

Revised provisions of National Handloom Development Programme

S.No.	Existing provision	Revised provision
A	<u>New Cluster Project</u>	
i.	<p>Clusters, having handlooms in the range of 200-500 handlooms per cluster.</p> <p>Clusters, having handlooms in the range of 2000-5000 handlooms per cluster.</p> <p>(Para No. B.3 of the scheme guidelines)</p>	<p>Cluster will be set up at Block level, having concentration of handlooms. In a Block, more than one cluster may also be taken up depending upon need with respect to number of handlooms.</p>
	<u>Sub-components of new Clusters</u>	
a	<p>Engagement of Textile Designer-cum-Marketing Executives</p> <p>(Para No. B.7 of the scheme guidelines)</p>	<p>Designs will be developed by the Weavers' Service Centre concerned. However, looking into the requirement of designs by the Clusters in Blocks, the requirement of designs will be supplemented by engaging NIFT designers and Pvt. Designers through transparent selection process with arrangement of providing designs for both domestic & international markets to meet the challenges of dynamic market, including fashion. New products so developed will be promoted through different marketing channels. To ensure accountability of Pvt. Designers engaged in the cluster, success of marketing their designs will be evaluated and monitored by Committee at local level, headed by the Officer In-charge WSC concerned with representatives of the State Govt., NIFT, NHDC, State Handloom Corporation/Apex Society and any other member as decided by the Chairman.</p>
b	<p>Financial assistance for skill up-gradation in technical areas like weaving, designing, dyeing, other pre-loom and</p>	<p>Financial assistance will be provided for Skill up-gradation for the Cluster in a Block for imparting training in</p>

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	<p>post loom activities will be dovetailed from Integrated Skill Development Scheme (ISDS).</p> <p>(Para No. B.11 of the scheme guidelines)</p>	<p>technical and managerial areas, IT. Details of illustrative programme are at Annexure -I. Within the approved cost norms for various components, training programmes, to meet the special needs of a cluster would also be permissible. Duration of such would be as approved by Development Commissioner (Handlooms).</p>
<p>c</p>	<p>Financial assistance for setting up of CFC/Dye house will be upto 50% of the total Gol contribution (Rs. 60.00 lakh) in the project. This includes the cost of up-gradation/setting up of dye house. Financial assistance for setting up of these facilities will be shared between Gol and the State Govt./entrepreneur/Implementing agency/consortium in the ratio of 80 (excluding land): 20 basis.</p> <p>(Para No. B.12 of the scheme guidelines)</p>	<p>(i) In a block the CFC will be set up, having an area of about 3000 sq.ft. with administrative office, internet facility, facilitation room, storage room, small dyeing unit, warping section, training centre, yarn godown etc. with an estimated cost of not more than Rs. 50.00 lakh (including a Common Service Centre), excluding land cost. Details are at Annexure - II. This facility may also be set up by gap filling in the existing infrastructure available in the identified Block.</p> <p>(ii) A dye house, if required may be set up, in addition, alongwith Effluent Treatment Plant (ETP) essentially at district level with an upper cost limit of Rs. 50.00 lakh.</p>
<p>d</p>	<p>For Construction of workshed, financial assistance is provided @ Rs.35,000 per workshed, measuring 20 sq. mtrs.</p> <p>(Para No. B.15 of the scheme guidelines)</p>	<p>For Construction of workshed, financial assistance will be provided @ Rs. 70,000/- per workshed, measuring 20 sq. mtrs on the basis of norms for Indira AwasYojana (IAY). Funds will be transferred directly in the bank account of the beneficiaries through Implementing Agency on the pattern of IAY. Funds will be released on the pattern of IAY. Sharing pattern- BPL/SC/ST/women- 100% by Gol Others - 75% by Gol and 25% by beneficiary</p>

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e	<p>Project Management cost</p> <p>To implement, co-ordinate and manage the activities of the Cluster, Cluster Development Executive (CDE) will be engaged. The CDE should be qualified technical personnel, preferably from Indian Institute of Handloom Technology (IIHT)/State Government Polytechnic/ITI etc. with a field experience of atleast 2 years in Textile Unit/Cluster etc. CDE shall be located in the cluster and responsible for implementation of the scheme in the assigned cluster.</p> <p>(Para No. B.16 of the scheme guidelines)</p>	<p>A full time Cluster Development Executive will be engaged, who should be Diploma in Handloom Technology (DHT), preferably with an experience of working of 2 years. He will be responsible to manage all activities, including CFC of the Cluster. Also, one Security-cum-Assistant, preferably ex-serviceman will be engaged for CFC (to support the CDE), who should be Computer friendly for maintaining accounts etc.</p>
f	<p>Implementing Agencies</p> <ol style="list-style-type: none"> 1 State Directorate of Handlooms & Textiles/Industries 2 National Level Handloom Organizations 3 State Handloom Development Corporations. 4 State Apex Handloom Weavers' Co-operative Societies. 5 Central Government Organizations. 6 Non Government Organizations, engaged in the handlooms {(recommended by the State Govt. and approved by the DC (Handlooms)} 7 Any other Organization, engaged in the handlooms (recommended by the State Govt. and approved by the DC (Handlooms). <p>(Para No. B.18 of the scheme guidelines)</p>	<p>Implementing Agencies are:</p> <ol style="list-style-type: none"> 1 National Level Handloom Organizations. 2 State Handloom Development Corporations. 3 State Apex Handloom Weavers' Co-operative Societies. 4 Central Government Organizations. 5 Non Government Organizations, engaged in the handlooms {(recommended by the State Govt. and approved by the DC (Handlooms)} 6 Primary Handloom Weavers' Co-operative Society and Self Help Groups registered as legal entity. 7 Any other appropriate legal entity working for handlooms (recommended by the State Govt. and approved by the DC (Handlooms). <p><u>Note: All eligible agencies (except NGOs) should have net profits in last 2 years.</u></p>

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g	<p>Duration of the cluster is 4 years from the date sanction of 1st instalment.</p> <p>(Para No. B.19 of the scheme guidelines)</p>	<p>Duration for implementation of the cluster is 3 years from the date sanction of 1st instalment.</p>
h	<p>Quantum of financial assistance for new clusters</p> <p>The quantum of assistance for each cluster would be need based, depending on the requirement of the cluster. <u>Maximum permissible Gol financial assistance per cluster will be as follows:</u></p> <p>Cluster having handlooms 200-500 –upto Rs. 60 lakh per cluster.</p> <p>Cluster having handlooms above 2000 - 5000 -upto Rs. 150 lakh per cluster.</p> <p>(Para No. B.3 of the scheme guidelines)</p>	<p>The quantum of assistance for each Block level cluster would be need based, depending on the requirement of the Block. It should primarily aim to fill the gaps, if any in the Block for development of handlooms.</p>
i	<p>Sharing pattern</p> <p>Varies from component to component and is in the range of 70% to 100% by the Gol.</p> <p>(Para No. B.4 of the scheme guidelines)</p>	<p>(i) Infrastructure will be 100% funded by Gol with free land from State Govt.</p> <p>(ii) Other direct benefits to individual - 90:10 by the Gol:beneficiary</p> <p>(iii) Workshed-BPL – 100% by Gol Others – 75% by the Gol: 25% beneficiary.</p>
j	<p>Component-wise ceiling</p> <ul style="list-style-type: none"> - Baseline survey, diagnostic study and formation of self-help groups/ joint liability groups, formation of consortium, awareness programmes – Rs. 2.00 lakh. - Engagement of designer-cum-marketing executive. – Rs. 7.20 lakh. - Corpus fund for setting up of yarn depot – Rs. 3.00 lakh. - Purchase of Computer Aided Textile Design (CATD) system, including purchase of card punching machine – Rs. 5.00 lakh (to be shared equally by 	<ul style="list-style-type: none"> - Upto Rs. 50.00 lakh for setting up of CFC, including Common Service Centre - Upto Rs. 70.00 lakh for interventions directly benefitting the individual weavers, except skill up-gradation. - Upto Rs. 35.00 lakh for skill up-gradation in technical, managerial areas and IT. - Upto Rs. 15.00 lakh for engaging designer, - UptoRs. 15.00 lakh as Project Management Cost, - Upto Rs. 5.00 lakh as corpus fund

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	<p>the Gol and State Govt./IA)</p> <ul style="list-style-type: none"> - Setting up of CFC/Dye House up to Rs. 30 lakh. - Documentation of cluster activities – Rs. 25,000/-. - Project management cost - Rs. 9.60 lakh. - Technology Up-gradation (upto 80% i.e.Rs. 48 lakh of the total Gol share) - Skill up-gradation (upto 15% of the Gol share) - Market Development (upto 20% of Gol share) - Credit Support (upto 20% of Gol share) - Construction of Workshed (upto 20% of Gol share) - Product Development/ diversification – Rs. 2.00 lakh <p>(Para No. B.4 of the scheme guidelines)</p>	<p>for yarn depot</p> <ul style="list-style-type: none"> - Upto Rs. 10.00 lakh for other interventions, including product development, documentation of cluster activities. Computer Aided Textile Design (CATD) system etc. - Upto Rs. 50.00 lakh for setting up of dye house, with Effluent Treatment Plant (ETP), if required at district level. <p>Note : CATD will be made available for a group of clusters at Weavers' Service Centre concerned.</p>
k	<p>Release of funds</p> <p>In three installments i.e. 30%, 40% and 30% of the total Gol share</p> <p>(Para No. B.20 of the scheme guidelines)</p>	<p>Funds will be released in two equal installments of the total Gol share. In respect of individual interventions benefitting individual weavers, financial assistance will be released in the Bank account of the beneficiary through Implementing Agency.</p>
B	<p><u>Group Approach project</u></p>	
ii	<p>A group, outside the cluster should have 10-50 weavers. Average financial assistance per weaver is Rs. 30,000/-.</p> <p>(Para No. C of the scheme guidelines)</p>	<p>Group Approach sub-component of the Scheme deleted.</p>
C	<p><u>610 handloom clusters taken up in XI Plan</u></p>	
iii	<p>For consolidation, additional funding (beyond Rs. 60.00 lakh or the approved project cost) upto Rs. 20.00 lakh per cluster will be provided.</p> <p>(Para No. A.3.2 of the scheme guidelines)</p>	<p>Assistance on gap filling basis will be considered on block level cluster approach.</p>
D	<p><u>Marketing Incentive (MI)</u></p>	
iv	<p>For the purpose of MI claim, (i) Handloom Mark is compulsory,</p>	<p>The provision of release of State share in the account of weavers affiliated</p>

S.No.	Existing provision	Revised provision
	<p>(ii) Purchase yarn from NHDC. For buying yarn from open market, the societies will need NoC from NHDC.</p> <p>(iii) The State Government will release its share before hand and will transfer the same to the account of weavers affiliated to the societies. The State Government will furnish the report of transferring the 5% State's share to weavers' account at the time of forwarding claims to Gol share's release. The report will contain weaver-wise amount transferred along with bank account details.</p> <p>(Para No. a of Part -E of the scheme guidelines)</p>	<p>to the societies is deleted. States would still be required to sanction 5% share in advance to the concerned eligible handloom organizations. The provision shall be effective from 1/1/2014. Also, in light of large number of Primary Handloom Weavers' Cooperative Societies (PHWCSs) in the States, State Govt. while submitting the proposal will identify a suitable nodal agency to whom the central share as well the State share in respect of PHWCSs will be aggregated for onward release to them. Utilization certificate will be submitted by the nodal agency. State Govt. will ensure that the Nodal Agency compulsorily release the amount to PHWCSs in a period not exceeding 7 days of the receipt of funds. Proforma is at Annexure-III (A to C).</p>
v.	<p>As per the scheme guidelines, State Govt. is one of the Implementing Agencies for implementation of various components i.e. Consolidation of existing handloom clusters taken up in XI Plan, new clusters, Marketing Incentive, Strengthening of Handloom Organisations etc.</p> <p>(Para No. B.18, a of Part –E, 8 of the scheme guidelines)</p>	<p>State Directorate of Handlooms & Textiles/Industries discontinued as the Implementing Agency for the components i.e. new clusters, Marketing Incentive, Strengthening of Handloom Organisations etc.</p> <p>For Strengthening of Handloom Organisations, funds will be released to the Bank account of the SPV/Implementing Agency.</p>
Procedure for submission of proposals and release of financial assistance		
vi.	<p>State Govt. is required to submit the proposals alongwith the recommendations of the State Level Project Committee (SLPC) for Consolidation of existing handloom clusters taken up in XI Plan, new clusters, Marketing Incentive, Strengthening of Handloom Organisations etc. Release of funds is made to the Implementing</p>	<p>State Govt. will submit the proposals alongwith the recommendations of the State Level Project Committee (SLPC) and funds will be released directly to the Implementing Agencies under intimation to the State Govt. concerned.</p> <p>Proforma for submission of the</p>

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	<p>Agency through the State Govt. concerned.</p> <p>(Para No. B.20, a of Part –E, 8 of the scheme guidelines)</p>	<p>proposals for the Block level Cluster are at Annexure- IV, V & VI.</p>
Assistance to the Cluster projects sanctioned in XII Plan and availed 1st or 2nd instalment		
vii	-	<p>On-going projects with the financial assistance already provided by the Gol to the State Govts. may be completed and they may be asked to submit the UC. For any gap filling activity required in the cluster, the proposal may be submitted as per the revised norms,</p>
Release of financial assistance for the components under NHDP for NER projects		
viii	<p>Assistance for new clusters, marketing assistance and technological up-gradation in Handloom Sector is provided under NERTPS Scheme of Ministry of Textiles.</p>	<p>Assistance for new clusters, marketing assistance and technological up-gradation in NE region for commercial Handloom Sector will now be provided in Block level cluster of NHDP. However, supplementary needs for N-E region will continue to be funded from NERTPS.</p>
ix	Innovative Ideas	<p>To fulfill the need for linking fashion with handlooms, funds under NHDP Scheme may also be utilized for institutionalizing learning from National Workshop in Bhubaneswar (held in January 2015) by actively involving faculty and students of NIFT, reputed organizations of fashion designers and also individual fashion designers with good track record with the objective of promoting the markets for handlooms.</p>

GUIDELINES FOR SKILL UPADATION/ TRAINING PROGRAMME

The Handloom weavers/workers will be provided training for upgrading their skills in weaving, dyeing/printing & design development area so as to enable them to produce a diversified range of products in keeping with the latest market trends.

TRAINING IN WEAVING

Batch size for each Programme : 20 trainees

Duration of training : 45 days

S.No.	Component	Provision of funds under training component (In Rs.)
1.	Stipend for 20 weavers	1,89,000 @Rs. 210/-* per day for 45 days
2.	Honorarium to Master Trainer	27,000 @Rs. 600/- per day for 45 days
3.	Honorarium to Assistant	9,000 @Rs. 200/- per day for 45 days
4.	Cost of Equipments and tools (warping drum, looms & attachments (dobby/jacquard/accessories))	1,50,000
5.	Raw materials and consumables	20,000
6.	Hiring of shed, electricity and water charges	10,000
7.	Documentation of samples	3,000
	Total	4,08,000
8.	Administrative & Miscellaneous Expenditure 5% of the total cost	20,400
	Total	4,28,400 Rounded off to 4,28,000

TRAINING IN DYEING/PRINTING

Batch size for each Programme : 20 trainees

Duration of training: 15 days

S.No.	Component	Provision of funds under training component (In Rs.)
1.	Stipend for 20 weavers	63,000 @Rs. 210/-* per day for 15 days
2.	Honorarium to Master Trainer	9,000 @Rs. 600/- per day for 15 days

S.No.	Component	Provision of funds under training component (In Rs.)
3.	Honorarium to Assistant	3,000 @Rs. 200/- per day for 15 days
4.	Cost of Equipments and tools	15,000
5.	Raw materials and consumables	18,000
6.	Hiring of shed, electricity and water charges	10,000
7.	Documentation of designs	3,000
	Total	1,21,000
8.	Administrative & Miscellaneous Expenditure 5% of the total cost	6,050
	Total	1,27,050 Rounded off to 1,27,000/-

TRAINING IN DESIGN DEVELOPMENT

Batch size for each Programme : 20 trainees

Duration of training: 15 days

S.No.	Component	Provision of funds under training component (In Rs.)
1.	Stipend for 20 weavers	63,000 @Rs. 210/-* per day for 15 days
2.	Honorarium to Master Trainer	9,000 @Rs. 600/- per day for 15 days
3.	Honorarium to Assistant	3,000 @Rs. 200/- per day for 15 days
4.	Cost of Equipments and tools	15,000
5.	Raw materials and consumables	18,000
6.	Hiring of shed, electricity and water charges	10,000
7.	Documentation of designs	3,000
	Total	1,21,000
8.	Administrative & Miscellaneous Expenditure	6050
	Total	1,27,050 Rounded off to 1,27,000/-

- All categories of skilled and semi skilled weavers in batch of 20 at a time.

- Provision made for hiring sheds for providing training are nil, if in Weavers Service Centre campus.

* Stipend to trainees is as per the rate prescribed for semi-skilled worker by the Office of the Chief Labour Commissioner, Ministry of Labour & Employment, Govt. of Indai vide their Order dated 30th March 2015.

Common Facility Centre: Revised Project Cost and Model Layout

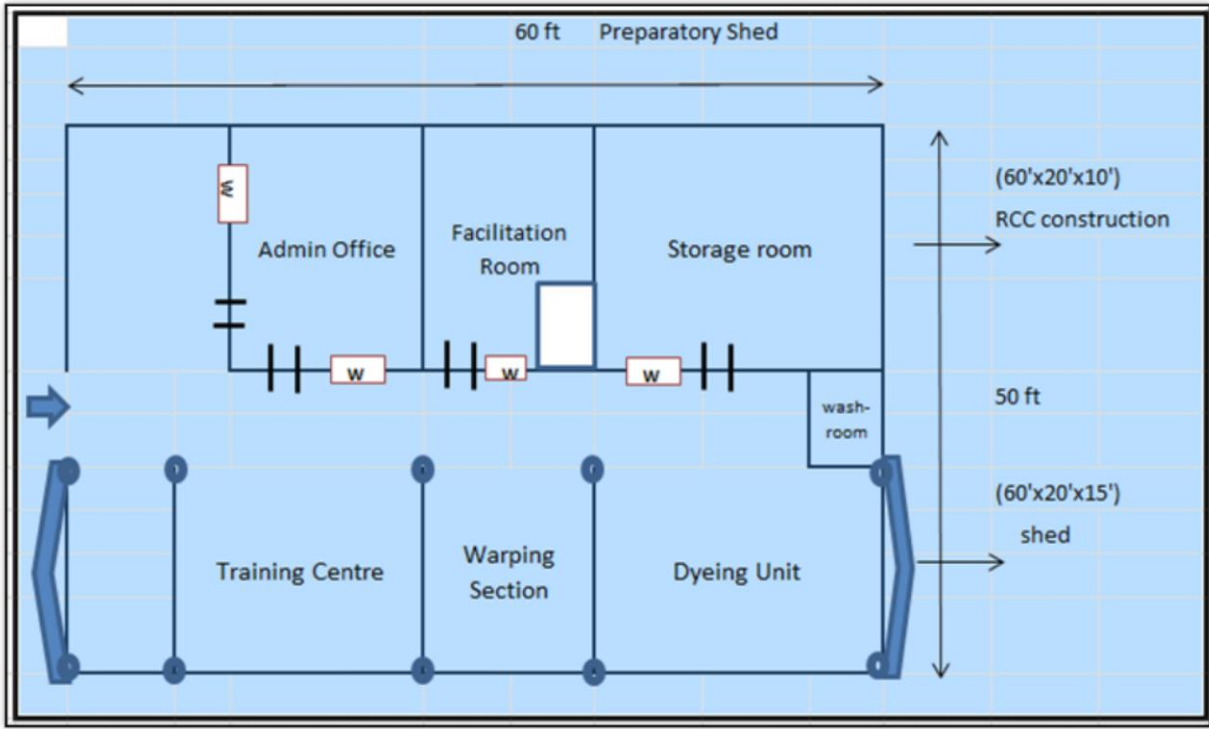
Total Project Cost		
S.No.	Particulars	Estimated Cost (Rs. in lakh)
1	RCC Construction (Construction area of 1200 sq ft. @ 1400 per sqft)	16.80
2	Shed Construction (Construction area of 1800 sq ft. @ 700 per sqft)	12.60
3	Machinery + other equipments including open vat dyeing unit (20kg/day)	14.30
4	Contingency @ 5%	2.19
	Total	45.89

S.No.	Particulars	Estimated Cost (Rs. in lakh)
1	Admin Office	1.50
A	Table , Chairs(100) , Almira(4) ,Computer , Printer, Internet connection , fan , telephone +Fax , Xerox etc.	
2	Raw Material godown (Racks, weighing balance etc.)	1.00
3	Preparatory Sheds	3.80
A	Vertical Warping Machine	0.40
B	Bobbin Winding Machine	0.25
C	Computerised Punching Machine	2.50
D	Hank making machine	0.15
E	Furniture	0.50

S.No.	Particulars	Estimated Cost (Rs. in lakh)
6	Training room/ weaving shed	2.00
7	Open Vat Dyeing Unit with ETP	5.00
8	MFA (Generator, Water supply , borewell etc.)	1.00
	Total	14.30

Design Layout of the CFC:

S.No	Particular	Area	Unit
1	Admin Office	150	sq ft
	Covered Hall	300	sq ft
2	Storage Room	400	sq ft
3	Warping Section	300	sq ft
4	Dyeing Unit	500	sq ft
5	Training Centre	450	sq ft
6	Facilitation Room	300	sq ft
7	Open Passage Area	500	sq ft
8	Sanitation (toilet + washroom)	100	sq ft
	Total	3000	



Common Service Centre

Services offered by CSC

Government To Citizen (G2C) Services	Business To Cluster (B2C) Services
1. Financial Inclusion: Banking, Insurance and NPS(PFRDA)	1. Mobile/Data Card Recharge
2. Unique identification Authority of India (UIDAI) Services.	2. DTH Recharge
3. Education NIELIT/NIOS/NDLM	3. CSC Bazaar - e commerce/shopping service
4. Election Commission of India (EC) Services	4. Mobile Bill Payments
5. Passport Services	5. Entertainment
6. PAN Card Services	6. E learning
7. Agriculture Services	7. IRCTC & Bus Ticketing
8. Health Care Services	8. Bill Payments – Electricity Billing & Water Billing
9. State G2C services – eDistrict/SSDG/MMP etc.	9. E-Learning
	10. Insurance policy sake and renewal

Indicative cost per CSC

(Rs. in lakh)

S. No.	Component	Amount per centre
1.	Infrastructure Cost	2.57
2.	10% Admn. Fee/Project Management cost (per year)	0.257
3.	Trainer cost (Course Training Fee through NIELIT – 36 hrs. (Excl. Tax) per person one time	0.017
4.	Consumable (per year) on quarterly reimbursement basis	1.68
5.	10% Admn. Fee/Programme Management cost (on item at S. No.4)	0.014
	Total	4.538 + Service Tax

MARKETING INCENTIVE

PROFORMA TO BE SUBMITTED BY HANDLOOM CORPORATIONS /APEX SOCIETIES / FEDERATIONS / NATIONAL LEVEL ORGANISATIONS / PRIMARY HANDLOOM WEAVERS COOPERATIVE SOCIETIES ETC. FOR CLAIMING MARKETING INCENTIVE UNDER COMPREHENSIVE HANDLOOM DEVELOPMENT SCHEME (CHDS).

1. Name of the State :
2. Claim for the year :
3. Name and address of the Agency/Society :
4. No. of Weavers covered by the Agency/Society :-

Sl. No.	Name of the Category	Men	Women	Total
(a)	General			
(b)	SC			
(c)	ST			
(d)	OBC			
(e)	Minority			
(f)	Others			
	Total			

5. Quantity of yarn purchased from NHDC .
6. Quantity of yarn purchased from other agencies due to non-availability of yarn from NHDC (Certificate of non-availability of yarn from NHDC should be enclosed).
7. The State Government and Nodal Agency nominated by State Government should certify that the agencies who have claimed Marketing Incentive (MI) is the registered users of handloom mark and used handloom mark labels in their product.
8. Sales turnover for the preceding three years (excluding sales to apex/Federations/Corporations, Government Departments/agencies, Sales to handloom agencies/ sales under barter system and sales computed for the purpose of claiming assistance under the rebate scheme).

Year	Fabrics	Made-ups	Garments	Total
Total :				

9. Average sales turnover of last three years :
10. Marketing Incentive eligible @ 10% :
11. States share @ 5% :
12. Central Government share @ 5% :

Certified that the above figures are correct and the sales by the Agency to Apex/Federation/Corporations Government Departments/Agencies /Handloom agencies, sales computed for claiming assistance under the rebate scheme, and sales made under barter system has not been computed for the purpose of calculating Marketing Incentive.

Signature of the President/

Signature of the CA with Regn. No._____/

Secretary of the Agency/Society

Statutory auditor

With Seal

with Seal

CERTIFICATE TO BE FURNISHED

1. Certified that the agency is functioning
2. Certified that points at Sl. No. 1 to 8 under Annexure **B-I** taken into account by the implementing agency for calculating the eligibility for Marketing Incentive are correct and have been duly verified.
3. The proposal has been cleared in the State Level Project Committee (SLPC) in its meeting held on _____, Minutes of which are enclosed
4. State Share has already been released vide State Govt.'s sanction order No. _____ dated _____. A copy of the State Share released order is enclosed.
5. Certified that no UC is pending for rendition in respect of the above grantee organization(s) towards any grant(s) received by it under any scheme of the office of Development Commissioner for Handlooms or Ministry of Textiles or any Department in the Ministry of Textiles.
6. It is certified that the Implementing Agency is in existence and functioning
7. Certified that there is no reason to believe that the agency is involved in any corrupt practices.
8. Certified that the above particulars are correct and verified from Books of accounts of the grantee agency.

(Signature)
Nodal Agency nominated by State
Government of _____

(with seal)

(Signature)
Director In-charge of
Handlooms, Government
of _____

(with seal)

MARKETING INCENTIVE

Consolidated Statement to be furnished by the Director of Handlooms while forwarding the claims of Handloom Agencies under the Marketing Incentive component of Comprehensive Handloom Development Scheme (CHDS) :

Sl. No.	Name of the Agency	Claim for the year	Total MI eligibility	MI approved by SLPC	State share	Central share	Amount released by State Govt.	Amount to be released by the Central Govt.
1								
2								
3								
4								
Total								

Total number of weavers covered by the handloom agencies as mentioned above, category- wise are as under:-

Total No. of the weavers covered by the above handloom agencies													
General		SC		ST		OBC		MINORITY		OTHERS		Total	
M	W	M	W	M	W	M	W	M	W	M	W	M	W
E	O	E	O	E	O	E	O	E	O	E	O	E	O
N	M	N	M	N	M	N	M	N	M	N	M	N	M
	E		E		E		E		E		E		E
	N		N		N		N		N		N		N

Certificate to be furnished by the Director of Handlooms & Textiles

1. Certified that all the above agencies are in existence and functioning.
2. Certified that the above-consolidated statement in respect of the State of _____ has been prepared on the basis of individual claims preferred by the agency.
3. Certified that there is no duplication of claims submitted under the proposal and that the assistance claimed by the above handloom agencies has not been preferred earlier.
4. Certified that all the conditions of the scheme have been met.
5. Certified that the entire assistance released as Marketing Incentive so far by the G.O.I & State Government has actually been passed on fully to the concerned grantee organizations.
6. Certified that no complaint(s) have been received or pending about distribution of in Marketing Incentive assistance released by the Government of India and State Government in the past.
7. Certified that the claims preferred now by the handloom agencies is full and final in respect of the State Government of _____ for the year _____ and no further claim(s) will be preferred by the State Government of _____ for the same period in future.
8. Certified that the agencies who have claimed Marketing Incentive (MI) is the registered users of handloom mark and used handloom mark labels in their product.
9. Certified that the quantity of yarn purchased by the agency from NHDC.
10. Certified that the quantity of yarn purchased by the agency from other agencies due to non-availability of yarn from NHDC (Certificate of non-availability of yarn from NHDC should be enclosed).
11. Certified that no Utilization Certificate (UC) is pending for rendition in respect of the above grantee organizations/agencies towards any

grant(s) received by them under any scheme of the office of Development Commissioner for Handlooms or Ministry of Textiles or any Department in the Ministry of Textiles.

12. Certified that the claims of the above handloom organizations/agencies have been cleared by the State Level Project Committee in its meeting held on _____, Minutes of which is enclosed.
13. Certified that the State Government has already been released matching State Share vide State Govt.'s sanction order No. _____ dated _____. A copy of the State Share released order is enclosed.
14. Certified that the Records and Registers of _____grantee organizations/societies for the year _____have been duly checked and verified by the field Officers of the Government of _____and all the Record and Registers are found intact and claiming societies are working".
15. Certified that an amount of central assistance of Rs. _____ claimed for the year _____under Marketing Incentive Component of Comprehensive Handloom Development Scheme is as per the norms of the CHDS Scheme and no excess amount is claimed by the Government of _____.
16. Certified that the above statement has been forwarded in a CD.

(Signature)
Nodal Agency nominated by State
Government of _____

(with seal)

(Signature)
Director In-charge of
Handlooms, Government
of _____

(with seal)

PROFORMA FOR SELECTION OF ORGANISATIONS FOR CONDUCTING DIAGNOSTIC STUDY & BASELINE SURVEY AND PROFILE OF SELECTED HANDLOOM BLOCK

A. Profile of the Organization/Implementing Agency (IA):

1.	Name of the Organization (With full address)			
2.	Registration Number and date of Registration.			
3.	Name & Designation of Office bearers with Phone No., FAX No. and E.mail etc.			
4.	Total number of regular manpower with the Organization.			
5.	Performance of the Implementing Agency	Parameters	Year ()	Year ()
		Sales Turnover (Rs. in lakh) in each of last 2 years		
		Net profit (Rs. in lakh) in each of last 2 years		
		Balance sheet and profit/ loss account for the last two years (enclosed)		
6.	Experience if any in Textiles/Handloom Sector			
7.	Bye laws/Resolution of the Organisation.			
8.	Previous experience in Cluster development.			
9.	Scoring of the IA (NGO) as per the pattern for grading.			

Certified that:

1. The Implementing Agency has been recommended by the State Level Project Committee in its meeting held on _____for Baseline Survey and Diagnostic Study. The minutes of the meeting are enclosed.
2. There is no reason to believe that these organizations are involved in corrupt practice.
3. Certified that no UC is pending for rendition in respect of the above grantee organisation towards any grant(s) received by it under any scheme of the office of Development Commissioner for Handlooms or Ministry of Textiles or any Department in the Ministry of Textiles.

4. It is certified that the Implementing Agency is in existence and functioning.
5. Certified that the above particulars are correct.
6. Certified that no complaint(s) in respect of the above mentioned agency have been received in the State in respect of disbursement of assistance released by the GOI and State Govt. in the past.

Signature of the President/Secretary/Chief Executives
(Name & Designation)

Countersigned

Director In-charge of Handlooms

Cluster at Block Level

PROFORMA FOR BASELINE SURVEY OF A CLUSTER

Name of the Implementing agency														
Registration No.														
Name of Block														
District														
State														
No. of Weavers proposed to be covered														
Total assistance required.														
Sl. No.	Name of the Weaver	Male	Female	Age	Covered by						Whether the weaver is		Whether the loom is	
					Cooperatives	SHGs	NGOs	Master Weavers	Independent	Others	With loom	Without loom	Active	Idle
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15

Family income	Religion	Caste	No. of days engaged in a year	Type of looms	No. of looms	Type of yarn used	Products manufactured	Remarks, if any
16	17	18	19	20	21	22	23	24

Details of assistance required													
Technology up-gradation													
No. of pneumatic jacquard/motorized jacquard	No. of motorized jacquard	No. of take-up & let off motions	No. of Multiple box motion	No. of multiple buti weaving sley	No. of twin cloth weaving mechanism	No. of Jacquard	No. of dobby	No. of healds, reeds, bobbins, shuttles, harness	No. of warp beam and fabric beam	No. of New handloom	No. of normal warping machine	No. of motorized warping machine	No. of any other technological up-gradation
25	26	27	28	29	30	31	32	33	34	35	36	37	38

Details of assistance required				
Workshed		Skill up-gradation		Lighting Units
Whether workshed exists (Yes/No)	Whether BPL/SC/ST/Women/General	Whether Workshed required?	Discipline of training and discipline – wise number of trainees	No. of units required
39	40	41	42	43

Signature of the Director of Handlooms & Textiles

Cluster at Block Level**PROFORMA FOR SUBMITTING THE DIAGNOSTIC STUDY CONDUCTED AND THE ACTION PLAN FOR CLUSTER DEVELOPMENT**

Sl. No.	Parameters				
1.	Name of the Block and District				
2.	Implementing Agency	Parameters	Year ()	Year ()	
		Sales Turnover (Rs. in lakh) in each of last 2 years			
		Net profit (Rs. in lakh) in each of last 2 years			
		Pl. enclose the Balance Sheet, Profit & Loss account in support of the above			
Profile of the Cluster					
3.	Geographical location of the Block (enclose a map of the Block)				
4.	Total number of handlooms in the Block				
5.	Type of handlooms in the Block				
6.	Infrastructure available				
7.	Present skills of the weavers				
8.	Number of handloom weavers	Category	Men	Women	Total
		SC			
		ST			
		OBC			
		Minority			
		General			
		Total			
9.	Status of the weavers.	Existing		Proposed to be covered	

Sl. No.	Parameters		
	A) Number of Primary Weavers Cooperative Societies		
	B) Number of weavers in Co-operative fold.		
	C) Number of Master Weavers		
	D) Number of weavers with Master Weavers		
	E) Number of NGOs working in handlooms.		
	F) Number of weavers with NGOs.		
	G) Number of SHGs working in handlooms		
	H) Number of weavers with SHGs.		
	I) Number of traders		
10.	Sales turnover of handlooms in the Block (Rs. in crore)	Present turn over	Anticipated turn over
	a) Domestic		
	b) Exports		
	Total		
11.	Average earning of the weaver per day (In Rs.)	Present	Anticipated
12.	Av. no. of working days in a year	Present	Anticipated
13.	Main handloom products of the Block	Present	Anticipated
14.	Number of Powerlooms in the Block		
15.	Whether handlooms of the Block face competition with Powerlooms?		
Status of Pocket 5 years back			
16.	Economic condition of the Block in relation to the position 5 years back from now.		
SWOT Analysis			
17.	a) Strengths		
	b) Weakness		
	c) Opportunities		
	d) Threats		

Sl. No.	Parameters						
Justification for recommending the cluster							
18.	Justification for recommending the Block for development						
Strategy							
19	a) Block						
	b) Objectives of the development strategy.						
Action Plan							
20.	Interventions required for development over a period of 3 years, with financial outlay for each intervention. (Paragraph B.9.2)						
21.	Total Project Cost.	S. No.	Name of the component	Amount (Rs. in lakh)			Number of weavers to be covered.
				GOI	IA/Be n,	Total	
		1.	Baseline Survey, diagnostic study, formation of Consortium and SHGs, awareness progs.				
			Product development				
			Purchase of CATD				
			Documentation of cluster activities				
			Any other activity				
			Sub-total (A)				
		2.	Individual Intervention				
		i.	Technology up-gradation				
			Pneumatic Jacquard system				
			Motorized jacquard				
			Take-up & let off motion				
			Multiple box motion				

Sl. No.	Parameters					
		Multiple buti weaving sley				
		Twin cloth weaving mechanism				
		Jacquard on the existing handloom				
		dobby on the existing handloom,				
		Healds, reeds, bobbins, shuttles, harness etc				
		Warp beam and fabric beam				
		Purchase of new handloom				
		Purchase of normal warping machine				
		Motorized warping machine				
		Loom accessories/parts				
		Any other technological up-gradation, with justification				
		ii. Construction of Workshed				
		BPL/SC/ST/ Women				
		Others				
		iii Lighting Unit				
		iv Any other intervention directly benefitting the weavers				
		Sub-total (B)				
		3. Engaging				

Sl. No.	Parameters				
			Designer		
		4.	Setting up of CFC, including CSC		
			Sub-total (C)		
		5.	Skill up-gradation programme-		
		a	Weaving		
		b	Dyeing		
		c	Designing		
		d	Managerial		
		e	IT		
			Sub-total (D)		
		6.	Corpus fund for yarn depot		
		7.	Project Management Cost (engaging of CDE)		
			Sub-total (E)		
			Total (A+B+C+D+E)		
		8.	Dye House with ETP at District level		
			Grand total (A+B+C+D+E+8)		
			Total		
22.	Proposed Action Plan for the cluster.	Year-wise and intervention-wise action plan highlighting the physical and financial targets for 3 years alongwith a brief project report should be enclosed. The Action Plan should clearly bring out the deliverables of the project in terms of increase in production, productivity, no. of working days, employment and income of the handloom weavers of the selected Block.			

1. The beneficiary has not availed of similar assistance under any other scheme of the State or the Central Government.
2. It is certified that the Implementing Agency is in existence, functioning and has net profits in last 2 years.
3. Certified that the assets created out of the assistance under the scheme will not be disposed off without the prior approval of Office of the Development Commissioner for Handlooms.

4. There is no reason to believe that these organizations are involved in corrupt practice.
5. Certified that no UC is pending for rendition in respect of the above grantee organisation towards any grant(s) received by it under any scheme of the office of Development Commissioner for Handlooms or Ministry of Textiles or any Department in the Ministry of Textiles.
6. Certified that the above particulars are correct and are verifiable from Books of accounts of the grantee agency.
7. Certified that no complaint(s) in respect of the above mentioned agency have been received in the State in respect of disbursement of assistance released by the GOI and State Govt. in the past.
8. Certified that the Implementing agency (s) has obtained necessary approval from the Banks/financial institutions for credit linkages, wherever required.
9. Certified that the Implementing Agency has furnished the requisite details in the proforma V (Baseline Survey of Cluster), enumerating, inter-alia, the names of the individual weavers, components required and the assistance required thereof etc. and is verifiable from records.
10. The State Level Project Committee in its meeting held on _____ has recommended the proposal. A copy of the minutes of the meeting is enclosed.
11. Certified that the land of the title is in the name of the weaver.

(Signature)
Authorized Signatory of Implementing Agency

Countersigned
(Signature)
Director In-charge of Handlooms & Textiles

CLUSTER APPROACH**SCORE PATTERN FOR GRADING OF NGOs**

NAME OF THE ORGANISATION WITH COMPLETE ADDRESS:				
S.No.	Score Parameters	Maximum score	Points scored	Remarks
1.	Formal Registration	-		
2.	NGO in existence for more than 3 (three) years	-		
3.	Registration with any other Government Organisation/Department	3		
4.	Profile of the President/Executive Officer and experience & qualification of field staff	10		
5.	Experience of baseline survey, community mobilization and monitoring & Evaluation method	10		
6.	Experience of Cluster development in handlooms or any other related Sector	15		
7.	Experience of Marketing, Networking	13		
8.	Experience of Technical & Technological guidance	5		
9.	Achievements in Handloom Sector/rural development	20		
10.	Last three years audited accounts & filing IT returns regularly & obtained PAN	5		
11.	Funding by Government	2		
12.	Experience of direct international collaboration	5		
13.	Participation of women, SCs/STs/ Minorities on their Board/staff	7		
14.	Training of staff	5		
	Total	100		
	Total Marks awarded			
	Eligible/Ineligible			

Signature of
Director In-charge of Handloom & Textiles

Note: Requisite documents must be submitted in support of the above parameters, else it will not be given weightage.

Indicative allocation of Block/s

S.No.	State	Indicative allocation of the _Block/s
1	Andhra Pradesh	4
2	Arunachal Pradesh	2
3	Assam	5
4	Bihar	2
5	Chhattisgarh	2
6	Delhi	1
7	Goa	0
8	Gujarat	1
9	Haryana	1
10	Himachal Pradesh	2
11	Jammu & Kashmir	3
12	Jharkhand	2
13	Karnataka	4
14	Kerala	2
15	Madhya Pradesh	2
16	Maharashtra	1
17	Manipur	4
18	Mizoram	2
19	Meghalaya	2
20	Nagaland	3
21	Orissa	5
22	Pondicherry	1
23	Punjab	1
24	Rajasthan	2
25	Sikkim	1
26	Tamil Nadu	6
27	Tripura	3
28	Telangana	2
29	Uttar Pradesh	5
30	Uttarakhand	1
31	West Bengal	8
	Total	80