

APPRAISAL of the SBGF PROJECT *

**This Appraisal format is to be duly filled up in all the columns with necessary details relevant to project. For doing so, District Planning Officer should get a Detailed Project Report having all details from the implementing agency / proposer of the project in a normal project report. Using the project report the DPO & Resource Institution should cull out necessary details for filling up in the Appraisal Format and if necessary collect additional information from the Implementing Agency and furnish the completely filled Appraisal report along with the Detailed Project Report to the State Planning Commission. The duly filled in Appraisal Format should also be sent through email apart from a hard copy)*

1. Name of the Project with Project cost

Title for the Project
Total Project Cost

2. Project Location

District :
Block :
Panchayats covered:

3. Name and Address of the Implementing Agency

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4. Indicate the Parameters in which the Block is backward and the project aims to address (tick the relevant parameters).

Parameter	Income & Poverty	Employment	Health	Education	Gender
Block is backward in					
Project aims to address					

4a. The SDG** goal that would be addressed through this project (This should be measurable, Present value and expected outcome are to be furnished)

Goal	Target	Indicator	Current Value*	Expected Outcome

* If block value is not available, district value could be furnished.

** Refer SPC/NITI Aayog website

5. Objectives of the project

(Mention about the intentions of the project)

6. Whether the problem was identified in the Perspective Plan (Yes/No)

(i) If Yes, what is the present status of the problem?

(ii) Is there any specific action/solutions suggested to improve it (Yes/No)

7. Describe the problem and its relevant details

(Elaborate on (i) Nature of the problem (ii) No. of people/ area affected (iii) How the problems aggravate the quality of living (iv) Why the problem could not be resolved earlier?)

8. Detailed Description about the solution suggested by elaborating on various project activities and how it would improve the backwardness

(Give particulars on (i) different type of activities proposed to be carried out, (ii) Who will execute each activity (iii) How will the entire activities be managed? (iv) How the recurring cost will be met out during and beyond the project (v) how the income will be shared (vi) Who are all the beneficiaries? (Direct and Indirect)

9. Expected Results

(This portion should quantify the expected results on implementation of the project)

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10. Nature of the Project

1.	Similar to existing scheme in the area but added with the new component as a Gap filling	2.	Similar to existing scheme but not implemented in the area (Replication)	3.	There is no parallel scheme available and it is a New Scheme
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11. If it is a Gap filling over an existing Scheme, what is the present allocation for the block in the existing Scheme?

Rs.

12. If it is a Replication of an existing scheme, why the scheme is not implemented here?

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13. Who will execute the project activities on ground?

1.	Departmental Staff	2.	Special staff hired for the project by the department	3.	By NGO/ CBO/ other Institutions through MoU
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14. If it is through special staff hired by the department, how will the recurring cost be met out during and beyond the project period?

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15. Budget proposed for the Project:

Sl. No.	Name of the activity	Description of items	Cost per unit	No. of Units	Estimate cost	Contribution from			
						SBGF Fund	Community contribution	Other Schemes (Specify)	Total
	Non recurring								
	1. Building								
	2. Machineries								
	3. Purchase of goods & services								
	4. Training & Exposure visits								
	5. IEC activities								
	6. Others								
	Recurring*								
	1. Purchase of raw materials#								
	2. O & M Charges (a) Electricity Charges (b) Fuel Charges (c) Equipment Maintenance (d) Wages								
	3. Rent								
	4. Salary/ Remuneration								
	5. Travel cost								
	6. Contingencies								
	7. Others								

*Recurring cost is not normally met under SBGF. It should be borne by the beneficiary/ departmental funds

#Please mention no. of cycles / months / years for which recurring cost is proposed

15. b. What will be the recurring cost to run the unit per month? How is the cost proposed to be met beyond the project support period?

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16. Details about Fund Flow (For Income generation and livelihood projects only)

a. Anticipated Fund Flow Statement

S.No.	Activity	Unit	Amount (in Rs.)
	A. Income expected per month		
1.			
2.			
3.			
	Total		
	B. Expenditure anticipated per month		
1.			
2.			
3.			
	Total		
		Profit (A-B)	

16.c. What will be the income per beneficiary per month?

Rs

17. Implementation Agency

If there is more than one implementing agency, then the agency responsible for implementing each activity may be mentioned

Sl.No.	Name of the activities	Name of the implementing Agency

18. Implementation Plan and Time Frame

(It should indicate the sequence of all major activities and implementation milestones, including targeted beginning and ending dates for each step. Provide as much detail as possible. Implementation Plan may be presented in graphical (table) form and can be attached as an annex.)

Activities	Jan	Feb	Mar	Ap	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Activity 1												
Activity 2												
Activity 3												
Activity 4												
Activity 5												

19. Monitorable Outcomes of the project

S.No.	No. of people Benefitted			Area benefitted	Type of benefits accrued
	Direct	Indirect	Total		

19. a Extent of Coverage

(from among the target group / area)

People	100 %	> 50%	>25%	< 10 %
Area	100%	>50%	>25%	< 10%

20. Indicators of Achievement of the project

<i>Sl.No.</i>	<i>Backward Parameter</i>	<i>Relevant Development Indicator</i>	<i>Present level (before Start of the project)</i>	<i>Expected level (after completion of the project)</i>

21. Means of Verification

1. *Visual Inspection*
2. *Registers and Records suggested in the similar projects/ schemes implemented in project executing department.*
3. *Audit Report*
4. *Photo documentation*

22. Convergence with other departments/schemes if any

<i>S.No.</i>	<i>Name of the activity proposed to be converged</i>	<i>Name of the Department/ with which convergence is proposed</i>	<i>Name of the Scheme with which convergence is proposed</i>	<i>Amount involved</i>

23. Project Sustainability (A sustainable project is one which runs even after completion of the project /without funding support)

- 1 Is the proposed project a sustainable one (Yes / No)
2. How do you justify the project will be a viable and sustainable one?

The Project received from the proposing organisation/ Implementation agency has been appraised as per the requirements of the SBGF scheme.

All the relevant details have been collected and furnished in appropriate columns.

It is definite that the above proposed project would effectively address the backwardness of the block/ area.

Signature of the
Authorised Signatory of the
Resource Institution

Signature of the
District Planning Officer

I recommend the above project for consideration under SBGF

Signature of the District Collector