



सत्यमेव जयते

INCENTIVIZATION OF PANCHAYATS (NATIONAL PANCHAYAT AWARDS)

Guidelines



Government of India
Ministry of Panchayati Raj



(www.panchayat.gov.in)
(www.panchayataward.gov.in)



- 🏆 **Deen Dayal Upadhyay Panchayat Sashaktikaran Puraskar (DDUPSP)**
- 🏆 **Nanaji Deshmukh Rashtriya Gaurav Gram Sabha Puraskar (NDRGGSP)**
- 🏆 **Gram Panchayat Development Plan Award (GPDPA)**
- 🏆 **Child-friendly Gram Panchayat Award and (CFGPA)**

Guidelines for Incentivization of Panchayats

1. Introduction

1.1 It is important to incentivize Panchayati Raj Institutions (PRIs) to perform their role optimally. Due recognition of PRIs that perform their role well can (a) be an incentive for PRI representatives to improve PRI performance, (b) bring the issue of PRI performance into prominence and focus the attention of policy makers and (c) encourage State Governments/Union Territory (UT) Administration to develop their systems of assessment.

1.2 There are around 2.6 lakh Panchayats - [2,55,538 Gram Panchayats (GPs), 6,829 Intermediate Panchayats (IPs)/Block Panchayats (BPs) and 659 District Panchayats (DPs)] across the country. These PRIs have differential performance based on (a) the devolution and capacity building from the State/UT level and (b) the efforts made by PRI leadership as well as the community. In spite of constraints and limitations, there are many outstanding performers among Panchayats all over the country. To build models and to nurture schools of practice, such Panchayats need to be identified and encouraged. Similarly elected District Councils (DCs)/ Village Councils (VCs) in North-Eastern (NE) States also need to be incentivized, to give due recognition to grassroots democratization undertaken.

1.3 Under the Incentivization of Panchayats scheme, best performing Panchayats at all three levels/tiers as well as best performing elected VCs and DCs of the NE States will be identified in a systematic manner and incentivized. The nominations for awards will be



invited online at a dedicated portal www.panchayataaward.gov.in. The nominations will be invited in the month of August each year and subsequent timelines will be as fixed by Ministry of Panchayati Raj (MoPR). Relaxation/change, if any will depend upon special circumstances.

1.4 The awards are given annually on 24th April, celebrated as National Panchayati Raj Day (NPRD) to commemorate 73rd Constitution Amendment Act, 1992 which came into force with effect from 24th April, 1993.

2. Categories of Awards

(I) Deen Dayal Upadhyay Panchayat Sashaktikaran Puraskar (DDUPSP): Introduced in the year 2011, this Award is given to best performing Panchayats at all three levels/tiers (District/Intermediate/Gram) for overall good governance in General category and following nine thematic categories for GPs:

- i. Sanitation
- ii. Civic Services (drinking water, street light and infrastructure)
- iii. Natural Resource Management
- iv. Serving marginalized section (women, SC/ST, disabled, senior citizens)
- v. Social Sector Performance
- vi. Disaster Management
- vii. Community Based Organizations (CBOs)/ Individuals taking voluntary actions to support Gram Panchayats,
- viii. Innovation in revenue generation, and
- ix. e-Governance

The number of PRIs/elected VCs/DCs to be awarded per State/UT will broadly be in proportion to the number of Local Self Governments (LSGs) in the State/UT, with exceptions that may be administratively needed. This number will be determined by MoPR every year as per the criteria given below, for this purpose the number of PRIs in a State/UT as per the Local Government Directory will be taken into account :



Tier of Panchayat	Number of Panchayats in State/UT	Tentative number of awards
District Panchayat	<50	1
	>= 50	2
Intermediate/Block Panchayat	<500	2
	500-1000	4
	>1000	6
Gram Panchayat	Total number of GPs	0.05% of the total number of GPs (Subject to a minimum of 3 GPs in each State. In very small States like Goa, Sikkim, Tripura, Meghalaya, Mizoram, Nagaland and Manipur, the number of GPs/VCs to be awarded may be restricted to 2).

The amount of incentive to be given to LSG for rural areas will be determined by Government of India (GoI) based on the availability of funds. At the GP/elected VC level, the size of the GP/elected VC would be taken into consideration. In the category “Individuals/Community Based Organizations (CBOs) etc., taking voluntary actions to help and support Panchayat/supplementing efforts of Panchayat etc.”, there is no monetary component for Individuals/CBOs in the DDUPSP award.

(II) Nanaji Deshmukh Rashtriya Gaurav Gram Sabha Puraskar (NDRGGSP): This Award was instituted by GoI in the year 2010 in order to incentivize, appreciate and encourage GPs of the country for outstanding performance through effective Gram Sabha meetings especially in respect of improvements in the social and economic structure of the village. The objective of this award is to strengthen the institution of Gram Sabha and to highlight it as institution of decision making and auditing. Gram Sabha is the vibrant forum for presenting planned economic & social development of villages in a transparent way through participative democracy offering equal opportunity to all citizens including the poor, women & other marginalized sections of society. This award is given to one GP/ VC in each State/UT with an award money of Rs.10 lakhs each.



(III) Gram Panchayat Development Plan Award (GPDPA): This Award was introduced in the year 2018 with a view to encourage the GPs which have developed their GPDPs according to the State/UT specific guidelines prepared in line with the model guidelines issued by MoPR (or adopted as such). Panchayats have a significant role to play in the effective and efficient implementation of flagship schemes through planning on subjects of National importance for transformation of rural India. GPs have been mandated for the preparation of GPDP for economic development and social justice utilizing the resources available to them. Thus, recognition of GPs through this award would greatly encourage GPs to undertake this extremely important task with greater diligence and sincerity. This award is given to one GP/ VC in each State/UT with an award money of Rs.5 lakhs each.

(IV) Child-friendly Gram Panchayat Award (CFGPA): This award was introduced during the year 2019 for best performing GPs for adopting child-friendly practices keeping in view that the basic component of social development is creating a conducive atmosphere for the healthy growth and development of children. This award is given to one GP/ VC in each State/UT with an award money of Rs.5 lakhs each.

The rationale behind CFGPA is at **Annexure-I**.

3. The number of awards and award money to be given to PRIs/elected VCs and DCs in each State/UT will be determined at the time of inviting online nominations each year and communicated to States/UTs, assuming that all State/UTs will participate. This may subsequently be revised as and when required depending upon the participation of the number of States/UTs and availability of funds.

4. **National Screening Committee:** The National Screening Committee constituted in MoPR will look into various matters related to National Panchayat Awards like guidelines, Questionnaires, number and quantum of prize money, selection of best performing Panchayats etc. with the approval of Competent Authority.



5. Indicators, Questionnaire and Marking Scheme

5.1 A set of criteria & indicators, Questionnaire and marking scheme for assessing PRIs have been developed by MoPR in consultation with States/UTs. These indicators, Questionnaire and marking scheme may be modified over time on the basis of feedback and operationalization of the scheme.

5.2 As per Article 243G of the Constitution, the devolution of powers and functions to PRIs vests with States/UTs. Consequently, States/UTs vary in the extent to which they have empowered PRIs. As the extent of devolution of powers varies from State/UT to State/UT, the assessment of PRIs needs to be State/UT specific.

5.3 DDUPSP would be assessed out of 100 marks for General category and out of 120 marks for each of the Thematic award (i.e. 100 marks for General Questionnaire and 20 marks for Thematic Questionnaire). NDRGGSP, GPDPA and CFGPA would be assessed for 100 marks per Questionnaire.

5.4 Period of evaluation: The performance of PRIs for a financial year (Appraisal Year) would be evaluated during the subsequent financial year.

5.5 Each State/UT will circulate the Questionnaire to all its Panchayats/elected Councils and make efforts for spreading awareness about this scheme at the time of inviting nominations. Preferably, a large number of panchayats should apply so that there is high degree of competition and motivation for the awards.

5.6 PRIs/elected Councils that do not fill in the Questionnaire properly or do not submit it online within the stipulated timeline will not be eligible for Award.



6. State Panchayat Performance Assessment Committee (SPPAC) – short-listing of Panchayats

6.1 A Committee set up by the State Government/UT Administration under the chairmanship of Principal Secretary/Secretary, Department of Panchayati Raj of concerned States/UTs will guide the selection of best PRIs. This Committee will be known as SPPAC which will oversee the whole process of selection of best performing PRIs in the State/UT and make recommendations to the MoPR.

6.2 The Committee may include representatives of at least two other Departments, namely the Departments of Health and Education, State Institute of Rural Development (SIRD) or equivalent institution and two non-government experts. In case, the Panchayati Raj & Rural Development Departments are separate in a particular State/UT, SPPAC will also include a representative of the Rural Development Department.

6.3 SPPAC will ensure that Questionnaires are properly filled and all necessary documents are attached before these are submitted online.

6.4 States/UTs may, if necessary, divide itself into regions and fix the number of LSGs for rural areas to be awarded per region to ensure that only LSGs for rural areas from the more developed regions do not get the prize.

6.5 For shortlisting of DPs, IPs/BPs, GPs/VCs, a preliminary scrutiny may be done by Committees set up at State/UT, District and Block levels. The first level of selection which would take place at the Block level will be through direct interaction/ interviews of the applicant GPs who would give a presentation and a video of the Panchayat achievements of the Appraisal year, on the day fixed by the Block Selection Committee. Subsequently, the shortlisted GPs will give a presentation to the District Level Selection Committee. Other non- applicant GPs can also be invited to such events so that the learnings from the successful GPs can be passed on among all the GPs for emulation. Such events should become a source of interaction, awareness generation and capacity building for all the



GPs. The applicant DPs and IPs/BPs under DDUPSP can similarly give a presentation before the selection committee at the State and District level respectively.

7. Field Verification and short-listing by SPPAC

7.1 Field visits will be made by Teams selected by SPPAC to shortlisted Panchayats/ Councils for verification of online information submitted. MoPR may issue guidelines from time to time for such field visits to ensure uniformity and consistency.

7.2 On the basis of answers to the Questionnaire and field visits, SPPAC will select the number of DPs, IPs/BPs, GPs and DCs/VCs and recommend their nominations alongwith supporting documents to MoPR.

7.3 States/UTs would ensure that at the Intermediate/Block and Gram level, Panchayats nominated for award in the Schedule V Areas are in proportion to the number of Panchayats therein.

7.4 States/UTs may propose at least one-third of the total DDUPSP awards in the categories of thematic awards.

7.5 Nominations will be recommended by States/UTs to MoPR as per the following norms :

- i. DDUPSP: Three times the number of DPs and two times the number of IP/GP to be awarded tentatively.
- ii. NDRGGSP, GPDPA & CFGPA: Upto three GPs/elected VCs
- iii. While recommending the IP/BP and GP for an award, the State/UT will ensure that not more than two IPs/BPs and two GPs are recommended from one District.



8. Funds for State/UT level activities

Funds for State/UT level activities like administrative cost, field visits etc. will be provided by MoPR from out of the total funds earmarked for Incentivization of Panchayats. Norms for funding these activities at the State/UT level are at **Annexure-II**.

9. Selection of Awardees by MoPR

9.1 Nominations submitted by each State/UT would be scrutinized in MoPR. The National Screening Committee constituted in MoPR will recommend the Panchayats for awards under different categories. Final selection will be made with the approval of Competent Authority.

9.2 The decision of MoPR will be final.

10. Transfer of Funds

Incentive amounts for the awardee Panchayats/VCs/DCs would be transferred electronically as an untied fund directly into their authenticated bank accounts on National Panchayati Raj Day i.e. 24th April every year or such date as may be decided by the Ministry subject to the availability of funds on that date or part transfer of incentive amount depending on the availability of the funds under the scheme.

11. Utilization of incentive amount/award money

The State/UT will ensure proper utilization of award money by the Panchayat/Council concerned. The award money will be utilized for public purposes especially for livelihood support, asset creation, civic amenities creation & maintenance, developing GPDPs, child development and child-centric activities and bridging the gaps in the funds received from Union/State Government for various projects.

12. Utilization Certificate (UC)

12.1 The State Government/UT Administration concerned will furnish a UC (in GFR



12-C format) to MoPR.

12.2 As per General Financial Rules (GFR), 2017, the UC submitted by the State Government/UT Administration must be counter-signed by the Administrative Secretary of the Division regulating the Scheme/Finance Secretary.

13. Documentation of Best Practices: States/UTs, if/when directed by MoPR, may be required to submit the best practices followed in the award-winning GPs/VCs which would be suggestive in nature for further widespread dissemination of these best practices across the country.

14. Improvement and refinement of in the National Panchayat Awards is a continuous policy intervention which may be done from time to time. For this purpose, MoPR, may issue necessary Orders/ Instructions as deemed appropriate.



Annexure-I

‘Child-friendly Gram Panchayat Award’: Rationale

1. Introduction: Understanding Child Rights and Development

1.1 Protecting the rights of the children and ensuring their development by ensuring access to all necessary entitlements and facilities is the duty of the society. One of the basic components of social development is creating conducive atmosphere for the healthy growth and development of children. Adequately engaging with all dimensions of child development is one of the best means for improving a country's development status. There are five articles in the Constitution of India which have children as their special focus. These articles are Article 21A, 24, 39 & 45 and 51A (k) [**Appendix-I**]. Provisions in the Constitution of India mandate the States/UTs to have appropriate mechanisms for child protection. Some of the Rights of the children being a citizen of India have been listed at **Appendix-II**. The Government also implements National Policies from time to time which are child centric and address important issues like Child Survival, Child Development, Child Protection etc.

1.2 The United Nations Convention on the Rights of the Child (UNCRC) 1989 defines ‘child’ as every human being below the age of eighteen years. In 1992, India became one of the 140 signatories to the UNCRC, thereby committing to the international declaration of child rights and to the realization of those rights for all children in India. Declaration of India for UNCRC is at **Appendix-III**. The UN Convention consists of 54 articles covering all aspects of a child’s life and set out the civil, political, economic, social and cultural rights that all children everywhere are entitled to. Outwardly, these rights are not ranked in order of importance. Instead, these rights co-relate with each other apparently to form one integrated set of rights.

1.3 The 2030 Agenda for Sustainable Development has a set of 17 inter-related and mutually reinforcing Goals with a network of 169 related targets, including target number



16.2 to end abuse, exploitation, trafficking and all forms of violence against and torture of children.

1.4 The National Policy for Children, 2013 was adopted by the Government of India on 26th April 2013. It adheres to the Constitutional mandate and guiding principles of UNCRC and identifies rights of children under key priority areas such as Health and Nutrition, Education and Development, Protection and Participation.

1.5 Thus, the rights listed under UNCRC and priority areas of National Policy for Children, 2013 can be broadly integrated as follows:

- Right to Survival – to life, health, nutrition etc.
- Right to Development – to education, care, recreation, cultural activities etc.
- Right to Protection – from exploitation, abuse, neglect etc.
- Right to Participation – to expression, information, thought etc.

2. Panchayati Raj Institutions (PRIs): Status and Role

2.1 The adoption of the 73rd Constitutional amendment conferred Constitutional status on the Panchayats as the institutions of local self-government and introduced a three-tier structure of governance that would ultimately lead to the reinforcement of a participative democracy. Article-243(G) of 73rd Constitutional Amendment Act 1992 envisages Panchayats to undertake planning for economic development and social justice. PRIs thus provide the institutional structure to facilitate participatory planning.

2.2 PRIs/Rural Local Bodies (RLBs) play a vital role in transforming the country, fulfilling aspirations of people in rural areas of the country and development across various sectors such as education, health, sanitation, women and child development etc. Further, PRIs/ RLBs widen the representation from various groups thereby providing a participatory approach for planning, execution and monitoring of various developmental activities/schemes.



3. PRIs and Child-friendly Local Governance

3.1 Protecting the rights of the children and ensuring them access to all necessary entitlements and facilities is the duty of the governing bodies at local and national levels. Eleventh Schedule of the Constitution of India enlists 'Women and Child Development' as one of the 29 subjects to be devolved to the PRIs.

3.2 Child-friendly Local Governance (CFLG) as a virtue of practice is by which all duty-bearers of children's rights are able to progressively ensure that every child within their area of jurisdiction is fully able to enjoy their rights for survival, development, participation and protection among others. Thus, CFLG is an approach to guarantee children's rights to all their rightful entitlements such as health, education, safe water, sanitation, protection from abuse and exploitation, etc. Duty bearers must initiate child sensitive development interventions through planning, budgeting and monitoring for children.

3.3 CFLG balances on the premise that PRIs/RLBs, being situated at the grassroots, are best placed to interact with the children and contribute most meaningfully to realize their rights. As also highlighted in Para 4.4.10 of Gram Panchayat Development Plan guidelines issued by Ministry of Panchayati Raj (MoPR), Gram Panchayats (GPs) should recognize the services rendered to children as welfare measures/rights and not favours. This approach offers an opportunity to have child friendly GP.

3.4 Few measures, only suggestive in nature, for PRIs/RLBs to achieve child-friendly status are given at **Appendix-IV**.

4. Child-friendly Panchayat

A Child Friendly Panchayat may be defined as a Panchayat wherein:

- Every child has the opportunity to survive, grow, learn, play and be a part of the decision-making process or at least be aware of the local affairs and is better informed to make a decision at an appropriate age.
- All members of the Panchayat understand, implement, promote child friendly activities, develop action plans based on children's issues, develop services for children based on these issues and improve them if these already exist.



- Service delivery personnel of various departments at the village level implement and actively endorse child friendly activities for their protection, encouragement through their participation, respecting their opinion and eradicating all forms of discrimination against and amongst them.
- Children are happy, protected, respected – they have access to better healthcare, education, leisure and recreation, have a voice in the matters concerning them and are involved in the conduct of services or activities for them.
- Rights of the children are realized.



Appendix -I

Constitutional guarantees meant for children

- **Article 21 A:** ‘The State shall provide free and compulsory education to all children of the age of six to fourteen years in such manner as the State may, by law, determine’.
- **Article 24:** ‘No child below the age of fourteen years shall be employed to work in any factory or mine or engaged in any other hazardous employment’.
- **Article 39:** The State shall, in particular, direct its policy towards securing-

(e) that the health and strength of workers, men and women, and the tender age of children are not abused and that citizens are not forced by economic necessity to enter avocations unsuited to their age or strength;

(f) that children are given opportunities and facilities to develop in a healthy manner and in conditions of freedom and dignity and that childhood and youth are protected against exploitation and against moral and material abandonment.

- **Article 45:** ‘The State shall endeavour to provide, within a period of ten years from the commencement of this Constitution, for free and compulsory education for all children until they complete the age of fourteen years’.
- **Article 51A:** (Fundamental duties) *It shall be the duty of every citizen of India-*
 - (k) who is a parent or guardian to provide opportunities for education to his child or, as the case may be, ward between the age of six and fourteen years.*



Appendix -II

Some of the Rights of children as citizens of India

- **Article 14:** (Equality before law)

The State shall not deny to any person equality before the law or the equal protection of the laws within the territory of India Prohibition of discrimination on grounds of religion, race, caste, sex or place of birth.

- **Article 15:** (Prohibition of discrimination on grounds of religion, race, caste, sex or place of birth)

'(1) The State shall not discriminate against any citizen on grounds only of religion, race, caste, sex, place of birth or any of them

(2) No citizen shall, on grounds only of religion, race, caste, sex, place of birth or any of them, be subject to any disability, liability, restriction or condition with regard to

(a) access to shops, public restaurants, hotels and palaces of public entertainment; or

(b) the use of wells, tanks, bathing ghats, roads and places of public resort maintained wholly or partly out of State funds or dedicated to the use of the general public

(3) Nothing in this article shall prevent the State from making any special provision for women and children

(4) Nothing in this article or in clause (2) of Article 29 shall prevent the State from making any special provision for the advancement of any socially and educationally backward classes of citizens or for the Scheduled Castes and the Scheduled Tribes.'

- **Article 21:** (Protection of life and personal liberty)

'No person shall be deprived of his life or personal liberty except according to procedure established by law'.



- **Article 23:** (Prohibition of traffic in human beings and forced labour)

*'(1) Traffic in human beings and begar and other similar forms of forced labour are prohibited and any contravention of this provision shall be an offence punishable in accordance with law.
(2) Nothing in this article shall prevent the State from imposing compulsory service for public purpose, and in imposing such service the State shall not make any discrimination on grounds only of religion, race, caste or class or any of them.'*

- **Article 29:** (Protection of interests of minorities)

'(1) Any section of the citizens residing in the territory of India or any part thereof having a distinct language, script or culture of its own shall have the right to conserve the same.

(2) No citizen shall be denied admission into any educational institution maintained by the State or receiving aid out of State funds on grounds only of religion, race, caste, language or any of them.'

- **Article 46:** (Promotion of educational and economic interests of Scheduled Castes, Scheduled Tribes and other weaker sections)

'The State shall promote with special care the educational and economic interests of the weaker sections of the people, and, in particular, of the Scheduled Castes and the Scheduled Tribes, and shall protect them from social injustice and all forms of exploitation'.

- **Article 47:** (Duty of the State to raise the level of nutrition and the standard of living and to improve public health)

'The State shall regard the raising of the level of nutrition and the standard of living of its people and the improvement of public health as among its primary duties and, in particular, the State shall endeavour to bring about prohibition of the consumption except for medicinal purposes of intoxicating drinks and of drugs which are injurious to health'.



Appendix -17

Declaration of India for United Nations Convention on the Rights of the Child

"While fully subscribing to the objectives and purposes of the Convention, realising that certain of the rights of child, namely those pertaining to the economic, social and cultural rights can only be progressively implemented in the developing countries, subject to the extent of available resources and within the framework of international co-operation; recognising that the child has to be protected from exploitation of all forms including economic exploitation; noting that for several reasons children of different ages do work in India; having prescribed minimum ages for employment in hazardous occupations and in certain other areas; having made regulatory provisions regarding hours and conditions of employment; and being aware that it is not practical immediately to prescribe minimum ages for admission to each and every area of employment in India - the Government of India undertakes to take measures to progressively implement the provisions of article 32, particularly paragraph 2 (a), in accordance with its national legislation and relevant international instruments to which it is a State Party."



Appendix-18

Achieving Child-friendly status: Suggestive ways for PRIs/RLBs

To make it more topical & inclusive to encourage children for their merits as well as society centric achievements, few suggestive measures for PRIs/RLBs aiming for achieving for Child Friendly status are given below:

- Focus on protection of children from violence and exploitation, such as child marriage, child labour, child-abuse
- Focus towards providing quality Early Childhood Education (ECE) and learning outcomes of children; including transition to higher classes
- Assess and address nutritional issues of children, including of pregnant women.
- Ensure 100 percent immunization, conduct social audit of neonatal and maternal deaths and child development schemes
- Plans for wellbeing of children during potential disasters such as heat strokes, floods, earthquake, hailstorms, land-slides
- Constitution of Village/Ward level Child protection committees
- Conducting Bal-sabhas to empower children/adolescents to participate in planning and decision-making processes, and involve them as part of Panchayat agenda, providing a space for them to voice their issues.
- Providing improved educational curriculum.
- Assessing and ensuring adequate teacher to children ratio in schools
- Special focus on girl child issues such as female foeticide, hygiene (during menstruation etc.)



Annexure-II

Norms for State/UT level activities

(I) Field Visits:

1. One team of 2 persons (field verification team) will visit 5 Panchayats on an average.
2. A team of two persons will visit each shortlisted Panchayat for two days.
3. TA to field verification team will be admissible as per rules of the State Govt./UT Administration. TA will be restricted to either IInd AC train fare or in case of travel by road, hire charges for a non-AC vehicle.
4. Cost of stay in the field for non-officials will not exceed Rs.1000/- per person per day. Payments will be made as per actuals.
5. Honorarium to persons making field visits will not exceed Rs.1000/- per person per day.

(II) Training Curriculum and Training of State Field Verification Teams:

1. Actuals or Rs.10,000/- per State/UT, whichever is less, will be available for preparation of training curriculum.
2. Training of State Field Verification Teams :

i	Travel	As per State/UT norms. TA to be restricted to rail travel by 2nd AC, or in case of travel by road a non-AC vehicle.
ii	Stay	Actuals or Rs.1000/- per person per day, whichever is less.
iii	Honorarium for Resource Person	Rs.2000/- per person per Day (No. of persons not to exceed two per State/UT).
iv	Cost of Venue, Learning material, contingencies etc.	Actuals or Rs.500/- per participant, whichever is less



(III) Hiring of Consultancy services by States/UTs:

The amount of Consultancy charges will be admissible based on the number of Panchayats in each State/UT as given below:-

Sl. No	No. of Panchayats	Financial support
1	20,001 and above	Rs.2.50 lakhs or actuals whichever is less
2	Between 10,001 and 20,000	Rs.2.00 lakhs or actuals whichever is less
3	Between 5001 and 10,000	Rs.1.50 lakh or actuals whichever is less
4	5000 and below	Rs.1.00 lakh or actuals whichever is less

States may hire individuals or organizations for consultancy services as needed.

(IV) Printing of Questionnaire contingency: @ Actuals or Rs.10/- per Panchayat, whichever is less.



PROFORMA FOR CLAIM OF FUNDS TOWARDS STATE/UT LEVEL ACTIVITIES

Name of State/UT :

Year of Award :

Sl. No.	Category of Award	No. of Panchayats verified	TA		Cost of Stay (Rs.1000 per person per day)	Honorarium (Rs.1000 per Person per day for 2 days)	Cost of Training	Cost of Hiring of Consultancy Services, if any	Total Administrative Cost claimed (4+5+6+7+8)
			A. Train Fare (restricted 2nd AC)	B. By Road (Non-AC Taxi)					
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	
1	DDUPSP								
2	NDRGGSP								
3	GPDPA								
4	CFGPA								
Grand Total									