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लोक कार्यक्रम और ग्रामीण प्रौद्योगिकी विकास परिषद्
(ग्रामीण विकास मंत्रालय, भारत सरकार के तत्वावधान में)
भारत पर्यावास केन्द्र, जेन - 5 ए (कोर-सी), द्वितीय तल
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**Council for Advancement of People's Action
and Rural Technology**
(Under the aegis of Ministry of Rural Development, Govt. of India)
India Habitat Centre, Zone-5A (Core-C), 2nd Floor
Lodhi Road, New Delhi-110 003.

No. 100-3(66)/2008-CD

Date: 06.2.2009

OFFICE MEMORANDUM

Sub: **Indicative Unit Cost for Skill Development Programmes through SHGs.**

For income generation programmes through SHGs under PC scheme, following model criteria have been worked out. These are only illustrative in nature and should be treated like guidelines rather than rules.

- (i) A sum of up to Rs.3,000/- per SHG can be considered for formation of SHG and its capacity building.
- (ii) Each batch of trainees should have about 30 beneficiaries divided into 3 SHGs.
- (iii) The duration of training should not exceed six months, depending on the nature of activities/trade.
- (iv) Provision for training hall should be made @20 sq.ft. per beneficiary. Thus for a batch of 30 beneficiaries rental for a space up to 600 sq.ft. can be hired @ Rs.5/- per sq.ft. per month. This rental should be inclusive of electricity, water and other amenities.
- (v) Honorarium to instructors should be restricted to Rs.5,000/- per month, maximum of 6 months for a batch of 30 beneficiaries. Beneficiaries should be paid an out of pocket allowance at the rate of Rs.10/- per day for 25 days in a month for the duration of training programme which would not exceed six months. Thus each beneficiary can be paid a maximum of Rs 1500/- as out of pocket allowance for the entire duration of training.

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- i) In case of artisanal trades, each trainee artisan should be provided a tool-kit at a maximum cost @Rs.2,000/- per set.
 - (vii) For training involving machinery and other equipment, a set of up to 5 sets can be provided for a batch of 30 beneficiaries at a indicative cost up to @Rs.6,000/- per set i.e. Rs.1000/- per beneficiary. This entire amount will be part of the project cost. These assets should be handed over to the last batch of SHGs after completion of the entire training programme.
 - (viii) For purposes of production, subsequent to training, a reasonable set of machinery and equipment should be provided up to 50% of cost incurred on providing machine and equipment to SHGs. The balance amount should be raised from other sources like bank finance, institutional finance, VO's contribution, beneficiaries contribution etc. CAPART will not subsidize cost of machine and equipment provided to individual beneficiaries.
 - (ix) For raw material/training material a minimum of Rs.150/- per beneficiary per month can be provided under a project. 150 p.m
 - (x) For working capital up to 50% of the cost will be provided by CAPART as non-refundable revolving fund, under the project. The balance amount will be raised by VO/SHGs through other means of finance.
 - (xi) A sum of up to Rs.1,000/- per beneficiary can be provided for marketing activities/exposure.

Based on the above, cost of training should be worked out as follows:-

Sl. No.	Activities	Jobs Oriented Training (each Beneficiary cost for 6 months)	Artisan Training for their income generation (each Beneficiary Cost)	Production linked self employment training for income generation (each Beneficiary Cost)
1.	Rent of Training Hall 20 sq.ft. per trainee @ Rs.5/- per sq.ft. per month for six month.	Rs.600/- per beneficiary.	Rs.600/- per beneficiary.	Rs.600/- per beneficiary.

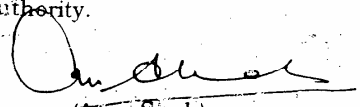
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	Honorarium to Instructor for six months for one batch of 30 beneficiaries @ Rs.5000/- per month $6 \times 5000 =$ Rs.30,000/- for 30 beneficiaries. Hence per beneficiary cost would be Rs.1000/-.	Rs.1000/- per beneficiary.	Rs.1000/- per beneficiary.	Rs.1000/- per beneficiary.
3.	Raw Material/ Training Material cost Rs.150 per month per beneficiary for 6 months = $6 \times 150 =$ Rs.900.	Rs.900 per beneficiary	Rs.900 per beneficiary	Rs.900 per beneficiary
4.	Stipend/working lunch to beneficiary @Rs.10/- per day for 25 days in a month $1 \times 10 \times 25 =$ Rs.250 per month for 6 months $6 \times 250 =$ Rs.1500/-.	Rs.1500/- per beneficiary.	Rs.1500/- per beneficiary.	Rs.1500/- per beneficiary.
5.	Machinery/Equipments for training - 5 set of each batch of 30 beneficiaries @ Rs.6000/- per set $5 \times 6000 =$ Rs.30,000/- would be for 30 beneficiaries, therefore, per beneficiary cost would be Rs.1000/- for six months.	Rs.1000/- per beneficiary	-	Rs.1000/- per beneficiary.

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5.	Tools-kit Artisans Rs.2000/- beneficiary.	for @ per	-	Rs.2000/- per beneficiary	-
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This issues with the approval of Competent Authority.



(Arun Shah)
Deputy Director(CD)

All RR&MCs,RCs
All Officers, CAPART Hq.

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