

**Tentative Budget for One Day, two days, three days and five days
training Programs:**

Planning& Budget of Training Programme for 40 / 50 nos of Participants under Capacity Building Participants - Secretary, Chairman, WC, SHG, UG, Community Leader, Caretaker, WDT ,PIA, WCDC representative				
1 Days Orientation-cum-Induction Non-residential Training on Watershed Management (IWMP)				
Venue - Watershed Hall / Community Hall / PanchayatBhawan / Any Other Place in Watershed Village				
Budget details for one days training cum learning programme				
S No	Items	Quantity (nos.)	Unit Rate (in Rs.)	Amount (in Rs.)
1	Fooding (1 lunch with tea & snacks)	50	60	3000
2	Training Materials	50	50	2500
3	Honorarium of Resource Person	2	500	1000
4	Hall Charge	1	500	500
6	ICT materials / Equipments& miscellaneous	LS	LS	500
Total (Rupees Seven Thousand Five Hundred Only)				7500
So for 50 Participants, Total training cost will be Rs. 7,500 /-				
Total Participants Days - 50 nos, So Unit rate per day per participants - Rs. 150 /-				
2 Days Introductory & Brainstorming Non-residential Training cum Exposure on Watershed Management (IWMP)				
Venue - Watershed Hall / Community Hall / PanchayatBhawan / Any Other Place in Watershed Village				
Budget details for two days training cum learning programme				
S No	Items	Quantity (nos.)	Unit Rate (in Rs.)	Amount (in Rs.)
1	Fooding (2 lunch with tea & snacks)	100	80	8000
2	Training Materials	50	50	2500
3	Honorarium of Resource Person	4	500	2000
4	Hall Charge	1	500	500
5	Vehicle Hiring for Exposure Visit	1	6000	6000
6	ICT materials / Equipments& miscellaneous	LS	LS	1000
Total (Twenty Thousand Only)				20000
So for 50 Participants, Total training cost will be Rs. 20,000 /-				
Total Participants Days - 100 nos, Unit rate per day per participants - Rs. 200 /-				

Budget Details of 3 Days Training Programme

S No	Items	Quantity (nos.)	Unit Rate (in Rs.)	Amount (in Rs.)
1	Fooding (3 Lunch and 2 Dinner) with tea & snacks	250	100	25000
2	Lodging (2 night)	100	125	12500
3	Training Materials	50	80	4000
4	Honorarium of Resource Person	8	500	4000
5	Hall Charge	2	750	1500
6	Vehicle Hiring for Exposure Visit	1	6000	6000
7	To & Fro Bus / Train Fare	50	100	5000
8	ICT Equipments and Miscellaneous	LS	LS	2000
Total (Sixty Sixty Thousand Only)				60000
So for 50 Participants, Total training cost will be Rs. 60,000 /-				
Total Participants Days - 150 nos, Unit rate per days per participants - Rs. 400 /-				

5 Days Detailed Residential Training cum Exposure on Watershed Management (IWMP)

Venue - State / Division / District Level Training Centre

Budget Details for 5 days training cum learning programme

S No	Items	Quantity (nos.)	Unit Rate (in Rs.)	Amount (in Rs.)
1	Fooding (9 lunch & Dinner, tea & snacks for 40 persons)	360	125	45000
2	Lodging (4 Night for 40 Persons)	160	125	20000
3	Training Materials (For 40 persons)	40	150	6000
4	Honorarium of Resource Person (@ 4 sessions per day of 1 hr 30 min each + lunch and tea breaks of 1 hr. 30 mins)	20	500	10000
5	Hall Charge (4 Days)	4	1000	4000
6	Vehicle for Exposure Visit	1	10000	10000
7	Travel for Resource Person (to and fro)	40	250	10000
8	To & Fro Fare for Bus / Train (For 40 Participants)	80	150	12000
9	ICT Equipments and Miscellaneous	LS	LS	3000
Total (Rupees One Lakh Twenty Five Thousand Only)				120000
So for 40 Participants, Total training cost will be Rs. 1,20,000 /-				
Total Participants Days - 200 nos				
Unit rate per days per participants - Rs. 600 /-				

SARDA Agriculture Research and Development Agency

Skill-Development Training Program Expertise:

1. Bamboo Crafts
2. Jute Bag Making
3. Comprehensive Agriculture & Allied activities
4. Organic farming including utilization of organic pesticides
5. Dairying & Vermi Composting
6. Sericulture
7. Backyard Poultry
8. Piggery
9. Sheep rearing
10. Bee Keeping
11. Wild Honey Collection
12. Lac cultivation
13. Pisciculture (Inland Fisheries)
14. Plant Nursery management
15. Mushroom cultivation
16. Cultivation of Medicinal & Aromatic plants
17. Commercial Floriculture
18. Comprehensive Horticulture
19. Electric Motor rewinding & Pumpset maintenance
20. Domestic Electrical Appliances Repair
21. Refrigeration and Airconditioning
22. Tractor servicing, maintenance and repairs
23. Two Wheeler servicing
24. Inverter & UPS manufacturing and Servicing
25. Light Motor Vehicle (LMV) driving
26. Servicing of TV/DVD and other Digital Electronics
27. Beauty Parlour management
28. Men's Parlour management
29. Plumbing & Sanitary works
30. Basic Photography & Videography
31. Sewing machine repair
32. Aluminium fabrication
33. Gems and artificial Jewellery
34. Hand embroidery
35. Embroidery and Fabric painting
36. Food processing & Bakery products
37. Preparation of domestic products
38. Dress Designing for Women
39. Agarabathi making
40. Jute Products manufacturing
41. Soft Toys making
42. Flexi Board and Lamination
43. Paper cover, Paper bag, Envelop & File making
44. Handicrafts manufacturing
45. Manufacture of Utility items from waste
46. Computerized Financial Accounting
47. Computer – Data entry operation
48. Advanced Digital Photography
49. Digital Film making
50. Computerized Sticker cutting
51. Advanced Mobile servicing
52. Advanced Beauty Parlour
53. Exclusive designer wear
54. Jewellery making
55. Noodles Making
56. NTFPs collection grading and marketing
57. Mahua flower processing
58. Pattal-Dona Making
59. Maintenance of domestic equipment
60. Others- as per specific demand

Capacity Building Themes and Sub themes

Sub-themes	Activities	Resource Materials
1. Awareness Generation and Social Mobilization		
<ol style="list-style-type: none"> 1. Awareness generation techniques, 2. community motivation/ mobilization techniques, 3. Watershed concepts, 4. Concept and processes of EPA, 5. Involvement of Poor and vulnerable sections 6. Gender and Equity issues 7. Law & acts related to gender and equity 8. Concept of Sustainability 	<ol style="list-style-type: none"> 1. Identification of volunteers 2. TolaSabha 3. Village level meeting 4. AamSabha/ Project level meetings 5. Exposure visit, 6. <i>Jalabhishek</i> Programme, 7. NukadNatak 8. Wall writing, 9. Conducting classes in village level schools 10. Meeting with Elected representatives and village level government staff 11. KisanMela at district and state level 12. Plantation of two fruit tree saplings in the name of every baby born during the project period in the project area¹. 	<ol style="list-style-type: none"> 1. IEC materials, 2. Operational guidelines on KisanMela / Social Audit/ Jalabhishek/ wall writing, etc. 3. Handbook on EPA 4. Related Laws and Acts 5. List of slogans 6. List of pictorial communication materials 7. Case studies/ stories 8. Flip Charts 9. Audio/video materials 10. Brochure „leaflets in local language/ dialects 11. Others
2. Institution Building		
<ol style="list-style-type: none"> 1. Group dynamics, 2. Group building process (SHG, UG, WC, etc) 3. Gender and Equity 4. Conflict Resolution 5. group growth indicator, 6. group health indicator 7. Revolving fund utilization, 8. Apex body (Federation, collectives), 9. Role of different institution, 	<ol style="list-style-type: none"> 1. Participatory Situation Analysis (PSA) 2. Identification and selection of volunteers 3. Training and exposure visits of volunteers 4. Group Formation (SHG/ UG/ WC, Federation, Etc.) 5. Registration of WC 6. Training and exposure of group members 7. Video Shows 8. Hand holding and group discussions 9. Group level meeting 10. Special meetings with representatives of resource institutions, (bank, KVKS, 	<ol style="list-style-type: none"> 1. Training modules 2. Participatory Situation Analysis Charts 3. Questionnaires for exposure visits 4. Operation Guidelines for group formation, 5. Operational guidelines for selection of volunteers for the project 6. Process for selection of group leaders 7. Group Bylaws 8. Formats for record keeping/ registers 9. Video Films 10. List of places for exposure visits 11. Monitoring mechanism for

Capacity Building Themes and Sub themes

Sub-themes	Activities	Resource Materials
	NABARD , Line Depts, NGOs, Panchayat, etc.) 11. Annual assessment of quality of the institutions	institutions (WC, SHG and UG) 12. Others
3. Accounts Management		
1. Project Account 2. Book keeping and accounts maintenance, 3. Training on Estimate preparation and Measurement of SWC activities, 4. Training on MB and Muster Roll 5. Training of internal empanelled auditors 6. Shramdan/ Contribution collection and Management 7. Financial Audits 8. WDF Management	1. Opening of Bank account (project and WDF) 2. Training of Office bearers (Watershed Secretary, Treasurer and Presidents) 3. Exposure Visits 4. Review meeting by WDT, WCDC 5. Handholding Support 6. Empanelment of Internal auditors 7. Internal Auditing 8. Others	1. Training modules 2. Operation guidelines for empanelment of internal auditors 3. Formats for record keeping 4. Operational guidelines for WDF management 5. Posters/ charts for awareness on contributions 6. Others
4. Participatory Planning and DPR preparation		
1. Concepts and techniques of socio-economic survey 2. Different techniques for data collection (Questionnaire method, RRA, PRA etc.) 3. Participatory tools for PRA (Social Mapping, Wealth ranking, land use -land ownership, transect walk etc.) 4. Understanding on Baseline formats, tools and techniques to collect the data on baseline survey formats, preparing the data base and generating tables. 5. Methods of Technical Survey, (technical instruments, map reading, engineering survey) 6. Technical concepts of Slopes, Soil texture, soil types, Land classification, runoff, indicator and	1. Field based exercise and handholding 2. Training and exposures on DPR 3. PRA exercise 4. Mock Exercise of planning and net planning 5. Exposure visits on best practices 6. Video films on Best practices 7. Baseline preparation 8. Tolasabha/ Village Sabha and Aamsabha on Planning/ DPR 9. DPR Approval	1. Training modules 2. Questionnaires for Exposure visits 3. Video films on best practices 4. Case studies on best practices 5. Flip Charts on best practices 6. Operation guidelines on DPR approval at village levels 7. Participatory Net Planning formats and process steps 8. Participatory Livelihood Planning Formats and process steps 9. DPR formats 10. Copy of SoR 11. Excel based software for consolidation of design and estimates 12. User manuals for the soft ware 13. Others

Capacity Building Themes and Sub themes

Sub-themes	Activities	Resource Materials
<p>measurement of problems</p> <p>7. Concepts of Cash flow survey, agriculture survey, livestock survey</p> <p>8. Participatory Ground water survey and techniques</p> <p>9. Participatory Net Planning, Land use planning format, software for data compilation and analysis.</p> <p>10. Participatory planning for livelihood promotion and productivity enhancement.</p> <p>11. Training on DPR formats, chapter writing and presentation</p> <p>12. Training on DPR approval</p> <p>13. Training on design and participatory Estimate preparation of scheduled and non-scheduled structures/ items</p> <p>14. Training on Site selection</p>		
5. Soil and Water Conservation		
<p>1. Watershed approach (Ridge to valley),</p> <p>2. Interrelationship of different Natural Resources</p> <p>3. Concepts of Geomorphology, Geo-hydrology and soil science</p> <p>4. Soil and Water Management and measure technique</p> <p>5. Land classification, Land use and land development</p> <p>6. Participatory Analysis of Drainage Line (drainage character, density, pattern, etc.)options for Drainage line treatments,</p> <p>7. SWC Software</p>	<p>1. Technical Trainings on the activities</p> <p>2. Participatory analysis of ITK related to SWC measures</p> <p>3. Transect walk on drainage line for participatory drainage line analysis</p> <p>4. Transect walk from ridge to valley along the slope and land use for participatory SWC analysis</p> <p>5. Exposure visits</p> <p>6. Handholding</p> <p>7. User Group Formation</p> <p>8. Resource Use Agreements</p> <p>9. Execution of activities</p> <p>10. Social Auditing</p> <p>11. No Objection Certificates from Owners</p> <p>12. Quality checks</p>	<p>1. Technical manuals on different SWC activities.</p> <p>2. List and formats of different Resource use agreements</p> <p>3. Formats of NoC</p> <p>4. User manuals on Social Auditing</p> <p>5. Parameters for Quality checks of the structures.</p> <p>6. Formats for worksite monitoring</p> <p>7. Others</p>

Capacity Building Themes and Sub themes

Sub-themes	Activities	Resource Materials
	13. Worksite monitoring	
6. Water Management		
<ol style="list-style-type: none"> 1. Water availability and Water management technique i.e. Drip/ micro/ sprinkler irrigation, 2. water use efficiency, 3. Water budgeting 4. Protected and critical stage irrigation concepts 5. Participatory Irrigation management 6. Participatory Ground water management 7. Any other 	<ol style="list-style-type: none"> 1. Formation of water User Group (WUA) 2. Demonstration of Innovative techniques (sprinkler/ drip, etc.) 3. Training on water Budgeting 4. Training and piloting of Critical stage irrigation 5. Demonstration of Protected Irrigation techniques 6. Training on Participatory Ground Water Management 7. Participatory monitoring of water use efficiency 8. Exposure Visits on Participatory Water management system 9. Video Films on Participatory Water management system 10. Result/ Output Based management system for water management. 11. Sanitation and Ground water 	<ol style="list-style-type: none"> 1. Water Policy of the state 2. Training modules and technical manuals on WUA, Micro Irrigations, Critical Stage Irrigation, Protected Irrigations etc. 3. Video films 4. Flip Charts, 5. List of exposure areas 6. Operational Guidelines for WUA formations 7. Formats for monitoring Water Use Efficiency 8. Others
7. Livelihood and Micro enterprises		
<ol style="list-style-type: none"> 1. Concepts of Livelihood 2. Process of analyzing the existing livelihood basket 3. Analysis of External and Internal environment for livelihood promotion 4. Concepts of Micro Plan (including credit plan) for the group. 5. Analysis of NTFP based livelihood system 6. Analysis of Agriculture and allied sector based livelihood system 7. Analysis of Informal service sectors based livelihood system 8. Analysis of off farm/ on farm 	<ol style="list-style-type: none"> 1. Exposure Visits, film Shows, Introduction of New Concepts 2. Enlisting of Good Practices of livelihood 3. Result/ Output Based management of Livelihood 4. Identification of Community Resource Persons for thematic issues 	<ol style="list-style-type: none"> 1. Lists of Livelihood Activities 2. Flip Charts 3. Process Steps and technical manuals of different livelihood activities with budget 4. Video Films on different concepts of livelihood activities 5. List of resource villages for different livelihood activities 6.

Capacity Building Themes and Sub themes

Sub-themes	Activities	Resource Materials
micro enterprise based livelihood system		
8. Productive Enhancement		
<ol style="list-style-type: none"> 1. Participatory Crop planning, (crop cycle, crop diversity, inter cropping, multitier cropping, etc.) 2. Concepts of Organic farming, NPM, etc. 3. Agriculture Ecology, interrelationship of crop, water, soil and livestock 4. Draught Animal Power, Participatory Custom Hire System of agriculture implements 5. Package of Practices (PoP) of Different crops, cropping pattern and cropping intensity , 6. Soil Health concepts and techniques 7. Production system Analysis (Horticulture, Agro forestry, Silvi-pasture, Fodder cultivation, etc.) 8. Concepts of Community Managed Production system (seed management, soil health management, irrigation management, crop health management, Livestock health and husbandry, collective marketing, etc.) 	<ol style="list-style-type: none"> 1. Exposure Visits, film Shows, Introduction of New Concepts 2. Enlisting of Good Practices of livelihood 3. Result/ Output Based management of Livelihood 4. Identification of Community Resource Persons for thematic issues 5. Comprehensive pilot on different concepts of production system of agriculture and allied sectors. 6. Linkage with concerned line departments and other service providers. 	<ol style="list-style-type: none"> 1. Agriculture and related Policies of the state (seed policy, fertilizer policy) 2. Package of Practice of different crops 3. Lists of Good Practices 4. Flip Charts 5. Process Steps and technical manuals of different good practices with budget 6. Video Films on different concepts of different components of production system 7. List of resource villages for different production components 8. List of service providers. 9. Others
9. Participatory GIS/GPS		
<ol style="list-style-type: none"> 1. Concept of participatory GIS/GPS, 2. Concept of participatory GIS based planning 3. Use of GIS and GPS technology, 4. GIS/GPS Software, 5. Change Detection Analysis (CDA), 	<ol style="list-style-type: none"> 1. Transect walk with GPS instrument/ Demonstration of GPS instruments 2. Data base preparation of Geographical Positioning of all the Plots and activities 3. Preparation of Participatory Attributes for GIS 4. Participatory GIS exercise 	<ol style="list-style-type: none"> 1. Training modules on GIS/GPS application 2. Training module on GIS 3. Training Module on 3 D Model of Planning 4. 3 D Model of Micro Watershed 5. GPS Instruments and user manuals 6. List of places for Exposure visits

Capacity Building Themes and Sub themes

Sub-themes	Activities	Resource Materials
6. Ground Truthing	5. Participatory Training on Change Detection Analysis 6. Participatory 3 D Model exercise. 7. Exposure Visits, Video films	7. Video Films on Change Detection Analysis 8. Digital maps and layers of GIS. 9. Others
10. MIS and MPR/ QPR/ AAP		
1. MEL Framework 2. MIS software, 3. MIS data entry, 4. Data analysis, 5. reporting (MPR, QPR, AAP)	1. Trainings on MEL system 2. Training and mock exercise on different Monitoring Formats 3. Training and mock exercise on different reporting formats 4. Demonstration of Tools of Participatory Monitoring System 5. Handholding	1. MEL framework 2. Training modules on MEL Framework 3. Financial manual 4. Process Guidelines 5. Common Guidelines 6. MIS Formats 7. Monitoring and Reporting Formats 8. Tools of Participatory Monitoring 9. User manuals and formats of Social Audits 10. Training Modules for Social / Financial Auditing 11. others
11. Monitoring		
1. Concept and types of monitoring 2. Tools and techniques of monitoring 3. Different streams of monitoring 4. Rationale of Monitoring 5. Participatory Monitoring system 6. Role of Community in Monitoring 7. Role of SHGs/ WC/ WG and others in Monitoring 8. Social Auditing 9. Financial auditing 10. Online Monitoring 11. Process Monitoring	1. Trainings on MEL system 2. Training and mock exercise on different Monitoring Formats 3. Training and mock exercise on different reporting formats 4. Demonstration of Tools of Participatory Monitoring System 5. Demonstration of Participatory Process Monitoring 6. Handholding	1. MEL framework 2. Training modules on MEL Framework 3. Financial manual 4. Process Guidelines 5. Common Guidelines 6. MIS Formats 7. Monitoring and Reporting Formats 8. Tools of Participatory Monitoring 9. User manuals and formats of Social Audits 10. Training Modules for Social / Financial Auditing 11. others
12. Evaluation		
1. Concepts and definition of Evaluations 2. Types of Evaluation	1. Trainings 2. Participatory Evaluation exercises	1. Training modules on concepts of Evaluations in the context of IWMP

Capacity Building Themes and Sub themes

Sub-themes	Activities	Resource Materials
3. Difference between Monitoring and Evaluations 4. Need and purpose of Evaluation 5. Tools and techniques of Evaluations 6. Roles of CBOs in different types of Evaluations	3. Sharing of evaluation reports 4. Action plan and resolutions as per the evaluation reports	2. MEL Document 3. Process manuals on roles of CBOs in evaluations 4. Manuals on Sharing methodology of Evaluation reports 5. Evaluation Reports 6. Others
13. Convergence		
1. Concepts, rationality and scope of convergence 2. Basic concept of existing government schemes in the state 3. Process and procedure of Convergence 4. Roles of WC/ SHGs/ UGs/ Gram Sabha in the process of Convergence	1. Awareness about the various existing government schemes of the state 2. Joint meeting with administrative verticals of different schemes with the CBOs 3. Exposure visits to successful projects on the issues of convergence 4. Others	1. Several MoUs between IWMP and other schemes/ programmes 2. Concept Notes/ Videos about existing/ relevant government schemes 3. Process steps and relevant formats of convergence 4. others
14. Consolidation/ Exit policy		
1. withdrawal strategy, 2. role of Institution (Apex bodies), 3. WDF management 4. Project Completion report 5. Sustainability of the structures in the post project phase 6. Process documentations 7. Identification and documentation of the success stories within the project area 8. Growth and Maintenance of WDF 9. Use of WDF	1. Training on Apex Institution formation 2. Formation of apex institutions 3. Trainings and exposure to the members of apex institutions 4. Exposure to any successful completed watersheds 5. Training on preparation of case studies 6. Preparation of case studies 7. Preparation of Project Completion Report 8. others	1. Exit policy document 2. Process manual of formation of Apex Institutions 3. Format for project Completion Report 4. Template of Success stories/ case studies 5. Videos on apex bodies 6. Guidelines for WDF management 7. Guidelines for preparing documentary video films. 8. Others
15. Other if any as per EPA/DPR/AAP/on Demand		
1. Concept 2. Roles of CBOs 3. Process steps 4. Monitoring systems	1. Training with exposure, if needed 2. Handholding 3. Participatory Exercises	1. Reading materials 2. Video Films 3. List of places for exposures 4. Technical Manuals and modules, if needed 5. others