	20000	20000	0	300000
				Kisan Days	Rs.2500 per Kisan day	400000	200000	400000	400000	600000	400000	200000	200000	200000	0	3000000	

			Weekly/ Fortnightly cadres meeting	@Rs.50 per VRP per meeting	391200	206400	619200	600000	705600	600000	134400	132000	259200	0	3648000
1.1.2 Salary, Remuneration & Honarium	1.1.2	1.1.2.1 Honarium to Community Cadre including TA/DA	Service Charge of Skilled Extension Workers/MRPs	As per Policy paper on VRP & SEW policy & DG policy											
			Service Charge of Village Resource Persons	As per VRP Guidelines & DG Policy	4920150	1846540	6417900	6433310	6696510	5345332	1547500	1485600	1845050	0	36537892
			Honararium to Community Resource Persons	As per VRP & SEW guidelines											
1.1.3 Capacity Building of Project Staff	1.1.3	1.1.3.1 Training/Exposure to Project Staff	Training & Exposure of Project Staffs	Training: Rs. 350 per participant per day (non residential), Rs. 750 per participant per day (residential), Exposure cost would be booked as per actual	400000	200000	400000	400000	600000	400000	200000	200000	200000	2000000	5000000
1.1.4 IEC	1.1.4	1.1.4.1 Information, Education & Communication	IEC	Lump Sum										10000000	10000000

1.1.5 Review & Workshop of Staff & Partners	1.1.5	1.1.5.1 Review & Workshop of Staff & Partners	Block Level Review & Workshop	Lump Sum	300000	150000	300000	300000	450000	300000	150000	150000	150000		2250000		
			District Level Review & Workshop	Lump Sum													
			State Level Review & Workshop	Lump Sum											2000000	2000000	
1.2 PIA Organizational Overheads	1.2.1 Hiring of Short Term	1.2.1.1 Hiring of Short Term Consultants/Agencies	Hiring of Short Term Consultants/Agencies/Interns	Lump Sum									10000000	10000000			
1.3 Operational Expenses	1.3.1 Operational Expenditure	1.3.1.1 Administrative Expenditure	Operational /Administrative Expenses/VRP registers/Kisaan Card/Public Disclosures/MIS/web designing/YP salary etc	Lump Sum	1000000	500000	1000000	1000000	1500000	1000000	500000	500000	500000	20000000	27500000		
1.4 Institution Building	1.4.1 Community Institution Building	1.4.1.1 Institution Building	Producer group establishment	Max Rs 110000/PG(Referr PG guidelines)	3300000	1980000	4840000	8250000	2750000	0	660000	660000	660000	0	23100000		
			Farmer training & Information Center	As per FTIC guidelines	0	0	0	0	0	0	0	0	0	0	1410000	1410000	
Subtotal					13324550	6247980	17747900	21032510	17154030	10641252	4383900	4219600	4913450	45410000	145075172		

Component II- Community Investment Fund																							
Project implementation cost 2.1	2.1.1 Agriculture Intervention	2.1.1	2.1.1.1 Agriculture Intervention	SRI/DSR	No contribution by the project. Project will support in capacity building of the women farmers/Cadres and promote the convergence with the agriculture department for subsidy on seed or other inputs	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
				SWI/Zero tillage		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
				Cauliflower under organic cultivation		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
				Tomato under organic cultivation		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
				Brinjal under organic cultivation		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
				Lady's finger under organic cultivation		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
				Green Gram under organic cultivation		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
				Maize under organic cultivation		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
				Potato under organic cultivation		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
				Community Based NPM Shop(at VO/PG/CLF level)	Project contribution:Max Rs 25000/shop on actual basis	300000	150000	300000	300000	450000	300000	150000	150000	150000	150000	150000	0	2250000					
				Kitchen Garden(20*20 sq ft model)	Rs 150/kit	750000	375000	750000	750000	1125000	750000	375000	375000	375000	375000	375000	0	5625000					
				family drip system at farmer's field	No contribution by project.Fund can be leveraged in convergence with horticulture department	0	0	0	0	0	0	0	0	0	0	0	0	0					
				portable shed net nursery at VO/PG/CLF level	Rs 7000/unit	280000	140000	280000	280000	420000	280000	140000	140000	140000	140000	140000	0	2100000					

				new practice/variety/technology	Lumpsum(Project contribution for seed)	20000	10000	20000	20000	30000	20000	10000	10000	10000	0	150000
				Irrigation support system(Borewell+pumpset etc)	Upto 100 feet:Max Rs 111600 & above 100 feet:Max Rs223200	4464000	1674000	5580000	7030800	14954400	3906000	892800	892800	1116000	0	40510800
				Community irrigation (Drip/sprinkler/solar System) at VO/PG level	Max Rs750000/Unit	0	0	0	0	0	0	0	0	0	10500000	10500000
				Soil testing mini digital lab at VO/PG/CLF level	Max Rs100000/Unit	0	0	0	0	0	0	0	0	0	1500000	1500000
				Poly house(including Drip Irrigation/Fertigation/Fogging/Misting system) at VO/PG/CLF level	Project contribution(75%): Max Rs 500000/unit	0	0	0	0	0	0	0	0	0	7500000	7500000
				Community Facility Centres	Max Rs 1500000/unit	0	0	0	0	0	0	0	0	0	22500000	22500000
				Producer Group(Seed Capital)	Max rs 500000/ PG(Refer PG Guidelines)	15000000	9000000	22000000	37500000	12500000	0	3000000	3000000	2250000	0	104250000
				Subtotal		20814000	11349000	28930000	45880800	29479400	5256000	4567800	4567800	4041000	42000000	196885800
				Grandtotal		34138550	17596980	46677900	66913310	46633430	15897252	8951700	8787400	8954450	87410000	341960972

Annexure C:

Unit Costs Details

SI No	Activity Details	Unit Description	Project Unit Cost(In Rs)	Remarks
1	Community Based NPM Shop		25000/	Community based NPM shop will be run at VO/PG/CLF level.In each cluster 2 NPM shop will be established which will cater the demand of the community.The total cost is estimated at Rs 25000/ only which will be contributed by the project on actual basis
2	Irrigation support system(Borewell+Diesel pumpset/Generator set etc)	1 IS for 10 farmers(VO/PG level)		Upto 100 feet:Project allocation is max Rs 111600 and above 100 feet :Max Rs 223200/. The Irrigation Support System comprising of a borewell and a generator set/ Diesel pump as electricity is inadequate or unavailable in most of the villages
i.	Upto 100 feet		111600/	
ii	Above 100 feet(For eg Gaya)		223200/	
3	Community irrigation System (Drip/solar System)	1 CI for 10 farmers(Upto 5 acres)	700000/	1 Community Irrigation system will be installed each block
4	family drip system at farmer's field			No contribution by the project.Fund can be leveraged in convergence with horticulture department
5	Portable shed net nursery at VO/PG/CLF level	Capacity of 32 proy tray	7000	100% contribution by project
7	New practice/variety/technology	support cost will be on new practice/variety/technology		
8	Soil testing mini digital lab		100000	1 soil testing mini digital lab will be installed each block at VO/PG/CLF level
9	Poly house(including Drip Irrigation/Fertigation/Fogging/Misting system) at VO/PG/CLF level	Project Contribution 75% of the total cost on actual basis	500000	Project contribution will be maximum of Rs 500000/ which is 75% of the total cost

10	Kitchen Gardening kit	1 kit/hh(20*20 sq feet)	200	Kitchen gardening would be promoted in a model of 20*20 sq feet.The kit would be provided by the project which includes seed kit & proy- tray etc.The kit must be provided to ultra poors/landless farmers.
B	Capacity Building Cost			
11	Service Charge of Village Resource Persons & SEWs	Max Rs 2500/VRP/Month & Max Rs 5000/SEW		Refer VRP & SEW Policy
12	DG VRP/MRP Service Charge			As per DG-Guidelines
13	Weekly Cadres Meeting Cost	Rs 50/Cadre		Refer VRP & SEW Policy
14	monthly Review of cadres	Rs 120/cadre		
15	Kisaan Diwas in Villages	Kisan Diwas will be celebrated in 2 seasons for 40 best VO's	Rs 2500/Kisaan Diwas/VO	Refer VRP & SEW Policy
16	Cluster Adhivesan	Cluster Adhivesan will be celebrated in 2 seasons for 2 best practicing clusters in each block	Rs 5000/Cluster Adhivesan	
17	Training & exposure cost on Cadres	Residential training - Rs 500/- per day per per participant Non residential - Rs.200 per day per participant + Travel expenses on actuals. Exposure cost is as per actual		Each cadre should get atleast 3 days training on Best practices/ interventions/Technology in each season
18	Training & exposure cost on SHG members	Rs. 50 per participant per day including snacks/food , training material &exposure cost would be booked as per actual		Each membershould get at least 3 days training on best practices or technology in each season

19	Training & Exposure cost on Project staffs	Rs. 350 per participant per day (non residential) Rs. 750 per participant per day (residential), Exposure cost is as per actual		
20	IEC(Information Education & Communication)	Lumpsum		
21	Review /Exposure/workshop of staffs & Partners	Lumpsum		
C	Infrastructure/Institution Building			
22	Farmer training & Information Center		470000/	Refer FTIC Guidelines
23	Community Facility Centres		1500000/	Refer CFC guidelines
24	Producer Group		610000/	Refer PG Guidelines
D	Development support cost			
25	Hiring of Short term Consultants/agencies / interns (different levels)	one consultant per 20 villages on Rs 25000/month.Stipened to interns, as per decided by the HR/Admin		
E	Administrative cost	Operational /Adminstrative Expenses/VRP registers/Kisaan Card/Public Disclosure/MIS/ Web designing/YP salary etc		As per policy or actual

Annexure D: Financial Norms for MKSP Field Validation

Particulars	Expert	PRP/CRP
Honorarium	Rs. 2000/- per day (excluding journey period)	Rs. 1000/- per day (excluding journey period)
Report Writing Charges	Rs. 1000/-	N.A
Travel:		
Journey	Economy class (air travel) / AC II Tier (train travel)	upto AC II Tier / (on actuals)
Local Travel (residence/halt to airport / railway station)	Rs. 500/- to and fro each journey	Rs. 300/- to and fro for each journey
DA		
Normal	upto Rs. 1200/- (on actuals)	upto Rs. 800/- per day (on actuals)
Forced stay	upto Rs. 1200/- (on actuals)	upto Rs. 800/- per day (on actuals)
Incidentals		
upto 500kms	Rs. 300/-	Rs. 200/-
501 kms to 1000 kms	Rs. 600/-	Rs. 400/-
above 1000kms	Rs. 900/-	Rs. 600/-
Contingency	Rs. 500/- per district	Rs. 300/- per district

ANNEXURE E: PUBLIC DISCLOSURE – MKSP LOGO



Colour characteristics: MKSP logo

Left curve: green

Women sitting: black

Right curve: Burnt Orange

K in MKSP: Green

MSP in MKSP: Burnt Ora

Public Disclosure of Information (An Indicative list): ANNEXURE F

	Static Information +	Dynamic Information
Village Level Wall writings/boards	Mahila kisan Sashaktikaran Pariyojana <Name of Project> <Name of PIA implementing the project> <Project period> No.of Mahila kisan selected for project: Name of CRP working in the village: Name of para-professional working for MKSP: Address of nearest Field Office: Crucial Interventions under MKSP Name & Phone number of officer handling grievances :	No.of trainings: Y1, Y2, Y3 List CBOs involved List Physical assets (and Numbers) procured: Total Expenditure Years-Y1,Y2,Y3
Gram Sabha	Method of selection of beneficiaries List of SHGs List of mahila kisan under MKSP Interventions under MKSP Name of CRP, Para-professional Benefits to mahila kisan	Every 6-months: What trainings are imparted in the village? List of CBOs formed by PIA in the village. Mahila-kisan -wise assets provided under project Progress: Mahila kisan practicing sustainable agriculture
Village level record	SHG wise: Details of each mahila kisan- age- caste-voter ID- extent of land etc	Trainings conducted- Name of training- subject-Name of Resource person-training dates- attendance of each mahila kisan Periodic Follow-Up of SA practices by each mahila kisan CBO Records: minutes book, cash book, financial statements
Panchayat Office Records	MoU List of mahila kisan under MKSP	Details of Assets provided under MKSP
Field Office Wall writings/boards (Office closest to MKSP villages)	Mahila kisan Sashaktikaran Pariyojana <Name of Project> <Project period> <Field Office Name> List the villages served by the field office: No.of Mahila kisan selected for project under field office: No.of of CRP working in the village: Names of para-professional working for MKSP: Crucial Interventions under MKSP: Name & Phone number of officer handling grievances :	No.of trainings under field office: Y1, Y2, Y3 List CBOs involved in MKSP List Physical assets (and Numbers) procured: Total Expenditure of Field Office Years- Y1,Y2,Y3

मासिक प्रतिवेदन एवं मूल्यांकन प्रपत्र (SEW- कुशल विस्तार कार्यकर्ता)

क्र. संख्या	SEW का नाम		संकुल स्तर संघ का नाम					कुल भूमि	किसान द्वारा किया गया अन्य फसल का विवरण	किसान के खेत में किये गये भ्रमण की संख्या (प्रति माह)	प्रशिक्षण विवरण (कुल किसान)	प्रशिक्षण मॉड्यूल का नाम	वि. आर. पि. रजिस्टर पूर्ण रूप से भरने की विवरण
	ग्राम साधन सेवी (VRP) का नाम	पिता/पति का नाम	ग्राम संगठन / उत्पादक समूह का नाम	ग्राम	पंचायत	कुल किसान की संख्या	फसल का नाम (श्री विधि धान/गेहूं/अन्य फसल)						
	कुल												

SEW- कुशल विस्तार कार्यकर्ता

क्र. संख्या	विवरण	लक्ष्य	उपलब्धि
१	ग्राम साधन सेवी को दिया गया कुल प्रशिक्षण		
२	ग्राम साधन सेवी की साप्ताहिक बैठक करवाने की संख्या		
३	संकुल संघ के जीविकोपार्जन उपसमिति एव उत्पादक समूह को दी गई तकनीकी सहायता		
४	आयोजित किसान दिवस की संख्या		
५	आयोजित क्लस्टर अधिवेशन की संख्या		
६	उत्पादक समूह के मुख्या खता पुस्तक संधारण करने में सहायता एव ग्राम साधन सेवी रजिस्टर भरने में साधन सेवी की सहायता		
७	फसल-१ नाम.....		
८	फसल-२ नाम.....		
९	फसल-३ नाम.....		
१०	कुल किसान		
११	कुल दिया प्रशिक्षण का विवरण		
१२	प्रशिक्षण मॉड्यूल का नाम		

Annexure I**VRP के मानदेय की गणना एवं भुगतान का प्रपत्र**

माह :

मौसम: खरीफ / रबी / जायद (ग्रीष्म कालीन)

VRP का नाम:

संबन्धित ग्राम संगठन / उत्पादकता समूह का नाम:

किसानों का विवरण: (माइक्रो प्लानिंग / उत्पादन योजना के अनुसार)

विवरण	संख्या	प्रतिशत	मासिक मानदेय / प्रोत्साहन राशि
किसानों की कुल संख्या			
अ.जा./अ.ज.जा. वर्ग के किसानों की सं. (40 रुपये प्रति किसान)			
दो फसल कर रहे अ.जा./अ.ज.जा. किसानों की सं. (A)			
पि.वर्ग/ अती पि. वर्ग के किसानों की संख्या (30 रुपये प्रति किसान)			
सामान्य वर्ग के किसानों की सं. (25 रुपये प्रति किसान)			
दो फसल कर रहे किसानों की संख्या (B)			
तीन फसल कर रहे किसानों की संख्या (B)			
क्रियाशील वर्मी कम्पोस्ट कर रहे किसानों की संख्या			
क्रियाशील वर्मी कम्पोस्ट ईकाइयों की संख्या (10 रुपये प्रति क्रियाशील ईकाई) (अधिकतम 2 ईकाई प्रति परिवार)			
भूमिहीन किचेन गार्डन अपना रहे परिवारों की संख्या (2 रुपये प्रति परिवार)			
कुल मानदेय			

A. यदि अ.जा./अ.ज.जा. के कुल परिवारों की संख्या के 80% दो फसल कर रहे हों तो (300 रुपये) **B.** कुल परिवारों के कम से कम 60% परिवार 2 फसल कर रहे हों तो (250/- रुपये) **C.** कम से कम 40% परिवार 3 फसल कर रहे हों तो (350/- रुपये) प्रतिमाह प्रोत्साहन राशि मिलेगी I

मानदेय भुगतान : रुपये

राशि शब्दों में :

भुगतान (चेक) का विवरण : बैंक का नाम चेक क्र. दिनांक

.....

हस्ताक्षर एवं मुहर

अध्यक्ष

सचिव

कोषाध्यक्ष

प्राप्तकर्ता VRP: (हस्ताक्षर एवं नाम)

Annexure J

महिला किसान कार्ड

कार्ड संख्या	प्रखंड	जिला		
महिला किसान का नाम	पिता/पति का नाम	पहचान पत्र का प्रकार (पहचान पत्र संख्या)		
संपर्क संख्या (मोबाइल नंबर)	परिवार में कुल सदस्य की संख्या			
ग्राम	बैंक खाता संख्या			
पंचायत	बैंक एच ब्रांच का नाम			
समूह का नाम	खाता धारक का नाम			
ग्राम संगठन/उत्पादक समूह का नाम	महिला किसान से खाता धारक का सम्बन्ध			
संकुल संघ का नाम	वर्ग (सामान्य/पिछड़ा/अनुसूचित जाती/अनुसूचितजन जाती)			
भूमि विवरण				
अपना भूमि		फसल-१ (खरीफ)		
पट्टा भूमि		फसल-२ (रबी)		
किसान का हस्ताक्षर/अगुठे का निसान		फसल-१ (खरीफ)		
		फसल-२ (रबी)		
ग्राम संगठन/उत्पादक समूह पदाधिकारी का हस्ताक्षर एव मोहर				

फसल विवरण- वर्ष-१															
अनाज				दलहन				सब्जी				अन्य फसल			
फसल का नाम	कुल भूमि (एकड़ में)	औसत उत्पादन (क्विंटल / एकड़)	आय /मुनाफा (प्रति/क्विंटल)	फसल का नाम	कुल भूमि (एकड़ में)	औसत उत्पादन (क्विंटल / एकड़)	आय /मुनाफा (प्रति/क्विंटल)	फसल का नाम	कुल भूमि (एकड़ में)	औसत उत्पादन (क्विंटल / एकड़)	आय /मुनाफा (प्रति/क्विंटल)	फसल का नाम	कुल भूमि (एकड़ में)	औसत उत्पादन (क्विंटल / एकड़)	आय /मुनाफा (प्रति/क्विंटल)

फसल विवरण- वर्ष-२															
अनाज				दलहन				सब्जी				अन्य फसल			
फसल का नाम	कुल भूमि (एकड़ में)	औसत उत्पादन (क्विंटल / एकड़)	आय /मुनाफा (प्रति/क्विंटल)	फसल का नाम	कुल भूमि (एकड़ में)	औसत उत्पादन (क्विंटल / एकड़)	आय /मुनाफा (प्रति/क्विंटल)	फसल का नाम	कुल भूमि (एकड़ में)	औसत उत्पादन (क्विंटल / एकड़)	आय /मुनाफा (प्रति/क्विंटल)	फसल का नाम	कुल भूमि (एकड़ में)	औसत उत्पादन (क्विंटल / एकड़)	आय /मुनाफा (प्रति/क्विंटल)

किसान का हस्ताक्षर

ग्राम साधन सेवी का हस्ताक्षर

क्षमता वर्धन विवरण						
क्र. संख्या	प्रशिक्षण मॉड्यूल का नाम	प्रशिक्षण की जगह	दिनांक (dd/mm/yy)		ट्रेनर का नाम	ट्रेनर का हस्ताक्षर
			कब से	कब तक		
1						
2						
3						
4						
5						
6						
7						
8						
9						

मृदा परिक्षण प्रपत्र

	Soil Reaction (pH)	Electrical Conductivity (EC)	Organic Carbon (OC)	Nitrogen	Phosphate	Potash
References	6.5-7.5	1.0-2.0	0.5-0.75	280-560	23-56	130-335
Findings						
Ratings						
Micronutrients/Secondary Elements in PPM						
Nutrients	B	S	Zn	Cu	Fe	Mn
References	0.5-1.00	13-20	0.78-1.20	0.6-1.20	7.00-12.00	3.00-5.00
Findings						
Ratings						
Fertilizer Recommendation						
Target Yield	50 Qtl/Ha					
Recommendation for the Land	1 Katha					
	Compost	DAP	UREA	SSP 16	MOP 60	XYZ
Crop 1						
Crop 2						
Crop 3						
Crop 4						