



# जीविका

गरीबी निवारण हेतु बिहार सरकार की पहल

## बिहार ग्रामीण जीविकोपार्जन प्रोत्साहन समिति राज्य ग्रामीण आजीविका मिशन, बिहार



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Ref. No.: BRLPS/Proj-IBCB/1034/16/4753

Date: 13/03/18

### Office Order towards 'The Hardcore Poor (THP)' Pilot

1. In the targeting of hardcore poor, the phase of asset transfer, handholding support to beneficiaries and series of customized trainings to community professionals and beneficiaries is very critical and has already been started in both the blocks. In this, the role of training officers is very critical. In this regard, following training officers are being declared as nodal person at the district level to steer the activities of THP.

Sl.	Name of the Staff	Designation	Place of posting
1	Manish Kumar	Training Officer	Katihar
2	Amit Kumar	Training Officer	Sitamarhi

2. MRP Reporting: The Master Resource Persons (MRPs) will report to the nodal village organization (VOs) or the cluster level federations (CLFs) based on the presence of either of them at the location of their operations. The MRP will share his/ her completed tasks along with reports (*reporting format is attached as an annexure with the office order number BRLPS/Proj-IBCB/1042/16/3035 dated 26.11.2018*) on monthly basis with the members of their nodal VO or the CLF under the supervision of the anchor persons.
3. Anchor Person: The Area Co-coordinator/ Community Co-coordinator will be acting as an anchor-person of assigned VOs/ CLFs to anchor and mentor the MRPs as assigned by the BPM. The role of the anchor person is to-
  - Verify the performance indicator sheet submitted by MRP in nodal VOs/ CLFs each month.
  - Monitor the MRPs by conducting field visits.
  - Mentor and support the MRP in the implementation process.
4. Monthly payments to MRP: The nodal VO/ CLF of the MRPs will record the reports in their minutes register and do the appraisal in the presence of nodal AC/ CC of that respective VO/ CLF. After the appraisal, the nodal VO/ CLF do the payment to the MRPs. Payment to the MRPs to be done on a regular basis (*based on the office order number BRLPS/Proj-IBCB/1042/16/678 dated 1.6.2018*) following their Master Progress Report as per the (*annexure-1, office order number BRLPS/Proj-IBCB/1042/16/3035 dated 26.11.18*).
5. There should be an orientation program conducted for the district thematic managers, BPIU staff and other remaining newly recruited or replaced MRPs on THP and its activities with their roles and responsibilities. This needs to be completed in April.

6. There will a provision of additional ten days hiring of vehicle for DPCU/ BPIU to be used in the activities related to the THP.
7. The details of budget head covering both CID and CIF expenses may be referred in the annexure3.
8. UC should be submitted to the DPCU within 15 days of the asset procurement and transfer to the beneficiaries (*the format is attached as annexure2*).



**(Balamurugan D.)**

Chief Executive Officer-Cum-State Mission Director

Enclosed:

1. Progress Report.
2. Budget head of CID and CIF.
3. UC certificate.

Copy To:

1. Director/AO/CFO/FO/PS/PO
2. All PCs/SPMs/PMs/SFMs/AFMs
3. DPM/ICB Manager/TO-Sitamarhi and Katihar
4. BPM-Suppi and Barsoi
5. Concerned File

**Annexue1**

Progress Data for Micro-Planning and Asset Transfer				
Sl.	Progress Indicator	Suppi	Barsoi	TOTAL
1.	No. of Panchayats Covered			
2.	No. of VOs (number of new/ old VOs in brackets)			
3.	No. of MRPs			
4.	No. of households endorsed as ultra-poor by VOs			
5.	No of households for implementation (after randomization)			
6.	MRPs training for Micro-Planning			
7.	Micro-Planning (3 steps) started with beneficiaries			
8.	Micro-Planning Format completed for beneficiaries			
9.	Procurement Committee Meeting Held at VO			
10.	Date of LCM with number of beneficiaries			
11.	Enterprise Development Training (3-days) by MRPs for Beneficiaries			
12.	Asset-grant, 1 <sup>st</sup> Tranche, received by beneficiaries			
13.	Livelihood Gap Funding (LGF) start date			
14.	No. of beneficiaries received LGF support			
15.	Social Development Training (3-days) by MRPs for Beneficiaries			
16.	Weekly Mentoring Meetings by MRPs with Beneficiaries			

**Annexure2**

**Targeting the Hardcore Poor Program – उपयोगिता प्रमाणपत्र**  
**THP योजना के तहत ग्राम संगठन द्वारा जीविकोपार्जन अंतराल राशि (LGF) एवं जीविकोपार्जन निवेश निधि (LIF) की उपयोगिता प्रमाणपत्र**

- ग्राम संगठन का नाम: \_\_\_\_\_ पंचायत का नाम: \_\_\_\_\_  
 प्रखंड इकाई (बी.पी.आई.यू.) का नाम: \_\_\_\_\_ जिला का नाम: \_\_\_\_\_
- सतत जीविकोपार्जन योजना के तहत कुल प्राप्त राशि (रु० में) : \_\_\_\_\_
  - ग्राम संगठन द्वारा राशि (LGF एवं LIF) प्राप्ति की तिथि: \_\_\_\_\_
  - ग्राम संगठन द्वारा LGF एवं LIF के मद में कुल खर्च की गयी राशि (रु० में): \_\_\_\_\_
  - THP योजना के अंतर्गत लक्षित परिवारों की सूची एवं उपयोगिता प्रमाणपत्र:-

क्र. सं.	लक्षित परिवार का नाम	जीविकोपार्जन अंतराल राशि (LGF)			जीविकोपार्जन निवेश निधि (LIF)		
		कुल प्राप्त राशि	लक्षित परिवार को दी गई राशि (कुल खर्च)	शेष राशि	कुल प्राप्त राशि	ग्रा०स०द्वारा कुल खर्च	शेष राशि
<b>कुल</b>							

ग्राम संगठन द्वारा उपयोगिता प्रमाणपत्र जमा करने की तिथि: \_\_\_\_\_  
 ग्राम संगठन का मोहर एवं हस्ताक्षर: \_\_\_\_\_

अध्यक्ष: \_\_\_\_\_ सचिव: \_\_\_\_\_ कोषाध्यक्ष: \_\_\_\_\_

MRP का हस्ताक्षर \_\_\_\_\_ CC / AC का हस्ताक्षर \_\_\_\_\_ BPM का हस्ताक्षर एवं मोहर \_\_\_\_\_



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Annexure3

<b>TARGETING THE HARDCORE POOR PILOT</b>		
Name of the DPCU: _____		Budget: 2019-20
	Unit	Unit Cost
<b>Component 1 : CAPACITY BUILDING</b>		
<b>Endorsement of Targeted HHs</b>		
<b>1. Support for Targeting</b>		
Training to Targeted HHs	Per Unit/Per Day for 35 Person	350
Handholding Support/Coaching of Targeted HHs	Per Unit/Per Day for 35 Person	350
<b>2. Support for Village Organization (VO) Formation</b>		
Training to VOs/Members - VOs on THP	Per Unit/Per Day for 35 Person	350
<b>3. Support for Cluster Formation</b>		
Training to CLF/Members	Per Unit/Per Day for 35 Person	350
<b>4. Training of project staff</b>		
Residential training of project staff	Per Unit/Per Day for 35 Person	29,750
Non - residential training of Project staff (Block Level)	Per Unit/Per Day for 35 Person	4,200
Non - residential training of Project staff (District Level)	Per Unit/Per Day for 35 Person	5,250
Exposure (Outside district but within state)	Per Unit/Per Day for 35 Person	31,500
<b>5. Training of Community Cadres</b>		
Residential training of Community cadre/VO leaders/subcommittee	Per Unit/Per Day for 35 Person	17,500
Non - residential training of Community Cadre/VO leaders/subcommittee	Per Unit/Per Day for 35	4,900
Cluster Level Review Meeting	Per Unit/Per Day for 35 Person	3,500
Exposure of Community Cadres(Within the block)	Per unit/Per Day for 35 person	7,000
Exposure of Community Cadres(Outside block but within district)	Per unit/Per Day for 35 person	10,500
Exposure of Community Cadres(Outside district but within state)	Per unit/Per Day for 35 person	14,000
<b>6. Honorarium to IBCB Cadre</b>		
Master Resource Person	As per policy	lump sum
Cluster/Block Resource Person	As per policy	lump sum
<b>7. IEC Material Dev./ Purchase of books of records/ forms etc. (HHs survey , Master Resource Person Register)</b>		
		Lump sum
<b>8. PRA cost</b>		
		Lump sum
<b>9. THP Vehicle Movement Cost</b>		
	Per DPCU/per month	22,500
<b>10. Review/Meeting of cadre/Staffs-BPIUs</b>		
	per person	140
<b>11. Review/Meeting of cadre/staffs-DPCU</b>		
	per person	175
<b>Component 2: Community Investment Fund (CIF)</b>		
<b>A. Livelihoods Gap financing</b>		
	Per Beneficiary	7,000
<b>B. Livelihoods Investment fund</b>		
<b>B.1 Micro Enterprise Promotion</b>		
1st tranche	Per Beneficiary	20,000
2nd tranche	Per Beneficiary	30,000
3rd tranche	Per Beneficiary	50,000
<b>B.2. Livestock Promotion</b>		
Goatery (1st,2nd & 3rd tranche)	Per Beneficiary/per Tranche	16,000
Poultry (1st,2nd & 3rd tranche)	Per Beneficiary/per Tranche	5,000
Dairy (1st,2nd & 3rd tranche)	Per Beneficiary/per Tranche	50,000
<b>B.3. Farm Based livelihoods</b>		
1st tranche	Per Beneficiary	20,000
2nd tranche	Per Beneficiary	20,000
3rd tranche	Per Beneficiary	30,000