

Integrated Watershed Management Programme

Format for Preliminary Project Report (PPR)

**Department of Land Resources,
Ministry of Rural Development,
Government of India**

Format for Preliminary Project Report

- I. Institutional Structures.
 - I. A. State Level Nodal Agencies
 - I. B. District Level Watershed Units
- II. Selection of Watershed Projects
- III. Profile of the each selected watershed project
- IV. Agro-climatic condition of project area.
- V. Demography & land distribution
- VI. Livelihoods
- VII. Expected project out comes
- VIII. Mandatory certificates
- IX. Status of on-going projects
- X. Abstract of projects proposed for sanction

I. Institutional Structures

I. A. State Level Nodal Agencies (SLNAs):

Table-PPR 1: Details of SLNA

1	2	3	4	5	6
S. No.	State	Type of SLNA [#]	Date of Notification	Date of MoU with DoLR	Total no. of members of SLNA

(contd.)

[#]Whether it is a Department/ Mission/ Society/ Authority/ Others (pl. specify)

Table-PPR 1: Details of SLNA (Contd..)

7		8					
Chairperson		CEO					
Name	Designation [#]	Name	Designation	Date of Appointment	Nature of appointment [§]	Tenure (No. of years)	Contact Ph. No./ Fax/ E-mail

[#] APC/ ACS/ Dev. Commissioner/ Others (pl. specify)

[§] Deputation/ Contract

Table-PPR 2: Details of functionaries in the SLNAs*

1	2	3	4	5	6	7	8		9	
S. No.	Total no. of persons working in the SLNA for IWMP	Names & Designation	Qualification	Experience	Work allocation	Monthly remuneration (Rs.)	Total budget of SLNA (Rs.)		Funding expected from DoLR (Rs.)	
							R	NR	R	NR

R – Recurring; NR- Non-recurring

* From column no. 3, totals no. of persons, from column no. 7 to 9, totals, may be indicated for the State at the end of the table.

Table-PPR 3: Details of State Level Data Cell (SLDC) functionaries*

1	2	3	4	5	6	7	8		9	
S. No.	Total no. of persons working in the SLDC for IWMP	Names & Designation	Qualification	Experience	Work allocation	Monthly remuneration (Rs.)	Total budget of SLDC (Rs.)		Funding expected from DoLR (Rs.)	
							R	NR	R	NR

R – Recurring; NR- Non-recurring

* From column no. 3, totals no. of persons, from column no. 7 to 9, totals, may be indicated for the State at the end of the table.

I. B. District Level Watershed Units:

Table-PPR 4: Details of functionaries in the DRDA Watershed Cell*

1	2	3	4	5	6	7	8	9	10
S. No.	Name of the District	Name of the executing Agency#	Status of Chairman @	Date of signing of MoU with SLNA	Total no. of persons working for Watershed programme	Names & Designation	Qualification	Experience	Work allocation

Table-PPR 4: Details of functionaries in the DRDA Watershed Cell ..Contd.

11	12		13	
Monthly remuneration (Rs.)	Total budget of Watershed Cell (Rs.)		Funding expected from DoLR (Rs.)	
	R	NR	R	NR

R – Recurring; NR- Non-recurring

*From column no. 2, no. of districts; from column no. 3, no. of executive agencies; from column no. 6, no. of persons working in the executive agencies of watershed programmes; from column no.7, total no. of personnel engaged in the watershed cells, from column no. 11 to 13, totals for the State may be indicated at the end of the table.

#DWDU/ DRDA/Zilla Parishad (ZP)/ State Department (please specify)/ Any other (Please specify)

@collector/CEO ZP/ CDO/ DDO/ PD/ Any other (please specify)

II. SELECTION OF WATERSHED PROJECTS

Table-PPR 5: Status of District-wise area covered under the watershed programme* (MIS Table-M(SP)2)

1	2	3		4						5			
S. No.	Names of Districts	Total micro-watersheds in the District		Micro-watersheds covered so far								Net watersheds to be covered	
				Dept. of Land Resources		Other Ministries/ Depts.		Total watersheds covered					
		Pre-IWMP projects (DPAP +DDP +IWDP)		Any other watershed project		No.	Area (ha.)			No.	Area (ha.)	No.	Area (ha.)
		No.	Area (ha.)	No.	Area (ha.)	No.	Area (ha.)	No.	Area (ha.)	No.	Area (ha.)	No.	Area (ha.)

*from column no.2, total no. of districts; from columns 3 to 5, the totals for the entire State may be given at the end of the table.

viii	Drinking water	10	No source (10)	Problematic village (7.5)	Partially covered (5)	Fully covered (0)
ix	Degraded land	15	High – above 20 % (15)	Medium – 10 to 20 % (10)	Low- less than 10 % of TGA (5)	
x	Productivity potential of the land	15	Lands with low production & where productivity can be significantly enhanced with reasonable efforts (15)	Lands with moderate production & where productivity can be enhanced with reasonable efforts (10)	Lands with high production & where productivity can be marginally enhanced with reasonable efforts (5)	
xi	Contiguity to another watershed that has already been developed/ treated	10	Contiguous to previously treated watershed & contiguity within the microwatersheds in the project (10)	Contiguity within the microwatersheds in the project but non contiguous to previously treated watershed (5)	Neither contiguous to previously treated watershed nor contiguity within the microwatersheds in the project (0)	
xii	Cluster approach in the plains (more than one contiguous micro-watersheds in the project)	15	Above 6 micro-watersheds in cluster (15)	4 to 6 microwatersheds in cluster (10)	2 to 4 microwatersheds in cluster (5)	
	Cluster approach in the hills (more than one contiguous micro-watersheds in the project)		Above 5 micro-watersheds in cluster (15)	3 to 5 microwatersheds in cluster (10)	2 to 3 microwatersheds in cluster (5)	

III) PROJECT WISE PROFILE OF THE SELECTED WATERSHED PROJECT
Table –PPR 7: Project at a Glance

1	Name of the State	
2	Name & type [#] (Hilly/ Desert/ Others) of the project	
3	Name of the District	
4	Names of the Blocks	
5	Names of Gram Panchayats	
6	Names & Census Code of Villages covered	1. 4. 2. 5. 3. 6.
7	Names & Codes of the micro-watersheds	
8	Four major reasons for selection of watershed	
9	Area of the Project (ha.)	
10	Area proposed to be treated (ha.)	
11	Project Cost (Rs. in Lakhs)	
12	Name and Address of proposed PIA	
13	Any other (please specify)	

for definition of “type” please see Appendix-I

Table-PPR 8: Details of previously identified DPAP/ DDP areas proposed under IWMP (ha) during the financial year*

1	2	3	4	5	6	7	8	9	10	11	12
S. No.	Names of Districts	Name of the project proposed	Name of Block(s)	Type of Block (DPAP/ DDP/IWDP)	Area of Block (ha)	No. of pre-IWMP projects sanctioned in the Block	Area of sanctioned projects	Net area to be covered	Area of the proposed project	Area proposed to be covered by schemes other than DoLR	Net balance area

* From column no. 2, total no. of districts, from column no. 3, total no. of projects proposed, from column no. 4, total no. of blocks, from column no. 6 to 12, totals, may be indicated for the entire State at the end of the table.

Table-PPR 9: Land Use pattern of the project*

(Area in ha)

1	2	3	4	5	6	7	8	9	
S. No.	Name of watersheds	Names of villages	Geographical Area of the village	Forest Area	Land under agricultural use	Rainfed area	Perm- anent pastu- res	Wasteland	
								Cultiva ble	Non- cultivable

Source of data:

* From column no. 2, total no. of microwatersheds, from column no. 3, total no. of villages, from column no. 4 to 9, totals, may be indicated for the project at the end of the table.

IV. AGRO-CLIMATIC CONDITION

Briefly describe the agro-climatic condition of project area including the Agro-climatic zone of project area, soil types, rainfall, major crops, etc.

Table – PPR 10: Details of Agro-climatic condition*

1	2	3	4	5	6		7	8	9	
S. No.	Name of the Project	Name of the Agro-climatic zone covers project area	Area in ha	Names of the villages	Major soil types		Topo- graphy #	Average rainfall in mm (preceding 5 years average)	Major crops	
					a)Type	b) Area in ha			a) Name	b) Area in ha

* From column no. 5, total no. of villages, from column no. 6, total area, from column no. 9, total no. of crops and total cropped area, may be indicated for the project at the end of the table.

Flat, undulating, moderate slope, Steep slope

Table-PPR 11: Details of flood and drought in the project area*

1	2	3	4		5
Sl. No.	Particulars	Villages	Periodicity		Not affected
			Annual	Any other (please specify)	
1	Flood	No. of villages			
		Name(s) of villages			
2	Drought	No. of villages			
		Name(s) of villages			

* From column nos. 4 & 5, total no. of villages, category wise, for the project may be given at the end of the table.

Table-PPR 12 : Details of soil erosion in the project area

1	2	3	4	5
Cause	Type of erosion	Area affected (ha)	Run off (mm/year)	Average soil loss (Tonnes/ha/year)
Water erosion				
	a Sheet			
	b Rill			
	c Gully			
Sub-Total				
Wind erosion			NA	
Total				

V. DEMOGRAPHY AND LAND DISTRIBUTION

Growth in population during the last three census' , per capita availability of land, sex ratio, population age group in the project area, literacy level, migration, workforce available in different sectors of the economy, demography of SC, ST, BPL and landless families in the project area in the last ten years, etc.

VI. LIVELIHOODS

Briefly describe the existing livelihoods, raw material available, possible livelihood interventions, scope for capacity building etc. in the project area

Table-PPR 13 Summary of livelihoods

1	2	3	5	6	7
S. No.	Names of the villages	Existing livelihood activities	Possible livelihood interventions under the project	Current status of migration (No. of people)	Main reasons for migration

VII. EXPECTED PROJECT OUTCOMES

VII. (i). Expected employment related outcomes:

Table-PPR 14: Employment generation

1	2	3										4				
S. No.	Names of the villages	Wage employment										Self employment				
		No. of mandays					No. of beneficiaries					No. of beneficiaries				
		SC	ST	Others	Women	Total	SC	ST	Others	Women	Total	SC	ST	Others	Women	Total

* From column no. 2, total no. of villages, from column no. 3 & 4, category-wise totals may be given at the end of the table for the project.

Table-PPR 15: Details of migration from Project area

1	2	3	4	5	6
Sl. No.	Names of villages	No. of persons migrating	No. of days per year of migration	Major reason(s) for migrating	Expected reduction in no. of persons migrating

* From column no. 2, total no. of villages; from column no. 3, total no. of persons migrating; from column no. 4, average no. of days for annual migration; from column no. 6, total expected reduction on no. of persons migrating, for the project may be given at the end of the Table.

VII. (ii). Water related outcomes:

Table-PPR 16: Details of average ground water table depth in the project areas (in meters)

1	2	3	4	5	6
S. No.	Names of villages	Sources	Pre-Project level	Expected post-project level	Remarks
		Open wells			
		Bore wells			
		Others (specify)			

Source of data:

Table-PPR 17: Status of Drinking water*

1	2	3		4		5
S. No.	Names of the villages	Availability of drinking water (no. of months in a year)		Quality of drinking water		Comments
		Pre-project	Expected Post-project	Pre-project	Expected Post-project	

* from column no. 2, total no. of villages implementing the programme, from column no. 3, average no. of months may be given at the end of the table for the entire project.

VII. (iii). Crop related outcomes:

Table-PPR 18- Major crops grown and their productivity in the project area

1	2	3		4	
S. No.	Name of the Crop	Current status		Expected post project status	
		Area (ha)	Productivity (kg/ ha)	Area (ha)	Productivity (kg/ ha)
	Kharif				
	Rabi				
	Zaid/Other season				

* From column no. 2, total no. of crops; from columns no. 3 & 4, total cropped area, average productivity, for the project may be given at the end of the Table.

VIII. MANDATORY CERTIFICATION

“It is certified that the State Government of _____ will abide by the following mandatory conditions laid down by DoLR”

1	The area of the proposed projects are not covered under assured irrigation
2	The area of the proposed project is not covered or overlapping with any other watershed projects sanctioned by the central govt./ state govt./ autonomous bodies & others
3	The State must sign all the mandatory MoUs before implementing the project
4	The timeframes and milestones of the projects will be followed
5	The Budget requested for must follow the criteria laid down in the Common Guidelines, 2008
6	The State must release matching State Share within 15 days from release of each installment of central funds
7	Purchase of vehicles and other equipments are not permitted and nor is construction of buildings allowed. Only purchase of computers and related software is permitted
8	Savings, if any, in each component of the project cost can be utilized only for activities in the Watershed works
9	The DWDU will have one Member exclusively responsible for monitoring
10	All works will be evaluated after each phase of completion. Fund release will depend on favourable reports received from evaluators
11	Evaluators must include only institutions and agencies and not individuals
12	The State and DRDA cell will furnish monitoring reports and periodical reports as desired by DoLR
13	Composition of the WDT must be clearly spelt out and the team Members must be fully in place at the time of signing of the MoU of contract between the PIA and DRDA Cell
14	That DRDA shall release the funds to the PIAs and the watershed committees within 15 days of receipt of the funds
15	The Watershed Committee must be a registered society under the Societies Registration Act, 1860
16	At least one of the WDT Members must be a woman
17	The Gram Sabhas of the proposed project areas have passed resolutions for people’s contribution towards WDF

18	Resource-use agreements on the principles of equity and sustainability must be worked out among the User Groups prior to the concerned work being undertaken
19	The DPR must give detailed justification for the proposed project duration
20	No works on private lands will be repaired/ maintained from the WDF
21	The PIA will start project work within three months of the receipt of first installment by DWDU/agency or else it can come under the purview of foreclosure
22	The State will not undertake unnecessary foreclosure of the projects. In the event of foreclosure, the State will refund the amount and furnish all necessary documents as desired by DoLR. The State shall also take administrative and legal action against any defalcation, misappropriation, mis-utilization, deliberate negligence and laxity which has caused foreclosure of the project.

Date:

Signature of officer authorized by State Govt.*
NAME OF OFFICER (IN CAPITAL LETTERS)
DESIGNATION

*Letter of Authority from Secretary of the concerned Department, authorizing the concerned officer to sign the above undertaking, should be enclosed with PPR.

IX. STATUS OF ON-GOING PROJECTS (DPAP/ DDP/ IWDP)

Table- PPR 19: Details of pending UCs: Statewise*

1	2	3	4	5	6	7	8		9		10	11	
S. No	District	Project	Instal-ment no.	Financial year of release of fund	Amount released (Rs. in lakh)	Amount utilized (Rs.in lakhs)	Submission of UC		Date of submission of UC		Reasons for not submitting/ delayed submission of UC	Pending UCs	
							Due date	Amount (Rs. in lakhs)	Date	Amount (Rs. in lakhs)		Period	Amount (Rs. in lakhs)

*From column No. 2, total no. of Districts, from column No. 3, total no. of projects, from column no. 6, total amount released, from column No. 7, total amount utilized, from column No. 8, total amount due, from column no. 9, total amount for which UCs submitted, from column No. 11, total amount of the pending UCs, may be mentioned at the end of the table for the entire State.

Table- PPR 20: Details of Unspent balance as on _____: Districtwise*

1	2	3	4	5		6
S. No.	District	Name of the Project	Total cost (Rs. in lakh)	Total funds released (Rs. in lakh)		Unspent balance (Rs. in lakhs)
				DoLR	State	

*From column No. 2, total no. of Districts, from column No. 3, total no. of projects, from column no.4 to 6, totals, may be mentioned at the end of the table for the entire State

X. ABSTRACT OF PROJECTS PROPOSED FOR SANCTION DURING FINANCIAL YEAR.....

1	Number of districts to be covered under the present proposal		
2	No. of Watersheds projects proposed to be taken up under IWMP	Hilly/Desert	Others
3	Total area to be covered under proposed projects (000' ha) (a) Hilly & Desert areas# (b) Others Total		
4	Total cost of the proposed Watershed projects (Rs. in lakhs) (a) Hilly & Desert areas# (c) Others Total		
5	First installment required from central funds for the proposed watershed projects		

For details refer Appendix-I

Date of meeting of PPR sanctioning Committee

Decision taken by the Committee

Date of receipt of Annual Action Plan

Brief details of Annual Action Plan

Final approval of projects/area/costs/project period

Amount released as first installment and date of release

File No.