

Government of India
Ministry of Water Resources, River Development and Ganga Rejuvenation
National Water Mission

**Guidelines for Release of Grant-in-Aid to NGOs/VOs under National Water Mission
(July 2016)**

1. Introduction

The Ministry of Water Resources, River Development and Ganga Rejuvenation (MOWR, RD & GR) has launched National Water Mission (NWM) under the National Action Plan for Climate Change with the main objective of “conservation of water, minimizing wastage and ensuring its more equitable distribution both across and within States through integrated water resources development and management”. The five identified goals of the Mission are:

1. Comprehensive water database in public domain and assessment of impact of climate change on water resource;
2. Promotion of citizen and state action for water conservation, augmentation and preservation;
3. Focused attention to vulnerable areas including over-exploited areas;
4. Increasing water use efficiency by 20%, and
5. Promotion of basin level integrated water resources management.

Water is fundamental to ensuring food security and sustainable livelihoods, where in Management of Water Resource requires a multi-disciplinary convergence and involvement of stakeholders in achieving the goals of the NWM.

2. Primary Objective, Scope and Eligibility

Efficient and equitable use of available water resources across sectors throughout the country is critical for achieving water security, food security and sustainable livelihood to the people. Increasing the efficiency of water use and minimizing of wastage is essential to conserve and augment water availability, this can be achieved through Basin Level Planning and Management of Surface Water and Ground Water, which requires engaging with multiple stakeholders. Involving stakeholders across sectors at all levels of the River Basin in Collective Action for adopting identified best practices, its promotion and dissemination within the states and across the states will ensures distribution that is equitable and efficient.

2.1. Objective

The primary objective is to enable active participation of stakeholders from both State and Citizenry towards effective Integrated Water Resource Management across Domestic, Agricultural, Industrial sectors while ensuring the ecological requirement of water in restoring the ecosystem at all levels of the River Basin and to promote progressive policy formulation and institutional building towards this. This *inter alia* states that National Water Mission calls for urgent steps to setup Integrated Water Resource Management for ensuring water conservation, preservation and augmentation. In encouraging participation of State and Citizenry towards achieving the goals of NWM, working with Non-Governmental Organizations (NGOs) / Voluntary Organizations (VOs) in various activities related to water resources management, particularly in Participatory Planning, Human Resource Development, Capacity Building and Mass Awareness has been envisaged.

2.2. Scope

It is proposed to utilize the services of reputed non-profit, secular Non-Governmental Organisations (NGOs) and Voluntary Organisations (VOs) with proven track record in identified fields of activity relating to the water resources sector. The scope of this process of involving NGOs/ VOs will be towards the following activities:

1. Promotion of Water literacy, awareness building and sensitization at stakeholder level (e.g. awareness building on water-efficient technologies, best practices and techniques);
2. Development and promotion of innovative technologies, techniques, processes, products, etc. for effective water augmentation, conservation and management;
3. Develop modules and deliver customized capacity building, skilling and trainings to suite regional requirements for key stakeholder (e.g. barefoot engineers and technicians, communicators, social workers and volunteers);
4. Specific indicator based customize Data collection at local and regional scales promote GIS enabled information sharing system in regional and local levels and languages;
5. Water demand assessment and management at local and regional scales;
6. Adaptation of appropriate technologies with required upscaling / downscaling (including judicious mix of traditional and modern technologies);
7. Initiate a multi stakeholder's consultative process, sharing success stories (e.g. with line departments, NGOs, industry, other stakeholders) organizing forums for Action Dialogue, Status and Potential Solution for collective action towards achieving Outcome Based River Basin Action Plans (OBRBAP) specifying strategies and mechanism to accomplish river basin outcomes from short, medium and long-term perspective.
8. Any other activities decided by the Project Sanctioning Committee (mentioned on section 4.3(e)) from time to time.

2.3. Eligibility

Organisation having a distinct legal entity and engaged in water resource management and conservation or carrying out activities, which promote the objectives of the NWM programme will be eligible to receive Grants-in-aid under. The NGOs or VOs should be registered as a Society registered under the Central Societies Registration Act 1860 or under corresponding State Act or Indian Trust Act, 1882 (Not for profit) or Charitable Company licensed under section 25 of the Companies Act, 1958 or autonomous bodies incorporated under a statute of Govt. of India or a State Govt. Private limited non-profit Company under section 8 of the Companies Act, 2013 or the Charitable Trust Act or Other statutes.

- (a) Voluntary organizations (VOs) or Non-Government Organizations (NGOs), Cooperative Societies, Public Trusts
- (b) Village Forest Committees, Watershed Committees, Water User Associations/Societies registered under PIM Act of a State Government and other Committees engaged in the water resource management and conservation, registered with Central or State Governments.
- (c) Centres of Excellence in Training, Education, Research; Universities, Joint or Co-operative sector and autonomous organizations under Central, State and Local governments.

- (d) Central and State Government Departments, Urban Local Bodies (ULBs), Panchayati Raj Institutions (PRIs) and other Public Institutions being funded by the State/Central Government.
- (e) State-wise List of NGOs/VOs in water sector and participating with various Ministries/Departments and maintained by NITI Aayog will also be considered for initial screening under Grant-in-Aid Programmes.

3. Relevant Experience and Criteria's

The following are the necessary conditions/ criteria's that would be kept in view while selecting the organisations/ institutions:

3.1. Experience

- (a) The organization should have completed at least three years of activities especially in the field of activities applied in, from the date of registration.
- (b) Aptitude and experience in action and result based participatory planning, human resource development, capacity building, mass awareness and inclusion of weaker sections in geographically vulnerable areas is necessary.
- (c) Preference will be given to organizations with an experience and proven record of working on water resources conservation, preservation and augmentation.
- (d) Body should have registered for at least three years at the time of applying for assistance, and should not be running for profit to any individual or body of individuals.
- (e) The organization should preferably be for not-for-profit and should furnish an undertaking to the effect that they are not making profits out of the grants received from the Government of India.

3.2. Documentary/ Financial requirements

- (a) The organization should have up-to-date published Annual Reports on their activities.
- (b) The organization should have published Constitution, Articles of Association and a duly constituted management structure, with clearly defined powers.
- (c) The organization should have its accounts duly certified by an authorized Chartered Accountant. These should be up-to-date and open to due diligence exercises.
- (d) The organisation is required to submit proof of works twice the value of assistance having been completed and executed successfully in the preceding three years on annual basis.
- (e) Financial viability of the organization to contribute its share, and ability to continue the work for limited periods in absence of assistance from the NWM, MoWR, RD & GR.
- (f) The organization should not have been blacklisted by Central/State Governments.

3.3. General Credentials

- (a) Capability to mobilize community, network with other institutions for optimum utilization of resources allocated.
- (b) Good reputation and credentials.
- (c) Such projects will be favoured for sanction where the NGOs/ VOs is locally based and its operations reflect involvement with the community.
- (d) Transparency is to be ensured by all agencies involved in the process.

4. Funding Prioritization and Release of Grant in Aid

4.1. Provisions relation to Time frame

- (a) A project proposal complete in all respects (as per guidelines issued by the NWM, MoWR, RD & GR) and sanctioned will be funded initially for a period of one year.
- (b) The NWM, MoWR, RD & GR would release grant in aid for a project at a particular location for a maximum period of five years (after satisfactory evaluation of one year work by the Project Selection Committee (PSC)).
- (c) The project period shall commence from the date of signing of MoU or the date of release of first instalment of financial assistance, whichever is later.

4.2. Conditions relating to grants

- (a) Release of further grants will be conditional on satisfactory operation of the activities of the organization as established through monitoring reports and periodical inspections.
- (b) Voluntary organizations would be expected to progressively professionalise their management and increase proportion of qualified staff.
- (c) In case of Voluntary Organizations seeking grant for a new project, it would be required to furnish complete information about all sources of funding and a list of projects financed / supported through such funding.

4.3. Quantum of assistance

- (a) The extent of financial assistance will be decided by the competent authority based on the merit of the proposal and will be to a maximum of 100% of proposed annual project cost to a NGO/VO for a particular category of project which shall be limited to the financial norms prescribed for that category of project by the Government and revised from time to time.
- (b) The grant shall be sanctioned as per the procedure laid down under Chapter 9 of General Financial Rules 2005 as amended from time to time.
- (c) Release of subsequent instalments of grants will be made based on successful delivery of identified deliverables of the organization as established through monitoring reports and periodical inspections.
- (d) The grants are not-recurring grants and no such commitment is made by agreeing to the one time project specific grants, which may extend over period as per schedule approved by MoWR, RD & GR.

4.4. Procedure for selection:

- (a) The Ministry will invite applications for fresh proposals through advertisement in newspapers / NWM website, www.nationalwatermission.gov.in / MoWR, RD & GR website, www.mowr.gov.in. All new proposals have to be submitted in prescribed format in the specified time (as published by the Ministry) for funding requests. The decision on the same will be informed through the website of NWM, MoWR, RD & GR.
- (b) Project proposals under NWM should be addressed and submitted to NWM, MoWR, RD & GR, by interested/willing organizations. All new proposals will be submitted in the prescribed format along with the documents as mentioned in Annexure-I.
- (c) All proposals will be submitted by online registration at www.nwm.tiss.edu or www.nationalwatermission.gov.in or www.mowr.gov.in in prescribed standard application format along with the documents mentioned in Annexure-I
- (d) The proposals shall be examined by the Project Sanctioning Committee (PSC), referring to factors such as eligibility, nature of activity proposed, etc. Where necessary, the applicant may be called to make suitable modifications of the proposal with respect to to size, scope, duration, etc., if required.
- (e) The constitution of the Project Sanctioning Committee (PSC) is proposed below:
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|-------------------------------------------------|----------|
| a. Additional Secretary & Mission Director, NWM | Chairman |
| b. JS & FA, MoWR, RD & GR | Member |
| c. JS (PP), MoWR, RD & GR | Member |
| d. Adviser (Technical)NWM | Member |
| e. Director, TISS (or his/ her representative) | Member |
| f. An Expert from NGOs/ Civil Society | Member |
- (f) The PSC shall meet quarterly and also as and when required.
- (g) The projects recommended by the PSC shall be considered by competent authority for approval in the Ministry of Water Resources, River Development & Ganga Rejuvenation.
- (h) The decision will be conveyed to the organisation in writing by NWM, MoWR, RD & GR. On receipt of this offer, the organisation has to submit acceptance.

4.5. Procedure for release of grants and use thereof:

- (a) The Ministry will issue the sanction order in the name of the President/Secretary and transfer the funds to the bank account of the organization, which should be under joint operation of President and Secretary. If the headquarter of the organization is not located at the project area, the funds will be in turn transferred by the organization into a bank account at the project location to be jointly operated by Secretary and a duly authorised project head within 7 (seven) days from the date of receipt of funds in account. For this purpose, the organization shall open a bank account in the name of organization at the project location also.
- (b) Persons employed in the project will be treated, as the employees of the organization/ institution and not of the Government of India and the conditions of their service will be governed in accordance with the rules and orders of the organization applicable to such person.
- (c) In relation to any capital assets being created including machine and equipment, legacy arrangements would be reflected in the proposal. Where by on completion of project such

assets would be transferred to designated body/ organisation with the approval of competent authority in MOWR, RD & GR.

- (d) The grantee organization shall furnish quarterly report and other documents of the project along with a statement of expenditure actually incurred in the quarter. The organization/institution shall record a certificate to the effect that the expenditure has been incurred in accordance with the sanctioned grant. Ongoing proposals will be funded as per the schedule of release of grants and only upon receipt of utilization certificates and other prescribed documents (as per Annexure –II) and the release of second and subsequent instalments shall depend upon review by the Ministry of Water Resources, River Development and Ganga Rejuvenation of the progress and assessment of acceptable quality.
- (e) Evaluation may be conducted by Third Party Administrator (TPA) after completion of the project as per requirement of NWM, MoWR, RD & GR. If it is found that implementation of the project is in an unsatisfactory or improper manner, NWM, MoWR, RD & GR reserves the right to blacklist such organization(s).
- (f) In case of Misutilisation of Funds, members of the executive of the Voluntary Organization would be liable for recovery of misused grants. The VO as well as members of the Managing Committee would also be blacklisted by the NWM, MoWR, RD & GR. All immovable assets created from the funds of the NWM, MoWR, RD & GR, if not utilized as envisaged in the scheme, would be taken over by the local body/State Government/body prescribed by the NWM, MoWR, RD & GR.
- (g) Project will be funded as per the schedule of release of grants and the release of second and subsequent instalments shall depend upon review by MoWR, RD & GR of the progress and assessment of acceptable quality
- (h) On completion of the project, the organisation shall submit soft and hard copies of final report (in triplicate) along with supporting documents such as photographs and utilisation certificate of the grant-in-aid.

DOCUMENTS TO BE ATTACHED TO THE APPLICATION AND FOR RELEASE OF INITIAL GRANT

1. Attested copies of audited statement of accounts (for preceding three years)
2. Annual Report for three preceding years.
3. Proof of experience in the sector concerned.
4. Copy of Registration Certificate.
5. Undertaking regarding training linkages (if applicable).
6. Undertaking regarding training linkages (if applicable)

DOCUMENTS REQUIRED FOR RELEASE OF SUBSEQUENT GRANTS

1. Utilization Certificate (UC) of previous grant-in-aid released duly audited by Chartered Accountant in form 19A GFR 2005.
2. Audited Statement of Accounts duly audited by Chartered Accountant.
3. Progress Report indicating the activities carried out after the release of previous grant as per terms of sanction.
4. Action Taken Report on the recommendations of the Evaluation Agency (if applicable).
5. Pre Stamped Receipt.