

Funding & Execution Guidelines of CPDS for Farmers Training Programmes

1. Proposals for farmers training programmes are to be sent to the Department on half yearly basis.
2. Grant will be released to the PSUs/ ABs/ Industry Associations etc. in two installments. First installment to the tune of 50% of the total approved workshops for six months will be released at first and remaining grant will be released after utilization of 75% of released amount.
3. The funds will be released as per actual expenditure with maximum financial support of Rs. 5 lakhs for each training programme with a minimum attendance of 350 persons/ farmers.
4. A brief report should be submitted along with details of dignitaries and other invitees and other related document before seeking the fund for another six months.
5. Programme should be conducted at the field level with arrangement of sufficient number of participants.
6. Efforts should be made for wide Publicity of the workshop/ training programmes through social and print media.
7. The programme banner should have details of organizers of the programme including DCPC/MoCF and other directives issued by Govt. of India from time to time to be followed.
8. At-least two subject experts may be invited from nearby State Agriculture University/ Krishi Vikas Kendra/ State Agriculture Deptt., etc.
9. Gram Panchayat Sarpanch/ State concerned Government Officials/ dignitaries must be invited for the programme.
10. Efforts may be made to nominate at least one officer of DCPC to attend the events without payment of any delegate fee etc.
11. Efforts may be made to invite MPs/State Ministers/ MLAs to attend the programme.
12. Attendance sheet should be maintained mandatorily for each training programme.
13. Pamphlets/ booklets should be printed in local language for distribution to the attendees and handing over to local Gram Panchayat for wider dissemination of knowledge.

14. Safety kits should be distributed to the participants which are usable for them such as safety goggles, gloves, masks cloths etc.
15. Proper meal (not breakfast or high tea) should be provided to the participants as per their locality.
16. Efforts should be made to obtain the suggestion/queries of beneficiaries and follow up action. Programme feedback from minimum 50 attendees on impact assessment must be obtained.
17. Adequate media coverage to be given to the events organized under the scheme. Newspaper clippings to be submitted along with report.
18. Programme should not be repeated in the same municipality/ locality for at-least two years.
19. The grantee body would comply the provision of GFR 2017 as amended time to time. Efforts may be made to obtain GST bills for expenditure for training programme. As per GFR 2017, purchase of goods up to the value of Rs.25,000/- only on each occasion may be made without inviting quotations or bids .
20. Agricultural Cooperative societies/ Farmers Producers Organization (FPO)/ NGOs involved in agriculture sector may be roped in for execution of farmer training programmes and invoices submitted by these agencies shall be considered as GST invoices.
21. Industry meetings/programmes/workshops/seminars (fully funded by the Department) should be organized as per DoE guidelines.
22. The fund recipients will maintain financial records, supporting documents, statistical records and all other records to support performance of the events.
23. Outcomes, achievements along with photo and other reports of the events should be submitted along with Utilization Certificate duly certified by Chattered Accountant.
24. Name, Post/Designation, Mobile Numbers and a group photo of all dignitaries seated at dice for each workshop must be sent to the PD/IFD for perusal during seeking the 2nd installment of the event without fail.
25. A self-contained executive summary of the each workshop must be submitted to the Department after completion of each training programme.
26. If any doubt/clarification arises in the implementation of these guidelines, the decision of DCPC shall be final and binding.
