

Kolkata Urban Services for the Poor



Guidelines for Accessing KUSP Health Fund by ULBs during the year 2008-09

CHANGE MANAGEMENT UNIT

Guidelines for Accessing KUSP Health Fund by ULBs
during the year 2008-09

The allotment for KUSP Health Fund for 2008-09 is enclosed in **Annexure 1**.

The KUSP Health Fund can be used by the ULBs in different interventions towards improving Health Service improvement for which there are projects / interventions proposed in the DDP and ADP (2008-09). The following steps have to be followed:

1. A Detailed Project Report for each of the schemes is to be prepared.
2. The DPR should contain items as listed out in **Annexure 2**.
3. A maximum of 70% of total project cost can be utilized for construction activities and /or procurement of Ambulance, equipment and furniture. Also 70% of yearly allotment can be utilized for this purpose.
4. In case of construction activities the drawing, design and cost estimate is to be approved by the Engineering Expert of CMU.
5. Fund cannot be utilized for purchase land, vehicle excepting Ambulance.
6. CMU will accord Administrative Approval and Financial Sanction (AA&FS) to ULBs for taking up activities based on Detailed Project Report (DPR) after verification with DDP and ADP.
7. The total expenditure shall not exceed its allotment.
8. The health activities under KUSP can only be started after receipt of Administrative Approval and Financial Sanction of CMU.
9. The scheme should be submitted to CMU within **31.07.2008**. The allotment of the ULBs, who will not submit the schemes within 31.07.2008, will lapse and this allotment will be diverted to other ULBs.

Annexure - 2

THE DETAILED PROJECT REPORT (DPR) SHOULD CONTAIN THE FOLLOWING :

1. Cover page

2. Executive Summary:

Among others it shall contain reference of the provision made in the DDP (financial plan) and ADP (financial plan) in terms of Volume no./chapter no./page no. etc.

A copy of the relevant page of DDP and ADP is to be enclosed along with DPR.

3. Project Details:

- a. Name of the scheme
- b. Objectives
- c. Beneficiaries,(*Please indicate how many beneficiaries will be covered in the project.*)
- d. Justifications
- e. Value of the scheme
- f. Detailed estimate of the scheme in tabular form as given below

Sl. No.	Activity	Sub-Activity	Likely start date	Likely end date

- g. Cost Sheet – Activity and Sub-Activity wise cost is to be estimated.
- h. Requirement of Fund – Sources for funding
- i. Outputs (In measurable terms)