

**MINUTES OF THE MEETING HELD IN CEE-NEW DELHI
OFFICE WITH NGO PARTNERS WHOSE PROJECTS WERE
APPROVED BY NSC, 26-27 DECEMBER 2014**

26 DECEMBER 2014:

The following nine representatives from six NGO partners from Uttar Pradesh, Madhya Pradesh, Maharashtra, Uttarakhand and Delhi Region were invited for a meeting on 26-27 December 2014 at CEE Delhi Office whose projects were approved by the 5th National Steering Committee meeting held on 22nd December 2014:

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| 1) Sarthak Samudayik Vikas Avam Jan Kalyan Sanstha,
Bhopal (Madhya Pradesh) | Mr. S.I. Ali |
| 2) Muskan Jyoti Samiti, Lucknow (Uttar Pradesh) | Mr. Mewa Lal |
| 3) Bioved Research Institution of Agriculture &
Technology, Allahabad (Uttar Pradesh) | Dr. B.D. Dwivedi
Mr. Indra Kant Pandey |
| 4) Society for Economic and Social Studies,
Delhi | Mr. D. Raghunandan
Mr. Rajiv Chowdhury |
| 5) Girish Grih Udyog Evam resha Utpadan Samiti
Kimsar (GAURAS) | Mr. Sandeep Kandwal |
| 6) Gramin Samassya Mukti Trust (GSMT),
Maharashtra | Mr. Kishore Moghe
Mr. Shyam Dewan |

Mr. Sodhi welcomed all the participants and appreciated the patience the partners had in waiting for the projects to be approved.

The Memorandum of Agreements were kept ready before arrival of above six partners. Mr. Sodhi requested all partners to go through the MoAs which were then got signed by all of them on 26th December. The first instalment of funds was transferred to the bank accounts of all the six NGOs on 26th December 2014 itself.

The following briefing was given:

- 1) Mr. Sodhi briefed that the funding agency of the project is GEF and due credit should be given to GEF, wherever required. UNDP is the Executing Agency and the funds are routed through them.
- 2) The project becomes operational as on 25th December and no expenses should be booked before this date in the project. Mr. Sodhi explained that we are flexible, as far as the budget is concerned as we are more concerned about the overall impacts of the activities.
- 3) The NGO partners should inform in advance if they require any extension in the MoA and if the activities are expected to stretch beyond the sanctioned project period. We can only provide time extension and there will be no cost extension of the budget.

- 4) If there is any change in the bank account, this should be informed to us immediately for making change in our records.
- 5) We require no bills along with the expense details while submitting the Quarterly Progress Report. Please send us only the ledger details against each budget head.
- 6) The details of Mid-Term Evaluation Report were explained, i.e. the Report by the NGO and the Report by the CEE staff.
- 7) We would require a signed copy of all the reports.
- 8) The project numbering and its details were explained and how we upload the contents of each project on our Global Intranet.
- 9) Any unspent budget at the end of the project is required to be returned to CEE.
- 10) We will be issuing a letter to the respective District Collector informing about the approval of the project to facilitate linking up all government schemes and to obtain any assistance that may be required.
- 11) The partners should link up co-financing by having MoAs from different sources.
- 12) The details of QPR Form were explained as to how the reporting is to be done and how we expect quality-oriented and impact-oriented reports.
- 13) The calculation of co-financing was explained and how it is to be reported.
- 14) The partners were explained as to how the global intranet is accessed and how the innovations done in each project are accessed by other countries.
- 15) The trainings and capacity building done should be explained as to how the community benefitted out of this, instead of simply mentioning the number of such programs taken up.
- 16) The areas where the auditors are concerned were explained, especially on project implementation components to take preventive actions on audit issues in due course.
- 17) The success indicators were explained as to how they will relate to each project.
- 18) The details of Utilization Certificate were explained and how we require audited certificates. The UC should also contain the signatures of the NGO partner, in addition to the signatures of the Auditors. The UC should be signed by the Authorized Signatory only.
- 19) The partners were explained as to how we monitor our RBM system and how the inputs received from each one of them are structured into them and are useful to us.
- 20) GEF/SGP wishes to have long partnership with our partners.

The partners were asked to share their project activities with other partners to have cross-learning.

SESS explained about the improved furnaces they expect to use for the jaggery units for saving 50% fuel saving and CO₂ emission reduction. 50 furnaces will be built on 50:50 cost sharing basis.

Bioved explained about the lac project that they want to take up. In Uttar Pradesh, lac production used to be very good but now its availability is negligible because the farmers were not getting good price for it. The project is now focussing on processing of lac for productive and decorative purposes. Muskan Jyoti, Sarthak, GAURAS and GSMT showed good interest in getting the facility installed in their own areas. On enquiry, Dr. Dwivedi of Bioved explained that the insect can survive between 6 to 50 deg. C.

Sarthak briefed about the work being done in Bhopal on plastic waste and how it is linked to cement industry making Bhopal city as plastic free and simultaneously benefitting the Sarthak Karmis financially by way of additional income, including

providing them social benefits. Bioved showed interest in seeing the facilities at Sarthak, Bhopal for adopting some practices in their project site.

Muskan Jyoti - The project is on giving smile on the faces of the workers who are engaged with the waste management by converting waste into manure. They will also promote liquid manure which is manufactured by them as a result of local technology developed by them in drums. The NGO also talked about the problem of packing material which is thrown as a waste in large quantity, in addition to plastic waste which is a bigger problem and needs to be tackled differently especially by learning from Sarthak and other related NGO partners.

GAURAS – The project is on growing agave on the upper hills to prevent landslides/soil erosion and to use agave for productive and livelihood activities. If the production goes up, the collection of agave and disposal of its waste becomes difficult. They therefore, wish to take up safe waste disposal activities also in the project.

GSMT – The NGO informed that they are working with Kolam Tribes in the Maharashtra where they stay in small hamlets and 8000 households are the inhabitants in the area. They want to take up 60% activities based on NTFP and intend putting up 500 cook-stoves and 10 biogas units for reducing the CO2 emission in the area.

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Mr. Sodhi shared with each partner the observations made by the NSC members while approving each project to enable them to meet with the requirements and expectations of the NSC members.

Sarthak will issue a letter on non-use of waste plastic of less than 40 microns. Bioved will write a letter to all NGOs expecting to be benefitting from their project in other States for replicating the project. Bioved informed that they will take up the activities in Bagraich, Gonda, Barabanki, Mirzapur, Bihar, Madhya Pradesh (with Sujagriti, SYSS and Sarjana), Jharkhand (SJKV), and Maharashtra (GSMT).

Bioved showed good interest in visiting Sarthak at Bhopal for cross-learning and benefitting from Sarthak's project for adopting some of the practices in their own project area.

With strong interest shown by most of the NGO partners in the lac production and processing, a detailed briefing was done by Dr. Dwivedi of Bioved. He informed that before taking up replication activities in any area, they do the socio-economic study of the community and select 10-12 members for training at Allahabad. 10 members then train 50 persons and with this approach they train 1500 members of the community in nursery development and lac processing activities. They set up two Centres at each of the location, one by Bioved and one by NGO with learning and doing modality. Lac seeds are given on need basis. An MoA will be done with each NGO benefitting from them and buy-back of processed products can also be done by them.

One-to-One Guidance:

Mr. Sodhi focussed on institution development in each of the project for their sustainability. After discussions with each partner, GSMT, Bioved and Muskan Jyoti desired to have a systematic training to set up biogas units, through the NGO - Bhagirath at Sindudurg.

During one-to-one interaction, the following guidance was provided to the NGO partners by Mr. Sodhi:

GAURAS – They will make two clusters and will form Self Help Groups in the project. They will maintain production and sale registers for a business model approach. Gauras volunteered to take up animal husbandry as additional activity in the project for which Mr. Sodhi detailed about the comprehensive approach to animal husbandry, like fodder development for good cow-dung availability and better animal health, putting up traverses and medical care of animals.

GSMT – They should develop at least 3 Centres for gum, honey and lac under the SGP project.

SSES: The beneficiary jiggery units should have MOAs with SSES, the copies of which should also be shared with SGP. The project should aim at setting up at least 100 energy-efficient furnaces. The SGP will share the MOA that was entered into by them with the Foundry Units for the reference and convenience of SSES.

OP6:

Suggestions were invited from the partners on what we should be focussing at during the OP6 programme and as a result the following points emerged:

- Soil erosion and projects relating to arresting the lower water table in Himalayas;
- Waste-land development in hills;
- Improved quality of commercial cropping + value addition, linked with marketing;
- Plantation on road-sides/railway tracks, linked to income generation;
- Focussed approach on dwindling Mahua species due to insufficient return which should be linked to value addition like beverage making, etc.
- Global funds to be developed for waste management – especially bio and agri waste;
- A complete Capsule on Skill Development and cataloguing.

It was decided to share addresses of each other for the benefit of all the present project partners, a list of which is attached.

The meeting ended with a vote of thanks, followed by Lunch.

ADDRESSES OF PARTICIPATING NGO PARTNERS

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