



From
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Telangana, MEPMA
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To
All the Project Directors
DPMU, MEPMA
Telangana State

Sub: -Swachhata Excellence Awards for the Area Level Federations (ALFs) for the year 2017-18-Forwarding of Guidelines - Reg.

Ref: - File No. K-13011(11)3/2017-UPA I Dated: 19.07.2017 of the Under Secretary, Ministry of Housing and Urban Affairs, UPA Section, Government of India.

I invite your attention to the reference cited. The Ministry of Housing and Urban Affairs, UPA Section, Government of India have decided to felicitate the CBOs with the Swachhta Excellence Awards for the Slum Level Federations (Area Level Federations (ALFs)) for their initiatives related to Cleanliness Drive including Elimination of Open Defecation, Eradication of Manual Scavenging, bring out behavioural change towards Health sanitation practices, creating awareness about sanitation and its linkage with Public health, modern and scientific Solid Waste Management.

Community Based Organizations has nurtured under Deendayal Antyodaya Yojana National Urban Livelihood Mission (DAY-NULM)/ (MEPMA) participated actively in the cleanup activities and awareness campaigns under Swatch Bharat Abhiyaan. These groups are involved creating awareness by way of peer group influence towards Open Defecation free cities.

The award is meant for the Area Level Federation (ALFs) formed/restructured under DAY-NULM. Government of India has proposed 10 awards for Telangana State. The total number of entries per State /UT and the total number of awardees per State/UT will be as under:

State having ALFs	Number of recommended entries	1 st Prize	2 nd prize	3 rd Prize	Total Awardees per State
Telangana	20	1	3	6	10

Hence, all the Project Directors of DPMU /Municipal Commissioners are directed to select and nominate one Slum Level Federation (SLF) from each ULB in the Annexure -I appended for Swachhata Excellence Awards for the Area Level Federations (ALFs) /Slum Level Federations (SLFs) as recommended by City/ULB Level duly following the guidelines prescribed by the Ministry of Housing and Urban Affairs, UPA Section, Government of India. The list of the selected nominees should reach the Head Office by 15th October, 2017.

Encl:- Criteria for Selection,Guidelines & Annexure-I

Mission Director

Copy to :

The Additional Commissioner UCD GHMC

All the Municipal Commissioners in the State for taking necessary action.

Criteria for Selection,Guidelines for Swachhata Excellency Award to SLF/ALFs

1) Objectives :

The main objectives of Swachhata Excellency Award are:

- To bring cleanliness and sanitation to the forefront of social discourse of development in urban areas.
- To develop open defecation free and clean ULBs that will act as models for others to emulate.
- To give incentive to CBOs to sustain the initiatives taken by them to eliminate the practice of open defecation from their respective geographical areas.
- To increase behavioral change regarding healthy sanitation practices, by recognizing the CBOs.

2) Eligibility :

The award is meant for the Area Level Federations (ALFs) formed/restructured under DAY-NULM which have been the driving force for effective sanitation coverage in the respective ULB areas, duly recommended and nominated by the State/UT are eligible to be considered for the Swachhata excellence award. The ALFs, which have made outstanding contribution to the cause of sanitation and cleanliness, will only be considered for the awards.

The total number of entries per State /UT and the total number of awardees per State/UT will be as under:

State having ALFs	Number of recommended entries	1st Prize	2nd prize	3rd Prize	Total Awardees per State
Telangana	20	1	3	6	10

The criteria for recommendation and nomination will be as follows:

- The Area Level Federations/SLFs must be registered as a society/an association under the relevant law of the State and must have received Revolving Fund under DAY-NULM.
- The Area Level Federations/SLFs must have conducted meetings with periodicity and cleanliness must have formed one of its agenda items in meetings.
- The Area Level Federations/SLFs must have played an active role in spreading the message of cleanliness (Swachhata Awareness) in their locality by giving special emphasis on adoption of hygienic practices and toilet constructions (ODF) etc.
- The Area Level Federations/SLFs should also have promoted any innovative methods/ best practices on cleanliness & hygiene (e.g. action for making their locality open defecation free area, environment friendly garbage disposal, re-use and recycling of waste water and garbage etc.
- The Area Level Federations /SLFs should complete Audit till 2016-17 and it should be “A” Grade SLF with good Corpus and internal lending.
- The Senior Area Level Federations /SLFs must be selected

3) Selection Committee for Evaluation and Finalization of Entries at State /UT & Central Level :

City/ULB Level : There shall be a Selection Committee at ULB level with the following Composition:

- | | |
|-------------------|--------------------------------|
| Commissioner(ULB) | - Chair Person |
| Two members | - City Project Officer |
| | - Project Manager of PMU (SBM) |

Or

Local Anganwadi Worker (if PMU of SBM is not existing in city)

State Level : There shall be a Selection Committee at the State/UT level constituted with the approval of Principle Secretary/secretary (Urban Development) of State.
The composition of the Committee will be as under:

- | | |
|----------------------------|---|
| Mission Director(DAY-NULM) | - Chairperson |
| Two Members | - Nominated by Principal Secretary/ Secretary(UD) |

National Level : The State Level Committee would make its recommendations to the Ministry of Housing and Urban Affairs, Government of India. The final selection of award winning ALFs, will be made by the three members Committee constituted with the following composition:

a.	Joint Secretary(UPA), M/oHUA	Chairman
b.	Joint Secretary (SBM), M/ o HUA	Member
c.	Joint Secretary (SBM), M/ o DWS	Member

4. Evaluation Criteria for selection :

The Selection Committee will examine the eligible applications of the Area Level Federations (ALFs) based on the evaluation criteria as indicated below:

Sl. No	Criteria	Evaluation (Total 100 Marks)
01	Relevance and significance of the work done during last one year	20
02	Innovation in concept/best practices etc.	10
03	Scope for sustainability and scaling up	20
04	Noticeable and significant impacts	50
	I. Number of Community members/household involved in the project	10
	II. Increase in Savings/earnings of SHGs members, other families	10
	III. Description of Significant change in behavior achieved	15
	IV. Qualitative and quantitative Improvement in community cleanliness conditions (e.g. reduction in diseases/reduction in open dumping/increase in overall cleanliness, etc).	15

5) Procedure for Forwarding the Application for Award :

As the award distribution activity is time bound and is to be completed in the current year, the timelines are to be maintained at every level. Therefore, the following time schedule is to be adhered to at every level:

S.No	Item of Activity	Target Date
1	Recommendation of entries by City/ULB level Committee	30th November,2017
2	Recommendation of requisite number of entries by State Level Committee to M/o HUA (as per para-3 above)	31st December,2017
3	Finalization of award winning entries by Central Committee	31st January 2018
4	Award distribution ceremony	February/March,2018

6) Award/Incentive amount :

The award money will be transferred digitally direct to the account of the ALF. Apart from the award money, the selected ALFs will also receive mementos and certification of excellence by the Ministry of HUPA for their exemplary work in the field of sanitation and cleanliness. The category of Prize amount is listed below:

Category	Prizes	Award
01	1 st Prize	1,50,000/-
02	2 nd Prize	1,00,000/-
03	3 rd Prize	50,000/-

7) Distribution of awards :

The selected Area Level Federation (ALFs) will receive the award from the Ministry of Housing and Urban Affairs at a national level function to distribute awards. The date and venue will be communicated to the States/UTs by the Ministry well in advance to enable state representatives and ALF representatives to make their travel plans. M/ o HUA will bear the TA/DA expenses for the representatives of the award winning ALFs for attending the function (for maximum of two representatives of the selected ALF).

8) Usage of the award amount :

Area Level Federation (ALF) that receive the award/incentive amount should use it for:-

1. Revolving Fund to the member SHGs.
2. Vulnerable Fund/aid to SHG or its members,
3. Invest in Waste management activities.
4. Invest in other livelihoods activities of SELF Help Groups(SHG)/Area Level Federations (ALFs/ SLFs)
5. Any other innovative activities/purpose.

9) Accounts Maintenance:

Area Level Federation (ALF/SLFs) will maintain a proper account of incentive amount received and the purpose for which it is spent along with vouchers, etc.

ANNEXURE- I**APPLICATION FORM FOR DAY-NULM SWACHHATA EXCELLENCE AWARDS**

1. Name of the Area Level Federation (ALF) :

2. Brief Profile:

[Date of formation or restructured, No of SHG & Member details/Savings/Activities under taken, RF received, Trainings received, Meetings, Office bearers details, Other benefits availed etc with complete postal address & contact details of Area Level Federations Office/President/Secretary] :

3. Previous Achievements [if Any]

4. Brief description about the work done [in 300 words], indicating.

Sl.No	Indicating Areas		Description
01	Area of Implementation		(Tick mark)
	I.	Individual Toilets	
	II.	Community/Public Toilets	
	III.	Waste Management	
	IV	Cleanliness Drives	
02	Pre and Post implementation scenario (Please attach pre and post pictures and also attach brief description of problem faced, Vis-à-vis current scenario-how problem has been addressed)		
03	Activities implemented/awareness created		
04	Total benefits accrued (Please attach annexure to show the extent of Community participation achieved and noticeable behavior changes achieved. Also description may be given to show the impact including increase in cost saving, increase in earnings)		
05	Details of innovative methodology adopted		
06	Ground level impact achieved		
07	Scope for sustainability and scaling up		

5. Name of the Proposer.....

Position.....

Address

Signature

6. Confirmation by the Proposer that the Area Level Federation (ALFs/SLFs) has agreed for the Award.

7. A statement by the Proposer not exceeding 150 words explaining why the nominee should be considered for this award. This should highlight aspects including.
 1. Relevance and significance of the work done during last one years.
 2. Innovation in concept, methodology etc.
 3. Scope of replicability of practices/model by common people, institution etc.
 4. Tangible and intangible impacts.
 5. Community based participatory approach.
8. Whether the achievements have already been recognized for award by any other institution/organization. [If so, name of the institution/organization, Award and Year].
9. Recommendation by the concerned City Level/State Level Committee, Wherever applicable.

Signature valid

Digitally signed by DR. T K
SREEDEVI
Date: . . . : IST
Reason: Approved

