

অসম চৰকাৰ



GOVERNMENT OF ASSAM

AXOM ADARXO GRAM YOJANA

Transformation & Development Department

Janata Bhawan, Dispur, Assam

Table of Contents

| S. No. | Contents | Page No. |
|---------------|--|-----------------|
| 1 | I.1. Background | 4 |
| 2 | I.2. Aim | 4 |
| 3 | I.3. Vision | 4 |
| 4 | I.4. Mission | 4 |
| 5 | I.5. Objectives | 5 |
| 6 | I.6. Concordance with SDGs | 5 |
| 7 | II. Village Sélection and Sensitisation | 6 |
| 8 | II.1. Short listing of Villages in each Assembly Constituency | 6 |
| 9 | II.1.b. Qualitative Factors | 7 |
| 10 | II.1.c. Exclusions | 7 |
| 11 | II.2. Selection of two Revenue Villages for each Assembly Constituency | 7 |
| 12 | III. Detail procedure and activities to be taken up | 7 |
| 13 | III.1. Sensitisation and Baseline Survey | 7 |
| 14 | III.2. Strengthening of Existing Schemes and Designing of Starting/ initial Activities | 8 |
| 15 | III.3. Preparation of Village Development Plan and Action Plan | 9 |
| 16 | IV. Implementation Mechanism | 10 |
| 17 | IV.1. Nodal Department | 10 |
| 18 | IV.2. Organogram | 11 |
| 19 | IV.3. Steering Committee | 12 |
| 20 | IV.4. Project Management Committee | 12 |
| 21 | IV.5. District Committee | 14 |
| 22 | IV.6. Village Level Committee | 15 |
| 23 | IV.7. Execution of works and Construction Committees | 16 |
| 24 | IV.8. Knowledge Partner | 17 |
| 25 | IV.9. Administrative Costs | 18 |
| 26 | IV.10. Village Fellows- Roles and Responsibilities | 18 |
| 27 | IV.11. Roles & Responsibilities of Government of Assam | 20 |
| 28 | IV.12. Monitoring Mechanism | 20 |
| 29 | IV.13. Technology Adoption | 21 |
| 30 | IV.14. Administrative and Technical Support | 21 |
| 31 | IV.15. Independent Evaluation | 21 |
| 32 | IV.16. Maintenance of Accounts | 22 |
| 33 | IV.17. Payment Mechanism | 22 |
| 34 | IV.18. Audit Mechanism | 23 |
| 35 | IV.19. Awards | 23 |
| 36 | IV.20. Sustainability | 23 |
| 37 | IV.21. Interpretation and Power to remove Difficulties | 23 |
| 38 | IV.22.Delegation of Financial Powers | 23 |
| 39 | IV.23. Expected Thematic Outcomes | 24 |

| S. No. | Contents | Page No. |
|---------------|---|-----------------|
| 40 | Annexure-I : SDGs and some priority targets which are linked to AAGY for planning and development | 28 |
| 41 | Annexure II: Survey Template for Household Level Survey (Baseline Household Survey Questionnaire) | 31 |
| 42 | Annexure III: Survey Template for Village Level Survey (Village Details Survey Questionnaire) | 37 |
| 43 | ANNEXURE IV: A few major Programmes and the Departments linked | 42 |

I.1. Background

The Government of Assam has stressed on the need for holistic and all-round development of villages in the state. Therefore, for development of villages it envisages to create model villages where good quality public services— such as sanitation facilities, functional roads, drainage, reliable electricity, clean drinking water, schools, and healthcare institutions are planned to provide to all citizens.

The Government of Assam has taken the inspiration from the Sansad Adarsh Gram Yojana, to conceive the AxomAdarxo Gram Yojana. Hon’ble Finance Minister in his Budget Speech 2018-19, has laid considerable emphasis on this initiative and mentioned that

“Our Government has already stressed the need for holistic, all-round development of villages and aims to double our farm income in 5 years through the Chief Ministers SamagraGramyaUnnayan Yojana (CMSGUY). Now, taking inspiration from the Sansad Adarsh Gram Yojana conceived by our Hon’ble Prime Minister Shri Narendra Modi, we in Assam have conceived the AxomAdarxo Gram Yojana, a scheme which envisages a creation of model villages where good quality public services – in terms of sanitation facilities, roads, drainage, electricity, drinking water, schools, healthcare institutions - are provided on incremental basis to all the citizens.”

The scheme proposes to select two villages in each of 126 Assembly Constituencies over in three years to be developed as model villages with holistic and inclusive social and economic development as fundamental objectives. For development of model villages ₹ 5 crore in each village shall be provided from 2018-19 onwards.

I.2. Aim of the scheme

The aim of the scheme is not only to provide infrastructure and quality last mile service delivery but also to empower the villages towards self-sustainable development. It is envisaged that transformative efforts will be undertaken under Axom Adarxo Gram Yojana that will culminate in reforming the villages at all levels by converging various initiatives.

I.3. Vision

The philosophy of the AxomAdarxo Gram Yojana aims to create good social and economic infrastructure and provide a platform for improve standard of living and self-sustainable livelihood in the villages.

I.4. Mission

In three years the Government of Assam aims to bring about the holistic development of two model villages in each of the 126 Assembly Constituencies by adopting a strategy that promote holistic and inclusive socio-economic development.

I.5. Objectives

- To act as a catalyst that leads to the holistic development of the identified villages

- To make a significant improvement in the living standards and quality of life of the citizens of the villages by-
 1. improved basic amenities
 2. enhanced human development
 3. increased livelihood opportunities
 4. decreased disparities
 5. easier access to rights
 6. greater social capital
- Strengthening implementation and effectiveness of existing schemes and programmes and provide gap funding for fulfilling gaps ascertained.

I.6. Concordance with SDGs

In order to define the main elements of ‘what encapsulates an Adarxo Gaon’, the Sustainable Development Goals (SDGs) have been used to set forth certain targets and indicators (Annexure I) which are to be achieved for fulfilling the larger holistic development. SDGs are a set of goals which set forth the course for sustainable development and assist in strengthening planning and implementation at all levels. The Government of Assam adopted the SDGs in the year 2016. Taking these goals and localising them to the context of Assam, the main elements from the SDGs which will define a model Village are-

1. Goal 1- No poverty in all its forms everywhere
2. Goal 2- End hunger, achieve food security and improved nutrition and promote sustainable agriculture
3. Goal 3- Ensure healthy lives and promote well-being for all at all ages
4. Goal 4- Ensure inclusive and equitable quality education and promote lifelong learning opportunities for all (quality education, skill development, employment, entrepreneurship development)
5. Goal 5- Achieve gender equality and empower all women and girls
6. Goal 6- Ensure availability and sustainable management of water and sanitation for all (water conservation)
7. Goal 7- Ensure access to affordable, reliable, sustainable and modern energy for all (electricity, renewable energy)
8. Goal 8 : Promote sustained, inclusive and sustainable economic growth, full and productive employment and decent work for all
9. Goal 15 : Protect, restore and promote sustainable use of terrestrial ecosystems, sustainably manage forests, combat desertification, and halt and reverse land degradation and halt biodiversity loss

10. Goal 16 : Promote peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective, accountable and inclusive institutions at all levels

The detail concordance is given at Annexure-I.

II. Village Selection and Sensitisation

The procedure for the selection of two villages per Assembly Constituency by leveraging existing government databases and networks is described below.

II.1. Shortlisting of Villages in each Assembly Constituency

It is proposed that quantitative factors will be used for selecting about 10-15 revenue villages in each Assembly Constituency and from this list finally two revenue villages shall be selected. The existing Socio- Economic Caste Census (SECC) data will be used to do the initial screening of villages based on the following parameters.

II.1.a. Quantitative Factors

| S. No. | Parameters | Indicative Threshold |
|--------|--|-------------------------|
| 1 | Population* | $1000 \leq P \leq 2000$ |
| 2 | Household Income \leq Rs. 5,000 | $\geq 30\%$ |
| 3 | Caste (SC/ST) | $\geq 20\%$ |
| 4 | Degree of landlessness | $\geq 20\%$ |
| 5 | Households with no literate adults above the age of 25 years | $\geq 20\%$ |

*population criteria may be relaxed for six scheduled areas, hill districts and char areas

Other Criteria while selecting revenue villages is-

- Villages which are notified to be under town committees, municipal boards or fall under urban settlement areas/ towns/ cities will not be considered for scheme implementation.

II.1.b. Qualitative Factors

- Diversity:** Villages should be representative of the diversity of economic development, caste/ creed and other developmental issues.
- Unique Strengths:** Opportunities for tourism development, development of horticulture, handlooms or handicrafts and other sustainable livelihoods, socio-cultural significance, historical importance, water management facilities, satra, mandir, etc.

II.1.c. Exclusions

The villages covered under Sansad Adarsh Gram Yojana shall be excluded from the scheme.

II.2. Selection of two Revenue Villages for each Assembly Constituency

From the list of 10-15 revenue villages selected by applying the above criterion a committee comprising of the Local Member of Legislative Assembly, Deputy Commissioner, District Development Commissioners and other members from at least four to five major line Departments will examine and finalise two revenue villages.

Social and geographical conditions in the districts would include certain other criteria such as sparse population, or critical area needs in terms of health, education etc. This shall have to be kept in mind during the final selection by the district, especially in hill areas, char areas, tea tribe dominated areas. For all practical purpose tea tribes dominated areas/ gardens shall be considered as revenue village.

III. Detail procedure and activities to be taken up

III.1. Sensitisation and Baseline Survey

After the selection of two villages two strategic activities will be conducted in the villages immediately namely sensitisation of the village and baseline survey.

(a) Sensitisation by District

Once villages are selected village visits are to be conducted for systematic environment creation and social mobilisation. The Deputy Commissioner shall visit the two villages with the team of officials and public representatives like local MLAs, Gram Panchayat Presidents/ Members, etc. During the interactions the Deputy Commissioners and others should sensitise the villagers and stakeholders and make them fully aware about the scheme. The villages should also be fully involved in the mobilisation activities held during the visit. Some of the activities which could be considered for formulating the broad collective vision for the villages and for kindling the enthusiasm of community members:

- a. Interaction with the Gram Sabha and Village Institutions
- b. Interaction with Occupational Groups and Local Organisations, including Youth Clubs, SHGs
- c. Organisation of awareness programmes such as wall writings, padayatras, etc.
- d. Painting and Literary Competitions on how the Village(s) could be transformed into an 'Adarsh Gram'
- e. Visual demonstrations of best practices in Village development

For taking up the sensitisation activities and starting the activities immediately, there shall be a fund provision of ₹50,000.00 under the scheme. The Deputy Commissioners will have the authority to utilise the fund as per actuals.

(b) Conduct of Baseline survey at Household and Village level

A baseline household and village level survey shall be conducted before starting of the activities and after the sensitisation programmes. The household information like the conditions of living, average income of a household, access to roads, lighting, landholding patterns, occupation, education, health care and agricultural engagement, entrepreneurial and SHG engagements among others will be assessed. A survey template is given in Annexure II. The village level information shall be collected to ascertain the social and economic conditions in the region along with understanding the overall quality of life and standard of living in the areas selected. It will also assess the conditions of roads, standard of housing (housing, sanitation, water etc.), employment, mapping of resources, access to schools and health facilities. A survey template is given in Annexure III.

The survey shall also study the existing schemes which are being implemented in the village and assess gaps which exist. And in the survey all village amenities, assets, resources and facilities shall be geo-tagged.

III.2. Strengthening of Existing Schemes and Designing of Starting/ initial Activities

Based on the surveys the first step would be to ensure the existing schemes available in the village are being implemented efficiently and if there are any other schemes which have not been implemented in the village could be introduced. Based on the needs assessed in the baseline surveys and interactions with stakeholders the identified gaps, which requires immediate intervention shall be addressed through taking up some of the following activities immediately.

- i. Installation of Entry Gates in all villages (pre-designed with details of the village, site to visit, historical significance and famous personalities, etc.)
- ii. Construction and up-gradation of Schools and Anganwadi centres (based on pre-designed specifications)
- iii. Lighting of streets through solar lamps
- iv. Up-gradation of Community Centres and halls through pre-designed and approved specifications
- v. Installation of community-based water filters, hand tube-well and ring well for access to clean drinking water
- vi. Other activities based on identified needs from the surveys

For taking up such activities Village Level Committee will have to take approval of the District level committee. The fund available for such initial activities will be limited to ₹50 lakh and for each activity maximum of ₹10 lakh will be able to utilise.

III.3. Preparation of Village Development Plan and Action Plan

The beginning of the transformation of the village will be through a specific Village Development Plan (VDP). While preparing the VDP the District Administration shall first check whether any VDP has already been prepared by Panchayat & Rural Development Department or not. If so, such already prepared VDP shall be updated and improved to meet the objectives and requirements of this scheme.

The VDP shall be able to address all issues related to the development of the village as a model villages and it should work as a road map for development of the village. It should be backed by information available with the Government and the collected information through the baseline surveys. This should contain the information on the household and village level, information on nearby areas and districts for mapping of activities, historical patterns and scope for improvement of livelihood, available resources (including Government facilities), potentiality of the villages for development like social and economic issues, markets for the villages produces, road and other linkages, interventions in identified areas, activities to be taken up for development, climate change issues, budget estimate of each activities, etc. The resource maps, social maps and a needs matrix in the form of a SWOT analysis should be done and updated regularly for monitoring purpose.

The focus under the scheme is to ensure that a majority of the gaps identified in the VDP are executed through the convergence of existing CSS/SOPD / other schemes. However, for gaps that may still remain or emerge, the fund available under the scheme will be utilised. While preparing the VDP understanding the current major programmes and projects (attached in Annexure IV) both under state or centrally sponsored schemes should be assessed while understanding the prevalence, fund-flow, access to beneficiaries and overall working of various schemes in the state. Subsequently, the resource envelope which includes the following be clearly identified and mapped to the various needs:

- i. Resources of fully tied schemes – Centrally Sponsored and State schemes- such as PMAY, PMGSY etc.
- ii. Resources which are partially tied and permit flexibility of use like MGNREGS, RKVY, NRLM, NHM, SSA etc.
- iii. Resources which are largely untied such as MPLADS, MLALADs etc. which permit a great deal of flexibility to meet critical gaps as required.
- iv. Purely untied resources of the villages like own revenue, Central and State Finance Commission grants etc.
- v. Resources which could be mobilised locally in cash, kind and labour
- vi. And to bridge the last mile gaps, if any, funds earmarked under the Axom Adarsha Gram Yojana be used

In the VDP, the activities to be executed are to be earmarked and the deliverables under the scheme are to be classified and reported as immediate (within 3 months), short term

(within 6 months), medium term (within 1 year) and long term (beyond 1 year). The VDP should be initially prepared by Village level committee with the help of knowledge partner and then discussed in details at the Gram Sabha along with various stakeholders and finalised at District level committee. The detailed action plan along with prioritisation should be done after discussion at GP level.

IV. Implementation Mechanism

For any scheme one of the key elements of success is creation of a proper implementation mechanism and standard Operating Procedure.

IV.1. Nodal Department

Transformation and Development Department, Government of Assam will act as a nodal Department for this scheme. The Government of Assam through Transformation & Development Department will exercise the power of making inclusion, modifications and deletion of working modalities of the guidelines as per convenience of the Government.

IV.3. Steering Committee

There will be a Steering Committee at the Central level of the Government to provide guidance and advice from time to time. The composition of the Steering Committee shall be -

1. Chairperson: Hon'ble Minister, Transformation & Development Deptt, Government of Assam
2. Members: (i) Senior-most Secretary, Transformation & Development Deptt., Government of Assam
 - (ii) Principal Secretary, Finance Deptt., Government of Assam
 - (iii) Senior-most Secretary, Panchayat & Rural Development Deptt., Government of Assam
 - (iv) Senior-most Secretary, Health & FW Deptt., Government of Assam
 - (v) Senior-most Secretary, Education (Primary/ Secondary) Deptt., Government of Assam
 - (vi) Senior-most Secretary, Agriculture Deptt., Government of Assam
 - (vii) Commissioner & Secretary, PW(R) Deptt., Government of Assam
 - (viii) Senior-most Secretary, PHE Deptt., Government of Assam
 - (ix) Any other Coopted member as decided by the Committee
3. Member Secretary: Principal Secretary/ Commissioner & Secretary, Transformation & Development Department, Government of Assam

Roles and Responsibilities

As an apex advisory and supervisory body the Steering Committee shall-

- Meet once every quarter to provide input and strategy to execute
- Monitor the scheme targets at a macro-level and approve scale up plans
- Review all outlay and utilization of funds in the implementation
- Approve any change of operational modalities for smooth implementation of the scheme

IV.4. Project Management Committee

The day to day operations related to the scheme shall be managed by a Project Management Committee. The composition of the Committee shall be-

1. Chairperson- Additional Chief Secretary/ Senior-most Secretary, Transformation & Development Deptt., Government of Assam
2. Members:
 - i. Principal Secretary, Finance Deptt., Government of Assam

- ii. Principal Secretary / Commissioner & Secretary, T&D Deptt., Government of Assam
 - iii. Senior-most Secretary, Panchayat & Rural Development Deptt., Government of Assam
 - iv. Senior-most Secretary, Health & FW Deptt., Government of Assam
 - v. Senior-most Secretary, PHE Deptt., Government of Assam
 - vi. Senior-most Secretary, Social Welfare Deptt., Government of Assam
 - vii. Senior-most Secretary, Education (Secondary/ Elementary) Deptt., Government of Assam
 - viii. Agriculture Production Commissioner, Government of Assam
 - ix. Senior-most Secretary, Revenue Deptt., Government of Assam
 - x. Senior-most Secretary, Soil Conservation Deptt., Government of Assam
 - xi. Program Head, PMU
 - xii. Head, Knowledge Partner
 - xiii. Any other member nominated by the Committee
3. Member Secretary: Secretary/Director, DCP, Transformation & Development Deptt., Government of Assam

Roles and Responsibilities

The committee will be responsible for the overall implementation across the state of Assam and they will:

- Meet regularly and oversee the activities across all regions
- Review and approve all outlay of funds on regular basis
- Be responsible for reviewing and monitoring overall the progress of work through District Committees and Rural Development Fellows
- Review and approve proposals submitted by the District Committees for district level interventions
- To ensure convergence of other schemes
- Within the overall approval of budget outlay it will review its utilization
- Approval of projects costing over ₹50 lakhs and finalizing the mode of implementation.
- The Knowledge Partners will be tasked with the following functions:
 1. Tie up with academic institutions and domain experts to enable action research in specific thematic areas and determine Standard Operation Procedures to be adopted across all villages
 2. Collaborate with public, private or social sector organizations to pilot innovative technologies to address identified needs of the selected villages
 3. Expand the financial and operational resources as required
 4. Ensure a steady flow of inventive ideas with the support of local and international advisors

IV.5. District Committee

A district level committee shall be created as special institutions for rigorous on-ground monitoring. The committee shall ensure that development works are being carried out effectively and efficiently in the selected villages, with optimum utilization of funds and resources. There will be only one District Committee in the district for all the model villages. The composition of the Committee shall be-

1. Chairperson- Deputy Commissioner
2. Members:
 - i. Hon'ble Member (s) of Legislative Assembly concerned
 - ii. CEO, Zilla Parishad
 - iii. Representatives of relevant line departments (Agriculture/ P&RD/ Education/ Revenue/ Social Welfare/ PWD (R)/ Health/PHED/Soil Conservation)
 - iv. GP President and GP member representing the villages
 - v. Any other person(s), organization(s) nominated by the Chairperson
3. Member Secretary: District Development Commissioner/ Additional DC (Development) (supported by Senior Planning Officer)

Roles and Responsibilities

The Committee will be responsible for the overall implementation of objectives at the district level. The roles and responsibilities of the committee are:

- Examine the VDP (prepared by Village level committee, duly approved by Gram Sabha) and give its approval for implementation
- Give approval for taking up the starting/ initial activities
- Determine effective use of funds along with necessary interventions to be carried out through Government schemes and with Gram Sabhas
- Meet once a month to review implementation of development plans and scheme delivery in the selected villages
- Provide guidance and capacity building support to the PMU at the district and oversee and monitor the progress of works and activities taken by the village committees are to be analysed and provide instant guidance and assistance
- Ensure convergence of all Government Schemes and also Public-Private convergence at the district level to meet the evolving needs of the mission
- Decisions to be taken to award any work to construction committee or contractor on the basis of instant financial rules and regulations
- Constitution of Construction Committees for implementing projects up to ₹50 lakhs
- Issue Administrative Approvals/ Technical sanctions for construction of projects up to ₹50 Lakhs
- Approve the payment of bills against projects approved in the Village Development Plan

up to ₹50 Lakhs

- To ensure convergence of other schemes

IV.6. Village Level Committee

This committee will be based at the Village level and will work closely with the Gram Sabha, other stakeholders, knowledge partner, construction committees, etc. and work as a link between ground level functionaries and functionaries above it. The composition of the committee shall be-

1. Chairperson- Circle Officer or Block Development Officer
2. Members:
 - (i) President, Gram Panchayat
 - (ii) Members, Gram Panchayat
 - (iv) Other elected Public Representatives
 - (v) Village Fellow
 - (vi) Representative of NGOs active in that village/ region
 - (vii) Representative of active SHGs in the village
 - (viii) School teacher/ government servants of the village
 - (ix) An Official (accounts) nominated from Block or any other Deptt
 - (x) Any other member(s) as per the recommendation of the Committee
3. Member Secretary: Secretary, Gram Panchayat

Roles and Responsibilities

- Help the Village fellow to conduct the baseline survey properly
- Preparation of the VDP through Participatory Rural Appraisal. And for that arrange for consultations, stakeholders meetings, etc.
- Help the knowledge partner to geo-tag all resources and assets available and created during the process
- Preparation of the VDP and do consultations with stakeholders and villagers at Gram Sabha
- Preparation of short, medium and long term goals and included it in VDP
- Preparation of proposals as per approved DVP
- Preparation of action plan on the basis of the resource mapping, opportunities, etc.
- Placing the VDP in the District Level Committee for approval
- Propose Local Construction Committees for works and take its approval from District Committee
- Monitor each and every activities taken up in the village and helps in smooth execution in the village and oversee the works of the Construction Committees or Contractors
- Guide and monitor the performance of village fellow
- Ensure through the village fellow that all works executed in the village are properly

geo-tagged (both for physical and financial verification).

- Examination of the bills of the construction committees and recommend the bills for payments by District committee for payments
- Meet at least twice in a month to discuss the issues related to the scheme

IV.7. Execution of works and Construction Committees

The civil works under the scheme will be executed through Departments/Construction Committees/ contractors as per standard procedures. Separate construction committees are to be formed to handle different work. The formation is to be done by the Village level committee in consultation with Gram Sabha and take approval from District committee. The composition of the Construction committees shall be-

1. Chairperson: may be a reputed person with or without any official portfolio
2. Members:
 - (i) Junior Engineer, Block Development Office
 - (ii) Member, Gram Panchayat
 - (iii) Gaon Burha
 - (iv) Any prominent village member nominated by Village Level Committee (separate member should be nominated for different construction committees)
3. Member Secretary: School teacher/ any government servant living in the village

Roles and Responsibilities

The business of the committee will be confined to the particular construction activities. They will be responsible for preparation of estimates of the work, preparation of architectural designs, do the designated work as per approved plan by district committee, and complete the work maintaining quality and timeliness. They will raise the bills are per completion of work and send for payment to village level committee. The village level committee will recommended for payments and submit to the district committee for approval. This committee shall also be responsible for maintenance of accounts.

All projects sanctioned/taken up will be geo-tagged and release of funds would be done by the Deputy Commissioner on the recommendation of the Chairman of the Village Level Committee. Also payments to the parties/ vendors by Construction committees or otherwise shall be made by cheque/ account transfer or DBT only and no cash transactions shall be allowed. For projects up to ₹50 lakhs, approval for the same will be issued by the District Committee and the Deputy Commissioner will constitute Construction Committees for implementing these projects.

For individual projects above ₹50 lakhs, approvals will be issued by the Project Monitoring Committee and the schemes will be executed through the concerned Line Departments. The Construction Committees at all levels will be headed by a Government Employee ap-

pointed by the respective Committees and will also include members of the respective line departments with which the work is associated with. The district/ block level PWD(R/B) engineers/ junior engineers will be involved in the Construction committees for preparation and approval of the estimates/ designs.

IV.8. Knowledge Partner

The Government of Assam shall partner with some knowledge and technical partners including academia, not-for-profits, philanthropy organizations, development Agencies etc. so that the best practices across various domains and pilot/scale it in these model villages could be brought into. UNDP and any other credible agency of good reputation could be selected as the knowledge cum programme implementation partner for this scheme so that their experience in Rural Development, Livelihoods Improvement etc. be leveraged for the implementation of the scheme. The knowledge partner shall support the Government in the following manner.

IV.8.i. Knowledge Support:

The Knowledge Partner(s) (KPs) would provide support in key sectors by supporting the development programme strategies, guiding Programme implementation and monitoring results. They will empanel domain experts to gather inputs and design Standard Operating Procedures (SOPs) for implementation of the scheme and the creation of its operational framework, as may be required.

IV.8.ii. Implementation Support:

During the course of the Programme, they directly or through its network will support in the piloting of innovative development models and provide technical assistance across sectors, as per the assessed need. They will manage the recruitment of the Village Fellows and set up district and State level Project Management Units (PMUs). The knowledge partners will build local partnerships with NGOs, civil society organisations and other grassroots-based organisations for faster implementation and generating specialised sector specific knowledge. The knowledge partner will also on-board consultants, conduct capacity building trainings, provide hand holding support and monitor impact through agreed key indicators.

IV.8.iii. Monitoring Mechanism:

The partner will support in building a Monitoring Mechanism to be used in development planning and impact measuring at the village level. In consultation with Village and District committee they will identify parameters for tracking, design information flow and develop questionnaires. Further, they will also establish an IT platform covering all aspects of the scheme like components of VDP, monitoring of progress of key performance of indicators (KPIs), platform to manage fund flow. Also, the partner will create toolkits and manuals to integrate their development-planning framework through the village fellow and update the status through him regularly to report to Deputy Commissioner/ District committee. They will also train officials and village level functionaries for better implementation.

The Evaluation & Monitoring Division of Transformation & Development Department will be responsible for effective monitoring of this scheme.

IV.8. iv. Setting up of Project Management Units:

The partner will support the establishment of a PMU at the State and District level and develop other administrative technology platforms such as human and financial resource management systems, as per assessed need. A monitoring platform will be created and the PMU will report the updates including implementation status directly to the Deputy Commissioner or District committee. They will develop the digital media and PR capacities and provide program consultants to work on ensuring the schemes' success.

A detail terms & conditions and MOU with the knowledge partner will be finalised at a later stage at state level in consultation with Finance and Legislative Department.

IV.9. Administrative Costs

The success of the scheme depends on performance of dedicated manpower and institutions to drive the agenda of building Model Villages in the State. For effectively running the administrative mechanism, it is estimated that Administrative costs of 2% of the overall scheme costs (1% shall be for village level, 0.6% shall be for districts and 0.4% will be for State level) shall be earmarked for the various Human Resource, Administrative, IEC activities etc.

Also a mobilisation fund of maximum ₹25,000.00 shall be provided to the District Administration to carry forward the sensitisation and initial activities. This will also be a part of the overall 0.6% of district level administrative costs.

IV.10. Village Fellows- Roles and Responsibilities

There shall be one village fellow for two Legislative Constituencies. For those districts having only one Legislative Constituencies shall have one village fellow. The role of the Village Fellow is of outmost importance. The Fellows who will be placed in the Districts will play an integral role in working closely with field functionaries, departments, Panchayat, the Village Committee to identify socio-economic needs of people, develop Village Development Plans, liaison, support for execution of projects and develop partnerships at the village level. They will be at the crux of all planning activities and will create linkages, facilitate, and assist in building capacities and strengthening developmental planning and reduce any gaps in programme implementation.

Duty station: Each fellow will be assigned two Legislative Constituencies, where he/she will reside and be responsible for overall execution of development activities of minimum two

revenue villages. The Fellows shall have stations both at the office of the Deputy Commissioner, however, their work will require regular field visits to the selected villages.

Roles and responsibilities:

As the eyes, ears and arms of the mission on-ground, the Fellows will be responsible for the execution of day-to day activities aligned to the mission objectives. The roles of the Fellow shall be:

1. Serve as a link between the district administration, stakeholders and the community
2. Conduct the baseline survey under overall guidance of knowledge partner
3. Work closely with the Deputy Commissioners and P&RD Department to update/ prepare the Village Development Plans
4. Conduct socio-economic analysis to scientifically ascertain the needs of the people and design innovative projects
5. Monitor the implementation of various schemes under the aegis of the scheme
6. Provide feedback on rural development initiatives to the DCs and District Committee
7. Co-located within the District Administration Office under the control of the Deputy Commissioner
8. Fellows will identify needs based on the village development plan process
9. Identify and Initiate activities/ projects (based on established norms)
10. Look into the progress and implementation of on-going schemes and projects of various departments and update the system/app-based platform
11. The Fellows will identify partners in development such as self-help groups, NGOs, private sector companies and businesses, community led organisations for the faster development of the revenue villages selected.
12. Undertake any other task assigned by the Village Committee, District Committee, Project Management Committee or Steering Committee.
13. Do geo-tagging all projects, programmes, assets in the villages.
14. Carry out required documentation as per the needs ascertained by the managerial committees.
15. The fellow will be deployed by the Knowledge Partner and it will be under overall control of District Administration.

IV.11. Roles & Responsibilities of Government of Assam

The roles and the responsibilities of the Government of Assam are outlines below:

- (i) Overall control: Although the development of the model village envisages through community participatory and development approach, yet the Government of Assam shall have the overall control of the scheme from conceptualisation to final development including making provision of funds. Government shall exercise the control through its various mechanisms like Departments, District administrations, Block level administrations, GPs, etc.

- (ii) **Monitoring:** Government will own the data collected through the monitoring mechanism by Fellows as part of the scheme. Government will liaise with the local administrations and affiliate organizations to monitor the Fellow's involvement and the progress on-ground to ensure that Mission's objects are met in a timely manner.
- (iii) **Engagement of agencies:** Government shall partner with various Knowledge Partners which could be Developmental Agencies, Corporate Philanthropy agencies, Not for Profits, Academic Institutes etc. as Knowledge Partners (KPs) based on the identified skill gaps and ensure the representation of these KPs in key decision making of the Programme.

IV.12. Monitoring Mechanism

A Monitoring Mechanism will be set up as part of the scheme to collect and analyse data relevant to key indicators and sub-indicators. The mechanism is expected to be based on three pillars of design, development and delivery with the following structure:

1. Government of Assam and knowledge partner will take the lead in the design stage,
2. Knowledge partner will build capacities of the Rural Development Fellows, the Society and other Government agencies in the development stage,
3. The Government (through various line Departments) will provide support from designing to implementation stage of various activities through empowerment of the community

The committees at the State, District and the Village shall regularly monitor the scheme implementation and shall highlight challenges in implementation, if any to the State/ District level committees as the case may be. At the State level, a separate, real-time web-based monitoring system will be put in place for the scheme covering all aspects and components. The system would have the interface enabling the key stakeholders to log-in and monitor the implementation of the scheme. Every initiative, projects which have financial implication, or anything new which is launched will be photographed and geo-tagged and made available in public domain. Appropriate technologies and systems will be used at the various stages of the scheme implementations – VDP digitisation, scheme tracking, indicator monitoring, fund tracking etc.

IV.13. Technology Adoption

It is proposed that the fulcrum of this scheme be based on strong adoption of IT and other technologies. Adoption of technologies would broadly be in the following areas:

- ii. **Mobile based technologies:** Primarily used for baseline survey and monitoring the implementation of the program from the field through geo-tagging of resources
- iii. **Agriculture related technologies:** To improve productivity and add value – to be sourced from the local Krishi Vigyan Kendra; leverage work undertaken under

World Bank aided APART Project, CMSGUY; support from NABARD& Farm mechanization efforts undertaken elsewhere.

- iv. Livelihood related innovations: By dovetailing efforts under NRLM, leveraging innovations under National Innovation Foundation.
- v. Other Innovations for Service Delivery: Low-cost Water Purification technologies, IT based Education, Piloting technology enabled Accessible Healthcare initiatives etc.

IV.14. Administrative and Technical Support

The scheme is designed to develop some villages as model village and others will use this platform for development of respective villages and for that additional Human Resources (HR) may be required at various levels for managing Public Relations, Finances, additional recruitment of Fellows, Monitoring and other sectors. Therefore, to meet the technical support, expenditure will be incurred (as per actuals) within the overall allotment of fund. The different administrative levels in the scheme would be:

State PMU: In the PMU there shall be- Project Manager, Operations and Finance Manager, Communication Officer, Training and Monitoring Officer and Accounts Assistant.

District Offices: there shall be Knowledge Partner appointed - Village Fellow's (Covering two LAC's) and Accounts Officer (one per District).

IV.15. Independent Evaluation

Transparency and Accountability will be one of the main pillar of success of the scheme. It is expected that outcomes at village level, be codified by way of indicators, right at the launch of the scheme. Subsequently, the progress of the scheme be updated on the public domain during the scheme implementation on a real-time basis or at least quarterly basis by the Village Fellow.

Further, a mid-term and post-project performance evaluation of the scheme would be conducted through a competent independent agency.

IV.16. Maintenance of Accounts

Effective utilisation of fund is one of the critical component of any scheme. In this scheme also the accounts shall be maintained at a three tier system- state level, district level and village level. At state level since Transformation & Development Department will be the nodal Department, so accounts will be maintained at the department level. At District level detail expenditure should be maintained, under the overall control of District Commissioner or any other designated Official by him/her. At the Village level also the accounts should be maintained by Village level committee.

The expenditures related to the scheme shall have to be made following all applicable financial rules and regulations and the accounts should be maintained and linked through a special designed MIS by knowledge partner from the initial stage.

IV.17. Payment Mechanism

As mentioned at para IV.14 accounts should be maintained at three levels and for making necessary expenditures following instant financial rules and regulation and procedure. The procedure for payments are-

- (i) From the central/ department level the funds shall be allotted to Districts separately for each village. At the initial level ₹50 lakh shall be provided for the initial set of activities. Afterwards funds will be allotted as per requirements of the villages proposed through District Commissioner /DDC/ ADC(Dev) concerned.
- (ii) After taking up any activity/ work with due approval of required competent authority, initially 30% (of work/ activity cost) fund will be paid to the construction committee as advance. For drawing the advance the construction committee shall place the demand to Village level committee. The village level committee then send it to DDC/ ADC(Dev) concerned with recommendation for payment.
- (iii) DDC/ ADC(Dev) concerned through her/ his mechanism shall make the payment and keep record of it in a separate account opened at nationalised bank.
- (iv) Another account shall have to be opened at nationalised bank for Village Level Committee to keep and utilise the fund allotted under the administrative expenses.
- (v) After initial payment, the remaining amount will be released as per production of bills in two instalments from district level following the same procedure.
- (vi) The construction committees/ contractors shall open bank account at any nationalised bank and they will make payment to their parties either through cheque or DBT mode only. For easy linkage and mapping of accounts through PFMS/ MIS, all accounts should be opened at a nationalised bank. The Government will decide about opening of bank accounts.

IV.18. Audit Mechanism

A detailed audit of the accounts using Accounts General of India/ Statutory Auditor appointed for this purpose shall be carried out on regular basis.

IV.19. Awards

To create a competitive environment among the model villages it shall have provisions of awards for best performers at various levels. Therefore, Awards are proposed to be given in the following categories:

- I. Best Practices
- II. Best Village Fellows
- III. Best Adarsh Grams
- IV. Best District

IV.20. Sustainability

Focus of the scheme is to be on community empowerment and upscaling of initiatives that can sustain without continuance of the scheme. Strong ownership and leadership of the Village and the village community with role clarity on maintenance of the assets created under the programme is to be built as part of the scheme implementation.

IV.21. Interpretation and Power to remove Difficulties

If any difficulty arises in giving effect to carrying out any of the guidelines mentioned here, the Transformation & Development Department will have the authority to waive off that guideline for that particular Scheme, if found to be necessary.

IV.22. Delegation of Financial Powers

The following authorisation of financial powers shall be followed while utilising the funds under the scheme:

| Sl. No. | Authorizations | Amount of Expenditure in INR | | |
|---------|---|-------------------------------------|--|-------------------------------------|
| | | Upto 10 Lakh | 10 – 50 Lakh | Above 50 Lakh |
| 1 | Issuance of Administrative Approval | Village Level Committee | District Level Committee | Project Management Committee |
| 2 | Establishing Construction Committees for executing projects | Village Level Committee | District Level Committee | Project Management Committee |
| 3 | Monitoring and Verification of Project Implementation | Chairman of Village Level Committee | Chairman of Village Level Committee | Chairman of Village Level Committee |
| 4 | Project Implementation | Construction Committee | Construction Committee / Line Department | Line Department |
| 5 | Payment Approval | Village Level Committee | District Level Committee | Project Management Committee |
| 6 | Release of Funds | Deputy Commissioner | Deputy Commissioner | Deputy Commissioner |

| Note: | |
|--------------|---|
| 1 | All Projects should part of the VDP |
| 2 | For Expenditure which is more than INR 50 Lakh, Pre-Authorization is required from Project Management Committee for recurring & contracted costs. |
| 3 | For all Projects, Government financials rules have to be followed |

IV.23. Expected Thematic Outcomes

In order to convert the identified Village into an Adarsh Gram over three years, the following thematic outcomes have been outlined.

1. Personnel development

- 1.1. Inculcating hygienic behaviour and practices through promotion and awareness on Sanitation and use of Clean water

Examples

- Making the Village/GP ODF, and moving towards Solid Liquid Waste Management
- Provision for access to sanitary napkins for girls between 12-20 years
- Provision for access to clean water in every household through Terra Cotta Filters

- 1.2. Fostering healthy habits including daily exercise and games

Examples

- Leveraging the football grounds being created under the CMSGUY at the Village/GP level
- Taking advantage of the AYUSH Blocks being constructed across the State

- 1.3. Reducing risk behaviour- alcoholism, smoking etc.

Examples

- Utilising the 'Preventive' Cancer programme under the Assam Cancer Care Foundation initiative

2. Human Development

- 2.1. Access to quality, basic health care

Examples

- 100% coverage of eligible families under the Atal Amrit Abhiyan
- Drinking Water and Sanitation
- Targeting 100% immunisation coverage under Mission Indradhanush

- 2.2. Improving nutrition status for all, with special focus on children, adolescent girls, pregnant women, and lactating mothers

- 2.3. Improvement of education and learning outcomes

Examples

- Improved performance in Gunotsav in the subsequent phases
- 100% coverage of eligible girl children belonging to minority communities under the scholarship scheme

3. Social Development

- 3.1. Building the capacity of the people to contribute to local development
- 3.2. Activities for honoring village elders, cultural icons, etc.
- 3.3. Activities for violence and crime free villages

Examples:

- Setting up Citizen Communities
- Aiding the setting up 'MOITRI' Stations/ Outposts etc. in the village

- 3.4. Promotion of Gender Equality, Peace and Security

Examples:

- Safety and Security for women and children in public and private sphere

4. Economic Development

- 4.1. Ensuring doubling of farm income through various activities envisaged under the CMSGUY in addition to other activities

Examples:

- 100% coverage of Soil Health Cards
- Sensitisation of the Zero Interest on Crop Loans scheme, Farmers Debt Relief Scheme and provision of financial assistance for farm implements and ensuring maximum farmer benefit from these schemes
- Increasing the inter-linkages between KVKs, Agri-farm clinics etc. with rural farmers

- 4.2. Skill development of all eligible youth for self-employment and placement

Examples:

- Coverage of eligible youth under the Skill Development Mission, Pradhan Mantri Kaushal Vikas Yojana
- Access to banking finance under the SVAYEM Yojana

- 4.3. Village tourism including eco-tourism

Examples:

- Convert the traditional houses into home-stays under the 'Amar Alohi' scheme

5. Environmental Development

- 5.1. Activities for a clean and green village
- 5.2. Promotion of household level Plantations (through kitchen gardens and promotion of greening of villages)
- 5.3. Water Harvesting systems both at the community and individual household levels
- 5.4. Gully control to manage surfaces for protection against soil erosion and degradation
- 5.5. Roadside plantations
- 5.6. Water Conservation and Watershed management especially renovation and revival of traditional water bodies
- 5.7. Reducing local pollution of air, water and land

Examples:

- Generate sensitization & awareness of the ‘Mukhya Mantri Adarxa Deep Yojana’

6. Basic Amenities and Services

Examples:

- Pucca houses for all under the Pradhan Mantri Awaas Yojana (G)
- Village roads & drainage
- Street Lighting
- Electricity connection to households under the ‘Saubhagya’ scheme
- Develop ‘Model Anganwadi centres’
- Garbage collection

7. Social Security

Examples:

- 100% coverage of eligible senior citizens under the Universalization of Old Age Pension Scheme
- Enrolment of all Divyangs under the DeenDayalDivyangSahyajAchoni
- Chah Bagicha Dhan Puraskar Aru Surakhya Yojana
- Enrolment under the Jan Dhan Yojana and other social insurance schemes
- PDS- universal access to all eligible households

8. Good Governance

Examples:

- Strengthening of local democracy through strong and accountable Villages/GPs
- e-Governance resulting in better service delivery
- Ensuring regular and punctual attendance of government and panchayat staff

9. Physical Infrastructure Development

Ensure all basic amenities such as village roads, lighting, bridges, electricity, health and educational facilities are available for all.

Examples:

- Ensure up-gradation of the schools/ educational infrastructure under the scheme ‘Provision of Additional Classrooms, Partition Walls, and Electricity in Elementary Schools’
- Construction of roads under Pradhan Mantri Grameen Sadak Yojana
- Construction of all village roads
- Availability of Street lighting in all public spaces and roads
- Waste management systems and composting units in every village for composting bio-degradable waste
- Conversion of timber bridges into Permanent RCC Bridge
- Construction of public sanitation facilities and ensuring ODF villages through availability of toilets in every household

Annexure-I

SDGs and some priority targets which are linked to AAGY for planning and development are mentioned below:**SDG 1: End Poverty in all its forms everywhere**

Target: Ensure that all men and women, in particular the poor and the vulnerable, have equal rights to economic resources, as well as access to basic services, ownership and control over land and other forms of property, inheritance, natural resources, appropriate new technology and financial services, including micro-finance.

Indicators:

1. Proportion of population below the poverty line, by sex, age, employment status and geographical location (rural)
2. Proportion of population living in households with access to basic services

SDG 2: End hunger, achieve food security, and improved nutrition and promote sustainable agriculture

Target: Double the agricultural productivity and incomes of small-scale food producers, in particular women, family farmers and fishers, through secure and equal access to land, other productive resources and inputs, knowledge, financial services, markets and opportunities for value addition and non-farm employment.

Indicators:

1. Proportion of agricultural area under productive and sustainable agriculture

SDG 3: Ensure healthy lives and promote well being for all at all ages

Target: Achieve universal health coverage, including financial risk protection, access to quality essential health-care services and access to safe, effective, quality and affordable essential medicines and vaccines for all

Indicators:

1. Prevalence of undernourishment, and proportion of stunting, malnourishment
2. Proportion of births attended by skilled health personnel

SDG 4: Ensure inclusive and equitable quality education and promote lifelong learning opportunities for all

Target: Ensure equal access to all boys and girls free, equitable and quality primary and secondary education and for all women and men to affordable and quality technical, vocational and tertiary education, including university and increase the number of youth and adults who have relevant skills, including technical and vocational skills, for employment, decent jobs and entrepreneurship

Indicators:

1. Proportion of children and young people: (a) in grades 2/3; (b) at the end of primary; and (c) at the end of lower secondary achieving at least a minimum proficiency level in (i) reading and (ii) mathematics, by sex
2. Participation rate of youth and adults in formal and non-formal education and training in the previous 12 months, by sex
3. Proportion of youth and adults with information and communications technology (ICT) skills, by type of skill

SDG 5: Achieve gender equality and empower all women and girls

Target: Eliminate all forms of violence against all women and girls in the public and private spheres, including trafficking, early marriage, witch-hunting and sexual and other types of exploitation

Indicators:

1. Proportion of women aged 20-24 years who were married or in a union before age 15 and before age 18
2. Proportion of women and girls aged 15 years and older subjected to sexual violence by persons other than an intimate partner in the previous 12 months, by age and place of occurrence

SDG 6: Ensure availability and sustainable management of water and sanitation to all

Target: Ensure universal and equitable access to safe and affordable drinking water for all

Indicators:

1. Proportion of population using safely managed drinking water services

Target: Achieve access to adequate and equitable sanitation and hygiene for all and end open defecation, paying special attention to the needs of women and girls and those in vulnerable situations

Indicators:

1. Proportion of population using safely managed sanitation services, including a hand-washing facility with soap and water
2. Proportion of local administrative units with established and operational policies and procedures for participation of local communities in water and sanitation management

SDG 7: Ensure access to affordable, reliable, sustainable and modern energy for all

Target: Ensure universal access to affordable, reliable and modern energy services

Indicators:

1. Proportion of population with access to electricity

SDG 8: Promote sustained, inclusive and sustainable economic growth, full and productive employment and decent work for all

Target: To achieve full and productive employment and decent work for all women and men, including for young people and persons with disabilities, and equal pay for work of equal value

Indicators:

1. Proportion of informal employment in non-agriculture employment, by sex

SDG 15: Protect, restore and promote sustainable use of ecoterrestrial ecosystems, sustainably manage forests, combat desertification and halt and reserve land degradation and halt biodiversity loss

Target: Sustainable management and efficient use of natural resources, eco-systems, marine bodies, promote the implementation of sustainable management of all types of forests, halt deforestation, restore degraded forests and substantially increase afforestation and reforestation

Indicators:

1. Proportion of local breeds classified as being at risk, not-at-risk or at unknown level of risk of extinction
2. Forest area as a proportion of total land area
3. Proportion of traded wildlife that was poached or illicitly trafficked

SDG 16: Promote peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective accountable and inclusive institutions at all levels

Target: Develop effective, accountable and transparent institutions at all levels and delivery of all programmes, implementation of laws in a timely, transparent and accountable manner.

Indicators:

1. Primary government expenditures as a proportion of original approved budget, by sector (or by budget codes or similar)

Annexure II

Survey Template for Household Level Survey

AXOM ADARXO GRAM YOJNA (AAGY) Baseline Household Survey Questionnaire

Village: _____ Gram Panchayat: _____

Ward No. _____

Block: _____

District: _____

State: _____

Legislative Assembly Constituency: _____

1. Family Identity and Size

| | | | | | | | | | |
|---------------------------|--|-------------|--|---------|--|---------|--|-----------------|--|
| Name of Head of Household | | | | | | | | Male/ Female | |
| SECC Survey ID: | | Family size | | Over 18 | | 6 to 18 | | Under 6 | |

2. Category & Entitlement Details (Tick as appropriate)

| | | | | | | | |
|----------------------------------|------------------|------------------|--|-----------|-----------------|---|----------|
| Social Category | | Life Insurance | 1. All Adults 2. Some Adults 3. None | AABY | 1. Yes 2. No | Kisan Credit Card | Yes / No |
| Poverty Status Year: | 1. BPL 2. APL | Health Insurance | 1. All Adults 2. Some Adults 3. None | RSBY | 1. Yes 2. No | MNGNREGS Job Card Number | |
| PDS (if NFSA is not implemented) | | Annapurna | Antyodaya | BPL | APL | Is any member in the family member of an SHG? Yes/ No | |
| PDS (if NFSA is implemented) | | Annapurna | Antyodaya | Priorit y | Other | | |

3. Adults (above 18 years)

| Name | Age | Sex M/F/ O | Disability Status Y /N | Marital Status | Education Status | Aadhaar Card (Y / N) | Bank A/C (Y / N) | Social Security Pension |
|------|-----|------------------|------------------------------|-------------------|---------------------|-------------------------|------------------------|-------------------------------|
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |

4. Children from 6 years and up to 18 years

| Name | Age | Sex M/F/ O | Disability Status Y/N | Marital Code* | Level of Education: Code# | Going to School/College (Y / N) | Current Class | Computer Literate (Y/N) |
|------|-----|------------------|-----------------------------|------------------|---------------------------------|---------------------------------------|------------------|-------------------------------|
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |

5. Children below 6 years

| Name | Age | Sex M/F/ O | Disability Status Y/N | Going to School (Y / N) | Going to AWC Y/N | De-worming done | Fully immunised Y/N | Mother's age at the time of child's birth |
|------|-----|------------------|-----------------------------|-------------------------------|------------------------|--------------------|---------------------------|---|
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |

6. Hand washing

| | Always | | Sometimes | | Never |
|---------------------|--------|-------|-----------|-------|-------|
| After use of toilet | Soap | Other | Soap | Other | |
| Before eating | Soap | Other | Soap | Other | |

7. Use of Mosquito Net

Children: Yes / No Adults: Yes / No

8. Do members take regular Physical Exercise?

| | Yoga | Games | Other Exercises |
|----------|----------|----------|-----------------|
| Adults | Yes / No | Yes / No | Yes / No |
| Children | Yes / No | Yes / No | Yes / No |

9. Consumption of Tobacco

| | Smoking | Chewing |
|----------|---------|---------|
| Adults | | |
| Children | | |

10. House and Homestead Data

| | |
|---|--|
| Own House: Yes / No | No. of rooms: |
| Type: Kutcha / Semi Pucca / Pucca | |
| Toilet: Private / Community / Open defecation | |
| Drainage linked to house: Covered / Open / None | |
| Waste Collection System: | Door Step / Common Point / No Collection Systems |
| Homestead Land: Yes / No | Kitchen Garden: Yes / No |
| Compost Pit: Individual / Group / None | Biogas Plant: Individual / Group / None |

11. Source of Water (Distance from source in Kms.)

| Source of Water | | Distance |
|------------------------------|----------|----------|
| Piped water at home | Yes / No | |
| Community water tap | Yes / No | |
| Hand Pump (Public / Private) | Yes / No | |
| Open well (Public / Private) | Yes / No | |
| Other (mention): | | |

12. Source of Lighting and Power

| |
|---|
| Electricity connection to household: Yes / No |
| Lighting: Electricity / Kerosene / Solar Power |
| Mention if any other: |
| Cooking: LPG / Biogas / Kerosene / Wood / Electricity |
| Mention if any other: |
| If cooking in Chulah: Normal / Smokeless |

13. Landholding (Acres)

| | | | |
|---|--|--|--|
| 1. Total | | 2. Cultivable Area Size No. of Holding | |
| 3. Irrigated Area Size No. of Holding | | 4. Uncultivable Area Size No. of Holding | |
| 5. Land Ownership Size No. of Holding | | 6. Homestead Land Size No. of Holding | |

14. Principal Occupations in the Household

| Livelihood | Tick if applicable |
|-------------------------------------|--------------------|
| Farming on own land | |
| Sharecropping / Farming leased land | |
| Animal Husbandry | |
| Pisciculture | |
| Fishing | |
| Skilled Wage Worker | |
| Unskilled Wage Worker | |
| Salaried Employment in Government | |
| Salaried Employment- Private Sector | |
| Weaving | |
| Other Artisan (mention) | |
| Other Trade & Business (mention) | |

15. Migration Status

Does any member of the household migrate for work: Yes / No. If Yes Entire Year / Seasonal. Does anyone below 18 years migrate for work: Y / N?

15. Agricultural Inputs

| | |
|----------------------------------|----------|
| Do you use chemical fertilizers | Yes / No |
| Do you use chemical insecticides | |
| Do you use chemical weedicide | |

| | |
|--|--|
| Do you have Soil Health Card | |
| Irrigation: None / Canal / Tank / Bore well / Other | |
| Drip or Sprinkler Irrigation: Drip / Sprinkler Irrigation / None | |

16. Agricultural Produce in a normal year (Top 3)

| Name | Unit | Quantity |
|------|------|----------|
| | | |
| | | |
| | | |

17. Livestock Numbers

| | | |
|--|----------------|-----------------|
| Cows (Breed): | Bullocks: | Calves: |
| Female Buffalo: | Male Buffalo: | Buffalo Calves: |
| Goats/Sheep: | Poultry/Ducks: | Pigs (Breed): |
| Any other: Type: | | No.: |
| Shelter for Livestock: Pucca / Kutcha / None | | |
| Average Daily Production of Milk (Liters): | | |

18. What games do children play?

19. Do children play musical instrument (mention)

20. List the existing state or central schemes being utilized/ formerly used/ currently availing by the household

| Scheme Name | Beneficiary | State/Central |
|-------------|-------------|---------------|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

21. State any Skills Training undertaken by any member of the household

| Name of Training | Duration | Member Name |
|------------------|----------|-------------|
| | | |
| | | |
| | | |

22. State any entrepreneurship activities (such as starting a shop/ agricultural innovation/ start-up etc.) initiated by the household

23. Any member of a Self-Help Group in the Household. If yes, name of the SHG and state their unique Identification No. under the SRLMS

| SHG Name | Name of Member | Household Income | Unique ID |
|----------|----------------|---------------------|-----------|
| | | Agri: Non- Agri: | |
| | | Agri: Non- Agri: | |

Schedule filled by:
Principal Respondent:
Date of Survey:

Annexure III

Survey Template for Village Level Survey

AxomAdarxo Gram Yojana (AAGY) Village Details Survey Questionnaire

(Note: Please aggregate information from village level questionnaires wherever relevant)

I. Basic Information

- a) Name of the Village: _____
- b) Gram Panchayat: _____
- c) Block: _____
- d) District: _____
- e) State: _____
- f) Names of Neighboring Villages: _____

Demographic Information

Number of Households _____ Total Population _____ Male _____ Female _____

SC HHs _____ ST HHs _____ OBC HHs _____ Other Hhs _____

I. Access to Infrastructure / Facilities / Services

| | Infrastructure | Located within the Village Yes (Y) / No (N) | If located elsewhere (N), distance from the Village |
|----|--|--|--|
| a. | ANM/Health Sub Centre | | |
| b. | Nearest Primary Health Centre (PHC) | | |
| c. | Nearest Community Health Centre (CHC) | | |
| d. | Nearest post Office | | |
| e. | Nearest Bank Branch (Any) | | |
| f. | Nearest Bank with CBS Facility | | |
| g. | Nearest ATM | | |
| h. | Nearest Primary School | | |
| i. | Nearest Middle School | | |
| j. | Nearest Secondary School | | |
| k. | Nearest Higher Secondary School/+2 College | | |
| l. | Nearest Graduate College | | |
| m. | Nearest ITI/Polytechnic Centre | | |
| n. | KisanSeva Kendra | | |

| | | | |
|----|---|--|--|
| o. | Agriculture Credit Cooperative Society | | |
| p. | Nearest Agro Service Centre | | |
| q. | MSP based Government Procurement Centre | | |
| r. | Milk Cooperative/Collection Centre | | |
| s. | Veterinary Care Centre | | |
| t. | Ayurveda Centre | | |
| u. | Police Station / Outpost | | |
| v. | Bus Stop | | |
| w. | Railway Station | | |
| x. | Library | | |
| y. | Common Service Centre | | |

IV. Sports Facilities in the Village:

a. Number of Play Grounds in the Village: Total _____ Public _____ Private _____

b. Mini Stadium: _____ Yes(Y) /No (N) (Playground with equipment and sitting arrangement)

V. Education, ICDS

a. Number of Angan Wadi Centres: _____

b. Schools (Number)

Primary Private: _____ Primary Govt.: _____

Middle Private: _____ Middle Govt.: _____

Secondary Private: _____ Secondary Govt.: _____

Higher Secondary Private: _____ Higher Secondary Govt: _____

VI. Public Distribution System

| | Item | Private Contractor | Women's SHG | Gram Panchayat | Cooperative | Other (mention) | Location in Village (mention location) | If outside Village, Location & distance from Village |
|----|-----------------------------|--------------------|-------------|----------------|-------------|-----------------|--|--|
| a. | Cereal (Rice/Wheat/Millets) | | | | | | | |

| | | | | | | | | |
|----|--------------------|--|--|--|--|--|--|--|
| b. | Kerosene | | | | | | | |
| c. | Other (mention) | | | | | | | |

VII. Coverage of village under different Facilities & Services

| | Parameter | Village Status | | |
|----|--|--------------------------------|--|--|
| a. | Piped water supply coverage to villages | Covered Not Covered | | |
| b. | Hand pump coverage in villages | Covered Not Covered | | |
| c. | Coverage under covered drains | Covered Not Covered | | |
| d. | Coverage under open drains | Covered Not Covered | | |
| e. | Villages with household electricity connection (numbers) | Connected Not Connected | | |

VIII. Land and Irrigation

| | Private Land | Area in Acres | | Common Land | Area in Acres | | Irrigation Structure | No. |
|----|-------------------|---------------|----|------------------------|---------------|----|----------------------|-----|
| a. | Cultivable land | | d. | Pasture/Grazing Land | | g. | Check Dam | |
| b. | Irrigated Land | | e. | Forests/Plantations | | h. | Wells/Bore Wells | |
| c. | Un-irrigated Land | | f. | Other Common Resources | | I. | Tanks/Ponds | |

IX. Parameters relating to Households & Institutions

| | | Number |
|----|--|--------|
| a. | Number of eligible Households for pension (old age, widow, disability) | |
| b. | Number of Households receiving pension (old age, widow, disability) | |
| c. | Number of eligible Households who are not receiving pension | |
| d. | Number of Households eligible for Ration Card | |
| e. | Number of eligible HHs having ration cards | |
| f. | Number of households covered under RSBY (RashtriyaSwasthyaBima Yojana) | |
| g. | Number of HHs covered under AABY (AamAadmiBima Yojana) | |
| h. | Number of active Job Card holders under MGNREGA | |
| i. | Number of Job Card holders who completed 100 days of work during 2013-14 | |
| j. | Number of shops selling alcohol | |
| k. | Number of BPL families | |
| l. | Number of landless households | |
| m. | Number of IAY beneficiaries | |
| n. | Number of FRA* beneficiaries | |
| o. | Number of Community Sanitary Complexes | |
| p. | Number of Households headed by single women | |
| q. | Number of Households headed by physically handicapped persons | |
| r. | Total number of Persons with Disability in the village | |
| s. | Number of SHGs | |
| t. | Number of active SHGs | |
| u. | Number of SHG Federations | |
| v. | Number of Youth Clubs | |
| w. | Number of Bharat Nirman Volunteers | |
| x. | Number of beneficiaries under PMAY | |
| y. | Length of roads constructed under PGSY | |
| z. | Number of households covered under Swachh Bharat Yojana | |

*The Scheduled Tribes and Other Traditional Forest Dwellers (Recognition of Forest Rights) Act, 2006

X. Number of Departmental Schemes being implemented in the Village

| No. | Sector | Scheme |
|-----|--------|--------|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

Name and Signature of Surveyor and Respondent:

| | | | |
|----------|---|---|----------------|
| Surveyor | PRI Respondent (Preferably Gram Panchayat Chairperson) | Official Respondent (Preferably seniormost Government official in the Gram Panchayat) | Date of Survey |
|----------|---|---|----------------|

ANNEXURE IV

A few major programmes and the departments to which they are linked are stated below:

| No | Sector | Department | Central/State Sponsored | Programme |
|----|----------------------------------|--|-------------------------|--|
| 1 | Poverty and Live- lihood | Panchayat & Rural De- velopment | Central | National Rural Live- lihood Mission |
| 2 | Social Security | Panchayat & Rural De- velopment | Central | National Social As- sistance Programme |
| 3 | Housing | Panchayat & Rural De- velopment | Central | Pradhan Mantri Awas Yojana (PMAY) |
| 4 | Social Security | Panchayat & Rural De- velopment | State | Universalisation of the Old age Pension scheme. |
| 5 | Employment | Panchayat & Rural De- velopment | Central | Mahatma Gandhi Na- tional Rural Em- ployment Guarantee Scheme. |
| 6 | Women Empow- erment | Panchayat and Rural Development | State | Kanaklata Mahila Sa- balikaran Yojana |
| 7 | Education | Education Department | Central | Sarva Shiksha Abhi- yan (SSA) |
| 8 | Education | Education Department | Central | Mid-Day Meal Pro- gramme, |
| 9 | Education | Elementary Education | State | Gunotsav Programme |
| 10 | Skills and Entre- preneurship | Skill Employment and Entrepreneurship De- partment | Central | Pradhan Mantri Kaushal Yojana |
| 11 | Roads | Public Works Dept. | Central | Pradhan Mantri Gram Sadak Yojana. (PMGSY) |
| 12 | Roads | Public Works Dept. | State | Road Improvement Projects in Sansad Adarsha Gram Yojana (SAGY) villages |

| | | | | |
|----|------------------------------------|----------------------------|------------------------|---|
| 13 | Renewable Energy | Power | State | Stand Alone Solar Photo Voltaic (SPV) |
| 14 | Electricity | Power | State | Saubhgya (universal household electrification in Assam) |
| 15 | Electricity | Power | Central | DeenDayalUpadhaya Gram Jyoti Yojana. |
| 16 | Environment | Environment & Forest | Central | National Mission for a Green India |
| 17 | Environment | Environment & Forest | Central | Integrated Development of Wild Life Habitats |
| 18 | Environment | Environment & Forest | Central | Conservation of Natural resources and Ecosystems |
| 19 | Environment | Environment & Forest | Central | National River Conservation Programme. |
| 20 | Food Security | Agriculture | Central | National Food Security Mission. |
| 21 | Agriculture | Agriculture | Central | RKVY |
| 22 | Financial Inclusion in Agriculture | Agriculture | State | Financial incentives for farmers using Kisan Credit Cards |
| 23 | Agriculture Promotion | Agriculture (Horticulture) | State Sponsored Scheme | Construction of Cold Storage |
| 24 | Agriculture and Allied | Fishery | State Sponsored Scheme | “Matshya Jagaran-Ghore Ghore Pukhuri Ghoremaach” in a campaign mode |
| 25 | Agriculture | Irrigation Dept. | Central | Pradhan Mantri Krishi Sinchai Yojna |
| 26 | Agriculture | Irrigation Dept. | Central | Accelerated Irrigation Benefit Program (AIBP) under PMKSY |

| | | | | |
|----|-------------------------|---|-----------|---|
| 27 | Agriculture | Irrigation Dept. | State | Deep Tube wells powered by Solar Energy |
| 28 | Health | Health & Family Welfare | Central | NHM |
| 29 | Health | Health & Family Welfare | Central | AYUSH |
| 30 | Health | Health & Family Welfare | Central | National Aids and STD Control Programme |
| 31 | Health | Health & Family Welfare | Central | Rashtriya Swasthya Suraksha Yojana. |
| 32 | Health | Health & Family Welfare | State | Inclusive Cancer Control Programme |
| 33 | Health | Health & Family Welfare | State | Atal Amrit Abhiyan |
| 34 | Health and Nutrition | Social Welfare Dept. | Central | ICDS |
| 35 | Cooperative Development | Cooperation Dept. | State | Construction of rural godowns of Cooperatives |
| 36 | Cultural Development | Cultural Affairs | State | Financial assistance for development of Sattras |
| 37 | Border Area Development | Border Protection & Development Dept. | Centrally | BADP |
| 38 | Border Area Development | Border Protection & Development Dept. | State | BADP |
| 39 | Food Security | Food, Civil Supplies and Consumer Affairs | Central | National Food Security Mission |
| 40 | Food Security | Food, Civil Supplies and Consumer Affairs | Central | State support for Ujjwala Scheme |

| | | | | |
|----|---------------|---|-------|---|
| 41 | Food Security | Food, Civil Supplies and Consumer Affairs | State | Strengthening ofAamar Dukans at GPSS-opening of additional Amar Dukan shops |
|----|---------------|---|-------|---|