Mid-Term Evaluation of IwMp

for the years 2009 & 2010.

INCEPTION REPORT

October 2015

Submitted By:

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Acknowledgement

Disclaimer

Chandrapur[MS]   **Mr. Harshwardhan Pipare**
October 2015   **President, HGVBS**

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ABBREVIATIONS AND ACRONYMS

CBO	–	Community Based Organization
CEO	–	Chief Executive Officer
DoLR	-	Department of Land Resources
DWDU	-	District Watershed Development Unit
DPR	-	Detailed Project Report
ETF	-	Evaluation Task Framework
EPA	-	Entry Point Activity
FGD	–	Focused Group Discussion
GoI	–	Government of India
GP	–	Gram Panchayat
GIS	–	Geographical Information System
HH	-	Household
Ha.	-	Hector
HGVBS	-	Harshal Gramin Vikas Bahu. Sanstha
IWMP	–	Integrated Watershed Management Programme
IGA	-	Income Generating Activities
IEC	-	Information, Education & Communication
M&E	-	Monitoring & Evaluation
MTE	-	Mid-Term Evaluation
MoRD	-	Ministry of Rural Development
MELD	–	Monitoring, Evaluation, Learning & Documentation
NRM	–	Natural Resources Management
NGO	-	Non-government Organization
NRAA	-	National Rain fed Area Authority
NDC	–	National Data Center
NA	–	National Agency
PRA	-	Participatory Rural Appraisal
PIAs	–	Project Implementing Agencies
PS	–	Project Schedule
POP	–	Population
RDD	–	Rural Development Department
SLNA	–	State Level Nodal Agency
SC & ST	-	Schedule Caste & Schedule Tribe
SHGs	-	Self Help Groups
UGs	-	User Groups
WC	-	Watershed Committee
WDT	-	Watershed Development Team
WCDC	–	Watershed Cell cum Data Centre
ZP	–	Zila Parishad/Zila Panchayat

I. <u>INTRODUCTION</u>

The purpose of the report is to provide a clear scope of work including methodology for delivering the Mid-term Evaluation services in the project tenure, sample size, description of a clear process of conducting the evaluation activities and extent of activities under progress. The IWMP as envisaged bestows utmost importance on concurrent Monitoring & Evaluation of the projects. The stress is on for a timely result based monitoring system which is used as a tool for project management. The system is to enable a corrective mechanism, in real-time. The M&E system on the whole is designed as a learning mechanism with corrective options both at the project & policy level. The proposed mid-term evaluation is a part of this overall strategy. The following areas of significance have been detailed out in the report:

A. Background and Context of Program :

Effective management of natural resources through conservation of rain water, checking soil erosion, etc. are central to the attainment of economic as well as financial sustainability of dry-land agriculture. In India, one major policy instrument designed for achieving this goal is the Integrated Watershed Management Programme. The approach of the programme is quite comprehensive & the concept came through in such a time when the global environmental concerns have become quite strong.

Integrated Watershed Management Programme (IWMP) is a modified programme of erstwhile Drought Prone Areas Programme (DPAP), Desert Development Programme (DDP) and Integrated Wastelands Development Programme (IWDP) of the Department of Land Resources. This consolidation happened with an objective of optimum use of resources, sustainable outcomes and integrated planning. The scheme was launched during 2009-10. The programme is being implemented as per Common Guidelines for Watershed Development Projects 2008. Government of India has issued common guidelines in order to have a unified perspective by all stake holders. The key features of common guidelines include innovativeness in the approach, delegation of powers, strengthening dedicated institutions, social, gender and economic equity in sharing enhanced productivity and livelihood, multi-tier ridge to valley system approach and centrality of community participation.

The integrated Watershed Management Programme (IWMP), a flagship programme of the Government of India has been making significant investments. The programme envisages restoration of ecological balance by harnessing, conserving and developing degraded natural resources such as soil, vegetative cover & water through watershed management initiatives. The objectives are-
- To increase the productive potential of degraded lands through various watershed interventions.

- To improve the biomass through Agro-Horticultural, Agro-Forestry and Silvi-Pastoral systems.
- To support to the asset less, small land holders and other vulnerable sections through Income Generating Activities (IGA)
- To support the Livestock sector and demonstrations in agriculture related sectors.
- To improve Production systems and Microenterprises.
- To drought proofing rain-fed agriculture.
- To Form of vibrant and well informed community-based organizations resulting in overall improvement in the soil capital, and
- To achieve sustainable agriculture production leading to overall improvement in the quality of life of farming community.

Thus the main objectives of the IWMP are to restore the ecological balance by harnessing, conserving and developing degraded natural resources such as soil, vegetative cover and water. The outcomes are prevention of soil erosion, regeneration of natural vegetation, rain water harvesting and recharging of the ground water table. This enables multi-cropping and the introduction of diverse agro-based activities, which help to provide sustainable livelihoods to the people residing in the watershed area. The IWMP is a holistic project with all essential components such as capacity building, lively-hood activities, Production system, natural resource management, and a dedicated institutional system for effective and comprehensive implementation. The benefits that are expected to accrue under the IWMP include increase in availability of surface water & groundwater, changes in cropping pattern from one to two crops annually, increase in fodder availability and increase in milk yield, increase in agriculture productivity and increase in employment opportunities and household income.

Currently, watershed development programme is being considered as the corner stone of larger overall rural development in the country. The programme has gained greater importance and today is one of the flagship programmes of DoLR, under MoRD with the initiation of IWMP in 2009. A total of 1325 projects with spent of Rs.501.48 cr amount in 2009 and 1865 projects with spent of Rs.1496.83 cr amount in 2010 have been sanctioned under IWMP spread across 23 States of country. The project is being implemented in phased manner and projects covered in Batch I and II in 324 districts in 23 states (*please see Sampling List*) will be covered under the Mid-term Evaluation services to be provided by the agency.

The implementation structure of IWMP projects is decentralized. The project is implemented by people's institutions at village level. At grass-root level there are Users Groups who plan and undertake various activities for developing various resources such as land, water, and livestock. Self Help Groups and Users Groups are also formed for people who do not gain much from the land based activities such as the landless households or farmers with nominal landholdings. These SHGs and UGs plan, implement, and maintain the watershed project under the guidance of an elected

committee formed at the village level, which is called the Watershed Committee. The day to day affairs are looked after by the same 11-member Watershed Committee. The committee makes necessary considerations & decisions for smooth implementation of the watershed project, under the guidance of Gram Panchayat and Watershed Development Team appointed by the PIA. At the project level the PIA provides necessary guidance and management support for effective implementation of the programme. At the apex level State Level Nodal Agency (SLNA) provides necessary guidance and management support through policy guidelines, project strategy development, project resources (human, institutional and finance) and ensures that project implementation is coordinated, efficiently and effectively to meet expected results of the project. The SLNA is also responsible for creating enabling environment to ensure that inclusion, equity, transparency, social accountability and good governance principles are adopted project wide.

The overall MELD system in IWMP has systematic learning and correction feature. While necessary information are generated under various components of M&E, learning forums have been created at various levels to involve all stakeholders in seeking feedback on that information and take strategic decisions. The MELD of the project has various components such as progress monitoring, input output monitoring, external process monitoring and Impact evaluation. Self evaluation and learning mechanisms through Institutional development Indicators, participatory MELD and concurrent monitoring are also a part of the MELD system designed as a learning mechanism with corrective options both at the project & policy level.

B. Purpose and Scope of the Evaluation :

The first batch of IWMP was initiated during 2009 and it has completed almost four years in its actual implementation. The project was designed for a 5 to 7 years duration and it is at its mid-point period of implementation. Hence the mid-term evaluation of these IWMP Projects initiated during 2009 & 2010 is proposed to be carried-out. The purpose is to get a feed-back on the initial impacts of the programme and the bottlenecks faced if any in the process of its implementations. This mid-term evaluation would enable a pathway analysis at the mid-course providing for improvement in the next course. The mid-term evaluation assignment aims to establish a mechanism for project evaluation in middle stage of implementation and documentation that is more qualitative, responsive, dynamic and adaptive in nature, necessary for community demand driven projects like IWMP. Evaluation is a periodic stocktaking of the status of the programme and its impact with respect to the stated objectives. This helps in taking mid course correction to be undertaken, if any, thus giving directions for the future and documentation system and is expected to improve operational learning at all levels (Village, Watershed Committee, Gram Panchayat, Block, District and State) throughout the project implementation.

Need for Mid-term Evaluation (MTE)

Evaluation on mid-term basis is essential from project management point of view as it allows to cross check the status of the project, identify drawbacks and strengths, offer paths of correction/revision, gain knowledge, build expertise and share experiences within and between the various of actors and status of various ongoing activities, Evaluation on the other hand is more of a periodic assessment of achievement/ milestones in accordance with the objectives of the project. In the Common Guidelines for Watershed Development Projects, Year-2008, the guiding principles being Monitoring, Evaluation, learning and documentation. The principles states that a participatory, outcome and impact oriented and user focused monitoring, evaluation and learning system would be put in place to obtain feedback and undertake improvements in planning, projects design and implementation.

Objectives of Mid-term Evaluation

The objectives of proposed mid-term evaluation are as follows.

- To assess the Sensitization & Awareness activities carried out by type and the level of impact.
- To assess the Entry Point Activities (E.P.A) implemented & its impacts under the project.
- To assess the status of institutional arrangements made and their adequacy for project implementation.
- To assess the Training & Capacity Building activities at all level by type, status and observed initial impacts.
- Assessment of Detailed Project Reports (DPRs) - process followed in the preparation of and the quality.
- Assess the administrative machinery system and its adequacy at SLNA & District & PIA Levels, to implement the project as per the Common Guidelines.
- To assess M&E System under the Project- Particularly the Status & functioning of third Party Monitoring agencies.
- To assess the convergence and linkages developed, its impacts & Limitations
- To assess the Income Generating Activities (IGAs) initiated under the project- The status, process, types, linkages & handholding arrangements.
- Assess the level of involvement of the community in the project planning, implementation & monitoring.
- To assess the Level of Involvement of Women & the Vulnerable in the project, Women involvement, inclusion of SCs, STs, Marginal farmers & Landless households.
- To assess the extent of project implementation at the Field level–Sectoral progress, status and the initial impacts on – natural resources, land-use, land-cover, bio-mass, groundwater & surface water level, agriculture & allied activities, cropping-area production & productivity, cropping diversity, & intensity, shift to horticulture or other commercial crops and change in livestock sector.

• To assess the fund flow status, financial progress and impediments if any.

The Mid-term Evaluation assignment will contain the following components which are interrelated and the responsibility is shared by various stakeholders. To support field-based process evaluation, covering all the processes, identifying critical deviations in project implementation and factors responsible and facilitate project management at all levels to take appropriate decisions in course of correction.

Tasks, Objective and Deliverable Responsibility Matrix for MTE assignment of IWMP		
Tasks	**Objective**	**Deliverable**
Impact assessment / Evaluation	Evaluation of project progress and assessing the initial, mid-term as well as long term impacts of project activities	State-wise status report in Middle Phase
		National Level Comprehensive Evaluation Report
Thematic / Case studies	Conduct thematic studies/case studies on the areas specified by the project.	Thematic reports
		Case studies / Success Stories / Good Practices
Photo documentation	Conduct Photo documentation and generate material on process, consolidated observations and special cases.	End to end Photo documentation
		Consolidated documentary
		Case studies / Success stories / good practices

Scope of Work

The Mid-term Evaluation assignment has following scope of work:

- Carrying out Impact study desired by the Department of Land Resources Ministry of Rural Development will be confined to the IWMP projects implemented under the support of the DoLR funds.
- The study will cover watersheds in all the 29 states and 20 % of the watersheds will be selected in proportion to those sanctioned between 2009 & 2010.
- State wise sampling will be in proportion to the number of projects sanctioned under IWMP.
- The study will cover 20% of households from the sample villages.
- No less than 90 households will be covered from each of sub watersheds /micro watersheds for statistical analysis purposes.
- From each sub-watershed/micro three villages representing ridge, Middle and Valley portion will be selected for household surveys. From each village at least 30 households would be covered.
- In addition to the above about 50% of household to be considered from outside the watersheds area, with similar topography & socioeconomic features. This would facilitate a comparative analysis of with & without project scenario (i.e. 45 households from untreated similar area).

The study will also follow the following analytical frame work:

➢ Natural Resources Analysis: – Covering Land use, Land cover, Biomass, Hydrological & Soil profiles- to a limited extends of level of implementation.

➢ Agriculture sector analysis: - Area Production & productivity analysis, analysis of allied sector like live stocks, horticulture etc.

➢ Economic Analysis-Including Cost Benefit Ratio Analysis and Internal Rate of Return (IRR) Analysis. (Covering Income, Employment, Debt & Migration Analysis).

➢ Institutional Analysis – Community Based Organizations (CBOs) & Project Implementation Agencies (PIAs), Non-Government Organizations (NGOs), Community at Large, other stakeholder if any.

➢ Systemic & Financial flow Analysis: – Administrative arrangement system analysis of fund flow analysis.

➢ Community Involvement analysis: – How far the project is community driven than merely community centred.

➢ Gender sensitivity and equity analysis: - i.e. Women Involvement in Planning and Implementation of the project & Distribution of investment returns by class, caste & gender.

➢ Over all Analysis- A conclusive overall impact analysis of all the above sectors. Interlinking the Watershed Community & Natural Environment.

The Mid-term Evaluation assignment has following Chapter Scheme of Contents:

1. Executive summary
2. Introduction, detailing the background of scheme & methodology of study, sample size & analytical frame work.
3. Status of Progress of Project.
4. Expire by Build, sanitization and awareness levels at Watershed level, status of Agriculture and Allied Sectors.
5. Status of Institutional Systems.
6. Impact on the Society especially with Gender & Equity Analysis.
7. Over-all Impact- A summary of analysis.
8. Best practices, limitations if any & lessons learnt with suggestions for future alternative policy linkages.

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II. METHODOLOGY AND APPROACHES

The purpose of this chapter is to update the proposed evaluation methodology which reflects the Inception Phase findings as described in the previous section. While the overall methodology and approach as described in the proposal remains largely the same, data gathered during the Inception has been used to finalize, give more precision to and update the methodology as required. In order to study the qualitative and quantitative impact that the various component had on the beneficiaries, user groups and the community in general, the evaluation process will initiat. Total 637 IWMP projects (20% of total sanction in 2009 & 2010 years), where physical works has been carried out so far will be select for the evaluation study.

A. Approach to Task :

Combination of specific approaches will be adopted by the agency for successful completion of the project, which has been illustrated below:

Process Analysis Approach

This approach looks beyond the theory of what the program is supposed to do and evaluates how the program is being implemented. This evaluation determines whether the components identified as critical to the success of the program are being implemented. The evaluation also helps in determining whether target populations are being reached, people are receiving the intended services, staffs are adequately qualified, etc. The approach will help in holistic evaluation of the effective implementation of the program. This approach is adopted in realization of the fairly complex chains of action involved in the execution of the project. Since incorrect or ineffective implementation will produce the same kind of neutral or negative results that would be produced by correct implementation of a poor innovation, it is essential that the evaluative research assess the implementation process itself. Otherwise, a good innovative idea may be mistakenly characterized as ineffective, where in fact it simply had never been implemented as designed. This approach will be used for the process monitoring component of the assignment.

Longitudinal Approach

In assessing the progress and the initial impacts of the programme, the longitudinal approach will be used for deriving variations in social, economic, agricultural and eco system services through mapping of changes in the natural resource management pattern in the selected areas. Since the watershed development initiatives benefit not only the participating farm households, but also non-participating farm as well as non-farm and other rural households in the watershed village, the approach stands effective in studying the impact of watershed programmes applying the following three approaches:

(i) Before and after: Under this approach, a comparative framework will be used to analyze the current situation with respect to the baseline situation basing on different

project parameters. Thus after comparison, progress and incremental changes and resultant benefits will be calculated. However the viability of this approach depends on the availability of properly assessed benchmark information.

(ii) With and without: This again is a comparative approach, but the comparison here is between the resultant situation after implementation of project and prevalent situation in complete absence of project. This method by its design automatically captures the changes as the impact of interventions which seem lacking or absent in non-project area. This approach is only applicable for cases where the comparison is between villages having homogeneous agro-climatic conditions. This approach will mainly be adopted for conducting the impact assessment/evaluation studies to be done under the assignment.

Case-study approach for qualitative analysis

Considering the varied nature of functional setup & issue of operations the very particular nature of the study will be to focus on gaining an in-depth holistic understanding of certain themes and related aspects at a specific time. Hence the consultant team will focus on collecting data through a variety of means including, but not limited to interviews, observations, audio and video data available and collection and review of relevant documentations. Thus the rationale behind this approach is the qualitative and quantitative variety of data sources that need to be addressed during the thematic studies under the assignment for gathering relevant information.

Information Intensive Approach

Since, the assignment entails a deeper understanding of programme interventions in the regions, the approach to the study would be intensive and in-depth coverage. Qualitative research tools, apart from minor use of secondary data and quantitative probing and analysis, have been employed to make this process more efficient. The approach is not suited to being exhaustive when it comes to either selecting the projects or of approaching every stakeholder possible. It will rather be representative in the way of approaching people to gauge their perceptions, and will intensively cover the processes highlighted in the various documents and shared by key personnel involved in the program. This approach is mainly being adopted for conducting different thematic studies, case studies/success stories and Photo documentations.

Mixed Methodology

Keeping in mind the objectives and the stakeholders in the study, the research methods will be triangulated to capture the range of responses across the target population. The quantitative methods used will not only indicate the scale of project expanse, progress & impact but will be able to establish causal links with more accuracy. At the same time, quantitative tools will be able to bring in the required statistical rigor into the study which will help in taking corrective measures & strengthening policy initiatives taken by the Department of Land Resources, Ministry of Rural Development. The reason for incorporating qualitative tools into the study is to probe deeper into certain identified thematic areas, particular interventions and assessing community based organizational

efficiencies and networking, etc., in the effectiveness of the programme. While quantitative data will present the average or generalized progress & effect of the programme, qualitative data will be able to throw light on the spread or distribution of that effect along with the process techniques that impact it. Thus the agency believes that a mixed methodology will be most suited in highlighting conditions and processes that are continuously impacting the effectiveness and efficiency of the programme.

Positive approach

One of the major purposes of the final deliverable, apart from monitoring and evaluating the projects, is to make the stakeholders in the grassroot level, execution level, government administrative and policy level aware of the work done including both success stories as well as challenges faced in the identified programme and thus promoting an enabling environment for effective learning through. Therefore, a positive approach will be taken while documenting this transition so as to ensure that the entire process does not turn into a fault finding exercise. There will be a focus on the challenges and the key learning but it will be documented with the understanding of elaborating on the processes underlying the work done. This approach will be adhered to for processing all the deliverables of the project.

Participative and Consultative approach

The consulting organization will be adopting a participative and consultative approach and seek suggestions from the DoLR at regular intervals through the trajectory of work. This consultative process with the commencement of the work is critical to ensure the generation of best quality of outputs. The consultations will pertain to seeking inputs and comments on research tools, research framework and the design of the midterm evaluation program and the articulation of the findings. Our experience of working in various large scale surveys suggest that efficient and responsive feedback loops are critical to the timely progress of the project and the agency will strive to work towards making the communication channels stronger. The delivery of the final deliverables will be based on a consensual understanding of the parameters of the assessments/studies and the efficacy of the findings. The agency will also work in close coordination with all the SLNAs, WCDCs, PIAs and the agencies delivering MELD services in the state.

B. Research Design and Indicators :

Broadly, the evaluation study has three components – assessment of baseline status of the project implementation among village population; review of the past developmental work for its adequacy; and formulation of the communication strategy based on an assessment of the communication needs. The study will be carried out in three phases – familiarization and grounding; field work i.e. socio economic survey and conducting of consultations; data compilation, and report compilation.

Phase I – Preparatory Activity: Initial activities at the preparation stage included meetings with DoLR officials and project representative to understand:

1. The expectations from the assignment;

2. Identification of sources and collection of the relevant information, literature;
3. Request for assistance and cooperation of relevant agencies and other stakeholders, as necessary;
4. Finalization of sample size and the criteria for selection of the sample
5. Carrying out a review of all relevant literature
6. Preparation of tools for field survey i.e. socio-economic survey questionnaire, consultation / FGD guidelines.

A separate checklist for interactions with SLNA & WCDC officials will be prepared too (See Annexes for questionnaires and formats used). Besides the socio-economic details and In-Depth Interview Schedule, various other formats like Focal Group Discussion (FGD) Schedule, Remote Sensing/GIS Schedule and Project Schedule which contain the detail about parameter for Mid-Term Evaluation of IWMP Activities/Process to be evaluated with phase wise evaluation, Monthly Progress Report Format, Input Output Evaluation Format and Photograph formats for Entry point activities, Community mobilization awareness activities, SHG/UG activities, NRM and Other activities will be developed for collection of Primary and Secondary data in project area/village.

Phase II – Data Collection: A mix of data collection techniques will be deployed to gather information. These includ: key informant interviews, socio-economic survey at the household level, community consultations and focus group discussions with vulnerable groups. The field activities will probably start from **October 2015** with an initial round of consultations. The purpose of the initial round of consultations is to ensure:

➢ Proper understanding and informing the details of the project to the villagers
➢ Identification of household through random sampling and their presence at the time of survey
➢ Identification of all stakeholders those should be consulted during the assessment;
➢ An overview of perceptions regarding the community level measures currently administered by the developmental authority

Phase III – Analysis and Preparation of reports: Following completion of field activities, all data was entered into a suitable data entry program, analysed and segregated into aspects that are relevant to State-wise status report and National level Comprehensive Evaluation Report.

Suggestive Parameters for Mid-Term Evaluation of IWMP Activities/Process:
1. Entry point Activities.
2. Sensitization & Awareness Activities.
3. Grass-root Level institutional Development (Community Based Organization formation/Functioning).
4. Capacity Building (at all levels)
5. Preparation of (DPR) Detail Project Report.
6. Annual Action plan.
7. NGO- placement & functioning.
8. Placement & functioning of M & E agencies i.e. (third party monitoring).
9. Baseline/ Benchmark- status

10. Information, Education &Communication system – if any
11. Physical & Financial target & Achievement.
12. State Level Nodal Agency / Watershed Committee cum Data Cell/(DWPO) / Watershed Development Team / Project Implementation Agency -> Organizational structure – status &functioning
13. Adoption of Remote Sensing (RS)/ Geographic Information Systems (GIS) & Management Information System (MIS) under the project.
14. Work Implementation: Target Vs Achievement – Sector-wise, Quantity & Quality of Works, Initial Impacts observed.

C. Methods of Data Collection :

Using the above mentioned parameters, the detailed methodology developed to be adopted by the agency is mentioned in this section with reference to the pre-decided project tasks and deliverables. Common Guidelines for Watershed Development Projects (2008) are developed to trigger a new era of watershed development projects in the country by developing appropriate systems and practices at different levels. Establishing State Level Nodal Agencies (SLNA), developing state specific strategic/ perspective plans, establishing dedicated project management and implementing agencies, evolving appropriate support systems for project management, capacity building and monitoring, evaluation and learning systems are integral parts of Integrated Watershed Development Projects (IWMP) in the country. The project also has inherent discipline in the project management design. Watershed project has been divided into three main stages – preparatory phase, works phase and consolidation phase. It is mandatory that each project is assessed at the end of each phase by an external independent institutional agency to ensure that all defined processes and followed and expected milestones are crossed. The continuity of the project depends on the successful completion of each of the predetermined milestone.

Under the MTE assignment, the agency will be responsible for carrying out the evaluation of the IWMP projects assigned to the agency. The agency has already developed formats for carrying out the evaluation of projects which have been included in annexes. The methodology of assessment includes 14 Parameters and multiple related questions to assess the performance. For every parameter, there questions are designed to reflect the "quantitative and qualitative" aspects of processes; activities, results and milestones crossed. The study for evaluation of middle phase impacts of watershed projects would follow these methods / tools:

Household Surveys: (Annex-a) this checklist has been developed to capture the perceptions of individual farmers/ other beneficiaries and non-beneficiaries of the project. This check list will capture the perceived changes (before and after) that have potentially been induced by the project. These changes will be traced for a set of standard impact indicators (changes in groundwater level, irrigated areas, yields, etc). The role of project in these changes would also be assessed as part of this check list. The second checklist will be used to capture the experiences and thought processes of key

village leaders of the project villages. This checklist is expected to give the human dimension of the project. The enabling and disabling factors behind the project management and governance will be tracked by the perceptions/ experiences of these members.

Focused Group Discussions (FGDs): The FGDs will be organized with selected participants (leaders/ users and participants under a particular component of the project). These discussions will be conducted in a participatory manner. Perceptions of the participants would be captured in mainly in two matrices- Relative Impacts of Each Intervention at each micro watershed level & Influence of Impacts (Annex-b).

In-Depth Interview (Investment & Achievement Analysis): This will be a desk study, based on the expenditure details of the project. The expenditure data would be linked to village areas/ population/ components of investments to arrive at variations in the investments made. Appropriate indicators would be used to indicate the level of investments of the project. These indicators would be linked to perceived impacts, which would emerge from other sources of information (Annex-c&d).

Report on Satellite imageries: The HGVBS is also responsible for assessing the project impacts and the changes by procuring and comparing LISS-IV 5.8 m resolution (or any other equivalent or better resolution) satellite imageries of pre and post project implementation for 20% of sampled project area (635). The satellite imageries will be primarily analyzed by the GIS expert from the technical team deployed by the agency. Thus comparing the imageries (previous years and after completion of project implementation), an analytical report on assessment of impact in terms of ground cover, crop area, land degradation and spread of water bodies will be prepared and incorporate in final state & national report. This report will be based on preliminary analysis of satellite imageries, and it is understood that the SLNA will extensively support for the imageries and also will provide troubleshooting support as per requirements.

Project Schedule: (Annex-e) this checklist has been developed to capture the situation analysis of sampled cluster/projects with institutional arrangement, analysis of all suggested parameters and perceptions of Gram panchayat & Watershed committees' representative of the project.

Case Studies: From the discussions with the villagers/ field level interactions, few case studies would be identified. These case studies would give a human dimension of the project intervention on – how the project could change the life of selected family/ person? And the highlights of some of the project impacts at individual/ family/ community level. These case studies will also highlight the essence of the impact in a story format.

Thematic studies: Apart from the above mentioned there are certain other studies that would undertaken by the MELD agency in respective states. The National agency will conduct review of certain thematic studies on key issues as identified. Some of the thematic areas include capacity building, investment pattern, CBO participation, women empowerment, gender issue, level of participation, income generating activities; run-off and land cover transformation, poverty mapping, sustainability of micro enterprises,

crop water budgeting, groundwater level and quality, potential of water availability and its utility, Biomass estimation, agriculture productivity etc.

Case studies/success stories: Additionally, the MELD agency will also prepare case studies to identify the specific project impacts. The identification of case studies and subsequent documentation will be carried out from time to time during the course of the assignment. These case studies will reflect the immediate outcomes and outputs of the project with respect to specific area or sector. The case studies will be reflective of both positive and negative aspects. The real-time preparation of case studies will help in consolidating the success stories of the project and to improve upon the weak areas if any. In all sampled cluster of batch I & II, the National agency will conduct review of certain thematic studies on key issues in identified specific areas by MELD agencies.

Photo Documentation: The National Agency is also responsible for developing photo documentations which will include:

1. End to end photo documentation of project implementation will include complete picture of the pre project status, project progress and post-project scenario.
2. Photo documentation of Case studies/Success stories/Good Practices.

The quality of matter presented in the photographs will be professional quality. The technical team of the project will help the expert in finalizing the work. The external expert will work in close coordination with the technical team and will undertake field visits to certain identified project areas for successfully delivering the desired output and review certain final documentary done by MLED agencies which show the pre-treated watershed and the changes that have accrued upon implementation of IWMP in order to explain and to give comprehensive proof of project progress and benefits. One of the primary focuses of the national agency will be the learning and observation of good practices acquired during the course of the assignment.

D. Sampling and Assignment Area :

Sampling is essential because populations tend to be large and resources and time available are limited with the result that it is usually not possible to study each person. For this reason there is little choice but to select a sample from the population and from it make projections or generalizations regarding the entire population.

Sample size

An essential part of planning any investigation is to decide how many people need to be studied in order to achieve the study objectives. It is a strong belief among researchers that the bigger the sample the more representative and hence the more accurate the results. The samples will be select on the basis of following criteria.

▪ Impact study desired by the Department of Land Resources Ministry of Rural Development will be confined to the IWMP projects implemented under the support of the DoLR funds.
▪ The study will cover watersheds in all the 23 states and 20 % of the watersheds will be selected in proportion to those sanctioned between 2009 & 2010.
▪ State wise sampling will be in proportion to the number of projects sanctioned under IWMP and the study will cover 20% of households from the sample villages.

- No less than 90 households will be covered from each of sub-watersheds / micro watersheds for statistical analysis purposes.
- From each sub-watershed / micro three villages representing ridge, Middle and Valley portion will be selected for household surveys. From each village at least 30 households would be covered.
- About 50% of 90 household to be considered from outside the watersheds area, with similar topography & socioeconomic features. This would facilitate a comparative analysis of with & without project scenario (i.e. 45 households from untreated similar area).

Sample Distribution

The study project will be undertake in 637 projects in 160 districts of 23 states of country for undertaking Mid-term evaluation of the IWMP 2009-10 (1st batch), IWMP 2010-11 (2nd batch) projects for 15.314 mha area and expenditure of 1998.31 crore totally. The Table below presents the sample distribution and details of the projects to be covered by the agency under the MTE assignment:

S. No.	Region / State	2009-10		2010-11		Total 20% Projects	No. of WCDCs	Name of District/WCDC	No. of PS & FGD			No. of Household Respondent							No. of In-depth Interview SLNA & WCDC
		No. of projects	Area (MHa)	No. of projects	Area (MHa)				Total	2009-10	2010-11	Ridge Village		Middle Village		Valley Village		Total	
												Treated	Untreated	Treated	Untreated	Treated	Untreated		
	SOUTH	**279**	**1.225**	**386**	**1.741**	**135**	**27**		**135**	**58**	**77**	**2025**	**2025**	**2025**	**2025**	**2025**	**2025**	**12150**	
1	Andhra Pradesh	110	0.473	171	0.741	56	8	Adilabad	10	4	6	150	150	150	150	150	150	900	WCDC – 08 *and* SLNA - 01
								Anantpur	8	3	5	120	120	120	120	120	120	720	
								Chittoor	6	2	4	90	90	90	90	90	90	540	
								Mahbubnagar	8	3	5	120	120	120	120	120	120	720	
								Rangareddy	8	3	5	120	120	120	120	120	120	720	
								Kurnool	6	3	3	90	90	90	90	90	90	540	
								Cuddapah	6	2	4	90	90	90	90	90	90	540	
								Khammam	4	2	2	60	60	60	60	60	60	360	
								Total	**56**	**22**	**34**	**840**	**840**	**840**	**840**	**840**	**840**	**5040**	
2	Tamil Nadu	50	0.26	62	0.311	24	6	Coimbatore	5	3	2	90	90	90	90	90	90	540	WCDC – 06 *and* SLNA - 01
								Vellore	5	2	3	60	60	60	60	60	60	360	
								Madurai	3	2	1	75	75	75	75	75	75	450	
								Tiruchirapalli	3	2	1	45	45	45	45	45	45	270	

							Tirunelveli	4	2	2	60	60	60	60	60	60	360	
							Dindigul	4	1	3	30	30	30	30	30	30	180	
							Total	**24**	**12**	**12**	**360**	**360**	**360**	**360**	**360**	**360**	**2160**	
3	Karnataka	119	0.492	127	0.547	49	10	Tumkur	3	1	2	45	45	45	45	45	45	270	WCDC – 10 and SLNA - 01
								Mysore	5	2	3	75	75	75	75	75	75	450	
								Banqalore Rural	5	3	2	75	75	75	75	75	75	450	
								Bagalkot	6	3	3	90	90	90	90	90	90	540	
								Biiapur	6	3	3	90	90	90	90	90	90	540	
								Gulbarga	6	3	3	90	90	90	90	90	90	540	
								Belgaum	6	3	3	90	90	90	90	90	90	540	
								Mandya	4	2	2	60	60	60	60	60	60	360	
								Koppal	4	2	2	60	60	60	60	60	60	360	
								Bellary	4	2	2	60	60	60	60	60	60	360	
								Total	**49**	**24**	**25**	**735**	**735**	**735**	**735**	**735**	**735**	**4410**	
4	Kerala	0	0	26	0.142	6	3	Malappuram	2	0	2	30	30	30	30	30	30	180	WCDC – 03 and SLNA - 01
								Palakkad	2	0	2	30	30	30	30	30	30	180	
								Thrisur	2	0	2	30	30	30	30	30	30	180	
								Total	**6**	**0**	**6**	**90**	**90**	**90**	**90**	**90**	**90**	**540**	
	NORTH	**224**	**1.26**	**378**	**1.943**	**119**	**41**		**119**	**46**	**73**	**1785**	**1785**	**1785**	**1785**	**1785**	**1785**	**10710**	
5	Punjab	6	0.035	13	0.053	4	3	Hoshiyarpur	2	1	1	30	30	30	30	30	30	180	WCDC – 03 and SLNA - 01
								Jalandhar	1	0	1	15	15	15	15	15	15	90	
								Ludhiana	1	0	1	15	15	15	15	15	15	90	
								Total	**4**	**1**	**3**	**60**	**60**	**60**	**60**	**60**	**60**	**360**	
6	Haryana																		
7	J & Kashmir																		
8	Madhya	116	0.671	99	0.548	43	11	Sagar	4	2	2	60	60	60	60	60	60	360	WCDC – 11

	Pradesh							Balaqhat	4	2	2	60	60	60	60	60	60	360	*and* SLNA - 01
								Chhindwara	4	2	2	60	60	60	60	60	60	360	
								Indore	4	2	2	60	60	60	60	60	60	360	
								Ujjain	3	2	1	45	45	45	45	45	45	270	
								Jabalpur	4	3	1	60	60	60	60	60	60	360	
								Bhopal	4	2	2	60	60	60	60	60	60	360	
								Vidisha	4	2	2	60	60	60	60	60	60	360	
								Dindori	4	2	2	60	60	60	60	60	60	360	
								Damoh	4	2	2	60	60	60	60	60	60	360	
								Tikamqarh	4	2	2	60	60	60	60	60	60	360	
								Total	**43**	**23**	**20**	**645**	**645**	**645**	**645**	**645**	**645**	**3870**	
9	Himachal Pradesh	36	0.204	44	0.238	16	6	Shimla	4	2	2	60	60	60	60	60	60	360	WCDC – 06 *and* SLNA - 01
								Kullu	3	1	2	45	45	45	45	45	45	270	
								Solan	2	1	1	30	30	30	30	30	30	180	
								Bilaspur	2	1	1	30	30	30	30	30	30	180	
								Una	2	1	1	30	30	30	30	30	30	180	
								Kanqra	3	1	2	45	45	45	45	45	45	270	
								Total	**16**	**7**	**9**	**240**	**240**	**240**	**240**	**240**	**240**	**1440**	
10	Uttarakhand	0	0	39	0.207	8	6	Almora	2	0	2	30	30	30	30	30	30	180	WCDC – 06 *and* SLNA - 01
								Bageshwar	1	0	1	15	15	15	15	15	15	90	
								Dehradun	2	0	2	30	30	30	30	30	30	180	
								Nainital	1	0	1	15	15	15	15	15	15	90	
								Uttarkashi	1	0	1	15	15	15	15	15	15	90	
								Pauri-Garhwal	1	0	1	15	15	15	15	15	15	90	
								Total	**8**	**0**	**8**	**120**	**120**	**120**	**120**	**120**	**120**	**720**	
11	Uttar	66	0.35	183	0.897	48	15	Agra	4	1	3	60	60	60	60	60	60	360	WCDC – 15

								District											
	Pradesh							Barabanki	3	1	2	45	45	45	45	45	45	270	*and* SLNA - 01
								Lucknow	4	1	3	60	60	60	60	60	60	360	
								Rae Bareli	3	1	2	45	45	45	45	45	45	270	
								Varanasi	4	1	3	60	60	60	60	60	60	360	
								Mahoba	3	1	2	45	45	45	45	45	45	270	
								Mathura	3	1	2	45	45	45	45	45	45	270	
								Jhansi	3	1	2	45	45	45	45	45	45	270	
								Kannauj	3	1	2	45	45	45	45	45	45	270	
								lalitpur	3	1	2	45	45	45	45	45	45	270	
								Ambedkar Nagar	3	1	2	45	45	45	45	45	45	270	
								Gorakhpur	3	1	2	45	45	45	45	45	45	270	
								Amethi	3	1	2	45	45	45	45	45	45	270	
								Piribhit	3	1	2	45	45	45	45	45	45	270	
								Bulandshahar	3	1	2	45	45	45	45	45	45	270	
								Total	**48**	**15**	**33**	**720**	**720**	**720**	**720**	**720**	**720**	**4320**	
	EAST	**126**	**0.663**	**155**	**0.731**	**56**	**17**		**56**	**26**	**30**	**840**	**840**	**840**	**840**	**840**	**840**	**5040**	
12	West Bengal																		
13	Odisha	65	0.336	62	0.35	26	6	Mayurbhani	4	2	2	60	60	60	60	60	60	360	WCDC – 06 *and* SLNA - 01
								Khordha	4	2	2	60	60	60	60	60	60	360	
								Sambalpur	5	3	2	75	75	75	75	75	75	450	
								Guttack	4	2	2	60	60	60	60	60	60	360	
								Balangir	4	2	2	60	60	60	60	60	60	360	
								Anugul	5	3	2	75	75	75	75	75	75	450	
								Total	**26**	**15**	**11**	**390**	**390**	**390**	**390**	**390**	**390**	**2340**	
14	Bihar																		

No	State							District											
15	Jharkhand	20	0.118	22	0.097	8	5	Garhwa	2	1	1	30	30	30	30	30	30	180	WCDC – 05 *and* SLNA - 01
								Godda	2	1	1	30	30	30	30	30	30	180	
								West Sinqhbhum	1	0	1	15	15	15	15	15	15	90	
								East Sinqhbhum	1	0	1	15	15	15	15	15	15	90	
								Ranchi	2	1	1	30	30	30	30	30	30	180	
								Total	**8**	**3**	**5**	**120**	**120**	**120**	**120**	**120**	**120**	**720**	
16	Chhattisgarh	41	0.209	71	0.284	22	6	Dhamtari	4	2	2	60	60	60	60	60	60	360	WCDC – 06 *and* SLNA - 01
								Mahasamund	4	1	3	60	60	60	60	60	60	360	
								Kanker	3	1	2	45	45	45	45	45	45	270	
								Bilaspur	4	2	2	60	60	60	60	60	60	360	
								Jashpur	4	1	3	60	60	60	60	60	60	360	
								Korba	3	1	2	45	45	45	45	45	45	270	
								Total	**22**	**8**	**14**	**330**	**330**	**330**	**330**	**330**	**330**	**1980**	
	WEST	**556**	**2.63**	**724**	**3.585**	**254**	**48**		**254**	**109**	**145**	**3810**	**3810**	**3810**	**3810**	**3810**	**3810**	**22860**	
17	Rajasthan	162	0.708	213	0.714	74	10	Barmer	7	3	4	105	105	105	105	105	105	630	DWDU/ WCDC – 10 *and* SLNA - 01
								Jaisalpur	6	3	3	90	90	90	90	90	90	540	
								Jodhpur	8	4	4	120	120	120	120	120	120	720	
								Churu	8	3	5	120	120	120	120	120	120	720	
								Bikaner	8	3	5	120	120	120	120	120	120	720	
								Naqaur	8	3	5	120	120	120	120	120	120	720	
								Jaipur	8	3	5	120	120	120	120	120	120	720	
								Udaipur	8	4	4	120	120	120	120	120	120	720	
								Chittorgarh	8	4	4	120	120	120	120	120	120	720	
								Bharatpur	5	2	3	75	75	75	75	75	75	450	
								Total	**74**	**32**	**42**	**1110**	**1110**	**1110**	**1110**	**1110**	**1110**	**6660**	
18	Gujarat	151	0.708	141	0.714	58	8	Vadodara	8	4	4	120	120	120	120	120	120	720	DWDU/ WCDC – 08
								Junaqarh	6	3	3	90	90	90	90	90	90	540	

							Rajkot	8	5	3	120	120	120	120	120	120	720	*and* SLNA - 01
							Surat	8	3	5	120	120	120	120	120	120	720	
							Sabarkantha	6	3	3	90	90	90	90	90	90	540	
							Kachchh	8	4	4	120	120	120	120	120	120	720	
							Patan	8	5	3	120	120	120	120	120	120	720	
							Dahod	6	3	3	90	90	90	90	90	90	540	
							Total	**58**	**30**	**28**	**870**	**870**	**870**	**870**	**870**	**870**	**5220**	
19	Maharashtra	243	0.996	370	1.614	122	30	Kolhapur	4	2	2	60	60	60	60	60	60	360	WCDC – 30 *and* SLNA - 01
								Ratnagiri	6	3	3	90	90	90	90	90	90	540	
								Sindhudurg	4	1	3	60	60	60	60	60	60	360	
								Nashik	4	1	3	60	60	60	60	60	60	360	
								Jalgaon	4	2	2	60	60	60	60	60	60	360	
								Dhule	4	2	2	60	60	60	60	60	60	360	
								Satara	4	2	2	60	60	60	60	60	60	360	
								Thane	4	2	2	60	60	60	60	60	60	360	
								Jalna	4	1	3	60	60	60	60	60	60	360	
								Aurangabad	4	2	2	60	60	60	60	60	60	360	
								Beed	4	2	2	60	60	60	60	60	60	360	
								Yavatmal	5	2	3	75	75	75	75	75	75	450	
								Bhandara	4	1	3	60	60	60	60	60	60	360	
								Chandrapur	6	2	4	90	90	90	90	90	90	540	
								Wardha	4	2	2	60	60	60	60	60	60	360	
								Akola	4	1	3	60	60	60	60	60	60	360	
								Washim	2	1	1	30	30	30	30	30	30	180	
								Gondia	3	1	2	45	45	45	45	45	45	270	
								Hingoli	5	1	4	75	75	75	75	75	75	450	
								Buldhana	4	2	2	60	60	60	60	60	60	360	
								Amravati	4	2	2	60	60	60	60	60	60	360	
								Nagpur	3	0	3	45	45	45	45	45	45	270	

								Nanded	8	2	6	120	120	120	120	120	120	720	
								Solapur	4	2	2	60	60	60	60	60	60	360	
								Osmanabad	4	2	2	60	60	60	60	60	60	360	
								Pune	4	2	2	60	60	60	60	60	60	360	
								Gadchiroli	1	1	0	15	15	15	15	15	15	90	
								Sangli	4	1	3	60	60	60	60	60	60	360	
								Ahmadnagar	3	1	2	45	45	45	45	45	45	270	
								Latur	4	1	3	60	60	60	60	60	60	360	
								Total	**122**	**47**	**75**	**1830**	**1830**	**1830**	**1830**	**1830**	**1830**	**10980**	
20	Goa#																		
	NORTH EAST	**139**	**0.532**	**222**	**0.824**	**73**	**27**		**73**	**29**	**44**	**1095**	**1095**	**1095**	**1095**	**1095**	**1095**	**6570**	
21	Arunachal Pradesh	13	0.068	32	0.091	9	4	East Kameng	2	1	1	30	30	30	30	30	30	180	WCDC – 04 *and* SLNA - 01
								West Siang	2	1	1	30	30	30	30	30	30	180	
								Papum Pare	3	1	2	45	45	45	45	45	45	270	
								Upper Suansiri	2	0	2	30	30	30	30	30	30	180	
								Total	**9**	**3**	**6**	**135**	**135**	**135**	**135**	**135**	**135**	**810**	
22	Assam	57	0.221	86	0.36	29	7	Barpeta	5	2	3	75	75	75	75	75	75	450	WCDC – 07 *and* SLNA - 01
								Nalbari	4	2	2	60	60	60	60	60	60	360	
								Goalpara	4	2	2	60	60	60	60	60	60	360	
								Kamrup	3	1	2	60	60	60	60	60	60	360	
								Jorhat	4	1	3	60	60	60	60	60	60	360	
								Sonitpur	4	2	2	60	60	60	60	60	60	360	
								Karbi Anglong	5	2	3	60	60	60	60	60	60	360	
								Total	**29**	**12**	**17**	**435**	**435**	**435**	**435**	**435**	**435**	**2610**	
23	Manipur	0	0	27	0.128	5	5	Chandel	1	0	1	15	15	15	15	15	15	90	WCDC – 05 *and* SLNA - 01
								Churachandpur	1	0	1	15	15	15	15	15	15	90	
								Senapati	1	0	1	15	15	15	15	15	15	90	
								Tamenglong	1	0	1	15	15	15	15	15	15	90	
								Ukhrul	1	0	1	15	15	15	15	15	15	90	

							Total	5	0	5	75	75	75	75	75	75	450	
24	Meghalaya	18	0.03	29	0.052	10	5	East Khasi Hills	3	1	2	45	45	45	45	45	45	270	WCDC – 05 *and* SLNA - 01
								Ri Bhoi	2	1	1	30	30	30	30	30	30	180	
								West Garo Hills	2	1	1	30	30	30	30	30	30	180	
								South Garo Hills	1	0	1	15	15	15	15	15	15	90	
								West Khasi Hills	2	1	1	30	30	30	30	30	30	180	
								Total	10	4	6	150	150	150	150	150	150	900	
25	Mizoram	16	0.062	16	0.066	6	3	Aizawl	2	1	1	30	30	30	30	30	30	180	WCDC – 03 *and* SLNA - 01
								Lawngtlai	2	1	1	30	30	30	30	30	30	180	
								Lunglei	2	1	1	30	30	30	30	30	30	180	
								Total	6	3	3	90	90	90	90	90	90	540	
26	Nagaland	22	0.106	19	0.083	8	2	Dimapur	2	1	1	30	30	30	30	30	30	180	WCDC – 05 *and* SLNA - 01
								Kohima	2	1	1	30	30	30	30	30	30	180	
								Peren	1	1	0	15	15	15	15	15	15	90	
								Phek	1	0	1	15	15	15	15	15	15	90	
								Wokha	2	1	1	30	30	30	30	30	30	180	
								Total	8	4	4	120	120	120	120	120	120	720	
27	Sikkim	3	0.015	3	0.014	2	2	East District	1	1	0	15	15	15	15	15	15	90	WCDC – 02 *and* SLNA - 01
								South District	1	0	1	15	15	15	15	15	15	90	
								Total	2	1	1	30	30	30	30	30	30	180	
28	Tripura	10	0.03	10	0.03	4	2	North Tripura	2	1	1	30	30	30	30	30	30	180	WCDC – 02 *and* SLNA - 01
								South Tripura	2	1	1	30	30	30	30	30	30	180	
								Total	4	2	2	60	60	60	60	60	60	360	
Grand Total		1324	6.31	1865	8.824	637	160		637	268	369	9555	9555	9555	9555	9555	9555	57330	

Sample Project Selection:

The National agency will select 20% of total projects in each batch (I-2009 & II-2010). Project following the stratified random sampling per batch with availability of batch wise project per district and the selected ones shall be representatives in terms of geo-physical setting, socio-economic status, Investment quantum, agro-climate, farming system etc.

Sample Household (Beneficiaries & Non-Beneficiaries) Selection:

In each selected sample project, 20% of the household or Not less than 90 households will be covered from each of sub-watersheds/micro watersheds for statistical analysis purposes of those household under baseline survey which will be randomly selected from the total beneficiary household and shall be representative of all the socio-economic sections of micro-watershed community covering the Upper, Middle and Lower or Ridge, Middle, Valley reaches of the micro-watersheds. From each sub-watershed/micro three villages representing ridge, Middle and Valley portion will be selected for household surveys. From each village at least 30 households would be covered. About 50% of household (15 HH) in each village to be considered from outside the watersheds area as a non-beneficiaries with similar topography & socioeconomic features will be surveyed at pre and post project implementation to compare changes in with and without project situation. The project wise list of beneficiaries and non-beneficiaries will be collected from project authority or DPR and Gram Panchayat. Three Villages shall be identified following the simple random sampling per project/cluster and the selected ones shall be representatives in terms of geo-physical setting, socio-economic status, Investment quantum, agro-climate, farming system etc.

Relationship of Evaluation Instruments and Stakeholders:

During evaluation process for effective and relevant data collection, below relationship between Evaluation Instruments and Stakeholders as given below will be followed;

Evaluation Instruments	Respondents among Stakeholders
HOUSHOLD SURVEY SCHEDULE	Beneficiaries & Non-beneficiaries Households
FOCUSED GROUP DISCUSSION (FGD) SCHEDULE	General Public, Opinion Leader, PRI Members, Public Representative, WC Members, SHG & UG Members
IN-DEPTH INTERVIEW SCHEDULE - SLNA	CEO, Technical Experts, Account Officer & other relevant staffs
IN-DEPTH INTERVIEW SCHEDULE - WCDC	DM/Project Manager, Technical Experts, Account Officer & other relevant staffs
PROJECT SCHEDULE	PIA, WC, MELD Agency, WDT, SHG, UG, PRI Representative & other relevant staffs

E. Quality control of Data collection:

▪ **Field Level Scrutiny**

The field investigators team will exchang the collected data among themselves and

scrutinizes various schedules at the end of each day. It will be concurrent scrutiny to avoid mistakes, omission, inconsistencies, clerical errors, incomplete information etc. Rectification work, whenever needed, will be carried out the next day by visiting the working area again. The investigators record question wise answers in the form of 0/1/2/3/4/99 on the questionnaire data sheets. The field team takes the responsibility of authenticity of the data/ information given in the sheets. This recording will be checked by exchanging the sheets among themselves by the investigators and around 20 % cases will be verified.

- **Zonal Level Scrutiny**

The Regional and State Coordinator cum Study Coordinating Officer will carried out the scrutiny on sample basis, which will be randomly selected:

- **Sample size for Zonal Level Scrutiny**

a)	Household survey schedule / questionnaire (annexure-I)	5 persons / Projects
b)	Focused group discussion with community members Annexure – II	3 FGDs/ Districts
c)	In-depth interview with project officials - SLNA (Annexure – III)	2 SLNAs/ Regions
d)	In-depth interview with project officials - WCDC (Annexure – IV)	2 WCDCs/ States
e)	Project Schedule (Annexure – V)	2 PSs/ Districts

- **Research Institution level Scrutiny**

At the institutional level, the scrutiny of the records will be done to cover mainly the following checks before sending the data for computer entry.

1. The number of schedules
2. The status codes of the schedules
3. The method of random selection of Households
4. All codes entered on test response sheets
5. Validity of codes, code ranges, interdependency of variables etc. and
6. Totals, accuracy of conversions of units, if applicable

F. Data Analysis and Reporting:

Analysis: The following methods of data analysis will be employed to make evaluative judgment against the agreed upon basis for assessment, i.e. the DoLR requirements and Results Framework:

Descriptive analysis will be used to understand the contexts in which DoLR works, and

to describe its portfolio of interventions. Descriptive analysis will be used as a first step, before moving on to more interpretative approaches.

Content analysis will constitute the core of the qualitative analysis. Documents and interview notes will be analysed to identify common trends, themes, and patterns for each of the key units of analysis. Content analysis will also be used to flag diverging views and opposite trends. In these cases, further data collection may be needed. Emerging issues and trends will constitute the raw material for crafting preliminary observations that will be subsequently refined to feed into the draft and final evaluation reports.

Quantitative/Statistical analysis will be used to interpret quantitative data. It will principally be used to assess assignment's objectives, and to quantitatively analyse different characteristics of the interventions portfolio as categorized by geographic, thematic, or other criteria.

Comparative analysis will be used to examine findings across different regions, themes, planned DoLR contributions and other criteria as deemed important; and to identify good practices, innovative approaches, and lessons learned. This type of analysis will be used throughout the process, to examine information and data from stakeholder consultations and document/file and literature review.

Network Analysis An online DoLR, SLNA, WCDC/DWDU platform and secondary data with them, including sophisticated network analytics and diagnostics that will allow the Evaluation Team to identify key actors in the project execution system and the roles they play. By analyzing these metrics in the platform, the Evaluation Team will draw conclusions about the position and level of influence of top level officials to others in the system, as well as discover who may be more isolated in the project implementation process. We will also measure knowledge diffusion across all key actors, spotlight clusters of connectivity or cliques, and identify gaps or bottle necks in flows of information & resources that may exist in the project implementation/execution system.

Reporting: The evaluation will produce several kinds of reports as described below.

Presentation and Validation of Preliminary Findings

Towards the end of the data collection phase, the Evaluation Team will identify and synthesize the emerging findings, issues, trends, and opportunities to respond to the key questions for the overall evaluation. These will be summarized in a PowerPoint slide presentation or in hard copy report. The Team Leader and selected members of the team will share and discuss the contents of the presentation/report with the DoLR Executives/Officials and other stakeholders. This exercise will be used to validate emerging findings, discuss and resolve potential issues, and inform subsequent data collection if and as necessary. Once the remaining data is collected, data analysis will continue along the lines described above.

First Draft and Final State, National Level Evaluation Reports

Following the completion of data collection and analysis, the Evaluation Team will

prepare a first **draft evaluation report**. A draft outline for the overall MTE report is provided in the sidebar. The Evaluation Team will seek one rounds of integrated feedback from the DoLR Officials/Evaluation Task Force, and revise the report as required. The envisaged timelines for the draft and the final version of the States and National level reports are outlined in section III.

G. Communication and Dissemination of Evaluation Results:

All purposes/objectives of the MTE require effective communication and dissemination of evaluation results to difference audiences. For this communication National agency will organize National and Regional level workshops for interacting/evolving a standard format for reporting, data collection and identify key indicator for comprehensive study of Mid-term evaluation and Planning for overall evaluation strategy, Scrutiny and consolidation of study findings and suggestions of policy implication, Coordinating and supervising the state-wise comprehensive studies, Sharing of lesson and draw up strategies for better result and Bring out the consolidated report. Below Table (*Communication and Dissemination Plan*) outlines the key communication products and dissemination activities proposed by the Evaluation Team of National agency to address the key stakeholder groups implied by the all objectives/purposes of the MTE. In addition to these specific products/activities we suggest that a) the full Final Evaluation Report be made publicly available on the DoLR website once it has been approved by the Ministry; and b) that, as the evaluation evolves, the Evaluation Team and the Evaluation Task Force continue to explore whether additional approaches and/or products should be considered to further enhance the potential relevance of the evaluation as a public good contributing knowledge on approaches to strengthening evaluation capacity in developing countries, and/or designing and managing global initiatives.

Communication and Dissemination Plan			
Type of Workshops	**Audience / Target Group**	**Suggested communication products/ dissemination events**	**Suggested timing**
1. National Level Workshop - 1	DoLR Officials, National Agency Executives and Field Level Staffs	Orientation and Interaction about various evaluation instruments, project area and Planning of overall Evaluation strategy.	After Approval of Inception Report
2. Regional Level Workshop - 1	DoLR Officials, SLNA Officials in South Region States and National Agency Executives	• Scrutiny and consolidation of study findings and suggestions of policy implication. • Coordinating and supervising the state-wise comprehensive studies. • To share the findings of the study and incorporate the feedback. • Collection and documentation of best practices. • Bring out the State wise Final consolidated report	*8th Month between 1st May to 25th May 2016*

3. Regional Level Workshop - 2	DoLR Officials, SLNA Officials in North Region States and National Agency Executives	• Scrutiny and consolidation of study findings and suggestions of policy implication. • Coordinating and supervising the state-wise comprehensive studies. • To share the findings of the study and incorporate the feedback. • Collection and documentation of best practices. • Bring out the State wise Final consolidated report	*8th Month between 1st May to 25th May 2016*
4. Regional Level Workshop – 3	DoLR Officials, SLNA Officials in East & North-East Region States and National Agency Executives	• Scrutiny and consolidation of study findings and suggestions of policy implication. • Coordinating and supervising the state-wise comprehensive studies. • To share the findings of the study and incorporate the feedback. • Collection and documentation of best practices. • Bring out the State wise Final consolidated report	*8th Month between 1st May to 25th May 2016*
5. Regional Level Workshop - 4	DoLR Officials, SLNA Officials in East & West Region States and National Agency Executives	• Scrutiny and consolidation of study findings and suggestions of policy implication. • Coordinating and supervising the state-wise comprehensive studies. • To share the findings of the study and incorporate the feedback. • Collection and documentation of best practices. • Bring out the State wise Final consolidated report	*8th Month between 1st May to 25th May 2016*
6. National Level Workshop - 2	DoLR Officials, SLNA Officials in schedule 23 States and National Agency Executives	• Sharing of lesson and draw up strategies for better result. • Bring out the consolidated report	*9th Month before 5th June 2016*

The final ownership / copyright of the Mid-Term Evaluation Report and related dissemination products (e.g. learning briefs) will lie with the DoLR Official.

H. Preliminary Evaluation Findings :

This section will presents the findings of this mid-term evaluation. These are presented in five sub-sections following the standard five major evaluation criteria: Relevance, Effectiveness, Efficiency, Results/Impacts and Sustainability. However, all parameter are closely bounded to heading in chapter scheme of content mentioned in earlier section.

Relevance of the Project?

Within the context of land degradation recognized as a global problem associated with desertification and loss of biological diversity, the project seeks to develop standardized and improved methods for dry land degradation assessment, including the assessment of drivers and impacts on dry land biodiversity as well as on human wellbeing. This section discusses the relevance of the project within its national context; as well as against its original design.

- Towards DoLR Objectives
- Towards Other Programs/Projects
- Project Objectives, Logic and Design

Effectiveness of the Project?

This Section presents the findings on the effectiveness of the project in achieving its expected results; it compares the actual versus the expected results. An overview of the key results achieved so far by the project is presented, followed by a review of the information systems supported by the project, the project contribution to capacity development, the participation of stakeholders, the review of any unexpected project achievements and the review of the management of risks and the mitigation measures related to the implementation of the project.

- Achievements of Project Expected Outcomes
- Overview of DoLR Supported Information Systems
- Contribution to Capacity Development
- Stakeholder Participation / Ownership of Results
- Additional Project Achievements
- Risk and Assumptions / Risk Mitigation Management

Efficiency of the Project?

This Section presents the findings on the efficiency of the project in utilizing/mobilizing its resources. It reviews the overall management approach and the use of adaptive management, the financial management and its financial status, the technical assistance, the delivery mechanisms, the stakeholders' participation and the monitoring approach to measure the progress of the project.

- Project Management Approach and Tools / Adaptive Management
- Financial Planning and Management
- Fund Leveraging / Co-financing
- Quality of Technical Assistance
- Project Delivery Mechanisms / Partnerships
- Roles, Capacity and Efficiency of Implementing and Executing Agencies
- Project Monitoring and Progress Reporting

Impacts of the Project?

This section discusses the progress made so far toward the achievement of the objectives of the project and the likelihood that the project achievements will have a

long-term impact on providing better methods and tools for assessing the land degradation process in the country with dry land areas and IWMP Objectives.

- Potential to Achieve Long Term Project Goal and Objectives
- Potential Impacts on Local Environment, Poverty and Other Socio-Economic Issues

Project Sustainability and Replicability?

This section discusses whether the outcomes (end of project results) and the positive impacts (long term results) are likely to continue after the project ends and if these results are/will be replicated nationwide

- Sustainability Strategy and Project Exit Strategy
- Sustainability of Results Achieved by the Project
- Financial and Human Resources Sustainability
- Enabling Environment – Policy, Legislation and Institutions

I. Limitations :

This assignment document consists of an Evaluability Assessment, as well as, a limited Program Review. Given limited time in the field to accomplish multi distinct tasks it was not possible to develop "case studies", which require spending quality time with beneficiaries and local authorities in project areas, as well as, comparing IWMP project intervention and non project intervention sites, cross-checking and triangulation of information, including with independent experts and observers, in addition to project and program impact mapping. Hence, this report is primarily an analytic document (that is more theoretical and general than empirical), and may suffer from the top-down approach that it sometimes critiques! However, the present study has been conducted in 23 states of the country, covering 160 districts. Thus, the wider coverage of watershed development projects and geographical area along with a higher number of beneficiaries could ensure that the work is not affected due to its resource constants. The study is again confined to primary data and analysis of time series data related to different watershed development programmes in India along with inter-state analysis could not be ensured. The statistical analysis also covers application of statistical tools for drawing out inferences and results.

The study may be useful for the policy makers, administrators, and development professionals for operational view point as it provides policy measures to improve the efficiency and effectiveness of watershed development programmes.

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III. WORK PLAN

As per the Terms of reference the entire assignment has two distinct phases: Inception Phase and execution Phase. The work plan for each of the phases of the assignment is elaborated below:

• Inception Phase :

The inception phase is the first phase of the assignment, the completion of which is marked by this report. In the inception phase a draft framework of process evaluation was developed based on the conceptual understanding, training orientation by National agency and review of documents. The inception phase was also a critical phase to establish all logistical arrangements for setting up state & regional level offices for Mid-term evaluation of the project. The process evaluation tools were developed on the basis of the framework for the assignment tenure and Evaluation team members were deployed at state, regional as well as institutional level. The set of key activities undertaken during the inception phase were:

Study and Review of Project Documents:
Guidelines by GoI, previous assessment reports & documents, past process monitoring reports, specific studies undertaken, various project manuals and guidelines including training material, Baseline Review Reports and other important project related documents have been reviewed to gain conceptual understanding.

Finalizing MTE Sampling Plan:
The sampling strategy and plan for MTE proposed has been discussed and understood while drafting the tools, which will be finalized after the inception phase in consultation with DoLR. The present strategy and plans are drawn on the basis of terms of reference and our understanding of the project requirement and are currently followed for the assignment tenure. The sample proposed currently include 20% of the project households/project area (which ever applicable) which will be finalized using the random sampling method.

Developing and Finalising Quality Indicators:
Developing SMART (Specific, Measurable, Achievable, Realistic, Time bound) indicators for various project processes is most critical activity in developing a robust MTE framework. Several rounds of internal discussions and brainstorming sessions are necessary to carefully select the indicators and means of verification or measurement methods of indicators. The indicators defined in the annexed tools are tentative since a second round of careful examination, rationalisation with field reality and importance of the indicators has to be defined. The process of setting benchmark quality indicators or standards for the project processes will be carefully finalised in consultation with independent Experts.

Finalizing Research Techniques and Tools development:
A set of research techniques have been finalized based on the draft process evaluation

framework developed. Our methodology indicates a potential list of research techniques that can be used for different project stakeholders depending on processes selected.

Design of Research Instruments, Schedules and Formats:

Tools have been developed to capture all the quality indicators & processes as inputs. The tools designed involve data collection formats, questionnaire and semi structured interview questions, process evaluation checklist, evaluation and impact assessment formats for recording case studies, best practices and outcomes. Structured questionnaire, schedules and format for field notes on participatory techniques are also designed. Codes and skip techniques would be used in instruments, with coding procedure for field notes. The instruments would be shared with the DoLR and their feedback will be incorporated. Separate set of formats will be made for collection of information from the project MIS.

Establishment of necessary logistical infrastructure:

Necessary logistical infrastructure has been put in place during the inception phase and the correspondence information has already been shared with the DoLR. Hiring of office space, telephone, basic furnishing, computers, etc are also being established in Noida, New Delhi as National coordination Office and Nagpur in Maharashtra State. However the basic office set up is being arranged in Chandrapur as well. Further details about the team structure and the detailed roles and responsibilities have been provided later in the team structure section of this report.

- ## Execution Phase :

The execution phase will commence with the training of the field team for the assignment. The detailed stages of the execution phase of the assignment are discussed in the following section.

Pre-testing of Research Techniques and Instruments:

All research tools developed will be piloted for checking whether they are appropriate, effective and are providing necessary information that can assist process analysis. Appropriateness of the research technique in assessing processes has been primarily drafted using past experiences of the agency. The piloting exercise will be carried out during orientation training to the field staff. On the basis of field testing results research techniques and tools might be modified to meet clarity. Thus the pilot testing would also be an opportunity for field training of team members.

Orientation and training of process monitoring team:

Orientation cum training programme with component of field exposure will be organised and required for the team. It is anticipated that DoLR will be complimenting the efforts. The training programme will be centralized and hence will be organized in central part of country as a first national level workshop for all field staffs, State, Regional and Institutional level experts. The training organized will broadly cover the following components:

a. Building understanding of team on IWMP project: Objective, strategy,

components, activities, implementation and management structure, results and outcomes, etc.

b. Conceptual understanding and knowledge Monitoring, Evaluation, Learning and Documentation including objective, framework, sampling, research techniques, processes, tools, reporting and sharing, report writing

c. Work plan development and coordination of MTE activities

d. Sharing and learning with stakeholders

e. Dos and Don'ts in field work and participatory process

f. Training on using participatory techniques and project specific tools

Work plan for team members:

A detailed work plan, sample selection and time line will be finalized for regional & state level teams to meet the mandates of the assignment. However the timelines may vary depending on the central changes in work plan suggested by DoLR. The work plan will be indicative of the respective roles of different team members and will fix clear responsibilities as per timeline.

Commencement of MTE activities:

After finalization of the overall MTE framework, the research techniques & tools and completion of training of the field staff, the MTE National agency will commence the activities. All the activities will be carried out in close consultation with DoLR, the respective SLNA, Project implementing agencies, the WCDC and the other stakeholders involved. The following section details out the key tasks and activities that will be carried out by the agency during the course of execution of the project.

Overview of Key Tasks and activities

S. N.	Key Task	Methodology	Stakeholders involved	Tools	Remarks
1	Overall Mid-term Evaluation	Household survey	Beneficiaries & Non-beneficiaries HH Community households	Household Schedule	Format provided in Annexure I
		Focus group discussions	General Public, Opinion Leader, PRI Members, Public Representative, WC Members, SHG & UG Members	FGD Schedule	Format provided in Annexure -II
		Key informant interview & Discussion	CEO, Technical Experts, Account Officer & other relevant staffs	In-depth interview -SLNA	Format provided in Annexure III
		Key informant interview & Discussion	DM/Project Manager, Technical Experts, Account Officer & other relevant staffs	In-depth interview -WCDC	Format provided in Annexure-IV

		Secondary Research & Data Collection	PIA, WC, MELD Agency, WDT, SHG, UG, PRI Representative & other relevant staffs	Project Schedule	Format provided in Annexure -V
2	Satellite imageries report	Secondary research	GIS unit, SLNA	Satellite Imageries	
3	Collection and documentation of best practices	Case study method	As per instruction from DoLR	Review of Developed on a case-to-case basis	
4	Coordinating and supervising the state-wise comprehensive studies	Regional Level Workshop	DoLR Officials, SLNA Officials in Region wise States and National Agency Executives	State-wise status report	State wise Final Report
5	Sharing of lesson and draw up strategies	National Level Workshop	DoLR Officials, SLNA Officials in all Region States and National Agency Executives	National Level consolidated comprehensive study report	Final Report

• Project Management Plan:

The National agency has brought together a highly competent team comprising thematic experts in the field of NRM, Social Science, Documentation, Statistics, Agriculture, GIS/remote sensing, Livestock and IGA. This pool of experts is equipped with thorough knowledge of the work at hand, adequate experience of handling such projects and established credential of producing quality documentation work.

The Team Leader cum National Coordinator would be the manager of the project and the sectoral experts will be reporting to him. There are provisions for internal monitoring to ensure that the project deliverables are on time and there is no lag in the execution of work. The State Coordinator will be responsible for monitoring the overall progress of the information collection and documentation. The State Coordinator will also work in close coordination with other team members to ensure that there is no duplication of work and there is an interchange of ideas and information to refine the document on a whole. The pool of experts will be reporting to the State Coordinator on a regular basis to apprise him about the progress of the work and the status of the documentation on the theme that they are working on. Attention will be given to establishing strong channels of communication so that the deliberative and iterative process is always functional during the course of the study.

a. Evaluation Team Composition:

Given the proposed changes to the Evaluation Team composition as outlined in below para, this section presents the team members for MTE Task Force review and approval. The following responsibility matrix highlights the key members involved in the execution of the assignment along with their roles, responsibilities and the desired outputs.

Role and Responsibility Matrix		
MTE Team Member	**Role and Responsibility**	**Output**
Team Leader Cum Statistician and National Coordinator	- Development of MTE Framework - Capacity building and training of team members - Technical inputs for thematic studies - Peer review and quality assurance of reports - Support to team during all operational issues - Analytical Report Preparation & Submission. - Undertake In –Depth Interviews with 20% SLNAs, 10% WCDCs & Visit to 5% Projects. - Communication & Dissemination of Report through Workshops at various levels. - Overall liasonning with DoLR & Control rest staffs.	- MTE framework prepared and revised as per project specifications - Training of team for conducting regular MTE activities, required research and thematic studies - Key Deliverables dissemination - Workshop organization. - Direct Orientation of field.
Panel of thematic experts a. NRM/ Environmental Scientist / Hydrologist b. Social Scientist c. Documentation Specialist d. Statistician / Data Analyst e. Agricultural Scientist / Livestock Expert f. GIS/remote sensing expert g. Livelihood expert	- Developing and designing a proper MTE system in the context of the social & investment inclusion component of the project. - Working closely with the National -coordinator & the agency as well as DoLR & 23 SLNA. - Develop relevant data collection formats for indicator based studies with respect to progress monitoring, Evaluation studies & best practices. - Developing Mid-term database. - Soliciting feedback and inputs from all stakeholders related to the topics of analysis. - Analysis on key thematic issues and learning events as identified by SLNAs, identification of best practices and documenting case studies. - Responsibly sharing the information with stakeholders at different levels. - Assist to Team Leader in Analytical Report Preparation and Submission.	- Ensuring finalization of MTE framework with DoLR - Assist in Design of research tools for thematic studies - Technical guidance and support to field workers - Sharing of learning at different levels - Assist in reports preparation. - Peer review and quality assurance of reports - Coordination with DoLR (need based) - Feedback, learning and presentation at the DoLR & State level - Ensure quality of data - Compilation of reports
Regional Level Coordinator cum thematic experts	- Working closely with the National -coordinator as well as DoLR & assigned jurisdiction (SLNAs). - Being thematic in-charge of monitoring activities & coordinating with field staff. - Providing requisite thematic guidance to field teams. - Coordinating the entire thematic M&E activities and ensuring timely completion of the same. - Being the nodal point of contact for the particular theme & maintaining regular interface with State Coordinator, Collaborating agencies & Project Assistants. - Organizing and facilitating different meetings. - Monitoring overall thematic progress of the MTE. - Guide the field staff in collecting required thematic or non-thematic data at the field level. - Data collection, analysis & management. - Conducting concurrent monitoring of MTE. - Assist to Team Leader in Analytical Report Preparation and Submission. - Undertake In –Depth Interviews with assign all SLNAs, 20% WCDCs & Visit to 10% Projects. - Overall liasonning with assign SLNAs & TL, SLC.	- Ensure delivery of regular monitoring and thematic study reports on time - Capacity building of MTE team - Technical guidance and support to field workers - Sharing of learning at different levels - Assist in preparation of reports - Peer review and quality assurance of reports - Ensure quality of data - Compilation of Data & reports - Delivery of Report on time - Peer review and quality assurance of reports - Assist to Team leader in Key Deliverables dissemination - Key deliverable at state level.

State Level Coordinator cum thematic experts	▪ Working closely with the National & Regional coordinator & the agency as well as & assigned jurisdiction (SLNA & WCDCs). ▪ Being thematic in-charge of monitoring activities & coordinating with field staff in assigned areas. ▪ Providing requisite thematic guidance to field teams in assigned areas. ▪ Coordinating the entire thematic M&E activities and ensuring timely completion of the same. ▪ Being the nodal point of contact for the particular theme & maintaining regular interface with Collaborating agencies, Project Assistants & Supportive Staff. ▪ Organizing and facilitating different meetings. ▪ Monitoring overall thematic progress of the MTE. ▪ Guide the field staff in collecting required thematic or non-thematic data at the field level. ▪ Data collection, analysis & management. ▪ Conducting concurrent monitoring of MTE. ▪ Assist to Team Leader in Analytical Report Preparation and Submission for assign state. ▪ Assist in Communication & Dissemination of Report through Workshops at regional levels. ▪ Undertake In –Depth Interviews with assign SLNAs, 20% WCDCs & Visit to 15% Projects. ▪ Overall liasonning with assign SLNAs	▪ Ensure delivery of regular monitoring and thematic study reports on time ▪ Capacity building of MTE team ▪ Technical guidance and support to field workers ▪ Sharing of learning at different levels ▪ Assist in preparation of reports ▪ Peer review and quality assurance of reports ▪ Ensure quality of data ▪ Compilation of Data & reports ▪ Delivery of Report on time ▪ Peer review and quality assurance of reports ▪ Assist to Team leader in Key Deliverables dissemination ▪ Key deliverable at state level.
Project Assistants (*Team of 3 Members – 1 Supervisor & 2 Field Investigator*) – 50 teams	▪ Data collection at field level. ▪ Close coordination with PIA and WCDCs. ▪ Close coordination with Team Leader, Regional and State Coordinators. ▪ All data collected during the research would be checked for consistency at the field level and necessary correction would be incorporated then and there. ▪ Reports of participatory methods and output would also be completed at the field level. Output from these exercises would be recorded at the site, including diagrams and maps. ▪ To undertake Photo Documentation.	▪ Field study and data collection ▪ Undertake consultations, FGDs, Key Informant Interview, Record verification and other field study activities ▪ Data recording and information compilation ▪ Progress Reporting
Supportive Staffs (Data Operators, Accountants & Assistant)	▪ Data entry every day and developing database, tabulation, graphs and charts. ▪ Assistance in overall administration and implementation ▪ Assistance in overall Financial inclusion	▪ Data Entry and Data Compilation. ▪ Administration and Financial Management

b. Evaluation Team Members Roles and Responsibilities:

This section presents the team members for MTE Task Force review and approval; summarises roles and responsibilities of all team members and, finally depicts reporting relationships among team members. An updated list of Team Member roles and responsibilities is provided below.

Role and Responsibility Matrix for Key Persons		
Name	**Proposed Role**	**Responsibility**
Mr. T. S. Krishnan	Team Leader Cum Statistician and National Coordinator	▪ Development of MTE Framework ▪ Capacity building and training of team members ▪ Technical inputs for thematic studies ▪ Peer review and quality assurance of Fortnightly PM reports ▪ Support to team during all operational issues ▪ Overall liasonning with DoLR & Control rest staffs. ▪ Analytical Report Preparation & Submission. ▪ Undertake In –Depth Interviews with 20% SLNAs, 10% WCDCs & Visit to 5% Projects. ▪ Communication & Dissemination of Report through Workshops at various levels.
Mr. Rambhau Sawalakhe	Environmental Scientist / Rural Development Expert cum Co-Team Leader -1	▪ Assist in Development of MTE Framework ▪ Capacity building and training of team members ▪ Technical inputs for thematic studies ▪ Peer review and quality assurance of Fortnightly PM reports ▪ Support to team during all operational issues ▪ Overall liasonning with DoLR & Control rest staffs. ▪ Assist in Analytical Report Preparation & Submission. ▪ Undertake In –Depth Interviews with 20% SLNAs, 10% WCDCs & Visit to 5% Projects. ▪ Communication & Dissemination of Report through Workshops at various levels.
Mr. Siraj Kunju	Statistician and Documentation Specialist cum Co-Team Leader -2	▪ Assist in Development of MTE Framework ▪ Capacity building and training of team members ▪ Technical inputs for thematic studies ▪ Peer review and quality assurance of Fortnightly PM reports ▪ Support to team during all operational issues ▪ Overall liasonning with DoLR & Control rest staffs. ▪ Assist in Analytical Report Preparation & Submission. ▪ Undertake In –Depth Interviews with 20% SLNAs, 10% WCDCs & Visit to 5% Projects. ▪ Communication & Dissemination of Report through Workshops at various levels.
Dr. Dushyant Mishra	Institutional Development Specialist State Coordinator (Uttar Pradesh & Odisha)	▪ Assist in Development of MTE Framework ▪ Capacity building and training of team members ▪ Technical inputs for thematic studies ▪ Support to team during all operational issues ▪ Analytical Report Preparation & Submission. ▪ Undertake In –Depth Interviews with 10% SLNAs, 10% WCDCs & Visit to 5% Projects.
Mr. Rajendra Barde	Agricultural Scientist cum State Coordinator (Madhya Pradesh State)	▪ Assist in Development of MTE Framework ▪ Capacity building and training of team members ▪ Technical inputs for thematic studies ▪ Support to team during all operational issues ▪ Analytical Report Preparation & Submission. ▪ Undertake In –Depth Interviews with 10% SLNAs, 10% WCDCs & Visit to 5% Projects.

Mr. Sumedh Shende	Hydrologist cum State Coordinator (Gujarat State)	
Mr. Vishal Meshram	Capacity Building Expert cum State Coordinator (Chhattisgarh & Jharkhand)	
Ms. Megha Kharikar	Livelihood Expert cum State Coordinator (Punjab & Uttarakhand State)	▪ Organizing and facilitating different meetings. ▪ Technical inputs for thematic studies ▪ Monitoring overall thematic progress of the MTE. ▪ Guide the field staff in collecting required thematic or non-thematic data at the field level. ▪ Data collection, analysis & management. ▪ Conducting concurrent monitoring of MTE. ▪ Assist to Team Leader in Analytical Report Preparation and Submission for assign state. ▪ Assist in Communication & Dissemination of Report through Workshops at State/regional levels. ▪ Undertake In –Depth Interviews with assign SLNAs, 20% WCDCs & Visit to 15% Projects. ▪ Overall liasonning with assign SLNAs ▪ Working closely with the National & Regional coordinator & the agency as well as & assigned jurisdiction (SLNA & WCDCs). ▪ Being thematic in-charge of monitoring activities & coordinating with field staff in assigned areas. ▪ Providing requisite thematic guidance to field teams in assigned areas. ▪ Coordinating the entire thematic M&E activities and ensuring timely completion of the same. ▪ Being the nodal point of contact for the particular theme & maintaining regular interface with Collaborating agencies, Project Assistants & Supportive Staff. ▪ Undertake In –Depth Interviews with assign all SLNAs, 20% WCDCs & Visit to 10% Projects.
Mr. Shreedher Malekar	Agricultural & Soil Conservation Expert cum State Coordinator (Himachal Pradesh)	
Mr. Shriniwas khote	GIS / Remote Sensing Expert cum State Coordinator (Assam)	
Mr. Vedprakash	Regional Coordinator (North Region)	
Mr. Shashi kumar Parol	Regional Coordinator (South Region)	
Dr. Shyam Bhadra Medhi	Regional Coordinator (East Region)	
Mr. Dayanand Kamat	Regional Coordinator (West Region)	
Mr. Sagolsem Inaobi Singh	Regional Coordinator (North-East Region)	
Mr. M. Sitaram	State Coordinator (Rajasthan State)	
Mr. Vijay Joshi	State Coordinator (Maharashtra State)	
Mr. Ashok Kumar	State Coordinator (Andhra Pradesh & Telangana State)	
Mr. Thankappan	State Coordinator (Karnataka & Kerala State)	
Mr. Mohan Dasan	State Coordinator (Tamilnadu State)	

c. Details of staffing inputs:

This section updated the details of staffing inputs indicates within what timeframe will provide. This section presents the team members for MTE Task Force involvement in task tenure in term of home and field services. An updated detail of Team Member inputs in task is provided below.

Sr. No.	Name of Staff	Staff input in study period											Staff-month input		
		1	2	3	4	5	6	7	8	9	10	n	Home	Field	Total
1	Team Leader cum Statistician & National Coordinator	14	14	14	14	14	14	14	14	14	14	140	140	▓▓	220
		8	8	8	8	8	8	8	8	8	8	80	▓▓	80	
3	Institutional Development Specialist/Sociologist	10	10	10	10	10	10	10	10	10	0	90	90	▓▓	180
		10	10	10	10	10	10	10	10	10	0	90	▓▓	90	
4	Agricultural & Soil Conservation Expert	10	10	10	10	10	10	10	10	10	0	90	90	▓▓	180
		10	10	10	10	10	10	10	10	10	0	90	▓▓	90	
5	Hydrologist / Environmental Scientist / Rural Development Expert cum Co team leader	10	10	10	10	10	10	10	10	10	0	90	90	▓▓	180
		10	10	10	10	10	10	10	10	10	0	90	▓▓	90	
7	Capacity Building Expert	10	10	10	10	10	10	10	10	10	0	90	90	▓▓	180
		10	10	10	10	10	10	10	10	10	0	90	▓▓	90	
8	Livelihood Expert	10	10	10	10	10	10	10	10	10	0	90	90	▓▓	180
		10	10	10	10	10	10	10	10	10	0	90	▓▓	90	
9	GIS/RS Expert	10	10	10	10	10	10	10	10	10	0	90	90	▓▓	180
		10	10	10	10	10	10	10	10	10	0	90	▓▓	90	
10	Regional and State Coordinators	0	14	14	14	14	14	14	14	14	0	112	112	▓▓	208
		0	12	12	12	12	12	12	12	12	0	962	▓▓	96	
11	Supervisors & Field Investigators – 50 no. pair	0	07	07	07	07	07	07	0	0	0	42	42	▓▓	162
		0	20	20	20	20	20	20	0	0	0	120	▓▓	120	
12	Subject Experts -04no.	0	0	0	0	0	10	10	0	0	0	20	20	▓▓	50
		0	0	0	0	0	15	15	0	0	0	30	▓▓	30	
13	Supportive Office staff (Data Operators & Others)	27	27	27	27	27	27	27	27	27	0	243	243	▓▓	243
		0	0	0	0	0	0	0	0	0	0	0	▓▓	0	

d. MTE Work plan:

The entire work will be completed within a period of nine months from the date of signing the contract i. e. On or before 9.6.2016. The broad break up of timeline according to activities is given below as a MTE work plan.

S. n.	Activity	Months in study period									
		1	2	3	4	5	6	7	8	9	n
A.	**Preparatory activity**										
1	Introductory Visit to DoLR & State level Authority	■									10 days
2	Working Area & Required Data Collection.	■									5 days
3	Preparation of Testing Schedule (Instruments)	■									15 days
4	Orientation Training of proposed team	■									2 days
B.	**Intervention activity**										
1	Field Investigation (Baseline Study)		■	■	■	■	■	■			6 months
2	Data Entry		■	■	■	■	■	■	■		7 months
3	Output Report Tables Generation					■	■	■	■		4 months
4	Report Writing (Assessment)			■	■	■	■	■	■		6 months
C.	**Reporting activity**										
1	Inception Report	■									1st Month
2	State-wise status report on mid-term evaluation of watershed projects					■	■	■	■		8th Month
3	Draft Final Report (National consolidated comprehensive study report)									■	9th Month
4	Final National consolidated comprehensive study report on watershed project and mid-term performance									■	9th Month

e. Key deliverables and milestones:

An updated schedule of key milestones and deliverables is provided in Table below. This updated list of milestones indicates within what timeframe will provide consolidated feedback on the various deliverables to the evaluation team.

Milestones / Deliverables	Revised Dates	Comments
Inception Report with framework	Within 1 month after Signing of MoU	▪ One Report
State-wise status report on impact of investment in WP • North Region – 5 States • West Region – 3 States • East Region – 3 States • South Region – 5 States • North-East Region – 8 States	Within 8-9 months from date of Signing of MoU	▪ 24 Reports
Final National consolidated comprehensive study report on watershed project and performance	Within 9 months from date of Signing of MoU	▪ One Consolidate National Report

* * * * * * *

IV. LOGISTICS AND SUPPORT

Integrated Logistics Support (ILS) is the management and technical process through which supportability and logistic support considerations are integrated into the design of a MTE framework and taken into account throughout the assignment/task tenure. It is the process by which all elements of logistic support are planned, acquired, and provided in a timely and cost-effective manner.

Logistic:

Necessary logistical infrastructure has been put in place during the inception phase and the correspondence information has already been shared with the DoLR. Hiring of office space, telephone, basic furnishing, computers, etc are also being established in Noida, New Delhi and National coordination Office at Nagpur in Maharashtra States. However the basic office set up is being arranged in Chandrapur as well. This section presents the available logistic and infrastructure with the Agency for effective implementation of assignment in below table.

S.N.	Office Particular	Office Address	Name of Office In charge
1.	Head Office, HGVBS	Watchal Bhawan, Viveknagar, Mul Road, Chandrapur, Maharashtra – 442402 Ph : 07172-272427, 9422135329 Email : hrda_chd1@rediffmail.com	**Dr. Sandeep Pipare** *Project Director, HGVBS*
2.	National Coordination Office	Plot No. A-6, Street No.3, S-1 3rd Floor, Hindon Vihar, Sector-49 NOIDA,(U.P.) 201 301 -(NCR) (Delhi) Ph: 931232605379, 09910377095 Email : Harshal.iwmp.midterm@gmail.com	**Mr. T. S. Krishnan** *Team Leader Cum National Coordinator*
3.	Regional Office (West Region)	Usharam Bhawan, Balaji Nagar, Behind Trisharan Chowk, Bhagwan Nagar, Babulkheda Nagpur-10 Ph: 09404119531 Email : harshal.chd@gmail.com	**Mr. Rambhau Sawalakhe** *Environmental Scientist cum Co-Team Leader -1*
4.	Regional Office (South Region)	MEENATHERIL , MEMANA , OCHIRA , Kollam district, Kerala. PIN 690 526 Ph:0 9447161375 E-mail: sirajmeenatheri@gmail.com	**Mr. Siraj Kunju** *Statistician cum Co-Team Leader -2*
5.	Regional Office (East Region)	West Nabagraha, PO Kitarguli Guwahati – 781004 (Assam) Ph: 9435048585 Email : sbmedhiassam@gmail.com	**Dr. Shyam Bhadra Medhi** *Regional Coordinator (East Region)*
6.	Regional Office (North-East Region)	Athokpam Awang Leikai - Thoubal-795138- Manipur Tel.:3848 222131, 9862402392 Email : inaobi6@gmail.com	**Mr. Sagolsem Inaobi Singh** *Regional Coordinator (North-East Region)*

7.	State Office (Rajasthan)	Plot No.136, Nandpuri colony, Malviya nagar, Jaipur -302017 Ph. : 09983545450	**Mr. Sitaram Meena** *State Coordinator (Rajasthan State)*
8.	State Office (Tamilnadu State)	Krishna Leela, Near Poovani Temple, P.O. Kolazy, Thrissure-680010. Ph: 9447020032 Email : cbmd_1@yahoo.co.in	**Mr. C. B. Mohan Dasan** *State Coordinator (Tamilnadu State)*
9.	State Office (Madhya Pradesh)	20-A, Pragati Nagar, Barkheda Pathani, Bhopal – 462022 Mob : 09425018547	**Mr. Vivek Dixit** *Assist. State Coordinator (Madhya Pradesh State)*
10.	State Office (Uttar Pradesh)	c/o Dushyat Mishra At+Post – Awraila, Dist. Jaunpur (UP) Ph : 9810262431	**Dr. Dushyant Mishra** *Institutional Development Specialist State Coordinator*
	State Office (Odisha)	A-1, 202, Kedar Gouri Apartment, Lewis Road, Garage Square, Bhubaneshwar-751002	
11.	State Office (Andhra Pradesh & Telangana State)	'Karthika', 39-Puliyur Gardens, Nalanchira, Trivandrum-695015 Ph : 9495407798 Email : asokaddl@gmail.com	**Mr. Ashok Kumar** *State Coordinator (Andhra Pradesh & Telangana)*
12.	State Office (Karnataka State)	Kalarickal.House, Kottamuri P.O, Changanachery,Kottayam.Dist.,Kerala.Pin.686105 Ph : 08281705177 E-mail: thankkgpl@gmail.com	**Mr. Thankappan** *State Coordinator (Karnataka & Kerala State)*
13.	State Office (Kerala State)	"Amat", Opp. Kuniyil Temple, Calicut – 673001 Ph: 0495277000 Cell: +91 9446841975 E-mail : dayanandamat@yahoo.co.in	**Mr. Dayanand Kamat** *Regional Coordinator (West Region)*
14.	State Office (Gujrat State)	B/201, Abhinandan II, Brahmkshtriya Society Part II, Naranyanagar Road, Paldi, Ahmedabad - 380007	**Mr. Sumedh Shende** *Hydrologist cum State Coordinator (Gujarat)*

Support:

DoLR would necessarily support in terms of information / discussions / Documents / field visits / coordination with other agencies and logistics, wherever considered necessary in completion of the assignment. DoLR will interact with the NA-HGVBS for exchange of documents / information and discussion. The client DoLR will facilitate access to key information available with the DoLR and SLNAs agencies. They will also facilitate client access to relevant staff in various agencies. HGVBS would organize stakeholder workshops for carrying out of this assignment. DoLR will also coordinate with the SLNA and State level ME&L agencies to access the needed information for the agency.

DoLR will provide the relevant reports & the information / data available with the department; however, the NA with consent of the DoLR will do physical collection of

data from different agencies if required. The client shall issue necessary requests / letters in the regard to concerned agencies through the consultants. In addition, any data pertaining to the scope of this assignment & available with the department will be made available by the DoLR. To improve the quality / effectiveness of the assignment, & on requirements for counterpart staff and facilities including; administration support, Hospitality support at SLNA and WCDC level, local transportation & local language facilitator of Project Manager office with division, district & section level vehicle, required equipments, data etc should be provided by the DoLR through state authority. Following are some of the key specific supports required from DoLR.

➢ Instruction to State authority and District Magistrate**:** DoIR would send letters to the SLNAs and the District Magistrates regarding the evaluation study asking them to extend necessary cooperation to the staff of HGVBS with a copy to HGVBS. It will nominate one of its officers as a nodal officer for contacting on day to day basis in connection with the evaluation study.

➢ Vehicle Facility for Project Visit**:** DoLR may please issue instructions to the various authorities such as SLNA, WCDC and Project in charge, etc to extend all logistical support to the team of HDVBS that would be visiting the field for the work by way of arranging for the transport for project level evaluation.

➢ Government Circuit House & Rest House Facility**:** As the work is to be carried out in the states, districts and Projects as there is already a well settled infrastructure is available at this level. DoLR may please issue instructions to the related authorities to extend all logistical support to the team of HGVBS by way of arranging for the accommodation.

➢ Instruction to Community for Participation:

➢ Document support as a Secondary data in time period**:** DoLR would also make available information available at the department level and would facilitate access to the records maintained by SLNAs and the lower formations in the States in stipulated time period.

➢ Certification of Report & related data as per requirement**:** DoLR may please issue instructions to the various authorities such as SLNA, WCDC and Project in charge, etc for issuance of necessary certificates to the visiting team.

➢ Instruction to State, District, Project Level Officials and Functionaries for presence & support during MTE staffs visits:

➢ Availability of Project Data in time:

➢ Instruction to MELD, PIA & Other related agencies for support:

➢ Instruction to Project level Functionaries for Sunday & holiday working in need:

➢ Hospitality support at State, District & Project Level:

➢ Sharing of Satellite Images and other project related data:

➢ Instruction to Watershed Committee & GP authority for cooperation in need :

* * * * * * * *

V. ANNEXES

Annex – a.

HOUSHOLD SURVEY SCHEDULE

Annex – b.

FOCUSED GROUP DISCUSSION (FGD) SCHEDULE

Annex – c.

IN-DEPTH INTERVIEW SCHEDULE - SLNA

Annex – d.

IN-DEPTH INTERVIEW SCHEDULE - WCDC

Annex – e.

PROJECT SCHEDULE

Annex – f.

AGENCY ASSESSMENT SCHEDULE – I
(MELD & SRO)
AGENCY ASSESSMENT SCHEDULE – II
(DRO, PTO, LRA & INDEPENDENT EVALUATOR)

HOUSHOLD SURVEY SCHEDULE

Date & Time of Interview [   ] [   ]   Questionnaire No [   ] [   ] [   ]

1. Basic Project Information:

Village Name	[ ]	Project Name	[ ]
Gram Panchayat Name	[ ]	Micro watershed Name	[ ]
Block Name	[ ]	Micro watershed Code	[ ]
District Name	[ ]	State Name	[ ]

Location of Village / house: O Ridge area   O Middle area   O Valley/ Lower Reaches   [Tick ✓]

Target or Comparison group [Tick ✓] Target Group Village [   ]   Comparison Group Village [   ]

This schedule will be administered in a personal Interview mode with the villagers

2. Respondent Information:

Name of the Respondent:..   Sex : Male/Female

Relation of the respondent to head of Household :..   Age : ....

Caste Category : _____   Religion : _____   Economic Status: BPL/APL

Adhar Card No:_____Contact No. : ....

Type of Respondent :   [   ] Participant in the Project   [   ] Non-Participant in Project

Type of House: Kaccha/Paccha (✓)   Total Family Members No:....................

Current occupation :   (*more than one answer possible*) (Yes: 1 No: 0)

Farmer [   ]   Livestock Rearer [   ]   Dairy Owner [   ]

Business/ Trading [   ]   Service/ Employment [   ]

Wage Seeker [   ]   Other [   ]

3. Overall Evaluation Parameter:

To assess the impact of various parameter, asked the below response to respondent.

Land-use, Land-cover Detail:

	Land Ownership	Before Intervention 1: Yes No: 0	After Intervention 1: Yes No: 0
a	Do you own Agricultural land		
b	Did you use your land for agricultural purposes in Intervention?		

Land Use in acres (Write Land in Acres)		Total Land	Rain fed	Irrigated	Fallow
a	Before Intervention				
b	After Intervention				

Cropping-area Production & Productivity:

Crops Name (More Than One Answer Possible)		Before Intervention				After Intervention			
		1: Yes, No: 0	If Yes, Area of Cropping (acre)	Pro duction (qtl)	Average Yield (kg/ha)	1: Yes, No: 0	If Yes, Area of Cropping (acre)	Pro duction (qtl)	Average Yield (kg/ha)
1	Paddy								
2	Red gram								
3	Jowar								
4	Bajra								
5	Groundnut								
6	Wheat								
7	Pulses								
8	Soya bean								
9	Green gram								
10	Barely								
11	Cotton								
12	Spices								
13	Vegetables								
14	Bio mass crops /Maize								
15	Fodder crops								
16	Fruit Plants								
17	Bengal gram								
18	Any other please mention								

Cropping diversity & intensity:

No. of seasons crops grown		(1: Yes No: 0)			
		No Crop	Single Crop	Two Crops	Three Crops
a	Before Intervention				
b	After Intervention				
Total area Cultivated		**Area (in acres)**			
		No Crop	Single Crop	Two Crops	Three Crops
a	Before Intervention				

b	After Intervention				

Total area Cultivated under other	**Area (in acres)**	
	Horticulture	**Afforestation**
Before Intervention		
After Intervention		

Cropping Intensity		**Before Intervention**	**After Intervention**
a	Net Cropped Area (Ha.)		
1	Perennial Crop (Ha.)		
2	Kharif Crop (Ha.)		
3	Rabi Crop (Ha.)		
4	Summer Crop (Ha.)		
b	Gross Cropped Area (Ha.) (1+2+3+4)		
	Cropping Intensity (%)		

Did you apply crop rotation? **1: Yes, No: 0**	**If Yes, Area of Cropping (acre)**	

- If a change in crop rotation was reported: how did you learn about crop rotation? [Tick ✓]
  * Through project ☐   * through peer farmers ☐
  * Through family/friend/neighbour/other relative ☐   * 4 Not Applicable ☐

- On a scale from 1=low influence to 7= high influence, how strong do you assess the influence of project activities on change in cropping pattern?
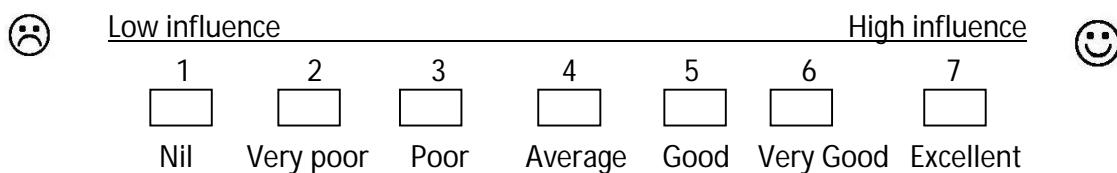
  ☹ Low influence _____ High influence ☺

1	2	3	4	5	6	7
☐	☐	☐	☐	☐	☐	☐
Nil	Very poor	Poor	Average	Good	Very Good	Excellent

- On a scale from 1=low influence to 7= high influence, how strong do you assess the influence of project activities on change in cropping intensity (more crops/ year)?

  ☹ Low influence _____ High influence ☺

1	2	3	4	5	6	7
☐	☐	☐	☐	☐	☐	☐
Nil	Very poor	Poor	Average	Good	Very Good	Excellent
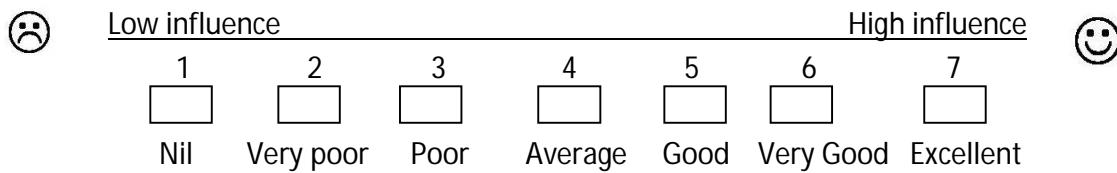
- How did you learn about crop intensity?
  * Through project ☐
  * through peer farmers ☐
  * Through family/friend/neighbour/other relative ☐
  * 4 Not Applicable ☐

Pest Management Practices:

	What measures did you use/apply for improving pest and diseases control? Practice	Before Intervention 1: Yes No: 0	After Intervention 1: Yes No: 0	Perceived Benefit: 1- Not Clear, 2- Not Beneficial, 3- Average Beneficial, 4- Very beneficial, 5-Not Applicable
a	Seed/Soil treatment with Tricho Derma Viridi			
b	Seed treatment with Beejamrutham			
c	Neem seed extract spraying			
d	Chemical pesticides			
e	Phermone traps or lures			
f	White / Yellow boards			
g	Growing border crops, inter crops, trap crops			
h	Summer ploughing			
i	Putting up bon fires			
j	Bird perches			
k	Decoctions of local wild plants and hot spices			
l	Neem oil spraying			
m	Others			

- If a change in use of measures for pest and diseases control were reported, how did you learn about new measures for pest/disease control? [Tick ✓]

  * Through project ☐   * through peer farmers ☐

  * Through family/friend/neighbour/other relative ☐   * 4 Not Applicable ☐

- On a scale from 1=low influence to 7= high influence, how strong do you assess the influence of project activities on change in use of measures for pest/diseases control?

  ☹ Low influence   High influence ☺

1	2	3	4	5	6	7
☐	☐	☐	☐	☐	☐	☐
Nil	Very poor	Poor	Average	Good	Very Good	Excellent
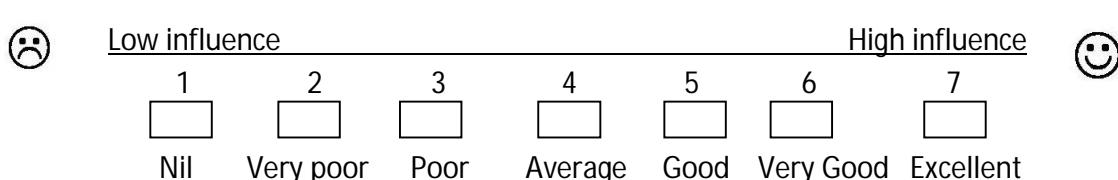
Bio-mass, Fodder & Livestock:

Assessment of green cover spread and green fodder availability (Tons / Year)	Before Intervention	After Intervention
Were there agro forest specie plantations in your village? (more than one answer possible)	☐ 1 yes Number:_____ ☐ 2 no→	☐ 1 yes Number:____ ☐ 2 no→
Were there horticulture plantations in your farm? (more than one answer possible)	☐ 1 yes Number:_____ ☐ 2 no→	☐ 1 yes Number:____ ☐ 2 no→

Assessment of Biomass availability (Tons/Year)	Before Intervention			After Intervention		
Fodder Crops in agricultural land						
Crop Waste						
Community Land						
Forest Land						
Category of Livestock	**Before Intervention**			**After Intervention**		
	No.	Yield/ year/ animal	Annual producti on	No.	Yield/ year/ animal	Annual product ion
Milk-animals 1.Cow						
2. Cross-breed						
3. Buffalo						
Animals for other purpose 1.Goat						
2. Poultry (broiler)						
3.Draft Animals						

- If a change in agro forest species plantations is reported, on a scale from 1=low influence to 7= high influence, how strong do you assess the influence of project activities on change in forest plantations?

☹ Low influence _____ High influence ☺

1	2	3	4	5	6	7
☐	☐	☐	☐	☐	☐	☐
Nil	Very poor	Poor	Average	Good	Very Good	Excellent
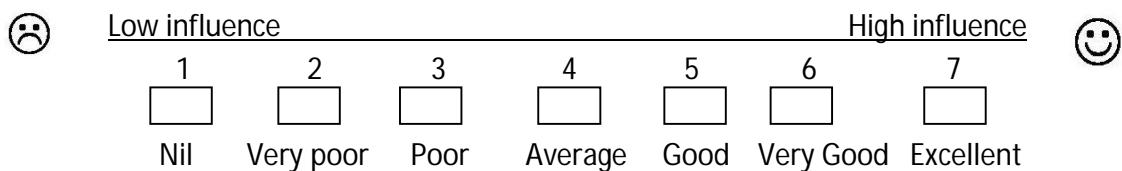
- If a change in horticulture plantations is reported, on a scale from 1=low influence to 7= high influence, how strong do you assess the influence of project activities on change in horticulture plantations?

☹ Low influence _____ High influence ☺

1	2	3	4	5	6	7
☐	☐	☐	☐	☐	☐	☐
Nil	Very poor	Poor	Average	Good	Very Good	Excellent
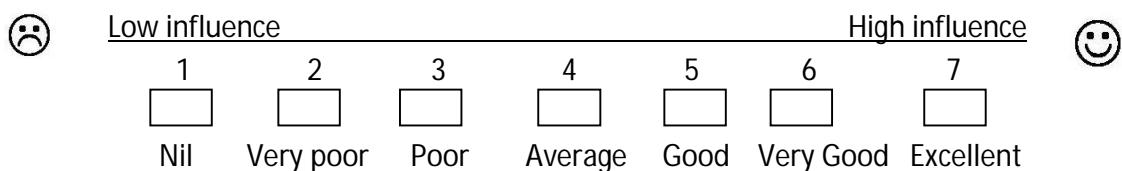
Shift to horticulture or other commercial crops:

Horticulture & Other commercial Crops Name *(More Than One Answer Possible)*	Before Intervention				After Intervention			
	1: Yes, No: 0	If Yes, Area of Cropping (acre)	Pro duction (qtl)	Average Yield (kg/ha)	1: Yes, No: 0	If Yes, Area of Cropping (acre)	Pro duction (qtl)	Average Yield (kg/ha)
1 Mango								
2 Cashew								
3 Custard Apple								
4 Guava								

5	Any other please mention								

Soil fertility and organic content in soils (Hydrological & Soil profiles) :

	What measures did you use/ apply for improving soil fertility and organic content in soils? Practice	Before Intervention 1: Yes No: 0	After Intervention 1: Yes No: 0	Perceived Benefit: 1- Not Clear, 2- Not Beneficial, 3- Average Beneficial, 4- Very beneficial, 5-Not Applicable
a	Own Compost			
b	Farmyard manure			
c	Vermi Compost			
d	Neem Cake			
e	Amrithpani			
f	DAP			
g	Urea			
h	NADEP			
i	Biomass			
j	Any other			
k	I apply no measures			

- If a change in use of measures for land fertility were reported, how did you learn about new measures to improve land fertility? [Tick ✓]
  * Through project [   ] * through peer farmers [   ]
  * Through family/friend/neighbour/other relative [   ] * 4 Not Applicable [   ]

- On a scale from 1=low influence to 7= high influence, how strong do you assess the influence of project activities on change in use of measures for land fertility?

☹ Low influence _____ High influence ☺

1	2	3	4	5	6	7
[ ]	[ ]	[ ]	[ ]	[ ]	[ ]	[ ]
Nil	Very poor	Poor	Average	Good	Very Good	Excellent
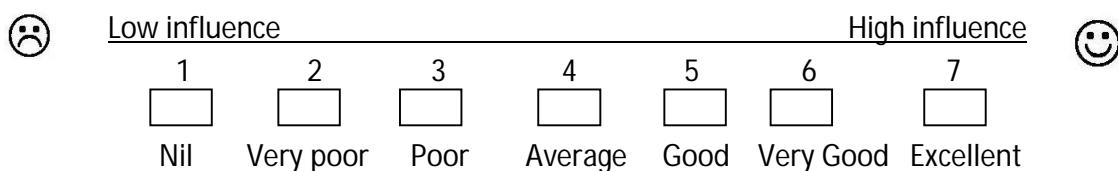
Agriculture & allied Activities:

	What measures did you use / apply for improving Agriculture & allied Activities? Practice	Before Intervention 1: Yes No: 0	After Intervention 1: Yes No: 0	Perceived Benefit: 1- Not Clear, 2- Not Beneficial, 3- Average Beneficial, 4- Very beneficial, 5-Not Applicable
a	Agriculture Sector			
b	Horticulture Sector			
c	Soil & Water Conservation			
d	Animal Husbandry Sector			

e	Dairy Development Sector			
f	Fisheries Sector			
g	Sericulture Sector			
h	Forest Produce			
i	Cooperation Sector			

- If a change in use of measures for improving Agriculture & allied Activities were reported, how did you learn about new measures to improve Agriculture & allied Activities? [Tick ✓]
  * Through project ☐   * through peer farmers ☐
  * Through family/friend/neighbour/other relative ☐   * 4 Not Applicable ☐

- On a scale from 1=low influence to 7= high influence, how strong do you assess the influence of project activities on change in use of measures for improving Agriculture & allied Activities?

☹ Low influence   High influence ☺

1	2	3	4	5	6	7
☐	☐	☐	☐	☐	☐	☐
Nil	Very poor	Poor	Average	Good	Very Good	Excellent
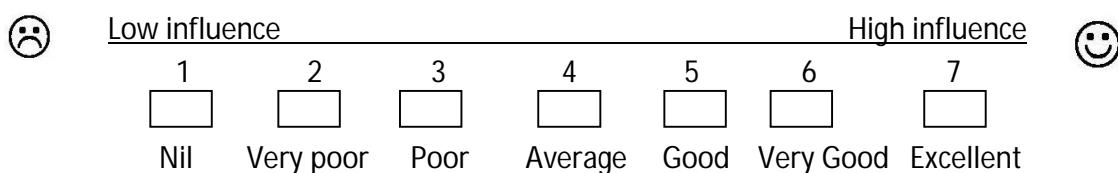
Groundwater & surface water level:

Status of Ground & Surface water Level (in meters) Average Ground Water table depth		Pre-Project level		Post-project level	
		Pre -monsoon (May)	Post-monsoon (November)	Pre -monsoon (May)	Post-monsoon (November)
a	Open wells				
b	Bore Wells				
C	Directly from the river/ lake/ stream/ dam				
Status of Drinking water		**Pre-Project**		**Post-project**	
Availability of drinking water (no. of months in a year)					

Water Use Efficiency	Use of Drip Irrigation 1:Yes,2:No	Area under Drip irrigation (ha)	Use of Sprinkler Irrigation 1:Yes,2:No	No of Sprinkler sets	Area (ha) under Sprinkler
Pre-Project					
Post-project					

Income Generating Activities (IGAs):

Are you avail any assistance under project for running income generating activities If Yes enumerate the detail	Status of Activity (Working/ Non-working	Process of Activity	Types of Activity	Linkages Amount from whom	Handholding Support (1:Yes, 2:No)

Economic Inclusion:

(Tracking the Change: Before and After)

- Has your yield changed since applying new measures for land fertility & pest / diseases control? [Tick ✓]

  * Yield increased a lot ☐   * Yield increased a bit ☐   * Yield remained stable ☐

  * Yield reduced a bit ☐   * Yield reduced a lot ☐

Change in income			
Type of Crop Category	**Net Earning [Tick✓]**		
Crop 1...	☐ 1 increased	☐ 2 no change	☐ 3 decreased
Crop 1...	☐ 1 increased	☐ 2 no change	☐ 3 decreased
Crop 1...	☐ 1 increased	☐ 2 no change	☐ 3 decreased
Crop 1...	☐ 1 increased	☐ 2 no change	☐ 3 decreased
Crop 1...	☐ 1 increased	☐ 2 no change	☐ 3 decreased

- What is the reason for the increase? (More than one answers possible) (1: Yes 0: No)
  - Yield increased and thus more could be sold ☐
  - Price of product increased on the market ☐
  - Demand from market increased ☐
  - Decreased as less products were sold ☐
  - Input cost has reduced ☐

Other family income sources				
Type of Income Source		Before Intervention? 1= Yes 2= No	After Intervention 1= Yes 2= No	Have your earnings from following sources changed since Intervention? (IMPACT) 1 Increased, 2 No change, 3 Decreased, 4 Not Clear
a	Employment with soil conservation			
b	Job card under NREGS			
c	Commercialization of crop			
d	Selling of Livestock related products (milk/ meat/ Others)			
e	Multi-crop threshers			
f	NPM shops			
g	Brick making			
h	Fish rearing			
i	Selling Fruits			
j	Power tillers			

k	Construction equipment (Centering material, masonry tools)			
l	Agriculture Labour in others fields			
m	Pension			
n	Petty Business			

- If a change in income reported: On a scale from 1=low influence to 7= high influence, how strong do you assess the influence of project activities on improved income?

☹ <u>Low influence</u>   High influence ☺

1	2	3	4	5	6	7
☐	☐	☐	☐	☐	☐	☐
Nil	Very poor	Poor	Average	Good	Very Good	Excellent

Income from migration			
Term for migration	**Long Term**	**Short Term**	**No Migration**
Before Intervention	☐ 1 Yes ☐ 2 no	☐ 1 Yes ☐ 2 no	☐ 1 Yes ☐ 2 no
After Intervention	☐ 1 Yes ☐ 2 no	☐ 1 Yes ☐ 2 no	☐ 1 Yes ☐ 2 no
Did you/your family have additional income from migration?	Before Intervention ☐ 1 Yes ☐ 2 no	After Intervention ☐ 1 Yes ☐ 2 no	Have your earnings from migration changed since Intervention? ☐ Increased ☐ No Change ☐ Decreased ☐ Not Clear

Why do you migrate?	Use additional money basic needs such as food, clothes	Use additional money for education of children	Use additional money to improve my household assets
Before Intervention			
After Intervention			

Living Conditions - Household Assets				
S. N.	**Assets**	**Before Intervention**	**After Intervention**	**Reasons for Change**
1	Housing Roof			
2	No of Rooms in House			
3	Toilet Facility at Home			
4	Cooking Facility at home			
5	Cattle Shed/ Others			
6	TV			
7	Motor Cycles			

8	Car			
9	Cell Phone			
10	Refrigerator			
11	Washing Machine			
12	Household Furniture			
13	Any other..			
14	Any other..			
15	Any other..			

- On a scale from 1=low influence to 7= high influence, how strong do you assess the influence of project activities on improved living conditions?

☹ Low influence   High influence ☺

1	2	3	4	5	6	7
☐	☐	☐	☐	☐	☐	☐
Nil	Very poor	Poor	Average	Good	Very Good	Excellent
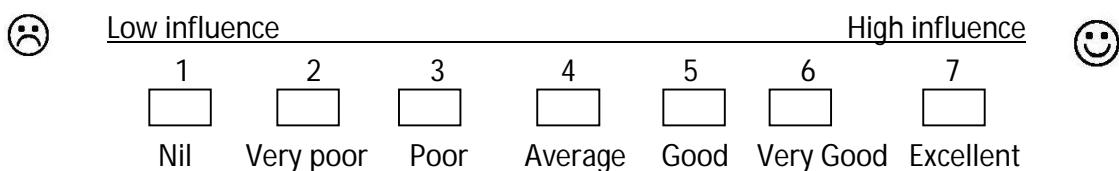
Employment and Debt Status			
Term for Employment	**Long Period /Annum**	**Short Period/ Annum**	**No Employment**
Before Intervention	☐ 1 Yes ☐ 2 no	☐ 1 Yes ☐ 2 no	☐ 1 Yes ☐ 2 no
After Intervention	☐ 1 Yes ☐ 2 no	☐ 1 Yes ☐ 2 no	☐ 1 Yes ☐ 2 no
Did you/your family have get employment & income?	Before Intervention ☐ 1 Yes ☐ 2 no	After Intervention ☐ 1 Yes ☐ 2 no	Status of earnings since Intervention? ☐ Increased ☐ No Change ☐ Decreased ☐ Not Clear
Did you/your family have get wage employment?	Before Intervention ☐ 1 Yes ☐ 2 no	After Intervention ☐ 1 Yes ☐ 2 no	Total amount earn from project work ☐ 5000 – 20000 ☐ 20000 – 35000 ☐ 35000 & above
How many days you / your family have get wage employment?	Before Intervention ☐ 1 Yes ☐ 2 no	After Intervention ☐ 1 Yes ☐ 2 no	Total Man days from project work ☐ 30 days – 90 days ☐ 90 days – 180 days ☐ 180 days & above
Did you/your family have received Self employment?	Before Intervention ☐ 1 Yes ☐ 2 no	After Intervention ☐ 1 Yes ☐ 2 no	Type of employment & amount of assistance Type.............................. .... Amount........................
Term for Debt	**Long Term**	**Short Term**	**No Debt**
Before Intervention	☐ 1 Yes ☐ 2 no	☐ 1 Yes ☐ 2 no	☐ 1 Yes ☐ 2 no

After Intervention	☐ 1 Yes ☐ 2 no	☐ 1 Yes ☐ 2 no	☐ 1 Yes ☐ 2 no
Did you/your family have Debt?	Before Intervention ☐ 1 Yes ☐ 2 no	After Intervention ☐ 1 Yes ☐ 2 no	Status of Debt clearance since Intervention? ☐ Increased ☐ No Change ☐ Decreased ☐ Not Clear
Purpose, Amount & Current Status of Debt	**Purpose :**	**Amount:**	Perceived Benefit: {✓} 1- Not Beneficial, 2- Average Beneficial, 3- Very beneficial

Sensitization & Awareness about Project:

	Perception on Sensitization & Awareness activities : *(Yes - 1, No - 2)*	
1	Were any of the following modes/tools used for sensitization & awareness about IWMP Project? *{Tick ✓} * Informing people with beating of drums* ☐ * Announcements on Microphone* ☐ * Notices on GP Notice Boards* ☐ * Use of pamphlets/banners* ☐	
2	Was an awareness generation campaign taken up in the village? *(Yes - 1, No - 2)*	
3	Whether a household survey, drainage line & Net planning have been conducted in commencement phase in order to Prepare DPR? *(Yes - 1, No - 2)*	
4	Has the Gram Sabha discussed and passed a resolution before taking up of the watershed development project in village? *(Yes - 1, No - 2)*	
5	Was the action plan discussed and finalized in the Gram Sabha? *(Yes - 1, No - 2)*	
6	Was the Participatory Rural Appraisal conducted in the village? *(Yes - 1, No - 2)*	
7	Are you aware about the watershed committee existence in village? *(Yes - 1, No - 2)*	
8	Are you aware about the public contribution for project activities? *(Yes - 1, No - 2)*	
9	Are you aware about the SHG & UGs formation & working under IWMP? *(Yes - 1,No - 2)*	
10	If WC, SHG, UG exists in your village, were you a member? *(Yes - 1, No - 2)*	
11	If Yes, Who has motivated you to join this SHG? *(PRI member – 1 , Community mobilizer – 2, NGO/VO – 3, Family member – 4, Others – 5)*	
12	What % of SHG funds (Savings, Revolving Fund, Loan) have been utilized in productive activities? *(verify records) (%)*	
13	Whether any Entry point activities are taken up in village? If yes, what about their usefulness to community? *(Very useful -1, Only somewhat useful - 2, Not at all-3)*	
14	Is there an effective WDT established for works executed under IWMP? *(Yes - 1, No - 2)*	
15	Whether the action plan is displayed on a notice board at the G.P office/ Village?	
16	Did you participate in the drafting of the watershed management plan? *(Yes - 1, No - 2)*	
17	Does the WC play any role in selection of beneficiaries for project activity? *(Yes - 1, No - 2)*	
18	Does the WC monitor the implementation of activities in your village? *(Yes - 1, No - 2)*	
19	Has the Gram Sabha reviewed the progress of works? *(Yes - 1, No - 2)*	
20	Who has worked for more no. of days during the last 1 year *(Male member(s)* – 1, Female member(s) – 2, both equally – 3)*	
21	Satisfaction with IWMP *(Yes, Highly Satisfied – 1, Satisfied – 2, Not Satisfied – 3)*	

Capacity building measures:

Participation in capacity building measures (more than one answer possible) (Yes: 1 No: 0)
(Perceived Benefits of Program:1 –No Benefit; 2 –Little; 3 –Average; 4 – High; 5 –Very High; 6 – Not sure)

S.n.	Activity	Before Intervention	After Intervention
1	Did you attend any Training programs?		
2	IF yes, How many training programs attended? (Enter Number)		
3	What type of training programs attended?		
	a. Orientation training		
	b. Sustainable Agriculture		
	c. Community Organizations		
	d. Gender Trainings		
	e. Water Management		
4	Are you benefited in training programs?		
5	Did you attend any exposure visit?		

Interface between individual and Project:

Activity	Component	Status of Interface *(Yes: 1, No: 0)*	Perceived Benefits *(Grade: 1-Nil, 2-Low,3-Medium, 4- High, 5-Very High,6-Notapplicable)*
Area Treatment	a. Compartment Bunding		
	b. Continuous Contour Trench		
	c. Repairs of Paddy Old Bund		
	d. Terracing		
	e. Farm Pond		
	f. Contour Bunding		
	g. Other (specify).........................		
Drainage Line Treatment	a. Loose Boulder Structure		
	b. Cement Plug/Check Dam		
	c. Earthen Plug		
	d. Gabiyan Structure		
	e. Deeping of water resources		
	f. Other (specify).........................		
Vegetative Cover Treatment	a. Horticulture Plantation		
	b. Afforestation		
	c. Nursery Raising		
	d. Other (specify)......................		

_____
Signature/left thumb impression of respondent

_____
Signature & Name of Interviewer/Field Investigator HGVBS

FOCUSED GROUP DISCUSSION (FGD) SCHEDULE

Date & Time of FGD ⸂_____⸃⸂_____⸃   FGD No ⸂___⸃⸂___⸃⸂___⸃

1. Basic Project Information:

Village Name		Project Name	
Gram Panchayat Name		Micro watershed Name	
Block Name		Micro watershed Code	
District Name		State Name	

Location of Village / house: O Ridge area   O Middle area   O Valley/ Lower Reaches   [Tick ✓]

Target or Comparison group [Tick ✓] Target Group Village ⸂___⸃   Comparison Group Village ⸂___⸃

This schedule shall administered in a focused group discussion mode with the villagers, general public, IWMP beneficiaries, PRI officials & members, members of UGs & WC and discuss with other opinion leaders in the village & provide his/her observations/responses on the questions below.

2. FGD & Participant Information:

Type of Group (Please Tick)	**Male**		**Female**		**Mixed**	
Total members present						

Instruction: Ideal group size for FGD will be around 10-15 people. In case of mixed group try to maintain the number of participant approximately equal (50% male & 50% female). Also take Photograph.

S. n.	Name of Participant in FGD	Sex (M/F)	Designation	Signature
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				

3. Overall Evaluation Parameter:

To assess the impact of various parameter, asked the below responses to participant.

Sensitization & Awareness:

	Perception & Assessment on Sensitization & Awareness activities : *(Yes - 1, No - 2)*	
1	Were any of the following modes/tools used for sensitization & awareness about IWMP Project? *{Tick ✓) * Informing people with beating of drums* ☐ * Announcements on Microphone* ☐ * Notices on GP Notice Boards* ☐ * Use of pamphlets/banners* ☐	
2	Was an awareness generation campaign taken up in the village? *(Yes - 1, No - 2)*	
3	If Yes, Enumerate Activity detail	
4	Has the Gram Sabha discussed and passed a resolution before taking up of the watershed development project in village? *(Yes - 1, No - 2)*	
5	Was the Participatory Rural Appraisal conducted in the village? *(Yes - 1, No - 2)*	
6	If Yes, How many days work were take place	
7	Are you aware about the public contribution for project activities? *(Yes - 1, No - 2)*	
8	Whether the action plan is displayed on a notice board at the G.P office/ Village?	
9	Did you participate in the drafting of the watershed management plan? *(Yes - 1, No - 2)*	
10	Has the Gram Sabha reviewed the progress of works? *(Yes - 1, No - 2)*	

Training & Capacity Building:

	Perception & Assessment on Training & Capacity Building activities : *(Yes - 1, No - 2)*	
2	Did you attend any Training programs? *(Yes - 1, No - 2)*	
3	IF yes, How many training programs attended? (Enter Number)	
4	What type of training programs attended?	
5	*1. Orientation training (Yes - 1, No - 2)*	
	2. Sustainable Agriculture (Yes - 1, No - 2)	
	3. Community Organizations (Yes - 1, No - 2)	
	4. Gender Trainings (Yes - 1, No - 2)	
	5. Water Management (Yes - 1, No - 2)	
6	Are you benefited in training programs? *(Yes - 1, No - 2)*	
7	Did you attend any exposure visit? *(Yes - 1, No - 2)*	
8	How does the community at large rate the usefulness of the training program? *(Very useful -1, Only somewhat useful - 2, Not at all-3)*	

EPA & DPR :

	Perception & Assessment on EPA & DPR activities : *(Yes - 1, No - 2)*	
1	Whether any Entry point activities are taken up in village? If yes, *(Yes - 1, No - 2)*	
I	No. of EPA activity undertaken in village.	
Ii	Enumerate Name of EPA activity :	

Iii	Are you aware about the total expenditure on EPA activities? *(Yes - 1, No - 2)*	
Iv	If yes, what about the total expenditure? (mention amount)	
v	Overall quality of construction *(Satisfactory-1, Not Satisfactory-2, Needs improvement-3)*	
vi	If yes, How does the community at large rate the usefulness of the work? *(Very useful -1, Only somewhat useful - 2, Not at all-3)*	
vii	Present condition of work at the time of visit *(Satisfactory-1, Not Satisfactory-2, Needs improvement-3)*	
2	Whether a household survey, drainage line & Net planning have been conducted in commencement phase in order to Prepare DPR in village? *(Yes - 1, No - 2)*	
4	Was the action plan discussed and finalized in the Gram Sabha? *(Yes - 1, No - 2)*	
5	Whether design and estimates of works prepared? *(Yes - 1, No - 2)*	
6	Has the Gram Sabha discussed and passed a resolution to DPR? *(Yes - 1, No - 2)*	
7	Are you aware about the DPR approval by SNLA? *(Yes - 1, No - 2)*	
8	If Yes, Total sanctioned amount of Project in your village? *(lakh)*	

Institutional Arrangement:

	Perception & Assessment on CBO, NGO, PIA, M&E agency Placement & functioning : *(Yes - 1, No - 2)*		
1	Is there an efficient PIA appointed for implementation of IWMP? *(Yes - 1, No - 2)*		
2	If Yes, Give Name of Agency.		
3	Is there an effective WDT established for works execution under IWMP? *(Yes - 1, No - 2)*		
4	If Yes, No. of WDT members		
5	Frequency of field visit of WDT members in village in a month *(no.)*		
6	Whether PIA regularly conduct monthly meeting of WC? *(Yes - 1, No - 2)*		
7	Is there any NGO associated with IWMP implementation in the village? *(Yes - 1, No- 2)*		
8	Are you aware about the SHG & UGs formation & working under IWMP? *(Yes - 1,No - 2)*		
9	If Yes, No. of SHG and UG in village *(no.)*		
10	Total SHGs functioning in the village (No.)		
11	Whether SHGs received any financial assistance under IWMP? If Yes, How many SHGs?		
12	Is the Watershed Committee (WC) formed in village? *(Yes - 1, No - 2)*		
13	If Yes, No. of women members and Total members in WC *(no.)*		
14	Whether Watershed committee conduct regular monthly meeting?		
15	Does the WC play any role in selection of beneficiaries for project activity? *(Yes - 1, No- 2)*		
16	Does the WC monitor the implementation of activities in your village? *(Yes - 1, No - 2)*		
17	Whether any external M&E agency team has been appointed for concurrent monitoring of project in village? *(Yes - 1,No - 2)*		
18	If Yes, Give Name of Agency.		
19	Frequency of field visit of M&E agency in village in a month *(no.)*		
20	If Yes, to what extent has it been helpful in quality supervision? *(Yes, to a large extent -1, Only to some extent - 2, Not at all - 3)*		

NRM Work Implementation:

	Perception & Assessment on NRM work implementation : *(Yes - 1, No - 2)*				
1	Was a natural resource management work taken up in the village? *(Yes - 1, No - 2)*				
2	No. of NRM activity undertaken in village.				
3	Enumerate Name of NRM work :				
4	Are you aware about the total expenditure on NRM activities? *(Yes - 1, No - 2)*				
5	If yes, what about the total expenditure? (mention amount)				
6	Overall quality of construction *(Satisfactory-1, Not Satisfactory-2, Needs improvement-3)*				
7	Total No. of Beneficiaries who benefited under NRM work under IWMP in village?				
8	No. of Women, SC, ST, LL and MF in village benefited?				
9	Whether you aware about getting a wage employment in NRM work? *(Yes - 1, No - 2)*				
10	Was a convergence and linkages developed under NRM work? *(Yes - 1, No - 2)*				
11	If yes, How does the community at large rate the usefulness of convergence in the NRM work? *(Very useful -1, Only somewhat useful - 2, Not at all-3)*				

Livelihood Activity Implementation:

	Perception & Assessment on Livelihood activities implementation under IWMP : *(Yes - 1, No - 2)*			
1	Was an awareness program of livelihood activities under IWMP taken up in the village?			
2	Was an Income generating activities initiated under IWMP in the village? *(Yes - 1, No - 2)*			
3	If Yes, Total No. of Beneficiaries?			
4	Are the villagers satisfied with selection/sanction/execution processes? *(Yes -1, No -2)*			
5	Whether any special efforts/ suitable works under IWMP have been taken up in the village for the vulnerable sections? *(Yes - 1, No - 2)*			
I	If Yes, No. of Women and Marginal farmers in village benefited?			
Ii	If Yes, No. of SCs, STs & Landless household in village benefited?			
6	Whether you all are aware about getting Self employment in livelihood activities?			

Overall Assessment:

	Perception & overall Assessment by Community on IWMP Planning, Process, Implementation & performance : *(Yes - 1, No - 2)*	
1	How does the community at large rate the usefulness of the NRM work and Livelihood activities? *(Very useful -1, Only somewhat useful - 2, Not at all-3)*	
2	Perception Level of Planning, Process, Implementation & performance under IWMP? *(Satisfactory-1, Not Satisfactory-2, Needs improvement-3)*	
3	Level of Involvement of Women & the Vulnerable in the project, Women involvement, inclusion of SCs, STs, Marginal farmers & Landless households. *(Yes to a large extent - 1, Only to some extent – 2, No, not at all -3)*	
4	Overall assessment of the progress of works. *(Good - 1, Satisfactory- 2, & Poor -3)*	

_____

Signature & Name
FGD Coordinator/Supervisor,HGVBS

Annex – c.

IN-DEPTH INTERVIEW SCHEDULE – SLNA

Date & Time of Interview [_____ | _____]   IDIs No [___ | ___]

1. General Information:

State Name   :...

Name of SLNA   :...

In charge Officer :
Name & Designation ....

Address of SLNA   :...

....

This schedule shall administered in a interview mode with the In charge or Additional CEO of SLNA & with head of section – Administration, Account, Technical and discuss with other stakeholders in the SLNA and provide his/her observations/responses on the questions below. Also collect required data.

2. SLNA Information:

Administration Status	
Date of Establishment of SLNA	
Type of Constituted SLNA	Department / Mission / Society/Authority (Tick✓)
Bank Account	Independent / Dependent (Tick✓)
Bank Account Detail	
Date of MoU Sign with DNA	*(Departmental Nodal Agency)*
Constitution Detail of SLNA	
Date of approval to state perspective and strategic plan	
Detail of SLNA Infrastructure	
Instruction: Collect the copy of SLNA Members Detail and copy of approved Plan. Also attached Separate Sheet for infrastructure. Also get photograph during interview with officials.	

Status of Team of Professional Expert and Administrative staff	
Professional Expert Team Existed *(Yes-1,No-2)*	
If Yes, Total No. of Team members *(No.)*	
Technical Specialty of Team Members *(Verify Record & collect required data/information)*	*(attached Separate Sheet)*
Process of Appointment of Expert Team *(Verify Record & collect required data/information)*	

Status of Continued & Discontinued Team members since 2009. *(Verify Record & collect required data/ information)*	
Administrative Staff Existed *(Yes-1,No-2)*	
If Yes, Total No. of Staff members *(No.)*	
List of Administrative Staff *(Verify Record & collect required data/information)*	*(attached Separate Sheet)*
Process of Appointment of Admin Staff *(Verify Record & collect required data/information)*	
Status of Continued & Discontinued staffs since 2009. *(Verify Record & collect required data/ information)*	
Instruction: if information in large size then attached details in separate sheets.	

Functioning and Progress of SLNA		
Whether perspective and strategic plan of watershed development prepared for state? *(Yes-1,No-2)*		
If Yes, Total No. of Plan in the year of 2009-2010 *(No.)*		
Explain the Process, Planning & Approval mechanism of Plan. *(Verify record Multiple answer possible) (transparent-1, biased-2, accordance with guideline-3, none of them-4)*		
Status of Establishment and maintenance of state level data cell and it online connectivity with National Level Data Centre *(Verify Record for fund used & Procurement Process if any) (Good - 1,Satisfactory- 2, & Poor -3)*		
Status of technical support to Watershed Cell cum Data Centre (WCDC), throughout the state. *(Verify Record & collect required data) (Good - 1,Satisfactory- 2, & Poor -3)*		
Whether SLNA approved the list of independent institutions for capacity building of various stakeholders within the state for year 2009 & 2010. *(Yes-1,No-2)*		
Process of selection of independent institutions for capacity building *(Verify Record & collect required information) (Satisfactory-1, Not Satisfactory-2, Needs improvement-3)*		
Whether the SLNA work out the overall capacity building strategy in consultation with NRAA/Nodal Ministry. *(Yes-1,No-2)*		
IF Yes, Status of Process and planning for strategy *(Verify Record & collect required information) (Satisfactory-1, Not Satisfactory-2, Needs improvement-3)*		
Status of Mechanism adopted for work/ project allocation to independent institutions for capacity building in state. *(Verify Record & collect required data/ information) (Good - 1,Satisfactory- 2, & Poor -3)*		
Whether SLNA approved the Project Implementing Agencies identified / selected by WCDC / District Level Committee within the state for year 2009 &2010. *(Yes-1,No-2)*		
Process of selection of Project Implementing Agencies *(Verify Record & collect required information) (Good - 1,Satisfactory- 2, & Poor -3)*		
Were any incidents of corruption/biased selection reported/ observed during the visit of Expert? *(If 'Yes' provide details of the same in the report) (Yes - 1, No - 2)*		

Status of Mechanism/criteria adopted for Selection and work/ project allocation to Project Implementing Agencies in state for year 2009 & 2010. *(Verify Record & collect required data/ information) (Transparent - 1, Biased Selection- 2)*	
Status of Establishment of monitoring, evaluation and learning systems at various levels (Internal and external/ independent systems). *(Verify Record & collect data if any) (Good - 1,Satisfactory- 2, & Poor -3)*	
Whether SLNA approved the list of MELD agencies for monitoring, evaluation and learning component in project for year 2009 & 2010. *(Yes-1,No-2)*	
Process of selection of MELD agencies for monitoring, evaluation and learning component in project *(Verify Record & collect required information) (Satisfactory-1, Not Satisfactory-2, Needs improvement-3)*	
Status of Mechanism/criteria adopted for Selection and work/ project allocation to MELD agencies in state for year 2009 & 2010. *(Verify Record & collect required data/ information) (Transparent - 1, Biased Selection- 2)*	
Whether SLNA Ensured regular and quality on-line monitoring of watershed projects in the state in association with Central Nodal Agency and securing feedback by developing partnerships with independent and capable agencies. *(Yes-1,No-2)*	
If Yes, Status of Establishment, maintenance of MIS and selection of partner capable and independent agencies. *(Verify Record & collect data) (Good - 1,Satisfactory- 2, Poor -3)*	
Whether SLNA had Constituted a panel of Independent Institutional Evaluators for all watershed projects within the state. *(Verify Record) (Yes-1,No-2)*	
If Yes, Does this panel duly approved by the departmental Nodal Agencies at the central level and ensure that quality evaluations take place on a regular basis. *(Yes-1,No-2)*	
Status of Mechanism/criteria adopted for Selection and work/ project allocation to Independent Institutional Evaluators in state for year 2009 & 2010. *(Verify Record & collect required data/ information) (Transparent - 1, Biased Selection- 2)*	
Whether SLNA had prepared State Specific Process Guidelines, Technology Manuals etc in coordination with the Nodal Ministry/ NRAA and operationalise the same. *(Verify Record & collect data) (Yes-1,No-2)*	
Overall Quality, understanding and adequacy of prepared State Specific Process Guidelines and Technology Manuals? *(Verify Record & collect data) (Satisfactory-1, Not Satisfactory-2, Needs improvement-3)*	
Total no. of WCDC/DWDU established under IWMP project in state. *(no.)*	
Out of that, how many WCDC/DWDUs are functioning in place? *(no.)*	
Total no. of NGO depute under Placement for project in throughout state. *(no.)*	
Out of that, how many NGOs are functioning in place? *(no.)*	
Total no. of independent institutions depute capacity building depute under project in throughout state. *(no.)*	
Out of that, how many independent institutions for capacity building are functioning in place? *(no.)*	
Total no. of PIA depute under IWMP project in throughout state. *(no.)*	
Out of that, how many PIAs are functioning in place? *(no.)*	
Total no. of MELD Agencies was deputed under IWMP project in throughout state. *(no.)*	

Out of that, how many MELD Agencies are functioning in place? *(no.)*	
Total no. of Independent Institutional Evaluators was deputed under IWMP project in throughout state. *(no.) (Verify Record & collect required data)*	
Out of that, how many Independent Institutional Evaluators are functioning? *(no.)*	
Total no. of partner capable and independent agencies for MIS &other requirement was deputed under IWMP project in throughout state. *(no.)*	
Out of that, how many partner capable and independent agencies for MIS &other requirement are functioning? *(no.)*	
Whether SLNA adopted any kind of strategy for dissemination of Information, Education & Communication system in state? *(Yes-1,No-2) Verify record)*	
If Yes, Overall Quality, understanding and adequacy of IEC material. *(Verify Record & collect data) (Satisfactory-1, Not Satisfactory-2, Needs improvement-3)*	
Whether SLNA adopted services like Adoption of Remote Sensing (RS)/ Geographic Information Systems (GIS) & Management Information System (MIS) under the project in state? *(Yes-1,No-2) (Verify record & collect data)*	
If Yes, Total no. of such agencies or service provider in state. (collect list & MoU)	
Process of selection of such agencies or service provider for RS/GIS work. *(Verify Record & collect required information) (Good - 1,Satisfactory- 2, Poor -3)*	
Overall Quality, understanding and adequacy of RS/GIS/MIS Services. *(Verify Record & collect data) (Satisfactory-1, Not Satisfactory-2, Needs improvement-3)*	
Frequency of SLNA meeting, approval sanction & Progress Review. *(Good - 1,Satisfactory- 2, Poor -3)*	
Whether Indicators and Baseline/Benchmark under project finalized for the State? *(Yes-1,No-2) (Verify record & collect data)*	
If Yes, Current status of finalized Indicators and Baseline/Benchmark for project sanctioned during the year 2009 & 2010. *(Verify record & collect data) (Satisfactory-1, Not Satisfactory-2, Needs improvement-3)*	
Whether SLNA had developed any effective state specific convergence and linkages policy? *(Yes-1,No-2) (Verify record & collect data)*	
If Yes, understanding and adequacy of developed strategy/policy for convergence and linkages for project sanctioned during the year 2009 & 2010. *(Verify record & collect data) (Yes to a large extent - 1, Only to some extent – 2, No, not at all* -3)*	
Whether the Annual Action Plan was prepared and finalized? *(Yes-1,No-2)*	
If yes, were all sections 'adequately' represented? *(Verify record)* *(Yes-1,No-2)*	
Process of Planning & Preparation of Annual Action Plan. *(Verify Record & collect data) (Good - 1,Satisfactory- 2, Poor -3)*	

Physical & Financial Achievement of SLNA:

Instruction: Expert shall get the information of Physical and Financial Progress Report (Year: 2009-10 & 2010-11) from the SLNA in the State in Format 'A', 'B' & 'C. Also expert shall get it certified by the CEO/ACEO, SLNA of the State.

Sign, Name & Seal of Concerned Officer

3. <u>In-Depth Interview:</u>

Introduction & Consent :
I want to thank you for taking the time to meet with me today. My name is _____ and I would like to talk to you about your experiences participating in the IWMP project. Specifically, as one of the components of our overall program evaluation we are assessing program effectiveness in order to capture lessons that can be used in future interventions. The interview should take less than an hour. I will be taping the session because I don't want to miss any of your comments. Although I will be taking some notes during the session, I can't possibly write fast enough to get it all down. Because we're on tape, please be sure to speak up so that we don't miss your comments. All responses will be kept confidential. This means that your interview responses will only be shared with research team members and we will ensure that any information we include in our report does not identify you as the respondent. Remember, you don't have to talk about anything you don't want to and you may end the interview at any time. Are there any questions about what I have just explained? Are you willing to participate in this interview? _____   _____   _____ **Interviewee**   **Witness**   **Date**

Interview Questions:		
S. n.	**Interview Questions to SLNA In charge**	**Response received**
1	What IWMP **strategies** (e.g., facility assessment and quality improvement process, other), **interventions** (soil & moisture conservation work execution, facility strengthening, training of facility expert, training of outreach staff, service providers, community and stakeholder mobilization, other), and **tools** were used (facility assessment tool, reporting formats, curricula, etc)? Please list.	
2	Which of these strategies, interventions and tools would you consider to be key program elements? Please explain	

3	Are you filling that the objective lay down under IWMP implementation are effectively and efficiently achieved by You & your dedicated staff's performance in state. To what extent did participation in the IWMP by various agencies partnership advance or hinder project implementation? Please explain.	
4	What worked well? Please elaborate.	
5	What would you do differently next time? Please explain why.	
6	What strategies, interventions, tools, etc., would you recommend be sustained and/or scaled up? Please provide a justification for your response	
7	What strategies, interventions, tools should be discontinued? Why?	
8	What were some barriers, if any, that you encountered? Staff turnover? Lack of key support? Lack of technical assistance?	
9	How did you overcome the barrier(s)?	
10	What effect, if any, do you feel the IWMP had on the community in which you work? Increased use of services by community? Increased knowledge of community friendly services by various service providers' staff? Changes to the living standard of community, water scarcity, increased in agriculture & allied sector development?	
11	What recommendations do you have for future efforts such as these?	
12	Is there anything more you would like to add?	

I'll be analyzing the information you and others gave me and submitting a draft report to the DoLR in month of June 2016. I'll be happy to send you a copy to review at that time, if you are interested.

Thank you for your time.

Sign Name & Designation of NA Expert

Annex – d.

IN-DEPTH INTERVIEW SCHEDULE - WCDC

Date & Time of Interview [   ] [   ]   IDIw No [   ] [   ] [   ]

1. General Information:

State Name	:..
Name of WCDC	:..
Chairman of WCDC Name & Designation	:..
Address of WCDC / DWDU	:..
	....

This schedule shall administered in a interview mode with the Chairman or Project Manger of WCDC & with head of section – Administration, Account, Technical and discuss with other stakeholders in the WCDC and provide his/her observations/responses on the questions below. Also collect required data.

2. WCDC Information:

Administration Status	
Date of Establishment of WCDC	
Type of Constituted WCDC	Department / Mission / Society/Authority (Tick✓)
Bank Account	Independent / Dependent (Tick✓)
Bank Account Detail	
Date of MoU Sign with SLNA	*(if Any)*
Constitution Detail of WCDC	
Date of approval to District perspective and strategic plan	
Detail of WCDC Infrastructure	
Instruction: Collect the copy of WCDC Members Detail and copy of approved Plan. Also attached Separate Sheet for infrastructure. Also get photograph during interview with officials.	

Status of Team of Professional Expert and Administrative staff	
Professional Expert Team Existed *(Yes-1,No-2)*	
If Yes, Total No. of Team members *(No.)*	
Technical Specialty of Team Members *(Verify Record & collect required data/information)*	*(attached Separate Sheet)*
Process of Appointment of Expert Team *(Verify Record & collect required data/information)*	
Status of Continued & Discontinued Team members since 2009. *(Verify Record & collect required data)*	

Administrative Staff Existed *(Yes-1,No-2)*	
If Yes, Total No. of Staff members *(No.)*	
List of Administrative Staff *(Verify Record & collect required data/information)*	*(attached Separate Sheet)*
Process of Appointment of Admin Staff *(Verify Record & collect required data/information)*	
Status of Continued & Discontinued staffs since 2009. *(Verify Record & collect required data/ information)*	
Instruction: if information in large size then attached details in separate sheets.	

Functioning and Progress of WCDC		
Whether perspective and strategic plan of watershed development prepared for district? *(Yes-1,No-2)*		
If Yes, Total No. of Plan in the year of 2009-2010 *(No.)*		
Explain the Process, Planning & Approval mechanism of Plan. *(Verify record Multiple answer possible) (transparent-1, biased-2, accordance with guideline-3)*		
Status of Establishment and maintenance of District level data cell and it online connectivity with State level & National Level Data Centre *(Verify Record for fund used & Procurement Process if any) (Good - 1,Satisfactory- 2, & Poor -3)*		
Status of professional technical support to Project Implementing Agencies (PIAs) in planning and execution of watershed development projects throughout the district. *(Verify Record & collect required data) (Good - 1,Satisfactory- 2, & Poor -3)*		
Whether WCDC/DWDU developed action plan for capacity building with close involvement of resource organizations. *(Yes-1,No-2) (verify record)*		
Process of selection of resource organization for capacity building *(Verify Record & collect required information) (Transparent - 1, Biased Selection- 2)*		
IF Yes, Status of Process planning and execution of action plan *(Verify Record & collect required information) (Satisfactory-1, Not Satisfactory-2, Needs improvement-3)*		
Status of Mechanism adopted for work allocation to resource organization for capacity building in district. *(Verify Record & collect required data/ information) (Good - 1,Satisfactory- 2, & Poor -3)*		
Whether WCDC/DWDU identified / selected the Project Implementing Agencies within the district for year 2009 &2010. *(Yes-1,No-2)*		
If yes, Process of selection of Project Implementing Agencies *(Verify Record & collect required information) (Good - 1,Satisfactory- 2, & Poor -3)*		
Were any incidents of corruption/biased selection reported/ observed during the visit of Expert? *(If 'Yes' provide details of the same in the report) (Yes - 1, No - 2)*		
Status of Mechanism/criteria adopted for Selection and work/ project allocation to Project Implementing Agencies in district for year 2009 & 2010. *(Verify Record & collect required data/ information) (Transparent - 1, Biased Selection- 2)*		
Whether WCDC/DWDU carried out regular monitoring, evaluation and learning component in project for year 2009 & 2010. *(Yes-1,No-2) (Verify Record & collect data)*		
Whether WCDC/DWDU Ensured timely submission of required documents to SLNA / Nodal Agency of the Department at central level. *(Yes-1,No-2) (Verify record)*		

Whether WCDC/DWDU Ensured smooth flow of funds to watershed development projects. *(Yes-1,No-2) (Verify record & collect fund flow statement))*	
Whether WCDC/DWDU Facilitate co-ordination with relevant programmes of agriculture, horticulture, rural development, animal husbandry, etc with watershed development projects for enhancement of productivity and livelihoods. *(Yes-1,No-2) (Verify record)*	
Status of co-ordination with relevant programmes with watershed development projects *(Verify Record & collect data if any) (Good - 1,Satisfactory- 2, & Poor -3)*	
Whether WCDC/DWDU Integrate watershed development projects/ plans into District Plans of the District Planning Committees. All expenditure of watershed projects would be reflected in district plans. *(Yes-1,No-2) (Verify record and collect required data)*	
Whether WCDC/DWDU carried out regular work by panel of Independent Institutional Evaluators for all watershed projects within the district. *(Verify Record) (Yes-1,No-2)*	
Total no. of NGO depute under Placement for project in throughout state. *(no.)*	
Out of that, how many NGOs are functioning in place? *(no.)*	
Total no. of independent institutions depute for capacity building in district. *(no.)*	
Out of that, how many institutions for capacity building are functioning in place? *(no.)*	
Total no. of PIA depute under IWMP project in district. *(no.)*	
Out of that, how many PIAs are functioning in place? *(no.)*	
Total no. of Independent Institutional Evaluators was deputed under IWMP project in district. *(no.) (Verify Record & collect required data)*	
Out of that, how many Independent Institutional Evaluators are functioning? *(no.)*	
If Yes, Overall Quality, understanding and adequacy of IEC material. *(Verify Record & collect data) (Satisfactory-1, Not Satisfactory-2, Needs improvement-3)*	
Overall Quality, understanding and adequacy of RS/GIS/MIS Services. *(Verify Record & collect data) (Satisfactory-1, Not Satisfactory-2, Needs improvement-3)*	
Frequency of WCDC/DWDU meeting, approval sanction & Progress Review in year 2009 and 2010. *(Good - 1,Satisfactory- 2, Poor -3)*	
Whether Indicators and Baseline/Benchmark under project finalized for the district? *(Yes-1,No-2) (Verify record & collect data)*	
Whether WCDC/DWDU had developed any effective state specific convergence and linkages policy? *(Yes-1,No-2) (Verify record & collect data)*	
Whether the Annual Action Plan was prepared and finalized? *(Yes-1,No-2)*	
If yes, were all sections 'adequately' represented? *(Verify record) (Yes-1,No-2)*	
Process of Planning & Preparation of Annual Action Plan. *(Verify Record & collect data) (Good - 1,Satisfactory- 2, Poor -3)*	

Physical & Financial Achievement of SLNA:

Instruction: Supervisor/ Expert shall get the information of Physical and Financial Progress Report (Year: 2009-10 & 2010-11) from the WCDC/DWDU in the district in attached Format 'A', 'B' & 'C. Also expert shall get it certified by the DM/DC/CEO/PM, WCDC/DWDU of the district.

Sign, Name & Seal of Concerned Officer

3. <u>In-Depth Interview:</u>

Introduction & Consent :
I want to thank you for taking the time to meet with me today. My name is _____ and I would like to talk to you about your experiences participating in the IWMP project. Specifically, as one of the components of our overall program evaluation we are assessing program effectiveness in order to capture lessons that can be used in future interventions. The interview should take less than an hour. I will be taping the session because I don't want to miss any of your comments. Although I will be taking some notes during the session, I can't possibly write fast enough to get it all down. Because we're on tape, please be sure to speak up so that we don't miss your comments. All responses will be kept confidential. This means that your interview responses will only be shared with research team members and we will ensure that any information we include in our report does not identify you as the respondent. Remember, you don't have to talk about anything you don't want to and you may end the interview at any time. Are there any questions about what I have just explained? Are you willing to participate in this interview?   _____   _____   _____ **Interviewee**   **Witness**   **Date**

Interview Questions:

S. n.	Interview Questions to SLNA In charge	Response received
1	What IWMP **strategies** (e.g., facility assessment and quality improvement process, other), **interventions** (soil & moisture conservation work execution, facility strengthening, training of facility expert, training of outreach staff, service providers, community and stakeholder mobilization, other), and **tools** were used (facility assessment tool, reporting formats, curricula, etc)? Please list.	
2	the Income Generating Activities (IGAs) initiated under the project- The status, process, types, linkages & handholding arrangements.	
3	Process, Planning & implementation of monitoring, evaluation and learning work. Please explain.	

4	Are you feeling that the objective lay down under IWMP implementations are effectively and efficiently achieved by You & your dedicated staff's?	
5	What worked well? Please elaborate.	
6	What would you do differently next time? Please explain why.	
7	What strategies, interventions, tools, etc., would you recommend be sustained and/or scaled up? Please provide a justification for your response	
8	What were some barriers, if any, that you encountered? Staff turnover? Lack of key support? Lack of technical assistance?	
9	How did you overcome the barrier(s)?	
10	What effect, if any, do you feel the IWMP had on the community in which you work? Increased use of services by community? Increased knowledge of community friendly services by various service providers' staff? Changes to the living standard of community, water scarcity, increased in agriculture & allied sector development?	
11	Current status of finalized Indicators and Baseline/Benchmark for project sanctioned during the year 2009 & 2010	
12	Whether WCDC/DWDU adopted any kind of strategy for dissemination of IEC system in district?	
14	What recommendations do you have for future efforts such as these?	
15	Best practices, limitations if any & lessons learnt with suggestions for future alternative policy linkages.	
16	Is there anything more you would like to add?	

I'll be analyzing the information you and others gave me and submitting a draft report to the DoLR in month of June 2016. I'll be happy to send you a copy to review at that time, if you are interested.

Thank you for your time.

Sign Name & Designation of NA Expert

Annex – e.

PROJECT SCHEDULE

Date & Time of Interview [   ] [   ]   Questionnaire No [   ] [   ] [   ]

1. Basic Project Information:

Large GP Name		Project Name	
Gram Panchayat Name		District Name	
Block Name		State Name	
Longitude		Latitude	
Total Project HH		**Total Project BPL HH**		**Total Project SC/ST HH**	
Names of villages covered			
Name of PIA			
Details of PIA account (Name of the Bank and a/c no)			
Name of Evaluating Agency			
Date of Approval to DPR		Date of Approval to LAP	

S. n.	Micro watershed Name	MWS Code	Area (ha)	Amount (Lakh)
1				
2				
3				
4				
5				
Total of Project				

This schedule will be administered in a personal Interview mode with the PIA in charge, villagers, WDT Members, WC Members, SHG & UG Members, Beneficiaries.

2. Respondent Information:

S. n.	Name of Respondents	Designation	Age/Sex	Contact No.
1				
2				
3				
4				

3. Overall Evaluation Parameter:

To assess the impact of various parameter, asked the responses to respondent & grade the overall physical & financial collectively performance in following way :
Excellent (91 & above) / **Very Good** (81-90) / **Good** (71-80) / **Satisfactory** (61-70) / **Poor** (0-60)

- **ENTRY POINT ACTIVITY:**

EPA achievement parameters				Responses	
Total no. of activities planned/selected under the whole project area					
Total No. of Activities Completed Up to the time of Evaluation					
Total sanctioned/approved budget for all activities					
Total expenditure incurred on all activities up to the time of evaluation					
% Physical Achievement		% Financial Achievement		% Collective Achievement	
Performance (1-Excellent, 2-Very Good, 3- Good, 4 – Satisfactory, 5 - Poor)					
Out of the above, No. of works inspected/verified by the Supervisor/Expert *(Nos.)* *(Select works randomly from the list. Maximum 5 works to be inspected/assessed in detail)*					

	Provide the followings details of the works inspected/verified by the Expert in the village				*(Use Codes)*
S. n.	**Name of Activity /work**	**Cost (lakh)**	**Completion status**	**Year of Sanction**	**Year of Completion**	**Category of work**
1						
2						
3						
4						
5						

Year of Work Code : *(2009-10 – 1, 2010-11 – 2, 2011-12 – 3, 2012-13 – 4, 2013-14 – 5, 2014-15 –6)*
Work Category Code : *Revival of common natural resources & drinking water facility - 1, Repair, restoration & up gradation of existing common property structures – 2 and Productivity enhancement of existing farming systems-3, None of Them – 4* **Work Completion Code :** *(Completed-1, Ongoing-2, Work stopped/abandoned-3)*

(Use Code : Yes - 1, No – 2)	Work-1	Work-2	Work-3	Work-4	Work-5
Whether work executed as per action/work plan approved by WCDC?					
Whether information displays board with details at the work site?					
Overall quality of construction (Satisfactory-1, Not Satisfactory-2, Needs improvement-3)					
Present condition of work at the time of Expert visit (Satisfactory-1, Not Satisfactory-2, Needs improvement-3)					
How does the community at large rate the usefulness of the work? (Very useful -1, Only somewhat useful - 2, Not at all-3)					

- **SENSITIZATION & AWARENESS ACTIVITY:**

Achievement parameters				Responses	
Total no. of activities planned/selected under the whole project area					
Total No. of Activities Completed Up to the time of Evaluation					
Total sanctioned/approved budget for all activities					
Total expenditure incurred on all activities up to the time of evaluation					
% Physical Achievement		% Financial Achievement		% Collective Achievement	
Performance (1-Excellent, 2-Very Good, 3- Good, 4 – Satisfactory, 5 - Poor)					
Out of the above, No. of works inspected/verified by the Supervisor/Expert *(Nos.)* *(Select works randomly from the list. Maximum 3 works to be inspected/assessed in detail)*					

Provide the followings details of the works inspected/verified by the Expert in the village *(Use Codes)*						
S. n.	Name of Activity /work	Cost (lakh)	Completion status	Year of Sanction	Year of Completion	Category of work
1						
2						
3						

Year of Sanction Code : (2009-10 – 1, 2010-11 – 2, 2011-12 – 3, 2012-13 – 4, 2013-14 – 5, 2014-15 –6)
Work Category Code : Wall painting - 1,Village Hording Board/Display – 2, Kalajatha – 3, Office Establishment - 4, Any Other - 5 Work Completion Code : (Completed-1, Ongoing-2, Work stopped/abandoned-3)

(Use Code : Yes - 1, No – 2)	Work-1	Work-2	Work-3
Whether work executed as per action/work plan approved by WCDC?			
Overall quality of activity *(Satisfactory-1, Not Satisfactory-2, Needs improvement-3)*			
Present condition of work at the time of Expert visit *(Satisfactory-1, Not Satisfactory-2, Needs improvement-3)*			
How does the community at large rate the usefulness of the work? *(Very useful -1, Only somewhat useful - 2, Not at all-3)*			

- ## VILLAGE LEVEL INSTITUTIONAL ARRANGEMENT (WC, SHG & UG):

Achievement parameters	Responses
Watershed Committees	
Watershed Committees to be constituted in the Whole project area	
Total Watershed Committees Formed in whole project area.	

Provide the followings details of the works inspected/verified by the Expert in the village *(Use Codes)*						
S. n.	Name of Watershed Committee	Total Fund allocate (lakh)	Registration Status	Year of Registration	Bank Account status	Total No. of member	No. of women member
1							
2							
3							
4							
5							

Note : Use Separate sheet in case of more than 5 WCs and take photo of any 1/2 WCs
Registration Status: Society Registration Act, 1860-1, Subcommittee of GP - 2. ,(Verify Record of all WC)
Registration Year : (2009-10 – 1, 2010-11 – 2, 2011-12 – 3, 2012-13 – 4, 2013-14 – 5, 2014-15 –6)
Bank Account status : Independent in national bank - 1, Non-national Bank – 2, No separate account - 3

(Use Code : Yes - 1, No – 2)	WC-1	WC-2	WC-3	WC-4	WC-5
Regular meetings of WC is being called					
If yes, at what interval in a year					
Taking follow up action on all decisions					
Maintaining all the records of project activities & proceedings of the meetings					
Ensuring payments and other financial transactions					
Who Sign the cheques for transaction in bank account *(WC Secretary & WDT Member jointly – 1, Not like that – 2*)*					

Regular Monitoring, evaluation & learning conducted by MELD agency.					
Representative members from SHGs					
Representative members from UGs					
Representative members from SCs & STs *(total)*					
Total allocated Grant for all activities in all WC bank account till date of visit					
Total expenditure incurred on all activities up to the time of evaluation					

% Physical Achievement		% Financial Achievement		% Collective Achievement	
Performance *(1-Excellent, 2-Very Good, 3- Good, 4 – Satisfactory, 5 - Poor)*					

Self Help Group (SHG)

Available Potential Household/Population to form SHG in project area. *(no.)* *(Total *Population in village – existing SHG Member =Potential Population) (*poor, small & marginal farmer, landless/assetless poor labourers, women, shepherds & SC/ST persons).*	
SHGs to be constituted in the Whole project area	
Total No. of SHGs formed under the whole watershed project	
Total No. of SHGs federation formed under the whole watershed project area	
Total sanctioned/approved budget for all activities	
Total expenditure incurred on all activities up to the time of evaluation	

% Physical Achievement		% Financial Achievement		% Collective Achievement	

Performance *(1-Excellent, 2-Very Good, 3- Good, 4 – Satisfactory, 5 - Poor)*	
Total no. SHGs initiated Income Generating Activities under the project area. *(no.)*	
Out of the above, No. of activity inspected/verified by the Supervisor/Expert *(Nos.)* *(Select works randomly from the list. Maximum 3 works to be inspected/assessed in detail)*	

Provide the followings details of the works inspected/verified by the Expert in the village *(Use Codes)*

S. n.	Name of Income Generating Activity	Name of SHG	No. of Mem bers	Caste Categ ory	Date of Commence ment	Type of Group
1						
2						
3						

Caste Category : *(SC - 1, ST – 2, Others - 3)* **Type of Group** *: SHG – 1, SHG Federation – 2*

	Activity -1	Activity -2	Activity -3
Who has motivated you to join this SHG? *(PRI member – 1 , Community mobilizer – 2, PIA-WDT – 3, Family member – 4, Others – 5)*			
Are all SHG members contributing regularly in the savings? *(Yes, all of them -1, Only some of them – 2, None of them - 3)*			
Members' awareness of simple banking procedures and processes. *(Yes, all of them -1, Only office bearers –2, Only few of them – 3, None of them - 4)*			
Members' awareness of book keeping and record management. *(Yes, all of them -1, Only office bearers –2, Only few of them – 3, None of them - 4)*			
Overall Viability of activity. *(Good-1, Satisfactory-2, Poort-3)*			
Revolving fund Receipt (lakh)			
IWMP Fund Receipt (lakh)			

Bank credit Receipt (lakh)			
Own share of SHGs (Lakh)			
How does the community at large rate the usefulness of the work? *(Very useful -1, Only somewhat useful - 2, Not at all-3)*			
What % of SHG funds (Savings, Revolving Fund, Loan) have been utilized in productive activities? *(verify records) (%)*			

UGs to be constituted in the Whole project area	
No. of User Groups (UGs) formed under the watershed project area.	
Whether Watershed Committee opened WDF account *(Yes-1, No-2)*	
If Yes, Amount Deposited in account on visiting dates.	
Total no. of microenterprises and production system Based income generating activity initiated in whole project area. *(Verify record & collect data)*	
Total fund disbursed on microenterprises and production system Based IGAs *(Lakh)*	

- **CAPACITY BUILDING (PROJECT LEVEL):**

Training Parameters	**Responses**
No. of Trainings Planned up to the time of Evaluation under whole project Area.	
No. of Trainings Conducted up to the time of Evaluation Since beginning of Project	
% of Achievement	
Performance *(1-Excellent, 2-Very Good, 3- Good, 4 – Satisfactory, 5 - Poor)*	
Total No. Of Persons Planned to be Trained in project duration	
Total No. Of Persons Trained up to the time of Evaluation Since beginning of Project.	
% of Achievement	
Performance *(1-Excellent, 2-Very Good, 3- Good, 4 – Satisfactory, 5 - Poor)*	
Total sanctioned/approved budget for above all training activities	
Total expenditure incurred on all training activities up to the time of evaluation	

% Physical Achievement		% Financial Achievement		% Collective Achievement	
Performance *(1-Excellent, 2-Very Good, 3- Good, 4 – Satisfactory, 5 - Poor)*					
Total No. of Persons trained by State Resource Organization (SRO)					
Total No. of Persons trained by District Resource Organization (DRO)					
Total No. of Persons trained by Project Training Organization (PTO)					
Total No. of Persons trained in IGA by Livelihood Resource Agency (LRA)					

Provide the followings details of the Nature of Training					
S. n.	**Training Component**	No. of Activities Planned under whole project area	No. of Activities conducted up to the time of evaluation	% Achieve ment	Perform ance (E/VG/ G /S/P)
1	Awareness Camps Programme				
2	Orientation Training Programme				
3	Exposure visit s /Study Tour				
4	Entrepreneurship Development				

5	Work Phase Training Programme				
6	Consolidation Phase Training Program				
7	No. of farmers and landless trained				
8	No. of SHG Members trained				
9	No. of UG Members trained				
10	No. of Women trained				
11	No. of WDT members trained				
12	No. of Trained WC/GP members				

- **DETAIL PROJECTED REPORT (DPR) & LIVELIHOOD ACTION PLAN (LAP/IGA):**

Process Followed in Preparation of DPR & LAP *(use code : 1-Yes, 2-No)*	**Responses**
Whether strong PRA exercise covering all 8 tools had done	
Baseline Survey of all house hold in project area was performed	
Drainage line Survey by Auto level/dumpy level machine was performed	
Net Planning Exercise was performed in whole project area.	
Collection of Secondary Data from related sources was done	
Whether thematic maps relating to land and water resources are used in the preparation and finalization of the DPR	
Whether DPR prepared by the WDT with active participation of the WC.	
Whether LAP/IGA prepared by the WDT with consultation and active participation of public & Watershed Committees.	
Whether DPR/LAP approved by Gramsabha, WCDC & SLNA?	
if yes Give date : Gramsabha.......................... WCDC/DWDU........................ SLNA......................	
Quality and adequacy of Prepared DPR & LAP *(use code : 1-Yes, 2-No)*	**Responses**
Whether DPR is prepared as per framework (Logical Framework Analysis)	
Convergence Plan included in prepared DPR and LAP	
The ridge-to-valley principle with multi tier sequenced approach has indicated	
Whether DPR for the watershed is in tune with the District Perspective Plan.	
Whether Design & estimate of various activities are included in DPR.	
Whether DPR include the clear demarcation of the watershed with specific details of survey numbers, ownership details and a map depicting the location of proposed work/activities.	
Livelihood action plan & Production system enhancement with timeline prepared	
DPR is integrated and uploaded with the IWMP-MIS (Monitoring Information System)	
Total sanctioned/approved budget for preparation of DPR & LAP	
Annual Action Plan is part of DPR	
Total expenditure incurred on DPR&LAP preparation up to the time of evaluation	

% Physical Achievement		% Financial Achievement		% Collective Achievement	
Performance *(1-Excellent, 2-Very Good, 3- Good, 4 – Satisfactory, 5 - Poor)*					

- **PROJECT IMPLEMENTING AGENCY(PIA):**

Evaluation parameters	Responses
Name of PIA :	
Address & contact no. of PIA:	
Date of MoU Sign with WCDC :	
Category of PIA : *(1- line department, 2-autonomous organizations under State / Central Governments, 3-Government Institutes/ Research Bodies, 4-Panchayats, 5-VOs)*	
Bank Account : *(1-Independent in national bank, 2- Dependent national bank, 3-none)*	
PIA Infrastructure in term of well furnished & facilitate, good manpower and experience in relevant work. *(Good - 1,Satisfactory- 2, & Poor -3)*	
Whether PIA constitute a dedicated Watershed Development Teams for project.*(Yes/No)*	
If Yes, Total No. of Team members and Specify their specialty *(No.)*	
Agriculture expert:………, Soil science expert:…………, Water management expert :………., Social mobilization & institutional Building expert:……… Woman Members:………..	
Status of Continued & Discontinued Team members since 2009. *(1-YES, 2-No)* *(Verify Record & collect required data)*	
Functioning and Progress of PIA &WDT *(Use Code :* 1-YES, 2-No*)*	
Whether PIA-WDT Assisting to Gram Panchayat / Gram Sabha in constitution of the Watershed Committee and their functioning.	
Prepared any Detailed Project Report (DPR) for the consideration of Gram Sabha.	
Organizing and nurturing User Groups and Self-Help Groups.	
Monitoring, checking, assessing, undertake physical verification and measurements of the work done on regular basis. *(verify record)*	
Maintaining project accounts and records. *(verify record & collect data of record list)*	
Arranging physical, financial and social audit of the work undertaken regularly.	
Set out any suitable arrangements for post-project operation, maintenance and future development of the assets created during the project period. *(verify record)*	
Total Grant receipt in PIA account for all activities under project till date of visit.	
Total expenditure incurred on all activities up to the time of evaluation	
% Physical Achievement		% Financial Achievement		% Collective Achievement	
Performance *(1-Excellent, 2-Very Good, 3- Good, 4 – Satisfactory, 5 - Poor)*	

- **WORK IMPLEMENTATION:**

Watershed Work Implementation parameters					Responses	
Whether all work implemented as per the approved DPR & LAP norms?						
Who is the authority to give technical sanction for IWMP work?						
Activity Executed under work implementation						
Component of NRM/LAP Activity	**Total No.**	**Unit**	**Target**	**Achieved**	**Expenditure incurred (lakh)**	
					IWMP	**Convergence**
Ridge Area Treatment		Ha.				
Drainage line treatment		No.				

Land development activities	Ha.				
Development of water harvesting stru.	No.				
Vegetative cover (Plantation)	Ha.				
Livelihood activities	No.				
Productivity enhancement	No.				

Total Grant Receipt under IWMP Project for whole Project. (lakh)	
Total Grant Receipt from other Scheme/ program for whole Project. (lakh)	
Total Watershed Development fund recovered in A/C (lakh) from above activities	

% Physical Achievement		% Financial Achievement		% Collective Achievement	

Performance (1-Excellent, 2-Very Good, 3- Good, 4 – Satisfactory, 5 - Poor)	

Employment Generation

Component of NRM/LAP Activity	No. of man days				No. of beneficiaries			
	SC	ST	OTHER	WOMEN	SC	ST	OTHER	WOMEN
Ridge Area Treatment								
Drainage line treatment								
Land development activities								
Water harvesting structures								
Vegetative cover (Plantation)								
Livelihood activities								
Productivity enhancement								

Out of the above, No. of works inspected/verified by the Supervisor/Expert (Nos.) *(Select works randomly from the list. Maximum 5 works to be inspected/assessed in detail)*	

Provide the followings details of the works inspected/verified by the Expert in the village   *(Use Codes)*

Name of Activity /work	Cost (lakh)	Year	Completion status	Category of work

Year of Work Code : (2009-10 – 1, 2010-11 – 2, 2011-12 – 3, 2012-13 – 4, 2013-14 – 5, 2014-15 –6)
*Work Category Code : Ridge Area Treatment - 1, Drainage line treatment – 2, Land development activities-3, Water harvesting structures -4, Vegetative cover (Plantation)-5, Livelihood activities-6, Productivity enhancement -7. **Work Completion Code** : (Completed-1, Ongoing-2, Work stopped/abandoned-3)*

(Use Code : Yes - 1, No – 2)	Work-1	Work-2	Work-3	Work-4	Work-5
Whether work executed as per action/work plan approved by WCDC?					
Whether information displays board with details at the work site?					
Overall quality of construction *(Satisfactory-1, Not Satisfactory-2, Needs improvement-3)*					
Present condition of work at the time of Expert visit *(Satisfactory-1, Not Satisfactory-2, Needs improvement-3)*					
How does the community at large rate the usefulness of the work? *(Very useful -1, Only somewhat useful - 2, Not at all-3)*					

Signature & Name, Coordinator/Supervisor, HGVBS

Annex – f.

AGENCY ASSESSMENT SCHEDULE – I
(MELD & SRO)

Date & Time of Interview [　　　　|　　　　]　　　　AAS No [　|　|　]

1. General Information:

State	
District	
Name of SRO	
Address of SRO Office and Training Centre	

This schedule shall administered in a interview mode with the Program Coordinator or Training Manger of SRO and provide his/her observations/responses on the questions below. Also collect required data.

2. SRO Information:

Administration Status	
Date of MoU Sign with SLNA	
Type of Constituted SRO	Department / Mission / Society/Authority (Tick✓)
Bank Account	Independent / Dependent (Tick✓)
Allocated Project Area Detail	
Status of Team of Professional Expert and Administrative staff	
Training Faculty Team Existed *(Yes-1,No-2)*	
If Yes, Total No. of Faculty members *(No.)*	
Technical Specialty of faculty Members *(Verify Record & collect required data/information)*	*(attached Separate Sheet)*
Status of Continued & Discontinued Team members since 2009. *(Verify Record & collect required data)*	
Instruction: if information in large size then attached details in separate sheets.	
Functioning and Progress of SRO *(Use Code : 1-YES, 2-No)*	
Whether training Module and Time table Prepared by SRO for all training Program?	
Overall Process of implementation of Training Programme? *(Satisfactory-1, Not Satisfactory-2, Needs improvement-3)*	
Total no. of Assigned project for Training dissemination under capacity building.(no.)	
Enumerate Name of assigned Project :	
Total no. of Training Programme to be planned during project tenure.	
Total no. of Training Programme conducted up to the time of evaluation. (no.)	

Total no. of persons or stakeholder to be trained during project tenure. (no.)	
Total no. of persons or stakeholder trained up to the time of evaluation. (no.)	
Total no. of Trainees in one Batch (no.)	
Type of Training *(1-Residential, 2- Nonresidential)*	

Subjects/Topic(s) for which training is being undertaken in the training Centre for Batch I & II

Training Component	No. of Trainee	No. of Batches	WDT members	Women	WCDC Staffs	Other Staffs

Whether the SLNA Officials have visited the Centre within task tenure? *(Yes – 1, No - 2). (verify record)*	
Number of advisories issued by the SLNA to the Centre Manager in the Year? *(Nos.)*	
Whether the Centre Manager has complied with the advisories of the SLNA? *(Yes – 1, No - 2) (verify record)*	
Total Grant receipt for Training Programme till date of visit. (lakh)	
Total expenditure incurred on all activities up to the time of evaluation	

| % Physical Achievement | | % Financial Achievement | | % Collective Achievement | |

Performance *(1-Excellent, 2-Very Good, 3- Good, 4 – Satisfactory, 5 - Poor)*

Verification of Infrastructure at the Training Centre by Expert.

Items	Reported by Manager (no)	Verified by Expert (no.)	Remark
Digital projectors			
Bio-metric attendance machine			
Computer Printers			
Genset/UPS power backup			
White/Black Boards			
Other Training Tools			
Hostel & Meal Facility			
Drinking Water			
Toilets (Men)			
Toilets (Women)			
Chairs			
Desk			
Training of Trainers			
Certification of Trainees			

Signature of Training Manager   **Signature of Expert, HGVBS**

Annex – f.

AGENCY ASSESSMENT SCHEDULE – I
(MELD & SRO)

Date & Time of Interview [　　　　] [　　　　]　　　　AAS No [　][　][　]

1. General Information:

State	
District	
Name of MELD Agency	
Address & contact no. of MELD Agency	

This schedule shall administered in a interview mode with the Project Coordinator or Director of MELD agency and provide his/her observations/responses on the questions below. Also collect required data.

2. MELD Agency Information:

Administration Status	
Date of MoU Sign with SLNA	
Type of Constituted MELD Agency	Department / Mission / Society/Authority (Tick✔)
Bank Account	Independent / Dependent (Tick✔)
Allocated Project Area Detail	
Status of Team of Professional Expert and Administrative staff	
Professional Expert Team Existed *(Yes-1,No-2)*	
If Yes, Total No. of Expert Team members *(No.)*	
Technical Specialty of Expert Team Members *(Verify Record & collect required data/information)*	*(attached Separate Sheet)*
Process of Appointment of Expert Team *(Verify Record & collect required data/information)*	
Status of Continued & Discontinued Team members since 2009. *(Verify Record & collect required data)*	
Instruction: if information in large size then attached details in separate sheets.	
Functioning and Progress of MELD Agency　　　　*(Use Code : 1-YES, 2-No)*	
Whether MELD framework & other deliverable Prepared by MELD Agency for allocated projects?	
Overall quality and Adequacy of MELD framework & other deliverable Prepared by MELD Agency for allocated projects. *(Satisfactory-1, Not Satisfactory-2, Needs improvement-3)*	
Overall Process of implementation of MELD work? *(Satisfactory-1, Not Satisfactory-2, Needs improvement-3)*	
Total no. of Project where Baseline survey/Benchmarking to be planned in task.	

Total no. of Project where Baseline survey/Benchmarking completed till date of visit.	
Total no. of project where Monitoring and Evaluation of the works phase done. (no.)	
Total no. of project where impact assessment of project interventions in relation to bench marks and in terms of indicators had completed. (no.)	
Total no. Project where thematic studies/case studies/stories on specified issues to be indentified in consultation with SLNA (no.)	
Enumerate the Them detail:	
Total no. Project where Documentation and dissemination knowledge of learning and success stories had completed (no.)	
Whether Agency Maintaining the Tour diary of field works?	
If Yes, What is the Frequency of Field staff in project area in a month?	
Overall quality and Adequacy of Monthly Process Monitoring, Input Output monitoring, Phase-wise evaluation, Overall Impact Evaluation, Satellite imageries report and Others including video documentation, case studies, success stories *(verify record) (1-Excellent, 2-Very Good, 3- Good, 4 – Satisfactory, 5 - Poor)*	
Level of Improvements in effectiveness, efficiency and quality of programme delivery by intervention of MELD agency. *(verify Record)* *(Yes to a large extent - 1, Only to some extent – 2, No, not at all* -3)*	
Level of empowerment of all stakeholders, particularly the participating communities, to review and refine project processes, outputs and outcomes *(Yes to a large extent - 1, Only to some extent – 2, No, not at all* -3)*	
Improvements in levels of transparency at all levels and participation of communities *(Yes to a large extent - 1, Only to some extent – 2, No, not at all* -3)*	
Establishment of processes that facilitate learning of all partners at all levels (project managers, facilitators and communities) from field level experiences *(Satisfactory-1, Not Satisfactory-2, Needs improvement-3)*	
Keeping of projects on track with reference to defined timeline by MELD Agency. *(Satisfactory-1, Not Satisfactory-2, Needs improvement-3)*	
Whether the SLNA Officials have reviewed the progress of MELD Agency in task period? *(Yes – 1, No - 2). (verify record)*	
Number of advisories issued by the SLNA to the MELD agency in the Year? *(Nos.)*	
Whether the MELD agency /Coordinator have complied with the advisories of the SLNA? *(Yes – 1, No - 2) (verify record)*	
Whether an internal quality supervision team has been constituted for quality supervision of works in project area?	
Number of advisories issued by the MELD agency to the WCDCs in the task tenure? *(Nos.)*	
Whether WCDCs/DWDU has complied with the advisories of the SLNA? *(verify record)*	
Total Grant receipt for Assigned work till date of visit. (lakh)	
Total expenditure incurred on all activities up to the time of evaluation	

Signature of Project Coordinator   **Signature of Expert, HGVBS**

Annex – f.

AGENCY ASSESSMENT SCHEDULE – II
(DRO, PTO, LRA & INDEPENDENT EVALUATOR)

Date & Time of Interview |_____|_____| AAS No |___|___|___|

1. General Information:

State	
District	
Name of DRO	
Address of DRO Office and Training Centre	

This schedule shall administered in a interview mode with the Program Coordinator or Training Manger of DRO and provide his/her observations/responses on the questions below. Also collect required data.

2. DRO Information:

Administration Status		
Date of MoU Sign with WCDC		
Type of Constituted DRO	Department / Mission / Society/Authority (Tick✓)	
Bank Account	Independent / Dependent (Tick✓)	
Allocated Project Area Detail		
Status of Team of Professional Expert and Administrative staff		
Training Faculty Team Existed *(Yes-1,No-2)*		
If Yes, Total No. of Faculty members *(No.)*		
Technical Specialty of faculty Members *(Verify Record & collect required data/information)*	*(attached Separate Sheet)*	
Status of Continued & Discontinued Team members since 2009. *(Verify Record & collect required data)*		
Instruction: if information in large size then attached details in separate sheets.		
Functioning and Progress of DRO *(Use Code : 1-YES, 2-No)*		
Whether training Module and Time table Prepared by DRO for all training Program?		
Overall Process of implementation of Training Programme? *(Satisfactory-1, Not Satisfactory-2, Needs improvement-3)*		
Total no. of Assigned project for Training dissemination under capacity building.(no.)		
Enumerate Name of assigned Project :		
Total no. of Training Programme to be planned during project tenure.		
Total no. of Training Programme conducted up to the time of evaluation. (no.)		

Total no. of persons or stakeholder to be trained during project tenure. (no.)	
Total no. of persons or stakeholder trained up to the time of evaluation. (no.)	
Total no. of Trainees in one Batch (no.)	
Type of Training *(1-Residential, 2- Nonresidential)*	

Subjects/Topic(s) for which training is being undertaken in the training Centre for Batch I & II

Training Component	No. of Trainee	No. of Batches	WDT members	Women	SHG Memb.	UG Memb.	WC/GP members

Whether the WCDC Officials have visited the Centre within task tenure? *(Yes – 1, No - 2). (verify record)*	
Number of advisories issued by the SLNA to the Centre Manager in the Year? *(Nos.)*	
Whether the Training Manager has complied with the advisories of the WCDC? *(Yes – 1, No - 2) (verify record)*	
Total Grant receipt for Training Programme till date of visit. (lakh)	
Total expenditure incurred on all activities up to the time of evaluation	

% Physical Achievement		% Financial Achievement		% Collective Achievement	

Performance *(1-Excellent, 2-Very Good, 3- Good, 4 – Satisfactory, 5 - Poor)*	

Verification of Infrastructure at the Training Centre by Expert.

Items	Reported by Manager (no)	Verified by Expert (no.)	Remark
Digital projectors			
Bio-metric attendance machine			
Computer Printers			
Genset/UPS power backup			
White/Black Boards			
Other Training Tools			
Hostel & Meal Facility			
Drinking Water			
Toilets (Men)			
Toilets (Women)			
Chairs			
Desk			
Training of Trainers			
Certification of Trainees			

Signature of Training Manager   **Signature of Expert, HGVBS**

Annex – f.

AGENCY ASSESSMENT SCHEDULE – II
(DRO, PTO, LRA & INDEPENDENT EVALUATOR)

Date & Time of Interview [   ] [   ]   AAS No [   ] [   ] [   ]

1. General Information:

State	
District	
Name of PTO	
Address of PTO Office and Training Centre	

This schedule shall administered in a interview mode with the Program Coordinator or Training Manger of PTO and provide his/her observations/responses on the questions below. Also collect required data.

2. PT Information:

Administration Status	
Date of MoU Sign with WCDC	
Type of Constituted PTO	Department / Mission / Society/Authority (Tick✓)
Bank Account	Independent / Dependent (Tick✓)
Allocated Project Area Detail	
Status of Team of Professional Expert and Administrative staff	
Training Faculty Team Existed *(Yes-1,No-2)*	
If Yes, Total No. of Faculty members *(No.)*	
Technical Specialty of faculty Members *(Verify Record & collect required data/information)*	*(attached Separate Sheet)*
Status of Continued & Discontinued Team members since 2009. *(Verify Record & collect required data)*	
Instruction: if information in large size then attached details in separate sheets.	
Functioning and Progress of PTO *(Use Code : 1-YES, 2-No)*	
Whether training Module and Time table Prepared by PTO for all training Program?	
Overall Process of implementation of Training Programme? *(Satisfactory-1, Not Satisfactory-2, Needs improvement-3)*	
Total no. of Assigned project for Training dissemination under capacity building.(no.)	
Enumerate Name of assigned Project :	
Total no. of Training Programme to be planned during project tenure.	
Total no. of Training Programme conducted up to the time of evaluation. (no.)	

Total no. of persons or stakeholder to be trained during project tenure. (no.)	
Total no. of persons or stakeholder trained up to the time of evaluation. (no.)	
Total no. of Trainees in one Batch (no.)	
Type of Training *(1-Residential, 2- Nonresidential)*	

Subjects/Topic(s) for which training is being undertaken in the training Centre for Batch I & II

Training Component	No. of Trainee	No. of Batches	Villagers	Women	SHG Memb.	UG Memb.	WC/GP members

Whether the WCDC Officials have visited the Centre within task tenure? *(Yes – 1, No - 2). (verify record)*	
Number of advisories issued by the SLNA to the Centre Manager in the Year? *(Nos.)*	
Whether the Training Manager has complied with the advisories of the WCDC? *(Yes – 1, No - 2) (verify record)*	
Total Grant receipt for Training Programme till date of visit. (lakh)	
Total expenditure incurred on all activities up to the time of evaluation	

% Physical Achievement		% Financial Achievement		% Collective Achievement	

Performance *(1-Excellent, 2-Very Good, 3- Good, 4 – Satisfactory, 5 - Poor)*	

Verification of Infrastructure at the Training Centre by Expert.

Items	Reported by Manager (no)	Verified by Expert (no.)	Remark
Digital projectors			
Computer Printers			
Genset/UPS power backup			
White/Black Boards			
Other Training Tools			
Hostel & Meal Facility			
Drinking Water			
Chairs			
Desk			
Training of Trainers			
Certification of Trainees			

Signature of Training Manager   **Signature of Expert, HGVBS**

Annex – f.

AGENCY ASSESSMENT SCHEDULE – II
(DRO, PTO, LRA & INDEPENDENT EVALUATOR)

Date & Time of Interview [|]   AAS No [| |]

1. General Information:

State	
District	
Name of LRA	
Address of LRA Office and Training Centre	

This schedule shall administered in a interview mode with the Program Coordinator or Training Manger of LRA and provide his/her observations/responses on the questions below. Also collect required data.

2. Livelihood Resource Agency(LRA) Information:

Administration Status	
Date of MoU Sign with WCDC	
Type of Constituted LRA	Department / Mission / Society/Authority (Tick✔)
Bank Account	Independent / Dependent (Tick✔)
Allocated Project Area Detail	
Status of Team of Professional Expert and Administrative staff	
Training Faculty Team Existed *(Yes-1,No-2)*	
If Yes, Total No. of Faculty members *(No.)*	
Technical Specialty of faculty Members *(Verify Record & collect required data/information)*	*(attached Separate Sheet)*
Status of Continued & Discontinued Team members since 2009. *(Verify Record & collect required data)*	
Instruction: if information in large size then attached details in separate sheets.	
Functioning and Progress of PTO *(Use Code : 1-YES, 2-No)*	
Whether training Module and Time table Prepared by LRA for all training Program?	
Overall Process of implementation of Training Programme? *(Satisfactory-1, Not Satisfactory-2, Needs improvement-3)*	
Total no. of Assigned project for Training dissemination under capacity building.(no.)	
Enumerate Name of assigned Project :	
Total no. of Training Programme to be planned during project tenure.	
Total no. of Training Programme conducted up to the time of evaluation. (no.)	

Total no. of persons or stakeholder to be trained during project tenure. (no.)	
Total no. of persons or stakeholder trained up to the time of evaluation. (no.)	
Total no. of Trainees in one Batch (no.)	
Type of Training *(1-Residential, 2- Nonresidential)*	

Subjects/Topic(s) for which training is being undertaken in the training Centre for Batch I & II

Training Component	No. of Trainee	No. of Batches	Landless Farmers	Women	SHG Memb.	UG Memb.	WC/GP members

Whether the WCDC Officials have visited the Centre within task tenure? *(Yes – 1, No - 2). (verify record)*	
Number of advisories issued by the SLNA to the Centre Manager in the Year? *(Nos.)*	
Whether the Training Manager has complied with the advisories of the WCDC? *(Yes – 1, No - 2) (verify record)*	
Total Grant receipt for Training Programme till date of visit. (lakh)	
Total expenditure incurred on all activities up to the time of evaluation	

% Physical Achievement		% Financial Achievement		% Collective Achievement	

Performance *(1-Excellent, 2-Very Good, 3- Good, 4 – Satisfactory, 5 - Poor)*

Verification of Infrastructure at the Training Centre by Expert.

Items	Reported by Manager (no)	Verified by Expert (no.)	Remark
Digital projectors			
Computer Printers			
Genset/UPS power backup			
White/Black Boards			
Other Training Tools			
Hostel & Meal Facility			
Drinking Water			
Chairs			
Desk			
Training of Trainers			
Certification of Trainees			

Signature of Training Manager   **Signature of Expert, HGVBS**

Annex – f.

AGENCY ASSESSMENT SCHEDULE – II
(DRO, PTO, LRA & INDEPENDENT EVALUATOR)

Date & Time of Interview [　　　　|　　　]   AAS No [　|　|　]

1. General Information:

State	
District	
Name of Independent Evaluator	
Address & contact no. of Independent Evaluator	

> *This schedule shall administered in a interview mode with the Independent Evaluator and provide his/her observations/responses on the questions below. Also collect required data.*

2. MELD Agency Information:

Administration Status	
Date of MoU Sign with SLNA/WCDC	
Type of Independent Evaluator	Department / Mission / Society/Authority (Tick✓)
Bank Account	Independent / Dependent (Tick✓)
Allocated Project Area Detail	
Status of Team of Professional Expert and Administrative staff	
Professional Expert Team Existed *(Yes-1,No-2)*	
If Yes, Total No. of Expert Team members *(No.)*	
Technical Specialty of Expert Team Members *(Verify Record & collect required data/information)*	*(attached Separate Sheet)*
Process of Appointment of Expert Team *(Verify Record & collect required data/information)*	
Status of Continued & Discontinued Team members since 2009. *(Verify Record & collect required data)*	
Instruction: if information in large size then attached details in separate sheets.	
Functioning and Progress of Independent Evaluator (*Use Code : 1-YES, 2-No*)	
Whether Evaluation framework & other deliverable Prepared by independent evaluator for allocated projects?	

Overall quality and Adequacy of Evaluation framework & other deliverable Prepared by Independent Evaluator. *(Satisfactory-1, Not Satisfactory-2, Needs improvement-3)*	
Overall Process of implementation of Independent Evaluator work? *(Satisfactory-1, Not Satisfactory-2, Needs improvement-3)*	
Total no. of Project where Baseline survey/Benchmarking to be planned in task.	
Total no. of Project where Baseline survey/Benchmarking completed till date of visit.	
Total no. of project where Evaluation has done. (no.)	
Whether Agency Maintaining the Tour diary of field works?	
If Yes, What is the Frequency of Field staff in project area in a month?	
Keeping of projects on track with reference to defined timeline by Independent Evaluator. *(Satisfactory-1, Not Satisfactory-2, Needs improvement-3)*	
Whether the SLNA or WCDC Officials have reviewed the progress of Independent Evaluator in task period? *(Yes – 1, No - 2). (verify record)*	
Number of advisories issued by the SLNA/WCDC the Independent Evaluator? *(Nos.)*	
Whether the Independent Evaluator has complied with the advisories of the SLNA/WCDC? *(Yes – 1, No - 2) (verify record)*	
Number of advisories issued by the Independent Evaluator to the PIA and WCDCs in the task tenure? *(Nos.)*	
Whether WCDCs and PIAs has complied with the advisories of the Independent Evaluator? *(verify record)*	
Total Grant receipt for Assigned work till date of visit. (lakh)	
Total expenditure incurred on all activities up to the time of evaluation	
Performance *(1-Excellent, 2-Very Good, 3- Good, 4 – Satisfactory, 5 - Poor)*	

Signature of Independent Evaluator   **Signature of Expert, HGVBS**