

Capacity Building & Training (CB&T)



National Urban Livelihoods Mission
15th october 2014

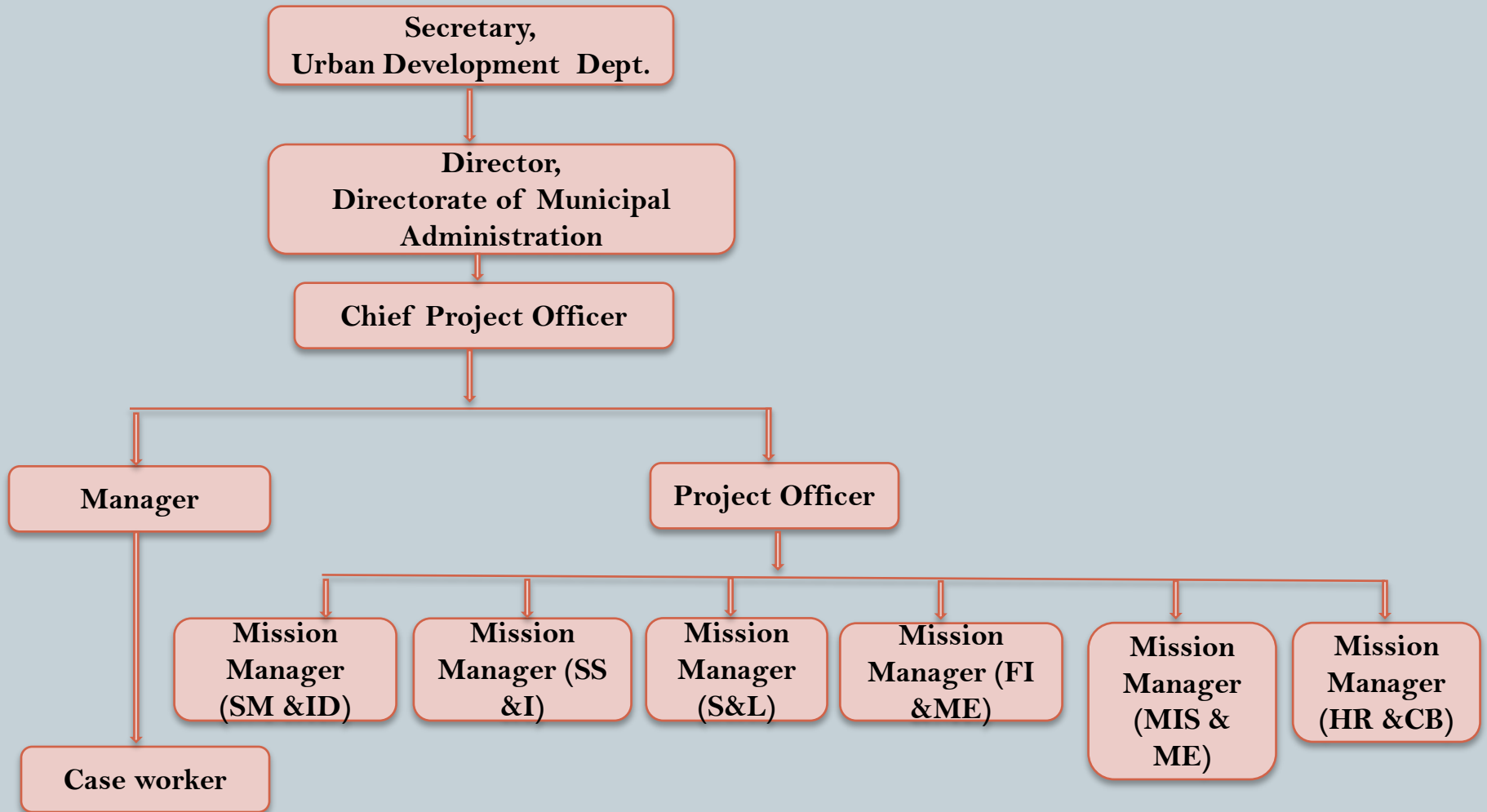
Objectives



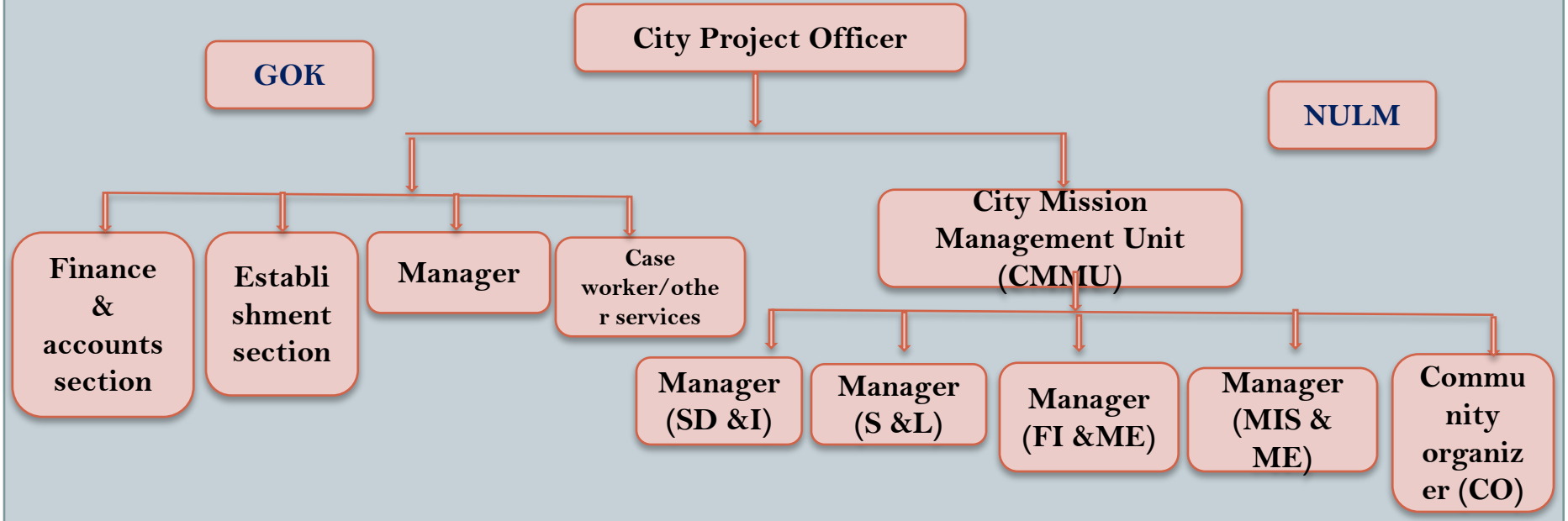
- **Providers of high quality technical assistance in the field of livelihood promotion and urban poverty alleviation**
- **To build strong institutional structure at State & City levels for efficient implementation**

Administrative Structure

State level



City Level Structure (CMMU)



Technical Support at SMMU



1. Mission Manager (Social Mobilisation & Institutional Development) (SM & ID)
2. Mission Manager (Shelters and Social Infrastructure) (S & SI)
3. Mission Manager (Skills & Livelihoods) (S & L)
4. Mission Manager (Financial Inclusion & Micro Enterprises) (FI & ME)
5. Mission Manager (MIS & ME)
6. Mission Manager (HR & Capacity Building)(HR & CB)

Technical Support at CMMU

SI.N O	<u>Large cities (> 5 Lakh population)</u>	<u>Medium cities (> 3 & < 5 Lakh population)</u>	<u>DHQ towns (>1 & < 3 Lakh population)</u>
1	Manager (Social Development & Infrastructure) (SD & I)	Manager (Social Development & Infrastructure) (SD & I)	Manager (Social Development & Infrastructure) (SD & I)
2	Manager (Skills & Livelihoods) (S & L)	Manager (Skills & Livelihoods) (S & L)	Manager (Skills & Livelihoods) (S & L)
3	Manager (Financial Inclusion & Micro Enterprises) (FI & ME)	Manager (Financial Inclusion & Micro Enterprises) (FI & ME)	-
4	Manager (MIS & ME)	-	-

Role & Responsibilities



SMMU

Mission Manager

(Social Mobilisation & Institutional Development)

(SM & ID)

1. Develop work plan for implementation of Social mobilisation component
2. Responsible for community mobilisation, SHGs, Federations and Revolving Fund
3. Identification & empanelment of Resource Organizations (ROs)
4. Ensure the SHGs, ALF and CLF structures are established
5. Identifying technical & capacity building resource agencies, regular interface
6. Providing need based Technical assistance to CMMU
7. Oversees the development of capacity building modules, arranging cross learning workshops
8. Arranging for appropriate linkages with relevant agencies/departments and integrate Social mobilisation
9. Other related tasks assigned

Mission Manager

(Shelters & Social Infrastructure) (S&SI)



1. Planning, establishment & operationalisation of CLCs
2. Ensure implementation of USVs & SUH
3. Identification of facilitation organizations for promotion of CLCs & implementation of through PPP mode
4. Work closely with ULBs with regard to CLCs, Vendor Markets & Shelters for Urban homeless
5. Ensure that all city vendor development plan are prepared & operationalized
6. Providing need based Technical assistance to CMMU
5. *Support to resource agencies in capacity building/sensitization of CMMU & also oversee the development of capacity building modules, arranging cross learning workshops related to KRAs*
6. *Responsible for ensuring linkages with other line departments at State level for integrating the social infrastructure agenda*
7. *Other related tasks assigned*

Mission Manager (Skills & Livelihoods) (S&L)



1. Prepare work plan for EST & P
2. Responsible for EST & P targets
3. Responsible for Identification & empanelment of Skill Training Providers (STPs), agencies for accreditation and certification
4. Monitoring the performance quality of the STPs & other agencies involved
5. Providing need based Technical assistance to CMMU
6. *Support to resource agencies in capacity building/sensitization of CMMU & also oversee the development of capacity building modules, arranging cross learning workshops related to KRAs*
7. *Ensure linkages with industry associations, Skill development mission, sector skill councils, line departments, resource institutes & other relevant agencies*

Mission Manager

(Financial Inclusion & Micro Enterprises) (FI&ME)



1. Prepare work plan for Universal Financial Inclusion(UFI) and self employment programme
2. Responsible for UFI & SEP targets
3. Ensure bank linkage for SHGs & its members
4. Facilitate access to credit for micro enterprises set up by urban poor
5. Providing need based Technical assistance to CMMU
6. Support to resource agencies in capacity building/sensitization of CMMU & also oversee the development of capacity building modules, arranging cross learning workshops related to imparting financial literacy to urban poor & other KRAs
7. Arranging for appropriate linkages with relevant agencies/departments & integrate Universal Financial Inclusion & Self employment programme

Mission Manager (MIS & ME)



1. Prepare work plan for monitoring of the NULM
2. Responsible for ensuring proper implementation of MIS, compilation of information across the cities & submission
3. Undertake field visit to cities/ULBs for real time monitoring of the scheme
4. Ensure timely information is submitted by ULBs for accessing the percolation of the programme at grass root level
5. Providing need based Technical assistance to CMMU
6. Support capacity building of CMMU with in or across the states in implementation of MIS & ME
7. *Ensure adherence to all monitoring & reporting system like baseline study MPRs, process documentation etc.*

Mission Manager (HR & Capacity Building)

1. Prepare work plan for implementation of CB & T component
2. Responsible for CB & T targets
3. Ensure CMMU structures are established & staffed across all cities
4. Identify technical & capacity building resource agencies, regular interface with them & engage them for building the capacities of the stakeholders
5. Providing need based Technical assistance to CMMU
6. Support capacity building of CMMU within or across the states & also oversee the development of capacity building modules, arranging cross learning workshops related to KRAs
7. Arranging for appropriate linkages with relevant agencies/departments in order to strengthen the capacities of the staff & other stakeholders

Role & Responsibilities



CMMU

Manager (Social Mobilisation & Institution Development) (SM & ID)



1. Develop work plan for implementation of Social mobilisation component for the city
2. Responsible for the SM&ID,USVs & SUH targets of the city with respect to community mobilisation, SHGs, Federations , Revolving Fund, CLCs, Vendor development plan, Vendor markets development & Shelters for Urban homeless etc
3. Ensure the SHGs, ALF and CLF structures are established in the city
4. Responsible for providing need based Technical Assistance to Community Organisers (COs)
5. Arranging for appropriate linkage with relevant agencies/departments and integrate Social mobilisation
6. Ensure reporting of the Social mobilisation & institution Development component
7. Work closely with other managers at the city level

Manager

(Skills & Livelihoods) (S&L)



1. Prepare work plan for EST & P for the city
2. Responsible for EST & P targets for the city
3. Ensure Identification of Skill Training Providers(STPs) at the city level & monitoring the performance quality of the STPs & other agencies involved
4. Responsible for providing need based Technical Assistance to COs
5. Ensure linkages with industry associations, Skill development mission, sector skill councils, line departments, resource institutes & other relevant agencies
6. Ensure reporting against KRAs
7. Work closely with other managers at the city level

Manager

(Financial Inclusion & Micro Enterprises) (FI&ME)



1. Prepare work plan for Universal Financial Inclusion(UFI) and self employment programme for the city
2. Responsible for UFI & SEP targets of the city
3. Ensure bank linkage for SHGs & its members at the city level
4. Facilitate access to credit for micro enterprises set up by urban poor at the city level
5. Responsible for providing need based Technical Assistance to Cos
6. Arranging for appropriate linkages with relevant agencies/departments & integrate Universal Financial Inclusion & Self employment programme
7. Ensure reporting against KRAs

Manager (MIS & ME)



1. Prepare work plan for monitoring of the NULM
2. Responsible for ensuring proper implementation of MIS at the city level, compilation of information at the city level & submission of the same to State
3. Undertake real time monitoring of the scheme at the city level
4. Responsible for timely submission of information to State
5. Responsible for providing need based Technical Assistance to Cos
6. Adhere to all monitoring & reporting systems like baseline study, MPRs, process documentation etc. at city level

Community Organisers(COs)



1. Ensure that the social mobilisation of urban poor in his or her operational area – directly through Resource Organizations(ROs)
2. Facilitate community in forming into groups/federations
3. Facilitate implementation of various programmes/aspects related to NULM in their operational area
4. Develop community level comprehensive database on infrastructure, assets and social aspects, update the database periodically
5. Support & strengthen SHGs & their federations including the SHGs of disabled persons in accessing convergent services
6. Promote SHG bank linkage
7. Establish liaison with government department for convergence
8. Assist in survey related to NULM
9. Support implementation of development works like community contracts, O & M of community assets etc.
10. *Document the working of good practices*
11. *Organize & attend community level meetings, trainings as per the need*
12. *Submit periodic reports as necessary*

Training & Other Capacity Building Programmes



- Building teams of high quality Technical Experts at MMUs, through training & other Community to community learning visits, is essential to provide timely & quality technical assistance
- Suitable institution will be identified, empanelled and entered into agreement with for providing capacity building inputs to the MMUs
- The selection of institutions/resource agency will be done based on key domain expertise & experience in various thematic areas such as Urban poverty alleviation, Skill & Livelihoods etc.
- SMMU will be involved in monitoring the efficiency & quality of training

Recruitment & Performance Management - CMMU



- Recruitment through open advertisement.
- SULM will advise to take up a rigorous process for selection
- Compensation & allowances process details will be issued
- Performance appraisal of Technical Experts process will be intimated.



THANK YOU

Employment through Skills Training & Placement (EST&P)

- Skill training to be provided for both Wage Employment (job placement) and Enterprise Development.
- Identify training needs in the state / city through **Skill Gap Analysis**. A state-wise or district-wise SGA may be commissioned by the state **OR** adopt the SGA conducted by National Skill Development Corporation (NSDC) available on <http://nsdcindia.org/knowledge-bank/index.aspx>
- Identify and **finalize the training curriculum and modules** (3-4 month duration for a course) as per the skill requirement of the industry and in accordance to the National Occupational Standards (NOS) and Qualification Packs as approved by National Skill Development Agency. MES courses under DGET (<http://dget.nic.in/mes/annex4.pdf>) may be adopted **OR** Curriculum to be finalised in consultation with Sector Skill Councils and competent agencies / technical education institutes

Employment through Skills Training & Placement (EST&P)

- **Finalize the cost** of each training. Maximum Cost per trainee is Rs. 15,000 (Rs 18,000 for NE States and SCS) including the cost of training, assessment & certification by the Certification Agency and cost of tracking for 12 months by the Skill Training Provider
- **Empanelment of Skill Training Providers** (STPs) based on past performance and training quality, ability to provide placements, presence and experience in the region, etc.
- Empanelment of independent **Certification Agencies** (CAs). CA to be linked to each Training Curriculum identified, geographical area of operation, cost of assessment and certification and service delivery standards. Cost of assessment and certification to be paid directly to the CA by State Govt. / ULB.

Employment through Skills Training & Placement (EST&P)

- Identification of urban poor candidates through **IEC activities and counseling, letter of intent from candidates, recommendation of candidates by SHGs / Federations, etc.**
- Placement (of minimum 50% candidates) / support to set-up micro-enterprise
- **Tracking** of successful candidates for minimum **12 months period**
- **Monitoring** the Quality of the Training imparted by the STPs; Assessment and issuing of certificates by CAs and Tracking of successful candidates to be undertaken by ULBs. Regular reporting and updating of MIS to be ensured by ULBs

Self Employment Programme

National Urban Livelihood Mission

15th October 2014

Self Employment Programme (Individual & Group Enterprise)

- ❑ **Individual and Group** Enterprises to be promoted and linked with banks for financial support.
- ❑ Provision of **Interest subsidy** on loans for individual enterprises (Project Cost Rs 2 lacs max) and group enterprises(Project Cost Rs10 lacs max).
- ❑ The individual and group enterprises will get **subsidized loans @ 7% p.a. subject to timely repayment and suitable certification from banks.** Interest Subsidy amount(difference between prevailing rate and 7% pa) will be reimbursed to the banks.
- ❑ Capacity Building of entrepreneurs through Entrepreneurship Development Program(EDP) of 3-7 days
 - ❑ Module development by SULM, EDP Training to be organized through RSETIs & reputed institutes.

Self Employment Programme (Individual & Group Enterprise)

- ❑ Linkage with **Credit Guarantee Fund Scheme** of CGTMSE, M/o MSME for collateral free loans.
- ❑ **Facilitation of Credit cards** for individual entrepreneurs and street vendors for working capital requirement General Credit Card(GCC) scheme
- ❑ A **Task Force** may be constituted at ULB level for recommending cases. There could be more than 1 task force at ULB level depending upon the size/population of the ULB.
- ❑ **Process**
 - ❑ Beneficiaries identified by field functionaries/ RO's/ Banks/ SHGs/ ALFs
 - ❑ Beneficiary Applies to ULB receives acknowledgement → ULB generates a waiting list
 - ❑ ULB arranges for filling up of application in order of waiting list
 - ❑ ULB send the eligible case to Task Force for recommendation
 - ❑ Task Force recommends the case (Interview beneficiary) → Recommended case sent Banks for processing (via ULB) - Beneficiary is intimated
 - ❑ Banks send details of cases sanctioned and disbursed to ULB along with interest subsidy details- Beneficiary is intimated
 - ❑ ULB releases subsidy to banks.

Self Employment Programme (Individual & Group Loans)

Indicative Composition of TASK FORCE at ULB Level

S NO	TASK Force at ULB level	
1	Chief Executive Officer (CEO) ULB/ Municipal Commissioner of ULB/ or any representative authorised by CEO ULB	Chairman
2	Lead District Manager (LDM)	Member
3	City Project Officer (CPO), ULB/ or any authorised representative of ULB	Member Convenor
4	Representative from District Industries Centre (DIC)	Member
5	Senior Branch Managers (Max-2) of banks	Member
6	Representatives(2) of Area Level Federation / City Level Federation	Member



National Urban Livelihoods Mission

Scheme of Shelter for Urban Homeless (SUH)



Objectives

- Ensure availability and access of the urban homeless population to permanent 24 hour shelters (including safe and secure protection from the elements, access to water, sanitation and allied facilities, security, safety and allied services for dignified survival)
- Cater to the needs of especially vulnerable segments of the urban homeless like the dependent children, aged, disabled, mentally ill and recovering gravely ill, by creating special sections within homeless shelters and provisioning special service linkages for them.
- Ensure access to various entitlements, including to social security pensions, PDS, ICDS, feeding programmes, drinking water, sanitation, identity, financial inclusion, school admission etc., and to affordable social housing.
- Formulate structures and framework of engagement for development, management and monitoring of shelters and ensuring basic services to homeless persons, by state and civil society organisations including homeless collectives.



Definition & Eligibility

- “Persons who do not have a house, either self-owned or rented in the urban areas, but instead
 - live and sleep at pavements, parks, railway stations, bus stations and places of worship, outside shops and factories, at construction sites, under bridges, in hume pipes and other places under the open sky or places unfit for human habitation;
 - spend their nights at night shelters, transit homes, short stay homes, beggars’ homes and children’s homes;
 - live in temporary structures without walls under plastic sheets or thatch roofs on pavements, parks, nallah beds and other common spaces.



Financial Support under the Scheme

- NULM will provide financial support for the following
 - Cost to be shared as per the NULM financial norms (75% from Ministry and 25% from State Govt., for special category states including the N-E states the ratio would be 90:10)
 - Land to be provided by State Government on long term lease
 - One time Cost of Construction for new Shelter
 - Cost of renovation / refurbishment of existing shelters / buildings
 - Operations cost for first 5 years from starting of the Shelter



Norms under SUH

- A space of minimum 50 sq. ft per person to be provided in the Shelters
- Cost norms approved under SUH

Sr. No.	Particulars	Permissible Cost
a)	Capital Cost (One time for construction of the shelters)	Rs. 1,000/sq. ft
b)	Maintenance Cost per shelter (@Rs. 5,000/- per month)	Rs. 60,000/-
c)	Servicing Cost (lump-sum annually)	Rs. 1,00,000/-
d)	Food Cost (Rs. 50 for 5 inmates per day)	Rs. 91,250/-
e)	Salary to the Shelter Team	Rs. 3,60,000/-



Implementation strategy

- Shelter Management Agency can be ULB or other entities such as PSUs, NGOs, CBOs, Charitable institutions, Religious institutions, Private Sector Enterprises or Trusts etc.
- Project proposal to be submitted by the Shelter Management Agency for SULM's approval
- Proposal should clearly state the financial support arrangement for running the shelter after first 5 years of O&M support from GoI.
- Shelter Management Committees to be set-up at all shelters