

**T-15011/9(1)/SDHS (Training)/Proposals/2024-25**

भारत सरकार  
वस्त्र मंत्रालय  
कार्यालय विकास आयुक्त (हस्तशिल्प)  
(हस्तशिल्प कौशल विकास अनुभाग)

पश्चिमी खंड संख्या-VII, आर .के. पुरम,  
नई दिल्ली 110066  
दिनांक- 05/01/2024

**Subject: - Inviting Proposals for undertaking projects under Skill Development in Handicrafts Sector Scheme during FY 2024-25 – reg.**

The office of the Development Commissioner (Handicrafts), Ministry of Textiles, Government of India is implementing the Skill Development in Handicrafts Sector Scheme under National Handicrafts Development Programme (NHDP).

In this regard, this office is inviting proposals/applications from eligible agencies for the following activity: **Guru Shishya Hastshilp Prashikshan Program**

Interested eligible agencies are advised to study the scheme guidelines carefully and submission of the proposals shall be deemed to have been done with full understanding of the assignment.

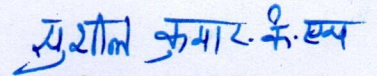
For complete details of the above initiative, including details on financial parameters, funding pattern, eligibility criteria and other terms and conditions of the proposals, please refer to the scheme guidelines attached at **Annexure-I** and available on the website [www.handicrafts.nic.in](http://www.handicrafts.nic.in).

**Govt. Agencies/Corporation/NGOs/other eligible agencies must submit their proposals from 05.01.2024 to 21.01.2024 through online mode.**

All Agencies except NGOs may submit the proposals in prescribed proforma attached at **Annexure - II** along with all supporting documents in soft copy in a single pdf to the Assistant Director (HSC) concerned **within the above-mentioned period. All the Assistant Directors concerned must forward the proposals with remarks as Recommended / Not Recommended on or before 31.01.2024. The proposals sent earlier without any invitation or received after the last date of this notice and submitted directly to HQs without concerned HSC recommendations will not be entertained.** Incomplete proposals without the mandatory enclosures and proposals that are not recommended within due date will also not be considered.



1. Criteria on behalf of which selection of implementing agencies would be considered for FY 2024-25 for sanctioning Grant in Aid:
  - a) Govt agencies would be given top priority (govt agencies may apply proposal as per annexure-II to the concerned HSC office that may be received to HQs office on or before 31.01.2023).
  - b) Priority may be given to the agency's application for uncovered/ endangered/GI or any other odd crafts.
  - c) Applications for aspirational/ uncovered districts.
  - d) Applications for SC/ST/Women category artisans.
  - e) Application for registered district or neighboring districts.
  - f) Agencies with old pendency for previous FY's would not be given any priority.
  - g) Unfilled column in application or filled with unjustified/wrong information would be rejected.
  - h) The decision regarding the selection of Implementing agency would be final and unobjectionable at the end of HQ office committee.
2. All clarifications or corrigendum/updates, if any, will be published in the above-mentioned official websites only.



(सुशील कुमार के एस)

सहायक निदेशक (हस्तशिल्प कौशल विकास अनुभाग)



**DESIGN & SKILL DEVELOPMENT IN HANDICRAFT SECTOR****2.1 INTRODUCTION**

Handicrafts are known for their aesthetics, associated traditional values, uniqueness, quality and craftsmanship. The traditional knowledge and craft practices are commonly passed down from one generation to another through natural learning. However, with the advent of new tools & technology, the process of craft learning has changed dramatically. Standardized production processes, skilled manpower, design database for handicraft products, quick & efficient prototyping, communication skills and other soft skills have become indispensable requirements for the ever-changing handicraft sector. The sub-scheme "Skill Development in Handicraft Sector" has been conceptualized to fulfil these requirements and has the following two major sub heads:

**B) TRAINING**

3) Guru Shishya Hastshilp Prashikshan Program

**B. TRAINING:****2.4 GURU SHISHYA HASTSHILP PRASHIKSHAN PROGRAM (GSHP)**

The scheme objective is to transfer the traditional craft knowledge from the master craftsperson (Guru) to the new generation artisan (Shishya) in order to bridge skill gap & fulfil market demand. This shall be achieved through imparting technical and soft skill training and shall create a trained workforce in the Handicrafts sector.

**2.4.1 Duration and Participation**

- The duration of training program will be according to hours mentioned in the list of National Skill Qualification Framework aligned courses approved by National Skill Development Corporation, Ministry of Skill Development and Entrepreneurship and or Samarth training courses.
- The batch size of training program shall be 20-30 artisans depending upon the need. Any artisan having PAHCHAN identity card in relevant craft is eligible for participating in the training program.

**2.4.2 Financial Assistance**

The expenditure heads for sanctioning the grant in aid are as under:

S. No.	Expense Head	Maximum Permissible Assistance
a)	Space rent and Training related tools and equipment	Rs. 70,000 per programme for tools and equipment 7,500 per month space rent
b)	Wage compensation to artisans	Rs.300/- per day per trainee
c)	Expense of one empanelled Master Craftsperson	Rs. 30,000 per month and an additional amount of Rs. 4000/- as TA for outstation* MCP at a time
d)	Compensation for wastage of raw material	Rs. 60/- per day per trainee
e)	Rental for carpet looms (if applicable)	Rs. 1000/- per loom per month for max 5 looms
f)	Miscellaneous expenditure	5% of total (a) to (e)
g)	Administrative charges	3% of the total project cost from (a) to (f)

\* Here outstation may refer as the place outside the district where programme will be conducted.



## Annexure - II

### PROFORMA FOR PROPOSAL UNDER SKILL DEVELOPMENT IN HANDICRAFTS SECTOR:

#### Organization profile: -

1.	Name of the organization	
2.	Type of organization (Government or Non-Government)	
3.	a) Organisation Permanent address and communication details (including official email)	
	b) Organisation Correspondence Address	
4.	a) Registration number, and.	
	b) date of registration	
	c) Validity status of registration	Yes/No
5.	a) NITI Aayog Darpan ID	
	b) PFMS Unique ID	
	c) Validity Status of DCH-empanelment	Yes/No
6.	a) Name & designation of Chief functionary with telephone/mobile no	
	b) Chief functionary e-mail	
7.	a) Name of Nodal officer with telephone/mobile no	
	b) Nodal officer e-mail	
8.	Experience in undertaking developmental interventions in the Handicraft sectors (chronological order)	

#### Project/Scheme Details: -

9.	Name of the scheme component	1. Guru Shishya Hastshilp Prashikshan Program (GSHPP)
10.	a) Craft	
	b) Venue	
	c) State	
	d) District	
11.	Course details (As per NSQF aligned courses in case of GSHPP & CSUP)	



	a.) Batch Size for DDW/GSHPP/CSUP	
12.	a.) Batch Size for ITDP	
	b) Category of beneficiaries	Open/SC/ST
13.	Financial Implications (component/tool wise financial breakup to be annexed)	
<b>List of documents to be attached (self-attested copies): -</b>		
<b>Page No. of attachment to be indicated</b>		
14.	Registration certificate	
15.	Memorandum of Association & bye-laws certified by appropriate authority.	
16.	Audited balance sheet (by Chartered accountant) for the last three financial years.	
17.	Copy of Annual report for the last three years.	
18.	Office bearers of the Organization with their Full name Complete Postal address, Ph, /Mob No. and E-mail.	
19.	Bank details of the organisation	
	a) Account Number	
	b) Name in Bank Account	
	c) IFSC code	
	d) Branch	
	e) PAN/TAN	
	f) Bank Mandate	
20.	Affidavit regarding: a. Majority of members of governing body do not belong to the same family. b. Details of the members having membership in any other society registered anywhere in India. c. That Organization is not involved in any corrupt practices and has not been black-listed by any central/state agencies. d. That organization is a non-profit making organization.	



**Certified that:**

1. ☐ No financial assistance has been received from any other source for the same purpose.
2. ☐ Provisions of the scheme have been fully understood and the organisation will take the responsibility for successful completion of the project as per scheme guidelines and relevant GFR.
3. ☐ All infrastructural & human resources are available with the organization to conduct the programs as per scheme.
4. ☐ There is no duplication of efforts within existing schemes of the Ministries.
5. ☐ The organisation is registered with Public Finance Management System (PFMS) and will adhere to provisions of the Department of Expenditure in this regard.

Date:

e-Signature of Authorized Person

Name  
designation