



## **State Wetland Authority Kerala (SWAK)**

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### **CALL FOR PROPOSAL FOR REJUVENATION OF OPEN WELLS IN SASTHAMKOTTA LAKE**

The State Wetland Authority Kerala under Department of Environment invites project proposal in prescribed format on the topic “**Rejuvenation of open wells in Sasthamkotta Lake**”. The project has to be completed within a period of **6 months** in the panchayaths of Sasthamkotta, Mynagappally and West Kallada.

The guidelines and application form are available in the website of the Directorate of Environment & Climate Change ([www.envt.kerala.gov.in](http://www.envt.kerala.gov.in)).

Project Proponents are requested to submit three hard copies of the proposals for office use through Registered/Speed Post on or before 9/8/2019 to the office address given below and one electronic copy via email.

#### **For further details please contact:**

The Member Secretary  
State Wetland Authority Kerala,  
4<sup>th</sup> Floor, KSRTC Bus Terminal Complex  
Thampanoor, Thiruvananthapuram – 695 001  
Phone: 0471-2326264.

Email : [swak.kerala@gmail.com](mailto:swak.kerala@gmail.com), [swak.envt@kerala.gov.in](mailto:swak.envt@kerala.gov.in)

# Guidelines for the submission of proposal

## Introduction

State Wetland Authority Kerala (SWAK) under Department of Environment housed in the Directorate of Environment & Climate Change (DoECC), function as nodal authority for all wetland specific activities within the State. The authority also identifies mechanisms for convergence with regard to implementation of integrated management action plans of notified wetlands through various line departments; issue necessary directions for conservation and sustainable management of wetlands to the respective implementing agencies; undertake measures for enhancing awareness among stakeholders and local communities on values and functions of wetlands.

Centrally Sponsored Scheme - Implementation of the approved Integrated Management Action Plans (MAPs) of the three Ramsar sites Vembanad-Kol, Ashtamudi, Sasthamkotta is one of the impactful projects of SWAK.

Water withdrawal for supply to Kollam City and its suburbs forms the principal water use of Sasthamkotta. Any significant reduction in inundation regime directly impinges on water availability to meet this purpose, and is of immense significance to management. The increasing frequency of drastic shrinkages in inundation levels and dips in water levels has raised concerns of planners and decision makers on sustainability of such use.

The region around Sasthamkotta has phreatic as well as confined to semi-confined aquifers. The report from various studies reveals that the wells on the south-eastern margins of the Sasthamkotta lake were getting recharged by the lake, whereas the rest contributed water into the lake. The assessments further confirm significant surface-groundwater exchange which is critical for maintaining hydrological regimes of Sasthamkotta. In this context, as part of the implementation of Management Action Plan of Sasthamkotta lake under the component water management, Rejuvenation of open wells around Sasthamkotta lake is proposed. **The study has to be completed within a period of 6 months in the panchayaths of Sasthamkotta, Mynagappally and west Kallada.**

The objectives of this commissioned project, procedures for inviting/receipt and processing the proposals for funding, norms for funding, conditions of support and dissemination of the findings, are summarized as follows:

## Objectives

The objective of this project is as follows:

- Rejuvenation of 50 open wells around the grama panchayaths ( Sasthamkotta, Mynagappally and west Kallada) bordering Sasthamkotta lake.

- To explore the potential for rain water harvesting (recharge of wells) in the Sasthamkotta area.
- To identify probable sites, appropriate types and management techniques for the implementation of the project.

### **Who are Eligible**

Recognized Institutions/ R&D Centres/ Universities, and reputed non-governmental organizations who have background working experience in the project subject area/problems to be addressed.

## **Procedure for Submission, Appraisal, Monitoring and Review of the Proposals**

### **A) Submission of Proposals**

- Three copies of the proposal to be submitted in the prescribed proforma as available in the DoECC website (Annexure I), upon invitation to the designated office as detailed in the public advertisement, to be published as and when required.
- The proposal should clearly describe the problem to be addressed, methodologies involved, data sources, and physical and financial timeline including budget details with month wise split up.
- The project time lines, milestones, and an indication of the expected output and outcomes should be clearly depicted in the project proposal.
- The proposal should accompany required details of complete team of participants.

### **B) Scrutiny of the Proposal**

Proposals received will be duly acknowledged. The proposals will be examined in the Internal Screening Committee. Incomplete, diffused, repetitive and/or superfluous proposal(s) shall be rejected at this stage. The Internal Screening Committee can call for a presentation of the proposal, if necessary.

### **C) Date of Commencement of Project and Duration**

**The duration of the project is 6months and the report should be submitted within the next month.** The project becomes operative with effect from the date of receipt of the first installment by Draft/NEFT/RTGS transfer by the implementing Institution. This date should be intimated by the Institution/ authorities/ Principal Investigator to the SWAK

within 15 days from the receipt of fund. Extension of the project shall not be permitted. If the project is not completed within the stipulated time, the entire project cost with interest as per the existing government approved rates should be remitted to SWAK.

#### **D) Release of Funds**

The applicant institution shall execute an agreement with regard to the acceptance of the conditions for taking up the project as per the terms and conditions prescribed by SWAK. The full text of Terms and Conditions shall be appended to the agreement.

The sanction order will indicate the budgetary allocation for the duration of the project under various heads. The total funds will be released in 2 installments in the order of 70:30.

After receipt of the undertaking, the first installment of funds (70%) will be released to the institution. The second installments, ie, 30% will be disbursed after the submission of draft final report, UC (KFC Form 44) and ES and field inspection by SWAK.

The implementing institution shall maintain a separate bank account exclusively for the project and it should be reported to SWAK and the interest accrued should be reflected in the Statement of Income & Expenditure.

The draft final technical report, the audited Statement of Expenditure and the Utilization Certificates (KFC Form 44) to be submitted 1 month prior to the completion of the project duration.

#### **D) Acceptance of the Final Technical Report**

The Principal Investigator has to submit the draft Final Technical Report (FTR) (1 copy) to the SWAK before the completion of the project along with other useful deliverables such as raw data, video clips, photos, digital data information including geospatial files. The applicant institution is bound to incorporate all the suggestion of the technical/scrutiny committee in the Final Report. Based on the recommendation of the Technical Committee/Scrutiny Committee, the SWAK would undertake the final acceptance of the Final Technical Report and, thereafter, the final settlement of accounts and closure of the project would be done.

**APPLICATION PRO FORMA**  
(To be filled in by the Principal Investigator)

1. Title of the Project :
2. Name and Designation of the Principal Investigator :
3. Name and Designation of the Co-investigators :
4. Postal Address of the Principal Investigator and Co-investigator :  
(including e-mail id and Contact Number)
5. Name of the institution(s)/organization(s) in which the project will be carried out:
6. Name of co- institution(s)/Organization(s) involved in the project:
7. Geographic location of project site (latitude and longitude), wherever applicable :
8. Participation of public and private sector and/or other government ventures:  
(Please give details regarding sharing of work components, cost and outputs, including implementation arrangements, and modalities of achievement of the envisaged objectives against the stated milestones of work)
9. Duration of the Project :
10. Total amount of assistance required :
11. The detailed project proposal consists of the following :

**Part I** – An Abstract, not exceeding one page, describing the background, objectives, methodology and figures of quarter-wise budget and keywords (six words)

**Part II** – should contain the following

- a) Previous experience
- b) Objectives
- c) Detailed methodology
- d) Month-wise work plan
- e) Socio-economic and environmental relevance of the project

- f) Expected and other physical outcomes of the project
- g) Agencies which can utilize the results of the project
- h) Component-wise justification of the costing of the project

**Part III - Project budget in the prescribed format**

<b>PROJECT BUDGET</b>			
<b>A.</b>	<b>Salaries and Wages</b>		<b>Total</b>
1.			
Grand Total			
<b>B.</b>	<b>Consumables</b>		
			Amount
<b>C.</b>	<b>Travel</b>		
<b>D.</b>	<b>Contingencies</b> (this head may include items such as hiring services, preparation of documents etc.)		
<b>E.</b>	<b>Other project Costs, if any (specify please)</b>		
<b>Grand Total : (A+B+C+D+E)</b>			

(Justification for amounts proposed under each activity head must be furnished with a view to justify its need and relevance to the project).

**Part IV) Time line of the project**

Place  
Date

Signature  
Name & Address of investigator

counter signed by  
The Head of the institution  
(Seal)

**COVERING LETTER FOR APPLYING FOR PROJECT:**  
“.....”

To

The Member Secretary  
State Wetland Authority Kerala  
4<sup>th</sup> Floor, KSRTC Bus Terminal Complex  
Thampanoor, Thiruvananthapuram-695001

Sir,

The project entitled“.....” is forwarded herewith.

It is certified that the same project or project with similar objectives has not been submitted to any other funding agency by the Investigator.

We have carefully read the guidelines of sanctioning the project and agree to abide by them.

The organization will provide all necessary infrastructural facilities (both laboratory and administrative) if the project is sanctioned.

The organization is fully responsible in regard to matters pertaining to the project.

Yours faithfully,

(Principal Investigator)

(Registrar/Director/Head of the Institution)

Date.....

Place.....