KUDUMBASHREE
as an
Appraisal agency

DDU-GKY
Kudumbashree Style of Appraisal & Project Sanctioning

- Based on the need assessment, Kudumbashree floats an EoI.
- Initial Screening done by Kudumbashree for the applications received – within 10 days
- Verify the uploaded documents in ERP and accepts/reject the application.
- QA process is done by visiting the HQ of the applicant and consortium partner – 15-20 days.
- Pre-PAC meeting held for the qualified Agencies - 5 – 10 days
- Submit QA report to the PAC
- Conduct PAC and sanction the project – 1-2 days
- Issue sanction order and Sign MoU - 5-7 days
- Release first instalment after collecting BG – 1-2 days
Current Process of Appraisal & Project Approval

1. **Floating of EoI**
   - DDU-GKY Cell of Kudumbashree

2. **Initial Screening**
   - Appraisal Manager of DDU-GKY

3. **Visit to Head Office**
   - Visit to Training Centres
   - Verify original documents
   - Appraisal team of DDU-GKY

4. **Submission of QA Report to PAC**
   - DDU-GKY Cell

5. **Issue Sanction order and Sign MoU**
   - DDU-GKY Cell

6. **Conduct PAC and approve projects**
   - SLCC of DDU-GKY

7. **Pre-PAC Meeting**
   - DDU-GKY Cell

8. **Release of 1st instalment**
   - DDU-GKY Cell
### Review of Appraisal done by Kudumbashree

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Fin. Year</th>
<th>No. of Initial Screening done</th>
<th>No. of QA done</th>
<th>No. of QA cleared</th>
<th>No. of Prjts approved by PAC</th>
<th>Target requested</th>
<th>Target recommended by QA team</th>
<th>Target awarded by PAC</th>
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<td>2016-17</td>
<td>20</td>
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<td>2018-19 (PAC -1)</td>
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<td><strong>55,322</strong></td>
<td><strong>35,750</strong></td>
<td><strong>34,973</strong></td>
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Proposed Process of Appraisal in other States

- Signing of MoU between Kudumbashree and concerned SRLM

- Floating of EoI by concerned SRLM

- Initial Screening of applications (SRLM/Kudumbashree) - within 10 days from application submission

- Qualitative Appraisal of Proposals – 30 days from IS

- Submission of QA Report to concerned SRLM - 10 days from QA

- Attend the PAC - As per the schedule
Structure of Appraisal System

- Executive Director, Kudumbashree
- DDU-GKY Cell, Kudumbashree
- Appraisal Manager, DDU-GKY
- Documentation Specialists (3 Nos.)
- Panel of Chartered Accountants (3 Nos.)
- Field Co-ordinator (one/state)
- Industry Expert and SME
- Appraisal Team comprising Team Leader & Project Experts
- Appraisal Co-ordinator
Schedule of Appraisal Team Formation

Important Initial Screening Documents

- Self-certification for training institution
- Proof for ITR acknowledgement
- CA Certificate of Statutory Auditor/ Annual Auditor, supported by Balance sheet and Profit and Loss account statement
- Scanned copy or the Screen-shot of the NEFT/RTGS transaction made for application fee
- Letter of Intent from Potential Employer(s)
- Registration Certificate as Legal entity of the Outsourcing Partner
Important QA Documents

- Experience of Promoters and Management Team
- Employer Engagement: Interaction with Candidates
- Training of Trainers
- Salaries of Trainers
- Internal In-service training experience
- Proposed courses
- Review data of past employment
- Placement Support (LoIs)
- Management Information System (MIS)
- Quality Assurance & Internal Audit Mechanism
- CIBIL Score
- Net Working Capital
- Auditor Comments in Audited financial statements
- Debt Servicing Capability
- Statutory Payments and Returns
Important Interactions during QA Visit

- Interaction with
  - Promoters/Investors
  - Top management
  - Project team
  - Existing trainers
  - Employers/Job providers
  - Placed candidates
  - Candidates undergoing training
  - Consortium partner
Thank You