

Annexure - I

Format for Appraisal of the Department

(To be forwarded along with the detailed proposal for funding under TANII)

1	GENERAL INFORMATION	
1.1	Project Title	
1.2	Name of the Secretariat Department	
1.3	Name of the implementing agency (Please refer para 2 (II) of G.O.(MS)No.69)	
1.4	Sector	
1.5	Has this project or a similar project been appraised by the State Planning Commission in previous rounds from your Department? If yes, details to be annexed	Yes/No
2	PROBLEM STATEMENT	
2.1	<p>Describe the scope of the problem that is being addressed through this proposal.</p> <p><i>Summarize the problem with relevant details within 2-3 paragraphs.</i></p>	
2.2	What is the geographic, organizational, and cultural context for the problem? Who does the problem impact and how does it impact them?	
2.3	<p>Please share any data, studies or articles that you have referred to, to support/evidence this problem statement.</p> <p><i>This could also be data from your department's work at the grassroot level or from any published journals.</i></p>	
2.4	Can this problem be addressed through the regular department budgets?	Yes/No
2.5	<p>If no, please describe why is this problem unique and requires an innovative solution</p> <p><i>You may wish to describe why this cannot be considered by the regular departmental budgets and requires budgets from Special Initiative. Is the problem being addressed important enough to warrant an 'innovation'? (for instance, identification of a gap in the existing services or an issue not tackled so far, but needs to be addressed)</i></p>	
2.6	What is the source of the proposed solution?	a. Department b. Department along with knowledge institution c. Other (Please elaborate)

2.7	<p>Are there any alternative solutions for the proposed challenge? If yes, has the department explored them?</p> <p><i>Please explain examples of different ways of approaching the problem that you may have explored before arriving at the proposed solution.</i></p>	
3	PROJECT DETAILS	
3.1	<p>Describe the innovation solution that is being proposed to address this challenge</p> <p><i>Not more than 150 words.</i></p>	
3.2	<p>Please select the type of innovation involved in your project</p>	<p>New/Novel/Unconventional/Creative Intervention/Approach/Organizational Model/Operational Process/Service to tackle the identified issue/problem that would lead to a substantial improvement in developmental/governance outcomes</p>
3.3	<p>Please share any successful case studies of similar innovation that you may have referenced.</p>	
3.4	<p>Does the proposal include a project implementation plan with a time schedule. If yes, please share it as an annexure to the proposal.</p>	Yes/No
3.5	<p>If no, please share the tentative date by when this will be submitted</p>	
4	PROJECT OUTCOMES	
4.1	<p>Describe the economic benefits proposed through the implementation of this project</p> <p><i>Not more than 100 words</i></p>	
4.2	<p>Is the project scalable through your department on successful implementation of the pilot?</p>	Yes/No
4.3	<p>If yes, indicate the department's plans</p>	
4.4	<p>Does the project include continued financial sustainability plans after the TANII funding period?</p>	Yes/No
4.5	<p>If yes, indicate the departments plans</p>	
5	FINANCIAL	

5.1	Please mention the total project budget requirement in rupees.	
5.2	Please indicate the project duration <i>(Minimum of 1 year and Maximum of 3 yrs allowed)</i>	
5.3	Other sources of funding if available	
5.4	Cost of the machinery included in the project	
5.5	Percentage of the Machinery cost to the project cost	
5.6	Cost of the Computers and Accessories included in the project	
5.7	Percentage of the Computers and Accessories included in the project	
5.8	Is the purchase of new machinery indispensable for implementation of the project?	Yes/No
5.9	Cost of experts / consultants included in the project cost	
5.1	Percentage of the Cost of experts / consultants to the project cost	
5.1 1	Is the budgetary support requested under the proposed innovation within the prescribed ceiling of Rs.10 crores and proposed annual expenditure within the limit of Rs.5 crores?	Yes/No
5.1 2	Does the proposal include break up of budgets as Capital Expenditure and Revenue Expenditure? <i>Please note that all TANII projects are required to submit this break up as the funds will be sanction through separate head of accounts.</i>	Yes/No
5.1 3	If no, please share the tentative date by when this will be submitted	
6	Others	
6.1	Does the project require Statutory clearances	Yes / No <i>(if 'Yes', the details should be furnished)</i>
6.2	Statutory clearances obtained	Yes / No <i>(if 'No', the reasons to be furnished)</i>
6.3	Assessment on possible risks and challenges	Yes / No
6.4	Does the project have linkages with similar projects?	Yes / No
6.5	Further steps need to complete project preparation	
6.6	Resources required to complete the project preparation process <i>(Please detail: need to engage consultants including transaction advisors)</i>	
6.7	Role on responsibilities of involved parties	

**Please add/modify lines items (only horizontal) as per requirements of your proposal*

**No table should be left blank, unless there is no line item of expenditure in the said table*

**Estimates to be enclosed as per tender transparency act*

**Please note that all TANII projects have an upper cost limit of INR 500 lakhs per year and INR 1000 lakhs overall*

TABLE III: Capital Expenditure

CAPITAL EXPENDITURE						
S.No	Item description	Specification	Reference Schedule Rate (PWD, SSR, FSR, ELCOT, etc.)	Rate Per Unit	Quantity	Total Cost
1						
2						
3						
Total						

**Please add/modify lines items (only horizontal) as per requirements of your proposal*

**No table should be left blank, unless there is no line item of expenditure in the said table*

**Estimates to be enclosed as per tender transparency act*

TABLE IV: Revenue Expenditure

REVENUE EXPENDITURE						
S.No	Item description	Specification	Reference Schedule Rate (TNeGA, ELCOT, etc.)	Rate Per Unit	Quantity	Total Cost
1						
2						
3						
4						
TOTAL				0	0	0

**Please add/modify lines items (only horizontal) as per requirements of your proposal*

**No table should be left blank, unless there is no line item of expenditure in the said table*

**Estimates to be enclosed as per tender transparency act*

**For Manpower expenditure please include details on purpose and period of engagement.*