

# Standard Operating Procedure for Project Driven Block Panchayat Development Plan



सशक्त पंचायत सतत विकास



## PREFACE

India has remarkable achievement of continuing Panchayati Raj System, which is an integral part of its culture and civilization. Panchayats as institutions of local self Governments are key for development of rural area of the country. The 73<sup>rd</sup> Amendment of the Constitution of India provides mandate for preparation of plans for economic development and social justice to all three tiers of Panchayats viz. Gram Panchayat at village level, Intermediate Panchayat at block/taluk level and District Panchayat at district level. Ministry of Panchayati Raj, Government of India (MoPR) prepared “Framework for preparation of Block and District Development Plans for Rural Area” in 2020. However, it was seen from the analysis of Block Panchayat Development Plans that most of Intermediate Panchayats are incurring substantial expenditure on insignificant activities. Therefore, MoPR constituted a Committee for Project Driven Block Panchayat Development Plan (BPDP) and District Panchayat Development Plan (DPDP). The Committee submitted a comprehensive report on “Project Driven BPDP and DPDP”. MoPR decided to develop Standard Operating Procedures (SOP) for Project Driven Block Panchayat Development Plan to assist Intermediate Panchayat in preparing its plan in systematic and focused manner. Accordingly, this SOP has been developed.

The SOP for Project Driven BPDP provides step-by-step actions for the preparation of Project Driven BPDP. The SOP needs to be followed in larger perspective and State may modify them in accordance with the local needs and priorities. It is expected that it would serve as a valuable support to Intermediate/Block Panchayats in formulation, implementation, monitoring and evaluation of transformational Project Driven BPDP.



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## **Standard Operating Procedure for Project Driven Block Panchayat Development Plan**

India has great achievement of continuing Panchayati Raj system, which provides unique self-governance in rural area. The 73<sup>rd</sup> Amendment of the Constitution of India provides mandate to Panchayat for preparation of plans for economic development and social justice at all three tiers viz., Gram Panchayat (GP) at village level, Intermediate Panchayat (IP) at block/taluk level and the District Panchayat at district level. Gram Panchayats have been preparing their respective Gram Panchayat Development Plan (GPDP) since 2014. Ministry of Panchayati Raj, Government of India (MoPR) prepared “Framework for preparation of Block and District Development Plans for Rural Area” in 2020. Intermediate Panchayats and District Panchayats are preparing Block Panchayat Development Plan (BPDP) and District Panchayat Development Plan (DPDP) since 2020. From the analysis of BPDP and DPDP it has been found that most of Intermediate and District Panchayats are incurring substantial expenditure on insignificant activities. Therefore, MoPR constituted a Committee for Project Driven Block Panchayat Development Plan (BPDP) and District Panchayat Development Plan (DPDP). The Committee submitted a comprehensive report on “Project Driven BPDP and DPDP”. MoPR decided to develop Standard Operating Procedures (SOP) for Project Driven Block Panchayat Development Plan to assist Intermediate Panchayat in preparing its plan in systematic and focused manner. Accordingly, this SOP has been developed. It provides step-by- step actions for the preparation of Project Driven BPDP. **Following actions of SOP may be undertaken for Project Driven BPDP in sequential manner:**

**1. Constituting Intermediate Panchayat Planning Committee** - Every Intermediate/Block Panchayat may constitute Intermediate Panchayat Planning Committee (IPPC) with the following indicative composition:

## Indicative Composition of Intermediate Panchayat Planning Committee

Sl. No	Members of the Committee	Designation
1.	President of the Intermediate Panchayat	Chairperson
2.	Vice President of the Intermediate Panchayat	Vice Chairperson
3.	Five Presidents of Gram Panchayats in the Block	Members
4.	Elected Representatives of the District Panchayat representing the Block	Members
5.	Chairpersons of Standing Committees of Intermediate Panchayat	Members
6.	Block Development Officer	Member
7.	Forest Range Officer	Member
8.	Representative Of NRLM	Member
9.	Agriculture Extension Officer	Member
10.	President of Agricultural Produce Marketing Committee	Invitee
11.	Block Lead Bank Manager	Invitee
12.	One Sanitation Expert	Invitee
13.	One Professor of Economics	Invitee
14.	The Secretary or Executive Officer of the Intermediate Panchayat	Member Secretary

### IPPC may be assigned to undertake following activities:

- Helping the Intermediate Panchayat and the Working Groups for preparing Block Panchayat Development Plan and thematic / sectoral plan respectively
- Encouraging healthy deliberations regarding development of the area
- Supporting Working Groups for the preparation of projects
- Exploring the additional resource mobilization possibilities
- Ensuring coordination while arranging the activities according to the timeline
- Coordinating activities of Working Groups
- Assisting in the meetings with the stakeholders and discussions with the banks, cooperative and institutions
- Identifying experts, volunteers, academic - technical institutions for assisting in preparation of the Block Panchayat Development Plan.

**2. Constituting Block Sabha** - Block Sabha may be constituted by every Intermediate Panchayat by nominating 50-80 persons including all Elected Representatives of IP, President (Sarpanch) of five Gram Panchayats, officers, academicians, community-based organisations etc. as members, by President of the

Intermediate Panchayat. The Block Sabha will be presided over by President or in his absence Representative of Intermediate Panchayat. Block Panchayat Officer/Block Development Officers may be nominated as convener of Block Sabha.

**3. Organising First Meeting of Block Sabha** - Three Block Sabha meetings are to be organised at proper time to prepare Project Driven BPDP. First Block Sabha meeting is to be organised after constitution of IPPC and Block Sabha. The first Block Sabha meeting would consider constituting thematic / sectoral working groups and discuss the development needs of the Block and they should consider different developmental issues, priority areas and projects required in area of the Block within the framework of available resources.

**4. Constituting Working Groups** - Every Intermediate Panchayat may constitute Working Groups (WGs) specific to the five prioritised theme on the basis of SANKALP (thematic resolution) undertaken under Vibrant Gram Sabha. Additional working groups may be constituted in accordance with other needs of important sectors of the respective block/taluka. The structure of the working group may be as follows (MoPR, 2020):

- (i) An expert in the relevant field may be nominated as the Chairperson of the WG by the President of Intermediate Panchayat.
- (ii) The Chairperson of the relevant Standing Committee as the Co-Chairperson of the WG.
- (iii) The senior most block level officer dealing with theme/ sector should be appointed as the convener of WG. In addition to the convener, another official must be a member of the WG.
- (iv) The Chairpersons of the WGs on Women and Child Development, Development of Scheduled Caste (SC) and Scheduled Tribe(ST) should be the elected representatives of women, SC and ST respectively.
- (v) Each WG can have 10 to 15 members. They should include the experts from the relevant fields.
- (vi) If necessary, the Intermediate Panchayat or WG itself can constitute sub committee for WG.
- (vii) Responsibilities of the WG are also applicable to the sub-committees. The subcommittee shall have a chairperson, convener and members as decided by the Intermediate Panchayat/WG.
- (viii) Each WG should have representations of women, SC and ST and representative of one of the IP.
- (ix) The quorum for the WG should be one third of the total members.

- (x) Attendance of the convener is mandatory in the WG meetings.
- (xi) WG should function under the overall guidance of the Intermediate Panchayat.

The functions of the WGs may be as follows (MoPR, 2023):

- Providing technical assistance and leadership to discussions such as stakeholder consultations, discussions with banks, co-operatives, and financial institution and development seminars
- Consolidating, collecting, and analysing data related to subject areas of the Working Group
- Undertaking situation analysis by integrating primary and secondary data clearly reflecting the achievements and shortcomings
- Identifying the problems and possibilities in the situation analysis of the relevant development theme/sector and formulate problem solving proposals
- Based on the situation analysis, preparing a status report in a timely manner and submit it to the IPPC, outlining the major challenges faced by each development sector, the existing gaps in development, the possibilities for improving development and the strategies that can be adopted for it
- Preparing report for the Block Sabha and the information required to be included in the plan
- Giving advice for the coordination of local development projects, including various centrally sponsored schemes, flagship programmes, state schemes and other schemes
- Preparing financially and technically feasible and viable projects
- Preparing the projects for incorporation in the annual plan approved by the Block Sabha
- Ensuring public participation in formulation of project and plan
- Ensuring convergence
- Effectively monitoring the project implementation

**5. Capacity Building** - A training workshop may be organized in every block/taluka for capacity building for respective Project Driven BPDP and a core group of at least five persons from the Intermediate Panchayat Planning Committee, Sarpanch and Members of the Intermediate Panchayat and at least two persons from each working group may undergo orientation training in the workshop and get necessary inputs and competence for Project Driven BPDP.



**6. Creation of Environment for Preparing Project Driven BPDP** - There is need to create proper environment at the Block level focusing on the mobilisation of community and discussions with all groups of the stakeholders. This is a significant exercise to ensure that the Elected Representatives (ERs), Officials, and community at large are oriented towards the planning exercise. Therefore, the first activity in the process is to constitute well represented IPPC, Block Sabha and Working Groups and organize first Block Sabha to kick-start the planning process by creating awareness among the stakeholders. The IPPC should take initiative in proper environment creation and ensuring wider participation of women in Block Sabha. This can be taken up with the assistance of women elected representative and SHG collectives. To involve all groups of the people in the process of decision making in Block Sabha, separate Sabha for women, children and elderly persons may be organised prior to main Block Sabha meetings to ensure better mainstreaming of their issues in the project driven BPDP. Further, IP should undertake IEC activities and create positive environment for the plan (MoPR, 2020).

**7. Vision Exercise:** - Ideally IP should prepare the vision for next five years. It provides the platform to identify the local needs and demands of the community and the stakeholders.

**8. Identifying Resources for Planning by Intermediate Panchayats:** - IP should prepare its resource envelope consisting of the following (MoPR, 2020):

- Finance Commission Grant
- State Finance Commission Grant
- Own Source Revenue (OSR)
- CSS and State Schemes entrusted to the Intermediate Panchayats
- Funds available to the line departments under the Central and State Government Schemes
- Voluntary contributions (cash, kind, and labour)
- CSR funds, assured and available to the Intermediate Panchayats
- Funds available under the Block Credit Plan.

## 9. Selection of Important Theme and Activities for Preparing of Project:

**9.1 Selection of Important Theme for Localising SDG** - Selection of important theme for preparing of project driven BPDP should be based broadly on the nine themes of Localization of SDGs. For every Block, themes identified by Gram Pradhans in the block may be tabulated from Sankalp data and priority of themes can be decided on the basis of higher number of GPs identifying concerned theme. As for example theme identified by Akarani Block of Maharashtra may be seen and Theme 1, Theme 2 and Theme 3 may be selected by the Block for formulation of project and priorities of BPDP.

### Block wise theme selection in Nandurbar district, Maharashtra

Sl. No.	Block Panchayat	Total No. of GPs	Theme 1: Poverty Free and Enhanced Livelihoods Panchayat	Theme 2: Healthy Panchayat	Theme 3: Child-friendly Panchayat	Theme 4: Water Sufficient Panchayat	Theme 5: Clean and Green Panchayat	Theme 6: Self-sufficient Infrastructure in Panchayat	Theme 7: Socially Just & Socially Secured Panchayat	Theme 8: Panchayat with Good Governance	Theme 9: Women-friendly Panchayat
1	Akarani	59	48	49	49	2	1	1	0	0	0

**9.2. Use of Mission Antyodaya and e-GramSwaraj data** - Mission Antyodaya (MA) data are very useful as it finds out criticality of gap with respect to twenty nine subjects listed in the Eleventh Schedule of the Constitution. The MA data can be consolidated at Block level for finding specific needs with respect to these subjects. With help of e-GramSwaraj all activities planned to be undertaken by GPs can be consolidated and the IP may consider activities to be incorporated in the projects of BPDP for addressing those gaps, which could not be addressed through GPDPs.

**9.3 Use of Panchayat Development Index** - MoPR has developed Panchayat Development Index(PDI) based on 144 targets, 577 indicators and 688 data points. MoPR has initiated PDI at village level which may be further developed for block and district on the basis of collation of data of PDI of the Gram Panchayat in their respective areas. PDI may be used for identifying needs of the block with respect to important themes and activities and monitoring progress of implementation of localization of SDGs.

**9.4 Referred Activities from GPs** – Many required activities are beyond technical and financial capabilities of GPs. Such activities may be referred by GPs to respective IP. IPPC and concerned Working Group need to consider such activities and incorporate them in their project and plan.

**10. Spatial Analysis of Needs** - Data related to developmental needs data may be uploaded on a GIS platform, which would facilitate spatial and temporal analysis using functionality of Overlay Analysis. It would help in exactly identifying in which area the problem exists and which activity may help to address the problems. It would also help in finding out number of villages and people to be impacted. Similarly temporal analysis would help the progress made over years / months.

**11. Identifying Focus area of Planning and Project Formulation** - The identification of important focus area for different prioritised themes needs to be undertaken. For this purpose the theme-wise focus area suggested in **Annexure - I** may be referred.

**12. Achieving Convergence with Important Scheme of Central and State Governments** – Depending on nature of project convergence may be achieved with following important schemes (MoPR, 2023):

- Deendayal Antyodaya Yojana – National Rural Livelihoods Mission (DAY-NRLM)
- Accelerator Fund for promotion of Agri-start-ups under RKVY
- Swachh Bharat Mission – Gramin (SBM-G)
- Jal Jeevan Mission
- Schemes of Ministry of MSME

- Prime Minister's Employment Generation Programme (PMEGP)
- Scheme of Fund for Regeneration of Traditional Industries (SFURTI)
- A Scheme for Promotion of Innovation, Rural Industries and Entrepreneurship (ASPIRE)
- Khadi & Village Industries Commission (KVIC)
- Schemes of Ministry of New and Renewable Energy:
  - PM-KUSUM
  - Rooftop Solar Programme Ph-II
  - Virtual Net Metering
  - Off-grid Solar Programme
- Schemes of NABARD:
  - Grant Products
  - Loan Products
  - Rural Infrastructure Promotion Fund (RIPF)
  - Rural Haat
  - Watershed Development Fund
  - Rural Infrastructure Development Fund (RIDF)
  - NABARD Infrastructure Development Assistance (NIDA)

In addition to above schemes other Central and State Govt schemes and initiatives e.g. **Building Entrepreneurship Ecosystem at the block under IRMA's incubator ISEED** (Incubator for Social Enterprises and Entrepreneurs for Development) and Corporate Social Responsibility (CSR) may be tapped for projects under BPDP.

**13. Referring Model Projects-** Working Groups may see some examples of model projects given in Annexure II as guidance to consider projects on similar lines for the incorporation in respective BPDP (MoPR, 2023).

**14. Situation analysis and Development Status Report -** All Working Groups may undertake analysis of the particular theme/sector by collecting primary and secondary data. Each WG should prepare a Development Status Report (DSR) including the projects to be undertaken under the theme/sector by the respective Block Panchayats on the basis of situational analysis in the prescribed format . The DSR would *inter alia* cover the following to help Block Sabha (MoPR, 2020):

- Status of development of the Intermediate Panchayat in various thematic sectors in terms of achievements, limitations and gaps in development efforts
- Convergence strategies for optimizing development goals for the Intermediate Panchayat

- Prioritization of development agenda to be taken up over next five years on annual basis
- Issues that are to be addressed by various authorities and institutions including the Intermediate Panchayat.

**15. Organizing Meeting of the Special Block Sabha** - Special Block Sabha is very important for identifying specific projects and resource allocation to them and achievement convergence with the sister departments. All frontline officers of Government Departments engaged in development may be invited in the Special Block Sabha. They may make presentation covering their activity in the current financial year and can propose activities to be taken up under the next financial year. All Chairman/President of Working Groups shall make presentation before the Block Sabha for their projects to be incorporated in the project driven BPDP. Block Sabha may advise working groups for modifications in the project, wherever required. Moreover, convergence with sister Departments and Schemes would also be decided by Working Groups under guidance from IPPC and Block Sabha.

**16. Formulation of Projects** - Projects should be prepared by respective Working group in comprehensive manner in the detailed format given in the **Annexure - III** of this SoP on the basis of deliberations in Special Block Sabha and suggestions from IPPC.

**17. Preparation of Draft Project Driven BPDP** - Draft Project Driven BPDP shall be prepared by IPPC in the **Annexure IV**, which would contain inter alia all projects prepared by Working Groups.

**18. Organising Third Meeting of the Block Sabha and approval of the Project Driven BPDP** - Third Block Sabha may be organised to deliberate Project Driven BPDP. After detailed deliberations and incorporating suggestions, Block Sabha may approve Project Driven Block Panchayat Development Plan.

### 19. Suggestive Time Schedule for Project Driven BPDP:

Sl. No.	Steps/Activities	Time Schedule (Tentative)
1.	Initiation of Planning Process including constitution of IPPC, and Working Groups and organising First Block Sabha Meeting	In the month of November
2.	Resource envelop and Theme/Sector-wise data collection, compilation & visioning exercise, situational analysis	By December
3.	Theme/Sector wise Preparation of Development Status Report	By 7 <sup>th</sup> January
4.	Theme/sector wise draft project formulation	By 10 <sup>th</sup> January
5.	Organising Special Block Sabha	By 15 <sup>th</sup> January
6.	Finalisation of Projects and preparation of Draft Project Driven BPDP and Placement of the Plan in third Meeting of Block Sabha for approval	By 31 <sup>st</sup> January

**20. Implementation of the Project** - The project may be implemented in a transparent manner with participation of important stakeholders. All financial propriety and work standards should be adhered strictly.

**21. Monitoring and Evaluation of the Project Driven BPDP** - A Monitoring and Evaluation Committee with representatives from different and diverse background and organization may be constituted to undertake concurrent monitoring and evaluation of the plan and projects.

## Reference

Ministry of Panchayati Raj, Govt. of India (MoPR). . 2020. ***Framework for Preparation of Block and District Development Plans for Rural Area***, Ministry of Panchayati Raj, Government of India, 11<sup>th</sup> Floor, Jeevan Prakash Building, K.G. Marg, New Delhi-110001.

MoPR. 2023. ***Report of Committee on Project Driven Block Panchayat Development Plan and District Panchayat Development Plan***, Ministry of Panchayati Raj, Government of India, 11<sup>th</sup> Floor, Jeevan Prakash Building, K.G. Marg, New Delhi-110001.

## **Focused Area of Planning for Different Themes for Project Driven BPDP**

### **Theme - 1: Poverty Free and Enhanced Livelihood Panchayat**

- Agri-allied and Agro-processing Units
- Strengthening of Supply Chain Management
- Development of Cold Chain for Perishable Products
- Promotion of Livelihood Opportunities in Secondary and Tertiary Sectors
- Rural Industry Cluster
- Developing Robust Intermediate Panchayat-Private Partnership
- Integrated approach for the economic development of the rural people
- Enhancing Income of rural Community in selected Gram Panchayats/Villages through rural Tourism activities
- Primary Processing and Basic Value Addition e.g. Cocoa Beans
- Eco-Tourism Based Livelihood Generation
- Poultry Feed Unit
- Rural tourism home-stays
- Medicinal and aromatic plants
- Birsa Harit Gram Yojana (Aam bagwani) and organic farming through MGNREGS
- Food processing and value addition for agriculture, dairy products, apiculture and forest products

### **Theme - 2: Healthy Block**

- Vaccination Campaign: Publicity, dissemination and 100% vaccination
- Effective operation of health centers:
  - a. Availability of doctors and support staff
  - b. Availability of drugs
  - c. Adequate equipment
  - d. Ambulance
  - e. In schools and other institutions
  - f. In other public places
- Pregnant Mother Care
- Nutrition and vaccination of children
- Care of malnourished children
- Promotion of sports activities
- Separate toilets (Male/Female) at public place
- Health camp
- Waste management Unit



- Construction of Special Toilet for Divyang
- Sewage Management Unit
- Clean drinking water / Water Treatment Plant
- Water ATM
- Quality Monitoring & Management of Nal Jal Yojana through Apps
- Regular water testing / Water Testing Lab for delivery of safe & adequate drinking water
- RO installation in School, Health Centers and Panchayat
- Drug de-addiction campaign / sports activities
- Promotion of yoga/ Yoga Center
- Gym (public/institution)
- Availability of playground and sports material
- Library installation
- Plantation
- Mental Health Center
- Old age center
- Mental hospital
- Recreation center
- Availability of psychiatrist
- Ayushman Card / Medical Insurance
- Establishment of Call Center / Use of App/ Palliative Care for Old Person & Specially Abled Person
- Donor for health services ( not specified)
- Mid-Day-Meal in School
- Distribution of Nutrious food through FPO
- Model Neo Natal ICU

### **Theme - 3: Child-Friendly Block**

- Cyber Security
- Child missing/Trafficking Tracking App
- Child friendly Corner in Police Station
- Self Defense Training in School
- BMI Measuring Machine in School
- Model PHC, ICDS(Bala Model)
- Strengthening & Capacity Building of all Sectoral Working Committee, Standing Committee, Local Committee
- Social Audit to assess the quality & quantity
- Knowledge sharing programme for the student on Nature, Wild life, Bio diversity
- Adopting SAM Children to reduce the cases of malnourished children.

#### **Theme - 4: Water Sufficient Panchayat**

- Retrofitting of existing rural water-supply scheme for bulk water supply of villages
- Source strengthening works for multi-village water supply scheme
- Desiltation of Ponds, Lakes, Small Water Bodies
- Recharge shafts – Borewell Recharge, Rooftop Harvesting Structure
- Continuous Contour Trenches (CCT)
- Water Treatment Plants
- Regional Water Supply Scheme
- Liquid Waste Management Unit (LWMU)
- Faecal Sludge Treatment Plant (FSTP)
- Construction of Check Dams
- Percolation Tank
- Soak Pits and Magic Pits
- Rejuvenation of the Local River System

#### **Theme - 5: Clean and Green Panchayat**

- Community Sanitary complexes (CSC);
- Sustainability of afforestation (planted trees) programme
- Solid Waste Management Unit
- Liquid waste Management Unit
- Production Unit of Bio Fertilizers through SHG to promote sustainable farming
- Installation of Solar Pannel in social institutions & Panchayats to conserve eco system
- Rainwater Structures in the Panchayats to conserve water
- District/Block to plan communication on Clean and Green Villages - Use of mid-media and digital media at DP,BP for IEC and SBCC
- Production unit of Cloth Bag through SHG to reduce plastic in everyday use
- Plantation of robust plants to be ensured.
  - Selection of appropriate species for plantation in extreme weather geographical village

#### **Theme - 6: Panchayat with Self-Sufficient Infrastructure**

- Product Manufacturing Unit under Make in India (Scheme for Investment Promotion, Scheme for implementation of National Manufacturing Policy, etc.)/ Start-up India/ Ease of Doing Business (e-Biz Project)
- Village Level Entrepreneur (VLE) and Tele Centre for Entrepreneur courses/ Atal Innovation Mission (AIM) including Self-employment and Talent Utilization (SETU)
- Handloom Development Centre Indian Footwear, Leather & Accessories Development Unit

- Establishment of Milk Procurement Centre
- Catalytic Development Programme under Sericulture/Pisciculture/Horticulture.
- Multi storied local markets/shopping malls.
- Solar Powered AC Godown (food grains/vegetables/flower).
- Roof-top solar facilities in all public buildings/institutions, Solar parks, and windmills for renewable source of electricity (OSR generation).
- Common Facility Centre (CFC) for procurement of farm machineries.
- Disaster Mitigation & Management Centre/Disaster Shelter Centre/Multi-purpose Cyclone shelter.
- Development of SEZ/Industrial Corridors (adjoining to the highways/rail routes/shipping corridors etc).
- Solid & Liquid Waste Management Unit (large-scale).
- Sports Complex for Residential Trainings (large-scale)
- Credit Guarantee Funds Umbrella Programme for Business Development of Minor Forest Produces by the Scheduled Tribe Groups/ Deen Dayal Antyodya Yojana (DAY) -National Rural Livelihood Mission (NRLM).
- Development of logistics centre at coastline areas using Sagarmala Programme.

#### **Theme - 7: Socially Just and Socially Secured Panchayat**

- Building Entrepreneurship Eco-System at Panchayat level.
- Revitalizing Traditional Cottage Industries.
- Eco-Tourism Based Livelihood Generation.
- Livelihood Generation through SHGs.
- Project Based Support for Economic Development and Income Enhancement: SAMRUDDHI
- Poultry feed unit.
- NIRAVU initiative to make villages self-sufficient in milk, meat, and egg. The project also aims to produce value-added products from coconut and jackfruit.
- Integrated approach for economic development of the rural people through promotion of local enterprises in convergence with Self-Help Group (SHGs).
- Sustainable Support for Production and Marketing of Affordable Packaged Nutritious Food Products Produced by Empowered Rural SHG Women with the Support of Gram Panchayats.
- Multi-Grain Food Processing Unit for Ready to Eat Food for Children.
- Retrofitting of Existing Rural Water Supply Scheme for Bulk Water Supply to Villages.
- Geo-tagging & Ethical Labelling of Village Products.

#### **Theme - 8: Panchayat with Good Governance**

- Integrated Approach for Making a Model School.
- Social Protection Facilitation Centres.
- Disaster Management and Risk Reduction – Cyclone/flood shelter for GPs, which do not have suitable place for cyclone/flood shelter in their area

## **Theme - 9: Women-friendly Panchayat**

- Sustainable Support for Production and Marketing of Affordable Packaged Nutritious Food Products Produced by Empowered Rural SHG Women with the Support of Gram Panchayats.
- Gender Resource cum Help Centre.
- SHE Workspace.
- District Level Support and Facilitation Centre for Education, Skilling, and Employment.
- Pregnant Mother Care.
- Layer Farming through Self-Help Group (SHG) dovetailing funds from (JSLPS & MGNREGS at Block Level).

<b>Suggestive Model Projects for BPDP</b>	
<b>1</b>	<b>Theme 1-Poverty Free and Enhanced Livelihood Village</b>
1.1	High Impact Mega Watershed Project
1.2	Enhancing Income of Rural Community in selected Gram Panchayats/Villages through Rural Tourism Activities in MP
1.3	Primary Processing and Basic Value Addition of Cocoa Beans
1.4	Ananda Math Ashram – An Eco-friendly Tourism Hub
1.5	Eco-Tourism Based Livelihood Generation, Himanchal Pradesh
1.6	Livelihood Generation through SHGs in Madhya Pradesh
1.7	Project Based Support for Economic Development and Income Enhancement: SAMRUDDHI
1.8	Poultry Feed Unit, Chhattisgarh
1.9	NIRAVU, Dharmadam, Kerala
1.10	Integrated Approach for Economic Development of Rural People of Sundarban Delta Region in Digambarpur Gram Panchayat, South 24 Parganas, West Bengal
1.11	Project-Based Support for Economic Development and Income Enhancement
<b>2</b>	<b>Theme 2: Healthy Village</b>
2.1	Sustainable Support for Production and Marketing of Affordable Packaged Nutritious Food products produced by empowered rural SHG women with the support of Gram Panchayats in Kalburgi and Raichur districts of Karnataka
2.2	Establishment of Block Level Public Health Unit (BPHU)
2.3	Tele-Medicine Centres in Himachal Pradesh
<b>3</b>	<b>Theme 3- Child Friendly Village</b>
3.1	Multi-Grain Food Processing Unit for Ready to Eat Food for Children
<b>4</b>	<b>Theme 4: - Water Sufficient Village</b>
4.1	Retrofitting of Existing Rural Water Supply Scheme for Bulk Water Supply to Villages
4.2	Source strengthening works for multi-village water supply scheme.
<b>5</b>	<b>Theme 5: Clean &amp; Green Village</b>
5.1	Development of Nature-Positive Self-Reliant Villages in Betul District,

	Madhya Pradesh
5.2	Rural Solid, Faecal Sludge Management Technology Park
5.3	Rural Liquid Waste Management Technology Park
5.4	Integrated Solid Waste Management facility 7TPD- A Multi-village/GP /Block level - Material recovery facility
5.5	Solar Roof Top Plant
5.6	Solid Waste Management (Procurement of Machinery for Solid waste management services)
<b>6</b>	<b>Theme 6: Villages with Self-Sufficient Infrastructure</b>
6.1	Mushroom – A Fungal Revolution in Purulia
<b>7</b>	<b>Theme 7: Socially Just and Socially Secured Village</b>
7.1	Revitalizing the Traditional Craft Cottage Industry
7.2	Building Entrepreneurship Ecosystem At Panchayat Level
7.3	Geo-tagging & Ethical Labelling of Village Products, Tamil Nadu
<b>8</b>	<b>Theme 8: Villages with Good Governance</b>
8.1	Integrated Approach for Making a Model School
8.2	Social Protection Facilitation centres in Bhandara District
<b>9</b>	<b>Theme 9: Women-Friendly Village</b>
9.1	Gender Resource cum Help Centre
9.2	SHE WORKSPACE –Kodakara Block Panchayat
9.3	District Level Support and Facilitation Centre for Education, Skilling, and Employment

**Note- For details of the Project Report of Committee for Project Driven BDPD and DPDP (MoPR, 2023) may be referred.**

**Annexure - III**

**Project Format of Block Panchayat Development Plan**

1.	Name of the Project					
2.	Majority of Sankalps taken by GP in the IP area	<b>Sl. No.</b>	<b>Name of Themes</b>	<b>Number of GPs Opted for the Theme</b>	<b>Percentage of GPs Opted for the Theme</b>	
		1	Poverty Free and Enhanced Livelihood Panchayat.			
		2	Healthy Panchayat			
		3	Child-friendly Panchayat			
		4	Water Sufficient Panchayat			
		5	Clean and Green Panchayat			
		6	Self-sufficient Infrastructure in Panchayat.			
		7	Socially Just & Socially Secured Panchayat.			
		8	Panchayat with Good Governance.			
		9	Women-friendly Panchayat.			
3.	Theme of Project (as per nine LSDG themes)					
4.	SDG being addressed by the Project.					
5.	Gaps addressed as per Mission Antyodya	Name of Subject (29 Subjects)				
		Name of sub-subjects	No. of GPs in IP	No. of GPs with critical gaps	Number of GPs with Moderate gaps	No. of GPs with strength
		i)				
		ii)				
		iii)				
		iv)				
6.	Implementing Panchayat (PIA) - IP					
7.	Goal of the Project					
8.	Objective of the Project					
9.	Brief Description about the Project					
10.	Expected Outcome (Immediate/Mid-					

	Term/Long-Term)			
11.	Impact of the Project (as per the Sankalp, SDG and Mission Antyodya.			
12.	Farm/ Non-Farm Activity.			
13.	Duration of the Project with Commencement Date.			
14.	Activities to be taken along with Timeline			
15.	Key Features of the Project.			
16.	Areas Covered (No. of GP/BP).			
17.	Implementation Strategies.			
18.	Number of persons employed in the project (Regular/Mandays to be created)	Regular:	Mandays:	
19.	Income generation (person income)			
20.	Number of persons indirectly benefitted from the Project			
21.	Total No. of Households benefitted (if any)			
22.	No. of SHGs/FPO involved in the project			
23.	Linkages with other Institutions/Agencies (NGOs/CBOs/CSOs/Academic Institutions etc.)			
24.	Convergence with line departments			
25.	Total Cost of the Project			
	Source of funding (OSR/ Central State Schemes/ other source of funding)			
26.	Brief features of the project (in terms technology/ process/ linkages etc)			
27.	Convergence Strategies	Convergence Details	Human Resource Support	Linkages taken care of: Marketing/ Handholding/ Training/ Technology
28.	Details of beneficiaries (including number of people from vulnerable and marginalised sections of the society)			
29.	Assets created from the			



	Project (if any)	
30.	Details of Backward-forward linkages of the Project	
31.	Monitoring Strategy (Agencies involved in the monitoring process)	
32.	Marketing Strategy	
33.	Capacity Building of the stakeholders	
34.	Evaluation of the Project	
35.	Sustainability Plan of the Project	

\*Even for social sector projects direct employment at local level may be specified.

**Structure of Project Driven Block Panchayat Development Plan**  
(To be Prepared by Intermediate Panchayat)

Chapter	Content	Sub-Contents
Chapter - 1	Profile of Area of Intermediate Panchayat.	<p><b>1. General Information:</b></p> <p>a) GP-wise Demographic Information including that for SCs, STs and BCs.</p> <p>b) Description of the geographical area, forest coverage, riverine status, road connectivity/rail connectivity, internet access and specific features of the Block.</p> <p>c) Socio-Economic Status (based on Census, SECC data etc.).</p> <p>d) No. of Educational Institutions and status of Education.</p> <p>e) No. of Health Sub-Centres, Primary Health Centres/Rural Hospitals upgraded as Health and Wellness Centres and status of functionality and Status of Health including Public Health.</p> <p>f) Status of Drinking Water and Sanitation.</p> <p>g) No. of Anganwadi Centres and status of Nutrition.</p> <p>h) Names of Line Department Offices operating in the Block.</p> <p>i) No. of Bank Branches (including No. of GPs having no Bank Branch).</p> <p>j) No. of Cooperative Societies.</p> <p>k) No. of Markets/Mandis, Cold Storage etc.</p> <p>l) No. of Animal Health Centres.</p> <p>m) Status of Irrigation and Minor Irrigation.</p> <p>n) Cropping intensity.</p> <p>o) Major Occupations and Status of Livelihoods.</p> <p>p) Arrangement of PDS.</p> <p>q) No. of Industrial Units.</p> <p>r) Information about SHGs and their federations.</p> <p>s) Disaster Management Arrangements.</p> <p>t) If a PESA Block, the status of implementation of PESA Act.</p> <p>u) If the area has tribal population, the States of implementation of Forest Right Act.</p> <p>v) Other relevant general information.</p> <p>(The above list is illustrative. However, each Block may provide all the relevant information required for planning.</p> <p><b>2. Intermediate Panchayat Information:</b></p> <p>(a) No. of members of the Intermediate Panchayat (including ex-officio members, if any).</p> <p>(b) Names of the Standing Committees of the Intermediate Panchayat and their chairperson and members and functional status.</p> <p>(c) Total No. of employees in the Intermediate Panchayat (category-wise).</p>

Chapter	Content	Sub-Contents
		(d) ..... (e) ..... (f) ..... (g) Other relevant Panchayat information. <b>3. Vision Statement (If any):</b>
Chapter - 2	Works completed in previous years and in progress	Progress report of previous F.Y. and likely to be completed before starting year for which plan is being prepared.
Chapter - 3	A Brief Account of the Planning Process	This chapter may contain a brief account of the planning process including constitution of Block Sabha, Intermediate Panchayat Planning Team and Working Group, participation of the Line Department Officials in the planning process, environment generation, data collection etc.
Chapter - 4	Current Status of Development, Major Challenges and Scope of addressing them	This chapter may contain a summary of the current status of development in the Block with reference to the 29 subjects as mentioned in the 11 <sup>th</sup> Schedule of the Constitution, the major plan activities implemented during the previous financial year, situation and gap analysis, major challenges, availability of resources and the scope of meeting the challenges for the year for which the plan is being prepared.
Chapter - 5	Goals Set for Development, including Localisation of SDGs	This chapter may contain a brief statement on the goals set along with targets fixed in respect of the 29 subjects as mentioned in the 11 <sup>th</sup> Schedule of the Constitution and the SDGs and also the proposed means of achieving them – over a perspective of five years and operation plan for one year.
Chapter - 6	Resource Envelope and Selection of Activities with Priority, Brief of Projects to be undertaken.	This chapter may contain a detailed statement of resources available for plan implementation including Own Source Revenue (OSR), Fifteenth Finance Commission Grant, State Finance Commission Grant, Central Sector Schemes, State Plan Schemes, Available Resources of the Line Departments, Resources available with the Development Authorities/Boards/Bodies (For e.g., those under Town & Country Planning Act), Resources available from Externally Aided Programmes etc. <b>(All Projects to be attached as Annexe).</b>
Chapter - 7	Separate Lists of Projects and Activities with Budget for the year for which BPDP is being proposed.	After an Introduction about the rationale of inclusion of the prioritised activities, this chapter may contain, in a common format, two lists of Activities along with Budget proposed for implementation respectively for the year for which the plan and projects are being prepared
Chapter - 8	Implementation	This chapter may contain the strategy, process, and mechanisms

Chapter	Content	Sub-Contents
	Mechanisms	of implementation of the plan activities, roles of different organisations including Line Departments, linkage with GPs and District Panchayat and other related issues.
Chapter - 9	Monitoring & Evaluation Strategy	This chapter may contain the strategy and process of Monitoring and Evaluation of the plan activities, roles of different organisations including line departments, linkage with GPs and District Panchayat and other related issues.
	ANNEXURE	Block map-data abstract from different sources, consolidated Mission Antyodya data, PDI data if available, current year planned works of GPs, minutes of meetings, reports of the Intermediate Panchayat Planning Team and Working Group, photographs etc. All Projects initiated and ongoing in Format prescribed in Annexure III of this SOP.



सशक्त पंचायत सतत विकास

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Ministry of Panchayati Raj