



Action For Food Production

(Registered under the Societies
Registration Act XXI of 1860)

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AFU-1/MELD/264/2015

25th September 2015

To

Dr.Suresh Pathare

Director

Center for Studies in Rural Development Institute of Social Work and Research

Station Road, Ahmednagar-414001

Maharashtra

Subject: MoU regarding Statistical Expert under IWMP

Dear Sir,

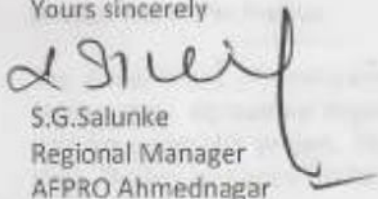
AFPRO is working as Monitoring, Evaluation, Learning & Documentation (MELD) agency
for Pune agriculture division under IWMP.

We need a part time Statistical Expert for this assignment. The draft MoU regarding
Statistical Expert for working as a part time core team member in Monitoring,
Evaluation, Learning & Documentation (MELD) team is attached herewith for your kind
review & suggestions.

Kindly go through it & send us your comments.

With regards

Yours sincerely


S.G.Salunke
Regional Manager
AFPRO Ahmednagar

Please address all correspondence to the Regional Manager

Action for Food Production (AFPRO) is a non-governmental, socio-technical development organisation with Christian inspiration that is working towards the reduction of rural poverty in India since 1966. We partner with grassroots - level NGOs and rural communities through technical guidance and back-up support for effective management of natural resources.

**INTEGRATED WATERSHED MANAGEMENT PROGRAM (IWMP)
PROJECT**

Memorandum of Understanding

**for Monitoring, Evaluation, Learning & Documentation in Pune Agriculture division in
Maharashtra**

between

ACTION FOR FOOD PRODUCTION – AFPRO

AFPRO Regional Office, Rose Cottage
Station road, Ahmednagar-414001

herein after referred to as 'AFPRO'

AND

BPHE Society Center for Studies in Rural Development

Institute of Social Work and Research
Station Road, Ahmednagar-414001

Herein after referred to as 'CSRD'

This Memorandum of understanding (hereinafter called the "MoU") is made on the 1st day of September, 2015, between, on the one hand, AFPRO and, on the other hand, CSRD to work jointly as a part time Statistical Expert in Pune Agriculture division.

Ref:

AFPRO has entered into an agreement with the Vasundhara Watershed Development Agency (VWDA) Pune for extending support as a Monitoring, Evaluation, Learning & Documentation agency under Integrated Watershed Management Program (IWMP). This project is planned to be implemented under common watershed guidelines 2008 for the period August 2013 to July 2018.

Background of the Project

The Government of Maharashtra (GOM) is implementing IWMP Project in all districts of Maharashtra. Agriculture department, GoM is the major Project Implementing Agency (PIA) working under this project. The Project is receiving financial assistance from Government of India. The key features of IWMP are given below.

- **Delegating Powers to States:** States has now been empowered to sanction and oversee the implementation of watershed projects within their areas of jurisdiction and within the parameters set out in the common guidelines.
- **Dedicated Institutions:** Dedicated implementing agencies with availability of multi-disciplinary professional teams at the national, state and district & PIA level for managing the watershed programmes.

- **Financial Assistance to Dedicated Institutions:** Additional financial assistance has been provided for strengthening of institutions at the district, state and national level to ensure professionalism in management of watershed projects.
- **Duration of the Programme:** With the expanded scope and expectations under this approach, the project duration has been enhanced in the range of 4 years to 7 years depending upon nature of activities spread over 3 distinct phases viz., preparatory phase, works phase and consolidation phase. However, at the project level it is planned to complete it within four years of duration.
- **Livelihood Orientation:** Productivity enhancement and livelihoods has given priority along with conservation measures. Resource development and its usage has been planned to promote farming and allied activities to promote local livelihoods while ensuring resource conservation and regeneration. The new approach would systematically integrate livestock and fisheries management as a central intervention and encourage dairying and marketing of dairy products.
- **Project Approach:** The new approach envisages a broader vision of geo-hydrological units normally of average size of 1,000 to 5,000 hectares comprising of projects of micro-watersheds. If resources and area exist additional watersheds in contiguous areas in projects can be taken up. However smaller size projects will be sanctioned in the hilly/difficult terrain areas.
- **Scientific Planning:** Special efforts will be made to utilize the information technology and remote sensing inputs in planning, monitoring and evaluation of the programme.
- **Capacity Building:** Capacity Building and training of all functionaries and stakeholders involved in the watershed programme implementation is planned to carry out on war footing with definite action plan and requisite professionalism and competence.
- **Multi Tier Approach:** There would be a multi tier ridge to valley sequenced approach, which should be adopted towards the implementation of the Watershed Development Projects. The watershed development process would be synergized with the employment generating programmes such as the National Rural Employment Guarantee Scheme (NREGS), Backward Regions Grant Fund (BRGF) etc thus providing strong coordination.

The Project will help GOM to implement its Integrated Watershed Management program in the entire State. Natural Resource Management (NRM), Livelihood Activities for Asset less persons, Production Enhancement & Microenterprises are the main components of IWMP project.

Monitoring, Evaluation, Learning & Documentation (MELD) is an important and crucial component of IWMP. Common Guidelines lay strong emphasis on MELD as a programme policy with separate financial provisions. Monitoring and Evaluation on regular basis has been made integral to the Integrated Watershed Management Programme (IWMP), as per the common guidelines. Unlike the earlier guidelines, the new common guidelines for watershed development (GoI, 2011) emphasise the need for concurrent evaluation at every stage of watershed implementation. As per the common guidelines "A participatory, outcome and impact oriented and user focused monitoring and evaluation and learning system would be put in place to obtain feedback and undertake improvements in planning, projects design and implementation". Watershed development has three important phases viz., preparatory, works and consolidation.

MELD in proposes to monitor processes, outputs and outcomes along with documentation to assess and ensure conformity of the progress towards intended project objectives. Monitoring and evaluation is an instrument to build the foundation of the programme strengthening its base. Strengthening of IWMP projects for identifying gaps, offer paths of correction/revision, gain knowledge, build expertise and share experiences within and between the various groups

of actors and stakeholders. VWDA, WCDC and the PIAs have their own methods of internal monitoring. However, External agency is necessary for unbiased, professional and concurrent monitoring and evaluation of the project processes, outputs, outcomes and timely reporting. In this way the MELD agencies are an important feedback channel to the VWDA and State Department.

Through competitive bidding process AFPRO has been selected as Monitoring, Evaluation, Learning & Documentation (MELD) agency for Pune agriculture division covering 93 watershed projects. As a part of ToR, AFPRO appointed full time core team members & part time core team members for this assignment.

AFPRO has invited CSRD, Ahmednagar as one of the part time core team member i.e. Statistical Specialist to work within MELD team.

General Condition:

CSRD will work as a part time core team member i.e. Statistical Specialist under MELD for the duration of 24 months i.e. from September 2015 to August 2017.

Both will be jointly and severally liable to the Client for all the obligations under the Contract between Consortium and Client, particularly for the engagement of statistician.

AFPRO will play a lead role by coordinating with Government of Maharashtra and stakeholders in projects for the effective implementation of the program with the active participation and consultation of CSRD.

The progress of the project shall be reported by AFPRO to Government of Maharashtra.

The overall financial management responsibilities lie with AFPRO.

CSRD, Ahmednagar will participate in the projects as a part time core team member and take active role to provide the statistical support to complete the deliverables as mentioned in the ToR provided by VWDA Pune.

AFPRO & CSRD will carry out following activities jointly for effective implementation of the Project

1. Meetings and Consultations
2. Monitoring and Reporting
3. Preparation of Thematic & Case studies
4. Baseline survey & Impact Assessment
5. Reports as per requirement of VWDA

To execute the above activities the number of days required will be communicated to CSRD as when required. However total number of days in a month will not exceed 10 days.

A joint monthly plan will be prepared to allocate the exact number of days to CSRD for the execution of the programme.

FINANCE:

As CSRD is taking part in various activities mentioned above therefore following budgetary provision has been made for the services.

Remuneration cost is Rs. 2500/- per day / per specialist.

Travel and lodging will be paid as per the actual, but at the same time it should not exceed the planned cost of travel and lodging in the proposed plan.

AFPRO will release the Installment on the submission of the report and details of work on quarterly basis to CSRD. This payment will subject to the release of funds from VWDA Pune.

The payment will be made to the institution i.e. CSRD and the person involved in the project on behalf of CSRD will get their remuneration from CSRD as per their internal arrangement.

The payment will be made as per the actual person days. However if the person-days exceed the planned person-days of the financial proposal, then in that condition payment will be made only for the planned man days.

The contract may be terminated within the notice period of 7 days by either party.

TDS will be deducted at source as per the Income Tax act and Certificate in this regard will be issued by AFPRO, New Delhi.

AFPRO shall not be responsible to consultants for any liability beyond its circumstantial control i.e. delayed or non-payment by State, any mishappenings during the course of field visit.

The MOU is being signed between AFPRO and CSRD Ahmednagar shall serve as the basis for all necessary support to MELD agency under IWMP Project as referred above and shall take effect from 1st September 2015.

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