

TRAINING

Schemes of Training under the Ministry of Rural Development

The Ministry of Rural Development (MORD) has the following Schemes for training of Rural Development functionaries and elected representatives of Panchayati Raj Institutions (PRIs):-

1. Establishment and Strengthening of State Institutes of Rural Development (SIRDs) and Extension Training Centres (ETCs)
 - (a) Establishment and Strengthening of State Institute of Rural Development (SIRDs)
 - (b) Establishment and Strengthening of Extension Training Centres (ETCs)
2. Organisation of Training Courses (OTC)

I. Establishment and Strengthening of State Institutes of Rural Development (SIRDs) and Extension Training Centres (ETCs)

The Ministry supports the training activities of States for effective implementation of rural development programmes by providing financial support to State Institutes of Rural Development (SIRDs) and Extension Training Centres (ETCs). The SIRDs and ETCs are State institutes for imparting training in the field of rural development to rural development functionaries and elected representatives of Panchayati Raj Institutions at State level and at District/Block level respectively.

From 2007-08, these schemes have been merged with the new scheme "Management Support to RD Programmes and Strengthening of District Planning Process" as a Central Sector scheme.

(a) State Institutes of Rural Development (SIRDs)

The Scheme for Establishment and Strengthening of State Institutes of Rural Development (SIRD) was taken up as a Centrally Sponsored Scheme for implementation during the VIth Five Year Plan. The scheme was continued during the subsequent Plans to revitalize infrastructure to train rural development functionaries for implementing programmes more effectively. It was also decided to support establishment of one apex training institute in each State. The Central financial assistance to SIRDs as per the existing funding norms is 100% for non-recurring expenditure and 50% of recurring expenditure. In the case of North-Eastern States and Sikkim, the recurring cost is shared in the ratio of 90:10 between Centre and States from 2010-11. Under the head recurring expenditure, 100% funding support is also provided for five senior core faculty members of SIRDs. Twenty-eight SIRDs are operational all over the country.

(b) Extension Training Centres (ETCs)

Extension Training Centres (ETCs) impart training to village and block level developmental functionaries. The scheme was taken up for implementation in the VIIth Plan. So far, 89 ETCs have been established and upgraded with Central assistance. 100% Central assistance is provided to State governments for non-recurring expenditure of ETCs while recurring expenditure is Rs. 10 lakh per annum per ETC. The scheme is operated on demand driven basis.

A check list for receipt of proposals from States for recurring and non-recurring expenditure is enclosed at annexure.

II. ORGANISATION OF TRAINING COURSES, SEMINARS AND WORKSHOPS (O.T.C.)

A Central sector Plan scheme to provide financial assistance for holding training courses, seminars and workshops on subjects relevant to rural development has been in operation since the VIth Five Year Plan. The subjects covered relate to ongoing

programmes like SGSY, Rural Housing, Panchayati Raj, Rural Sanitation and Drinking Water Supply, etc.. The objective of the scheme is to train functionaries involved in the implementation of rural development programmes. Training programmes, seminars and workshops under the scheme are conducted through SIRDs, ETCs, and other reputed institutes, including University departments. The Central assistance is limited to Rs.3.00 lakh per programme.

Lab-to-Land initiative

Central and State Governments are implementing large number of welfare and development programmes in rural sector of the country. The success of the programmes critically hinges on awareness and understanding of the rural community about the interventions of the Ministry. Without mass awareness constructive people's engagement in the planning, execution and monitoring of the programmes is difficult. Many of the evaluation studies have pointed out the gaps in implementation of the programmes affecting the delivery of benefits to the intended beneficiaries. Keeping all this in view, this Ministry has taken up a Lab-to-Land initiative for enhancing the effectiveness of programme implementation through field level training of officials engaged in rural development programmes and creation of a village based cadre of Bharat Nirman Volunteers who may be provided suitable training to actively support the administrative machinery and Panchayati Raj Institutions in implementation of Government Programmes. Besides establishing closer contacts with the households, the volunteers may assist the Government functionaries in facilitating delivery of public services in a variety of ways.

The initiative is currently being implemented only in 79 blocks of the country. The objectives of the initiative are to establish close contact with rural households, to generate awareness about Government Programmes and procedures to avail of their benefits among the people, to facilitate people's participation in planning, implementation and monitoring of programmes, to facilitate social audit of Government programmes, to improve quality of implementation of Government programmes, to provide opportunity to socially conscious citizens to participate in nation building

activities etc. The tenure of the volunteers is life long subject to their proper conduct and performance. The volunteers are selected by the blocks or the Gram Panchayats. They will act as eyes and ears of the district administration and maintain vigilance over the working of the various programmes and communicate to the rural development authority instances of misuse of funds, irregularities and corruption that come to their notice. This will contribute to strengthen vigilance and monitoring of the rural development programmes.

Ministry of Rural Development

Proforma/Check-list for seeking financial assistance for the Recurring expenditure for SIRDs -

1. The proposal is to be sent to the Ministry of Rural Development through the State Government concerned.
2. The proposal for the financial assistance for recurring expenditure should have item-wise break-up of actually incurred expenditure of last year and estimated expenditure likely to be incurred during the current financial year in the following proforma :-

(Rs. In lakhs)

S. No	Name of Item	Expenditure actually incurred last year (year should be indicated)	Estimated expenditure for the current year (year should be indicated)
1.	Salaries of Faculty & Staff.		
2.	Travel expenses		
3.	Maintenance of Vehicles		
4.	Training & Research Programmes		
5.	Purchase of books & Journals		
6.	Publications		
7.	Office contingencies & other charges		
8.	Cost of running mess/hostel		
9.	Water supply & electricity		
10.	Training aid/ equipments not covered under Non-recurring.		
11.	Miscellaneous		
	Total		

3.

S. No.	Name of Item	Expenditure actually incurred last year (year should be indicated)	Estimated expenditure for the current year (year should be indicated)
1.	100% reimbursement of 5 core faculty members		

4. Details of core faculty members receiving 100% funding from the Government of India.

S. No.	Name of faculty members	Specialty/ Subject	Order of Appointment*	Date of Joining	Period of appointment	Scale of Pay	Break up of emoluments	Gross Emoluments

*Appointments Orders issued by the State Government/Competent Authority may be enclosed.

5. Furnish an utilisation certificate of the central grants for the recurring expenditure released last year/previous years in the prescribed form under Rule 150 of General Financial Rule (copy enclosed for your information).
6. Furnish a copy of order of matching share of recurring expenditure released by the State Govt. to the SIRD of last year/current year.
7. Central Grants received towards recurring expenditure:-

(Rs. In lakhs)

Years	Amount (i) Central share (ii) State share	Amount Utilised	Balance	Reasons for not utilizing the amount

8. Training & Research activities conducted during last 2 years and proposed during the current year in campus & off-campus programmes (to be shown separately).

Year	Training/Research(Quarterly)								Participants(Quarterly)							
	Proposed				Conducted				Proposed				Attended			
	1 st	2 nd	3 rd	4 th	1 st	2 nd	3 rd	4 th	1 st	2 nd	3 rd	4 th	1 st	2 nd	3 rd	4 th

9. Whether the Institute is autonomous organization or composite Institute:
10. (a) A copy of details of sanctioned posts (category-wise).
(b) Furnish the details of posts specifically sanctioned for SIRD for the last two years in the following proforma:-

S. No.	Name of post	No. of post	Scale of pay	Date of sanction	Date of fill up	If vacant from which date laying vacant & Present position with regard to require.

- (c) Attach a copy of creation/ continuation of the posts which are temporary for the current year.
- (d) Furnish a copy of Budget grant of SIRD approved by the State Govt. for the current financial year
- (e) Furnish a copy of action plan for conducting Training Programmes during current year.
11. Status Report of SIRD (along with complete postal address, FAX number. Telephone number and e-mail address, bank account details, etc.)

Ministry of Rural Development

Proforma/Check-list for seeking financial assistance for the Recurring expenditure for ETCs -

1. The proposal is to be sent to the Ministry of Rural Development through the State Government concerned.
2. The proposal for the financial assistance for recurring expenditure should have item-wise break-up of actually incurred expenditure of last year and estimated recurring expenditure likely to be incurred during the current financial year in the following proforma :-

(Rs. In lakhs)

S. No	Name of Item	Expenditure actually incurred last year (year should be indicated)	Estimated expenditure for the current year (year should be indicated)
1.	Salaries of Faculty & Staff.		
2.	Travel expenses		
3.	Maintenance of Vehicles		
4.	Training & Research Programmes		
5.	Purchase of books & Journals		
6.	Publications		
7.	Office contingencies & other charges		
8.	Cost of running mess/hostel		
9.	Water supply & electricity		
10.	Training aid/ equipments not covered under Non-recurring.		
11.	Miscellaneous		
	Total		

3. Furnish a utilisation certificate of the Central grants for the recurring expenditure released last year/previous years in the prescribed form under Rule 150 of General Financial Rule (copy enclosed for your information).
4. Furnish a copy of order of State share of recurring expenditure released by the State Govt. to the ETC of last year/current year.
5. Central Grants received towards recurring expenditure:-

(Rs. In lakhs)

Years	Amount of Central share	Amount Utilised	Balance	Reasons for not utilizing the amount

6. Training & Research activities conducted during last 2 years and proposed during the current year in campus & off-campus programmes (to be given separately).

Year	Training/Research(Quarterly)										Participants(Quarterly)														
	Proposed					Conducted					Proposed					Attended									
	1 st	2 nd	3 rd	4 th	Tot	1 st	2 nd	3 rd	4 th	Tot	1 st	2 nd	3 rd	4 th	Tot	1 st	2 nd	3 rd	4 th	Tot					

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7. (a) A copy of sanctioned post (category-wise).
 (b) Furnish the details of posts specifically sanctioned for ETC for the last two years in the following proforma:-

S. No.	Name of post	No. of post	Scale of pay	Date of sanction	Date of fill up	If vacant from which date laying vacant & Present position with regard to require.

- (c) Attach a copy of creation/continuation of the posts which are temporary for the current year.
 (d) Furnish a copy of Budget grant of ETC approved by the State Govt. for the current financial year
 (e) Furnish a copy of action plan for conducting Training Programmes during current year.
 8. Status Report of ETC. (Along with c Training of nodal persons from SIRDs and ETCs on online reporting of MIS in Diksha Portal by NIC complete postal Address, Telephone and Fax numbers, E-mail address, details of Bank Accounts, etc.)

	Conducted		Conducted		Conducted		

6. Tenure of Director
7. Furnish a utilisation certificate of the Central grants for the Non-recurring expenditure released last year/previous years in the prescribed form given under Rule 150 of the General financial Rule (copy enclosed for your reference).
8. (a) Financial information to be furnished in the following format:-

(Rs. In lakhs)

Years	Amount of Central share	Amount Utilised	Balance	Reasons for not utilizing the amount

- (b) Details of amount kept in Bank in Fixed Deposit/interest accrued therein till date and terms of deposits.
- (c) Reasons for keeping the amount of Central grant in Fixed Deposit/AC.
9. Whether the SIRD is an autonomous body or a Departmental Institute and or is a composite institute.
10. (i) Status Report of the SIRD/ETC. (along with details of Bank Accounts)
(ii) Latest Annual Report of SIRD along with annual accounts as laid on the Table of Legislative Assembly.