



Kerala State Disaster Mitigation Fund – Proposal Submission Format

1	Title of the proposal		
2	Location proposed for implementation (District, Taluk, Grama Panchayath/Municipality, Place Name)		
3	Brief description of the work	Not more than 1500 words and maximum of 5 figures	
4	If research/capacity building programme, list out the deliverables	Deliverables must be measurable	
5	Expected benefit to the State/Community/Animals/Poultry/Environment/Forest	Not more than 1000 words with a maximum of 5 figures	
6	Financial Budgeting	Head	Amount (₹)
		Human resource cost (exclusively for the project period – not more than 3 years during the project period)	
		Computers, network devices, peripherals, observation equipment, perishables (chemicals, fertilizer, agents etc)	
		Civil construction (to be proposed in PRICE format attached to this document)	
		Operation and maintenance costs for a maximum of 3 years (Network	

		services and AMC of equipment)	
		Administrative costs (printing, social audit, rent (office space, vehicle, equipment) etc.	
7	Time budgeting (not more than 3 years)	Year	Deliverables
		1	
		2	
		3	
8	Proposed by (Name, designation, organization, email, Mobile number) If proposed by an NGO/CSO, the registration number, enrolment in the NITI Ayog https://ngodarpan.gov.in/ and proceedings of any DDMA of Kerala showing enrolment as IAG member is to be attached If proposed by DDMA, the minutes of the meeting of DDMA recommending the proposal should be uploaded If proposed by Office of KSDMA, blind review report of two external experts relevant to the domain should be uploaded		
9	If the proposal is for infrastructure development, Annexure 11 of the State Disaster Management Plan shall be filled and submitted along with the proposal by the proposing agency/individual/NGO		
10	Inception report (to be submitted by the executing agency in the 3 rd month after receiving funds)		
11	Mid-term report (to be submitted by the executing agency in the first month after half the project term)		
12	Mid-term review by Office of KSDMA (to be conducted in the first month after the expiry of half the term of project)	Report to be uploaded by KSDMA	
		Assessment level	
		Poor	Moderate Good
13	If 12 is poor or moderate, course correction recommended by Office of KSDMA for consideration of SDMF appraisal committee		
14	Decision of SDMF Appraisal Committee (if 12 is Poor or Moderate)		
15	Social Audit report (to be submitted within 3 months after closing the project)		
16	Final Report (to be submitted by the implementing		

	agency within 6 months after closing the project)	
17	Utilization Certificate (GFR12a) GFR2017.pdf (dst.gov.in)	
18	Audit Query/Objections/Paragraphs if any	
19	Reply to the audit remarks by the implementing agency	
20	Status of Audit Paragraph	

Annexure 11 of State DM Plan - Checklist for detailed natural disaster impact assessment

Name of Project		
Proposing department		
Location of the project	Latitude	Longitude:
Elevation		
Past history of disasters that have hit the proposed area or any location within 1 km radius of the proposed area (Type of disaster and year of occurrence)		
Depth of flood level (m)		
Type of project (Select from the ones below)		
Communications: towers, lines, building; Transportation: Roads, Railways, Bridges, Tunnels; Power: Power houses, sub stations, power lines; Water Resources: Dams, barrages, appurtenant structures, tunnels, river training structures, Canals; Habitations: townships- planning from the point of view of safety against hazards; Water supply and sanitation projects including water supply and sewer lines; Ports & Harbors; Building projects; Any other		
Hazards Risk to the project		Have the following been evaluated?
Probable maximum seismicity at site and site dependant seismic design parameters; Probable Maximum storm surge; Probable Maximum wind speed; Probable Maximum precipitation; Probable maximum flood discharge and level; Probability of occurrence of floods, earthquakes, landslides, mud flows, avalanches, cyclones, tsunamis		
Mitigation/Reduction of Risk	There are specific codes, manuals, guidelines etc. developed by Bureau of Indian Standards, NDMA, KSDMA and concerned organizations for siting, design, construction and maintenance of various types of infrastructures.	
Have the relevant BIS Codes and guidelines been complied with		
Have adequate safeguards to meet the risks of natural hazards as evaluated at Para 3 above been adopted		
Have an environmental and social impact assessment been undertaken?		
Has any study been made to assess the collateral damage probability of the project? [Major calamities may cause collateral damage such as damage to pipelines, storages of chemicals, peak maximum flood exceedance may result in dam break etc.]		

Does the project cross any natural waterways? If yes have adequate provision been made to not restrict natural flow of water?*	
<i>*Vide SRO. No. 828/2019 dated 8-11-2019, the Kerala Municipal/Panchayath Building Rules have been amended and Section 22 (4) has been inserted as follows "No construction shall be made to obstruct the natural drains and streams in a plot. Failure to comply with this instruction will invite penalization under Section 51 of the Disaster Management Act, 2005 (Central Act, 53 of 2005)".</i>	