

**REVISED SCHEME
(NOVEMBER 2008)**

**Promotion of IEC by Institution of Award for Outstanding Contribution
to Effective Implementation of NREG Act by
Civil Society Organisations**

The Award

The Government of India has decided to introduce awards to be known as *Rozgar Jagrookta Puraskar (Employment Awareness Award)* to recognize the outstanding contribution by Civil Society Organizations (CSOs) for promoting effective implementation of NREG Act in the different States of the country.

Objective of the Award

The award is envisaged to encourage and acknowledge the outstanding and exemplary contribution made by CSOs in the implementation of NREG Act in the country. The Act aims at providing for enhancement of livelihood security of the households in rural areas of the country by providing at least one hundred days of guaranteed wage employment in every financial year to every household whose adult members volunteer to do unskilled manual work. It also envisages payment of unemployment allowance to the households in case the work is not provided as stipulated within 15 days of demand for work, or from the date when the work is demanded. In order to protect the interests of workers, provision for social audit by Gram Sabha has been kept. Quick disposal of grievances and complaints have to be ensured. Implementing agencies have been made responsible for proper implementation of the Act and the Schemes. To accomplish the objectives of the NREG Act, it will be necessary to encourage and promote the participation of CSOs in the implementation of the Act. Civil Society Organizations may act as catalysts to enable the workers to access their rights under the Act.

Accordingly, the Government of India considers it expedient to institute an award for the effective implementation of NREG Act. An illustrative list of activities by Civil Society Organizations which may be considered for the award are given below:-

1. Generation of awareness in the rural community in regard to the provisions of the Act, and in particular, the statutory rights of workers.

2. Enabling the worker-households to register for work and obtain job cards.
3. Facilitating the workers to demand for work by submission of application for work and receive the dated acknowledgement receipt.
4. Enabling the workers to get work allocated to them within the statutory limit of 15 days.
5. Facilitating the workers to receive proper and timely payment of wages.
6. Enabling the workers to understand their obligation to perform the work allotted to them according to the norms laid down for the purpose.
7. Enabling the workers to properly acknowledge receipt of wages in the Muster Rolls.
8. Enabling the workers and other persons to submit complaints and grievances to the Programme Officer and other functionaries under the Scheme.

Scope of the Award

All registered Civil Society Organizations, individually or as a group for activities taken up from their own resources at the District, Block and Gram Panchayat level will be eligible for consideration for the Award. Civil Society Organizations implementing *Grameen Vikas Andolan and NREGA awareness generation projects* will not be eligible for any awards for NREGA instituted by the Ministry of Rural Development.

Details of the Award

Awardees may be selected for the outstanding work done at any of the following levels according to the details indicated in the table given below:-

Sl. No.	Award Category as per work level	No of Awards	Award Level	Work Level	Scale of Work
1	Gram Panchayat Level	6096	One award for one Intermediate Panchayat	Gram Panchayat	Work done in one GP
2	Intermediate Panchayat Level	596	One award for one District	Intermediate Panchayat	At least one third of GPs in Intermediate Panchayat
3	District Panchayat Level	34	One award for one State	District	At least one third of GPs in District

In every Intermediate Panchayat one awardee may be selected for GP level work. Similarly, in every District one awardee may be selected for

Intermediate Panchayat level work. Similarly in every State one awardee may be selected for the District Panchayat level work.

In every Intermediate Panchayat one CSO will be given an award of Rs 1000/- for undertaking work at the Gram Panchayat level. The number of awards in this category will be the same as the number of Intermediate Panchayats in the District so that one award for the best Gram Panchayat level work is given to one CSO in one Intermediate Panchayat.

The Award at the Intermediate Panchayat level will be given @ Rs.1000/- per Gram Panchayat where the work is done by the CSO. An additional amount of Rs.5000/- will also be given to the CSO. The work of the CSO should extend over at least one-third of the number of Gram Panchayats in the Intermediate Panchayat to be eligible for this award. In a district one such award will be given to the CSO. The number of awards in this category will be the same as the number of Districts in the state.

For the work done at the District level, the award will be given @ Rs.1000/- per Gram Panchayat and an additional amount of Rs.10,000/- will also be given to the CSOs. To claim the award at the district level, the work of the CSOs should extend over at least one-third of the number of Gram Panchayats of the District. One such award will be given in every State.

In case of all categories of award, a scroll will also be given to the CSOs.

Block level awards should be given at District level and District level award should be given at State level. State level awards would be given at national level. For considering the applications for awards at Block and District levels, State Government would constitute Screening Committee at State level as detailed in succeeding paragraph under Screening.

The awards will be given in a ceremonial function on 2nd February every year in the manner decided by Minister(Rural Development).

Modalities

(i) Nomination

Nomination of the CSOs may be made by themselves or by any other individual or institution. Separate nominations may be made for District, Intermediate and Gram Panchayat levels. ***The nominations may be sent to District Programme Coordinators of NREGA in States/Union Territories***

and Regional Offices of CAPART. Nominations received by District Programme Coordinators and Regional Offices of CAPART will be forwarded to the State Principal Secretary/ Secretary(Rural Development)as the case may be.

Nominations must be made in the prescribed format. It should be accompanied by details of work done by the CSOs, the period and circumstances in which the work was done, the initiative taken by the CSOs, the benefits derived, and the ways in which the work represents an outstanding and exemplary contribution to the effective implementation of the Act. Mention may be made of the historical, sociological and administrative background of the case, the problems faced by the target groups/implementing agencies, interventions made by CSO(s), period involved, impact made on target group, implementing agencies, State Government or Central Government and general society, sustainability of the impact, cost of interventions, risks and hardships faced by CSO(s), relationship of the CSO(s) with the local administration, specific details of social, economic, psychological and administrative benefits generated and number of beneficiaries with reference to the prescribed evaluation criteria and other information that may be considered relevant by the applicant.

(ii) Screening

Screening of applications as well as selection of applications for award at different levels will be done by Screening Committee to be constituted by the State Government. The Screening Committee may have the representatives of the regional offices of the CAPART, Members of the State Employment Guarantee Council, and eminent persons from the different fields. The nominations recommended for awards at national level by the Screening Committee of the State Government will be forwarded to the Ministry of Rural Development, Government of India for distribution of awards on the day appointed in the manner decided by Minister(Rural Development).

State Government will be responsible for the credentials of the CSOs nominated for the award.

Final Selection will be based on marks scored by the applicants out of Maximum marks of 100 in the following manner :-

Sl. No.	Evaluation Criteria	Maximum Marks
1	Generation of awareness in the rural community in regard to the provisions of the Act, and in particular, the statutory rights of workers.	10
2	Enabling the worker-households to register for work and obtain job cards.	10
3	Facilitating the workers to demand for work by submission of application for work and receive the dated acknowledgement receipt.	10
4	Enabling the workers to get work allocated to them within the statutory limit of 15 days.	10
5	Facilitating the workers to receive proper and timely payment of wages.	10
6	Enabling the workers to understand their obligation to perform the work allotted to them according to the norms laid down for the purpose.	10
7	Enabling the workers to properly acknowledge receipt of wages in the Muster Rolls.	10
8	Enabling the workers and other persons to submit complaints and grievances to the Programme Officer and other functionaries under the Scheme.	10
9	Training of members of Gram Sabha, members of Vigilance and monitoring committee, PRI bodies and functionaries.	10
10	Documentation and Presentation	10
	Total	100

The marks will be awarded on the basis of number of persons benefited by the intervention of the NGO.

(iii) Costs of the Award

Expenses may be incurred for giving wide publicity to the award, invitation and examination of nominations, verification of claims of the claimants for awards, documentation and reporting, selection of the awardees and the distribution of awards. This will be met by State Government within and from the cost given to the State Cell.

The estimate of cost of the Award amount to be paid to the awardees at all the three levels is given at Annexure. Since the Award is to be paid @ Rs.1000/- for every Gram Panchayat where the awardee has done work, estimate of maximum and minimum cost of the award amount has been made on the basis of the assumed maximum and minimum number of Gram Panchayats that the CSO may have worked in. At the Intermediate Panchayat level, the number of Gram Panchayats has been calculated by dividing the total number of Gram Panchayats in the country by the total number of Intermediate Panchayats in the country. This gives the average number of Gram Panchayats in an Intermediate Panchayat. A CSO working in the Intermediate Panchayat level may have worked in all the Gram Panchayats of the Intermediate Panchayat at the maximum or at least one-third of all the Gram Panchayats of the Intermediate Panchayat. Accordingly, the maximum and minimum amount per awardee at Intermediate Panchayat level is calculated. Similarly, the average number of Gram Panchayat in a district is calculated by dividing the total number of Gram Panchayats in the country by the total number of districts in the country. A CSO working in the district level may have worked in all the Gram Panchayats of the district at the maximum or one-third of the Gram Panchayats of the district in the minimum. On this assumption the calculation of maximum and minimum amount per awardee has been made.

(v) Time Table

The selection of the awardees will be based on their performance during a particular financial year ending 31st March. Accordingly the time table for the selection of the awardees will be the following:-

Sl. No.	Particulars of Activity	Due Date of Completion
1	Submission of applications by CSOs to State	10 th December 2008

	Governments and forwarding of applications by DPCs and Regional Offices of CAPART to State Principal Secretary/Secretary (Rural Development)	
2	Nominations by Screening Committee of State Government	10 th January 2009
3	Forwarding of selected nominations for Award to Ministry of Rural Development, Government of India by Screening Committee of State Government	15 th January 2009
5	Award Ceremony	2 nd February 2009

**Form for Application for Award to Promote People's Participation under
NREG Act**

1. Name of Applicant
2. Address of Applicant
 - Address Line 1*
 - Address Line 2*
 - Address Line 3*
 - District*
 - State*
 - Pincode*
3. Telephone Nos
 - Office*
 - Residence*
 - Fax*
 - Mobile*
4. Email address
5. Type of Activity
 - a. *Building up awareness in the rural community*
 - b. *Registration of Households for issue of Job Cards.*
 - c. *Constitution, Training and Functioning of Vigilance and Monitoring Committees, PRIs, etc.*
 - d. *Others*
6. Details of Activity taken up by CSO(s)
(please furnish a narrative of work done, soft and hard copy)
[Mention historical, sociological and administrative background of the case, territorial area of activity, the problems faced by the target groups/implementing agencies, interventions made by CSO(s), period involved, impact made on target group, implementing agencies, State Government or Central Government and general society, sustainability of the impact, cost of interventions, risks and hardships faced by CSO(s), relationship of the CSO(s) with the local administration, specific details of social, economic, psychological and administrative benefits generated and beneficiaries with reference to the prescribed evaluation criteria, and other information that may be considered relevant by the

- applicant]*
7. Details of works on the basis of which the CSO(s) is/are making claim for award.
(please furnish in numbered paragraphs pointwise summary of the basis of claim, in around 250 words)
 - 8 Verifiable evidences (oral or documentary) for claims made by the applicant.
(please furnish photographic, videographic, statistical, textual, press clippings and other documentary or oral evidences in support of the claims)
 9. Specify Award Category (Gram Panchayat, Intermediate Panchayat, District level).
 10. Details of the institutions/individuals nominating the CSO(s)
Name
Address
Address Line 1
Address Line 2
Address Line 3
District

State
Pincode
Telephone Nos
Office
Residence
Fax
Mobile
Email address
 - 11 Mention details of awards received earlier by the applicant, if any
 - 12 Attach copies of registration certificate, memorandum and byelaws of the CSO(s), audited balance sheet for the last three years, income tax returns submitted for the last three years, if any in respect of the CSO(s) applying for the award

- 13 How did you learn about the award (newspapers, TV, friends, or any other – mention the source of information about the award)
- 14 Submit your views with justifications on the strength and weaknesses of NREG Act, Schemes and Projects taken under the Act (in not more than 1000 words).

Signature and Stamp of the Head of CSO(s)

Place:

Date :

**Signature and Stamp of the Head of the Nominating Institution (s)
/Individual (s)**

Place:

Date:

Important:

1. Hard copies of all reports should be submitted in MS Word in 12-size Arial font in numbered paragraphs in A4 size paper. The report should have page numbers, table of contents, list of abbreviations, synopsis of dates and events, an executive summary, full description of events, facts, problems and interventions made. All annexures should be properly referenced with respect to the report.
2. For the purpose of presentation, PowerPoint may be used.
3. Electronic copy of documents should also be provided.
4. All applications may be submitted in sealed envelop addressed to Director General, CAPART, Department of Rural Development, Government of India, New Delhi along with a self-addressed envelop.
5. At the end of the report (Sl. No. 6, 7 and 8) an affidavit sworn before a competent Magistrate may be attached in the form given below by the applicant(s).

6. Model Affidavit Form

I/We, Shri/Smt _____, s/o or w/o _____, aged about ____ years, resident of _____ (locality) in _____ village / town /city, _____ police station, _____ District in _____ State do hereby solemnly affirm and declare that :

- (i) I/We am/are the applicant(s) for the NREGA Award,
- (ii) I/We have carefully read the details of the Award, NREG Act and Schemes made thereunder and understood the same.
- (iii) I/We have read the reports as required to be submitted at points 6,7,8 of the application form and I/we have fully understood the facts narrated in the report,
- (iv) the contents of the said reports are true and correct and nothing has been concealed,
- (v) I/We shall be liable if anything is found to be defamatory, false or vexatious in the report by the competent authority to be appointed by the Central Government.

DEPONENT(S)

VERIFICATION

Verified at _____ on this _____ day of _____ that the contents of the above affidavit are true and correct to my knowledge.

DEPONENT(S)