



## GOVERNMENT OF KERALA

### Abstract

Planning & Economic Affairs Department - Guidelines for processing Project Proposals - Approval - Orders issued.

### **PLANNING & ECONOMIC AFFAIRS (A) DEPARTMENT**

G.O.(Rt) No.193/2013/Plg

Thiruvananthapuram, Dated :18.05.2013.

Read - 1. Lr. No. 1/11/PFC/2013 dated : 26-03-2013 of the Director, Project Financial Cell, State Planning Board.

### **ORDER**

In the letter read above, Director, Project Financing Cell, State Planning Board has informed that in the full Planning Board meeting held on 06.11.2012, it was decided to issue a circular instructing various Government Departments to forward proposals on all new Plan Projects involving plan funds above Rs. 5 crores for comments on the scope of extra budgetary funding before being considered by Special Working Group. Accordingly various Government Departments/Institutions have been sending project proposals. But they do not have a revenue generation potential and are in the nature of either Welfare Schemes or ongoing schemes of Government/Institutions. Therefore Director, Project Financing Cell, State Planning Board has requested to issue a Government Order with clear guidelines in this regard.

Government have examined the matter in detail and hereby instruct the Government Departments/Agencies/Institutions to forward Project Proposals to the Director, Project Financing Cell, State Planning Board and to the Secretary to Government concerned on all new plan projects involving plan funds above Rs.5 crores for comments on the scope of extra budgetary funding before being considered by Special Working Group in the Proforma I (A) and I (B) appended to this Order.

**By Order of the Governor,  
P. Regi Varghese  
Additional Secretary to Govt.**

To

The Member Secretary, State Planning Board, Thiruvananthapuram  
Director, Project Financing Cell, State Planning Board, Thiruvananthapuram.  
The Principal Accountant General (Audit) Kerala, Thiruvananthapuram  
The Principal Accountant General (A&E) Kerala, Thiruvananthapuram  
All Departments in Government Secretariat.  
Stock File / Office Copy

**Forwarded/By Order,**

*[Signature]*  
**Section Officer.**

Copy to

PS to Hon. Minister (R.D, P&C)  
PS to Hon. Vice Chairman, State Planning Board, Thiruvananthapuram  
PA to Principal Secretary, Planning.  
CA to Additional Secretary, Planning.

**Preliminary Information Required from Departments  
for Processing Cases**

1. Name of the project / Location :
2. Sector :
3. Sponsoring Authority / Department :
4. Project studies undertaken : Yes / No
5. Project cost : Cr.
6. Project included in Plan (2013 - 14) : Yes / No
7. Plan Funds allocated : Cr.
8. Extra budgetary funds required : Cr.
9. Justification for extra funds required :
10. Identified source and extent, if any : Cr.
11. Brief description of project :
12. Justification / benefits of the project :
13. Project land available with Authority : Yes / No
14. Extent of LA required, if any : Acres
15. Is the project planned in phases :
16. Target beneficiaries : Lakhs
17. Details of similar projects undertaken, if any:
18. Time for project completion : Years
19. Would the project bring in direct employment :
20. Would the project bring in indirect employment :
21. Has there been any stakeholder consultation on proposed project :
22. Perceived risk / challenges in undertaking the project :

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- 23. Clearances required for the project :
- 24. Avenues of cost recovery, if any :
- 25. Any other information :

Signature

Date

**Note: Only files dealing with new Projects need be sent to PFC for Evaluation/ Remarks.**



**Information Required for projects where DPR is already available**

**General**

1. Name of the project / Location :
2. Sector :
3. Sponsoring Authority / Department :
4. New Project : Yes / No
5. Project studies undertaken : Yes / No
6. Project studies undertaken by :
7. Project to be undertaken in : Public / PPP Mode
8. If PPP Mode, the intended type : BOT/ BOOT/DBFOT etc.
9. Project cost : Cr.
10. Project included in Plan (2013 -14) : Yes / No
11. Plan Funds allocated : Cr.
12. Extra budgetary Fund required : Cr.
13. Identified source of Fund and extent, if any : Cr.
14. Public consultation undertaken : Yes / No
15. General public response to the proposed project :
16. Eol floated : Yes / No
17. Response to Eol :
18. Intended date of bidding :
19. Intended date of commencement of operation :

**Project Details**

- |     |   |   |                                    |
|-----|---|---|------------------------------------|
| 20. | Brief description of project                              | : |                                    |
| 21. | Project components and design                             | : |                                    |
| 22. | Total duration of project                                 | : | Years                              |
| 23. | Justification / benefits of the project                   | : |                                    |
| 24. | Target beneficiaries                                      | : | Lakhs                              |
| 25. | Project land available with Authority                     | : | Yes / No                           |
| 26. | Extent of LA required, if any                             | : | Acres                              |
| 27. | Rehabilitation and Resettlement required and extent       | : |                                    |
| 28. | Engineering and technical aspects of the Project          | : |                                    |
| 29. | Operational aspects of the Project                        | : |                                    |
| 30. | Project management consultant / Independent Engineer      | : |                                    |
| 31. | Project risk assessment done                              | : | Yes / No                           |
| 32. | If yes, details of risk allocation matrix                 | : |                                    |
| 33. | Socio-economic aspects of the project                     | : |                                    |
| 34. | Environmental aspects of the project                      | : |                                    |
| 35. | Environmental clearance and its status                    | : |                                    |
| 36. | Other clearances required for the project                 | : | 1. State level<br>2. Central level |
| 37. | Does the project have linkages with similar projects?     | : |                                    |
| 38. | Details of similar projects undertaken, if any            | : |                                    |
| 39. | Time for project completion                               | : | Months / Years                     |
| 40. | Project implementation mile stones                        | : |                                    |
| 41. | Would the project bring in direct employment and extent   | : |                                    |
| 42. | Would the project bring in indirect employment and extent | : |                                    |

**Project Financials**

- |     |  |   |   |
|-----|--|---|---|
| 43. | Break-up of project cost                                     | : |   |
| 44. | Phasing of project investment                                | : |   |
| 45. | Has the financial model been developed                       | : |   |
| 46. | Project revenue streams with Assumptions                     | : |   |
| 47. | Project has prefixed user fee                                | : |   |
| 48. | Who will fix the user fee                                    | : |   |
| 49. | Real estate development and extent, if any                   | : |   |
| 50. | NPV of revenue streams @ 12% discounting                     | : |   |
| 51. | Can user fee be increased to reduce outside funding          | : | Yes / No  |
| 52. | Can project duration be increased to reduce outside funding  | : | Yes / No  |
| 53. | The cost recovery assumptions of the Project                 | : |   |
| 54. | Does the project qualify for GoI VGF assistance:             | : |   |
| 55. | Any other Scheme for Central Government financial assistance | : |   |
| 56. | Have any FI's been approached for funding and their response | : |   |
| 57. | Extent and Justification of funds required                   | : |   |
| 58. | Government support required                                  | : | Subsidy / Op. Grant / Annuity / Equity/ Debt / Loan |
| 59. | Is the outside funding to be the bid criteria                | : |   |
| 60. | EIRR   | : |   |
| 61. | FIRR   | : |   |
| 62. | Any other form of incentive expected from State:             | : |   |

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- 63. Likely interest of private entities in the Project :
- 64. Possible financial risks :
- 65. Any other information :

**Signature**

**Date :**

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