



MINISTRY OF ENVIRONMENT & FORESTS

GOVERNMENT OF INDIA

Parayavaran Bhawan, CGO Complex, Lodhi Road, New Delhi 110 003



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राष्ट्रीय पर्यावरण जागरूकता अभियान NATIONAL ENVIRONMENT AWARENESS CAMPAIGN 2012-13

Theme:

“Biodiversity Conservation”

Guidelines for Participation

(Please read before filling up the form)

Completed proforma with supporting documents to be sent to the RRA
on or before 25th May, 2012 at the following address:

Regional Resource Agency for Rajasthan



Consumer Unity & Trust Society (CUTS)

D-217, Bhaskar Marg, Bani Park, Jaipur 302 016 (Raj.)

Ph.: 0141-228 2821, 513 3259; Fax: 0141-401 5395, 228 2485

E-mail: cart@cuts.org; cuts@cuts.org, Website: www.cuts-international.org

राष्ट्रीय पर्यावरण जागरूकता अभियान

NATIONAL ENVIRONMENT AWARENESS CAMPAIGN

2012-2013

THEME:

“Biodiversity Conservation”

The National Environment Awareness Campaign launched by the Ministry of Environment & Forests, Government of India in 1986, aims to create awareness on environmental issues among a wide group of stakeholders. Several non-governmental organizations, educational and training institutions, professional associations, scientific bodies, community organizations, and also a whole range of other agencies participate in the campaign. These bodies singularly or in partnership with other organizations, organize programmes for creating environmental awareness followed by field action at the local, regional and national level.

The Theme for 2012-13 is ‘Biodiversity’, keeping in view that the current decade (2011-2020) has been declared as the United Nations Decade on Biodiversity and United Nations Decade for Deserts and the Fight against Desertification. With India hosting the Eleventh meeting of the Conference of the Parties (CoP-11) to the Convention on Biological Diversity (CBD), from 8- 19 October 2012 in Hyderabad, India, it is considered an opportune time to showcase the wide array of biodiversity in the country and the conservation measures adopted thereof.

The Ministry of Environment & Forests has identified sub-theme for conducting the campaign which are detailed in Annexure I. There is also a suggestive list of action components that includes: Preparation of biodiversity registers for schools/villages/local areas; Promotion of Traditional medicinal practices; Establishment of seed banks and encouraging the farmers for in-situ conservation of seed diversity; Preparation and promotion of bio-pesticides; Promotion of organic manure and vermi-composting; Setting up of community reserves; Planting bio-diverse mix species/herbal gardens/kitchen garden and its maintenance.

Ministry of Environment and Forests has also taken initiative to create mass awareness on the issue by using an interactive mobile exhibition, mounted on 16 coach AC train, “Science Express : Biodiversity Special” (SEBS). Taken up in collaboration with the Ministry of Science and Technology, the initiative is meant to engage 2 million people directly (and about 10 million indirectly), during the train journey, covering over 100 stations in 2 phases. The Science Express: Biodiversity Special is proposed to be flag off on 5th June, the World Environment Day. There would be an opportunity to align NEAC with the Science Express: Biodiversity Special.

While the National theme and sub-themes for NEAC 2012-2013 are mentioned , all the RRAs may also choose local/regional themes under the umbrella of “Biodiversity Conservation” as appropriate.

What are these Programmes?

Annexure-I gives an indicative list of the kind of awareness and action components that may be organized for different target groups during the Campaign. In view of the wide range of inter-related environmental problems facing the country, the activities of the Campaign shall focus on scientific environmental issues and problems relating to main/regional/local themes. Emphasis should be given for devising concrete, action-oriented activities on the issue/problem identified.

Support Structure for the Campaign

The Campaign is being planned and overseen by the Ministry of Environment & Forests. The decentralized mechanism adopted for conducting this Campaign since 1993 is being continued this year too. Thirty-four organizations located in

different parts of the country have been designated as Regional Resource Agencies (RRAs) this year for assisting the Ministry in conducting this Campaign.

Role of Regional Resource Agencies (RRAs)

RRAs will assist the Ministry in planning, implementing, monitoring and evaluating the Campaign in their respective areas. The RRAs will inter alia:-

- (i) Print proforma for submission of applications as per the model furnished by the Ministry.
- (ii) Dispatch the proforma free of cost to all the interested organizations in their region.
- (iii) Organize district-wise open workshop(s) for NGOs/interested organizations in their regions to provide them the guidelines and assistance for formulating their programmes, especially the action oriented component and for filling up the proforma.
- (iv) Scrutinize all the proposals received from various organizations in their region and prepare a brief summary of proposals for consideration by the committee.
- (v) Assist the Committee in scrutinizing the proposals received from their region. The RRAs would have to provide information about the competence and past experience of each organization.
- (vi) Receive Bond or an affidavit from the approved participating organisations for the 60% of the grant recommended to individual organisations and encash the same in the event of participating organisations failing to submit required reports, utilisation certificates and audited statements of accounts for the entire amount sanctioned within the stipulated time.
- (vii) Disburse funds sanctioned by the Ministry to various organizations in their region for conducting NEAC activities.
- (viii) Physically monitor the NEAC activities conducted by various organizations in their region. A separate Monitoring Report in respect of all Physically Monitored programmes to be submitted to the Ministry.
- (ix) Maintain audited statement of accounts of the money disbursed to each organization.
- (x) Procure Utilization Certificate, Report of Activities and Statement of Accounts from each participating organizations for submitting a consolidated UC & audited statement of account in respect of their area of jurisdiction.
- (xi) Prepare an Evaluation Report of the NEAC activities conducted by each organization in their region.

The Invitation

This write up and the attached copies of the project proposal proforma are being sent to organizations and groups active in the field of environment education and awareness and interested in participating in the Campaign. Individuals and unregistered Societies/ Trusts are not eligible for receiving financial assistance for this campaign.

*****Kindly note that the completed proposal in the prescribed format is to be sent only to RRA and not to the Ministry directly. Proposals submitted to the Ministry will not be considered.***

A set of Regional Committees constituted by the Ministry of Environment and Forests will appraise the proposals and decide the budgetary support for them. It is clarified that the decision to approve/ reject any proposal including the quantum of assistance to be provided is taken only by the Committee constituted by the Ministry. RRA has no role in this. The decision of the committee will be communicated to the Campaign participants by RRA.

The approved amount would be released to the participating agencies in two installments as follows:

- (a) First installment comprising 60% of the sanctioned amount would be released **against Bond or an affidavit.**
- (b) The second installment as the balance amount of the expenditure reported/amount sanctioned shall be released on receipt of activity report, utilization certificate and audited statement of accounts before the stipulated time.
- (c) Second installment of grant will not be released to the organisations failing to submit the required reports, utilisation certificates and audited statement of accounts within the stipulated time and in such cases the Bond or an affidavit furnished by such defaulting organisations will be encashed by the respective RRAs. In addition, such defaulting organisations will be blacklisted from receiving grants from the Government of India in future.

Timelines for Participating Organizations:

NEAC 2012-2013 would essentially be composed of a spectrum of short duration programmes for creating environmental awareness among the citizens of India.

1. The Campaign activities would be spread between **14.08.2012 to 15.11.2012**
2. All programmes should definitely be concluded by **15.11.2012**.
3. Projects that would most effectively reflect the theme of this year and woven around local environmental issues and problems and which succeed in emphasizing the importance of local citizen action in combating the same may receive priority while consideration by the Committee.
4. The use of non-conventional media and methods of creating environmental awareness would be welcomed.
5. The programme **MUST** have some action component that will ensure result in concrete action. However, projects aimed only at physical work to rejuvenate the environment will not be considered under this Campaign. Such programmes could well be a part of follow up efforts to be separately taken up.
6. Purchase of equipment or other fixed assets would not be granted financial support from the Ministry of Environment & Forests under this Campaign.
7. Projects that involve collaborative effort between more than one organization and which secure co-operation from local authorities, agencies etc. in advance would be viewed favorably.
8. RRA must be informed about the details of the programme including dates, venue etc. sufficiently in advance (at least 2 weeks). Failure to inform will result in non-payment of second installment.
9. A full report on each programme with photographs and news clipping (if any), together with Utilization Certificate an audited statement of accounts would have to be submitted by each participating agency receiving financial support from RRA latest by **14.12.2012 to the respective RRA**.
10. Financial assistance is provided under NEAC to various organizations to supplement their efforts and hence, the quantum of financial assistance usually ranges between **Rs.10,000/- and Rs.30,000/-**.

The last date for submission of complete Application form to the RRA is
May 25th, 2012

FOR OFFICE USE ONLY

Date Received

Batch & Sl. No.

Name & State

Status



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राष्ट्रीय पर्यावरण जागरूकता अभियान
**National Environment Awareness
Campaign 2012-13**

Regional Resource Agency for Rajasthan



Consumer Unity & Trust Society (CUTS)

D-217, Bhaskar Marg, Bani Park, Jaipur 302 016 (Raj.)

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MINISTRY OF ENVIRONMENT & FORESTS GOVERNMENT OF INDIA

ANNEXURE- 1

1. TARGET GROUPS

- Students/ Youth/ Teachers/ Women
- NGOs/ Voluntary Workers
- Farmers/ Rural Population
- General Public/ Social Workers
- Armed Force Personal
- Industrial Workers

2. SUB-THEMES

Under the NEAC program, sub-themes have been identified which serves to provide an indication on areas that may be covered through awareness and action programmes, but may not be limited to them only. The indicative list is as follows:

1. Critical, endangered and endemic species conservation
2. Conservation of critical and fragile habitats & corridors
3. Forest conservation
4. Wetlands conservation
5. Conservation of Mangroves & Coral Reefs
6. Land degradation & biodiversity
7. Conservation and promotion of Medicinal plants
8. Renewable energy - solar, wind, biogas, etc
9. Vermi-composting & organic farming
10. Agro forestry
11. Cultivation of Fruit trees
12. Germplasm conservation
13. Restoration of Grasslands
14. Livestock- indigenous breed conservation
15. Biodiversity conservation in Urban & peri-Urban areas
16. Maintaining people's biodiversity registers
17. Biodiversity & traditional knowledge and equitable benefit sharing
18. Biodiversity based traditional crafts
19. Biodiversity and sustainable practices (rainwater harvesting, use of eco-friendly bags, etc)
20. Sustainable Tourism
21. Gender in Biodiversity conservation

3. ACTIVITIES (These are indicative and others activists may be included)

3.1 AWARENESS ACTIVITIES

1. Workshops/Training Courses/Camps/Yatras/ Rallies
2. Public Meetings/ Exhibitions/ Competitions
3. Demonstration Projects
4. Preparation of Audio Visual Materials
5. Folk Media/ Street Theaters/ Festivals/ Science Fairs
6. Preparation / Use of CD- ROM & Other multi media tools

The MoEF encourages the participating organizations to make use of Science Express: Biodiversity Special to create awareness on Biodiversity issues. Itinerary of Science Express Biodiversity for 2012-13 could be seen, to see if the awareness activities of participating organization could make use of Science Express: Biodiversity Special

While the above activities could be used for creation of awareness, the proposals must also include an action-oriented component related to the issue identified, which would result in concrete action preferably involving local people, and in benefiting the community. **Proposals without action component would not be considered for assistance.**

3.2 ACTION COMPONENTS: (these are broad areas and are indicative, other activities related to biodiversity at the local level is encouraged)

1. Preparation of biodiversity registers for schools/villages/local areas
2. Promotion of Traditional medicinal practices
3. Establishment of seed banks and encouraging the farmers for in-situ conservation of seed diversity
4. Preparation and promotion of bio-pesticides
5. Promotion of organic manure and vermi-composting
6. Setting up of community reserves
7. Planting bio-diverse mix species/herbal gardens/kitchen garden and its maintenance

**NATIONAL ENVIRONMENT
AWARENESS CAMPAIGN
2012-2013**

(Proforma)

**REGIONAL RESOURCE AGENCY:
(RRA may print its address here)**



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**MINISTRY OF ENVIRONMENT & FORESTS
GOVERNMENT OF INDIA**

NOTES ON FILLING UP THE OPPOSITE PAGE

1. PROJECT TITLE

Please make it short and precise, indicating clearly the nature of the project.

2. IMPLEMENTING AGENCY

- a. Name and Address: Give full name and office address, telephone and fax no. and E mail ID if available
- b. Nature of Agency: indicate status of organization / whether a government institution registered / unregistered, Society/ Trust, University department/ School/ College, non-formal group, or any other category (please specify).
- c. Please furnish registration details (along with an attested copy of Registration Certificate), Memorandum of Association/Trust Deed, etc. and audited statement of accounts for last three financial years even if this has been done in earlier years. The project proposal will be considered only after the receipt of these documents. These documents need to be submitted in respect of non-government, academic and research institutions also.

कृपया आवेदन-प्रपत्र के साथ संस्था रजिस्ट्रेशन की प्रमाणित प्रति, संस्था के संविधान/ट्रस्ट डीड की प्रमाणित प्रति। पिछले तीन वर्षों की संस्था ऑडिट रिपोर्ट की प्रमाणित प्रति संलग्न करें। परियोजना प्रस्ताव उक्त दस्तावेज प्राप्त होने पर ही मान्य होगा। उक्त प्रावधान गैर सरकारी शैक्षणिक संस्थान एवं अनुसंधान संस्थान पर भी लागू होंगे।

3. Contact Persons

Give name(s) and office and home addresses of person(s) who can be contacted in connection with this project. Give telephone and fax no. if available.

4. Collaborating/Supporting Agencies

Give names of local authorities, organizations, government departments, etc. that will support the project or collaborate. Prior approval of such collaborating agencies should be obtained before listing them here. Proof of the consent of such agencies shall be attached.

1. PROJECT TITLE
(परियोजना का शीर्षक)

2. IMPLEMENTING AGENCY
संयोजक संस्था

a. Name and Address

नाम एवं पूर्ण पता, टेलीफोन/फैक्स/मोबाईल नं., ई-मेल/वेबसाइट

b. Nature of Agency

संस्था की प्रकृति/श्रेणी/वर्ग

3. CONTACT PERSON
सम्पर्क व्यक्ति

4. COLLABORATING/SUPPORTING AGENCIES
अन्य सहयोगी संस्था एवं एजेंसी

NOTE ON FILLING UP THE OPPOSITE PAGE

5. Project Details

- a. **Type of Project:** Indicate clearly and separately the awareness activities and the action component that the project would involve.

The **awareness activities** could be:

- Workshop/training course/camp
- Public meeting/ rally/jatha/Yatras
- Lecture/film show/AV show.
- Drama/street theatre/other folk media (specify)
- Competition/exhibition/ demonstration
- Advertisement/poster/banner campaign
- Preparation and use/distribution of resource material (publication, educational kits, posters, audio-visuals etc.).
- Use of Science Express- Biodiversity Special (SEBS)
- Other (specify)

The action component should be related to the theme of the proposal and should preferably involve the local community. The selected activity shall be related to the theme of the proposal. The action component could include:

- Preparation of biodiversity registers for schools/villages/local areas
- Promotion of Traditional medicinal practices
- Establishment of seed banks and encouraging the farmers for in-situ conservation of seed diversity
- Preparation and promotion of bio-pesticides
- Promotion of organic manure and vermi-composting
- Setting up of community reserves
- Planting bio-diverse mix species/herbal gardens/kitchen garden and its maintenance

- b. **THEME (S):** Describe the specific subjects of environmental concern that the project would address.

- c. **TARGET GROUPS:** Please indicate the section of society the project is aimed at, and the approximate numbers of people expected to be covered by the activities. Please use ANNEXURE-I for help.

- d. **LOCATION:** Indicate the proposed venues of each of the project activities.

- e. **DATES AND DURATION:** Indicate tentative schedules of each activity proposed, at each location.

5. PROJECT DETAILS

परियोजना की जानकारी

a. Type of project

परियोजना का प्रकार

(i) Awareness Activities

जागरूकता गतिविधियां

(ii) Action Component

भौतिक कार्य तत्व

b. Themes(s)

विषय

c. Target Groups

लक्षित समूह

d. Locations

स्थान

e. Dates and duration

दिनांक एवं कार्यावधि

NOTES ON FILLING-UP THE OPPOSITE PAGE

- 6. JUSTIFICATION:** Describe the objectives of the project. Indicate what environmental awareness / improvement benefits it aims to bring about

कार्ययोजना की सार्थकता/उद्देश्य

- 7. SUCCESS INDICATORS:** Specify clearly how the achievements /success of the project can be determined after its completion.

Success Indicators could be like the number of participants who have undertaken the following activities (and more!): Preparation of biodiversity registers for schools/villages/local areas; Promotion of Traditional medicinal practices; Establishment of seed banks and encouraging the farmers for in-situ conservation of seed diversity; Preparation and promotion of bio-pesticides; Promotion of organic manure and vermi-composting; Setting up of community reserves; Planting bio-diverse mix species/herbal gardens/kitchen garden and its maintenance. This could also include the Awareness activities and the no. of target audience addressed.

अपेक्षित उपलब्धियां एवं सफलताएँ के मात्रात्मक पैमाने (जैसाकि पौधारोपण की संख्या, बीज संग्रह केन्द्र, औषधि पौधों की पौधारोपण की संख्या, जैव विविधता संस्थान का रिकार्ड तैयार करना, वर्मी कम्पोस्ट तैयार करना आदि)

- 8. PLAN OF IMPLEMENTATION:** Provide a breakup of the stages in the implementation of the project, indicating clearly the time frame for each phase.

योजना के प्रत्येक चरण का ब्यौरा

- 9. FOLLOW UP:** Please describe what activities are planned as a follow up, to keep up the impact created by this project. Will your organization be able to support such follow up activity on its own?

परियोजना के प्रभाव को बनाए रखने के लिए बाद की गतिविधियां (फॉलो अप)। क्या आपकी संस्था यह कार्य स्वयं कर सकेगी?

- 10. PAST EXPERIENCE:** Please indicate whether participated in NEAC in the past. If yes, mention the years in which participated along with the grant sanctioned in each year. Also mention whether necessary documents like Utilization Certificate, Report of Activities and Statement of Accounts submitted or not.

राष्ट्रीय पर्यावरण जागरूकता अभियान में भाग लेने का पुराना अनुभव

6. JUSTIFICATION

कार्ययोजना की सार्थकता/ उद्देश्य

7. SUCCESS INDICATORS IN NUMBERS

अपेक्षित मात्रात्मक उपलब्धियां एवं सफलताएं

8. PLAN OF IMPLEMENTATION

योजना के प्रत्येक चरण का ब्यौरा

9. FOLLOW UP

परियोजना के प्रभाव को बनाए रखने के लिए बाद की गतिविधियां (फॉलो अप)। क्या आपकी संस्था यह कार्य स्वयं कर सकेगी?

10. PAST EXPERIENCE OF PARTICIPATING IN NATIONAL ENVIRONMENT AWARENESS CAMPAIGN (NEAC)

राष्ट्रीय पर्यावरण जागरूकता अभियान में भाग लेने का पुराना अनुभव

NOTES ON FILLING UP THE OPPOSITE PAGE

11. Resources to be provided by the Implementing Agency: Indicate what kind of facilities will be available with your organization for this project:

संस्था द्वारा उपलब्ध कराए जाने वाले साधन

a. Material and equipment

सामग्री एवं उपकरण

b. Financial:

वित्तीय सहायता

whether other sources of funding are available for the project :

Indicate quantum of funds available.

क्या परियोजना को अन्य स्रोतों से वित्तीय सहायता मिल रही है?

c. Resource persons and manpower

संदर्भ व्यक्ति एवं व्यक्तियों की संख्या

12. Budget: Please provide detailed break-up of estimated expenditure for each item of activities in respect of the awareness creation and action component separately and furnish explanatory notes where necessary. The break-up should include details of expenditure to be spent on preparation and distribution of Resource Materials. Conveyance and travel, food/refreshments, honorarium etc. since the activities under action component will be based on Shram Dan concept, no funds will be provided for payment of cost of hired labour.

बजट:- कृपया गतिविधि में किए जाने वाले खर्च का मदवार (जागरूकता एवं भौतिक कार्य) का अलग-अलग बजट तैयार करें।

13. Name of the Bank: Please provide complete name and address of the bank on which you would like Demand draft/Cheque to be made payable.

भुगतान प्राप्ति वाले बैंक का नाम एवं पता

11. RESOURCES TO BE PROVIDED BY THE IMPLEMENTING AGENCY

क्रियान्वित करने वाली संस्था द्वारा उपलब्ध करवाये जाने वाले संसाधन

12. BUDGET

बजट

(a) Awareness Component

जागरूकता अभियान

(b) Action Component

भौतिक कार्य

13. NAME OF THE BANKER

बैंक का नाम

Total Funds requested.

कुल अनुदान राशि

Rs. रूपए में _____

(in words) शब्दों में

Rupees रूपए

Date

दिनांक

Signature with seal of the Organisation

संस्था की मोहर सहित हस्ताक्षर

SUMMARY OF THE PROPOSAL FOR N.E.A.C. 2012-2013 THEME: “BIODIVERSITY CONSERVATION”

Name of RRA: Consumer Unity & Trust Society (CUTS), Jaipur

State/UT: Rajasthan

File No.:

Name and complete address of the Organisation (1)	Programme(s) proposed (2)		Project locations (3)	Funds requested (break-up in Rs.) (4)		Documents (5)		Recommendations of the RRA (6)	Recommendations of RRA about the proposal (7)
	Awareness component (2a)	Action component (2b)	(3)	For awareness activity (4a)	for action activity (4b)	Whether submitted all documents (mention documents) (5a)	Participation of NGOs during the last 4 years and amount sanctioned year wise (5b)		
Contact person and Phone No.	Seminar/ Workshop/ Training/ Camp/Rally/ Yatra	Preparation of biodiversity registers for schools/villages/local areas		Seminar/ Workshop / Training/Camp/ Rally/Yatra Rs.	Preparation of biodiversity registers for schools/villages/ local areas Rs.	RC	2008-09 Rs.	Credentials*	
	Pub. Meeting	Promotion of Traditional medicinal practices		Pub. Meeting Rs.	Promotion of Traditional medicinal practices Rs.	MOA/Bve Laws	2009-10 Rs.	Excellent (A+)	
	Competition/ Exhibition	Establishment of seed banks		Competition/ Exhibition Rs.	Establishment of seed banks Rs.	Audited Accounts for last 3 years		Good	Grant recommended by MoEF Committee
	Demonstration Project	Preparation & promotion of Bio-pesticides		Demonstration Projects Rs.	Preparation & promotion of Bio-pesticides Rs.	2011-12	2010-11 Rs.	Medium	Awareness Comp.
	AV Show			AV Show Rs.		2010-11		Average	Rs.
	Folk Media/ St. Theatre/ Festival/ Science Fairs	Promotion of organic manure & vermin-composting		Folk Media/St. Theatre/Festival/ Science Fairs Rs.	Promotion of organic manure & vermin-composting Rs.	2009-10	2011-12 Rs.	Performance in previous years NEAC, if participated	Action Comp.
	Resource Material/ Educational Kit	Setting up of community reserves		Resource Material/ Educational Kit Rs.	Setting up of community reserves Rs.		Note: Indicate if the applicant is defaulter i.e. whether UC, accounts statement, activity reports etc. are due for the earlier NEAC programme(s)		Rs.
	Use of CD-ROM & other multi-media tools	Planting biodiverse mix species/herbal garden/ kitchen garden & its maintenance		Use of CD-ROM & other multi-media tools Rs.	Planting biodiverse mix species/herbal garden/kitchen garden & its maintenance Rs.				
		Other (specify)			Other (specify) Rs.				
				Total Rs.	Total Rs.				

National Environment Awareness Campaign Year 2012-2013

- Organisation Code :
(Please fills in BLOCK letters only)
1. Organisation's Name :
2. Contact Person 1. :
3. Contact Person 2. :
4. Address :
5. Telephone No. :
6. Registration Year/Number :
7. Place of Registration :
8. Whether FCRA Registration (Yes/No) :
9. Working Area :
• No. of Villages :
• No. of Blocks :
• Name of District :
10. Number of Full Time Workers :
11. Number of Part Time Workers :
12. Annual Budget of Organization :
13. Funded by (Please tick) :
• State Government
• Central Government
• Foreign Donors/Any other
14. Participation in NEAC programme : Yes/No
15. If yes, the Type of Activities Undertaken (Please tick)
• Forestry
• Education
• Women's Development
• Health
• Water Resource Management
• Agriculture
• Animal Husbandry
• Child Development
• Other

S.No.	Year	Amount Sanction	Activities
1.	2002-2003		
2.	2003-2004		
3.	2004-2005		
4.	2005-2006		
5.	2006-2007		
6.	2007-2008		
7.	2008-2009		
8.	2009-2010		
9.	2010-2011		
10.	2011-2012		

16. Bankers Name :

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