

Preparation of PDP with reference to GPDP

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Why need to prepare GPDP for a Gram Panchayat?

Article 243G of the Constitution of India acknowledges Panchayats as institution of “Local Self Government” and mandates them to prepare plans for Economic Development and Social Justice.



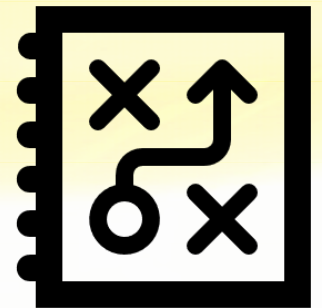
How to Prepare GPDP



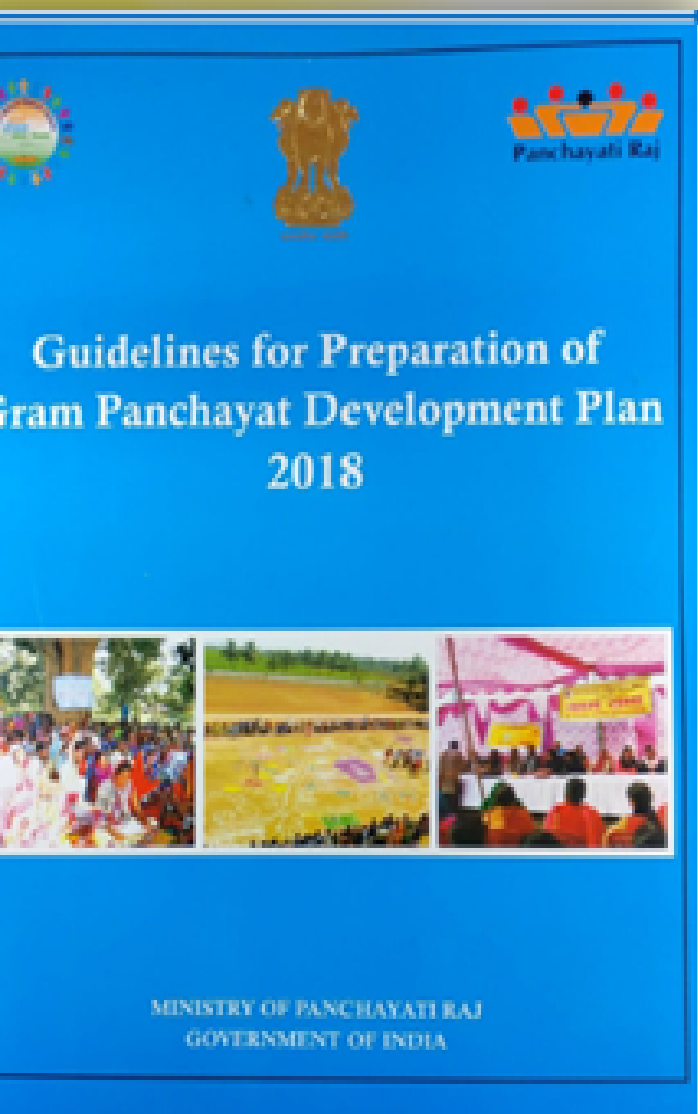
- Participatory Process
- Matching People's needs
- Priorities with available resources

Essential things of GPDP

- It provides a VISION of what the people would like their village to look like
- It sets out clear GOALS to achieve that vision and
- Provides and ACTION PLAN to reach those goals

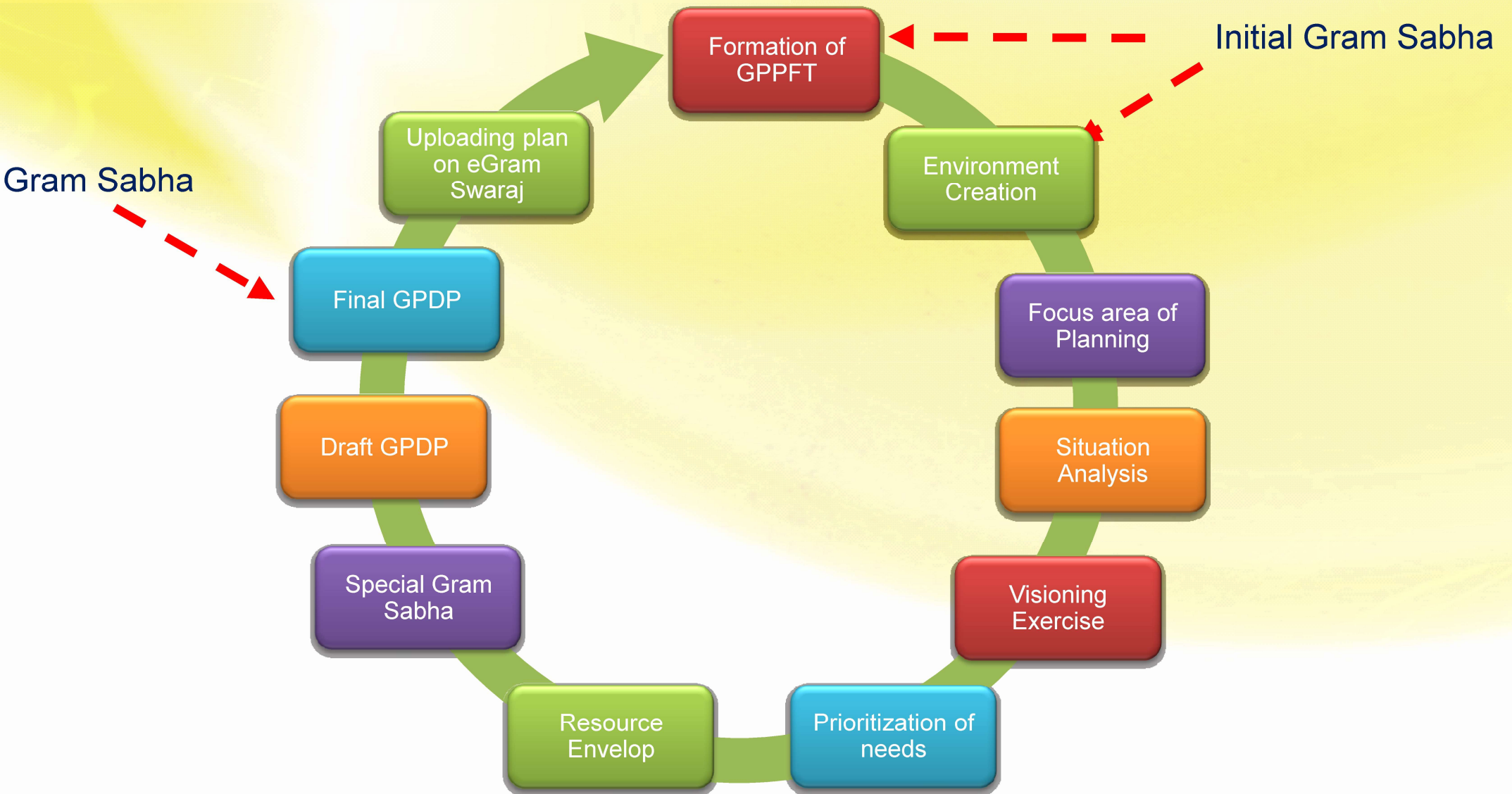


Next Generation of GPDP



- Comprehensive GPDP
- Convergence with flagship scheme-14th FC, MNREGA, NRLM, PMAY(G), Agriculture etc. covering 29 subjects of 11th Schedule
- Frontline staff of Line Departments to be present in Gram Sabha
- Water Conservation
- Economic Development and Income Enhancement
- Social Justice
- Consonance among People, Product and Processes
- GPDP on e-Gram Swaraj
- GIS based GPDP
- Consolidation of GPDP leading to District Plan

Plan Cycle of GPDP



Formation of a Gram Panchayat Planning Facilitation Team(GPPFT)

- Chairman- Pradhan/Sarpanch/President of GP/VC
- Representatives of sectoral/line departments at GP/VC level
- Citizens of GP/VC
- Beacon leader of other GPs/District/nearby Districts/States/other States
- The GP/VC may divide the members of GPPFT into “Ward Planning Facilitation Team”(WPFT) with a minimum of 3-5 members headed by the respective GP ward members.

Tasks of GPPFT

The GPPFT will facilitate all the steps of planning exercise

- Environment creation
- Draft plan preparation
- Plan approval
- Implementation
- Monitoring

Formation of working Groups in GPPFT

If Standing/Functional Committees are not working actively in the GP/VC then the members of the GPPFT may be distributed into working groups on various thematic areas.

- Human development working group
- Women & Child Development working Group
- Livelihoods Development Working Group
- Social justice and Social Security Working Group
- Infrastructure and Miscellaneous working Group

Facilitator and his/her duties in Gram Panchayat

Facilitator

A facilitator of each GP/VC nominated by respective Panchayat for providing requisite support and organizing the preparation of GPDP

Duties of Facilitator

- Carry out a survey with PDI format
- Facilitate the Special Gram Sabha for GPDP
- To ensure community mobilization (including vulnerable section like ST/SC/Women) and support to NGOs & SHGs for active participation.
- Coordinating with frontline staff
- Support preparation of comprehensive GPDP
- Participate in implementation and monitoring of GPDP so that desirable results are achieved.

Environment Creation

The environment generation activities are of immense importance to bring about attitudinal change, outlook and re-orientation among the community and governance system. Therefore, the first activity in the GPDP process is to organize a Gram Sabha to kick-start the planning process by creating awareness the villager.



Cost-less or low-cost activities

Many activities to be undertaken up by GP may not be cost intensive or require any funds at all. Activity such as

- Awareness generation at ward level through volunteers (SHG, Youth groups etc.) for 100% immunization coverage.
- Awareness creation for zero-waste village through SHG collective and other CBOs and NGOs
- Awareness creation and community monitoring for 100% enrolment in schools
- 100% enrolment in Anganwadis
- Mobilization of SHGs for collective farming and zero fallow land in the village
- Awareness creation and training for soak pit construction and management for household waste water



Cost-less or low-cost activities

Many activities to be undertaken up by GP may not be cost intensive or require any funds at all. Activity such as

- Addressing malnutrition through Anganwadis and kitchen gardens
- Community action for elimination for child labour
- Formation of community care giving groups for bedridden patients through awareness creation and mobilization
- Motivation and behaviour change for self development
- Facilitating access and use of different services providing by higher levels of government
- Dissemination of ideas and technologies in economic activities
- Encourage women's participation in economic activities under SHGs etc.



Focus Area in GPDP

29 Sectors in XI Schedule

1. Agriculture.
2. Land Improvement.
3. Minor Irrigation.
4. Animal Husbandry.
5. Fisheries

6. Social Forestry.
7. Minor Forest Produce.
8. Small scale industries.
9. Khadi, village and cottage industries.
10. Rural Housing.

11. Drinking Water
12. Fuel and fodder
13. Roads
14. Rural Electrification
15. Non-conventional energy

16. Poverty alleviation programme.
17. Education.
18. Vocational education.
19. Adult and non-formal education.
20. Libraries.

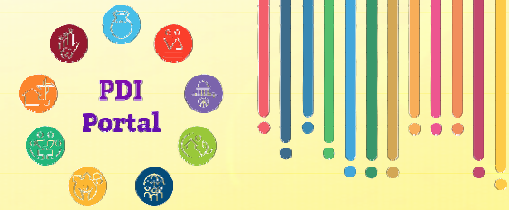
21. Cultural activities.
22. Markets and fairs.
23. Health and sanitation.
24. Family welfare.
25. Women and child development.

26. Social welfare.
27. Welfare of the weaker sections.
28. Public distribution system.
29. Maintenance of community assets.

Focus Area in GPDP

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- Theme 1: Poverty Free & Enhanced Livelihood village
 - Theme 2: Healthy Village
 - Theme 3: Child Friendly Village
 - Theme 4: Water Sufficient Village
 - Theme 5: Clean and Green Village
 - Theme 6: Village with Self Sufficient Infrastructure
 - Theme 7: Socially Just and Socially Secured Village
 - Theme 8: Village with Good Governance
 - Theme 9: Women Friendly Village

Situation Analysis



The consolidated and thematic **PDI score** will be **used as Development Status Report (DSR)** to assess the progress and to identify the gap for preparation of Gram Panchayat Development Plan



PANCHAYAT
DEVELOPMENT INDEX



P O R T A L

Situation Analysis

Problem	Poor Sanitation in Public Places
Situation Analysed	<ul style="list-style-type: none">• Poor drainage facility• Community toilets defunct due to lack of maintenance• Lack of awareness about hygiene practices• VHSC not constituted
Possible Development options	<ul style="list-style-type: none">• Construction of new drainage line• Construction of improved community toilets• Creating awareness on consequences of open defecation and poor hygienic practices.• Activating village health and sanitation committee

Monitoring

Situation analysis

Visioning exercise

Development Status report(DSR)

On completion of situation analysis, the GPPFT needs to prepare a draft Development status Report of the GP which is to be placed before the Gram Sabha to make people aware about the exact and real time situation of the community in the respective focus areas.

Indicative Outline of Development Status Report (DSR)

- Part I** - The description of process/methodology of situation assessment.
- Part II** - A profile of the GP delineating its socio-economic status based on situation analysis.
- Part III** - Appraisal of the development interventions including gap analysis of the GP development agenda for the past 3-5 years.
 - i. Economic development and poverty reduction
 - ii. Human development
 - iii. Social development
 - iv. Ecological development
 - v. Public Service Delivery
 - vi. Good Governance
 - vii. SDGs
 - viii. Skilling
 - ix. Women and Child protection and development
 - x. E-enablement
 - xi. Infrastructure status.
- Part IV** - A description on people's participation and suggestions to improve it.
- Part V** - Situation of resources and scope for expanding resource envelope including OSR.
- Part VI** - Convergence opportunities in terms of human, financial and natural resources in optimising development outcomes for the GP.
- Part VII** - The sector wise broad ideas of possible interventions.
- Part VIII** - Conclusion
- Part IX** - Annexures (copies of PRA maps, questionnaire formats, photographs and other relevant documents)

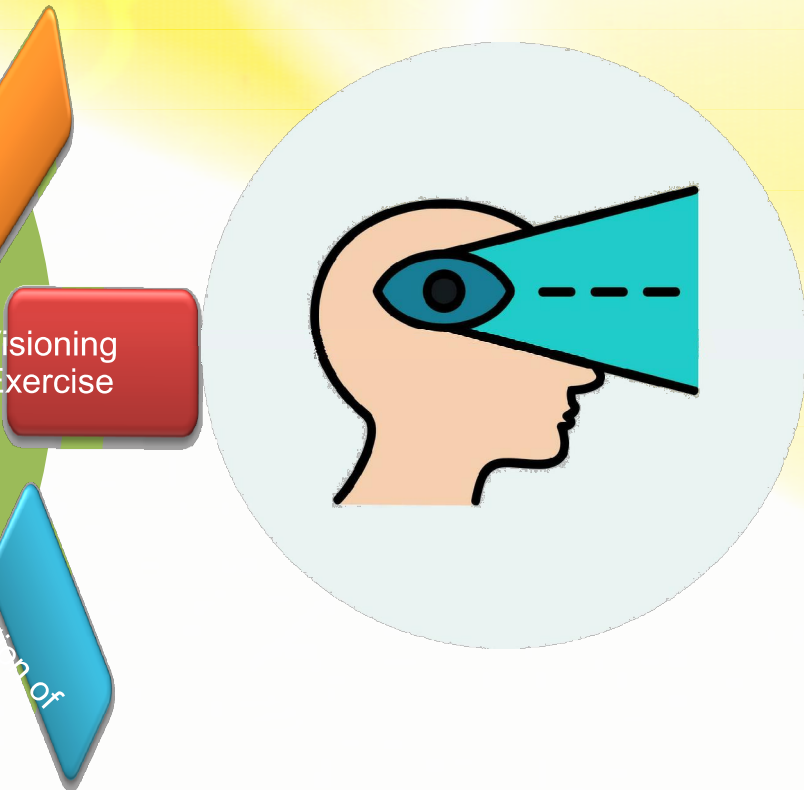
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Visioning Exercise

Gram Sabha is to be conducted at this stage and undertake visioning exercise on the basis of the findings of the DSR. The visioning is the process of evolving the perspectives of the GP development agenda in terms of economic development and social justice. Inputs from Mahila Saha and Child Sabha may also be considered in visioning exercise.



Prioritization of Needs



Based on the DSR, the GPPFT is to guide the deliberations in 1st Gram Saha and Gram Panchayat meetings to prioritize the needs and crucial issues based on identified gaps. The prioritized theme may be taken as ‘Sankalp’ for preparation of GPDP.

Resources for planning

Resources are not confined to financial resource only. GPs should be aware about all kind of resources at its disposal to carry out activities through GPDP.

- **Social Resources-** institutional strength, peace, social harmony/unity within the community
- **Natural resources-** land, forests, water, air and all naturally available resources
- **Human resources-** people living in the GP area, people associated with the area in any other capacity, GPPFT, women SHGs
- **Financial resources-** funds available from central and state Governments, OSR, contribution by the community etc.

Special Gram Sabha & involvement of Frontline workers of line department

A comprehensive special Gram Sabha will be organized after the

- collection of primary and secondary data, gap analysis,
- visioning,
- estimating resource envelope and identifying corresponding activities.

Village Prosperity Resilience Plans (VPRP) prepared by the SHG may also be discussed considering the availability of the budget within the resource envelope of the Gram Panchayat. Based on the consensus, demands of VPRP may be incorporated into GPDP

The frontline workers of each department are required to give a brief presentation on the activities

- funds utilized for the current year
- proposed activities,
- funds allocated,
- beneficiaries covered etc.

for the next financial year and a statement of the same needs to be submitted to the GP.

Special Gram Sabha

GPDP

P

Draft Plan Preparation & Panchayat Development Seminar

Preparation of draft GPDP

After deliberation on the DSR in the Gram Sabha, listing the priorities and taking the resource envelope into account a draft GPDP is to be prepared. Draft plan shall be prepared indicating the works identified in each of the focus area, fund allocation, timelines for completion of the works.

Panchayat development seminar

After preparation of the draft status report a one day panchayat development seminar has to be organised for the further deliberation on development issues and available resources. All the elected representatives, GP functionaries, officials of line departments working at block level, subject matter experts, activists, SHGs, CBOs, representatives of CSR/NGOs working at GP level and local resource persons are to be invited to the seminar.



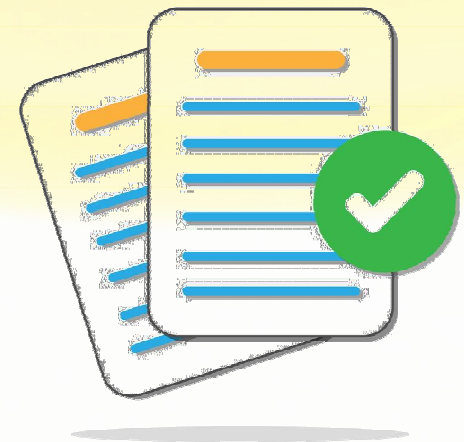
Projectization and Approval of GPDP

Project Development/Projectization

After the consolidation of the prioritized activities needs to GP with the assistance of GPPFT and in consultation with technical personal of line departments, shall prepare a list of feasible and executable works.

Approval of GPDP by Gram Sabha

The GPDP shall be placed before the Gram Sabha for approval or information as per state guidelines.



Uploading plan on e-Gram Swaraj

Uploading Plan

The GPDP, as prepared and approved by Gram Sabha to be uploaded on revamped GPDP portal of e-Gram Swaraj portal with complete profile of the Gram Panchayat.

VPRP

The VPRP activities has also been made part of the GPDP activity drop down under relevant themes.



Plan implementation & Monitoring



Plan Implementation

Implementation is nothing but getting things done as planned. Once the GPDP has been approved, necessary arrangements need to be put in place, for timely and effective implementation of the plan. The GP should ensure that the GPDP is implemented in its true spirit in a timely manner.

Monitoring

Monitoring provides feedback so that necessary adjustments can be made in the work plan and budget. Deviation from the approved activities must be avoided. In case any deviation is required, the approval of GP needs to be obtained by giving proper justification.

Model Chapter of GPDP

Model Chapters of Gram Panchayat Development Plan

Chapter	Particulars	Subjects of the Chapter
Chapter – 1	Status of Gram Panchayat	<p>1. GP Profile-Basic Information Demographic Information, Socio-economic parameters, Livelihood data, Natural resources, Village Institutions etc., Detail of Elected Representatives</p> <p>2. List of Standing Committees List of GPPFT/ WPFT/ Working groups related to Decentralized Plan Preparation, Names and designations of functionaries in-charge of GPDP in GP office, Names of other Govt. functionaries/support staff who are part of GPDP</p> <p>3. Vision Statement</p>
Chapter-2	Works completed in previous years and in progress	Progress report of last Financial Year
Chapter –3	Process of Participatory Planning and analysis of Developmental gap/deficit	Environment Generation, Data Collection and compilation(Primary & Secondary), Situation & Gap Analysis, Problem –Resources- Potential Analysis, Development of Status Report(DSR)
Chapter-4	Goals Set for GP including localisation of SDGs	<p>Few Examples Open defecation-free Panchayat, Safe drinking water available to all households of GP, Destitute free GP, Child labour-free GP, Trafficking free-GP, 100% Anganwadi enrolment GP, 100% school enrolment GP, 100% child and mothers are covered through immunization GP, Malnutrition-free GP, Infant death-free GP</p>
Chapter-5	Resource Envelope and Activities(Scheme & Sector wise)	<p>The availability of funds to the GP from various sources e.g. 14th Finance Commission grants, Transfers by State Finance Commission, Own Resources of Gram Panchayats, MGNREGS, Other CSSs implemented by Gram Panchayat, Grants for State Plan schemes, Grants for Externally supported schemes, Voluntary contributions by the communities and other stakeholders</p> <p>On the basis of Situation & Gap Analysis; activities may be identified w.r.t. the likely available resources of the Panchayat and under the schemes of Central & State Govt.</p>

Chapter	Particulars	Subjects of the Chapter
Chapter-6	Annual Plan and Perspective Plan along with Prioritisation of activities	Perspective plan for five years and annual plans with details of activities
Chapter-7	Implementation	Strategy and Process of implementation
Chapter-8	Monitoring and Evaluation	Process of monitoring and evaluation
	Annexures	<p>Important baseline data from Census, SECC and Mission Anyodaya, other data collected in different formats</p> <p>Minutes of Gram Sabha Meeting(s), Report(s) of Working Groups, Minutes/Resolutions of GP accepting/approving the Plan, Photographs</p>





**Thank
You**