

No. G-11011/3/2010/Water
Government of India
Ministry of Rural Development
Department of Drinking Water & Sanitation

8th Floor, Paryavaran Bhawan
CGO Complex, Lodhi Road
New Delhi - 110 003

Dated: 12.11.2010

To

Principal Secretaries /Secretaries
in-charge of Rural Drinking Water Supply
in all the States/UTs

Subject: Requirement of documents for the release of funds under NRDWP

Sir/ Madam,

For the year 2010-11, the first installment of funds under the NRDWP was released to the States in the beginning of the financial year. States have been utilizing the available funds and now the second installment of the programme fund is in the process of being released. For this, States are submitting their requisitions along with additional documents. On examination of the proposals received, it has been found that the documents which are essential for release of second installment have not been furnished.

2. As has been intimated earlier, the release of funds for the year 2010-11 shall be governed by the provisions laid down in the Section 17 & 18 of the NRDWP guidelines. It is, therefore, requested that before the proposals are sent to this Department, it may be ensured that required information/ documents as detailed in the following checklist have been furnished with the proposal.

A) For NRDWP Regular Funds

- i) **Submission of a specific proposal for release of fund under the Programme fund in the prescribed proforma (Annexure - IX)**
- ii) **Utilization Certificates for the funds released during the year 2009-10 under the NRDWP in the prescribed proforma (Annexure - X). The utilization should be a minimum of 60% of the available resources under the programme fund and corresponding expenditure under the State sector funds available till date (including OB and first installment released)**

- iii) Physical and financial progress of the expenditure for the year 2009-10.
- iv) Audited statement of account (relating to Grants-in-aid released and actual expenditure) from the AG for the year 2008-09 is to be furnished in original. In case the original cannot be furnished, a clear photocopy, attested by the Principal Secretary/ Secretary of the State in-charge of Drinking Water Supply may be furnished.
- v) As per the NRDWP guidelines, audited statement of accounts of SWSM i.e. Receipt & Payment Account for the period 1.4.2009 to 31.3.2010, Income & Expenditure Account for the same period and Balance Sheet as on 31.3.2010 by a Chartered Accountant, empanelled by the CAG needs to be furnished. The accounts are required to be sent by the Chartered Accountant along with their seal and registration/ membership number recorded on each page of the report along with counter signature by the Principal Secretary/ Secretary of the State is to be furnished.
- vi) It may be verified that the figures in the UCs and ASA are in agreement with each other and there should be no variation between the two. In case of any variation, explanation for the same should be given.

It is requested that States submitting their proposals may kindly ensure that the above documents are correctly prepared and attached.

B) Release of 5% Support Fund

For the release of 5% Support fund, the following documents have to be submitted:

- i) UCs of the amount released from the Department previously to the States till 2008-09 for various activities like Water Quality Monitoring and Surveillance, Monitoring and Evaluation, Computerization & MIS and CCDU, etc. The above may be prepared individually and the closing balance of each Head as on 31.3.2009 be recorded.
- ii) The audited statement of accounts (ASA) relating to grants released and all the expenditure recorded in item (i) above, either from the AG of the State or from a Chartered Accountant empanelled by the CAG.

- iii) From 1.4.2009, the above activities have all been included under the Head "Support Activity". Therefore, UC for the Support Activity for 2009-10 is to be submitted in which the closing balance of the 4 activities mentioned above as on 31.3.2009 is taken as opening balance of these activities in the Support Fund UC of 2009-10 (please note there shall only be one UC for Support Fund for the year 2009-10, but in this UC opening balance of each of the 4 items have to be mentioned separately. This is to ensure that all the closing balances as on 31.3.2009 have been included in the Support Fund opening balance for the year 2009-10). Therefore, UC for the year 2009-10 along with physical and financial progress is to be submitted in the standard proforma with the information mentioned above.
- iv) ASA for the year 2009-10 by AG/ CA empanelled by CAG for the 5% Support Fund activities is to be submitted. 60% expenditure of the funds available with the States under the category "Support Fund" (OB and release, if any) has to be completed.
- v) It should be rechecked that figures mentioned in the UC and ASA are in agreement with each other.
- vi) ASA needs to be signed by the CA on all the pages along with official seal and registration/ membership number and countersigned by the Principal Secretary/ Secretary of the State.

3. The above instructions may be followed during submission of proposal for release of funds. Thus, States which have already submitted their proposal but have not included any one of the above documents may kindly complete all formalities. The complete proposal may be submitted at the earliest.

Yours faithfully,



[P. N. Ashtamoorthy]

Under Secretary to the Government of India