

TEMPLATE – II

(Format for recommendation of Khadi/Village Industries Cluster under Scheme of Fund for Regeneration of Traditional Industries (SFURTI) at the level of State/Divisional Director and Zonal Dy. CEO)

1) Name and address of State/Divisional Office

2) Type of the cluster (please tick): Khadi Village Industries

3) Name of the cluster:

4) Location of the Cluster:

a) Name of the District:

b) Name of the Block:

5) Area to be covered by the cluster:

A) No. villages to be covered:

B) Name of the villages & artisans available:

Sr. No.	Village Name	Artisans available							
		SC	ST	OBC	Minority	Others	Total	Male	Female
1									
2									
3									
4									
5									
	Total								

C) (enclose details in an Annexure in the following tabular form)

Sr. No.	Name of the Artisan	contact no.	Adhar Card/ Election ID No.	skills	Livelihood Levels	Existing Employment (No. of working hours/No of days in a month)	Average Income of Artisan (p.m.)
1							
2							

6) Whether the following has been covered for the Artisans:

- i. Bank Passbook Yes/No
- ii. Identity card Yes/No
- iii. Health Insurance Yes/No
- iv. Janshree Bima Yojana Yes/No
- v. Pension coverage Yes/No
- vi. Educational benefits to the children of the Artisans: Yes/No ...

(State/Divisional Director may undertake random verification of the Artisan details brought out under Annexure in regard to point No.5 & 6 above)

7) Whether the cluster is existent / functional? Give details:

8) Present Activities of the cluster (In case of Khadi Institution):

Spinning Activities:
Weaving activities:
Processing Activities:
Products, etc.:

(Mention similar existing activities in case of V.I. institutions)

9) Activities proposed for implementation during 12th Five year plan:

10) Details of Implementing Agency :

a) Complete postal Address:
.....
District Pin code.
Telephone no. Fax No.
E-Mail I.D.:

b) Affiliated to KVIC/KVIB: **Yes/No** (Certificate No & validity of certificate in case of KVI institutions)

c) If not, is it ready to be registered with KVIC as per the norms of KVIC

d) Details of Management Committee Members including Artisans

Sr. No.	Name	Designation	Contact no.	e-mail ID
1				
2				
3				

(Validation of the above information are extremely necessary for KVI Institutions, so that I.A. may be declared as deemed SPV. Please refer the guidelines under 4.4.2)

e) Bank A/c details:

i) Name of the Bank

ii) A/c no.

f) ISEC availed: **Yes/No (in case of KVI Institutions)**

g) If availed, amount of ISEC availed during last three years i.e., 2011-12, 2012-13 and 2013-14

h) Budgetary Allocation and performance of Production & Sales of last three years i.e., 2011-12, 2012-13 and 2013-14 ...

11) Fund position of IA: (As on 31st March 2014)

a) Fixed Assets:

b) Current Assets

c) Current liabilities

d) Other Financial related issues:

e) Financial Status (showing Profit/Loss for the last three years)

f) Experience in KVI or similar other programme: years

g) Category of the institution (if certified under Khadi):

12) Name of other associated institutions who are willing to take part in the cluster:

Sr. No.	Name & address of the associated IA	Affiliated to KVIC/ KVIB	Contact no.	e-mail ID
1		Yes/No		
2		Yes/No		
3		Yes/No		

(All the associate institutions should submit information from Sl. No. 1 to 11 and enclose the same. State/Divisional Director shall also validate those information and extending recommendations thereupon.)

13) Source of raw materials within the cluster area:

Sr. No.	Name of the raw materials	Availability / Source	Quantity (approx)
1.			
2.			
3.			
4.			

14) Indicate the "Product" to be manufactured under the cluster and projections of sales value and margin, etc.:

Sr.	Name of the Product to be produced	Quantity	Overall Production cost (Rs.)	Proposed sales cost (Rs.)	Margin/ profit on month basis
1.					
2.					
3.					
4.					

15) Existing Facilities/infrastructure available/to be made available in the cluster (if yes, give a brief detail)

- a) Land Area (sq. ft.) Available – **yes/no**
- b) Built up area (sq. ft.) Available – **yes/no**
- c) Machineries (Khadi/V.I.) Available – **yes/no**
- d) Tools (Khadi/V.I.) available with the artisans (specify details)
- e) Road connection

- f) Water availability in case of relevant industry
- g) Electricity connection (if no electricity available, then nearest point, where it is available)

(Validation of the information is necessary at the level of State/Divisional Director for recommending the proposal)

16) Design of CFC giving details of Machineries & Tools, equipment, etc.

a) Main institution

Sr. No.	Name of the equipment & Machineries	Quantity required	Cost (Rs.)	Time line for installation	Remarks
1.					
2.					
3.					

b) Associate institution

Sr. No.	Name of the equipment & Machineries	Quantity required	Cost (Rs.)	Time line for installation	Remarks
1.					
2.					
3.					

17) Replacement/Additional requirement of Charkhas (NMC/ Traditional) Looms (Improved/Traditional), etc.

a) Main institution:

Sr. No.	Name of the equipment/ tools	Proposed replacement (in nos)	Cost (Rs.)	Timeline (Year wise)
1.				
2.				
3.				

b) Associate institution

Sr. No.	Name of the equipment/ tools	Proposed replacement (in nos)	Cost (Rs.)	Timeline (Year wise)
1.				
2.				
3.				

18) Action to be taken up under Design Development

a) Main institution

Sr. No.	Name of the activity/input	Details of M/c, Tools & implements, expertise	Fund required (cost) (Rs.)	Expected output	Timeline (Year wise)
1.					
2.					
3.					

b) Associate institution

Sr. No.	Name of the activity/input	Details of M/c, Tools & implements, expertise	Fund required (cost) (Rs.)	Expected output	Timeline (Year wise)
1.					
2.					
3.					

19) Capacity Building Measures (indicate training/ exposure visit/ components mentioning all types of training/duration/cost as per table)

a) Main institution

Sr. No.	Type of Skill/ Managerial training/ Workshop	No. of beneficiaries to be covered	KVIC Training Institutes/ Others (pl. specific)	Cost (Rs.)	Timeline (Year wise)
1.					
2.					
3.					

b) Associate institution

Sr. No.	Type of Skill/ Managerial training/ Workshop	No. of beneficiaries to be covered	KVIC Training Institutes/ Others (pl. specific)	Cost (Rs.)	Timeline (Year wise)
1.					
2.					
3.					

20) Market Promotion Assistance

a) Main institution

Sr. No.	Name of the activity/input	Details of Marketing strategies, Tools, components, expertise, etc.	Cost (Rs.)	Timeline (Year wise)
1.				
2.				
3.				

b) Associate institution

Sr. No.	Name of the activity/input	Details of Marketing strategies, Tools, components, expertise, etc.	Cost (Rs.)	Timeline (Year wise)
1.				
2.				
3.				

(An indicative projection may be given for the specific head of cluster interventions under Sr. No. 16 to 20 by State/Divisional Director while recommending the proposal)

21) Working Capital

Sr. No.	Amount of Working Capital required	Nature of Working Capital	ISEC	Criteria for determination of Working Capital	Remarks

22) Target Production & Sales for the cluster for the duration of the cluster project: (Rs. in lakh)

Sr. No.	Year	Production	Value	Sales	Value
1	2014-15				
2	2015-16				
3	2016-17				
4	2017-18				

23) Target enhancement of Artisan wages (Rs. in lakh) over the duration of the cluster project:

Sr. No.	Year	Present wage per artisan	% of enhancement	Amount
1	Prior to SFURTI			
2	2014-15			
3	2015-16			
4	2016-17			
5	2017-18			

24) Formation of Special Purpose Vehicle (SPV)

This will be governed as per 4.4.1 and 4.4.2 of the Revamped SFURTI Guidelines.

25) Resolution of Implementing Agency:

The KVI institution shall enclose a copy of the specific resolution of the Managing Committee endorsing the Revamped SFURTI proposal for consideration

(Enclose the copy of specific resolution brought out in the proposal under Template-I (A) and I (B))

26) Critical examination of the specific information brought out under Template – I (A) and I (B):

- a) About baseline information of the artisans:
(includes information on the income, livelihood of the artisans, such as no. of days, no. of working hours per day, etc.)
- b) About proposed CFC and other interventions and projected cost thereupon:
- c) Proposed implementation framework:
- d) About SPV formation:
- e) Any virtual shortfall / deficiency noticed which needs to be corrected / rectified during the implementation of the programme :

27) Overall assessment of the proposal at the level of State/Divisional Director

(Such assessment will highlight the factual information gathered about the cluster, implementing agency, the livelihood of artisans, present state of activities, vis-à-vis critical examination of the cluster. This will also hold good while recommending the joining of Associate Institution in the cluster. If necessary, separate page may be enclosed in providing relevant information for appropriate screening)

Recommended

Signature of State/Divisional Director

28) Specifying reasons for recommending the SFURTI proposal at the level of Zonal Dy. Chief Executive Officer that have been forwarded by State/Divisional Directors

(Such recommendations may highlight the strength of the cluster in terms of artisan coverage, capacities of I.A., product identification, other socio economic benefits and usages creating sustainable employment opportunities)

Recommended

Signature of Zonal Dy. CEO