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5.54 Formation of 25,000 New Self Help Groups - Capacity building and skill training for the year 2007-08 - Sanction of Rs.25 crores

Rural Development and Panchayat Raj (CGS.I) Department

G.O. (Ms) No.132

Dated: 20.07.2007

Read:

1. G.O.(Ms)No.135,R.D&P.R.(CGS.II)Department,dt.4.10.2006
2. G.O.(Ms)No.151,R.D&P.R.(CGS.II)Department,dt.19.10.2006
3. G.O.(Ms)No.167,R.D&P.R.(CGS.II)Department,dt.22.10.2006
4. G.O.(Ms)No.168,R.D&P.R.(CGS.II)Department,dt.22.11.2006
5. From the Managing Director, Tamil Nadu Corporation for Development of Women Ltd., D.O.Letter No.450/E1/2007,dt.16.04.2007.

ORDER

The Government in the orders first to fourth read above had issued orders permitting the Tamil Nadu Corporation for Development of Women to form 25000 Self Help Groups and to impart Capacity building training & skill training to the Self Help Groups during 2006-07.

2. The Managing Director, Tamil Nadu Corporation for Development of Women Ltd., in his letter 5th read above has sent a proposal stating that during 2007-08, it is proposed to take up the following activities for Development of Women and requested to sanction Rs. 25,02,95,000 for implementing the activities proposed in the proposal.

- I. Formation of 25,000 New SHGs.
- II. Capacity building of SHGs.
- III. Skill training for SHGs.

2 .I. Formation of 25,000 New SHGs:

During the year 2007-2008, he has proposed to form 25000 new SHGs and focusing on formation of SHGs in Anaithu Grama Anna Marumalarchi Thittam villages in rural areas with the poor who were left out and in slums in urban areas and for payment of Rs.350/- per SHG (as Group formation cost to the NGO partner and to community organisations like PLF/ Village Poverty Reduction Committees towards formation of new SHGs) and requested the Government to sanction a sum of Rs.87.50 lakhs (25000 xRs.350=87.50lakhs).

2. II. Capacity building of SHGs:

The success of the SHGs lies in the modular capacity building programme, which has brought out positive attitudinal changes in SHG women. He has proposed the following trainings.

2.II. (1). SHG member training:

The main objective of this training is to bring out the hidden talents and capacity of all the SHG members through systematic modular training. All the SHG members are imparted this basic training. The training commences immediately after the formation of the groups. Four modules are covered in four days. He has proposed to give the Self Help Group member training to all the members of 25000 New Groups (to be formed during the Financial Year 2007-08) so as to build their capacity to function effectively.

Total cost for Self Help Group member Training: 25000 SHGsX15 members (average) X 4 days X Rs. 60/- = Rs. 9,00,00,000.(Rupees nine crores)

2.II. (2). Animator and Representative (A&R) training:

The objective of this training is to enhance the capacity of the SHG leaders (Animator and Representative) through modular training in leadership, team building and maintenance of accounts. The Animator and Representative of all SHGs (ie) two persons from each SHG will be the beneficiaries of this training. The training will commence immediately after the formation of the Groups. Three modules will be covered in six days. He has proposed to give A&R training to (the Animator of each Group and any one of the Representative of each group) the 25,000 new groups to be formed during the Financial Year 2007-08 to enable them to acquire leadership skills, team building spirit, effective communication and conflict resolution skills.

Total cost for A&R Training: 25000 SHGs X 2 members X 6days X Rs.60/- = Rs.1, 80, 00,000 (Rupees 1.80 crores)

The training period and cost fixed during 2006-2007 for the above two trainings will be continued and it is as detailed below:

S. No.	Training	Modules/days	Training cost per member per day	
			Member cost	NGO cost
1.	SHG member training	4 modules in 4 consecutive days	45/-	15/-
2.	A&R Training	3 modules in 6 consecutive days	45/-	15/-

2.II. (3). Panchayat Level Federation strengthening:

This basic training has been very useful in exposing the PLF office bearers to their role and responsibilities and the need for strengthening the PLFs. In short, this training has been instrumental in revitalizing the PLFs which were dormant since inception. The following interventions are proposed to strengthen the PLFs through capacity building.

1. Advanced training on Financial management to PLF office bearers
2. Training on governance aspects to PLFs by TNVRC
3. Exposure visits to PLF members
4. Provision of seed money to 4000 well functioning PLFs

2.II.(3).1. Advanced training on Financial management to PLF office bearers:

This training will expose the PLF office bearers to financial management issues relevant to SHGs. Proper maintenance of accounts, audit, proper use of credit, resource mobilization and micro-insurance are some of the topics covered in this training.

S. No.	Training	Modules/days	Training cost per member per day	
			Member cost	NGO cost
1.	SHG member training	4 modules in 4 consecutive days	45/-	15/-
2.	A&R Training	3 modules in 6 consecutive days	45/-	15/-

Total Cost = Rs. 18920/- x 1052 = Rs 1, 99, 03,840/-

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2.II.(3).2. Training on governance aspects to PLFs by Tamilnadu State Non Governmental Organisations And Volunteers Resource Centre:

This training will be imparted to 2793 Panchayat Level Federation office bearers (931 PLFs x 3 officer bearers, in 6 districts that is Coimbatore, Dharmapuri, Dindigul, Madurai, Theni and Trichirappalli) in this year. The training will be on governance aspects like Concept of Federations, Constitution - development of governing body-General body, Roles & Responsibilities of office bearers, operational functions, executive committee, conduct of meetings, recording of minutes, preparation of annual reports, etc. This training will be imparted by Tamilnadu State Non Governmental Organisations And Volunteers Resource Centre.

2.II.(3).3 Panchayat Level Federation member training:

It is proposed to expose PLF members to well functioning PLFs through exposure visits. PLF members will be taken to visit well functioning PLFs which are recipients of Manimegalai awards and also good federations promoted by NGOs like DHAN, MYRADA, etc. These exposure visits will help in learning the best practices and also will motivate the PLF members. An amount of Rs. 1,38,40,000/- (Rupees one crore thirty eight lakh forty thousand only) is proposed for exposure visits for PLF members in the Financial Year 2007-08 and the cost for these visits are as detailed below:

a) Intra district exposure visit:

Each block will have a batch and will consist of 60 PLF members.

No. of trainees	=	60
Duration of the visit	=	2 days
Total No of batch	=	385

Cost per batch:

S.No.	Details	Unit cost	Total Rs.
1.	Food Expenditure	Rs.100 x60 personsX 2 days	12,000
2.	Traveling Expenditure	Rs.200 X60 persons	12,000
3.	Accommodation	---	2,000
4.	Contingency Expenditure and Documentation	Rs.2000	2,000
	Total	28,000	

Total cost = Rs. 28,000 x 385 = Rs 1,07,80,000

b) Inter district exposure visit:

For inter district exposure visits, two batches of 60 PLF members each will be taken from each district.

S.No.	Details	Unit cost	Total Rs.
1.	Food and Accommodation	Rs.150X60 personsX3 days	27,000
2.	Traveling Expenditure	Rs.350 X60 persons	21,000
3.	Contingency Expenditure and Documentation	Rs.3000	3,000
	Total	51,000	

Estimated budget for one batch

No of trainees per batch	=	60
Duration of the visit	=	3 days
Cost per batch	=	Rs. 51,000/-

For two batches per district	= Rs. 1,02,000/-
For 30 districts-1,02,000 x30	= Rs 30,60,000
Total Cost (a) + (b)	= Rs.1, 38,40,000

2.II.(3).4. PLF seed money:

Panchayat level federations are formed with representatives from the SHGs in each Panchayat. The PLFs are expected to provide a common platform for the SHGs to share the experiences and voice their problems. Therefore, strengthening the PLFs is the key to achieve sustainability in the long run. The PLFs will be made responsible for the following:

1. Certification of formation of new SHGs.
2. Certification of conduct of training of SHGs.
3. Selection of beneficiaries for training.
4. Participate in the credit rating committee.

To strengthen the PLFs and to transform them into vibrant organizations serving the needs of SHGs, an amount of Rs. 10,000/- each was sanctioned as an initial fund to 4,000 PLFs during the previous financial year 2006-07. A committee under the chairmanship of the District Collector selected the best PLFs, for which seed money was given in the year 2006-07. The provision of seed money has had a very positive impact on the PLFs and enthused them to function well. Similarly, seed money @Rs.10,000 per PLF is proposed to be provided to 4000 well functioning PLFs during 2007-08 and requested to sanction and release seed money to PLFs at a cost of Rs 4,00,00,000/-

2.II.4. Printing and supply of registers to PLF:

As and when the PLFs are formed, registers have to be supplied to the PLFs in order to record PLF meeting minutes, annual action plan, cash registers etc. PLFs should be provided with a set of PLF registers. So far registers have not been provided to PLFs. It has now been proposed to print and supply one set of 10 registers to each PLF at a cost of Rs.300/-for 14,000 PLFs including rural PLFs and urban WLFs. Sanction of a sum of Rs. 42,00,000 is requested for printing and supply of PLF registers to all PLFs in rural areas/WLF in urban areas during 2007-08.

2.II.5. Training of trainers:

District level master trainers (ie) 4 master trainers per district will be imparted orientation training on PLF Financial management. These Master trainers, in turn will train the PLF trainers (2 trainers x 405 Block / zone) at District Level who will impart PLF financial management training to PLF Office Bearers at grass root level. It is proposed to conduct Training of Trainers programmes for District Level Master Trainers in 4 batches at the cost of Rs. 59,530/- per batch and for PLF trainers in 27 batches at the cost of Rs. 25,580 per batch detailed below.

District Level master Trainers:

S.No.	Details	Unit cost	Total Rs.
1.	Food & Accommodation	Rs.250 x31 persons X 4 days	31,000
2.	Traveling expenditure	Rs.600 X31 persons	18,600
3.	Trainer's fees	Rs.1000 X1SLMT X4days	4,000
4.	Hall rent	Rs.1000 X4 days	4,000
5.	Training materials	Rs.30 X 31 persons	930
6.	Contingency Expenditure and Documentation	Rs.1000	1000
Total			59,530

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PLF Trainers:

S.No.	Details	Unit cost	Total Rs.
1.	Food & Accommodation	Rs.150 x31 persons X 4 days	18,600
2.	Traveling expenditure	Rs.50 X31 persons	1,550
3.	Trainer's fees	Rs.500 X1person X4days	2,000
4.	Hall rent	Rs.500 X4 days	2,000
5.	Training materials	Rs.30 X 31 persons	930
6.	Contingency Expenditure and Documentation	Rs.500	500
Total			25,580

The total cost of this training will be Rs.9, 28,780/-.

2.II.6. Development of Community resource persons:

Imparting training to SHGs through community trainers drawn from SHGs is an excellent strategy of capacity building. Till now basic training has been imparted through NGO staff which is not very effective. Moreover there is very high turnover among NGO staff leading to lack of continuity. By developing trainers from SHGs themselves will be investing in the community and the resource remains with the community. It is proposed to develop community resource persons drawn from self-help groups and their federations who will undertake the task of training the SHG members and their leaders. Around 5000 community resource persons will be developed in the course of next two years.

- The Community resource persons will be trained for ten days in two phases of five days each.
- The training will comprise SHG concepts, maintenance of accounts and also training skills.

In the first phase 2500 Community resource persons will be trained during 2007-08.

Estimated budget for 1 batch (30 members + 2 trainers) (Residential training)

S.N	Details	Unit Cost	Amount
1	Boarding & Lodging	Rs. 175 x 31 mem x 10 days	54,250
2	Resource person fees	Rs. 500 x 1 mem x 10 days	5,000
3	T.A. to RP & trainees	Rs. 50 x 32 mem x 2 times	3,200
4	Hall rent	Rs. 500 x 10 days	5,000
6	Training materials	Rs. 30 x 32 members	960
7	Contingency + documentation	Rs. 1000	1,000
	Total		69,410

No. of Trainees:

- | | | |
|---|---|------------|
| 1) 385 blocks X 6 members per block | = | 2,310 |
| 2) 10 Zones, Chennai 10 members each | = | 100 |
| 3) 10Zones 5 Corporation X 9 members each | = | 90 |
| Total Resource Persons | = | 2,500 |
| No. of batches | = | 84 batches |
| (batch size of 30 members) | | |
| Resource persons | = | 2 |

Cost for 1 batch	=	Rs. 69,410/-
Total cost	=	Rs. 69,410 x 84
	=	Rs 58,30,440

2.II.7. Capacity building of PMU/PIU/Bank staff

It is proposed to conduct periodical orientation training to the newly appointed staff of PIUs/PMU viz., Project Officers, Asst. Project Officers, PMU Staff, Bank officials regarding Mahalir Thittam. Sanction of a lump sum amount of Rs.10,00,000/- is requested for this purpose during 2007-08.

- a) Orientation training to newly inducted POs/APOs.
- b) Computer training for new POs, APO and PIU, PMU staff.
- c) Exposure visit to other states to gain knowledge of SHGs.

2.II.8. TamilNadu State Non Governmental Organisations And Volunteers Resource Centre (TNVRC):

The Tamilnadu State Non Governmental Organizations & Volunteers Resource Centre (TNVRC) is a resource center promoted by the Tamilnadu Corporation for Development of Women in the year 2001 for the purpose of capacity building of Development agencies and Community based organisations. In 2007-2008 TNVRC has proposed to develop a training manual on PLF governance and conduct trainings on the governance aspect of PLF to the PLF office bearers.

Training on PLF governance:

The training on PLF governance will consist of two components:-

- a) Development of PLF governance manual
- b) Training of PLF office bearers

PLF governance needs to be strengthened for the PLFs to function efficiently. The governance manual will be developed as per the guidelines of TNCDW. The training will cover the following aspects:

- Concept of federations
- Constitution – development of Governing body – General body
- Roles and responsibilities of office bearers
- Operational functions – Periodical meetings, agenda preparation, maintaining minutes, follow up of action plan, etc..
- Leadership, Communication, Decision making, Negotiating skills
- Problem solving and conflict resolution skills
- Creative thinking

TNVRC will undertake training 931 PLFs from 6 districts (Coimbatore, Dharmapuri, Dindigul, Madurai, Theni & Trichy) covering 2793 members in 96 batches at the cost of Rs.40,41,940/- as detailed below:

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S. No.	Item	Unit cost (Rs.)	No. of units	Total cost (Rs.)
1	Project Cost			
	a. Curriculum development on governance for PLFs	4,00,000	Lump sum	4,00,000
	b. Printing of Training Manual	50	13,000	6,50,000
	c. Training on governance for PLF. 6 districts will be taken for this training	16,666	96 Batches	15,99,936
2	Admin & Staff Cost			13, 92,000
	Total			40,41,936 (or) 40, 41,940

III. Skill training for SHGs:

- (1) Most of the skill trainings imparted to SHG Women are of short duration i.e., less than a month. It is observed that short-term skill trainings do not equip the SHG women with adequate skills to undertake viable economic activities. EDP is now just a stand-alone training programmes and can be more effective if it is incorporated as an integral part of skill training.

Existing pattern:

S.No.	Type of training	Cost per trainee (Rs.)	Duration of training
1	EDP	Rs. 400/-	7 days
2	Skill	Rs.1,000/-	upto one month
3	Specialised Skill	Rs.5,000/-	upto three months

- (2) During the year 2007-08, he has proposed to impart skill training of longer duration i.e., more than a month, with better quality and also incorporating a five day capsule of Entrepreneurship Development Training. This Skill training will be imparted through reputed institutions. This new skill training along with EDP training will focus on improving the employability of the SHG Women. The skill training programme for youth which was started from 2006 –07 has clearly shown that skill training of longer duration through reputed institutions is worthwhile and more useful as compared to shorter duration skill trainings.

New pattern proposed:

S. No.	Type of training	Cost per trainee (Rs.)	Duration of the training
1	Skill training(Comprising all the existing three types of training)	5,000/-	Not less than a month

- (3) The selection of trade, duration of the training and the finalization of the institution, where skill training is to be imparted, will be decided by the District Level Committee and proposals will be sent to Managing Director, TNCDW for approval. Detailed guidelines for skill training will be issued by TNCDW. A sum of Rs.4.38 crores is proposed towards skill training to the SHG women for the financial year 2007-08 as detailed below:

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Sl. No.	Name of the training	Physical target (No.of Women)	Proposed expenditure (Rs.)
1.	Skill training@ Rs. 5,000/- per member	8,760	4, 38, 00,000

3. The Managing Director ,Tamil Nadu Corporation for Development of Women has requested that a sum of Rs.25,02,95,000/- (Rupees Twenty five crores two lakhs ninety five thousand only) may be sanctioned towards Formation of 25,000 new SHGs, Capacity building PLF strengthening and Skill training. He has requested that the Director of Rural Development and Panchayat Raj, Chennai may be authorized to draw and disburse the said amount to Tamil Nadu Corporation for Development of Women Ltd. by means of cheque.

4. The Government after careful examination have decided to accept the above proposal of the Managing Director, Tamil Nadu Corporation for Development of Women. Accordingly, the Government sanction and release a sum of Rs.25,02,95,000/-(Rupees Twenty five crores two lakhs ninety five thousand only) towards formation of 25,000 new SHGs., capacity building of SHGs. and skill training for SHGs. for the Year 2007-08.

5. The amount sanctioned in Para 4 above shall be debited to the following heads of account as indicated below:

"2235 Social Security and Welfare-02. Social Welfare - 103 Women's Welfare – Schemes in the Eleventh Five Year Plan-II. State Plan - LO. Assistance for Formation of Self Help Groups - 09. Grants-in-aid - 03. Grants for specific schemes"(D.P. Code 2235 02 103 LO 0933)	Rs.87,50,000
"2235 Social Security and Welfare – 02 Social Welfare – 103 Women's Welfare – Schemes in the Eleventh Five Year Plan – II. State Plan – LR Imparting Training to Self Help Groups – 09. Grants-in-aid – 03. Grants for specific schemes." (D.P. Code 2235 02 103 LR 0937)	Rs.14,77,45,000
"2235 Social Security and Welfare – 02 Social Welfare – 789 Special Component Plan for Scheduled Castes - Schemes in the Eleventh Five Year Plan – II. State Plan- JE. Imparting training to Self Help Groups under Special Component Plan – 09. Grants-in-aid- 03. Grants for specific schemes" (D.P. Code 2235 02 789 JE 0933)	Rs. 5,00,00,000
"2235 Social security and welfare - 02.Social welfare - 103 Women's welfare - Schemes in the Eleventh Five Year plan – II. State Plan – LK. Entrepreneur Development Training for Women – 09. Grants - in - aid – 03. Grants for specific schemes"(D.P. Code 2235 02 103 LK 0931)	Rs. 88,00,000
"2235 Social Security and Welfare -02 Social Welfare - 103 Women's Welfare - Schemes in the Eleventh Five Year plan –II. State Plan- LN. Assistance to Vocational and Skill Training Programme –09. Grants – in - aid – 03. Grants for specific schemes"(D.P. Code 2235 02 103 LN 0935)	Rs.3,50,00,000
Total	Rs.25,02,95,000

and the amount shall be credited to the following head of account:

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"K Deposits and Advances(B) Deposits not bearing interests-8443-00-Civil Deposits – 800 – other Deposits - BP – Deposits of Government Companies, Corporations, etc., - 28. Deposits of Tamil Nadu Corporation for Development of Women Ltd. – DPC 8443-00-800-BP-0001 (Receipts) by means of a cheque in favour of P.D. account no. 6184513080 of Tamil Nadu Corporation for Development of Women Ltd., Chennai."

6. The Director of Rural Development and Panchayat Raj, Chennai, is authorized to draw and disburse the amount sanctioned in Para 4 above to the Tamil Nadu Corporation for Development of Women Limited as indicated in para 5 above.

7. The Managing Director , Tamil Nadu Corporation for Development of Women Ltd. is requested to send the utilization certificate to the Accountant General, Government and Director of Rural Development and Panchayat Raj.

8. This order issues with the concurrence of Finance Department vide its U.O.No. 185/DS(APA)/07, dt.20.07.07.

(By order of the Governor)

K.ASHOK VARDHAN SHETTY
SECRETARY TO GOVERNMENT