

People's Action Plan

of

**Villivallam Village Panchayat,
Wallajabad Panchayat Union,
Kancheepuram District,
Tamil Nadu
(Revised)**

**ACTION RESEARCH PROJECT
(INTEGRATED APPROACH TO VILLAGE DEVELOPMENT)**

of

**National Institute of Rural Development,
Hyderabad**

INDEX

SNO	CONTENTS	P.NO
1	<u>CHAPTER - I</u> Introduction – Salient features of 73 rd Amendment – Concept of ARP – Executive summary – Need for ARP – History of the GP	
2	<u>CHAPTER - II</u> Strategy – Mode of selection of Gram Panchayat – Methodology of stakeholders – Formation of PIA and R.Gs - Capacity Building (People-C.Os/PIA and R.Gs -	
3	<u>CHAPTER - III</u> Present Planning process – review of the schemes under Implementation	
4	<u>CHAPTER - IV</u> Interventions made – entry point activity (road formation repairs works etc) – Study tours / Workshops / melas / Sheramdhan(road formation) / Voluntary actions of the people(Public stage at Koyambakkam, road repair at Koyambakkam) – Audio visual shows / N.S.S campus / Health check for human and live stocks	
5	<u>CHAPTER - V</u> Sectoral Plans for all 19 Sectors – Existing scenario – Situation analysis – Problems and needs – Resource flow charts – solutions – identification of the project – all 8 formats for each of the 19 sectors	
6	<u>CHAPTER - VI</u> Summary of the Plan Matrix for all the 19 sectors	
7	<u>CHAPTER - VII</u> Distribution of projects for five years.	
8	<u>CHAPTER - VIII</u> Conclusion	
9	<u>CHAPTER - XI</u> Appendix – 1. Date and agenda followed in all the Gram Sabhas 2. PRA maps of Social Map – Problem cause – Resource Map – Transect Wak – Matrix ranking – Venn diagram – Resource flow chart – Trend analysis 3. List of PIA Members 4. List of Group Members 5. Photographs 6. Dates of the visit of the Link Officer 7. Dates of Peoples' Workshops 8. Dates of Palli Sabhas 9. Dates of PIA meetings 10. Dates of Resource Group Meetings 11. Dates of Trainings conducted	

CHAPTER - I

Introduction

The 73rd constitutional amendment has opened avenues for facilitating social mobilisation process at the grass root level. The first five year plan categorically declared its belief in the necessity of strong Panchayat Raj Institutions. As early as in 1953, S.K.Dey advocated "parallel People" organisations be dovetailed to government agencies at all levels to implement Rural Development policies. While, it will be naive to expect Panchayat Raj to transform rural economic and social scenario into egalitarian direction, it does provide a basis for participation by the people. However, participation cannot occur unless the participants share control of scarce resources, technology and knowledge. In this paradigm, new initiatives in rural development should focus on people driven strategies on a self sustaining basis by blending local human resources in combination with resources from state and corporate sectors. In this process, Panchayat Raj Institutions (PRIs), voluntary organisations, government agencies and financial institutions will all play a crucial role in enriching the package of inputs and expertise that are required to make the projects work effective.

The amendment has placed a very large responsibility of overall development of the villages in the hands of PRIs. But, earlier in most states, PRIs were defunct for long and excessive bureaucratic control and direction have crept in. In the process, the PRIs now in place find it difficult to cope with the new roles. Keeping this in mind, an Action Research Project is proposed with a view to help the Panchayats to come up to the level of operating from 'within' to carry out all developmental activities in the village and develop participatory development alternatives through PRIs by keeping them in the focus of the Action Research.

Need for Action Research

There are various types of researches viz., fundamental research, applied research and operation research taken by researchers to suit their specific requirement. The another form of research which is Action Research assumes importance in order to test the viability of development interventions and to conform their acceptance in the socio-economic and socio-cultural backgrounds of the communities that are to be benefited by them. Now, after the new amendment has been brought for strengthening the Panchayat Raj institutions for the development of a village. The new PR acts in different states have thrown open the issues like: how the people should be involved in the participatory planning; how the capacity of people should be built-up for improving their knowledge and skills for planning, implementation and monitoring of programmes; how the contribution of the people can be taken in the implementation ; and how the new appropriate technologies for improving the productivity and quality of life can be

introduced. Now, these are the issues which need to be researched in different states in order to evolve the strategy for participatory development planning. It is in this backdrop, the Action Research Project - Integrated Village Development Planning has been started. It has been taken in seven states viz., Andhra Pradesh, Orissa, Kerala, Tamil Nadu, Maharashtra, Rajasthan and Uttar Pradesh.

Action Research Objectives

The objectives of this Action Research emanates from the hypothesis "Community Participation, and Convergence of Resources and Services with PRIs as the focal instrument of development will ensure sustainable whole village development". Accordingly, the main objective of the Action Research will be to demonstrate the feasibility of participatory approach through PRIs as a means of sustainable rural development"

The specific objectives are:

- To evolve an ideal level of community participation for development at local level.
- To prepare and equip PRIs to take up full responsibility for whole village development.
- To enable the Panchayats to operate from within for all development activities of the villages.
- To involve the people to identify the requirements of the village and to decide the priorities.
- To evolve an ideal mode of convergence of resources and services at Gram Panchayat level.
- To develop case studies to support the training programmes of NIRD.
- To document and disseminate experience of Action Research across the country.

The Approach

The project shall be implemented in collaboration with SIRDs (State Institute of Rural Development) in 7 states for a period of 5 years . These states have been chosen from different regions in the country and project aims to study the participatory planning under different *socio-cultural and political conditions in the country which can reflect a good representative model for development* . The

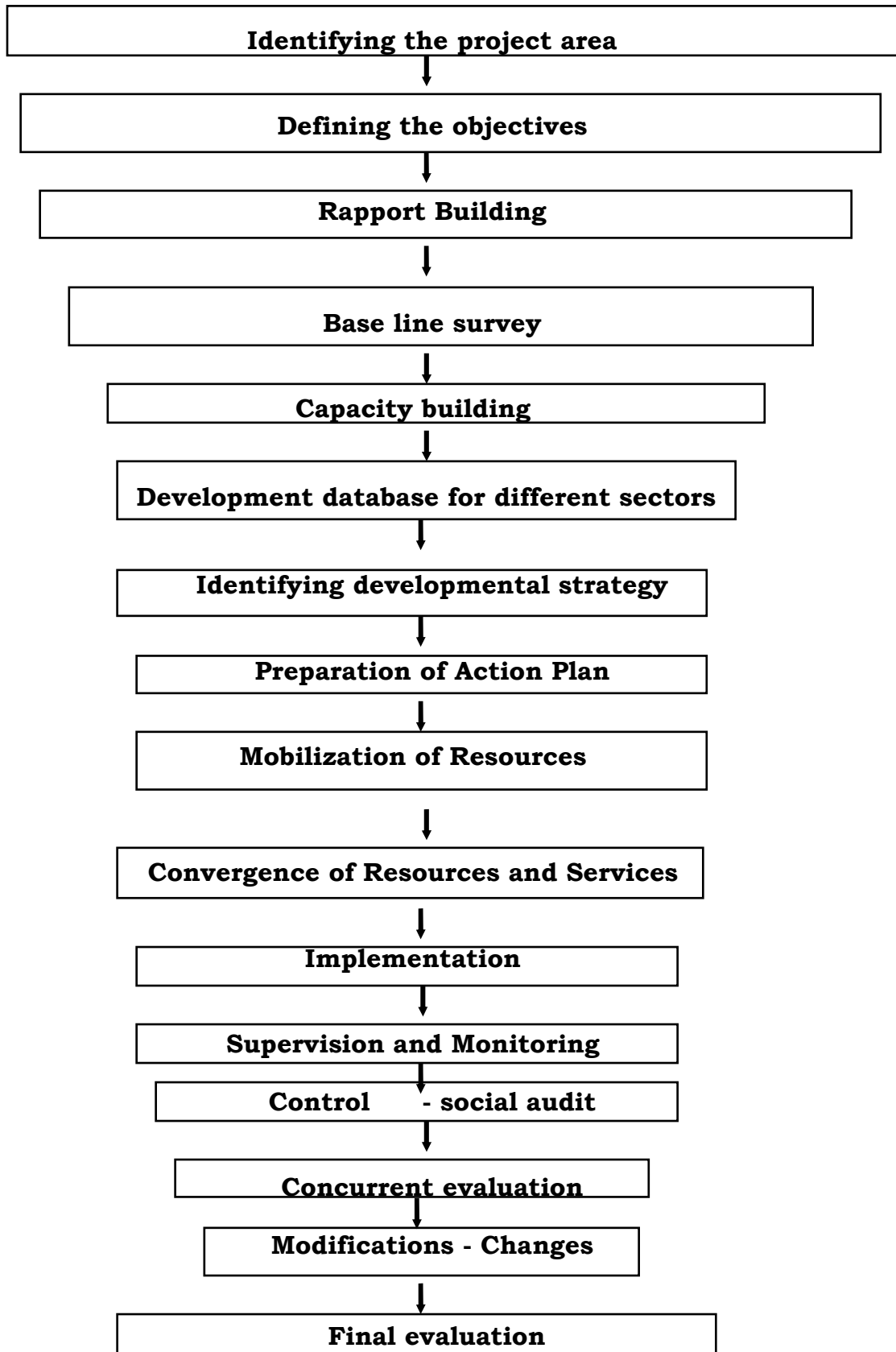
project time-framework is for five years as it will give opportunity to study in depth the development process, and also *development interventions should pass the test of time* over a period of five years so that a sustainable and replicable model can be developed.

This Action Research Project envisages the key role of Gram Panchayat. The Gram Panchayat has to work as a nodal agency for planning, implementation and monitoring of different schemes.

➤ It involves the following steps:

- a. The gram Panchayat would be identified at district level in consultation with district officials and Panchayat Raj representatives.
- b. Two community organisers will be selected from the same gram Panchayat who would be attached to Gram Panchayat for the purpose of documentation of different stages of development.
- c. One district link officer (preferably PD, DRDA) would be nominated by the District Collector for giving guidance and assistance to Gram Panchayat.
- d. SIRD will coordinate with Gram Panchayat, DRDA and state Government and provide necessary guidance and support to gram Panchayat.
- e. Project Implementing Agency (PIA) would be formulated at the Gram Panchayat level having 10 to 12 members, which would work as advisory committee for providing necessary guidance to gram Panchayat, in the preparation of Action Plan, implementation and monitoring. The members would be chosen from the village voluntary agencies; block level officers (line department officers/staff) and self help groups.
- f. After the preparation of Action Plan, the resources would be raised by Gram Panchayat from different sources like DRDA, Gram Panchayat fund, line departments, state government and other institutions like NABARD, rural banks, UNICEF etc. For raising resources NIRD, SIRD, DRDA, would liaison with line departments and funding agencies for providing necessary resources for meeting village development plan.

Steps in Action Research;

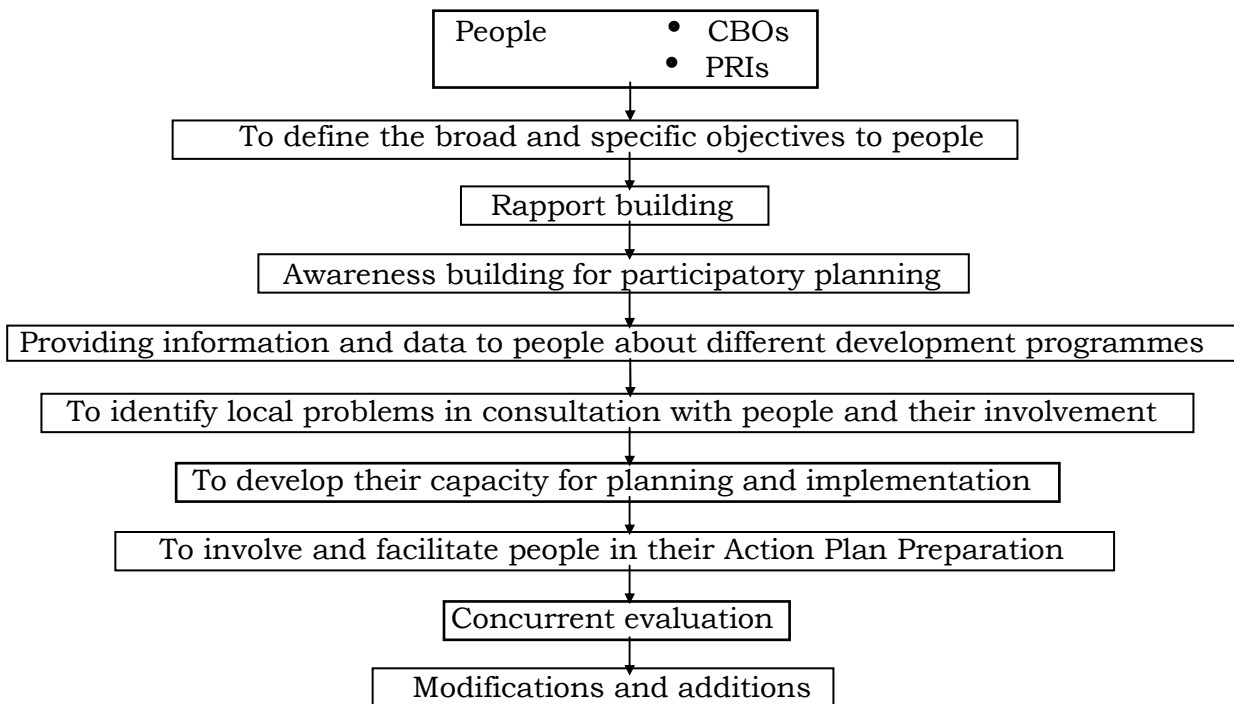


Participatory Action Research:

The project emphasizes on Participatory Action Research (PAR), in which the people in the village will participate actively with the research team through out the research process from the initial design to the final presentation of the results, and discussion of their action implications. PAR is a applied research, in which the researchers will look into the problems in participatory planning; suggesting the action to be taken; helping the PRIs in gathering the data, designing the project; interpreting the findings and finally recommending the action to PRIs in consultation with people. Fig-2, reflects the participating model of Action Research Project.

Fig-2

People's Participation In Action Research Project



Role of NIRD

NIRD would function as facilitator for providing necessary support for capacity building , resources mobilisation and convergence of resources & services ; and also in providing technical support to Panchayat Raj institution for village development planning, implementation and monitoring.

Role of SIRD

It would work as a link between NIRD and Gram Panchayat. SIRD will provide necessary guidance to Panchayat Raj institutions and will coordinate the activities between State Government and Gram Panchayat.

Role of DRDA

a. DRDA would function as a facilitator for providing necessary guidance to Gram Panchayat in the preparation of Action Plan and would monitor the implementation of Action Plan and provide necessary feed back to SIRD and NIRD for taking corrective measures.

b. DRDA would coordinate with line departments at the district and government level, and also liaison with other funding agencies like banks, UNICEF etc. for providing necessary resources for village development.

Role of Gram Panchayat

a. Gram Panchayat is a nodal agency for the involvement of People in the development process in the preparation of Action Plan, and the implementation and monitoring of development schemes.

b. It has to liaison and coordinate with different line departments and other funding agencies (banks) at district level for mobilising resources which are necessary for the development of the Gram Panchayat.

Thus, the Action Research Project would give scope to Gram Panchayat in the formulation of Action Plan as per the felt needs and aspirations of people, and in its implementation and monitoring in an integrated manner. All these measures will contribute in facilitating social mobilisation process in the socio-economic development of rural areas, which was by and large absent hitherto. Participation of the weaker sections and women members in the Panchayat Raj bodies, in particular, will enable them to ensure that only such projects/activities as will meet their felt needs and will benefit people who have not been able to derive the advantage of the system as yet, are taken up. And after successful implementation of the project, the Gram Panchayat would be a model for rural development for other districts for replication of participatory development model and finally, it would help in achieving the larger objective of Panchayat Raj system.

History of Gram Panchayat

Profile**State: Tamil Nadu**

	BASIC INFORMATION	<u>S.C</u>	<u>S.T</u>	<u>O.C</u>	<u>TOTAL</u>
1.	Population				
a	Male	5414599	293012	22591364	28298975
b	Female	5297667	281182	21981122	27559971
	Total	10712266	574194	44572486	55858946

II.	Literacy Rate	
a	Male	18050173
b	Female	12286062
	Total	30336235

III.	Geographical Information	<u>Total</u>
a	Total Area	130058 sq.kms
b	Irrigated Area	3384718 Hectare
c	Gaucher Land (for fodder development)	120860 (Hectares)
d	Village Forest Land	-nil-
e	Reserve Forest/Protected Forest	2151168 (Hectares)
f	Agriculture Land	8482600 (Hectares)
g	Total Area Sown	7067217 (Hectares)
h	Area sown more than once	1253676
I	Land under Orchards	171492(hect)

Nine Fold Classification: (State)

a.	Forest	2151168
b.	Barren and uncultivable land	510075
c.	Land put to non-agricultural uses	1868478
d.	Cultivable Waste	304402
e.	Permanent Pastures and other grazing land	120860
f.	Land under Miscellaneous tree crops and groves not included in net area sown	231028
g.	Current Fallow	961916
h.	Other Fallow lands	1050853
i.	Net area sown	5813541
	Total Geographical Area	13012321

District: Kancheepuram
(Composite Chengai-MGR District)

	BASIC INFORMATION	<u>S.C</u>	<u>S.T</u>	<u>O.C</u>	<u>TOTAL</u>
<u>1</u>	Population				
a	Male	611815	29321	1733557	2374693
b	Female	596602	28551	1653747	2278900
	Total	1208417	57872	3387304	4653593

<u>II.</u>	Literacy Rate	
a	Male	1570277
b	Female	1077820
	Total	2648097

<u>3</u>	Geographical Information	
a	Total Area	7857.0 Sq.Km
b	Irrigated Area	313036 Hectares
c	Gaucher Land (for fodder development)	25001 Hectares
d	Village Forest Land	- Nil -
e	Reserve Forest/Protected Forest	43592 Hectares
f	Agriculture Land	501679 Hectares
g	Total Area Sown	406060 Hectares
h	Area sown more than once	98951 Hectares
I	Land under Orchards	7279 Hectares

Nine Fold Classification (District)

a. Forest	43592
b. Barren and uncultivable land	28600
c. Land put to non-agricultural uses	211582
d. Cultivable Waste	21001
e. Permanent Pastures and other grazing land	25001
f. Land under Miscellaneous tree crops and groves not included in net area sown	12266
g. Current Fallow	96052
h. Other Fallow lands	40250
i. Net area sown	307109
Total Geographical Area	785453

Block: Wallajabad

	BASIC INFORMATION	S.C	S.T	O.C	TOTAL
<u>1</u>	Population				
a	Male	19332	502	35908	55742
b	Female	19118	527	36240	55885
	Total	38450	1029	72148	111627

II. Literacy		
a	Male	33377
b	Female	20078
	Total	53455

III. Geographical Information:	
a) Total Area	34809.79.5 Hects
b) Irrigated Area (in Hectares)	14020.57.0 Hects
i. Kharif irrigation	11000.45.0 Hect
ii. Rabbi irrigation	3020.12.0 Hect
c) Gaucher Land (for fodder development)	738.36.5
d) village forest land	-nil-
e) Reserve Forest / protected Forest	-nil-
f) Agriculture Land	24094.71.0
g) Total Area Sown	18249.72.5
h) Area sown more than once	1728.50.0
i) Net Area Sown	16521.22.5
j) Land under Orchards	300.12.0 hectcs

Nine Fold Classifications: (Block)

a. Forest	nil
b. Barren and uncultivable land	161.97.0
c. Land put to non-agricultural uses	10554.11.5
d. Cultivable Waste	749.42.5
e. Permanent Pastures and other grazing land	738.36.5
f. Land under Miscellaneous tree crops and groves not included in net area sown	38.98.5
g. Current Fallow	749.95.0
h. Other Fallow lands	5295.76.5
i. Net area sown	16521.22.5
Total Geographical Area	34809.79.5

Action Research Project Area: Village Panchayat: Villivallam

BASIC INFORMATION								
1. Population								
		<u>S.C</u>	<u>%</u>	<u>S.T</u>	<u>%</u>	<u>O.C</u>	<u>%</u>	<u>TOTAL</u>
a	Male	278	30	-	0	648	70	926
b	Female	298	31	-	0	652	69	950
	Total	576	31	-	0	1300	69	1876

2.Literacy Rate								
a	Male	148	25	-	0	455	75	603
b	Female	119	27	-	0	316	73	435
	Total	267	26	--	0	771	74	1038

3. Children

S.NO	AGE GROUP	NO. OF CHILDREN- MALE	NO.OF CHILDREN FEMALE	TOTAL
1	0-5	84	139	223
2	6-11	91	165	256
3	11-16	116	128	244

4. Geographical Information:

Sno	Details	Area
1	Total Area (in Hectares)	665.76.0
2	Irrigated Area (in Hectares)	147.16.5
3	Kharif irrigation	64.68.5
4	Rabi irrigation	82.48.0
5	Gaucher Land (for fodder development	9.99.0
6	village forest land	-Nil-
7	Reserve Forest/protected Forest	-Nil-
8	Agriculture Land	442.80.5
9	Total Area Sown	258.14.0
10	Area sown more than once	52.87.5
11	Net Area Sown	205.26.5
12	Orchards	11.39.5

Nine Fold Classification: (Village – Villivallam Panchayat)

a. Forest	nil
b. Barren and uncultivable land	nil
c. Land put to non-agricultural uses	222.95.5
d. Cultivable Waste	0.05.0
e. Permanent Pastures and other grazing land	9.99.0
f. Land under Miscellaneous tree crops and groves not included in	: 3.81.0
g. Current Fallows	223.69
h. Other Fallow lands	nil
i. Net area sown	205.26.5
j. Total Geographical Area	665.76.0

Infrastructure Position**A. Social Infrastructure**

a. <u>Hospital</u>
i. facility existing - CHC
-PHC: at Ayyampettai 3 Km from this village
-Health Centre: PHC Sub-centre at Villivalam Village. Building under repair. The VHN stays in the near by village.

b. School

i. Building existing	Y/N	Yes
ii. Level (Primary school)	one Hall	Tiled building up to 5 th Std
iii. Number of rooms		One Hall

C. Drinking Water	
i. Existing (Y/N)	Yes
ii. Source (well/tube well nos.) Open Well (1)	Tube Well (2)
Whether sufficient (Y/N)	No

- Community center Nil
- ICDS Center Yes

B. Other Infrastructure	
a. Village Road	
i. Village approachable by road	: (road in bad condition needs repair)
ii. Kucha Road/pucca Road to Village : Road 10 k.ms	Village Road Kutcha

b. Godowns	
i. existing Y/N	No
ii. How many number	-
iii. capacity	-
c. Livestock Centre Y/N	At Ayyampettai
d. Irrigation infrastructure Y/N	Yes
e. Post and Telegraph Y/N	No, at Naikenpettai
f. Village pond existing (Y/N)	Yes
g. Nearest Market	Kancheepuram
i. at how much distance	1 kms. Kancheepuram
ii. type of market	wholesale and retail

Number of Workers	
i. Cultivators	395
ii. Agricultural labourers	198
iii. Other Workers (male +Female)	83
iv. Artisans	7
v. Total	753
others	70

ECONOMIC ACTIVITIES AT GRAM PANCHAYAT LEVEL

No of Families	450
No of Cultivators	310
No of Agricultural Workers	112
No of Other Workers	80
Artisans	1
Per-capita Income	Rs.1300
No. of families below poverty line :	378

CHAPTER II

Strategy in selection of the Project Area

◆ Selection of the Village for the Action Research by NIRD and SIRD:

A team consisting of the Deputy Director General NIRD, the Project Director (ARP), NIRD along with other officials had discussions with the Secretary to Government, Rural Development Department at Fort. St. George, Chennai. They also visited the District and had a separate meeting in connection with identification of a village for carrying out this Action Research Project. The District Collector, Addl. Collector (Development) / Project Officer, District Rural Development Agency, District Panchayat President, District Officials and the SIRD Link Officer were available. After briefing on the Action Research Project, its objectives and process, a list of villages were prepared for selection of the project area in which the Action Research to be carried out. After detailed discussions the village Villivallam Panchayat was selected randomly by considering various indicators.

CAPACITY BUILDING

In our search for greater efficiency in setting and pursuing development goals, capacity building becomes an important working tool. In the context of decentralised planning and implementation in particular, a well conceived capacitating programme assumes great significance. Without this support, the goal of decentralisation would not be achieved fully. A United Nations' document has mentioned about capacity building for development functionaries:

'Administrative Capability - though a key determinant in the success or failure of a plan has not been one of the main preoccupation of development planners. It has been taken for granted as a constant. It has normally been assumed that the capability of the on-going system is sufficient to carry out the more complex tasks demanded by increasingly sophisticated development plans. The administrative feasibility of projects, where it has been looked into has been confined to such matters as increased personnel requirements, rather than the more fundamental issues of administrative capability'.

Here it is pertinent to point out that the capability of PR functionaries is very crucial and determining factor in the success of functioning of local bodies. Even if we may delegate the powers to local bodies and provide necessary funds

along with institutional arrangements but to plan the resources effectively, to utilise the resources productively and to ensure efficient implementation of programmes at the field, it will require individual skills and organisational capabilities, only then the desired objectives of participatory development would be achieved. Not only above, the fast changing socio-economic scenario, changing market conditions, emerging new technologies and increasing people's demands, also make it necessary that the local body functionaries should enhance their capabilities to meet new realities and changing conditions at the field.

Enhancing Capabilities of functionaries of local bodies. As planning, resources mobilisation and implementation of the programmes involve administrative and technical skills besides behavioural capabilities (like, leadership, team-building etc.) , therefore the capabilities of functionaries should be improved . For this well defined training and orientation programmes should be organised at different levels in order to sensitise the functionaries about the various development issues (like, people's participation, equity consideration, women's participation and so on) and to upgrade their administrative and technical skills and to give them exposure about new appropriate technologies.

Training Needs

Increasingly, it has been recognised that development functionaries have a key role to play in promoting development, and that training can make them more effective in planning, implementation, monitoring and evaluation of development programmes. One of the UN documents notes about the need of training in the development process:

' Success in this development endeavour is wholly dependent on the way the development functionaries perform their development oriented job. The problems, which functionaries currently face, cannot be handled effectively by the traditional ways of doing government business. It is, therefore, important that the development system acquires a growing sophistication of administrative capabilities. A widespread belief now is that training can considerably help in making administration an instrument for accomplishing the tasks it has set for itself '

Improving capabilities of development functionaries

For performing various activities for rural development at the gram Panchayat level, the development functionaries including PR functionaries require different capabilities. These include technical, managerial/ administrative and Human / behavioural capabilities. Technical capabilities involve the understanding and learning of methods of planning, basic technical knowledge of different subjects and also exposure to various acts pertaining to gram Panchyat , land revenue etc.

Managerial/administrative capabilities include mobilisation of resources, coordination, monitoring and supervision. Human capabilities are concerned with ability to deal with other people like officials, staff members and the people in the villages. These include abilities to lead others, motivate, generate team spirit and resolve conflicts; some of the capabilities can be summed-up as follows:

Technical Capabilities

- Panchayat Raj system - Philosophy, 73rd constitution amendment, powers and function of PR bodies.
- Technical knowledge about 29 functions under the 11th schedule to the constitution.
- Planning Methodology - Resources inventory, Identification of problems and potential areas, Indicators analysis, Prioritisation of problems and needs, and Action plan preparation.
- Budgeting of GP plan.
- Exposure to different acts like GP act , Land revenue act, and other miscellaneous acts related to ‘ income certificate ’, ‘ death certificate’ etc.

Managerial /Administrative capabilities

- Resources mobilisation - mobilisation of resources through different departments, agencies and banks, Convergence of Resources and Services.
- Implementation of programmes.
- Monitoring and supervision of programmes.
- Other official works - conducting plan and review meetings, maintenance of records and accounts, office inspection and coordination.

Human/Behavioural Capabilities

- Role and responsibilities of PR functionaries
- Leadership quality
- Motivation & team -work
- Interaction between officials and elected representatives
- Responsiveness for people’s problems and interaction with people for conducting village meetings and understanding their problems.

PARTICIPATORY PLANNING

It has been increasingly realised that top-down (where the plans are prepared at the high level, away from villages) approach in development will not be workable in the present development scenario where the people's aspirations have grown much and the people have started questioning the relevance of the particular programme . Not only this the efficiency of implementation and the effectiveness of the programmes in meeting the desired objectives without the involvement of the people has been in question for quite a long time.

' *Putting people first* ' in development projects has emerged as a major concern of planners in recent years. There is a growing awareness of the fact that people cannot be ignored any more if their development in what the plans aim to promote. On the goals of development, the consensus which is emerging favours for the people a central place in the whole scheme of things.

Why participation?

Even more than the people affected, it is the development planners who now favour participation. They want people to participate not only in sharing the fruits of development, but also in contributing to the process of development at every stage from planning to evaluation through implementation and monitoring. Experience suggests that development plans have a greater chance of success with the involvement of target groups. The specific advantages the participatory approach in development provide are outlined below:

- First, many development projects will not get off the ground if people do not come forward
- Second, participation at the planning stage provides planners with information, which is otherwise hard to come by.
- Third, people accept change more willingly if they are involved in programmes designed to produce change in their living condition.
- Fourth, participation encourages the mobilisation of resources through people in the form of cash, kind or labour. It also helps in reducing the cost of the project.
- Fifth, the involvement of the people helps in timely completion of projects due to better supervision and monitoring.
- Sixth, the participation by the people helps in improving the efficiency and also providing the intended services to target group. People also take active part in maintenance and operation of the project.
- Seventh, the monitoring of the project work also gets improved due to constant watch over the implementation.

- Lastly, participation instils in the people a new confidence in their ability to mould their present as well as future through self-help efforts.

How To Achieve Participation?

The participatory planning will involve the following important steps:

■ *Rapport Building*

It requires developing good contacts with the people and building confidence through:

- Village meetings
- PRA exercise
- Participation in Social function by local staff
- Informal discussion
- Workshop
- Visit to demonstration farms

■ *Awareness Building*

Awareness for various important issues related to development, like:

- Role of people in development process
- Participatory planning as per 73rd constitution amendment
- Women's participation in development
- Equity issues

■ *Strengthening or activating CBOs (Community Based Organisations)*

The following CBOs need to be strengthen in order to encourage people to participate in development and to empower them to come forward to put forth their problems and needs:

- Self-help groups
- Youth clubs
- Users' groups
- Co-operatives

■ *Entry point activity*

It involves starting of any development activity like construction of community centre, link road, drainage or any other important activity which is very much required by the people, in the village with the participation of people for their confidence building in the initial stage and to encourage them for participation in development

CONVERGENCES OF RESOURCES AND SERVICES 3

The process of planned development has led to the establishment of many new organisations and agencies. Indeed, there is always a temptation to establish new organisations whenever any new problem in the field comes to notice. Often more agencies than one are concerned with just one kind of services. The existence of numerous agencies in the field, sometimes performing very similar functions, creates serious coordination problems. Each agency zealously guards its position and tends to operate in competition with the other. In such a situation the multi-disciplinary dimension of the development process all but recedes into the background.

In certain cases there is lack of field-level infrastructure which makes it difficult for the field-level functionaries to work in close co-ordination with each other, for instance, in some remote villages anganwadi centre has been constructed but health sub-centre has not been built, so the functionaries of health department are not able to keep close liaison with ICDS staff, which affects the functioning in the village. It is also often seen that the field staff of different departments lack the required training input for effectively delivering the intended services with the support of concerned departments who are engaged in activities, which are complementary to each other.

Factors affecting the Convergence of Resources and Services

- i. Multiplicity of departments for doing the similar development activities, leading to problem of resource mobilisation.
- ii. Multiplicity of schemes for the similar objective, leading to problem of resource matching.
- iii. Lack of coordination among different departments and agencies.
- iv. Lack of field-level infrastructure.
- v. Lack of adequate and trained manpower.

Need of Convergence

Convergence of resources and services is basically the result of missing links and resource-gaps, and multiplicity of departments engaged in similar schemes. It leads to inefficient utilisation of resources and lack of proper availability of services to beneficiaries. So there is a need to have proper approach for convergence of resources and services which will help in achieving the following objectives: -

Objectives

- *Resource matching:* Similar schemes are run by different departments with similar objectives so the resources of different departments can be pooled together and allocated systematically as per the felt-needs of the local area.
- *Identification of missing links and providing backward and forward linkages:* As in many schemes there are various missing links which can be suitably provided by different departments in the form of training, technical input , supply of input material, marketing support etc.
- *Synergy in development process:* If we implement the various programmes in an integrated manner and with the involvement of people, it will provide synergy in the development process due to encouragement and the confidence building in staff and officers of implementing departments/agencies.
- *Community action for more efficiency and empowerment:* It has been studied that the participatory approach helps in higher efficiency in the implementation of programmes and also better utilisation of infrastructure. And the involvement of people together with convergence of programmes will generate community action, which will enhance the capacity of delivery system.

Analysis Of Convergence Of Resources And Services

It has been felt that different government agencies need to channel their technical, financial and institutional support more specifically to meet the needs of people in the rural areas for improving their income and quality of life. A wide range of schemes exists in rural areas for poverty alleviation, infrastructure development and for providing social services, but the need arises as to how to channalise these schemes at the grass-root level for convergence of Resources and Services. For this, first there is a need to identify the needs of the people and also to identify the different schemes taken up by different departments and agencies. Then, make analysis for, how there is a need for convergence of resources and services in order to achieve desired impact of the different schemes. It needs the following steps:

- i. *Identification of Needs:* For this there is a need to identify the needs based on felt-needs of people to meet the desired purpose/objective. The objective could be improving income or enhancing infrastructure etc. (see table -1)
- ii. *Identification of Schemes and Missing links:* After the needs are identified, the concerned schemes should be identified to match the needs, and the necessary identification should be made to find backward and forward missing links (see table-2). And for similar schemes taken by different departments the

resource matching should be done in order to channalise them in an integrated manner.

iii. *Preparation of Resource matrix:* It includes the tabulation of department-wise, different schemes together with their financial outlay and physical target under the specified sector, as mentioned in table-3.

iv. *Preparation of man power matrix (including of voluntary agencies):* It includes preparation of matrix with the number of people for different category of officers and staff at different levels. It will be useful in assessing the manpower available and their placement subsequently at appropriate place. (See table-4)

v. *Identification of organisational and behavioural factors* that facilitate the process of coordination and convergence, and the assessment of nature and level of coordination among various departments and agencies should be made.

vi. *Analysis of Convergence of Resources and Services:*

It includes preparation of complete matrix about the needs, the concerned schemes, the missing links, the link departments and link scheme, and the resources required . It will help in clear idea about the resources and services, which are to be mobilised for achieving the objective of convergence (see table-5).

Rural development entails a holistic approach involving simultaneous progress in different domains or sectors, viz., economic, social and service. There are spheres of overlap, not only across but also, within the sectors. It has been seen that the resources are very thinly spread at the grass root level, due to which the resources are not optimally utilised. Various field studies have indicated that development endeavours are not sufficiently organized or coordinated to maximize the outcome and impact of various interventions. Therefore for maximization of outcome, in the given context, as such, envisages a concerted and coordinated application of efforts and resources by various departments, organisations or agencies, constituting the implementation infrastructure and therefore the need for convergence of resources and services arises in order to achieve the desired objectives of the programmes.

Table - 4
Manpower Matrix

Sl.No.	Department Block	Category G.P	Nature of job	District	Subdivision
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1. Officers
2. Supervisors
3. Field Staff

NOTE: This matrix should include the manpower available with different departments at different level, so as to assess the strength of the respective departments, and for their future placement as per the need.

Table - 5

Convergence of Resources and Services Matrix

Sno.	Type Rema- matching	Purpose/ objective rks	Need	Identified scheme	Missing links/ links/	Concer- ned artment for linkage	Link Dep- scheme	Reso- scheme
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PROJECT DESIGN

Project Design is an important part of planning , as during the preparation of plan there are various needs of the people to be reflected in the final action plan. These needs will be location-specific and will vary from place to place . Therefore , depending upon the local needs the projects are to be formulated in various fields viz., agriculture , animal husbandry, health , agro-processing unit and so on. Project design aims at a systematic analysis of project potential with the ultimate objective of arriving at an investment decision. In this process, it makes an objective assessment from all possible angles starting from identification to investment options up to its appraisal stage.

It includes the following steps:

- Step-1 **Project Identification:** The identification of project should be done based on the local needs and also keeping in view the interest of weaker sections like women and other disadvantaged groups.

- Step-2 **Project Design Analysis**
 - *Technical analysis* : It includes project location , input materials , technology, man-power, infrastructure and logistic support.
 - *Social analysis* : Whether the interest of weaker sections has been taken into account ? ; what is the involvement of beneficiaries? , etc.
 - *Financial analysis* : Whether the costs and returns properly estimated? ; how is the financial viability of the project ?
 - *Commercial analysis* : Whether the supply of inputs would be possible smoothly and in time? ; whether the marketing linkages have been taken into account?
 - *Organisational:* Whether the organisation is capable to undertake the project work ?

■ Step-3 **Project Appraisal**

It includes the study of feasibility of the following :

Technical :	Is the project sound from technical point of view? Whether technology to be used including types of equipment or processes is going to be obsolete in near future?
Financial :	Is the project (the return on investment)financially sound? If not, how can it be made so ? Whether project cost estimates have been determined on the basis of prices that may prevail in the expected year of commissioning? What will be the probable operating costs and revenues, perspective liquidity and rate of return?
Commercial :	Have arrangements been made for sustained supply of goods and services needed for the project? Have adequate arrangements been made to determine the market demands as well as marketing channels for the supply of end products?
Organisational :	Is the organisation proposed to carry out and to operate the project likely to be successful?
Social :	What are the changes caused by the project in the behavioural pattern and the attitude in the structure of the population? What are the attitudes of the population towards the projects?
Environmental:	Does the project cause pollution in the local area Does the project disturb the equilibrium of ecology?

■ Step-4 **Resources Mobilisation**

It requires the mobilisation of resources through various agencies . These agencies could be own contribution , block panchayat , district panchayat , line departments , external agencies and so on .

DELIVERY SYSTEM

It is being increasingly recognised that the success of the development effort critically depends on the efficacy of the delivery system. If the delivery system is weak, the objectives of the development programme would not be achieved since the benefits of development would not reach those for whom they are intended. It is, therefore, appropriate that the delivery system should receive attention of the development administrators as well as the leaders of the development process.

The scope of the delivery system is continuously expanding in response to the revolution of rising expectations. The evolution is two-fold. It is both in relation to the increasing range of services required by the people as also the expectation that these services would be provided by government in the context of the concept of welfare state. Thus, the services that have to be delivered are not only the traditional services such as dispensation of justice or protection of the citizen from disturbances or law and order. They cover a whole range of development services such as those needed by the citizens in general in the field of health and education, those particularly needed by the urban citizens such as transportation and housing, and those needed by the farmers such as agriculture extension and the supply of agriculture inputs.

In the present context the delivery system should focus on the following basic services like:

- Input supply for agriculture (like seeds, fertilizer, credit etc.)
- Health services
- Education and Training
- Drinking water
- Marketing of agricultural produce

For strengthening the delivery system it is imperative to focus on :

■ *Organisational Structure*

It requires strengthening of -

- Administrative set-up
- Planning unit
- Man power planning and training
- Extension mechanism
- Logistics Support
- Monitoring and Evaluation

■ *Critical infrastructure at field*

It requires the creation of infrastructure for :

- Creation of sub centres and PHCs in different gram panchayats and block
- Construction of school buildings
- Construction of wells and tube wells
- Construction of godowns and market yards

and so on.

■ *Improving the HRD level of people at the grass root level*

It involves :

- Strengthening community based organisations (CBOs)
- Training Programmes for beneficiaries
- Awareness building

■ Simplification of procedure

It includes :

- Simplifying procedure for filling forms for availing bank credit .
- Providing services at one point , like seeds, fertilizer and pesticides etc.

and so on.

ACTION RESEARCH PROJECT

INTEGRATED VILLAGE DEVELOPMENT PLANNING

Flow Chart

RAPPORT BUILDING

through

- Village meeting
- PRA exercise
- Participation in social function
- Informal discussion
- Workshop
- Visit to demonstration farm.

AWARENESS BUILDING

for

- Participatory planning as per 73rd amendment
- Women's participation in development
- Equity issues

CAPACITY BUILDING

Establishment and strengthening or activating

- Self-help groups
- Youth clubs
- Users' groups
- Co-operatives

CAPACITY BUILDING Contd..

Training for..

- PR functionaries
- Community based organisations (users' group)
- Self help groups
- Inter-Sectoral teams

CAPACITY BUILDING

improving

- Technical capabilities
- Administrative capabilities
- Behavioural capabilities

CAPACITY BUILDING

will help in

- Improving decision making ability
- Leadership development
- Confidence building
- Empowerment

PARTICIPATORY PLANNING

- **Data Collection** : PRA
- **Data Analysis** Through community based
- **Identification of problems and needs** organisations, PRIs and PIA
- **Resource Identification**
- **Prioritization of needs**
- **Preparation of plan matrix**

IMPLEMENTATION

Mobilization of resources	:	By peoples participation (Cash/Kind/Labour)
Convergence of resources and services	:	Through active participation of self-help groups, users' groups, and youth clubs.
Execution of the work	:	Labour association, beneficiary committee
Supervision	:	By users' group
Monitoring	:	Community based monitoring
Control	:	Social Audit by people
Evaluation	:	On going evaluation (with the involvement of users' groups)

TRANSPARENCY

in

- Planning
- Implementation
- Monitoring

through

- Display of implementing schedule
- Display of accounts
- Availability of registers and ledgers on demand

ACCOUNTABILITY

to

- People
- Community based organisations
- Gram panchayat Body

Finally,

PARTICIPATORY DEVELOPMENT PLANNING AND IMPLEMENTATION

leading to

- People's plan as per felt-needs of people
- Better utilisation of resources
- Higher efficiency of implementation
- More accountability
- Sustainable development

STEPS IN ACTION RESEARCH PROJECT

**INTEGRATED VILLAGE DEVELOPMENT
PLANNING**

Steps	Items	Link people's organisation	Link Department/ Agency
Rapport Building & Awareness creation	<ul style="list-style-type: none"> • Village meetings regularly • PRA exercise • Cultural shows • Audio visual shows • Workshop about dev. issues • Literature Distribution • Visit to Demonstration farms. • Entry Point Activity 	<ul style="list-style-type: none"> * Gram Sabha * C.B.Os * Youth club DIPRO * Youth club DIPRO * PRI, CBOs * Youth club * CBOs 	<ul style="list-style-type: none"> SIRD/Block SIRD/Block SIRD SIRD, Block SIRD
Capacity Building	<ul style="list-style-type: none"> • Self help group • Strengthening youth club, users group • Strengthening cooperatives • Training (for technical, administrative and behavioural capabilities) 	<ul style="list-style-type: none"> * PRI * CBOs * Youth club, users' group * Existing cooperatives * PRI & CBOs 	<ul style="list-style-type: none"> SIRD, Block DWCRA (block) (Block) Cooperative SIRD, Block Line deptt. For their respective work
Planning deptt.	<ul style="list-style-type: none"> • Bench mark survey & PRA • Identification of problems and needs • Resource identification 	<ul style="list-style-type: none"> * CBOs * PRI and PIA * PRA, PIA 	<ul style="list-style-type: none"> SIRD, Block Block , GP, line deptt. Block, GP, line
deptt.	<ul style="list-style-type: none"> • Identification of Potential areas 	<ul style="list-style-type: none"> * PRI & PIA 	<ul style="list-style-type: none"> Block, GP, line
deptt.	<ul style="list-style-type: none"> • Prioritization of problems 	<ul style="list-style-type: none"> * Gramsabha 	<ul style="list-style-type: none"> Block, GP, line

- and needs
- Intersectoral analysis (Analysis of forward and backward linkages) * PIA line deptt. Block, Line-deptt.
- Convergence of resources and services * CBOs and PRIs SIRD, Line. deptt.

Steps	Items	Link people's organisation	Link Department/ Agency
deptt.	<ul style="list-style-type: none"> • Financial resources analysis • Budgeting 	<ul style="list-style-type: none"> * PRI & PIA * PRI & PIA 	<ul style="list-style-type: none"> Block, GP Block , Line
Implementation deptt.	<ul style="list-style-type: none"> • Preparation of Plan matrix • Plan components identification (Programmes and projects , Responsibility of concerned departments, Technological intervention, Organisational constraints etc.) 	<ul style="list-style-type: none"> * PRI & PIA * PIA 	<ul style="list-style-type: none"> Block , GP Block, GP
deptt.	<ul style="list-style-type: none"> • Resource mobilisation 	<ul style="list-style-type: none"> * CBOs & PRI 	<ul style="list-style-type: none"> SIRD, DRDA Block, GP.
deptt.	<ul style="list-style-type: none"> • Phasing of plan activities 	<ul style="list-style-type: none"> PIA 	<ul style="list-style-type: none"> SIRD,GP, Line
deptt.	<ul style="list-style-type: none"> • Specifying schemes and Implementation schedules 	<ul style="list-style-type: none"> PIA 	<ul style="list-style-type: none"> SIRD,GP, Line
deptt.	<ul style="list-style-type: none"> • Clarifying authority , responsibility and relationship. 	<ul style="list-style-type: none"> PIA 	<ul style="list-style-type: none"> SIRD,GP, Line
deptt.	<ul style="list-style-type: none"> • Intersectoral planning 	<ul style="list-style-type: none"> PIA 	<ul style="list-style-type: none"> SIRD,GP, Line
deptt.	<ul style="list-style-type: none"> • Manpower and logistic support 	<ul style="list-style-type: none"> PIA 	<ul style="list-style-type: none"> SIRD,GP, Line
Monitoring deptt.	<ul style="list-style-type: none"> • Community Based Monitoring 	<ul style="list-style-type: none"> CBOs 	<ul style="list-style-type: none"> SIRD,GP, Line
Control deptt.	<ul style="list-style-type: none"> • Supervision 	<ul style="list-style-type: none"> Users' group 	<ul style="list-style-type: none"> SIRD, line
deptt.	<ul style="list-style-type: none"> • Social audit 	<ul style="list-style-type: none"> CBOs Users' group & PRIs 	
Evaluation	<ul style="list-style-type: none"> • On going evaluation 	<ul style="list-style-type: none"> PIA and CBOs 	<ul style="list-style-type: none"> SIRD, indepen-

Process

Documen-
tation

- Documentation of work done

PIA

dent agency

SIRD

- Development Planning
- Capacity Building
- Institutional Analyst
- People's participation
- Transparency
- Accountability

CHAPTER - V

Role of President and ward members :

The President of the Gram Panchayat is the Convenor of the Project Implementing Agency, which is carrying out the planning process in co-ordination with the Resource Groups. The Project Implementing Agency will perform as the executing agency when the process of resource mobilisation is over. The President is responsible for conduct of the PIA (Project Implementing Agency) at the village on various subjects in regard to the development works to be taken up in the village. He will also co-ordinate with SIRD and difference agencies for arranging training for the Members of PIA in order to expose them to various developmental schemes already available by which the problems of the village could be solved. He will visit State Institute of Rural Development, District Rural Development Agency, Block Development Office, Collector's Office and other related office for the purposes like arrangement of Training, request for various project for the village, collection of data on various items. He will visit State Institute of Tamil Nadu at Marimalainagar to meet the State Link Officer and SIRD Link Officer in order to discuss and get guidance if necessary. He will also accompany the SIRD Link Officer to various offices, agencies in the process of preparation of the Plan. When the planning process is over he will have to visit the related departments and agencies for getting the schemes including the corporate sectors. He will also attend to all sorts of training programmes imparted in various subjects at the Village and at SIRD, as per the NIRD activity chart.

Similarly, the members of the Gram Panchayat is to assist the President in all aspects. All the Gram Panchayat Members will be the members of the Project Implementing Agency.

CHAPTER - IV

Requisite development process

Appendix-D

Strategy Required for Improving the Environment for Participatory Planning

Awareness building	Continuous village meetings every fortnight for good rapport and confidence building in people
	Workshop and seminars on regular basis.
Capacity building	Sustained training programme in a phased manner Strengthening the self - help groups. Improving the literacy programme for adults Improving the educational system at primary school level Improving knowledge and skills in PR functionaries for planning and implementation of programmes.
Organisational support	Strengthening the organisation structure and infrastructure at local level .
Accountability	Strengthening accountability at lower level (through social audit
Political will	Proper political will to strengthen the PRIs through institutional support and capacity building programme.

CHAPTER - VII

Interventions Made

Training of Project Implementing Agency Members (27.7.98 to 1.8.98)

As per the Project Activity Chart given by NIRD, the training for the PIA members was organised at Villivallam village during 27.7.98 to 1.8.98 by inviting all the sectoral department officials at the District levels. All the Department have participated in the week long training programme. Visit of district level officers to this village, made the villagers happy and proud of having taken up the Action Research Project in their village. The list of deartments participated in the PIA training along with the training module adopted are enclosed for kind information.

Work shop cum Training for the SIRD Link Officer / BDO /Village Panchayat President / Community Organisers at NIRD Hyderabad during 5-9, October 1998:

A workshop was held at NIRD by calling the SIRD Link Officer, BDO , Wallajabad Block, Village Panchayat President of Villivallam Village, the Project Area and the two Community Organisers. Only after attending this workshop, the President of the Village was very confident of carrying out the Research Project. The workshop really facilitated not only the Community Organisers but also the Block Development Officer in taking serious efforts. This made the villagers that both NIRD and SIRD are really taking serious efforts for this Action Research Project, conducting various training programmes at the village and even at Hyderabad.

Training of Women on Women development Activities on 9-12-98

As per the discussion held during the meeting organised on 31.10.98, the next follow up meeting cum training was held on 9-12-98 by 6.pm with the village women of Villivallam and Pendai. The Women of Koyampakkam were not attended the meeting due to heavy rains, as there is no road connecting Koyambakkam, a hamlet, within Villivallam Pamchayat. The Assistant Project Officer (Women Development)., of District Rural Development Agence, Kancheepurm, the Block Development Officer, Wallajabad, Extension Officer (Social Welfare) and the Rural Welfare Officer (w) and Community Organiser (w) also attended the meeting. During the meeting, 7 women groups were formed. These groups will start the thrift and credit activities for about 5 to 6 months. Then based on their common goals, DW CRA groups will be activated.

Training of PIA Members (II phase) at SIRD [18 & 19, Jan 1999]

As per the activity chart, the Training for the Members of the Project Implementing Agency (II Phase), [First phase of training was over during 27.7.98 to 1.8.98, at Villivallam Village it self, by inviting all the sectoral department officials at the District levels]. But the Second phase Training was conducted at SIRD, by inviting the sectoral Department Officials at the Block/Taluk and Village level. The Members of the Project Implementing Agency could have a better interface with the officials and to know about the new schemes and also to up date their knowledge on the schemes already taught to them during the previous training programme. In order to motivate the training participants, the SIRD bus was sent to

Villivallam Village every day in the morning to pick up them to SIRD and also dropped them back at Villivallam Village after the sessions were over.

Study Tour for PIA Members (20-1-99)

As part of the Training programme, all the PIA Members were taken to the K.V.K under the Agricultural University is situated in Kattupakkam, close to SIRD. Special sessions was arranged in the areas of the Agricultural Research, latest finding, visits to the demonstration fields where new variety of the crops/grass are grown. Various training offered to the farmers were explained them with details of training, duration, Course content, and the stipend paid . The Livestock Research Station was also visited by the participants as part of their programme. They were given exposure on poultry, duckery, cattle form, piggery, and other related activities. All the Members were also taken to Dr. M.S.Swaminathan Foundation, at Taramani, Chennai. The Members of the Project Implementing Agency had a special privilege of welcoming by Shri.Dr. M.S.Swaminathan himself on their arrival at the Campus. The participants were taken to different departments and all the activities of the organisation was explained. They have also visited all the departmental pavilions installed at the Industrial and Tourism Exhibition at Island Grounds, Chennai. They have gained knowledge on the functions of various department through live demonstrations, table models, photographs and handouts. Feed back on their visit to the Industrial and Tourism Exhibition at Island Grounds, Chennai was got on the next day and it was learnt that the trip was very very useful to them to know all the Governmental Activities in a different environment.

Training to Resource Group in “ Planning at Gram Panchayat Levels” adopting the NIRD Modules (21-23, Jan. 1999) at SIRD-TN.

According to the Activity Chart, the planning process to be done by the villagers and the officials. Necessary training on the various schemes were already imparted to the PIA members in two phases. The interface with the officers of the sectoral Departments and the villagers were arranged by way of P.R.A exercise, PIA meeting and so on. It was felt that both the officers related to the area, ie. Villivallam village, Wallajabad Block and on the whole, Kancheepuram District and the Members of the PIA need to be exposed to the methods of Planning at the Gram Panchayat level. A special training was organised at SIRD exclusively for the officers concerned and with the PIA Members titled 'Planning at the Gram Panchayat level'. The module developed and lunched during the workshop of the SIRD Link Officer (5-9, Oct) was adopted in the local language. The Two day exposure on the planning methodology was really helpful for both the officers and the Members of PIA in preparation of the plan. The long felt need of the people of Villivallam Village

was the road and a the cause way which was badly damaged during the recent floods. After a week long integrated training for the PIA Members, and the public, they wanted to stand on their own legs. They were really tried of asking every department, where they could not get, a positive reply, and could find the tactics of passing the responsibility on other department and so on.

'Sheeramdan' on 26-1-99 before the Gram Sabha Meeting to repair the road washed away by the recent floods.

The Members of the PIA arranged for sheeramdan on 26-1-99, before organising their Gram Saba Meeting and also the people's (second)workshop. The photographs are enclosed taken on the damaged road and the road laid by the people of the village themselves. A team of officers along with the Jt. Director and the SIRD Link Officer have also participated, which really made the people happy.

CHAPTER - VIII

PLANNING METHODOLOGY

Development planning at the GP level is a continuous process in which the initiatives are taken based on field situation, empirical analysis, programme design and management of implementation. People's participation has assumed important dimension in the planning in order to formulate the plan as per the felt-needs of people and also to tap the local knowledge during the process. The achievements and the outcomes of one plan become the inputs for the next plan. Thus, the planning is not a lineal but it is a cyclical process. The planning cycle can be divided into different phases, *i.* Situation analysis, *ii.* GP diagnosis, *iii.* Programme design, *iv.* Implementation and *v.* Monitoring and evaluation.

In other words the planning involves:

- The assessment of the existing resources , needs and problems
- Formulation of objectives and alternative status for development
- Designing suitable development programmes and /projects to fulfill the desired objectives of the plans.

While planning at the GP, block or district level, certain steps are to be followed in order to bring out comprehensive integrated plan, these steps are outlined below :

- **Study of Planning scenario**

After 73rd constitutional amendment the planning process at the GP level has been envisaged in a more meaningful manner as per the local needs and the resources placed with the GP. As planning is a cyclic process, the first plan which is going to be prepared would be a new experience, of course a difficult one, in the absence of previous experience, but it is going to be the foundation on which the later plans would be built.

So far, in the existing system of planned schemes from the centre and state in which the funds are tied for a particular programme or a scheme under different functional sectors, the planning exercise has mainly been the allocation of funds to sectoral departments and the fixing of target for different locations (blocks and GPs) as per the set guidelines.

Now in the new planning paradigm at the GP level, people have to identify the problems reflecting the concerns of diverse groups, prioritise them ; identify resources and their potential; to design programmes and schemes to meet the problems ; to implement the

schemes ; and to monitor and evaluate. All this exercise involves methods and techniques

on the scientific line, and assume that the underpinning prerequisites are present. These include understanding of problems for different socio-cultural groups, complete data base, techniques of data analysis, project design and management of implementation. Together with these, the planning exercise requires professionally trained staff, adequate orientation and training to PR functionaries, and necessary infrastructural support.

Prior to the beginning of the preparation of planning process at the GP level it is essential to review the institutional environment or planning scenario within which the plan will be prepared. Such a review will establish the boundaries regarding the potential scope and size of the plan. When assessing the planning environment to know the organisational capacity to plan and implement at the GP level , the following aspects should be reviewed:

- The national socio-economic goals and sectoral objectives must be reviewed, with an emphasis on their relevance to the district and GP.
- An evaluation of past plans and the impacts of different strategies, programmes, schemes, and projects should be carried out to assess the effectiveness of delivery system.
- An assessment of the database should be made. Surveys to fill gaps, or to refine existing information required for planning should be carried out.
- The capabilities of institutions like PRIs, development agencies, banks, NGOs cooperatives, etc. should be reviewed so that their strengths and weaknesses can be accounted for in the roles they are assigned.
- An assessment should be carried out of the roles and participatory functions of various functionaries , the nature and schedule of their involvement to assure broad based participation.
- An assessment should be made of the professional capability of planning unit at GP, block and district level to prepare an integrated plan.

v **Situation analysis**

It involves the studies of facts, and their synthesis into database about the GP, necessary for an understanding of the situation existing at the ground. Database covers the entire gamut of social, cultural and economic sphere. (Needless to emphasise the need of database in decision making which is very crucial for planning and implementation, will require appropriate organisational support in terms of infrastructure, equipments and trained manpower, which is to be adequately supported by the government). This analysis will also cover the identification of potential, and problem areas ; resource mapping and identification of constraints.

To sum-up, the situation analysis involves the study of the following:

- Data collection
- Data analysis
- Identification of potentials , problems and needs
 - Resource matrix
 - Potential areas
 - Problem identification
 - Identification of target group
- Resources mapping
- Identification of constraints
- ***Data collection***

The collection of data is the first step in the planning process. The data can be classified into two categories 1. Village profile, 2. House hold survey. Village profile is important in order to know about the natural resources , human resources, infrastructure, services and industry . The house hold survey is done to know about the individual's information such as income, assets, educational status, disparities among different groups and so on.

For village profile, to be more specific, the data base for the following sectors is to be prepared as a first step for starting the planning process at the GP level:

Demographic data

- o Population : Number of inhabited villages, population for different categories.
- o Employment : Number of cultivators, agricultural labourers, non-agricultural labourers, workers under household industries, services and other workers.
- o Below poverty line (BPL) families : number of people (under different categories) below poverty line, poverty ratio for different groups.

Sector-wise data

- *Agriculture*
 - o Cropping pattern ; Gross cropped area ; cropping intensity ; area , production, and productivity of different crops ; and area under HYVseeds. Quantum of chemical fertilizer, green manure and pesticides used.

- o Seed multiplication facility.
- o Storage facilities and processing facilities for surplus foodgrains, vegetables and fruits.
- o Number of research farms and the type of research undertaken ; training infrastructure.
- *Natural resources management*
 - o Classification of land, land holdings, common property resources, area affected by soil erosion.

- *Irrigation*

Sources of irrigation, area under present irrigation, potential for irrigation for different modes such as tubewells, dugwells, tanks, minor irrigation and lift irrigation.

- *Animal husbandry*

- o Number of cattles ; quantum and value of milk and poultry products.
- o Number and capacity of processing units for milk and poultry products.

- *Fisheries*

- o Number of fishery tanks ; quantum and value of production for different types of fish.
- o Processing of raw fish.

- *Forest*

- o Area under reserve forest, protected forest and village forest.
- o Area covered under social forestry and other plantation, and their performance (survival percentage species-wise).
- o Minor forest produce : Type, quantum and value. Marketing of MFP and price of different products. Processing facilities.
- o Common property resources : Fuel wood plantation, joint forest management, Fodder production.

- *Rural connectivity*

- o Number of villages connected with all weather-road ; number of villages cut-off during rainy season, and in all weather.

- o Length of village road, metalled road and black-top road.
- o Number of culverts, small bridges and big bridges existing and required.

- *Housing*

- o Number of people without house, number of people with thatched and kutcha house.

- *Commercial linkage*

- o Marketing : the storage facility for agricultural produce, market yards, and linkages with agro-industries. Show rooms for handicrafts and handloom items. Exports to other districts, states and outside country. Credit facility for sale of produce and handicraft items.

- *Energy*

- o Source of energy for household consumption, dependence on fuelwood. Utilisation of non-conventional sources of energy like bio-gas, solar energy etc.

- *Industries*

- o Type of industries viz., major, medium and small; handloom and handicrafts; and agro-based industries.
- o Number of workers in each type of industry.

- *Education*

Literacy rate for different groups. Number of educational institutions. Number of school children and teachers. Condition of infrastructure.

- *Drinking water*

Source of drinking water.

Quality of water, and adequacy of availability of water.

- *Health*

- o Infrastructure at different levels viz., district, block and GP
- o Prevailing diseases
- o Immunization

- *Family welfare*

- o Number of couples under productive category, number of families adopting measures for family planning.

- *Women and child development*

- o Number of children in different age group, number of pregnant mothers.
- *Social welfare*
 - o Number of handicapped persons, widow and landless people
- *Poverty alleviation*
 - o Number of BPL families
- *Public distribution system*
 - o Number of BPL families in different villages.
 - o Nature of essential commodities requirement

■ **Data Analysis**

After the collection of data, it is important to analyze the data in order to know the present status, to assess the comparative position with respect to other regions and also previous years. It is also important to know inter-group and intra-group disparities in order to know the specific problem related to a particular group . It is also equally important to know the trend which is emerging from the data over a period of time for future action. Basically the data analysis will include the following:

- *Comparative analysis*

It is important to draw comparison between the project area/plan area and other developed areas. The comparison should be drawn in order to assess their relative strength. Based on it the lessons can be drawn for the future improvements and modifications. The comparative analysis can be done as indicated in table-1

Table -1
Comparative Analysis

Sno.	Type	Item	Indicator	Unit
GP1	GP2			Km/Number
1.	Infrastructure	1. Road net-	a. connectivity	

	work	b. Kutcha/pucca road
	2. Health	a. IMR B. Villages covered
2. Production	1. Agriculture crop	a. Paddy yield b. Wheat yield

Note1: The list of indicators is only indicative but not exhaustive

Note2: GP1 - for one gram panchayat

GP2 - for another gram panchayat

- *Analysis of Disparities* : Normally there exists disparities within the group and also among the groups. This disparity might be with respect to income , access to education, access to health services, access to new technologies and so on. Disparities can be quantified or can be assessed through observations. For example, number of children attending the schools of different castes can be quantified, while the health awareness among people can be observed during the village visits. The analysis of disparities can be shown as in Table-2.

Table -2
Analysis of Disparities

Sl No	Type of group	indicators	
		literacy	% age of people with pukka house %age of people having land
1.	Rich		
2.	Poor		
3.	SC		
4.	ST		
5.	Other caste		

Note : List of indicators is only indicative but not exhaustive

- *Trend analysis* : It is important to know the trend for certain indicators like population growth, poverty, employment, agricultural production and literacy rate. These trends help us in understanding the direction of present development programmes. And, based on the analysis we may take necessary action in future for modifying the programmes as per the needs.

It can be done either by taking (i.) data over a period of time i.e., taking the data at different interval ,1961,1971 and so on ; or ii. time series data.

The trend analysis can be done by number of techniques as mentioned

below :

- o Simple extrapolation

Simple extrapolation takes the rates of change between the two or more years for which data is available and projects it forward.

Say that production of wheat in a block in 1991 is W_{91} and in 1997 is W_{97} .

Then the percentage rate of change over five years is given by:

$$(W_{97} - W_{91}) / W_{91}$$

The same methods can be used for other variables.

- o Compound rate of growth

- o Exponential rate of growth

- o Besides these we may make correlation and regression analysis.

- o Correlation analysis is used when we have more than one variable at hand. It helps in finding out the magnitude of relationship between two variables on the basis of the data on each of them for a given group of sampling units (persons, households, agricultural plots etc.). The analysis can be carried out when both the variables are either quantitative or qualitative or a mix of both.

When both the variables are quantitative, we use person's product moment correlation and the limits of the coefficient of correlation are + 1 and -1 with '0' in between.

A correlation coefficient of + 1 indicates perfect positive relationship between two quantitative variables. A positive correlation implies that an increase (or decrease) in the value of one variable is accompanied by an increase (or decrease) in the value of the other variable.

A correlation coefficient of -1 indicates the perfect negative relationship between two quantitative variables.

A negative correlation implies that an increase (or decrease) in the value of one variable is accompanied by a decrease (or increase) in the value of the other variable. An example for this situation is the relationship between the price and demand of a commodity.

A correlation of '0' indicates the absence of relationship between two quantitative variables. The situation occurs when there is no variability in one or both the quantitative variables.

The linear correlation coefficient between x and y variables based on sample data is denoted by 'r', where

$$r = \frac{\text{Covariance (XY)}}{\sqrt{\text{Variance (X), Variance (Y)}}}$$

Test of Significance of Simple Correlation Coefficient

Null Hypothesis $\rho = 0$

Where 'p' is called the population correlation coefficient.

$$t = \frac{r - \sqrt{n-2}}{\sqrt{1-r^2}}$$

Conclusion: If t (calculated) > (tabulated) with (n-2) d.f. at chosen level of significance, the null hypothesis is rejected. That is, there may be significant correlation between the two varieties in the population from which the sample was drawn. Otherwise, the null hypothesis is accepted.

Simple Regression Analysis : This is a tool to analyze the effect of the influence of one variable on the variable being analyzed. This analysis helps estimate or forecast the behaviour of the influenced variable on the basis of an understanding of the likely behaviour of the influencing variable.

Dependent Variable: The variable whose value is influenced or to be estimated or to be forecasted is called the dependent variable and is generally denoted by 'Y'. It is also called the 'Response' variable or the 'Effect' variable.

Independent Variable : The variable which exerts influence or explains the value of the dependent variable is known as the independent or explanatory or predictor variable and is generally denoted by 'X'. It is also called the 'cause' variable.

Regression Coefficient

In the equation $Y = a + bX$
where b is regression coefficient

$$b = \frac{\text{Covariance (xy)}}{\text{Var (x)}}$$

Test of Significance of Regression Coefficient

Null Hypothesis : $\beta = 0$

Conclusion: If t (calculated) $>$ t (tabulated) with ($n-2$) d.f. at chosen level of significance, the null hypothesis is rejected. Otherwise, the null hypothesis is accepted.

- **Resource Matrix**

After the data collection is over the resources matrix should be prepared in order to facilitate the possible action which could be taken for future planning. Resource matrix covers the economic and social infrastructure, and natural resources available in the area (see table-3).

Table - 3

Resource Matrix				
Sno.	Type	Item	Unit Km/Number	Present status
1.	Economic Infrastructure	i. Road ii. Irrigation iii. Rural market iv. Godowns v. Banks vi. Post and Telegram. vii. Transport		
2.	Social Infrastructure	i. Hospitals -CSC -PHC -Sub centers ii. Schools -Primary school -Middle school -High school iii. Colleges iv. Drinking water type v. Community centers vi. Anganwadi centers vii. Training infrastructure		
3.	Natural Resources	i. Forest Area ii. Water source		

Note: “ item list ” is indicative but not exhaustive.

- **Potential Areas**

Once the data analysis is over, and comparative assessment has been made with other villages, there is a need to look into the potential areas which can be tapped for giving priority for future development. For this a table can be prepared indicating the potential and future scope for development. (see table- 4)

Table - 4
Identifying Potential Areas

Sno.	Item	Resources	Potential	Future scope
1.	Irrigation Improving the agriculture	Source of irrigation	Area which can be irrigated	production
2.	Road infrastructure marketing	Metalled and all-weather road	Good for marketing net-work	For improving net-work
3.	HRD development programme	Availability of skilled man- power	It can be tapped for industries	Entrepreneurs
4.	Income boosting industries for growth.	High income of people	A new technologies can be effected for improving agricul- ture, and setting up industries.	For Agro-based higher
5.	Forest For productive employment	Forest products like bamboo, timber available.	Forest based industries can be set up	

Note: List of resources and potential is indicative but not exhaustive.

- **Problem Identification**

After the analysis of disparities and the comparative analysis among regions are made, we can identify the problem areas which are to be given priority in the preparation of action plan. For this the matrix as shown in table-5 can be made to indicate the problems. For the purpose of analysis of problems we may use technique of “ problem tree analysis ”.

Table-5
Problem Analysis

Sno. Causes	Category	Sector	Type	Problems
1. aware- par-	Social	Education	Individual house- hold	Low education level Lack of hospital, and school building
2. employment opportunities.	Economic	Rural	Household	Low income Bad roads
3. marketing funds	Service Lack of funds	Marketing Lack of funds	Infrastructure	Lack of infrastructure (godowns) Lack of available of transport vehicle
4.	Ecology Unscientific	Natural Resources	Land management	Soil erosion

cultivation,
 Management
 Felling of trees
 household
 Forest
 management
 Denudation of
 hills for
 consumption.
 Lack of proper
 Water
 Unscientific
 management
 utilisation of
 utilisation of
 water.

Note: the problems list is indicative but not exhaustive, and the specific causes are to be studied as per the local situation

- **Resource Mapping**

It is an exercise to indicate the resources on the village map in the pictorial form which can give quick idea about the resources in the village for this we may use two techniques viz., PRA, and another one is thematic maps.

- o PRA, The participatory rural appraisal technique can be used for mapping of different resources including the social parameter. It can be used for mapping the natural resources, agricultural cropping pattern, infrastructure etc.

- o Thematic maps, advance technology tools like aerial photo interpreting and remote sensing technology can be used for resources survey and analysis. The thematic maps may be prepared for ground water, soil, forest, land use pattern, road network, irrigation system and school network, with the help of GIS

(Geographical Information System).

These thematic maps can be very useful in understanding the disparities among different villages and blocks with regard to different resources, and moreover these techniques can help in better planning keeping in view different factors like population and distance in the geographical area.

- **Identification of the target group**

It is assumed that rural poor will benefit after development resources are channeled through development programmes or projects but in practice the results are not often materialised. It is because of the reason that the programmes have not reached the intended target. So it is very important to identify the target group and also to define it explicitly, so as to focus the attention on the intended group.

Target group may be one of the following :

- Improving the income of small and marginal farmers

- Family welfare and immunisation programmes for children and women.
- Improving the agriculture practices for tribals and so on.

There are various ways to identify the target group which include socio-economic survey, rapid rural appraisal [rapid reconnaissance methods], and PRA [Participatory rural appraisal]. Quantitative information is important in the identification process but the qualitative information should be also looked to identify the target group. For the identification of target group it is important to identify:

- i. The localities where the rural poor live,
- ii. And to identify the rural poor within a locality. For the purpose of identification of localities it can be done through rapid rural appraisal technique [in which information and data can be collected through questionnaires and observations by rural development specialists].

For identifying rural poor in the locality it is important to make socio-economic survey in order to know the profile of people in the community. For the purpose of socio-economic survey a number of factors can be used to categories the rural poor these include sex, occupation, employment, ethnic background household size, caste, household size, business and household assets, access to basic services [health and education] and type of production technology. [Then the analysis should be made to identify the inequalities among different groups. These inequalities may be in the form of assets, income, crop yield, access to drinking water etc.]

SECTORAL ANALYSIS

The sectoral analysis is an essential element of the district plan formulation. It includes the critical appraisal of different sectors with regard to their potential, areas of concern, and likely, i. Performance, ii. development programmes (in each sector) iii. infrastructure, and iv. targets for achievement. In this regard, 19 sectors have been identified which include all the 29 subjects as per the 11th schedule of 73rd constitutional amendment. The development of each sector should be appraised at the GP level. The administrative, technical and financial enabling capabilities at the GP level are to be assessed. It analyses the areas of concern for prioritising the needs and identifies opportunities where thrusts in effort will achieve the most efficient results. The sectoral analysis concludes with a statement of gaps which must be filled to reach desired standards of performance. Sector-wise, it includes the following steps:

- **Past performance**
- **Backward and forward linkages**
- **Problem areas**
- **Potential areas**
- **Priority areas**
- **Plan of action**
 - Infrastructure
 - Family based schemes

► HRD : Training, Research and Demonstration

• **Perspective plan**

Sectors:

1. Agriculture
 - i. Agriculture including agricultural extension
2. Natural resources management
 - ii. Land improvement, implementation of land reforms, land consolidation, and soil conservation
 - iii. Fuel and fodder
3. Irrigation
 - iv. Minor irrigation, water management and watershed development
4. Animal husbandry
 - v. Animal husbandry, dairying and poultry
5. Fisheries
 - vi. Fisheries
6. Forest
 - vii. Social forestry and farm forestry
 - viii. Minor forest produce
7. Rural connectivity
 - ix. Roads, culverts, bridges, ferries, waterways and other means of communication
8. Housing
 - x. Rural Housing
9. Commercial linkage
 - xi. Markets and fares
10. Energy
 - xii. Rural electrification, including distribution of electricity
 - xiii. Non-conventional energy sources
11. Industries
 - xiv. Small scale industries,
 - xv. Khadi, village and cottage industries
12. Education
 - xvi. Education including primary and secondary schools
 - xvii. Technical training and vocational education
 - xviii. Adult and non-formal education
 - xix. Libraries
 - xx. Cultural activities
13. Drinking water
 - xxi. Drinking water
14. Health
 - xxii. Health and sanitation, including hospitals , primary health centres and dispensaries
15. Family welfare
 - xxiii. Family welfare

- 16. Women and child development
 - xxiv. Women and child development
- 17. Social welfare social welfare, including welfare of the handicapped and mentally retarded
 - xxvi. Welfare of the weaker sections, in particular, of SCs and STs.
- 18. Poverty alleviation
 - xxvii. Poverty alleviation programme
 - xxviii. Maintenance of community assets
- 19. Public distribution system
 - xxix Public distribution system

Sectoral Analysis

v Agriculture

- i. Agriculture including agricultural extension
- **Situation analysis**
 - Existing cropping pattern
 - Crop-wise production and productivity
 - Crop area under irrigated and un-irrigated conditions
 - Cropping intensity
 - Crop yield under irrigated and un-irrigated land for different crops and their difference.
- **Backward and forward linkages**
 - Backward linkages**
 - Supply of inputs; seeds (traditional, improved varieties and HYV), fertilizer, pesticides, irrigation. Area covered under irrigation for different crops in different seasons. Availability of irrigation for weaker sections.
 - Credit: Credit for small and big farmers. Composition of credit from cooperatives, RRBs and commercial banks.
 - Whether the supply of inputs is in time and also of adequate quantity, and at right price for inputs ?
 - Whether the irrigation was available on time or there was problem in distribution specially to tail-ends ?
 - Forward Linkages**
 - Post harvest technology , storage godowns and marketing linkage.
- **Problem areas**
 - The problem of rain-fed areas. The low productivity areas. Land availability with SCs and STs.
- **Potential areas**
 - Availability of natural resources especially the irrigation .
- **Priority areas**

- Tapping the water for irrigation . Improving the crop yield .

- **Plan of action**

- **Infrastructure**

- Creation of seed multiplication farms .

- **Family based scheme**

- Assisting the small and marginal farmers.

- **HRD : Training, Research and Demonstration**

- Training to farmers .
 - Research farms to undertake trials as per the local needs.

- **Perspective plan**

- Preparing the long term agricultural development programme with proper tie-up with industries.

- v **Natural resources management**

- ii. Land improvement, implementation of land reforms, land consolidation, and soil conservation
 - iii. Fuel and fodder

- **Situation analysis**

- Progress in land reforms and land consolidation. Number of beneficiaries assisted under land ceiling.
 - Land development undertaken for land distributed to landless people.
 - Present state of soil erosion by different types (slight, moderate, strong and extreme). Area covered in different type of erosion and the crop grown on these lands.
 - Gully formation (its length , width and number).
 - Soil and water conservation measures undertaken in the past years and its performance.-

- **Backward and forward linkages**

- Backward linkages**

- The type of schemes (and the amount spent) undertaken and its impact.
 - Training given to beneficiaries and the present state of the application of soil conservation measures by them.

- Forward linkages**

- Exposure of new and users'-friendly techniques for soil conservation.
 - Application of improved techniques of cultivation.
 - Community incentives for undertaking soil conservation measures.

- **Problem areas**

- Identification of areas under strong and extreme category of erosion.
- Impact of grazing and cutting of forest on soil erosion.

- **Potential areas**

- To find out possibility of development of wasteland and providing it to landless people.
- Areas which are to be treated for soil conservation in order to improve the crop productivity in long term.
- To explore the possibility of development of fuelwood plantation and for community fodder.

- **Priority areas**

- For conservation of soil and moisture in strong and extreme category of soil erosion areas.
- Reclamation of saline and alkaline lands.

- **Plan of action**

- **Infrastructure**

- Creation of soil conservation demonstration centres.
- Development of water harvesting structures, percolation tanks and gully - plugging structures.

- **Family based schemes**

- Soil erosion measures for individual families

- **HRD : Training, Research and Demonstration**

- Training programme for field staff and beneficiaries.
- On-farm research (on beneficiaries land)

- **Perspective plan**

- Long term plan for checking uncontrolled grazing and fuelwood shortage.
- Long term steps for soil erosion control.

v **Irrigation**

- iv. Minor irrigation, water management and watershed development.

- **Situation analysis**

- What are the present water sources, their potential , utilization and future scope ?
- How much is rain-fed area ?
- What is the water-use efficiency between the available water for irrigation and utilized by the crop ?

- **Backward and forward linkages**

Backward linkages

- What are the on-going schemes to develop irrigation, conservation of water and mechanisms for distribution ?

Forward Linkages

- What are the possible sources of irrigation and the area that may be covered ?
- What are the different programmes and schemes which can be utilized for future development of irrigation ?

• **Problem areas**

- Areas covered under rain-fed condition .
- The existing sources of water for irrigation but not tapped due to want of funds .

• **Potential areas**

- What are the opportunities for either the extension of, or increasing the utilization of existing irrigation systems ?
- Identifying the appropriate technology for construction of efficient irrigation structures or of tube-wells/lift irrigation .

• **Priority areas**

- Assessing the need for improved irrigation devices (sprinkler irrigation and drip irrigation) for increasing the efficiency of water-use in water- scarce areas .
- From the equity point of view, the need for increasing the irrigation potential in the land of small and marginal farmers .

• **Plan of action**

‣ **Infrastructure**

- Assessment for developing the irrigation structures/systems.

‣ **Family based schemes**

- For improving the irrigation in the lands of SCs ,STs and poor .

‣ **HRD : Training, Research and Demonstration**

- Need for providing training for forming users-association for better utilization of water.
- Training for improving the water-use efficiency.

• **Perspective plan**

- Preparing a long term plan for irrigation development keeping in view the irrigation potential, agricultural development and enhancing

the surplus for agro-based industries.

v **Animal husbandry**

v. Animal husbandry, dairying and poultry

• **Situation analysis**

- What are the total number of livestock by type and location ?
- What is the yield of different type of livestock compared to standards and what is the yield gap ?

• **Backward and forward linkages**

Backward linkages

- What is the availability of inputs such as HYV milch animals, chicks, feed for poultry and fodder ?
- The availability of hatcheries, artificial insemination centres etc.

Forward linkages

- What are the product processing units, collection routes, chilling plants, ice plants and sale-centres?
- What is the scope for exporting the products to other districts and states?

• **Problem areas**

- Whether the availability of inputs in adequate quantity and proper quality is existing ?
- Whether the fodder is available in sufficient quantity for stall feeding ?

• **Potential areas**

- The scope for developing the livestock based on the tradition of people.
- The availability of growth-centres for providing marketing-linkages.

• **Priority areas**

- The need for livestock development for poor people.
- Development of dairy units near urban centres.
- Development of fodder for stall feeding in order to check un-controlled grazing.

• **Plan of action**

▸ **Infrastructure**

- Need for establishing
 - . Hatcheries
 - . Chilling plants
 - . Ice Plants

▸ **Family based schemes**

- For SCs, STs and poor families, for assisting them for livestock development .

▸ **HRD : Training, Research and Demonstration**

- Need for training of beneficiaries for efficient management of livestock.
- Development of research and demonstration farms as per the local needs.

• **Perspective plan**

- Need for developing long term plan keeping in view the availability of inputs, traditions of people and marketing net-work.

■ **Fisheries**

vi. Fisheries

• **Situation analysis**

- The availability of different type of fish , its quantity and value .
- What are the different type of water bodies with location available ?

• **Backward and forward linkages**

Backward linkages

- The availability of fingerlings, feed for fish and equipments.

Forward linkages

- What are the facilities for processing of fish ?
- The availability of marketing net-work .

• **Problem areas**

- Whether the fingerlings and feed are available in adequate quantity ?
- Whether the marketing of fish is properly tagged to different growth-centres ?

• **Potential areas**

- How the fisheries activities can be increased in the existing water bodies available ?

• **Priority areas**

- How the marketing linkage should be developed to absorb the increase in fish production in order to promote fisheries development?
- Need for developing the fish ponds for SCs, STs, and poor people .

• **Plan of action**

▸ **Infrastructure**

- Development of fingerlings ponds.

- Establishment of processing units.

- **Family based schemes**

- Developing fishery ponds for poor families.
- Providing credit facilities to entrepreneurs.

- **HRD : Training, Research and Demonstration**

- Training for beneficiaries.
- Development of research farms for promoting local species.

- **Perspective plan**

- Preparing long term plan keeping in view number of fishermen families, availability of water bodies and marketing net-work.

v **Forest**

vii. Social forestry and farm forestry

viii. Minor forest produce

- **Situation analysis**

- The existing forest cover. Area and the possible quantum of timber.
- Type and production of minor forest produce.
- The existing village forest committees.
- The existing programmes for fuel wood plantation and other plantation.

- **Backward and forward linkages**

- Backward linkages***

- The present awareness level among people about the forest species.
 - The present availability of forest species for household consumption.

- Forward linkages***

- Market tie-up for MFP.
 - Constitution of village committees for joint forest management.

- **Problem areas**

- Illicit felling of trees.
- Fuel wood scarcity.
- Problem in sale of MFP.

- **Potential areas**

- Availability of forest products like timber, fuel wood and MFP for forest based industries.
- Availability of NGOs for their involvement in the forest production.

- **Priority areas**

- Sale of MFP in remote and in tribal areas.
- Need for checking illicit felling of trees.
- Need for fuel wood plantation.

- **Plan of action**

- **Infrastructure**

- Creation of facilities for forest based industries.

- **Family based schemes**

- Assisting poor, SCs and STs for fuel wood plantation.

- **HRD : Training, Research and Demonstration**

- Training to beneficiaries for the management of fuel wood plantation and protection of existing forests.
- Research programmes for promoting the plantation of important species which have economic value.

- **Perspective plan**

- Developing a long term plan for meeting fuel wood, timber and grass requirement of the communities and the marketing of MFP; and the development of forest based industries.

- **Rural connectivity**

ix. Roads, culverts, bridges, ferries, waterways and other means of communication

- **Situation analysis**

- What is the number of cut-off villages during rainy season and in all weather.

- **Backward and forward linkages**

- Backward linkages***

- Length of the village road which needs formation, metalling and black-topping .
- The existing programmes for construction of roads, culverts etc.

Forward linkages

- As per the local needs for marketing and inputs supply, the road connectivity programme should be chalked out , and to identify the departments and the schemes for future development plan.

- **Problem areas**

- Identifying the all weather cut-off villages .
- Identifying the roads which require black-topping.

- **Potential areas**

- To find out the villages which need to be connected for improving the market linkages.
- To identify the alternative routes for future development in order to reduce the distance between different places.

- **Priority areas**

- Identifying flood-prone areas for connectivity with block headquarters.
- To identify the remote villages situated on hills for connecting with the block headquarters.

- **Plan of action**

- **Infrastructure**

- Development of roads, small bridges and big bridges.

- **Family based schemes**

- The number of families in remote villages to be assisted through connectivity.

- **HRD : Training, Research and Demonstration**

- Research centre at district level for utilization of local material .

- **Perspective plan**

- Road master plan for the block and district.

v **Housing**

x. Rural Housing

- **Situation analysis**

- The number of people without house. The people with thatched and kutcha house.

- **Backward and forward linkages**

Backward linkages

- Which are the existing schemes for providing houses to poor people ?.
- What is the availability of credit for housing ?

Forward linkages

- The possibility of using low cost material and new appropriate technologies for better housing .
- **Problem areas**
 - Identifying the destitutes and landless people without house.
- **Potential areas**
 - To explore the possibility for credit linkage for promoting housing .
- **Priority areas**
 - The housing for SCs, STs, and poor people .
- **Plan of action**
 - **Infrastructure**
 - Construction of houses .
 - **Family based schemes**
 - The poor families to be assisted .
 - The families which can avail and afford credit for housing .
 - **HRD : Training, Research and Demonstration**
 - Training to beneficiaries for IAY houses .
 - Creation of research facility for developing low cost housing structures.
- **Perspective plan**
 - Preparing district plan keeping in view the housing requirement for different sections of society and likely availability of credit.

v **Commercial linkage**

xi. Markets and fares

- **Situation analysis**
 - Which are the different markets available in different locations and the existing infrastructure ?
 - What are the different items mainly transacted in the GP, block and district ?

- **Backward and forward linkages**

Backward linkages

- The availability of godowns , cold storage and market yards for agricultural produce .
- The availability of showrooms for handicrafts and handloom items .
- The availability of chilling plant for milk collection .
- The availability of credit .

Forward linkages

- The availability of processing units for tying-up the agricultural produce with industries .
- **Problem areas**
 - The shortage of storage capacity,
 - The shortage of infrastructure such as market yards .
 - The problem of sale of agricultural produce for remote areas.
- **Potential areas**
 - The possibility of starting agro-based industries .
 - The possibility of exports to other districts , states and outside the country.
- **Priority areas**
 - The problem of cut-off and remote areas in selling agricultural produce.
 - To link-up handloom and handicraft products for exports .
 - Post harvest technology, handling and storage for perishable commodities like milk, fruits and vegetables.
- **Plan of action**
 - **Infrastructure**
 - Creation of storage godowns, cold storage , market yards etc.
 - Showrooms.
 - **Family based schemes**
 - Assisting families working under handloom and handicrafts.
 - **HRD : Training, Research and Demonstration**
 - At district level, research facility for storage of perishable commodities.
- **Perspective plan**
 - Preparation of plan for the block and district keeping in view the different type of commodities and their likely production in the next ten years.

v **Energy**

xii. Rural electrification, including distribution of electricity

xiii. Non-conventional energy sources

- **Situation analysis**
 - What are the sources of energy for household consumption ?
 - Dependence on fuel wood.
 - Present utilization of non-conventional sources of energy.
- **Backward and forward linkages**

Backward linkages

- The availability of fuels such as gas, kerosene, fuel wood and bio-mass.
- The existing schemes.

Forward linkages

- The availability of non-conventional sources of energy .
- Linkages with the credit facility for using non-conventional energy items.
- Possibility of developing fuel-wood plantation for household consumption.

• **Problem areas**

- Villages without fuel wood forest area .
- Lack of training and support for utilizing NC sources of energy.

• **Potential areas**

- Possibility of utilizing bio-mass for bio-gas plant . Similarly wind for wind mills, and so on.
- Scope for developing fuel wood plantation by mobilizing the people .

• **Priority areas**

- Need for developing NC sources of energy for overcoming the problem of depleting fuel wood forest cover and shortage of petroleum products.
- Providing assistance to poor families for having NC sources of energy items.
- Need for fuel wood plantation with community participation .

• **Plan of action**

▸ **Infrastructure**

- Installing equipments for NC sources of energy.

▸ **Family based schemes**

- Assisting poor families for bio-gas plants.

▸ **HRD : Training, Research and Demonstration**

- Training to beneficiaries for efficient utilization of items under NC sources of energy .
- Research and demonstration centres for developing suitable models as per the local conditions and also for giving training to people.

• **Perspective plan**

- Long term energy plan for meeting needs of rural areas.

v **Industries**

- xiv. Small scale industries,
- xv. Khadi, village and cottage industries

- **Situation analysis**

- What are the existing type of industries their number, and the workers engaged?

- **Backward and forward linkages**

- ***Backward linkages***

- What are the infrastructure and credit facilities available ?
 - What are the transport and marketing mechanisms existing ?

- ***Forward linkages***

- What are the facilities for marketing and exports ?
 - The possibility of getting new technology for new ventures.

- **Problem areas**

- Whether the power, road net-work and telecommunication available ?
 - Whether the skilled manpower available in the local area?

- **Potential areas**

- The availability of raw material and agricultural surplus.
 - The availability of skilled manpower and entrepreneurs.
 - The investment environment.

- **Priority areas**

- Need for creating infrastructure support.
 - Need for providing training for development of entrepreneurship.
 - Need for providing incentives for industrial development in backward areas.

- **Plan of action**

- **Infrastructure**

- Creation of industrial parks.
 - Material handling, transport and storage facilities.

- **Family based schemes**

- Providing training to SCs, STs and poor for entrepreneurship.
 - Assistance to poor for handloom and handicrafts development.

- **HRD : Training, Research and Demonstration**

- Research and training institute for developing new technologies and their dissemination to people.

- **Perspective plan**

- Drawing a master plan for industrial development keeping in view the agricultural surplus, raw material available and investment opportunities.

v **Education**

xvi. Education including primary and secondary schools

xvii. Technical training and vocational education

xviii. Adult and non-formal education

xix. Libraries

xx. Cultural activities

- **Situation analysis**

- The present level of literacy, number of educational institutes, enrollment and drop-outs in different classes especially in primary school.

- The existing adult and non-formal education centres.

- **Backward and forward linkages**

- Backward linkages***

- The availability of infrastructure at the village level.
- The number of children in different classes and the availability of teachers.

- Forward linkages***

- The incentives available for reducing the drop-out rate.
- The awareness programme to motivate parents to send their children to schools.
- The training of teachers.

- **Problem areas**

- The condition of school building, whether sufficient rooms are available and maintenance is done properly?
- The availability of proper teaching aids.
- Whether the children are properly attended in the school?
- Whether proper environment for teaching is existing?

- **Potential areas**

- The need for attracting children to send them to school.
- Need for taking public contribution for providing facilities to children.

- **Priority areas**

- Strengthening the schools especially in remote and backward areas.

- Improving the existing infrastructure.
- Establishment and strengthening the existing adult and non-formal education centers.
- Creation of libraries at GP level.

- **Plan of action**

- **Infrastructure**

- Creation of school buildings, libraries.
 - Development of training institutes at district level.

- **Family based schemes**

- Incentives for poor families for sending their children to schools.

- **HRD : Training, Research and Demonstration**

- Teachers' training programme

- **Perspective plan**

- Preparing a long term plan for primary , secondary and college education including adult and non-formal education . It should encompass the infrastructure need and requirement of teachers.

v **Drinking water**

xxi. Drinking water

- **Situation analysis**

- Number of families without drinking water facilities. Families which don't have safe drinking water . The problems of impurities and their effects .

- **Backward and forward linkages**

- Backward linkages**

- The existing infrastructure in terms of tube-wells , open-wells . The sources of water : underground, open-wells and river.
 - The existing programmes and schemes for drinking water supply .

- Forward linkages**

- Need for formulating the schemes for tapping different sources of water .
 - Need for tie-up for proper technology transfer for removal of impurities .

- **Problem areas**

- Problem of drinking water in cut-off and inaccessible areas such as

hill areas .

- Problems in SCs and STs colony .

- **Potential areas**

- Need for tapping ground water and river water depending on the case for water supply .

- **Priority areas**

- Creation of drinking water facilities in drought-prone , cut-off areas and inaccessible areas .
- Giving priority to drinking water facility for SCs and STs .
- Training to local people for maintenance of their water supply system including tube-wells , hand-pumps and pipe water supply .

- **Plan of action**

- **Infrastructure**

- Installation of hand-pumps , pipe water supply and dug-wells .

- **Family based schemes**

- Assisting poor and SCs and STs families .

- **HRD : Training, Research and Demonstration**

- Training for maintenance of drinking water system (hand-pumps , pipe water supply) .
- Research facilities for removal of impurities as per the local conditions.

- **Perspective plan**

- Preparing long term action plan for safe drinking water covering all the families and localities .

v **Health**

xxii. Health and sanitation, including hospitals , primary health centres and dispensaries

- **Situation analysis**

- What is the status of prevailing diseases in the area ?
- What is the health support system in terms of infrastructure and manpower ?

- **Backward and forward linkages**

- **Backward linkages**

- Availability of health-centres and PHC at GP level .
- Availability of doctors and para-medical staff at field level .
- Availability of equipments and beds in the hospitals.

Forward linkages

- Need for creation of more infrastructure.
- Need for training to field staff .
- Need for procuring new equipments for hospitals.

- **Problem areas**

- Problems of remote and inaccessible areas .
- Accessibility to health facilities for SCs and STs.

- **Potential areas**

- Availability of trained manpower who can be utilized for providing health services at village level .
- The quality and availability of infrastructure in order to expand health system in future .

- **Priority areas**

- The problem of cut-off villages .
- The problem of accessibility of health services for SCs and STs.
- Need for handling wide spread diseases in the area .

- **Plan of action**

- **Infrastructure**

- Creation of health-centres , PHCs and CHCs .
- Providing equipments and beds for hospitals .

- **Family based schemes**

- Assisting SCs and STs .
- Special help to women and children .

- **HRD : Training, Research and Demonstration**

- Training to women about health and sanitation .
- Research facilities for local-specific diseases.

- **Perspective plan**

- Long term plan keeping in view the availability of infrastructure, trained manpower, population especially women and children , and the prevailing diseases

v **Family welfare**

xxiii. Family welfare

- **Situation Analysis**

- Present status of family planning programme.
- Heath measures taken to promote family planning programmes.

- **Backward and forward linkages**

- ***Backward linkage***

- Present methods of family planning and their problems.
 - Training and awareness programmes .

- ***Forward linkages***

- Availability of infrastructure, equipments and medicines

- **Problem areas**

- Traditional thinking and values.
 - The problems of backward areas.

- **Potential areas**

- Role of education in accepting the family planning programmes .

- **Priority areas**

- Training and awareness programmes for couples for accepting the new methods of family planning.

- **Plan of action**

- **Infrastructure**

- Creation of health centres

- **Family based scheme**

- Assistance to SCs and STs and poor.

- **HRD : Training, Research and Demonstration**

- Training programme for medical field staff as well as for target group.

- **Perspective plan**

- Long term plan keeping in view the population growth and the value system of people in order to bring proper methods of family planning.

v **Women and child development**

xxiv. Women and child development

- **Situation analysis**

- Number of women and children in target group .
 - Number of malnutrition cases .

- **Backward and forward linkages**

- ***Backward linkages***

- The existing schemes and their impact.

- The availability of infrastructure at field level .

Forward linkages

- Future strategy for integrated development for women and children .
- Formulation of plan for tackling malnutrition problem .

• **Problem areas**

- Problem specifically related to poor , SCs and STs .
- Problems related to remote and cut-off areas.

• **Potential areas**

- Availability of trained manpower especially women for organising training and awareness programmes in villages about the health and nutrition .
- The existence of ICDS programme in a block.

• **Priority areas**

- Special care for poor, SCs and STs women .
- Training to dais for basic health care.

• **Plan of action**

▸ **Infrastructure**

- Creation of anganwadi centre .
- Training centre at district level for training of field functionaries.

▸ **Family based schemes**

- Special assistance to poor, SCs and STs .

▸ **HRD : Training, Research and Demonstration**

- Training programme for field functionaries and women in different villages.

• **Perspecti ve plan**

- Long term plan for development of women and children keeping in view local problems and need for creating infrastructure and training for people and field staff.

v **Social welfare**

xxv. Social welfare, including welfare of the handicapped and mentally retarded

xxvi. Welfare of the weaker sections, and in particular, of the SCs and STs.

- **Situation analysis**
 - The number of old age people, widow, handicapped and orphans .
 - The present status of on going social welfare schemes .
- **Backward and forward linkages**
 - Backward linkages***
 - Availability of database for identification of people .
 - Mechanism for providing assistance , its strengths and weaknesses.
 - Forward linkages***
 - Need for developing future programme for covering other needy people those not so far include.
- **Problem areas**
 - The necessity for covering poor especially the destitutes among SCs and STs .
- **Potential areas**
 - Role of NGOs in social development works .
 - Utilization of exiting infrastructure for future optimal utilization in social works .
- **Priority areas**
 - Helping the destitutes , orphans etc.
- **Plan of action**
 - **Infrastructure**
 - Creation of crèche, orphanage , working women hostel etc.
 - **Family based schemes**
 - Assisting poor , SCs and STs families .
 - Helping the working women through hostel facilities.
 - **HRD : Training, Research and Demonstration**
 - Training programme for field staff for sensitising them about social issues .
- **Perspective plan**
 - Preparing a district plan for providing infrastructure support for orphanage , creche, hostel for working women and learning facilities for handicapped persons , and family assistance to widow , handicapped and old people .

v **Poverty alleviation**

xxvii. Poverty alleviation programme

xxviii. Maintenance of community assets

- **Situation analysis**

- The number of people below poverty line and destitutes , under different categories (SCs , STs and OCs) .

- **Backward and forward linkages**

- **Backward linkages**

- Impact of existing anti-poverty programmes on poverty and quality of life. Employment opportunities available to people. Present infrastructure position .

- **Forward linkages**

- Identifying the specific needs of different groups and preparing the future plan strategy .
 - Providing adequate technology tie-up. Market linkages .

- **Problem areas**

- Problems of cut-off and inaccessible areas and of specific groups such as destitutes , SCs , STs etc.

- **Potential areas**

- Availability of infrastructure for future development .
 - Availability of natural resources for boosting agro-activities .
 - Availability of NGOs who can be involved in development works .

- **Priority areas**

- Assisting the families in remote and inaccessible areas . Providing proper infrastructure support and skill-based training for self employment .

- **Plan of action**

- **Infrastructure**

- Creation of economic (roads , irrigation structure) and social (health,community centre) infrastructure .

- **Family based schemes**

- Assisting poor families for various employment and skill development programmes.

- **HRD : Training, Research and Demonstration**

- Training for field staff and beneficiaries.
 - Establishment of demonstration forms for conducting research as

per the local needs and organizing demonstration programmes.

- **Perspective plan**

- Preparing a long term plan for eradicating poverty through sustained employment generation, infrastructure and training programmes.

- v **Public distribution system**

xxix. Public distribution system

- **Situation analysis**

- Identification of village-wise caste-wise BPL families.

- **Backward and forward linkages**

- ***Backward linkages***

- Identification of need of essential commodities .

- ***Forward linkages***

- Identification of transport facilities , storage godowns .

- **Problem areas**

- Identifying cut-off and inaccessible areas. Problem of transportation.

- **Potential areas**

- Possibility of procuring ECs from local areas .

- **Priority areas**

- Giving special assistance for remote and cut-off areas .

- **Plan of action**

- **Infrastructure**

- Creation of storage godowns , sale centres

- **Family based schemes**

- Assisting the poor families especially in remote areas .

- **Perspective plan**

- Preparing plan for meeting the food security in cut-off and inaccessible areas .

ACTION PLAN PREPARATION

It involves the following steps:

- Defining objective
- Indicators analysis
- Prioritising potentials and needs
- Identification of programmes and schemes
- Project appraisal
- Budgeting
- Preparation of plan matrix
- Specifying plan components
- Resources commitments and designing resources flows.

Defining Objectives

Specifying development objectives is the first step while preparing the action plan as it sets the direction in which the programmes and schemes are to be undertaken. The need for the clear specification of objectives is straight-forward. The decision to initiate the project should be based on the shared goals of various participants - government, target population and development agency. The objectives can be in two categories - first, broad development objective and second, specific objective.

The *broad development objectives* should take into account both national priorities and local interest. Some of these objectives can be defined as:

- Improvement in the income of the rural poor
- Improvement in the health conditions of women and child.
- Conservation of natural resources
- Improvement in capabilities of rural people and so on.

Specific Objectives these objectives pertain to bring out specific changes in the target group, for improving their yield, adopting new methods or techniques for family planning etc. Some of the specific objectives are given below:

- Increasing crop yield
- Encouraging the children to join schools
- Covering children under immunisation programme
- Construction of roads and so on.

• **Indicators Analysis**

Indicators are very important in the development planning in order to measure the progress of implementation programmes and to see their impact on the population. The clearly identified indicators will help in defining the task in order to achieve the desired objectives ; will help in the analysis of resources, and focusing on priorities. A well-specified set of indicators will guide the planning team for reaching at appropriate decision-making, and to analyse the development strategy, project activities and resources to determine the appropriate combination for accomplishing the desired development change.

“ Identification of Indicators ” - indicators should be specifically

identified for each outcome which is envisaged in the plan objectives. The indicators can be classified in two categories. First, broad indicators, and second, specific indicators. Some of these indicators are indicated in table-6.

Table-6
Indicators for Specific Objectives

Sno. Base year value	Name of Projection the sector 98 99	Type infrastructure/ beneficiary oriented	Depart- ment/ Agency	indica- tors	Unit and value	
1.	Agriculture	Beneficiary oriented	Agriculture	Crop yield		
2.	Irrigation	Infrastructure	Irrigation area	Irrigated		
3.	Education	Beneficiary oriented	Education	Drop out rate		
4.	Rural connectivity	Infrastructure	DRDA	Cut-off villages in all season		
5.	Market linkages	Infrastructure	Marketing	Godown capacity for cereals		

Note : The ' indicators' list is only indicative but not exhaustive

Broad Indicators : Some of the broad indicators are :

- Increased net income.
- Increased production.
- Elimination of food scarcity.
- Increased employment.
- Improved health and nutrition.
- Protection of natural resources.
- Increased beneficiary or local bodies capability to solve development problems.
- A more equitable distribution of benefits from development

• **Prioritizing potentials and needs**

Prioritizing potentials, and needs : After having identified the potential

areas, local problems and felt-needs, it is important to prioritize them as per the local resources and the conditions. For the purpose of prioritize there is a need to give proper consideration which are given below:

o **Prioritizing Potential** - In order to prioritize the potential areas we have to look into the following:

- Income raising capacity of potential resources. It involves the analysis of various resources and looking into its potential in raising the income. For example, irrigation development can provide substantial increase in income due to higher yield and cropping intensity, may be given priority. Likewise the potential of each resource should be studied in the light of improving the income of people.

- Investment opportunities of resources. The capacity of the resources should be diagnosed to know their strength to attract investment for future production facilities which can provide employment in the rural areas. For example, skilled manpower and enterprising capability of the local people can help in setting up new enterprises. Similarly if there are local mineral resources available, the mining activities can be encouraged. And in case of agriculture, the surplus can be linked to the agro-based industries to promote industrialization and off farm activities.

o **Prioritizing needs** - While prioritizing the needs we should look into the following issues.

- *Affecting large number of families* - If the needs are the concern of large number of families it should be given a priority while planning. For example, scarcity of drinking water which may be affecting large number of people; lack of road communication which may be affecting the supply of inputs for agriculture and movement of health field-staff, should be considered for the purpose of priority.

- There are numerous needs of people which are necessary but still the needs are to be identified based on their relative importance and also the resources available. The prioritising of needs can be done based on the following criteria:

Emergency needs, there are certain needs like providing drinking water facility, eradication of contagious diseases etc., which are necessary for survival should be identified for giving top priority while formulating the plan.

Urgent needs, there may be some needs which are necessary for sustaining the livelihood. For example, increase in crop yield, milk yield for improving income of beneficiaries; improvement in primary education; and creation of marketing infrastructure for improving market access should be identified as urgent needs.

Important needs - There are some needs which are important but can wait in case of scarcity of funds, such as black-topped road, housing etc., can be kept in this category, and these activities can be taken subsequently when the sufficient funds are available.

Other needs - The needs like establishment of community centre, statues of leaders etc. can be included in this category

- *Available resources* - The availability of funds are very crucial while preparing the plans. Therefore, the planning unit should have tentative idea of availability of funds and also the funds which can be mobilised and accordingly the plan size should be determined, and the needs should be identified and properly matched with the available funds.

- **Identification of programmes and schemes**

Once the objectives and indicators are identified, then the need arises to identify the programmes and the schemes. Here it will be important to point out that there are number of similar schemes which are run by more than one departments and sometimes more than one scheme is existing for similar purpose. Therefore, it is necessary that the objectives of the schemes are clearly understood so that the necessary resources can be channeled through these schemes for the desired component in the plan. For this purpose there is a need to frame matrix as indicated in table-7, which will show schemes for a particular purpose of the concerned sectoral departments.

In case the new schemes are proposed, then the concerned department should prepare the schemes keeping in view the technical, economic, social, environmental and commercial (marketing considerations) and also the organisational capability (whether the scheme can be implemented by the concerned agency).

- **Project Appraisal**

Project appraisal is the final and crucial stage in the process of plan formulation. At the outset, it may be clarified that the three terms suffixed with a project namely, "analysis, appraisal and evaluation" are not synonymous; these convey different meanings. For instance, analysis refers to breaking down the components of a project in terms of costs and benefits. Appraisal is analysis ex- ante, i.e., although the project has not been put

into operation or has not commenced, its costs and benefits are estimated to arrive at the investment decision. On the contrary, in case of evaluation, it is analysis ex-post. The project, in this case, has already commenced and costs and benefits are arrived at to find out whether the investment decision has been profitable in terms of benefits vis-a-vis the cost of the project. Thus, project appraisal is a tool to examine as whether in the given situation, it would be most realistic, reliable and reasonable one to commit resources or not.

- o Technical
 - Is the project sound from technical point of view?
 - Whether technology to be used including types of equipment or processes is going to be user-friendly ?

- o Economic
 - Is the project likely to contribute effectively to the development of that sector?
 - Will that contribution justify the investment of scarce resources in project?

- o Financial
 - Is the enterprise to construct and operate the project financially sound? If not, how can it be made so?
 - Whether project cost estimates have been determined on the basis of prices that may prevail in expected year of commissioning?
 - What will be the probable operating costs and revenues; perspective liquidity and rate of return?

- o Commercial
 - Have arrangements been made for sustained supply of goods and services needed for construction?
 - Have adequate arrangements been made to determine the market demands as well as marketing channels for the supply of end products?

- o Organisational
 - Is the organisation proposed to carry out and to operate the project likely to be successful?

- o Managerial
 - What is the quality of the proposed management? Is it likely to be adequate to ensure performance not inferior to that to be expected from the appraisal?
 - Whether existing procedures are adequate to control and direct the project?

- o Social
 - What are the changes caused by the project in the behavioural pattern and the attitude in the structure of the population?
 - What are the attitudes of the population towards the projects?
- o Environmental
 - Does the project cause pollution?
 - Does the project disturb the equilibrium of ecology?

- **Budgeting**

It involves the working out estimates of identified schemes and projects, matching them with the available resources and then determining optimal programme sequencing. It should also reflect the sectoral allocation and the linkages between different tiers viz., GP , block , district and state. It will be more scientific if the allocations are reflected under the following categories :

- Category 1:
 - Sector-wise
 - Each department wise
- Category 2:
 - Economic
 - Social
- Category 3:
 - Infrastructure
 - Individual households
 - Training , research and demonstration
- Category 4:
 - Primary sector
 - Secondary sector
 - Tertiary sector
- Category 5:
 - Plan component
 - Credit

- **Preparation of Plan Matrix**

Finally, after the programmes and schemes are identified, the plan matrix is to be prepared indicating the physical and financial targets, cost of the schemes and the proposed datelines. The matrix should be prepared sector-wise and indicate the department responsible for executing the work. A sample plan matrix is indicated in table-8.

- **Specifying Plan Components**

After preparation of plan matrix, the plan components should be identified in the following categories:

o Department wise programmes and funds allocation

It entails the listing of programmes to be taken by different departments and the funds allocation in the following order:

- Department wise development funds
- Loan from banks
- External aids
- Gram panchyat fund
- Contribution by people [kind/cash/labour]

o Infrastructure development component

It should specify :

- Type of infrastructure
- How many villages and families would be benefited? ,
for different category of infrastructure :
 - Economic infrastructure
 - Social infrastructure
 - Marketing

o Income generating schemes

It should specify :

- Type of schemes
- How many families would be benefited ?
- How much income would increase from each scheme?

o *Technological intervention*

It includes :

- What type of technologies required ?
- Whether these technologies are eco-friendly , users-friendly and cost- effective.
- How the technology transfer will be done so that people can adopt easily .

o *Linkages*

It should specify :

- Backward and forward linkage planning
- Intersectoral coordination

o *Resources mobilisation and constraints*

It includes:

- What are the sources of funds ?
- What are the problems in mobilisation of resources?

- o Economic Infrastructure constraints
It should specify :
 - The problems of roads and transport for supply of inputs and marketing
 - Problems of storage godowns for agricultural produce.

- o *Implementing agencies and departments*

It should specify :
 - Which are the implementing departments and agencies for a particular programme and their responsibility

- o *Organisational Constraints:*
It includes :
 - The capacity of the organisation in terms of manpower, logistics support and equipments , to deliver results at the field
 - Office infrastructure and housing facility for development functionaries.

- Resources commitments and designing resource flows
 - o The resource commitment from the respective funding departments and agencies should be given top priority in order to ensure the availability of funds at the time of implementation. Preferably, these commitments should be secured in the form of documents in advance so that while planning there is a surety about the implementation of the scheme.

 - o The plan should also include the cash flows expected from government , line departments, banks, people's contribution and other sources so as to help the accounts department to assess the availability of funds and how the funds should be spent over a period of time. Cash flows can be simply illustrated on a chart with scheme names listed in a column. Against each scheme a sequential statement of resource requirements can be spread out in time units (like annual quarters). This can be used to call forward funds in advance of their requirement and to monitor actual receipt and expenditure. It will indicate where funds are not being absorbed and where they are not reaching on time.

Training and capacity building for plan preparation

Planning exercise – strategies and mechanisms adopted.

1. Planning process

The Planning process started with the process of executing the tools of Participatory Rural Appraisal was done in the village. A team of officers of various Departments visited the village and practiced this approach. There was a good response from the villagers. The members of PIA were very helpful in mobilizing the villagers for this assignment. The following tools were executed during the day. Social Mapping, Seasonal analysis, Resource Mapping, Venn diagram, Resource flow Chart, Problem cause analysis diagram and the like. According to the data collected, appraisal reports were prepared and documented.

2).The second phase of the PRA application was held on 23.9.98 for discussing various issues of the village through PRA method. There was another meeting on 24.9.98 to finalize the felt needs and during the meeting held with the officials of the sectoral departments and villagers the order of priority was given to the identified felt needs. The list of felt needs identified are enclosed.

Collection of information:

1.As per the instructions received from NIRD the SIRD link Officer had discussions with the Staff of the Walajabad Block (Officers and staff engaged in the implementation of IRDP, TRYSEM, and the technical staff involved in implementing JRY, EAS, IAS and others) on. The formats on A, Scheme design study, b. Delivery system study, C. Implementation, D. Physical and Financial achievements in respect of District, Block and Village figures were collected, fed in computer, compiled and sent to NIRD.

2. With regard to the House hold survey, the survey was done both by the Community Organisers. The Member of the Project Implementing Agency of the concerned street were requested to assist the Community Organisers in collection of information. The collected information were fed in to computer and analysed.

The information on the Behavioural Aspects of the officers / supervisory staff at various levels and also the Functionaries of the Panchayat Raj Institutions were collected personally by the SIRD Link Officer and two Community Organisers.

Preparatory works for formation of Resource Groups:-

Visit of Sectoral Officers to Villivallam village for initiating the process of Sector wise Resource Group formation (23-11-98) A meeting of relevant sectoral officers was held at Villivallam village for the purpose of initiating the process of sector wise group formation as per the guidelines issued by NIRD. During this meeting, the people of the village particularly the PIA members were given the copies of the documents related to the 29 subjects enumerated in the Constitution along with the list of 19 sectors grouped by NIRD. The people were exposed to different sectors by explaining in detail of the each sector and the activities related to it and the department undertaking the programme. Reports were generated on each of the sectors and the whole process was documented.

Formation of Resource Groups with related line departmental officials and the Members of PIA on 09-12-98, 3.30 pm

As per the NIRD activity chart, the Resource groups to be formed in 19 sectors identified by NIRD with the related departmental officials and the members of PIA. Accordingly a meeting was organised by calling all the line departmental officials to Villivallam on 9-12-98 by 3.30 pm. The list of officers attended the meeting is enclosed. During this meeting, 19 groups were formed.

Training to Resource Group Members and Officers in “Planning at Gram Panchayat Levels” adopting the NIRD Modules (21-23, Jan. 1999) at SIRD-TN.

As it was felt that both the officers related to the area, ie. Villivallam village, Wallajabad Block and on the whole, Kancheepuram District and the Members of the PIA need to be exposed to the methods of Planning at the Gram Panchayat level, a special training was organised at SIRD exclusively for the officers concerned and the PIA Members titled ‘Planning at the Gram Panchayat level’. The module developed and lunched during the workshop of the SIRD Link Officer (5-9, Oct) was adopted in the local language. The Two day

exposure on the planning methodology was really helpful for both the officers and the Members of PIA in preparation of the plan. The Plan matrix related to all the sectors were made ready by the officers and the PIA Members at SIRD on the last day of the training programme, along the plans for Primary and Secondary areas.

People's Work Shop [2nd workshop] and Gram Sabha meeting on 26-1-99 for approving the Action Plan prepared under the Action Research Project:

The People's Workshop and the Gram Sabha meeting was held on 26-1-99 at Villivallam village. The proceedings of the meetings so far held, Training programmes conducted to the PIA members, identification of the felt needs, prioritation of the needs based on the urgent need and the resource base. All the plan matrix and the other draft plan was placed before the Gram Sabha and got approved with minor modification in giving the priority to the identified needs.

Accordingly the changes were incorporated in the plan and based on that the Plan matrix for the 19 sectors were made ready. The final plan will be ready in a book form by the end- of March 1999, as approved by the Gram Sabha.

Plan matrix for all the sectors related to the problems and needs of the Gram Panchayat prepared by the Resource Groups.

The Plan matrix related to all the sectors were made ready by the officers and the PIA Members at SIRD on the last day of the training programme after a detailed discussions in their respective (19) groups. The Plan matrix in respect of 19 sector prepared by the 19 groups are enclosed for kind information.

List of works sanctioned by N.I.R.D., to be carried out by the PIA, at Villivallam (TamilNadu project)

First Installment

Sno	Location	Item of works	App. Cost
1	Koyambakkam	Multi-Purpose Community Center	02.00 lakhs
2	Villivallam	300 CC road	03.00 lakhs
3	Villivallam	Addl. Library Building and Computer Room	01.50 lakhs
4	Villivallam Colony Periaya Theru	5 nos. Hand Pump	1.25 lakhs
5	Villivallam	Toilets and urinals at School building	0.50 lakhs
6	Pendai to Karukku pettai	1. Kms WBM road	01.50 lakhs
7	Pendi mettu Theru	200 Mts. WBM road	00.35 lakhs
8	Villivallam (Computers for youth Training) and Panchayat activities	Two systems P-III, 10 GB, 833 Mhz	01.30 lakh
Total (including People's contribution of 10 %)			Rs. 11.40

Rs. 10.00 from N.I.R.D. and local contribution through Labour / materials etc total Rs.1.14 lakhs

Second Installment

Sno	Location	Item of works	App. Cost
1	Villivallam and Koyambakkam	Forestry Activities through self-help groups	05.50

Rs. 5.00 lakhs from N.I.R.D. and local contribution through Labour / materials etc total Rs.5.50

NIRD share grant(cash) : 15.00 lakhs

Peoples' contribution(cash & kind): 01.50 lakhs

Total cost : 16.50 lakhs

Annexure**AGREEMENT**

We, the under signed, Members of PIA (Project Implementing Agency), elected by the Special Gramsabha of Villivallam Village Panchayat held on 20-4-2001, by making such resolution in writing by all the members present, held at Villivallam, for the Action Research

Project being implemented by the National Institute of Rural Development (NIRD), Hyderabad, in association with the State Institute of Rural Development,(SIRD), TamilNadu at Maraimalainagar, in Villivallam Village Panchayat, Wallajabad Block, Kancheepuram Taluk, Kancheepuram District,

1. Mr. C.Thanthoni, Convenor
President, Villivallam Pt.
Villivallam.
2. Mr. V.S.Sathyamoorthy, Treasurer
Former President, Villivallam Pt.
Villivallam.
3. Mr.V.J.Subramani, Member
Villivallam Village
4. Mr.V.Karunakaran, Member
Villivallam Village
5. Mr.K.Arul, Member
Villivallam Village
6. Mr.M.Selvamani, Member
Villivallam Village
7. Mrs. Annalakshmi, Member
Koyambakkam Village
8. Mr.S.Veeraragavan, Member/ Secretary
Villivallam Village

made this agreement with the Director, State Institute of Rural Development, TamilNadu at Maraimalainagar on this day (07.09.2001), as per the guide lines issued by the NIRD in the implementation of the Action Research Project (un-tied funds of Rs.15.00 lakhs released by NIRD to SIRD for the proposed projects as approved by the Gramsabaha and NIRD).

We (PIA, Villivallam and the Director), agree to adhere the following norms prescribed in the guide lines issued by the NIRD in the implementation of the Action Research Project (for taking up the works under the un-tied funds of Rs.10.00 lakhs released by NIRD to SIRD for the proposed projects as approved by the Gramsabaha and NIRD).

1. The Gram Sabha will select the Members for the PIA(Project Implementing Agency).

The PIA will consist of 10 to 20 members. The representatives from the SC/ST, women should be in the PIA.

2. The President of the Village Panchayat will also be the Convenor of the PIA. In case of elections to the Panchayat is yet to take place, a Congener may be elected by the Gramsabha to carry out this project.
3. The Gramsabha will elect one of the Members as the Secretary. The Secretary has to maintain the accounts for the works. If the Secretary is a neo-literate,
4. (4-a). The PIA will enter in to a written agreement in a stamp paper with the SIRD. This agreement should be duly signed by all the members of the PIA
(4-b). Before commencing any such activity as approved by the Gramsabha and sanctioned by NIRD, the PIA may request the SIRD in writing for release of advance to meet the work expenditure not exceeding 20% of the total cost of the particular work. Required stamp receipt should produced to SIRD on each receipt of money, duly signed at least three members including the Convenor, Secretary and other minimum of three members.
(4-c). SIRD should ensure the receipt of stamp receipt as said above, in each and every receipt of money transferred from SIRD to the PIA
5. Efforts should be take by SIRD and the PIA to involve the officers of the RD and other sectoral department in the process of this implementation. As this is part of their assignment, there is no scope for payment of any honorarium. This project to be implemented with the fullest co-operation from the District Collector . This should be ensured by the PIA.
6. The main focus of this un-tied funds is “ transparency”. The following are the guidelines in maintaining the transparency, and the PIA should ensure that all the norms are satisfied and 100% transparency in the whole process.

6(a). Before starting of each of the works, the Gramsabha should be convened, and the details on the works to be undertaken and strategies to be adopted and other related matters should to be explained in detail.

6(b). Un-till the completion of the whole project, the Gramsabha should be convened at

least once in month, and the progress made so far, expenditure incurred are to be given to the people. The opinion given by the People are to be recorded. If the Gramsabha is not convened within a period of two months, the payment from SIRD will not be released to the PIA.

6(c). In case of any difference of opinion / quarrel between two groups in the village and this is influencing the progress of the project works, the SIRD should intervene and try to solve the problem. In case SIRD is not able to bring normalcy, the matters to be referred to the District Collector for solving the issue.

7. 7(a). Information boards bearing the details of the project, estimate, amount sanctioned by NIRD, peoples contribution are to be placed in the Panchayat Officer and all the places where the project work is going on.

7(b) Boards may be made ready or the existing boards may also be used for writing the progress of the work, financial details, no. of persons worked, building materials other materials used are to be written every day at the work spot.

7(c). All the information to the public should in be Tamil, so that all of them could read and understand the details. If the public feel that any problem / misuse of funds in the execution of the works, that should be reported in writing to the District Collector, with a copy to the Director General, NIRD, Rajendranagar, Hyderabad – 500 030, by the public.

7(d) All the voters of the Village Panchayat have the right to ask for any details of the financial matters at any point of time. If any wants to have a copy of the same, it should be supplied to them after getting the cost for making Xerox.

8. 8(a). With out prior permission of the Gramsabha, no one from the out side the village should be brought or given employment in the works to be done.

8(b). All the willing people of the village should be given equal opportunity, as per the requirement.

8(c). In case the if the PIA feels that particular persons who are willing to work in the project is not eligible to work or unskilled, this should be informed to the Gramsabha and

appropriate actions to be taken.

8(d). The details like the Name of the person, Father's Name, Address etc.. are to be maintained of those working in the project works, in form of a register by the Secretary.

9. 9(a). For making People's contribution all the household in the Village Panchayat should try to contribute.

9(b). Contributions may be collected by means of cash or materials from the land holders and elite's. Receipts are to be given then and there.

9(c). It should be seen that, when the land less are contributing to the tune of 10% for the development of the village, the landholders should not enjoy without contributing according to their capacity.

10. 10(a). To maintain the transparency in the implementation of the project works is the duty of the Community Organizers.

10(b). The SIRD should explain the functions of the Community Organizers.

10 (c). The Community Organizers should maintain separate registers like daily diary on the process of the project work execution along with other details.

10(d). Each of the Community Organizers should send monthly reports to NIRD every month. The report should reflect the progress of the works, no. of persons worked, opinion of the people, problems faced during the execution etc.

11. The following reports are to be sent by the PIA to SIRD and to NIRD every month:

1. Monthly Report on the details on the Gramsabha with copies of the resolutions
2. Copies of receipts by PIA for having received the payments (every month)
3. Copy of the Agreement made by the PIA with the SIRD (only once)
4. Photos taken at the location where the name boards are erected
5. Copies of the information circulated in the Village Panchayat
6. Monthly reports by each of the Community Organizers

7. Monthly Report of the Village Panchayat President on the progress made.

The Link Officer, SIRD will visit the project site, and inspect as per his convenience at least once in a month, and send reports to NIRD on the progress made in this project.

12. 12(1). As this is a model project, the Director SIRD may take initiatives, and visit the project site before completion of the project, as desired by NIRD.

12(2). Further, Director, SIRD may inform NIRD on (1). Extent of transparency followed in the Action Research, (2). Social mobilization and related problems and other problems and solutions arrived at for solving the problems.

Action Research Project of NIRD through State Institute of Rural Development-TN

List of Meetings / Training programmes held and no. of members attended

Date	Meeting/Training	Nos Attended
12.12.97	Meeting of NIRD/SIRD Team with the Panchayat Members and other public	030
12.01.98	Village meeting	150
02.07.98	First peoples work shop at Villivallam	400
27.07.98 to 01.08.98	Training of Project Implementing Agency Members (First phase)	030
15.08.98	Grama sabha	368
22.08.98	P.I.A. Meeting	029
23.09.98 24.09.98	P.I.A. Meetings	030
26.09.98 to 05.09.98	NSS Camp Organized by D.G.Vaishnav College, Arumbakkam, Chennai 600 106.	All the villagers
02.10.98	Grama Sabha	356
31.10.98	P.I.A. Meeting (Formation of SHGs)	025
25.11.98	P.I.A. Meeting (Resource Group Formation)	026
09.12.98	Village meeting for women development activities	060
16.12.98	Resource Group Meeting	042
26.01.99	Grama sabha meeting	430

12.02.99	Self Help Group meeting	095
18.03.99	Peoples Workshop	364
06.04.99	Self Help Group meeting	082
25.04.99	User Group meeting/ School annual day	450
01.05.99	Grama sabha meeting	370
03.07.99	Special village meeting	376
21-30, July, 9	NSS Camp Organised by Anna University (M.I.T) , Chennai.	All the Villagers
09.08.99	Self Help Group meeting	090
16.09.99	PIA Meeting	320
26.09.99 to 05.09.99	NSS Camp Organized by D.G.Vaishnav College,Arumbakkam, Chennai 600 106.	All the villagers .
02.10.99	Grama sabha meeting	420
16.11.99	P.I.A. Meeting (Project Director Visit)	037
17.12.99	Village Meeting (Director General Visit)	380
10.01.00	Users Group Meeting (Library)	012
13.01.00	Users Group Meeting (School)	022
18.01.00	Users Group Meeting (Drying Yard)	023
18.01.00	Palli sabha meeting at Koyambakkam	120
26.01.00	Users Group Meeting (School)	020
27.01.00	Users Group Meeting (Library)	010
31.01.00	Self Help Group Meeting	085
21.03.00	Grama sabha meeting	350
24.04.00	Village meeting	260
01.05.00	Grama sabha meeting	320
21-30, June-2k	NSS Camp Organised by Anna University Chennai.	All the Villagers
18.07.00	Village Meeting	130
15.08.00	Grama sabha meeting	240
30.08.00	Self Help Group Meeting	085
13.09.00	Self Help Group Meeting (Visit of Dr. Jayalakshim, Dy.Director from Nird)	085
21.09.00	Self Help Group Meeting	078
28.09.00	Study tour for the Self Help Groups engaged in Rexene bags / tailoring activities the Jute Industries in Chennai.	078
02.10.00	Grama sabha meeting	470(75 % women)
29.10.00	User group Meeting (Library)	010
08.11.00	User Group meeting (School)	013
12.11.00	Special village meeting	260
26.11.00	Self help group meeting	072
09.12.00	User group meeting (Youth sports club)	036
23.12.00	Self help group meeting	069
03.01.01	Village meeting	287
14.01.01	Special meeting for Youth Sports club	084
26.01.01	Grama Sabha meeting	422
05.02.01	Self help group meeting	075
18.02.01	User group meeting (Youth sports club)	040
26.02.01	User group meeting (School)	015

26.02.01	User group Meeting (Thrashing floor)	020
07.03.01	Special Village meeting	187
21.03.01	Self help group meeting	067
29.03.01	Special Gramsabha for NIRD un-tied funds	432
10.04.01	User group meeting (Youth sports club)	046
16.04.01	User group meeting (Library)	010
20.04.01	PIA meeting for NIRD funded development works	023
29.04.01	Village meeting (Visit of Dr.Mathew Kunnamkal I.A.S., Dy.Director General, from Nird)	158
06.05.01	Special Self help group meeting at Villivalam	066
11.05.01	Special Self help group meeting at Koyambakkam	038
01.06.01	User group meeting (Youth sports club)	040
14.06.01	User group meeting (School PIA)	012
20-29, June-01	NSS Camp Organised by Anna University Chennai.	All the Villagers
24.06.01	Special Grama Sabha meeting	392
09.07.01	User group meeting (Youth sports club)	042
17.07.01	Special Self help group meeting at Villivalam	059
25.07.01	PIA meeting for NIRD funded development works in Villivalam	010
08.08.01	User group meeting (Library)	012
15.08.01	Grama Sabha meeting	372
17.08.01	Village meeting (Visit of Dr. Jacob George, Director (ARP), from Nird)	070
27.08.01	User group meeting (Youth sports club)	035
30.08.01	PIA meeting for NIRD funded development works (Visit of Dr. Jacob George, Director (ARP), from Nird)	020
07.09.01	User group meeting (School PTA)	017
21.09.01	Village meeting (Visit of Dr.Madhava Rao, Director (GIS), from Nird)	130
October	Elections to the Rural Local Bodies in Tamil Nadu	
1.11.01	Meeting of PIA with Newly elected Village Panchayat President and the Ward member of Villivalam Panchayat	034
11.11.01	User Group Meeting (School PTA)	014
19.11.01	Gramsabha Meeting (regular meeting)	247
12.12.01	Special Gramsabha meeting (finalisation of the works and formation of Executive Committee)	260
29.12.01	Executive Committee Meeting (Works to be started)	021
09.01.02	Visit of Dr. Jacob George, National Institute of Rural Development, Hyderabad. Meeting with PIA and SHGs	200
18.01.02	User group meeting (Youth sports club)	047
26.01.02	Gramsabha Meeting (regular meeting)	185
27.01.02	User Group Meeting (School PTA)	015
27.01.02	User Group Meeting (Thrashing Floor)	020
07.02.02	Meeting of all SHGs at Koyambakkam (Preparation for International Women's Day celebrations)	040
18.02.02	User Group Meeting (Library cum Reading Room)	012

22.02.02	SHGs Meeting at Villivalam (Preparation for the International Women's Day celebrations)	185
24.02.02	International Women's Day celebrations at Villivalam with all 16 SHGs	240
11.03.02	Executive committee(PIA) Meeting at Villivalam (for the Phase II proposal)	027
20.03.02	User Group Meeting (School PTA)	017
25.03.02	User Group Meeting (Library cum reading room)	014
09.04.02	Meeting with PIA at State Institute of Rural Development, Maraimalainagar - To discuss the issues confronting the progress of the each of the projects identified by the people of Village and as approved by NIRD	016
02.05.02	Executive committee (PIA) Meeting at Villivalam for Discussion about NIRD funded developmental works (Fixing of Hand pumps, Laying of CC roads, and WBM roads)	020
04.05.02	Special Meeting for Awareness Creation about Literacy at Pendai	062
09.05.02	User Group Meeting (Library cum reading room)	014
15.05.02	Executive committee (PIA) Meeting at Villivalam for Discussion about NIRD funded developmental works.	018
26.05.02	Special SHGs Meeting at Villivalam for awareness creation of literacy.	160
1.6.02	Meeting of the User Groups for Library Building	12
6.6.02	PIA Meeting for the NIRD grant works	19
7.6.02 to 16.6.02	NSS Camp conducted by the Anna University MIT Campus, Chennai	120
9.6.02	Grama sabha Meeting - (Postponed from 1 st May)	210
30.6.2002	Villivallam Youth Sport Club Meeting	42
7.7.2002	PIA Meeting - NIRD grant works	23
13.7.2002	User group Meeting - P.T Association for the School building	17
25.7.2002	Special Meeting for the SHGs in Koyambakkam	38
6.8.2002	Visit of Dr.Jacob George Visit to the Village and Special Gram sabha Meeting	230
15.8.2002	Gram Sabha Meeting	190
30.8.2002	PIA Meeting for the NIRD grant works	18
5.9.2002	Meeting for all the 17 SHGs at Villivallam by the State Bank of India, Ayyampetai	196
18.9.2002	PTA Meeting for the School complex	17
1.10.2002	Study visit by the Faculty and Student of the Stella Mary's College, Chennai	53
2.10.2002	Gramasabha Meeting	219
16.10.2002	PIA Meeting at S.I.R.D., discussions on finalizing the new guidelines	21

24.10.2002	PIA Meeting at Villivallam on finalizing the new guidelines in the implementation at SIRD	16
1.11.2002	Special Self-help Groups Meeting at Villigallam	14 (SHGs)
2.11.2002	PIA Meeting for adopt the new guidelines in the implementation	20
6.11.2002	PTA Meeting for school complex	18
8 th to 10 th Nov.2002	National Workshop of ARP for all six states at S.I.R.D., Tamil nadu	32
9.11.2002	Special Gramsabha at Villivallam (ARP Team visit)	312
20.11.2002	PIA Meeting for NIRD funded works (followup actions)	23
2.12.2002	Special Self-help Groups Meeting at Koyambakkam for discussions about construction of Multipurpose building	52
17.12.2002	Villivallam Youth association meeting for starting the Internet information centre	83
21.12.2002	Special Self-help Groups meeting for the Groups availed Activity loans.	60
03.01.2003	PIA Meeting for discussion about formation of Sub-PIAs for completeting NIRD funded works	24
05.01.2003	Visit of Dr.Hemalatha Prasad, Prof & Head, Women Studies, NIRD, Hyderabad to Villivallam - Meeting of Self-help Groups s	65
14.01.2003	Village Meeting for Pongal Festival	340
21.01.2003	Special PIA Meeting at DRDA Kancheepuram (Self-help Groups Members and village public rep.) Attened by the ARP Project Director, Dr.Jacob George, NIRD, Hyderabad.	30
21.01.2003	Meeting with the PIAs and Village Public- Visit of Dr.Jacob George to Villivallam	170
26.01.2003	Gramasabha Meeting	285
03.02.2003	PTA Meeting at School Complex (selection of office bearers for the next three years)	112
08.02.2003	Conference at Kancheepuram for all the Self-help Groups	
17-19, Feb-2003	National Workshop at NIRD on Action Research	

20 th Feb-2003	Presentation on ARP Experiences and Releasing of Video film on ARP Tamilnadu experiences by the Secretary to Govt., RD Department, Ministry of Rural Development, Govt of India.	

Details on the

17 Self-Help Groups in

Villivallam Village Panchayat

Kancheepuram District – Tamil Nadu

1. Name of the Self-Help Group:

Magalir Matrum Kulanthygal membattu sangam

1	Date of opening Group account	3.12.1999
2	Village (Place of the Self-Help Group)	Big Street, Villivalam,
3	Members	14 MBC (all women)
4	Savings (as on 18.2.2002)	Rs. 17,754
5	Bank Name	SBI, Iyyampettai
6	Revolving fund released	Rs. 25,000
7	Date of receipt of RF	Date: 9.3.2001
8	Repaid (as on 18.2.2002)	Rs. 8,030
9	Type of economics activity	Silk Weaving
10	Loan:	1,50,000
11	Repaid (as on 18.2.2002)	14,062
12	Group Meeting	Weekly ones on Sunday

2. Group Name:

Thanthai Periyar magaleer sangam

1	Group account opening Date	3.1.2002
2	Village	Big Street, Villivalam,
3	Members	15 MBC (all women)
4	Savings (as on 18.2.2002)	Rs. 1,350
5	Bank Name	SBI, Iyyampettai
6	Revolving fund	Nil
7	Date of receipt of RF	Nil

8	Repaid (as on 18.2.2002)	Nil
9	Type of economic activity	Nil
10	Loan:	Nil
11	Repaid (as on 18.2.2002)	Nil
12	Group Meeting	Weekly once (Sunday)

3. Group Name:

Selva Vinayagar Magalir sangam

1	Group account opening Date	28.8. 2001
2	Village (Place of the Self-Help Group)	Villivalam, Big Street
3	Members	15 Members (All women)
4	Savings (as on 18.2.2002)	5,250
5	Bank Name	SBI, Iyyampettai
6	Revolving fund	Nil
7	Date of receipt of RF	Nil
8	Repaid (as on 18.2.2002)	Nil
9	Type of economic activity	Nil
10	Details on the Loan amount issued	Nil
11	Repaid (as on 18.2.2002)	Nil
12	Group Meeting	Weekly ones on Monday

4. Group Name :

Orunginaintha Magaleer Suyathozhil Munaivor Munnetra sangam

1	Group account opening Date	24.4. 2000
2	Village	Small Street, Villivalam.
3	Members	BC:3, MBC:12 (All women)
4	Group Savings (as on 18.2.2002)	18,826
5	Bank Name	SBI, Iyyampettai
6	Revolving fund	Rs.25,000
7	Date of receipt of RF	14.7.2001
8	Repaid (as on 18.2.2002)	7953
9	Type of economic activity	Agriculture
10	Details of the Loan disbursed to the Self-Help Group :	Nil
11	Repaid (as on 18.2.2002)	Nil
12	Group Meeting	Weekly once (Sunday)

5. Group Name:

Kasthuribai Magaleer sangam

1	Group account opening Date	11.2.. 2002
2	Village	Perumal Koil Street, Villivalam.
3	Members	MBC:17 (All women)
4	Savings (as on 18.2.2002)	850
5	Bank Name	SBI, Iyyampettai
6	Revolving fund	Nil
7	Date of receipt of RF	Nil

8	Repaid (as on 18.2.2002)	Nil
9	Work	Nil
10	Loan:	Nil
11	Repaid (as on 18.2.2002)	Nil
12	Group Meeting	Weekly once (Saturday)

6. Group Name:

Appan perumal Magaleer sangam

1	Group account opening Date	28.8.2001
2	Village	Perumal Koil Street, Villivalam
3	Members	13
4	Savings (as on 18.2.2002)	4,650
5	Bank Name	
6	Revolving fund	Nil
7	Date of receipt of RF	Nil
8	Repaid (as on 18.2.2002)	Nil
9	Work	Nil
10	Details of Bank Loan amount released :	Nil
11	Repaid (as on 18.2.2002)	Nil
12	Group Meeting	Weekly once (on Saturday)

7. Group Name :

Annai Therasa Magaleer sangam

1	Group account opening Date	11.2.2002
2	Village	Palayakar Street,Villivalam
3	Members	15 Members (all women)
4	Savings (as on 18.2.2002)	Rs.750
5	Bank Name	SBI, Iyyampettai
6	Revolving fund	Nil
7	Date of receipt of RF	Nil
8	Repaid (as on 18.2.2002)	Nil
9	Economic Activity selected	Nil
10	Loan:	Nil
11	Repaid (as on 18.2.2002)	Nil
12	Group Meeting	Weakly once (Friday)

8. Group Name :

Mutchanthi amman Magaleer sangam

1	Group account / Date	28.8.2001
2	Village	Small Street,Villivalam
3	Members	13Members (all women)
4	Savings (as on 18.2.2002)	Rs.5.255
5	Bank Name	SBI, Iyyampettai
6	Revolving fund	Nil
7	Date of receipt of RF	Nil
8	Repaid (as on 18.2.2002)	Nil
9	Economic activity selected	Nil
10	Loan:	Nil

11	Repaid (as on 18.2.2002)	Nil
12	Group Meeting	Weakly once on Saturday

9. Group Name :

Villivalam Girama Kalani pengal Suyatholil

munaiyor mambattu sangam

1	Group account opening Date	3.12.1999
2	Village	Kalani.Mettu Street,Villivalam
3	Members	15 (SC) (all women)
4	Savings (as on 18.2.2002)	Rs.15,542.50
5	Bank Name	SBI, Iyyampettai
6	Revolving fund	Rs.25,000
7	Date of receipt of RF	1.12.2000
8	Repaid (as on 18.2.2002)	Rs.15,269
9	Work	Agriculture
10	Loan:	Nil
11	Repaid (as on 18.2.2002)	Nil
12	Group Meeting	Weakly once (Sunday)

10. Group Name :

Malligy Magalir Sangam

1	Group account opening Date	4.12.1999
2	Village	Kalani.Palla Street,Villivalam
3	Members	12 (SC) (all women)

4	Savings (as on 18.2.2002)	Rs.15,542.50
5	Bank Name	SBI, Iyyampettai
6	Revolving fund	Rs.25,000
7	Date of receipt of RF	1.10.2000
8	Repaid (as on 18.2.2002)	Rs.5,000
9	Work	Rexine Bag Production
10	Loan:	Nil
11	Repaid (as on 18.2.2002)	Nil
12	Group Meeting	Weakly once on Thursday

11. Group Name :

Sakthi vinayagar Magalir sangam

1	Group account opening Date	11.2.2002
2	Village	Madura pendi, Villivalam
3	Members	15 Members (all women)
4	Savings (as on 18.2.2002)	Rs.750
5	Bank Name	SBI, Iyyampettai
6	Revolving fund	Nil
7	Date of receipt of RF	Nil
8	Repaid (as on 18.2.2002)	Nil
9	Type of economic activity selected	Nil
10	Loan:	Nil
11	Repaid (as on 18.2.2002)	Nil
12	Group Meeting	Weakly once on Saturday

12. Group Name :

Annai Indira Porulathara Munnetra sangam

1	Group account opening Date	4.4.1999
2	Village	Kalani,Koyambakam,Villivalam
3	Members	SC:20 Members (all women)
4	Savings (as on 18.2.2002)	Rs.7,290.00
5	Bank Name	SBI, Iyyampettai
6	Revolving fund	Rs.25,000
7	Date of receipt of RF	20.12 1999
8	Repaid (as on 18.2.2002)	Nil
9	Economic Activity	Sheep rearing
10	Loan:	Rs.2,25,000
11	Repaid (as on 18.2.2002)	Rs.16,000
12	Group Meeting	Weakly once (Thursday)

13. Group Name :

Pasary Yozhykkum pengal porulathara munnetra sangam

1	Group account opening Date	4.12.1999
2	Village	Kalani.Koyambakkam,Villivalam
3	Members	20 Members SC (all women)
4	Savings (as on 18.2.2002)	Rs.11,230.75
5	Bank Name	SBI, Iyyampettai
6	Revolving fund	Rs.25,000
7	Date of receipt of RF	28.11.2000
8	Repaid (as on 18.2.2002)	Rs.23,354
9	Economic activity selected	Sheep rearing

10	Loan	Nil
11	Repaid (as on 18.2.2002)	Nil
12	Group Meeting	Weakly ones on Wednesday

14. Group Name :

Unity Youth Self – help Group

1	Group account opening Date	2.08.20001
2	Village	Villivalam
3	Members	10 : BC (all male members)
4	Savings (as on 18.2.2002)	Rs.3,280.00
5	Bank Name	SBI, Iyyampettai
6	Revolving fund	Nil
7	Date of receipt of RF	Nil
8	Repaid (as on 18.2.2002)	Nil
9	Economic activity selected	Screen Printing & Binding Works
10	Details of credit / subsidy	Nil
11	Repaid (as on 18.2.2002)	Nil
12	Group Meeting	Once in ten days

15. Group Name :

THANWA Magalir Sangam

1	Group account opening Date	31.07.2000
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2	Village	Villivalam
3	Members	12 (BC:9,SC: 03) Women
4	Savings (as on 18.2.2002)	Rs.07,970.30
5	Bank Name	SBI, Iyyampettai
6	Revolving fund	Nil
7	Date of receipt of RF	Nil
8	Repaid (as on 18.2.2002)	Nil
9	Work	Vegetable and Flower Production
10	Loan:	Nil
11	Repaid (as on 18.2.2002)	Nil
12	Group Meeting	Weakly ones on Sunday

16. Group Name :

Indira Gandhi Magalir sangam

1	Group account opening Date	28-4-2000
2	Village	Big Street, Villivalam,
3	Members	15 MBC (all women)
4	Savings (as on 18.2.2002)	Rs. 16,925
5	Bank Name	SBI, Iyyampettai
6	Revolving fund	Rs. 25,000
7	Date of receipt of RF	Date: 9.8.2001
8	Repaid (as on 18.2.2002)	Rs. 7,000
9	Work	Vegetable production
10	Loan:	Nil
11	Repaid (as on 18.2.2002)	Nil

12	Group Meeting	Weakly ones on Monday
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17. Group Name :

Roja Magalir sangam

1	Group account opening Date	01-03-2002
2	Village	Villivalam,
3	Members	15 Members (all women)
4	Savings	Account opened
5	Bank Name	SBI, Iyyampettai
6	Revolving fund	--
7	Date of receipt of RF	--
8	Repaid (as on 18.2.2002)	--
9	Work	Vegetable production(proposed)
10	Loan:	Nil
11	Repaid (as on 18.2.2002)	Nil
12	Group Meeting	Weakly ones on Monday

“PARTICIPATORY APPROACHES FOR INTEGRATED VILLAGE PANCHAYAT DEVELOPMENT”

(An insight into an Action Research Project of N.I.R.D Hyderabad and S.I.R.D-TN)

INTRODUCTION:

The new PanchayatRaj System replaced the old system of local self-governance in TamilNadu. Mahatma Gandhi, had a vision of ‘Gramswaraj’, where a self contained village republic which could manage all the matters relating to their won development. This was the traditional practice in the ancient Tamilnadu, where any decision where it is for the welfare of the Community as whole or related to a individual family, on the village as a whole, meet, transact , arrive at a consensus on the matters. Historical evidences are there not only for the said matters even for managing the law and order, disaster and so on, with a dedicated leadership. On the other hand, people are also stood for the common cause with philanthropist out look.

TAMILNADU SCENARIO

Till late 80s, Tamilnadu experienced the Two-tier system (viz), Village Panchayats and Panchayat Unions. At the District level the District Development Council were functioning as advisory bodies. There was a vibrant organic link between grass root level institution and the intermediary tier. Just like experiences of other states the process of the local governance is badly influenced by various outside factors and hence these system could not deliver the expected results.

Consequent to the 73rd amendment brought to our Constitution during 1992, by our late Prime Minister Rajiv Gandhi, it really made a transformation in the Rural India with regard to the local self governance, handing over the power to the people. Through the democracy to be exercised only by the people’s representations, the 73rd amendment pave the way for empowering the public in the process of collect decision making executing and social auditing.

BACKGROUND:

In the process of democratic decentralization, the 73rd Amendment brought to the Indian Constitution is a major landmark, which envisaged the real democratic decentralization through empowering people in the decision making. In this context, the Government of Tamil Nadu is committed to strengthen the grass root level democracy. In accordance with the Constitutional provisions of the 73rd and 74th Amendments, this Government facilitated the process for the Local Body Elections. The Elections to the Rural Local Bodies in Tamil Nadu is to be held during 16th and 18th of Oct-2001 and the newly elected body will assume their office by 25th of Oct-2001. Around 1.2 lakhs people’s elected representatives will be

representing the entire rural local bodies in the state of Tamil Nadu, of which 39700 will be women and 29900 will belong to the SC and ST.

NEED FOR ACTION RESEARCH

There are various types of researches viz., fundamental research, applied research and operation research taken by researchers to suit their specific requirement. The another form of research which is Action Research assumes importance in order to test the viability of development interventions and to conform their acceptance in the socio-economic and socio-cultural backgrounds of the communities that are to be benefited by them. Now, after the new amendment has been brought for strengthening the Panchayat Raj institutions for the development of a village. The new PR acts in different states have thrown open the issues like: how the people should be involved in the participatory planning; how the capacity of people should be built-up for improving their knowledge and skills for planning, implementation and monitoring of programmes; how the contribution of the people can be taken in the implementation ; and how the new appropriate technologies for improving the productivity and quality of life can be introduced. Now, these are the issues which need to be researched in different states in order to evolve the strategy for participatory development planning. It is in this backdrop , the Action Research Project - Integrated Village Development Planning has been started. It has been taken in seven states viz., Andhra Pradesh, Orissa, Kerala, Tamil Nadu, Maharashtra, Rajasthan and Uttar Pradesh.

This Action Research Project envisages the key role of Gram Panchayat. The Gram Panchayat has to work as a nodal agency for planning, implementation and monitoring of different schemes. It involves the following steps:

- g. The gram Panchayat would be identified at district level in consultation with district officials and Panchayat Raj representatives.
- h. Two community organisers will be selected from the same gram Panchayat who would be attached to Gram Panchayat for the purpose of documentation of different stages of development.
- i. One district link officer (preferably PD, DRDA) would be nominated by the District Collector for giving guidance and assistance to Gram Panchayat.
- j. SIRD will coordinate with Gram Panchayat, DRDA and state Government and provide necessary guidance and support to gram Panchayat.
- k. Project Implementing Agency (PIA) would be formulated at the Gram Panchayat

level having 10 to 12 members, which would work as advisory committee for providing necessary guidance to gram Panchayat, in the preparation of Action Plan, implementation and monitoring. The members would be chosen from the village voluntary agencies; block level officers (line department officers/staff) and self help groups.

1. After the preparation of Action Plan, the resources would be raised by Gram Panchayat from different sources like DRDA, Gram Panchayat fund, line departments, state government and other institutions like NABARD, rural banks, UNICEF etc. For raising resources NIRD, SIRD, DRDA, would liaison with line departments and funding agencies for providing necessary resources for meeting village development plan.

Strategy in selection of the Project Area

- ◆ Selection of the Village for the Action Research by NIRD and SIRD:

A team consisting of the Deputy Director General NIRD, the Project Director (ARP), NIRD along with other officials had discussions with the Secretary to Government, Rural Development Department at Fort. St. George, Chennai. They also visited the District and had a separate meeting in connection with identification of a village for carrying out this Action Research Project. The District Collector, Addl. Collector (Development) / Project Officer, District Rural Development Agency, District Panchayat President, District Officials and the SIRD Link Officer were available. After briefing on the Action Research Project, its objectives and process, a list of villages were prepared for section of the project area in which the Action Research to be carried out. After detailed discussions the village Villivallam Panchayat was selected randomly by considering various indicators.

Profile

Action Research Project Area: Village Panchayat: Villivallam

BASIC INFORMATION								
	1. Population	S.C	%	S.T	%	O.C	%	TOTAL
a	Male	278	30	-	0	648	70	926
b	Female	298	31	-	0	652	69	950
	Total	576	31	-	0	1300	69	1876

2.Literacy Rate								
a	Male	148	25	-	0	455	75	603
b	Female	119	27	-	0	316	73	435
	Total	267	26	--	0	771	74	1038

3. Children

S.NO	AGE GROUP	NO. OF CHILDREN-MALE	NO.OF CHILDREN FEMALE	TOTAL
1	0-5	84	139	223
2	6-11	91	165	256
3	11-16	116	128	244

4. Geographical Information:

Sno	Details	Area
1	Total Area (in Hectares)	665.76.0
2	Irrigated Area (in Hectares)	147.16.5
3	Kharif irrigation	64.68.5
4	Rabi irrigation	82.48.0
5	Gaucher Land (for fodder development)	9.99.0
6	village forest land	-Nil-
7	Reserve Forest/protected Forest	-Nil-
8	Agriculture Land	442.80.5
9	Total Area Sown	258.14.0
10	Area sown more than once	52.87.5
11	Net Area Sown	205.26.5
12	Orchards	11.39.5

Nine Fold Classification: (Village - Villivallam Panchayat)

g. Forest	nil
h. Barren and uncultivable land	nil
i. Land put to non-agricultural uses	222.95.5
j. Cultivable Waste	0.05.0
k. Permanent Pastures and other grazing land	9.99.0
l. Land under Miscellaneous tree crops and groves not included in	: 3.81.0
g. Current Fallows	223.69
h. Other Fallow lands	nil
i. Net area sown	205.26.5
j. Total Geographical Area	665.76.0

Infrastructure Position

B. Social Infrastructure

b. <u>Hospital</u>
ii. facility existing - CHC
-PHC: at Ayyampettai 3 Km from this village
-Health Centre: PHC Sub-centre at Villivalam Village. Building under repair. The VHN stays in the near by village.

b. <u>School</u>	
iv. Building existing Y/N	Yes
v. Level (Primary school)	Tiled building up to 5 th Std one Hall
vi. Number of rooms	One Hall

<u>C. Drinking Water</u>	
iii. Existing (Y/N)	Yes
iv. Source (well/tube well nos.) Open Well (1)	Tube Well (2
Whether sufficient (Y/N)	No

- Community center Nil
- ICDS Center Yes

<u>C. Other Infrastructure</u>
b. Village Road
iii. Village approachable by road : (road in bad condition needs repair)
iv. Kucha Road/pucca Road to Village : Village Road Kutcha Road 10 k.ms

c. Godowns		
iv. existing Y/N		No
v. How many number		-
vi. capacity		-
h. Livestock Centre Y/N		At Ayyampettai
i. Irrigation infrastructure Y/N		Yes
j. Post and Telegraph Y/N		No, at Naikenpettai
k. Village pond existing (Y/N)		Yes
l. Nearest Market		Kancheepuram
iii. at how much distance		1 kms. Kancheepuram
iv. type of market		wholesale and retail

<u>Number of Workers</u>		
vi. Cultivators		395
vii. Agricultural labourers		198
viii. Other Workers (male +Female)		83
ix. Artisans		7
x. Total		753
others		70

ECONOMIC ACTIVITIES AT GRAM PANCHAYAT LEVEL

No of Families		450
No of Cultivators		310
No of Agricultural Workers		112
No of Other Workers		80
Artisans		1
Per-capita Income		Rs.1300
No. of families below poverty line :		378

ACTION RESEARCH PROJECT; at a glance (Executive summary)

In this given situation, an attempt is made to study the development process emerging in Rural India in terms of the people's participation in decision making, execution and monitoring, role of PRIs with special focus on the Village Panchayat, Convergence of various services and schemes as a result of the various training courses/awareness camps/sherama dhan activities/planning exercises/NSS camps etc. by National Institute of Rural Development and respective SIRDs.

An Action Research Project titled "Integrated Village Development Planning in the new socio-economic perspective, is implemented since 1999, by N.I.R.D., in collaboration with respective S.I.R.D.s in seven states viz., Tamil Nadu, Andhra Pradesh, Orissa, Kerala, Maharashtra, Rajasthan and Uttar Pradesh.

Project Objectives;

- *To evolve an ideal level of peoples' participation for development at local level.*
- *To prepare and equip PRIs to take up full responsibility for whole village development.*
- *To enable the PRIs to operate from within for all development activities of the villages.*
- *To involve the local people to identify/ prioritise the needs/problems.*
- *To evolve a general model of convergence of resources and services at Village Panchayat level.*
- *To develop case studies to support the training programmes of National Institute of Rural Development, Hyderabad and State Institute of Rural Development, Maraimalainagar .*
- *To document and disseminate experience of both successful and unsuccessful efforts with the contributing factors , across the country.*

The Approach: This Action Research Project envisages the key role of Gram Panchayat. The Gram Panchayat has to work as a nodal agency for planning, implementation and monitoring of different schemes, facilitating the people to actively participate in the process.

ARP Process: Defining the objectives - Base line survey (house hold) - develop data base- Peoples' Campaigns - PLT techniques - Formation of PIA and Resource Groups - Training and Study tour for the PIAs and RGs - Participatory Learning Techniques - Preparation of draft action Plan- Peoples' Campaign to approve the draft plan - Resource mobilization and resource matching (on going)- Participatory Implementation - Monitoring; Social auditing - Evaluation.

Role of NIRD: NIRD would function as facilitator for providing necessary support for capacity building , resources mobilisation and convergence of resources & services ; and also in providing technical support to Panchayat Raj institution for village development planning, implementation and monitoring.

Role of S.I.R.D: It would work as a link between NIRD and Gram Panchayat. SIRD will provide necessary guidance to Panchayat Raj institutions and will coordinate the activities between State Government and Gram Panchayat.

Role of DRDA: DRDA would function as a facilitator for providing necessary guidance to Gram Panchayat in the preparation of Action Plan and would monitor the implementation of Action Plan and provide necessary feed back to SIRD and NIRD for taking corrective measures. DRDA would coordinate with line departments at the district and government level, and also liaison with other funding agencies like banks, UNICEF etc. for providing necessary resources for village development.

Role of Gram Panchayat: Gram Panchayat is a nodal agency for the involvement of People in the development process in the preparation of Action Plan, and the implementation and monitoring of development schemes. It has to liaison and coordinate with different line departments and other funding agencies (banks) at district level for mobilising resources, which are necessary for the development of the Gram Panchayat.

DEVELOPMENTAL EFFORTS TAKEN IN VILLIVALAM VILLAGE.

RAPPORT BUILDING - Strategies adopted

Introductory discussions and first Meeting with the villagers: The first interface with the villagers was held on 12.12.97 by a team of officers from NIRD, SIRD and District Administration. The objectives of the Action Research Project were explained to the people of the village. Discussions were held with the different segment of people on their living standards, rainfall, crops grown and the like. This was the first meeting and people were very optimistic on their 'Development'.

People's campaign (2.7.98): GRAMSABHA MEETING The first people's workshop conducted on 2.7.98 at the village by mobilising the entire people from the all three hamlets and also the sectoral departmental officials. Efforts were taken by SIRD for calling the entire block / taluk level line department officials for this meeting. The people from the three villages were informed by 'tam tam' and personal contacts by the Panchayat President/ Panchayat Members. After ice-breaking / rapport building sessions like games for the children/adult, film shows etc., the objectives of this project was explained to them in detail. A video film on the 29 subjects (that may be entrusted to the Panchayat Raj Institutions, enumerated in the Constitution) was screened.

Conduct of Gramsabha meetings: Since the village has been chosen for the implementation of the Action Research Project, care was taken by the Panchayat to convene the Grama Sabha on all the four days as notified by the Government of TamilNadu. As the Project is being implemented, the Gramsabhas are often convened for other decisions related to the Project activities.

The role of Link Officer: As per the guidance of NIRD the Link Officer from State Institute of Rural Development, Maraimalainagar should visit the village at least thrice in a month and of which one visit to be a night halt in the village. These visits and the extension work done by the Link Officer, the Director of Sird and all the Lecturers, Faculty Members and Consultants concerned, contributed for building rapport with the villagers.

There are two Community organisers were appointed (one male and one female) for the purpose of organising the people for meetings, helping the Panchayat in implementation of this project, collection of data at Village/Block/District NIRD is meeting the honorarium for these two Community Organisers.

CAPACITY BUILDING (for People/ C.Os / P.I.A / R.Gs / CBOs)

Various training programmes were organised for the people of the village, for the PIA Members, Community Organisers and the Resource Groups. The training

process begun by imparting training to the SIRD Link Officer, Block Development Officer, Village Panchayat President and the two Community Organisers on the Action Research Project, Decentralised Planning etc at NIRD during 5-9, October, 1998.

Capacity Building for the people: Public meetings were organised in form of awareness camps on various subjects within the village. This includes the regular NSS Camps, Health Camps for both the Human and lives stock.

Training for the Community Organisers: Initially the Community Organisers were trained in Panchayat Raj, PRA (23.11.99 to 27.11.99), Rural Development and related activities, Agriculture, Computers (26.10.98 to 30.10.98) and (7.12.98 to 11.12.98). Training was imparted at SIRD and in other institutions like KVK, Live Stock Research Station and at NIRD Hyderabad.

Capacity Building for the Members of PIA:
(First Phase 27.7.98 to 1.8.99) (at the Village)

A week long training programme was organised by SIRD at Villivalam Village for the Members of PIA (Both Officials and villagers) during (27.7.98 to 1.8.99). The subjects like Panchayat Raj, PRA, Rural Development programmes, Agriculture, Animal Husbandry, Water supply, Health and sanitation, Preparation of Plan at the grass root levels, Co-operatives, Water sheds, Communal Harmony were the content of the training programme. District level officers of the concerned departments were invited to give training. Reference materials like handouts guideline in Tamil were supplied to the members.

Awareness Training/Meeting to Women for organising Self Help Groups: As special training to the women of the three hamlets was organised on 9.12.98 in order to expose them to the concept of Self Help Groups, by inviting APO (DWCRA), DRDA, Kancheepuram and the Staff from the Social Welfare (Women welfare) Departments.

Training cum workshops conducted for 8 SHGs at Sird: A two day workshop was conducted at State Institute of Rural Development, Maraimalainagar titled, "Finalising the economic activities for the Self-help groups formed in Villivalam Village, in co-ordination with the KVIC Institutions" during 29 & 30, April-2000, for the benefit of the 8 SHGs formed in the Village. The broad objectives of their workshop was to expose these women to various new ventures / income generation activities for arriving at a consensus in starting viable/proven/sustainable activity. Accordingly the women have identified the appropriate activities as per the parameters. The action taken with regard to the SHGs are given in the annexure V

Visit to Dakshan Chithra: As part of the Workshop, all the women of the 8 Self-Help Groups were taken for a field visit to various places including Dakshan Chitra, a organisation promoting tourism and handicrafts marketing, on 31-4-2000

Members of PIA: (Second Phase) (At Sird): The second phase of training to the Members of the Project Implementing Agency (Both Officials at the Block/Village level and villagers) was held during 18th to 20th of Jan.1999 at SIRD. The participants were given exposure in the latest trends in the development programmes implemented by the department of Rural Development and other line department.

Study Tours: As part of the training programme all the participants were taken for field visit to Krishi Vindgan Kendra, Live Stock Research Station at Kattupakkam under the control of the Veterinary University, where they were given training cum demonstration in Agriculture, Animal Husbandry (Dairy farm, goat rearing, Piggery, duckery, fisheries). They were also taken to the Dr.M.S. Swaminathan Research Foundation at Chennai, where they were given input on sustainable agriculture, wasteland development and water sheds. Further all the participants were made to visit all the Department's pavilion set up at the Industrial and Tourism Trade fare at Island grounds, Chennai. The participants were explained on various schemes implemented by various department. Demonstration were arranged during the visit besides handing over the handouts bearing scheme details.

Resource Groups: inviting officers from the various departments as Resource Persons conducted special training for the Resource groups in their respective sector at SIRD during 21-23, Jan.1999.

INTERVENTIONS MADE:

a. Repairing of 'cause way' across Vegavathi River

The felt need of Villivalam village as a whole was repairing the link road of 1.6 kms, connecting the village with the Main road between Chengalpattu and Kancheepuram. During the recent floods, the causeway was badly damaged and the village was totally isolated from the rest of the place. Even after repeated visits to the Offices concerned and due to various administrative reasons the repair works could not be under taken.

Motivated by the training given at SIRD during 18-23,Jan,99., the people of the village came forward and repaired the road and the causeway on 26-1-99 by themselves. All the faculty members of SIRD have also participated in the 'sheeramadhan' for repairing the road and the causeway. More that 200 people participated in the process and the road was made ready by taking temporary measures. After completing of this work the GramSabha meeting was held.

b. Building Repairs and electrical items at damaged PHC sub-Centre

The second priority felt need of Villivalam village was building repairs and electrical items at damaged PHC sub-Centre. As there is no bus facility in the village for availing the

medical services, the villagers came forward and repaired the PHC Sub centre on 21.03.2000 with the co-operation of the SIRD training team (Arulanandhar arts College Students). On this occasion there were 75 Village youth participated in the repair work along with the college students. The Department of Health has also helped in this endeavour.

c. Bush Clearing around Noon-meal centre

The Noon-meal centre is the place where, children are organised for the purpose of playing, learning etc. But this place was full of bushes, specifically with parthenon plants. On 21.03.2000 the voluntary action team along with the village youth cleared all the bush around the Noon-meal centre. On seeing this activity, the mothers of the sourrounding area felt happy and promised to maintain the place clean.

d. White/Colour washing of the CTV Room and bush clearing.

Based on the motivation given during the training programmes conducted at State Institute of Rural Development, Maraimalainagar and Study tours, the local people wanted their Colour T.V Room to be clean and neat. They joined hands with the training team from Sird and the CTV Room, which is at the entrance of the village was cleaned / white and colour washed on 19.05.2000,

e. Literacy programmes under 'Arivoli Iyakkam'

The District 'Arivoli Iyakkam' programme and NSS camps motivated the educated village youth to conduct Literacy and Cultural programmes to the non-literates, and for adult learners in this village. For this purpose, Night Schools were run by a six member team with in the village, which is totally a voluntary service.

f. Blood donation and Health Camps:

There was a blood donation camp organised at Villivalam Village on 20.09.99. The NSS team of D.G. Vaishnav College, Chennai and Madras Voluntary Blood Bank, Chennai conducted this camp. There were 47 Village peoples donate their blood, which includes 17 women.

The health Camps are conducted twice in a year by Anna Siddha College hospital, Madras medical College hospital and Madras Dental College. On seeing the initiatives taken and the high range of co-operation got from the people many organisations come forward to organise such free camps in the village. The efforts taken by the village youth, the guidance and support of the village Panchayat Presidents are boon to these types of activities. The Sankara Nethralaya, Eye Hospital also conducts eye camp every year (From 1997). So far 47 persons undergone eye surgery and 132 were provide with spectacles.

g. NSS Camps

Three NSS Camps titled "Youth and sustainable Rural Development" were conducted for Ten Days by D.G.Vaishnava College, Chennai. The day-by-day activity of this camp was to motivate the people to serve their own village by the available natural and human resources. The strategies would be cultural programmes, sports activities for the villagers, screening of movies, street theatres programmes, literacy programmes, health checkups, Aids awareness Programmes and Programmes on health and sanitation and the like. The NSS camps were conducted during 26.09.97 to 05.09.97, 26.09.98 to 05.09.98, and 16.08.99 to 25.08.99. All these activities made the people to participate in the process of development and they have contributed for construction of a library building under "Nammaku Namme" Programme.

h. Skill training to the Youth in Screen printing and two wheeler mechanism

The Anna University [M.I.T. Campus] is also conducting ten days camps for the past two years. This camp is also same in the first one. Special emphasis is given in these camps for self-employment. Skill training under "Two Wheeler Mechanism and Servicing", Screen Printing Technology" were imparted to the youth of the village for taking up income generation activities. As the village is close to the District Head quarters, there is a bright chance for the trained youth for seeking employment. Such camps are regularly organised for the past two years, during 21.07.99 to 30.07.99, 21.06.2000 to 30.06.2000. The last camp was organised during 21-29 July 2000. Further a Science exhibition for School students of the Villivalam and its nearest Villages, by Birla Planetarium on 26.06.2000.

THE PARTICIPATORY PLANNING

-Methodologies adopted

Social mobilisation

By organising various activities like peoples campaigns, health camps and checkups, regular NSS camps, Blood donation camps, sheramadhan activities etc the people of the village are highly motivated to meet and discuss various problems and issues for finding out immediate solutions.

Formation and training for P.I.A (Project Implementing Agency)

The Project Implementing Agency was formed in the People's campaign. All the members of the Panchayat and the officers concerned to the Village /Block lever were the members. The President of the Panchayat was the Convener of PIA. As requested by the people, further Members were added to the PIA on the basis of one member from each street of three villages.

Emphasis was made on the need for the 'participation' of the people right from the planning stage up to completion of the project. Special efforts were taken to make the women to participate in all most all the meetings/camps and other activities. Colourful banners / poster bearing the messages of the Project were used in this campaign. The CBOs were also involved in these processes. Soon after the formation of PIA, a household survey was conducted in each of the households in all the three hamlets by the Community organisers.

The PIA members met in every month or as per the need, to discuss various problems and day-to-day activities. The sectoral officers of various departments have also brought to the village for offering their technical opinions.

Participatory Learning Methods to learn from the people (PRA)

The Participatory Learning Methods were used as the methodology for collection of information, learning from the people about their problems, finding solutions and so on. Appropriate tools of PLM technique was used on various occasion for identification of the felt needs and prioritisation of the needs, discovering the local resources and the like.

Resource Groups

The 29 subjects enumerated in the Constitution (XI schedule) and in the Tamil Nadu Panchayats Act 1994 (IV -Schedule) were clubbed to 19 sectors and 19 Resource Groups were formed among the members of the PIA (Villagers and the line department officials). While selecting the members for Resource Groups, care was taken to fit in the members in appropriate group in which the member has a good exposure.

Action Plan preparation

All these efforts regarding the capacity building were to enable them to understand the development process and to match the available resources from various departments according to the prioritised felt needs.

Based on various training programmes on the ongoing developmental schemes, and on the schemes implemented by other sectoral departments, regular meetings, discussions with the sectoral department officials and the SIRD Link Officer, the action plan was prepared by the Resource Groups enlisting their felt needs, prioritised the needs, matching the resources available within them and outside. All the plans prepared by each Resource Groups were integrated and the draft plan was submitted before the Gram Sabha of the Village Panchayat on 26.1.99 and approved by the people of the village with some modification. With help of SIRD, the draft plan was prepared in to a project proposal incorporating all the modification suggested by the people of the village and submitted to NIRD during March 1999, the District Collector, State Government.

The President of the Village along with the Sird Link Officer and the two Community Organisers presented the plan at NIRD by sharing various field experiences gained in the process of Action Research and Action Plan preparation. The Tamil Nadu was the only State to complete all the steps in the Action Research as given in the NIRD Activity Chart.

RESOURCES MOBILISATION:

The Resource Mobilization process started by the PIA supported by SIRD and NIRD. The details of the felt needs as described in the plan were communicated to all the departments concerned and the details are being received by SIRD. One day workshop of all the departments is also held at SIRD during the last week of September 1999.

Due to the sincere efforts of the People of the village, Sird, District Administration, State Government and Nird, the village is able to organise Eight self help groups, and developmental works to the tune of Rs. 72 lakhs, for the purpose of the 1.6 kms BT road with bridge, AH sub centre, PDS shop, CC roads, Drainages, Group houses, link roads etc. The details of works started are given in the annexure.

User Groups for sustainability of the project.

In order to ensure people's participation in the process of Development not only in Planning and Implementation but also to maintain the assets created, different user groups were formed for the works so far fully completed. The User Groups are the core beneficiaries of the project and they are the direct benefactors of the particular project. The safe custody and maintenance of the project work is vested with this user groups. The User groups meet as regularly as possible to discuss various matters in the usage and maintenance of the works.

Process Documentation:

Documentation is done periodically by Sird and Nird and most the information referred here were taken from the documents available with Nird and Sird. The documents are in form of discussion papers, photographs and video clippings, slides, audiocassettes, PLA diagrams and the like. Many lessons were learnt during the preparation of plans and case studies were developed from the ground experiences and presented at NIRD and SIRD on various occasions.

LESSONS LEARNT:

This case study is a witness document to prove that the people are capable of planning for their own development, considering their problems/needs and solutions and implement those projects according to their priorities and mobilise their won resources and out side. The lessons learnt were summarised and given below;

- *In an appropriate and conducive environment, if people are properly motivated for participating in the developmental process of their own area, with all the differences within, peoples' participation can be achieved in real sense.*
- *Participatory methods could be effectively practiced by any government / non-government, for enabling the 'outsider' to become 'insider', for better learning process and a collective action with out any room for the 'ego clashes'*
- *Solutions are arrived at on many chronic problems / issues after detailed and frank discussions in the Gramsabha.*
- *The time when the Gramsabha is given more importance by the Government through various media, people also serious about it and attend the meetings.*
- *The people are well aware of their 'situation', 'problems' and even 'solutions' for their problems through 'experiences driven local wisdom' by the virtue of their existence in the area.*
- *In the present context, the pre-requisite for "Overall Development" is more or less the 'socially oriented psychological transformation in peoples attitudes' and not 'money', 'incentives' or 'technology'. Loans / incentives and technology are readily made available by the Planners and Implementers and facilitators. This has proved the saying that development should start from the 'self'.*
- *Properly motivated and sincerely facilitated people's elected representatives can easily understand the trends, analyse the situation, identify felt needs, prioritise according to the resource base and implement.*
- *Facilitation from 'outside' should be sustainable for a considerable period.*
- *The capacity building of the People / Panchayat / PIAs / CBOs and NGOs are quite necessary to achieve this sort of fruitful and expected results.*

- *Lack of infra such as want of a link road, community centres etc for convening Peoples' meetings affect the democratic process, making it difficult for the people at large, and women in particular to attend Gram Sabhas and other meetings from the hamlets situated within the village Panchayat area.*
- *It is also proved that Women's' co-operation in de-rooting illicit liquor is very high, as they are directly affected.*
- *Dedicated democratic style of Leadership plays a major role in the developmental process. Local hindrances are always there blocking the development.*
- *Most of the problems at the local level are not real problems but only 'ego clashes'.*
- *There are also negative factors influencing the participatory development from out side. Those are communal and political in nature. Convergence of Resources and Services at the Gram Panchayat Level, is very difficult, requires revamping.*
- *Better co-ordination and co-operation are to be facilitated among the sectoral departments in order to avoid duplication of the same work by several departments and agencies and to minimise the misusing of funds by the anti-socials.*
- *Sustained support from the officials / NGOs is demanded by the people through out, which is to be avoided.*
- *Community monitoring and social auditing is possible and required for ensuring effective deliver system.*

Episodes in community monitoring (social auditing) ;

- *The TV repair charges for three times with in a period of 4 months was raised by one of the Members in the Gramsabha Meeting and the President requested the person, actually taken the TV for repair and after his justification on the old TV set, the member got convinced and then only the Gramsabha approved the expenditure.*
- *Self-help groups reported the fact of VHN demanding Rs. 300/- for attending home delivery, and only on production of money, she attends the delivery, resulted in sudden inspection by the Medical Officer to the village, and action taken on the Village Health Nurse;*
- *Fact reported by the local youth on the Library Attendant, not attending Villivalam library regularly, resulted in surprise inspection of the District Library Officer, and actions taken on the individual;*

- *Quarrels with the contractor constructing the PDS shop at Villioalam, on the cement/mortar mixing proportion and got rectified;*
- *The problem in weighing the sugarcane in Sugar Mills, taken up by the sugar cane growers of Villioalam village;*
- *Informing the fact of releasing the 'dye chemical waste' during midnights in to Vegavathi river, by the dye chemical units to the District Environmental Engineer, under State Pollution Control Board, and intimated the on the polluted drinking water source at Vegavathi River. Based on the reports and inspections, serious actions were taken by the District Environment Engineer on the dye chemical units .*
- *Koyambakam Women's' efforts in chasing the illicit liquor sellers from their area and even to stop them from transporting the liquor through their village.*
- *Reporting of the behaviour of a wiremen (TNEB) in repairing the damaged wire, to the SE, TNEB, Kancheepuram by a group of farmers and actions taken on the individual.*
- *Refusal to put inflated bills for the new Concrete Board installed at Villivalam by a Contractor engaged by Wallajabad Panchayat Union Council. The President and the PIA refused to put inflated bills and payment was only made to the tune of Rs. 3000/- against the amount demanded ie. Rs. 7000/- per board.*

CONCLUSION:

It is obvious that it was proved that if the people are properly facilitated participatory development could be achieved which will be on the sustainable basis. The efforts taken by in the Action Research Project, in terms of conduct of awareness camps, training imparted to the PIA, Resources Groups, Self-help Groups, User Groups, skill training to the needy, convergence of services and schemes, motivating the PIA to move various departments/agencies to sanction the schemes required by the People of Villivalam are having a positive impact on the people and it is no doubt that this would be model village for participatory development.

References

1. Planning for Gram Panchayats, by D.N.Gupta, I.A.S., Project Director, National Institute of Rural Development, Hyderabad.
2. Proceedings of the National Workshop on Gram Sabhas, held at National Institute of Rural Development, Hyderabad,
3. Research documents / Reports refereed at National Institute of Rural Development, Hyderabad
4. Benchmark Survey Reports of Villivalam.
5. People's Action Plan, Villivalam, submitted to Government of India.
6. National Institute of Rural Development, Hyderabad Annual Report 1998-1999
7. State Institute of Rural Development, Maraimalainagar Annual Report 1999-2000

Annexure - I

List of PLT tools applied:

- 1.Social Mapping, (*General Map showing entire habitat area with all amenities*)
- 2.Village Mobility Map (*Man and materials coming in and going out of the area*)
- 3.Land and Water usage map (*Drawing stating the land and water usage*)
- 4.Time line (*historical analysis chart of the area*)
- 5.Time trend (*Comparative Chart of the past and present*)
- 6.Venn Diagram(*showing the quality of services by departments/agencies*)
- 7.Seasonal calendar (*Categorizing employment etc according to seasons*)
- 8.Employment pattern chart (*Types of employment for different workers*)
- 9.Problem–Cause diagram (*Finding solutions to a particular problem*)
- 10.Matrix Ranking (*Ranking any factor to arrive at conclusion*)
- 11.Transect Map (*earmarking the water shed area*)
- 12.Resource flow Chart (*analysing the flow of resources*)
- 13.Wealth Ranking (*Identifying the people in poverty and in other needs*)
- 14.Family Line (*Tracing the family trends*)
- 15.Livelihood analysis chart (*Live stock analysis*)

Annexure - II

Subjects	Officers of Sectoral departments	Members of PIA in the group
<p><u>1.AGRICULTURE:</u> i.Agriculture including Agricultural extension</p> <p><u>2.NATURAL RESOURCES MANAGEMENT:</u> ii.Land improvement, implementation of land reforms, land consolidation and soil conservation iii. Fuel and fodder</p> <p><u>3. IRRIGATION</u> iv.Minor irrigation, water management and Water shed development</p>	<p>1. Mr.J.Pushpanathan Assistant of Agriculture, Kancheepuram 2. Mr.Palanivel. Agricultural Dev, Officer Walajabad 3. Mr.R.Rajakanthan, Assistant of Agricultural Officer, Walajabad 4. Mr.Venkatesan, Assistant Engineer, Agricultural Engineering Dept. Kancheepuram</p>	<p>1.Mr.C.Thanthoni, B.Sc., Village Panchayat President, Villivalam. 2. Mr. K.Gangadharan, Village Panchayat Vice President. 3.Mr.V.N.Sathiyamoorthy, Villivalam Ex. President. 4.Mr.G.Perumal.</p>
<p><u>4.ANIMAL HUSBANDRY</u> v. Animal Husbandry, dairying and poultry <u>5.FISHERIES;</u> vi.Fisheries</p>	<p>1. Dr.D.Kishore Kumar Assistant Surgeon, Veterinary Dispensary, Iyampettai. 2. Assitant Director, Fisheries,Kancheepuram</p>	<p>1.Mr.R.Selvam 2.Mr.Ruthrakotti 3.Mr.E.Kaddasamy 4.Mr.V.Thanchinamurthy</p>
<p><u>6.EDUCATION</u> vii. Education including primary and secondary schools viii. Education training and vocational education ix. Adult and non-formal education x. Libraries xi.Cultural activities</p>	<p>1. Mr.A.Sampth,AEO, Walajabad 2. Mr.T.P.Kandan, O/o AEO, Walajabad 3.Mr.M.Thirunavukarasu, Headmaster, Villivalam 4.Mr.R.Sarveswaran, Library Inspector,Chengalpattu 5.Mrs.Hena Jeen Library AttendantVillivalam.</p>	<p>1.Mrs.T.Thilagavathi 2. Mr.M. Shivaji 3. Mr.L. Deivasigamani</p>
<p><u>7.RURAL CONNECTIVITY</u> xii.Roads, culverts, bridges, ferries, water ways and other means of communication. <u>8.COMMERCIAL LINKAGES</u> xiii. Markets and fares <u>9.HOUSING</u> xiv. Rural Housing</p>	<p>1.APODRDA, Kancheepuram 2.Mr. Pradap Chandran, A.Executive Eng, (R.D) 3.ADE(HW). 4.A.Ex.Eng, Rural Roads, 5.Mr.T.Dhanraj John Pandian, B.D.O.(Block Pt), Walajabad. 6.Mr.V.Munuswamy, B.D. O.(Village Pt), Walajabad</p>	<p>1.Mr.V.Annadhurai 2.Mr.E.Mari 3.Mr.N.Kumar⁹⁷</p>

Annexure - III
Details on the Resources Group formed for Participatory Planning

<p><u>10.WOMEN AND CHILD DEVELOPMENT</u> xv. Women and Child development <u>11.SOCIAL WELFARE</u> xvii.Welfare of the weaker sections and in particular of the SCs and STs</p>	<p>1.Mrs. P.Jagadeswari,APO, 2.Mrs.T.Vimala,D.S.W.O, 3.C.D.P.O., Wallajabad 4.Mrs. R.Kuppabai,, Ex.O (W), 5.Mrs.P.Ramba,R.W.O.(W), Wallajabad.</p>	<p>1.Mrs.M.Vendammal 2.Mrs.Mythili Shankar 3.Mrs.S.Vendamirtham 4.Mrs.Sathiyavani Babu</p>
<p><u>12.DRINKING WATER</u> xviii. Drinking Water <u>13.HEALTH</u> xix. Health and sanitation including hospitals, Primary Health Centres and dispensaries. <u>14.FAMILY WELFARE</u> xx.Family Welfare</p>	<p>1.Assitant Engineer,TWAD, Kancheepuram 2.Dr.B.Senthil,AMO, PHC, 3.Mr.Kothandan, Health Inspector. 4.Mrs.K.Saraswathy, V.H.N.Villivalam.</p>	<p>1.Mr.S.Kesavan 2.Mrs R.Gantha 3.Mrs.A.Jayalakshmi</p>
<p><u>15.FOREST</u> xxi. Social forestry and farm forestry xxii. Minor forest produce</p>	<p>1.Ranger, Forest Department 2. Mr. M.Marimuthu,A.H.O, 3.Mr.S.Thanigaimani Assistant Director, Horticulture.</p>	<p>1.Mr.V.C.Krishnan 2. Mr.V.Sulli 3.Mr.B.Murugesan</p>
<p><u>16.ENERGY</u> xxiii. Rural electrification including distribution of electricity xxiv. Non-conventional energy sources <u>17.INDUSTRIES</u> xxv. Small scale industries xxvi. Kadhi, Village and Cottage industries</p>	<p>1.Assistant Engineer, TNEB, Wallajabad. 2. Junior Engineer, TNEB, Iyampettai 3.Mr.K.Mohan, Line man, TNEB, Villivalam. 4.Assitant Director (Kadhi), Kancheepuram.</p>	<p>1.Mr.J.Subramani 2.Mr.S.Kandhasamy 3.Mr.K.Sampath 4.Mr.P.Ekkambaram</p>
<p><u>18.POVERTY ALLEVIATION</u> xxvii.Poverty alleviation programme xxviii. Maintenance of Community assets <u>19. PUBLIC DISTRIBUTION SYSTEM</u> xxix. Public Distribution System</p>	<p>1.A.P.Officer,DRDA, Kancheepuram. 2.BDOfficers,Wallajabad. 3. Dy.BDO, Walajabad. 4.Sub-Inspector of Police,Wallajabad. 5.Taluk Supply Officer, Kancheepuram</p>	<p>1.Mr.K.Veeraragavan. 2.Mr.R.Gothandan. 3.Mr.N.Krishnan. 4.Mr.C.Paneer Selvam.</p>

Annexure - IV

S.No	Name of SHG	Total Members
1	Magaril Matrum Kulanthygal Membattu Sangam	MBC 14 (Women)
2	Thanthai Periyar Magaleer Sangam	MBC 15 (Women)
3	Selva Vinayagar Magalir Sangam	15 (Women)
4	Orunginaintha Magaleer Suyathozhil Munaiyor Muneetra Sangam	BC:3, MBC 12 (Women)
5	Kasthuri Magaleer Sangam	MBC 17 (Women)
6	Appan Perumal Magaleer Sangam	13
7	Annai Therasa Magaleer Sangam	15 (Women)
8	Mutchanthi Amman Magaleer Sangam	13 (Women)
9	Villivalam Girama Kalani Pengal suyatholil Munaiyor Mambattu sangam	15 (SC) (Women)
10	Malligy Magalir Sangam	15 (SC) (Women)
11	Sakthi Vinayagar Magalir Sangam	15 (SC) (Women)
12	Annai Indira Porulathara Munnetra Sangam	20 (SC) (Women)
13	Pasary Yozhykkum Pengal Porulathara Munnetra Sangam	20 (SC) (Women)
14	Unity Youth Self - Help Group	15 (SC) (Male)
15	THANWA Magalir Sangam	12 (BC), 3(SC) (Women)
16	Indira Gandhi Magalir Sangam	MBC 15 (Women)
17	Roja Magalir Sangam	15 (Women)

Enclosure:

(Ref: 2588/A2/1998)

Job chart for the Community Organizers under the ARP of NIRD at Villivallam

1. To mobilize and organize the community for a collective actions such as
 - a. Gram sabha meetings
 - b. Special Public meetings called under ARP
 - c. Organize Camps by Govt / Non-Govt / colleges and Universities in allam
 - d. Collection and up-dating of village / house hold data
2. To help the Village Panchayat President in
 - a. Conduct of all meetings in the village
 - b. Assisting in Panchayat works
3. To assist the PIA in the implementation of the ARP project works by
 - a. Helping the PIA in implementing the works
 - b. Be liaison between the MIT / SIRD / and the PIA
 - c. Formation of user groups for maintenance of the assets created
4. To undergo training on various subjects
5. To form SHGs in the village and
 - a. To form new groups
 - b. Facilitate them to have thrift and credit activities with RWOs
 - c. To up grade their skills by arranging training in consultation with BDO and DRDA
 - d. To help in marketing the products of the SHGs of Villivallam
 - e. To conduct regular meetings of the SHGs
 - f. To train them in accounting / book keeping etc.
 - g. To motivate them to repay their loans
6. To visit SIRD and appraise the Link officer on the
 - a. Progress of works
 - b. Problems faced
 - c. Visits made and woks done
 - d. Such other functions assigned by the Link Officer related to the Project
7. To send monthly reports to NIRD through SIRD in the following formats;
 1. Monthly tour diary, forwarded by the Link Officer,
 2. Format - I (Status of the priority projects with NIRD assistance)
 3. Format - II (Report on the Self-Help Groups formed) [with encl.]
 4. Format - III (Implementation of the Rural Tech Projects)
 5. Formant-IV (Report on the Training progrmmes)

6. Format - V (Report on the Camps organised at the project site)[with encl.]

Enclosure:

Distribution of projects for five years

Name Of The Sector	Year-1	Year-2	Year-3	Year-4	Year-5	Total
Rural connectivity	66.6 lakhs					66.6 lakhs
Agriculture		5.25 lakhs				42.82 lakhs
Health		1 lakh				
Drinking Water		9.6 lakhs				
Education		26.97 lakhs				
Irrigation			4.5 lakhs			33.48 lakhs
Animal husbandry			1 lakh			
Forest			10 lakhs			
Energy			14.6 lakhs			
Industries			3.48 Lakhs			
Housing				67.5 lakhs		67.5 lakhs
Poverty Alleviation					14.25 lakhs	16.25 lakhs
Public Distribution System					2 lakhs	
Grand Total						2.27 Crores

List of works sanctioned by N.I.R.D., to be carried out by the PIA, at Villivallam
(TamilNadu project)

First Installment

Sno	Location	Item of works	App. Cost
1	Koyambakkam	Multi-Purpose Community Center	02.00 lakhs
2	Villivallam	300 CC road	03.00 lakhs
3	Villivallam	Addl. Library Building and Computer Room	01.50 lakhs
4	Villivallam Colony Periaya Theru	5 nos. Hand Pump	1.25 lakhs
5	Villivallam	Toilets and urinals at School building	0.50 lakhs
6	Pendai to Karukku pettai	1. Kms WBM road	01.50 lakhs
7	Pendi mettu Theru	200 Mts. WBM raod	00.35 lakhs
8	Villivallam (Computers for youth Training) and Panchayat activities	Two systems P-III, 10 GB, 833 Mhz	01.30 lakh
Total (including People's contribution of 10 %)			Rs. 11.40

Rs. 10.00 from N.I.R.D. and local contribution through Labour / materials etc total
Rs.1.14 lakhs

Second Installment

Sno	Location	Item of works	App. Cost
1	Villivallam and Koyambakkam	Construction of Multipurpose Community Halls	05.50

Rs. 5.00 lakhs from N.I.R.D. and local contribution through Labour / materials etc
total Rs.5.50

NIRD share grant(cash) 15.00 lakhs

Peoples' contribution(cash & kind): 01.50 lakhs

Total cost 16.50 lakhs

Action Research Project - TamilNadu

Sl no	Activity in Detail and Location	Phy. Target Unit(s)	Name of the Scheme	Department/ Agency)	Executed by (Dept/ Panchayat)	Estimated Cost In lakhs	Status of the Project	Details on User groups
1.	Additional School Building in Villivalam Village.	One	District Decentralised Planning	DRDA	Panchayat Union	2.35	Completed and occupied	Formed PTA 30 members
2.	Sodium Vapour Street lights in Villivalam.	Ten	Panchayat Fund	Panchayat	Panchayat	0.44	Completed	Formed
3.	Culvert with drainage at Big street Villivalam	One	JVT 100%	DRDA	Panchayat	0.42	Completed	Formed 10 members in the street
4.	Building for Reading room In Villivalam Village	One	Nammku Namme	DRDA	Panchayat	0.55	Completed	Formed 12 members
5.	Group houses for SC peoples at Villivalam and Koyambakkam	Fifteen	IAY	DRDA	Panchayat	3.75	Completed	Formed All beneficiaries

Sl no	Activity in Detail and Location	Phy. Target Unit(s)	Name of the Scheme	Department/ Agency)	Executed by (Dept/ Panchayat)	Estimated Cost In lakhs	Status of the Project	Details on User groups
6.	Drinking water Supply for AD Colony in Villivalam	One	Rural Water Supply	TWAD	TWAD	6.00	Completed	Formed 30 members
7.	Construction of MADHAGU at Villivalam Lake	One	Maintenance	PWD	PWD	1.10	Completed	Formed 80 farmers
8.	Water Retaining Structure in Villivalam	One	JVT 100%	DRDA	Panchayat	0.48	Completed	Formed PTA 30 members
9.	Burial Ground road Repair Works in AD colony Villivalam.	1 Km.	JVT 100%	DRDA	Panchayat	0.151	Completed	Formed
10.	Sodium Vapour Street lights in Pendai and Koyambakkam.	Three	Panchayat Fund	Panchayat	Panchayat	0.132	Completed	Formed
11.	Thrashing Floor For Agri-based activities at Villivalam	One	Trashing Floor	Agricultural Marketing	Agricultural Marketing	1.75	Completed	Formed 40 farmers
12.	Drainage Facilities to AD Colony Villivalam	120 mtss	JGSY	DRDA	Panchayat	0.48	Completed	Formed
13.	School building (Old building) Repair Work in Villivalam (Roof repairs)	One	JGSY	DRDA	Panchayat	0.085	Completed	30 members

Sl no	Activity in Detail and Location	Phy. Target Unit(s)	Name of the Scheme	Department/ Agency)	Executed by (Dept/ Panchayat	Estimated Cost In lakhs	Status of the Project	Details on User groups
14.	Compound Wall with gate for PHC -Sub Center , Panchayat Office, School building Complex in Villivalam	One	Panchayat fund	Panchayat	Panchayat	1.02	Completed	Formed PTA 30 members
15.	T.V.Room at Pendai	One	Panchayat fund	Panchayat	Panchayat	0.185	Completed and Occupied	Formed
16.	Renovation of Percolation Ponds in Villivalam	Two	EAS	DRDA	Panchayat	0.40	Completed	Formed THANVA 10 members
17.	Hand Pump for NARIKURAVAR	One	Panchayat Fund	Panchayat	Panchayat	0.36	Completed	Formed all beneficiaries
18.	Drainage at Perumal Koil Street in Villivalam	One	Panchayat Fund	Panchayat	Panchayat	0.58	Completed	Formed 10 members
19.	Play Ground and Gymnasium For Children and Youth in Villivalam	One	Sports	DRDA	Panchayat	0.20	Completed	Formed 50 Youth members
20.	NSS Camps (each Ten Days) at Villivalam	Four camps	D.G.Vaishnav College, Anna University M.I.T. Campus	-	-	-	-	-

Sl no	Activity in Detail and Location	Phy. Target Unit(s)	Name of the Scheme	Department/ Agency)	Executed by (Dept/ Panchayat)	Estimate d Cost In lakhs	Status of the Project	Details on User groups
21.	Cement Concrete road with in Villivalam Village.	Seven	Special JGSY	DRDA	Panchayat	10.05	Completed	Formed 5 members in every street
22.	BT Road Muthialpet to Koyambakkam	One 2 Kms.	Equalisation Grant	DRDA	Panchayat Union	11.78	Completed	Formed
23.	Cement Concrete road At Pendai	One	JGSY	DRDA	Panchayat	0.52	Completed	Formed
24.	Group houses for BCs and SCs in Villivalam and Koyambakkam	Thirty	IAY	DRDA	Panchayat	9.6	Completed and occupied	Formed
25.	Hand Pump at Perumal kiol Street Villivalam	One	MPLDS	DRDA	Panchayat Union	0.36	Completed	Formed 15 members in the street
26.	Hand Pump at Koyambakkam	One	World bank Scheme	DRDA	Panchayat Union	0.36	Completed	Formed 25 members in the Village

Sl no	Activity in Detail and Location	Phy. Target Unit(s)	Name of the Scheme	Department/ Agency)	Executed by (Dept/ Panchayat)	Estimated Cost In lakhs	Status of the Project	Details on User groups
27.	BT road Link to Villivalam with Bridge at Vegavathi river	One 1.6 Kms	DDP	DRDA	HW&RW	19.00	Completed	-
28.	Change of Drinking Water Source at Pallar river	One	Equalisation Grant	DRDA	TWAD	7.00	Completed	-
29.	Drinking Water Facility to Pendai	One	10 th Finance Commission Grant	DRDA	Panchayat	0.42	Completed	-
30.	Animal Husbandry sub Center at Villivalam(Foundation stone laid by DG NIRD)	One	SGSY Infra	DRDA	Panchayat	1.5	Completed and occupied	Formed
31.	PDS Shop in Villivalam	One	MPLDS	DRDA	Panchayat Union	1.5	Completed	To be Formed
32.	Housing Loans for SHGs in Villivalam.	Ten	Housing	SBI Ayyempet	-	5.0	Completed	-
33.	11SHGs Formed Revolving Fund given Four groups	Four groups	SGSY	DRDA & SBI Ayyempet	-	0.60	Completed	

Total Cost of the Works 78.07 Lakhs