

Guidelines for Mahila Kisan Sashaktikaran Pariyojana (MKSP)- For Women NTFP Collectors

1. Background

The tribal communities across the country are largely dependent on Non Timber Forest produce (NTFP) collection as a major source of their livelihoods. Almost round the year, NTFP (also known as Minor Forest Produce or MFP) collection, though often insufficiently remunerative, remains a regular economic activity for them. In fact NTFP collection moderates the seasonality of income for the poor tribal community by providing income during slack seasons. Lack of choice makes the dependence of tribal communities on NTFP collection almost irreversible phenomenon. It is also a well acknowledged fact that the involvement of women in this particular livelihoods activity is extremely high in India.

The NTFP dependent population per hectare of forest cover probably have remained almost constant or might have even gone up in the last quarter of a century. With dwindling forest cover and without any significant decrease in the number of poor dependent on NTFP collection, the issue of alleviating the livelihoods of the poor especially the tribal women engaged in NTFP collection becomes extremely challenging. The existing regulatory framework though underwent some remarkable changes in recent times at national and state level, still, due to various factors, does not help much to the cause. Government policies over a period of time have only created a large monopoly without really addressing the key issues plaguing the poor NTFP collectors. Ownership, price fixation, value addition and marketing of NTFP remain key issues and the NTFP collectors have hardly any role in determining these thus subjecting them entirely to the mercy of external factors without any bargaining power. Though NTFP collectors are the most important and critical actors in the NTFP value chain, they have no control over the NTFP value chain. Besides, one of the biggest challenges still is how to address the over exploitation of the forest resources again compounded by the unsustainable collection practices prevailing in most part of the country. One hand the livelihoods of some of the most vulnerable groups of the society is under threat and on the other sustaining the bio diversity and preserving the eco system remains a major cause of concern.

Today the biggest challenge in NTFP value chain is the complete asymmetry of knowledge and information. This calls for dedicated efforts to address imperfections in NTFP value chain at various levels- regeneration, collection, value addition & marketing- keeping the interests of the poor NTFP collector at the centre.

NTFP Collectors are tribal communities mostly from Central India and maximum NTFP resources are located in LWE areas. With lack of Technology and Market information/access the tribal communities are unable to realize major part of total value realized. Although NTFP sub-sector has a growing market with Rs3200 Crore as current exports, only around 25% of this value is reaching the NTFP collectors at present. This is despite the fact that only 30% of total NTFP export is value added. NTFP value chain in India is still a 1st generation issue in India. We are also importing large quantity of NTFP commodities. Clearly the potential for unlocking the value for NTFP collectors is immense. Critical linkages between production and use should be worked out in favour of NTFP collectors. Entire NTFP sector is unorganized and needs to be organized for higher efficiency.

Effective use of ICT has helped the agriculture sector immensely. Farmers can now know the market prices real time seating in their villages with the help of mobile based technology. Dissemination of knowledge and information has become less challenging due to the extensive use of ICT. There are now many more models like e-choupals that are bringing all the services, extension, price information, best practices at the farmers' door steps. Promoting the ICT to deliver similar services to the NTFP collectors will be a key to make a significant impact in their lives.

Encouragingly, there are many interventions, initiated during last two decades in various parts of the country have yielded significant positive results on both the account. Some of these interventions could address market imperfections through interventions on different points of the NTFP value chain; some of them were extremely successful in regeneration and some in both. But what is common in all these interventions is the strong focus on building the institutions of the NTFP collectors especially women. The SHGs of women whether in Odisha, MP or AP have demonstrated the capacity of poor women to play very strong role in the NTFP value chain starting from regeneration of species to marketing of value added products. These SHGs federated into higher level institutions like village organizations and even block and district level federations.

These institutions of poor women could become a sustainable singular platform to address many pressing issues, from women empowerment to economic empowerment. Moreover these institutions could address acute food insecurity during lean seasons by effectively implementing interventions like rice credit line where women could borrow on a favourable terms from their groups for buying food grains. This could also help them avoid distress sale.

The women SHG federations also have become precursor to the building of strong livelihoods organizations around NTFP collectors. These livelihoods collectives with enhanced bargaining power could negotiate better with market forces ensuring higher prices and could also take up various value addition activities in moderate scale. They got involved in better and sustainable harvest practices and hygienic

post-harvest practices fetching them better realization from their produce. All these ensured that the economic activities around NTFP became remunerative.

One of the most significant outcomes of the process has been the emergence of a cadre of confident and smart community persons who are the best practitioners and could take lead in scaling up the interventions in situ.

These interventions have successfully demonstrated that an intervention designed around strong institutions of the poor NTFP collectors driven from within by the community resource persons can help building sustainable livelihoods around NTFP.

NRLM strategy on NTFP based livelihoods promotion of tribals

In this context, the National Rural Livelihoods Mission (NRLM), Ministry of Rural Development acknowledges the need for a special intervention to promote NTFP collectives to increase the income of tribal NTFP collectors through sustainable harvest and scientific post-harvest practices for higher returns; negotiate better with market forces while also taking up various value addition activities at appropriate levels. The intervention would envisage strengthening the NTFP value chain on end-to-end basis and creating strategic public-private-panchayat partnerships for the benefit of all stakeholders.

NRLM, to build a broad consensus on its NTFP based livelihoods strategy for the tribal community, organized five consultations in Hyderabad, Ranchi, Pune, Bhubaneswar and Raipur with a large number stakeholders. The participants in these consultations were from the community, state rural livelihoods missions (SRLM), state governments, forest and other government departments (both from state and central government), NGOs having proven experience of working with tribal community in promotion of tribal livelihoods.

The NTFP strategy of NRLM, as emerged from these consultations, would be carefully built around the six key sector drivers which are

- I. Building community institutions of NTFP collectors and create social capital for creating a new business model around NTFP thereby augmenting the livelihoods of producers; increase the downstream bargaining power etc., This will be part of the major sector growth strategy by transforming the business from unorganized to organized.
- II. Building Private Public Panchayat Partnership (PPPP) models around select key NTFP items targeting about 10 lakh tribal households, by laying well defined standards and protocols of engagement between private and

community organizations for procurement, storage, value addition and marketing.

- III. Breaking Technology barriers by effectively transferring to the producers context-specific technology, innovation/promotion of drudgery reduction tools, value-addition technology etc. This will primarily involve scaling up the breakthroughs achieved by various agencies to take the technologies to the communities for enhanced productivity in a sustainable manner.
- IV. Removing Information asymmetry by supplying/publishing real-time market information to all stakeholders. Besides, developing an information gateway is essential for seamless transmission of information-market, technology and training.
- V. Critical Investments as real value creator for creating appropriate infrastructure facilities- storage, processing; logistics, working capital management etc.
- VI. Enabling Policy for eliminating barriers in movement of NTFP, taxation issues etc.,

As a component of National Rural Livelihoods Mission (NRLM) Ministry of Rural Development is extending the scope of Mahila Kisan Sashaktikaran Pariyojana (MKSP) to empower the tribal women engaged in NTFP collection. This intervention will also evolve into practical guidelines for NTFP identification, regeneration, extraction management, collection, processing, storage and marketing, training on technical issues etc.

MKSP envisions establishing the proof of concept around livelihoods initiatives by supporting and strengthening existing best practices and helping them to scale up. This will help NRLM to fast track the livelihoods promotion and create a nucleus of substantial size that can be core for large scale livelihoods activities around NTFP.

2. Objectives

The objective of this component of MKSP is to empower the tribal women NTFP collectors through an integrated approach of institution building around livelihoods, capacity building and livelihood interventions programmed together.

The key objectives of this component of MKSP are:

- 1) To develop a sustainable model for livelihood promotion of NTFP collectors
- 2) To ensure a better control of the institutions of the NTFP collectors over the NTFP value chain
- 3) To promote regeneration of NTFP species to improve the bio diversity and enhanced productivity
- 4) To build the capacity of the community in sustainable harvesting and post harvesting techniques to increase their income
- 5) To promote local value addition of NTFP to ensure higher returns
- 6) To develop market linkages for NTFP
- 7) To develop a pool of community resource persons to enable the community institutions to manage their activities
- 8) To enable women to have better access to their entitlements and services of the government and other agencies
- 9) To promote the use of ICT to improve the livelihoods opportunities of the NTFP collectors

3. Expected Outcomes

MKSP proposals being submitted by PIAs should have clearly stated outcomes. The outcomes are classified into two categories, essential and desirables. There would be some outcome parameters which can be defined as essential outcomes that must be achieved through the planned interventions. The 'Essential Outcomes' are the integral part of the proposal and proposals will be treated as ineffective in the absence of these outcomes. PIAs have to design their interventions with the explicit objective of achieving these outcomes.

The PIA may also propose to achieve few other outcomes which are desirable outcomes and would add considerably to the lives of the target community and help accomplish the overall objective of the proposal. The PIA may develop partnerships with other organizations having demonstrated experience in the areas identified for achieving the desirable outcomes.

3.1 Essential outcomes

- a) Establishment of effective institutional platforms of NTFP collectors for improved access to finance and selected public services
- b) Development of pro poor value chain around NTFP collectors ensuring increased access to market and market information for better marketing of their products
- c) Promotion of community based Livelihoods Organizations owned and managed by the tribal NTFP collectors that enable them to increase household income through livelihood enhancements on a sustainable basis
- d) Development and promotion of sustainable NTFP management practices in pre harvest, harvest and post harvest technologies to enhance livelihoods opportunities for NTFP collectors leading to climate change resilience and improved bio diversity
- e) Drudgery reduction for women NTFP collectors through use of gender friendly tools / technologies
- f) Improved productivity of NTFP resources on a sustainable basis
- g) Development of value chain for access to markets leading to better price realization

3.2 Desirable outcomes

- a) Improvement in food and nutritional security of tribal women through promotion of locally available foods like vegetables and other eatables grown in these areas
- b) Improvement in health security through promotion of herbal remedies
- c) Increased levels of skills and performance of women engaged in NTFP livelihoods
- d) Increased access of women NTFP collectors to productive land, inputs, credit, technology and information to expand their livelihoods
- e) Improved access to their entitlements and services of the government and other agencies
- f) An ICT enabled knowledge dissemination and information sharing mechanism in place through a community based approach

An indicative list of expected outcomes and their corresponding indicators is attached as Annexure- I.

MKSP recognizes that NTFP is a key livelihood of the poorest and the most vulnerable. It also values the importance of proper management and development of NTFP resources as an essential strategy not only to strengthen the livelihoods of the poorest on a sustainable basis but also to maintain the bio diversity. Therefore, it thrives to make NTFP based livelihoods economically as well as ecologically sustainable. Both men and women are actively engaged in NTFP based livelihoods activities which are highly dependent on knowledge and skill. MKSP will, therefore, lay a greater emphasis on training and capacity building of both men and women to improve the household income.

MKSP will initiate a learning cycle by which NTFP collectors are enabled to learn and adopt appropriate technologies and practices in NTFP based livelihoods. MKSP will be implemented as a sub-component of NRLM through specially formulated projects. Further under NRLM, It has been proposed to explore various models of partnership with various NGOs, CBOs and the private sector for implementation of the mission. Similar approach is proposed to be followed for MKSP projects under NRLM.

4. Non negotiables

While designing the proposal the PIA has to consider the non negotiables of NRLM (Annexure II) and MKSP and should ensure that these principles are respected and are not violated. These non negotiables have been clearly defined to make the project community owned, community managed and sustainable. These principles would guide the project and make the project relevant for the poor.

- a) Building institutions of the poor (such as SHGs, SHG federations, Livelihoods Collectives, Social Collectives, etc.) is a prerequisite for livelihoods promotion
- b) Active generic institutions like women SHGs prioritized in the process
- c) Self-reliance of institutions promoted
- d) Ensure equity in decision making and all other common activities including benefit sharing
- e) Sustainable resource use(pre-harvesting, harvesting, and post-harvesting) with feasible care for regeneration & development
- f) Development of NTFP value chain for forward and backward linkages is to be integral part of the proposal
- g) Practices are Eco-friendly

- h) Targeting the Poorest of the Poor and most vulnerable such as SC/ST, minorities, landless and the Particularly Vulnerable Tribal Groups (PVTG) dependent on NTFP;
- i) Participatory approaches and bottom up planning will constitute the core values of the MKSP

5. Strategy

The Project Implementing Agency (PIA) under MKSP is expected to design the interventions based on their own best practices and may include:

- Scaling up of successful interventions already taken up by them that resulted in substantial increase in the income of the target groups in last 3-5 years.
- Use of locally adopted, resource conserving, knowledge-centric, community led and environment-friendly technologies
- Coordinated action by communities and community based institutions such as the women Self Help Groups (SHG), their federations, NGOs and NTFP collector groups
- Enhancing the skill base of the women in NTFP based activities to enable them to pursue their livelihoods on a sustainable basis. Capacity building of women and skill up-gradation through handholding, formal and vocational courses will be emphasized
- Addressing the value chain issues in a holistic manner involving NTFP identification, regeneration, extraction management, collection, processing, storage and marketing, training on technical issues etc.,
- Bridging the knowledge gap through intensive capacity building and through developing the social capital

6. Funding

Ministry of Rural Development (MoRD) would provide funding support of up to 75% (90% for North East and hill states) to the project submitted by the State Governments/PIAs under MKSP. Balance is to be contributed by the respective state governments or any other donor agencies, national and international in the form of grants or the Project Implementing Agency. Monetization of the PIA's contributions to the project in the form of manpower, infrastructure provision will be permissible and such contribution would be deemed as contribution in kind. Wherever the contribution from the PIA is in kind, the details of such contribution including the monetized value should be indicated in a statement attached to the Audit Report duly certified by the Auditor.

7. Processes under the MKSP:

7.1 Identification of the project areas

Availability of active women groups and/or NGOs / CSOs or, the potential for formation of such women groups will form the basis for identification of the project area. Priority would be given to the IAP districts.

7.2 Implementing Agency

The State Government, Panchayati Raj Institutions or Semi Government Organizations at the State and National Level may pose projects under MKSP. Women centric NGOs, CSO, CBOs, SHG Federations, Women Organizations active in agriculture activities may also submit proposal under MKSP. A consortium of such organizations may also be allowed to submit project proposals for bringing about synergies of scale and resources. All state specific projects are to be submitted through the respective states.

Women centric NGOs, CSO, CBOs, SHG Federations, Women Organizations active in agriculture activities may submit proposals for taking up similar type of interventions in more than one state which will be considered as multi state project. For submission of Multi State Projects, PIAs may form a consortium. The NGOs and CBOs who are already being funded by a bilateral, multilateral and large Indian donor agency for similar kind of work may also form a consortium having synergy and cohesion. In such cases, the roles and responsibilities of various Agencies may be formalized by way of an MoU signed between them. A large NGO having adequate experience of working as resource NGO and also having long experience in program implementation may act as the lead partner in such cases. This organization may also act as fund routing / co-coordinating agency. The Multi State Projects may be submitted directly to the Department with a copy each to the concerned State Rural Development Departments. Department of Rural Development, Government of India would ask for a "No Objection Certificate" (NOC) from the concerned states before considering the project under MKSP. After obtaining the NOC, the projects will be referred by the Ministry for appraisal by an appropriate central organization.

The details of the PIA which are to be submitted along with the project is attached as Annexure III.

7.3 Approval of Special Projects under MKSP

The Special Projects pre-appraised and recommended by State Governments will be submitted to the Livelihoods Division of the Ministry of Rural Development for consideration. The Division will get the project appraised by a Designated Agency

prior to placing them before the Project Screening Committee (PSC) and the Project Approval Committee (PAC).

a) Project Screening Committee (PSC)

The Projects submitted would be examined and considered by the Project Screening Committee (PSC) before they are submitted to the Project Approval Committee with its recommendation. The composition of the Project Screening Committee would be as under:

Joint Secretary (Rural Livelihoods), D/o Rural Development	Chairman
Joint Secretary (Environment & Forest) or his/her nominee Member not below the rank of DS/ Director	Member
Joint Secretary (Extension) / RKVY, DAC or his/her nominee not below the rank of DS/ Director	Member
Joint Secretary (A &DD)/JS (C&LH) /JS (Fy)or his/her nominee not below the rank of DS/Director	Member
Joint Secretary, Ministry of Tribal Affairs	Member
Joint Secretary, Ministry of Development of North East Region (In case of Projects from North East)	Member
Director/Dy. Adviser (RD), Planning Commission	Member
Director/Deputy Secretary (IFD), D/o Rural Development	Member
Representative from the Ministry of Women and Child Development	Member
Representatives from the Appraising Agencies	Member
Special Invitee/Expert (Two)	Member
Director/Deputy Secretary/Joint Director dealing with the Subject	Member- Convener

The Committee would on the basis of predefined criteria identify and refer the screened project to be placed before the Project Approval Committee (PAC) for final approval after which the project will be sanctioned.

b) Project Approval Committee (PAC)

The composition of the Project Approval Committee (PAC) would be as under:

Secretary, Department of Rural Development	Chairman
AS & FA, Ministry of Rural Development	Member
Senior Adviser (RD), Planning Commission	Member
Joint Secretary, Ministry of Environment & Forest	Member
Joint Secretary (Extension) / RKVY	Member
Joint Secretary (A & DD)/JS (C&LH) /JS (Fy)	Member
Joint Secretary, Ministry of Tribal Affairs	Member
Joint Secretary, Ministry of Women and Child Development	Member
Joint Secretary, Ministry of Development of North East Region (In case of Projects from North East)	Member
Representatives from the Appraising Agencies	Member
Special Invitee/Expert (Two)	Member
Joint Secretary (Rural Livelihoods)	Member- Convener

7.4 Role of the State Rural Development Department and State Rural Livelihoods Mission

State specific Project Proposals would have to be routed through the Rural Development & Panchayati Raj Department. The State Department will process the project proposals, organize pre-appraisals and commit State's share wherever applicable, and recommend them to the Ministry of Rural Development. The Department may also monitor the projects and review the progress.

Whenever the State Rural Livelihoods Missions (SRLM) are formed they will constitute a subcommittee for MKSP under the CEO of the SRLM to undertake above activities. However, before recommending the project to MoRD, SRLM will obtain the requisite approval for commitment for state share. The SRLM would also nominate an anchor person to coordinate all the MKSP related activities for the state,

7.5 Project Period

Ordinarily, the projects are to be implemented within three years' time.

7.6 Release of Funds

1st Instalment

The first instalment will be released by MoRD to the Designated Agency on the approval of the project by the PAC. The SRLMs are the Designated Agency for their respective states and PIA has to sign an MOU with SRLM. In case SRLM is not yet formed, the respective state governments would designate any government agency as the Designated Agency till the SRLM is formed. When a SRLM is also the PIA, NIRD will be the Designated Agency and there will an MOU between NIRD and SRLM (as PIA). In case of multi state projects where 25% of the project cost is born by a bilateral, multilateral, a large Indian donor agency or PIA on grant basis and being executed by a consortium, the MOU will be signed between NIRD (Designated Agency and the lead agency of the consortium. The funds may be channelled through the Designated Agency. Whenever the State Rural Livelihoods Missions (SRLM) is set up, the SRLM would be entrusted with this responsibility. The PIA would submit DPR to the Ministry of Rural Development. Out of the first instalment (i.e. 25% of the central share), 10% of the central share may be released after approval of PAC and signing of MoU between the PIA and Designated Agency. Rest of the 15% will be released immediately after submission of DPR to the Ministry of Rural Development for which a maximum period of 3 months from date of approval of the project by PAC will be permitted to the PIA.

2nd Instalment

The 2nd instalment of 50 % of central share will be released upon the following:

- a) Submission of DPR
- b) Release of state/donor agency/PIA share
- c) Submission of a Utilization certificate along with an expenditure statement for at least 60% of the released 1st instalment funds and contribution from state govt/other agencies and achievement of corresponding physical target.
- d) Submission of year-wise audit reports of the funds utilized;
- e) Quarterly reporting of progress in the prescribed formats
- f) A certificate from the Designated Agency that the project is being implemented as per the approved project proposal.

3rd Instalment

The 3rd and final instalment of 25% of central share will be released upon the following:

- a) Utilization of 80%* of the total available funds and achievement of corresponding physical targets.
- b) Submission of year-wise audit reports of the funds utilized;
- c) Regular reporting of progress in the prescribed format;
- d) A certificate from the Implementing/Coordinating Agency that the project is being implemented as per the approved project proposal.
- e) Before the release of the 3rd and final instalment, it will be open to MoRD to have verification of the progress of the project by a third party / independent agency.

All financial documents (UC, Audit report etc.) and the project report submitted by the Project Implementation Agencies should be scrutinized and authenticated by the Co-ordinating Agency before they are forwarded to the Ministry of Rural Development.

7.7 Utilization of Interest earned on central release (s):

The interest amount accrued on Government releases, if any, shall be adjusted against the Government share of the Project cost at the time of release of the third and final instalment.

7.8 Releasing of Matching Share:

The State Government/other donor agency is required to release its corresponding matching share within a month of receipt of the respective instalment of the central share.

7.9 Submission of progress reports:

The implementing agency/coordinating agency shall submit the progress report of the project by 15th of the month succeeding every quarter in the format prescribed by the Ministry. Failure to furnish the progress report would make implementing/coordinating agency liable to refund the Central funds released for the Project along with interest.

It shall be open to the Ministry of Rural Development to prescribe such conditions, as it deems fit, from time to time to ensure proper execution of the project.

7.10 Monitoring and review of the Project:

Monitoring and review of the Projects sanctioned and implemented will be done at two levels i.e. at the Central level by a designated agency and at the State level by the RD Department or the SRLM. 1.5% of the central share in a project will be given to agencies identified at central level for appraisal, fund routing, monitoring and co-ordination.

(a) State Level:

For monitoring and periodic review of the sanctioned project, a Committee at the State level, headed by the Secretary (RD) of the State is to be constituted who will be responsible for reviewing and monitoring the Project/s. The Mission Director, SRLM would be convenor of the committee. The State Committee shall have participation from Forest and Environment, tribal development and Women and Child Development Departments. The Committee shall undertake quarterly reviews with the PIAs and members of the consortia as the case may be. The State governments may also constitute a State Level Technical Project Support Group to assist the PIAs in the implementation of the Projects.

(b) Central Level:

At the Central Level, the PSC will periodically review and monitor the MKSP projects sanctioned under the scheme. PSC will brief the PAC about the progress of the on-going projects periodically. In addition, an advisory body including the representatives from private organizations, industries, marketing firms etc. would be constituted at the Central Level to give necessary advice to the Ministry of Rural Development on the implementation of MKSP.

7.11 Audit:

- i. The Ministry of Rural Development retains the right to carry out internal audit of funds and financial implications of the project, if deemed necessary.
- ii. Financial audit is to be carried out by the Chartered Accountant of the Project Implementing Agency or any other authority appointed by the State Government. The audit report together with action taken on the auditor's observations and physical progress under the project shall be furnished at the time of release of 2nd / 3rd instalment of the Central funds.

8. Formulation of Projects under MKSP

8.1 About the Project

- a) As the objective of the MKSP is to empower women to sustain and improve NTFP based livelihoods by establishing strong institutions of poor and empowering the community institutions to take better control of the NTFP value chain starting from collection of NTFP to marketing of the same, the project objectives should be explicitly stated and formulated accordingly.

- b) The Projects should be conceived in a manner so as to provide end to end solutions. Provision of a complete package of 'end-to-end' services through linking up women NTFP Collectors with the community based organizations providing access to a complete package of options from credit, insurance and inputs, to procurement, value addition and marketing of produce should be made in the project in order to make it a holistic project. To the extent possible, there should not be any gaps in the project and the loop should be closed.
- c) The scaling up strategy with the help of Community Based Organizations (CBOs) should be clearly mentioned in the project. How Community Resource Persons (CRPs) and Best Practicing NTFP collectors can drive the Project needs to be outlined clearly under the project.
- d) The project proposal should draw extensively from the existing best practices in regeneration, sustainable harvest and post harvest practices, value addition and marketing in NTFP.
- e) Collaboration strategy in partnering with CBOs, NGOs, Research Institutes, and Private Sector etc. should be mentioned in the project. A consortium of agencies coming together to formulate and implement the project would be permissible.
- f) If any subsidy is proposed, it should always be used as an incentive and not something which is derived in the natural course. The incentive either to individuals or organizations should be based on clearly measureable indicators, such as volume of transactions of the individuals with the livelihoods collectives or SHG Federation, repayment of loans, marketing premium obtained, no. of members whose skills have been enhanced, etc. Another use of financial incentive is leveraging. It should be used as catalytic capital to leverage credit from the financial institutions.
- g) Proposed State, district, blocks where the MKSP project is to be implemented should be specified along with details of coverage.
- h) Project period needs to be specified.
- i) Project should lead to substantial tangible and intangible socio-economic benefits.
- j) Project should have a well defined internal monitoring systems to track the progress i.e., physical and financial achievements. Appropriate Management Information Systems should be set up by the PIAs.
- k) There should be a sound information dissemination strategy using the Information Technology, Festivals, Folk Media, Audio-visual Aids, SMS

updating systems, IEC material, video conferencing, and documenting the best practices.

8.2 The components under the project:

- a) The organization and mobilization of women engaged in NTFP based livelihoods into groups (SHGs/ Federations / Women collectors' organizations) should be an essential element of the project proposal. A logical corollary to this activity is the technical and managerial capacity building of women in NTFP based activities in order to enable them to manage and sustain their activities. In this context, 'learning from the people' is equally or perhaps more important than institutional training. The SHGs and the women groups which have achieved something extraordinary should be upgraded into People's Training Institutions (PTIs). The members could be provided TOT and apprised with training methodologies. They could also be encouraged to develop their training curricula and their own pedagogy. They could be asked to select their trainees from the nearby villages which could be put under their charge. Besides, e-learning modules and distance modules would also be helpful in the training endeavours.
- b) The project may follow the Group Approach for the delivery of services.
- c) Enhanced access to assets (drying platforms etc.), for the benefit of women NTFP collectors and also creation of productive assets should be given due importance.
- d) Under the knowledge dissemination strategy training / demonstrations, exposure visits etc. of women may be included in order to impart them with necessary skills and techniques. Establishing institutional mechanisms for knowledge building, management and dissemination by women could be another element of this component. Knowledge, particularly relating to markets, post harvest practices and village level value addition should be included for the dissemination strategy.
- e) Community professionals and Community resource persons should be one of the key strategies for knowledge dissemination and scaling up of the interventions. This would ensure community ownership thus sustainability of the project.
- f) Regeneration and productivity enhancement techniques/ measures should be given adequate importance.
- g) The strategy adopted under the Project should ensure building climate change resilience and maintaining bio diversity. An indicative list of pre-harvest, post-harvest and sustainable NTFP practices is attached as Annexure IV.

- h) Quite often it is observed that the tribal community living in the forest fringe villages have agriculture and livestock based livelihoods as well, though NTFP remain their key livelihoods activity. The project proposal, along with NTFP, may also appropriately include interventions on these other livelihoods of the target community especially in case of the tribal community living in IAP districts. This will help creating a synergistic relationship among all the livelihoods of the poor women NTFP collectors. Management of cattle essentially considered as women's domain should be given due weightage under the scheme.
- i) Improving market access, developing forward linkages and ensuring remunerative prices to women engaged in NTFP activities should be a key element under the project. The marketing methods should be a combination of traditional marketing (marketing in established haats and bazaars, door-to-door marketing) and modern marketing including e-marketing. Under MKSP, building up expertise of the women in NTFP marketing should be a key outcome.
- j) Drudgery reduction through effective use of gender-friendly tools and transfer of technologies to women should also be made a key feature of the scheme.
- k) In order to optimize the benefits from the project under MKSP, a well defined convergence strategy should be mentioned at central, state, district and block levels in order to leverage schemes of various Ministries /Departments such as MGNREGA, and similar schemes aiming at empowerment of women and enhancement of productivity.
- l) The projects under MKSP should also incorporate planting of trees and fodder availability in order to derive maximum benefits out of the activities under the project.
- m) Food and Nutritional security of the women at household and community level should be made an integral part of the project. Institutional mechanisms for ensuring household and community level food security systems may be clearly mentioned. Village level procurement and distribution of commodities could be one of the components of the project.
- n) Innovative interventions may be considered for better management of risk associated with climate change.

8.3 Eligible Items of Expenditure

Component-wise expenditure likely to be incurred for the project, like beneficiary mobilization, cost of training and capacity building, input costs, monitoring fees, tracking, administrative expenditure etc. must be mentioned in the project document.

Matching share of 25% by the State Government / Project Implementing Agency/other donors may be mentioned.

The project should incorporate expenditure on various components indicated under MKSP to arrive at the project cost. The administrative expenses for managing the project shall not exceed 5% with the condition that savings if any in the administrative component may be used for furthering the activities of the Project but not vice versa. Purchase of vehicles is not admissible in the projects. No cost escalation shall be borne by the Government of India.

At the end of the project period, the ownership and management rights of the infrastructure and assets created if any, under the project, shall remain with the participating women groups/organizations.

Reallocation of funds not exceeding 5% of the total project cost among different project activities will be permissible to accommodate any innovation within the project. However, reallocation on account of administrative expenditure shall not be permitted.

Any Additional Information that may be relevant to the Project Proposal may be mentioned in the Project Document.

9. Appraisal of the Projects

The PIAs may submit their projects to the State Governments under intimation to the Government of India. Once the projects are appraised by the State Government's nodal Department, after duly examining their financial status, experience in implementing such projects, infrastructure facilities and other indicators, the project will be submitted to the MoRD for consideration by the PSC. An indicative set of appraisal criteria is attached as Annexure V.

10. Necessary conditions for project approval

- a) PIA's past record and experience of at least last 3 years, especially in promoting NTFP based livelihoods with vulnerable community and in women empowerment.
- b) Recommendation by the identified Appraising Agency.
- c) Commitment of 25% of the Project Cost by State Govt. / PIA/donor agency.
- d) The central thematic livelihood component of the Project shall be anchored in dominant concerns such as regeneration, value addition, harvest and post harvest practices, building forward linkages, Climate Change, Drudgery

reduction, Bio-diversity, Food and Nutritional Security, Conservation and improved access to natural resources etc.

- e) Exit and Scaling up strategy
- f) Predominant focus on vulnerable communities (ST/SC, Minorities and women headed households)
- g) Innovative projects in vulnerable areas (ecologically fragile, IAP districts etc.)
- h) Comprehensive project design – concept to completion

11. Project Completion

Process Documentation from the beginning will be useful for developing audio visual for further scaling up and midway corrections. Documentation is an essential requirement of the project along with video recording for important project milestones, giving the status of the project participants before and after. It should cover the details of deliverables as indicated in the project and achievements made against these deliverables. The completion report of the project should be made available by the PIA to MoRD/Designated Agency within three months from the date of project completion along with final utilization certificate and audit reports and funds that remained unspent, if any.

Annexure I

RESULT FRAMEWORK	
ESSENTIAL OUTCOMES	
OUTCOME	INDICATORS
Establishment of effective institutional platforms of the women NTFP collectors for improved access to finance	<ol style="list-style-type: none"> 1. No. of Women SHG and their federations formed with members from tribal NTFP collectors 2. Rs. of SHG –Bank Linkages achieved 3. % SHG groups linked to banks
Development of pro poor value chain around NTFP collectors ensuring increased access to market and market information for better marketing of their products	<ol style="list-style-type: none"> 1. Key livelihoods activities of the tribal NTFP collectors identified 2. The value chains of these livelihoods activities analysed 3. Interventions designed and implemented around value chain development through the institutions of the poor 4. Local level value addition by the community has been introduced 5. Forward market linkages have been established for the livelihoods organizations 6. PPP model has been established for the livelihoods organizations 7. % target population have access to market information 8. % target population linked to market through collective action 9. % increase in income due to market linkages
Promotion of Community Owned Livelihoods Organizations of tribal NTFP collectors that enables them to increase household income through livelihood enhancements on a sustainable basis	<ol style="list-style-type: none"> 1. No. of Livelihoods organizations of NTFP collectors promoted 2. % target populations are the members of such organizations 3. No of community professional trained and positioned 4. Community are actively participating in the management of the organizations
Development and promotion of	<ol style="list-style-type: none"> 1. Best practices protocols in pre harvest,

sustainable NTFP management practices including pre harvest, harvest and post harvest technology to enhance livelihoods opportunities for NTFP collectors leading to climate change resilience and improved bio diversity	<p>harvest and post-harvest in NTFP developed and promoted</p> <ol style="list-style-type: none"> 2. % target population trained in the protocols 3. % target population adopted the protocols 4. % target population have increased income from this practices
DESIRABLE OUTCOMES	
Development and promotion of effective regeneration practices for sustainable livelihoods around NTFP collection	<ol style="list-style-type: none"> 1. No of commodities for which regeneration protocols established 2. % NTFP collectors practising the regeneration protocols 3. % increase in income due to regeneration practices
Increased access of women NTFP collectors to productive land, inputs, credit, technology and information to expand their livelihoods through community managed sustainable agriculture practices	<ol style="list-style-type: none"> 1. % NTFP collector HH accessed productive lands 2. % NTFP collector HH accessed inputs for livelihoods activities 3. % NTFP collector HH accessed credit to take up livelihoods activities 4. % NTFP collector HH accessed technology and information for community managed sustainable agriculture practices 5. Infrastructure for value addition have been positioned with the livelihoods organizations
Increased levels of skills and performance of women engaged in NTFP livelihoods	<ol style="list-style-type: none"> 1. Training programs designed to improve the skills of women in livelihoods activities they are engaged in 2. % target population received training at least once 3. % target group received repeat trainings 4. Performance of the target people in livelihoods activities enhanced
Improvement in food and nutritional security of tribal women	<ol style="list-style-type: none"> 1. Key elements of food and nutritional insecurity among NTFP collectors analysed 2. Designed and implemented interventions to improve the situation through the institutions of the poor 3. % target population started kitchen

	<p>garden</p> <p>4. % target population consuming NTFP as food</p> <p>5. Improvement of IMR</p> <p>6. Improvement in MMR</p> <p>7. Reduction of incidence of malnutrition</p>
Improvement in health security	<p>1. Interventions for improved health security designed and implemented</p> <p>2. % target population accessed health security intervention</p> <p>3. No of community paramedics practising traditional knowledge based (medicinal plants) treatments trained and positioned</p> <p>4. % target population linked to health insurance schemes</p> <p>5. % target population benefitted from health insurance schemes</p>
Drudgery reduction for women NTFP collectors through use of gender friendly tools / technologies	<p>1. % women have been trained in drudgery reduction techniques and technology</p> <p>2. % women have started using drudgery reduction tools/technologies</p>
Improved productivity of NTFP resources on a sustainable basis	<p>1. Sustainable productivity enhancement strategy designed and implemented</p> <p>2. % increase in productivity achieved</p> <p>3. % target population adopted the practice</p>
Improved access to their entitlements and services of the government and other agencies	<p>1. % target population have accessed their entitlements under PDS</p> <p>2. % target population accessed MDM</p> <p>3. % target population accessed MGNREGA</p> <p>4. Rs. Income from MGNREGA ensured</p> <p>5. No of days work increased under MGNREGA</p> <p>6. % target population accessed FRA-CFR entitlements</p> <p>7. Number of convergence with various govt. programs achieved</p> <p>8. Transit pass availability for the livelihoods organizations improved</p>

NRLM NON NEGOTIABLES

OVERARCHING BELIEFS

Belief in the power of the poor and in their innate capabilities and that this power can be unleashed through social mobilization and building strong institutions of poor.

HOLISTIC POVERTY ERADICATION

For the Poor

- The implementing agency is a learning organization that changes its strategy of engagement with CBO as the CBO graduates into higher order activities and many a NGO role is being taken over by the CBO thus ensuring increased empowerment of the community
- Focus on the poor- All initiatives should start with the poorest
- Focus on women- they are more vulnerable within the family
- Food security and, social security of communities should be given highest priority in allocating resources

Of the Poor

- Universal social inclusion and universal social mobilization in a time bound manner
- Transparent and participatory identification of poor
- Federations of institutions of the poor as 'force multipliers' and as 'sensitive support structures' to promote and nurture S.H.Gs. Institutions of the poor transform into institutions for the poor

By the Poor

- Managerial and financial self reliance of the institutions of the poor
- Participation of the poor, particularly the poorest, in all decisions that affect them and their institutions
- Development and continuous capacity building of large pool of social capital at village/block level- community leaders, community professionals and community resource persons

Sustainable livelihoods

- Ensuring primary sector livelihoods of the poor are viable and sustainable – eco friendly, based on local resources (to the maximum extent), and climate change resilient
- Building social capital (community professionals, community best practitioners) around livelihoods
- Building capacities of the institutions of the poor to manage livelihoods value chains on their own

Profile of the Project Implementing Agency (PIA)

A. Minimum Essential qualification required in the potential partner

1. The NGO should have at least 3 years of relevant experience of implementing NTFP related livelihood activities with poor especially the tribal community with community participation in the rural areas where the PIAs propose to work under MKSP. A community owned and community managed CBO with majority membership from tribals with at least two years' experience would also be eligible as a PIA and can submit proposals under MKSP-NTFP.
2. The NGO should have minimum annual turnover of over Rs.20 lakhs in the past three years [as evidenced in the past three year audited financial statements]. In case of a community owned and community managed CBO with majority membership from tribals, as PIA, an annual turnover of Rs 10 lakhs is an essential qualification criterion.
3. The PIA should have worked with at least 200 tribal NTFP collectors.
4. The PIA should have formed at least 50 SHGs/ community based organizations for the promotion of NTFP based livelihoods in the proposed area. In case of a community owned and community managed CBO with majority membership from tribals, as PIA, they should have formed at least 25 SHGs or similar groups.
5. PIA should be registered, non- political and secular in nature
6. PIA should not be black listed by any government department
7. Should have transparency in financial, material handling, benefit sharing and fulfillment of legal compliances
8. Should have adequate infrastructure, human resources with respect to the proposed project

B. Preferred qualities in the NGO

1. NGO should have domain knowledge of and experience in community mobilisation, SHG and Microfinance, Livelihoods Enhancement, market linkages etc.
2. Should have experience in forward and backward linkages in NTFP
3. The NGO should be willing to provide the undertaking for continuing working in the area for the project duration

C. Consortium of NGOs

1. Consortium of partners having experience in different parts of the value chain will be encouraged
2. Consortium should have at least one lead partner
3. The leveraging among the partners should be clearly articulated
4. The partners should have demonstrated expertise in the respective fields

List of documents that applicant NGO need to submit along with application

1. Application – format attached
 2. Copy of the registration certificate
 3. Copy of the audit statement of NGO for last 3 years
 4. Copy of the annual report of NGO for last three years
 5. Affidavit that NGO is not currently black listed by any government department or agency
 6. Complete information about its work – format attached
-
- (a) Basic information: Name of the Organization, its full postal address, email ids and telephone number
 - (b) Profile of Project Proposer- names of the head of the Organization and project-coordinator, their background, academic qualifications, experience, previous responsibilities held, duration in present organization and nature of duties handled
 - (c) If the organization is a part of or sister concern of a larger entity, details may be given
 - (d) Details of specialization of the organization, its primary activities, projects handled and duration of exposure to the subject. The total project size handled so far may be given.
 - (e) Similar work handled in the past along with its size should be clearly mentioned.

Indicative list of appropriate pre-harvest, post-harvest and sustainable NTFP methods

Pre Harvest Practices:

- ❖ Assess the resource of NTFPs with quantitative analysis for its feasibility
- ❖ Document local knowledge/inherent knowledge about the NTFPs
- ❖ Prepare a calendar of NTFPs
- ❖ Have clarity of ownership among the groups and community
- ❖ Prepare a check list of do's and don'ts commodity wise
- ❖ Create awareness on premature harvesting
- ❖ Short list the equipment/tools required including infrastructure
- ❖ Ensure that all trainings and skill transfers are in the local dialect
- ❖ Sensitize the community on the quality parameters commodity wise
- ❖ Harvesting at the right time, taking into account the factors determining produce maturity and storability
- ❖ Establishment of protocols of standard practices for each commodity

Harvesting Practices:

- ❖ Eco friendly harvesting (taking care of resource and product health and posterity)
- ❖ Scientific and hygienic methods of collection (commodity wise) to be made available
- ❖ Avoidance of over exploitation
- ❖ Quality consciousness and guidelines- commodity wise
- ❖ Removal of foreign materials, if any from the commodity
- ❖ Equipping the community with the required tools and equipment like tarpaulin, gloves, and cutting tools, etc
- ❖ Cleaning the produce to remove physical impurities

Post Harvest Practices:

- Scientific grading of the commodity
- Scientific methods of storage /package/ drying
- Hygienic methods of product handling

- Drying the materials grade-wise and commodity- wise
- Critical storage facilities
- Ensuring the quality acceptable to the market
- Market linkage.
- Take up commercial plantations for tree born oil seeds without affecting food security.
- Ensure necessary and feasible value addition with adequate packaging
- Develop and implement commodity-wise regeneration plan as per feasibility
- Dry the commodities to optimum moisture level before storage or marketing to prevent fungal/bacterial infection during handling and storage
- Condition the produce to ambient temperature before packaging
- Grade the produce according to the specific standards
- Appropriate packing of produce to avoid wastage during transport. Packing material may be of compressed paper/fibre/wooden/plastics depending on the produce to be packed in standard size to enable handling and stacking
- Value addition to the primary products to enhance market value and income of women farmers

Appraisal Criteria

- Project proposal aims at scaling up of existing successful project of PIA
- PIAs experience of promoting SHGs and community based organization
- Number of NTFP collectors PIA is working with
- Years of experience in working with NTFP collectors in the project area
- Human resource already created
- Role of the community in the management of the project envisaged (Various committees and sub-committees of the community mentioned)
- Institutional architecture and their governance proposed - generic and livelihoods organizations
- Scalability of the project through CBOs
- Clear roles of CBO and NGO after the project period have been stated
- Level of control of CBOs over receipt and expenditure
- Mechanism available to enforce accountability of the NGOs to the communities and CBOs
- The information sharing mechanism between NGO and communities with regard to utilization of receipt and expenditure under the project
- The proposed ratio of community resource persons (CRPs) per 100 households is more than
- The proposed ratio of community professionals per 100 farmers is more than
- Knowledge creation and dissemination for scaling up like use of Videos, Posters, Modules for knowledge dissemination etc.
- Capacity Building strategy clearly stated
- Detailed costing worked out
- Whether administrative costs less than 5%
- Capital/equipment Costs not more than 20%
- No incentive/ DIRECT SUBSIDY is part of the project
- Unit cost per beneficiaries worked out
- Convergence with State programmes/ MGNREGA/Watershed/NABARD, Other Ministry's (Agri ministry, NRHM)/ Panchayats
- The state agreed to contribute 25%
- Food & nutrition security intervention proposed
- Drudgery reduction interventions proposed
- Is it going to increase access of women to productive land, inputs, technology and information
- Intervention on creating backward and forward linkages (whether end to end solution being provided) proposed
- Detailed monitoring system proposed
- Market access and remunerative pricing strategy proposed

- Regeneration strategy proposed
- Resilience to climate change (Specific intervention/strategy to be mentioned)
- Scalability of the local technology / intervention mentioned in the project
- Additional income / family (Incremental monthly income per family is given) is one of the outcomes
- Proposed project area identified
- Benefits from forward linkages quantified
- Evenness of the income flow to the targeted family is envisaged
- Focus on vulnerable sections (SC/ST/landless/women headed household/ SMALL AND MARGINAL FARMERS) - The percentage of these groups in the total target group- without double counting is more than 90%