

MANUAL

ON

URBAN INFRASTRUCTURE DEVELOPMENT FUND (UIDF)

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1. Introduction

1.1. Urban Infrastructure

Urban infrastructure in India refers to the basic physical structures, facilities and services needed for the functioning of cities and towns. It includes roads, bridges, water supply and sewage systems and area development projects. The state of urban infrastructure in India is a major challenge, with many cities facing issues such as traffic congestion, air and water pollution, and inadequate housing and public services. The Indian government has launched various initiatives and programs aimed at improving urban infrastructure and ensuring sustainable development.

1.2. Genesis of UIDF

In the budget speech 2023-24, Union Finance Minister made the following statement for establishment of UIDF:

“Like the RIDF, an Urban Infrastructure Development Fund (UIDF) will be established through use of priority sector lending shortfall. This will be managed by the National Housing Bank and will be used by public agencies to create urban infrastructure in Tier 2 and Tier 3 cities. States will be encouraged to leverage resources from the grants of the 15th Finance Commission, as well as existing schemes, to adopt appropriate user charges while accessing the UIDF. We expect to make available Rs 10,000 crore per annum for this purpose.”

1.3. Objective of UIDF

UIDF aims to supplement efforts of the State Governments for urban infrastructure development works implemented through Public/State Agencies, Municipal Corporations, Urban Local Bodies in Tier 2 and Tier 3 cities by providing a stable and predictable source of financing. It allows for pooling of resources and expertise, enabling creation of comprehensive infrastructure solutions that address the unique needs of each urban area.

1.4. Use of Manual

The purpose of this Manual is to provide a comprehensive understanding of how UIDF loan is extended to the eligible entities. The Manual has been developed from the existing policy and procedural instructions. This Manual will help further define the NHB's policy under UIDF and serve as a primary reference source. The policies outlined herein are intended to be general in nature and will be supplemented by related guideline and clarifications issued from time to time, which will contain implementing details.

2. Policy

2.1. Target Cities for UIDF

To address the problem of skewed regional development, UIDF will focus on cities/ULBs in the population group 50,000 to 9,99,999* as per the latest census data (currently 2011 census), covering about 40% of the urban population. Thus, UIDF would focus on mid-sized cities with the potential to develop into regional economic hubs, while keeping the metropolitan and mega cities outside its scope.

a) Cities with a population between 50,000 to 99,999 are categorized as Tier 3 cities.

b) Tier 2 cities will comprise those with a population size between 1 lakh to 9,99,999.

*Urban areas with population upto 50,000 are covered under RIDF.

2.2. Normative Allocation

2.2.1 NHB will make normative allocation of funds to the respective states/UTs, based on the population of the eligible cities/ULBs of each states/UTs, under UIDF. The list of eligible cities/ULBs will be shared by NHB with all states & UTs separately, as & when needed.

State wise allocation of corpus shall be on the basis of urban population in the cities as per latest census data (currently 2011 census) as:

$$\text{Ratio of State wise corpus} = \frac{\text{Urban population in state in eligible towns or cities}}{\text{Total population in eligible town or cities in the country}}$$

2.2.2 On finalization of the state wise Normative Allocation of a tranche (rounded off to nearest Lakh of Rupees) subject to the overall borrowing limit of State, NHB will communicate the same to Chief Secretaries of States/UTs. The State Governments are expected to collate and prioritise the list of eligible projects to be funded under a particular year/ tranche of UIDF with approval of respective state level committee, i.e., State- level Technical Committee / High Powered Steering Committee. States may designate any of the existing committee or, constitute a committee for the purpose of scrutiny and prioritization of eligible proposals under UIDF.

2.2.3 A mid-term review of utilization of Normative Allocation by each State will be conducted in the month of February every year and thereafter the excess demand of any State/UT over and above its normative allocation would be considered by NHB on first-come-first-served basis. The re-allocation of unutilized funds will be based on the same criteria of population of such states and depending upon the key parameters viz., initial normative allocation, volume and value of pending viable projects submitted by states, utilization level of sanctioned amount, availability of borrowing power. Such reallocation may be done subject to a minimum of Rs.5 crore per state; Rs. 1 crore for North East (including Sikkim) & Hilly States (Uttarakhand, Himachal Pradesh and UTs of J&K and Ladakh).

2.3. Phasing

The implementation phase for projects sanctioned is spread over 2-5 years, varying with the type of the project and also the location of the State. As against maximum phasing period upto 3 years for normal projects, a phasing period upto 5 years is permitted for projects from North East (including Sikkim) & Hilly States (Jammu & Kashmir, Ladakh, Uttarakhand & Himachal Pradesh).

2.4. Eligible Activities

2.4.1 Eligible Activities for UIDF shall be aligned to the Missions and programmes of the Ministry of Housing and Urban Affairs. These may focus on basic services like sewerage and Solid Waste Management, water supply and sanitation, construction and improvement of drains/storm water drains, etc. Impact-oriented projects may be prioritised. Availability/completion of acquisition of land for any project would be mandatory for funding under UIDF.

2.4.2 The eligible activities are classified under three broad categories i.e., (i) Water supply and Sanitation, (ii) Urban connectivity and (iii) Urban area development.

2.4.3 The list of eligible activities would be as below:

Water supply and Sanitation

- Watersupplynetwork(new/augmentation/ rehabilitation)
- Construction and improvement of drains/ storm water drains
- Sewerage network (new/augmentation/ rehabilitation)
- Sewage treatment plants – secondary/ tertiary treatment
- Comprehensive projects of pay and use toilets, operated, and managed by private sector
- Solid Waste Processing Plants (new/ augmentation)

Urban Connectivity

- Roads (excluding maintenance works), within area development projects with provision for all utilities to be taken through an underground conduit
- Over bridges, grade separators, underpasses

Urban Area Development

- Electric/gas crematorium
- Comprehensive Area Development Projects
 - o Local Area Plan for de-congestion
 - o Heritage conservation
 - o Transit Oriented Development for creating dense, mixed- use developments near public transportation
 - o Town Planning Schemes for greenfield development
 - o Parks with open Gym not involving major construction work
 - o Health & Education Institutions

2.5. Negative List of Activities

The fund shall not be utilized for any type of maintenance works or for administrative / establishment expenses. Further, Housing, Power & Telecom, Rolling Stock like buses and trams, Urban Transport shall remain out of the purview of UIDF.

2.6. Nodal Department in States & access of funds

2.6.1 Borrowings under UIDF shall be governed by Article 293 (3) of the Constitution of India, i.e., within borrowing powers of the State from the market and financial institutions during a financial year. Hence, Finance Department of respective States shall be the Nodal Agency for all activities under UIDF.

2.6.2 Funds under UIDF shall be available for both new projects and for ongoing projects. State Governments / State Government sponsored organizations shall ensure that the funds disbursed under UIDF are used against fresh capital investment and not for repayment of the existing loans. An undertaking to this effect shall be given by the respective State Governments.

2.6.3 For smooth administration of UIDF, States may designate a specific account and inform details thereof to NHB for credit of UIDF loan proceeds. In turn, Finance Department of the State may release funds to respective implementing agencies in respect of each project.

2.7. Eligible Amount

2.7.1 The eligible loan amount for financing under UIDF will be based on the size of project and geographical location of the project. Percentage of project cost that can be considered for various projects under UIDF will be as below:

Size of Project	Other than NE and Hilly States	NE and Hilly States
5 – 10 crores*	90%	95%
>10 - 50 crores	85%	90%
>50 - 500 crores	75%	85%

*Rs. 1-10 crores for North-East & Hilly States.

Maximum loan amount / exposure limit under UIDF for any new or ongoing project shall be restricted to ₹ 100 crore.

2.7.2 Pre-appraisal expenses such as expenses incurred on project preparation, cost of technical surveys, etc., are allowed upto 0.5% of the UIDF loan eventually sanctioned, provided the same are outsourced.

2.7.3 Centage charges (as per rates fixed by State Government) are permitted, provided the works are executed by State-owned corporations and State-owned agencies.

2.7.4 “Contingencies” are permitted upto a maximum limit of 3% of civil works under the project.

2.8. Rate of Interest

The interest rates on deposits placed by the banks and loans under UIDF shall be decided by the Reserve Bank from time to time. The lending rate on UIDF loan as of now is linked to the Bank Rate prevailing at the time of deposit of funds by banks i.e. Bank Rate minus 1.5 percentage (as on the date of deposit of funds by banks).

2.9. Penal Interest

If State Government fails to pay the interest on the due date(s), it shall be liable to pay interest on the overdue interest at the same rate as applicable to the principal amount. Sanctioning Authority may be authorized to waive such additional interest depending upon the merit of the case/s.

2.10. Repayment

2.10.1 UIDF loans shall be repaid by the State Government in accordance with the repayment schedule prescribed by NHB.

2.10.2 The loan will be repaid in five equal annual instalments within seven years from the date of drawal, including a moratorium period of two years.

2.10.3 The instalments falling due on any date during a month will be payable on the first day of the next month. Interest is payable during the moratorium period also.

2.10.4 NHB RO will send demand statement to respective States / UTs on quarterly basis for interest payment and annually for repayment of principal - after moratorium period.

2.10.5 The State Government shall pay the interest on the first day of the month succeeding the quarter. If the due date for principal/interest happens to be a Saturday/Sunday/Holiday, the amount due would be payable on the preceding business working day.

2.11. Cost Escalation

The state governments will be expected to meet cost escalation, if any, out of their own resources. Any change in scope or project parameters shall be subject to prior approval from sanctioning authority.

2.12. Non-Starter Projects (NSP)

2.12.1 A project will be categorized as non-starter if it is not grounded within 12 months from the date of sanction. A project will be treated as “grounded” only where the work order has been issued, and the physical work has commenced.

2.12.2 The entire mobilization advance released in respect of the project will be adjusted / recalled as soon as the project becomes a NSP. The sanction will lapse, if the project is not grounded within 18 months from the date of sanction letter.

2.13. Clubbing of projects

The state government may club small-sized projects in a single DPR / tender documents / detailed work order including Bills of Quantity (BoQ) and other relevant details. The minimum size and maximum size of the DPR tender documents / detailed work order including Bills of Quantity (BoQ) and other relevant details shall be Rs. 5 crores (Rs. 1 crore for North-East & Hilly States) and Rs. 500 Crore respectively.

However, submission of DPR shall be mandatory for UIDF loan above ₹ 50 Crore for State Sponsored Projects and above ₹ 20 Crore for Urban Local Body (ULB) sponsored projects”

2.14. Prioritization of projects involving user charges

States shall endeavour to utilise minimum 5% of the allocated corpus for projects wherein appropriate user charges are adopted or projects which are able to generate sufficient revenue to at least meet their O&M expenditure. NHB shall prioritise sanction of such projects.

3. Project Appraisals and Sanctions

3.1. Project Approach

3.1.1 UIDF funding is based on project-based lending which entails the submission of Detailed project Reports (DPRs) / tender documents/ detailed work order including Bills of Quantity (BoQ) and other relevant details containing technical and financial parameters, drawings, maps, etc. submitted by the State government. However, submission of DPR shall be mandatory for UIDF loan above ₹ 50 Crore for State Sponsored Projects and above ₹ 20 Crore for Urban Local Body (ULB) sponsored projects.

3.1.3 Disbursements under UIDF may be aligned to/complement various urban infrastructure missions of MoHUA for faster uptake and utilization of the Fund by States. Existing mechanism under MoHUA will be utilized for selection of eligible projects in various States requiring last-mile funding for completion, techno-financial viability assessment, monitoring as well as

for faster completion of the projects on ground.

3.2. Appraisal and Sanction of Proposals

3.2.1

The State governments can refer the checklists for preparation of Detailed Project Report (DPR) and Project Summary under UIDF as per prescribed format in **Annexure I** and **Annexure II** respectively. Separate DPRs / tender documents/detailed work order including Bills of Quantity (BoQ) and other relevant details / Project Summary shall be submitted for all projects under a single proposal.

3.2.2. Projects prioritized by a State/UT under a tranche of UIDF may comprise both new and ongoing projects. In case of both new and ongoing projects where DPR / tender documents/detailed work order including Bills of Quantity (BoQ) and other relevant details is available, States will submit the Detailed Project Reports (DPRs) along with related documents.

In case of new projects for which DPR / tender documents/detailed work order including Bills of Quantity (BoQ) and other relevant details is not yet prepared, States may submit the Project Summary (as per Annexure II) seeking in-principle approval. In all such cases, State Governments shall submit the DPRs / tender documents/detailed work order including Bills of Quantity (BoQ) and other relevant details, within 6 months from the date of issue of the In-Principal approval, for final sanction before disbursements are made.

3.2.3 State Governments are expected to forward physical copies of these UIDF Proposals, in case of both ongoing and new projects, along with documents duly signed by the competent authorities to NHB, under signature of Finance Secretary of the respective States / UTs.

3.2.4 Identifiable items of capital nature are only eligible for funding under UIDF. While firming up the cost estimates, care may be taken to ensure that the estimates are as per the latest Schedule of Rates (SoR) indexed to the current year/ market rates.

3.2.5 Since borrowings of State Government under UIDF are governed by Article 293(3) and 293 (1) of the Constitution of India, there is no risk in lending under UIDF. Hence, there is no requirement of credit rating for the State Governments.

3.3. Technical Appraisal Committee

3.3.1 Based on prioritization of projects under UIDF, the State Government will submit DPRs / tender documents/detailed work order including Bills of Quantity (BoQ) and other relevant details for the project proposals along with detailed implementation plans to NHB Regional Offices. However, submission of DPR shall be mandatory for UIDF loan above ₹ 50 Crore for State Sponsored Projects and above ₹ 20 Crore for Urban Local Body (ULB) sponsored projects. The timeline for completion of projects shall be 3-5 years.

3.3.2 NHB Regional Offices will scrutinize the submitted proposals for their eligibility and completeness and recommend to Head Office (HO).

3.3.3 Head Office of NHB will verify the proposals and in respect of new projects without DPR, place the Project Summary before an internal Committee of the Bank for in-principle approval.

In respect of ongoing projects and new projects where proposals are received with DPR / tender documents/detailed work order including Bills of Quantity (BoQ) and other relevant

details, Department will place the proposals to Technical Appraisal Committee (TAC) for evaluation of technical feasibility and economic viability.

3.3.4 Technical Appraisal Committee (TAC) comprises of –

- Concerned ED/DMD (Chairperson)
- Head of Project Finance Department, NHB
- Head of Govt Schemes Department, NHB (Nodal Dept for UIDF)
- External technical experts (at least 2)

3.3.5 The technical experts will be nominated by the Board of NHB from representatives of CPWD, CPHEEO etc. After technical appraisal of the projects, the eligible project proposals will be presented to the respective sanctioning committee for final approval.

3.4. Sanctioning Committee

3.4.1 Eligible project proposals involving loan amount greater than Rs. 50 crore recommended by TAC will be considered for sanction by the Project Sanctioning Committee (PSC), a Sub-Committee of Board, comprising the following members:

- Director representing RBI on NHB Board
- Director representing GOI (DFS) on NHB Board
- Director representing GOI(MoHUA) on NHB Board
- Managing Director, NHB
- One Independent Director on the Board

Quorum for the meeting of PSC shall be 3 members.

3.4.2 UIDF loan amounting to ₹ 50 crore or below, which have been recommended by TAC, shall be sanctioned by the internal committees of the Bank based on the quantum of the loan. The sanctioning power, composition, and quorum of the internal committees will be approved by the Board of NHB.

3.4.3 All proposals with in-principle approval will be followed up with States for submission of complete proposal with DPR / tender documents/detailed work order including Bills of Quantity (BoQ) and other relevant details and be placed through TAC to respective sanctioning committee for final sanction before any disbursement.

3.5. Time Frame for Grounding of Projects

Time Frame for Grounding of Projects is as given below:

- Administrative Approval (AA) – Prior AA or AA within 1 month from the date of sanction.
- Technical Sanction (TS) – Prior TS or TS within 3 months from the date of sanction.
- Tendering- Within 6 months from the date of sanction.
- Issuance of work order – within 9 months from date of sanction.
- Grounding of project – within 12 months from the date of sanction.

3.6. Deletion/Withdrawal of projects

3.6.1 If the sanctioned projects are not grounded within a period of 18 months from the date

of the sanction, Regional Office may treat the projects as deleted/withdrawn after obtaining approval from the Head of Govt Schemes Department, NHB (Nodal Dept for UIDF).

3.6.2 Any outstanding including the mobilization advance disbursed under the projects proposed for deletion/withdrawal, will be recovered/adjusted.

4. Loan Disbursements

4.1. Disbursements

4.1.1 The State governments shall share the application for disbursement in the prescribed format to NHB after satisfactory completion of the prescribed formalities. It shall be the endeavour of the State Government to request maximum of 4 disbursements (inclusive of mobilization advance request) under a project for better governance and control. However, the number of disbursements under a project will be decided by the Sanctioning Committee at the time of sanction. Disbursement application format is given as **Annexure III**.

4.1.2 Mobilisation advance amounting to initial 20% of the project loan is disbursed within 1 year from the date of sanction, on acceptance of the terms & conditions of sanction letter. North-Eastern and Hilly States shall be eligible for 30 % of loan as mobilisation advance. NHB will provide funds on 'reimbursement basis', except for the initial 20 per cent (30% in case of North-Eastern and Hilly States) of the project loan given as 'mobilisation advance'.

4.1.3 Borrowings of State Government under UIDF are governed by Article 293(3) of the Constitution of India under which Government of India grants consent of borrowing by a State Government during a year and Article 293(1) under which limits are fixed by the State legislature for borrowing. Disbursements are made under UIDF projects after receipt of approval of Borrowing Power under Article 293 (3) of Constitution of India by the State Government concerned as also a certificate that no limits have been fixed/ the borrowings are within the limits fixed by the State legislature under Article 293(1).

4.1.4 NHB Regional Offices will verify the disbursement request & documents vis-à-vis schedule /progress of work and will send communication to Nodal Department of respective States / UTs after the release of payment and take their confirmation regarding receipt of payment.

4.2. Documentation/Security

4.2.1 All sanctioned loans under UIDF shall be secured by the irrevocable letter of authority/ mandate executed by the State Govt. and registered with the Reserve Bank of India / Scheduled Commercial Bank, which is the principal Banker to the State Government for repayment of the principal and/ or payment of interest to NHB. (**Annexure IV**)

4.2.2 Time Promissory Note (TPN) in the prescribed format for every disbursement will be submitted by state governments. (**Annexure V**).

4.2.3 Applicable terms and conditions of the sanction for documentation purposes will be accepted by state governments.

5. Monitoring of Projects

5.1 The State Governments shall have their own mechanism for monitoring of projects sanctioned under UIDF including periodic submission of the Project Implementation Progress Report (PIPR) to NHB (**Annexure VI**).

5.2 NHB will monitor the implementation of UIDF projects through both Offsite Monitoring, as also Onsite Inspection to be conducted by Regional Offices of NHB. At least one onsite inspection before final disbursement is mandatory.

5.3 Progress of the projects under UIDF will also be closely monitored by NHB through periodic uploading of the Geo-Tagged pictures of projects sanctioned under UIDF.

6. Completion of Projects

6.1. Project Completion Certificate (PCC)

The State government shall submit a Project Completion Certificate (PCC) to NHB immediately on completion of the physical works in respect of the project, on receipt of which the project shall be treated as completed. The Specimen format in this regard is enclosed as **Annexure VII**.

6.2. Project Completion Report (PCR)

6.2.1 The State governments shall submit a detailed Project Completion Report (PCR) to NHB within 6 months from the date of the PCC in the prescribed format (**Annexure VIII**).

6.2.2 In case of type design projects or projects involving multiple units of similar nature in a proposal, a single PCR may be submitted, for multiple projects in a block/taluka/district, depending on the implementing division. The relevant physical, financial details as well as benefits envisaged from the projects may be captured in the form of an annexure.

6.2.3 Project implementation as per UIDF guidelines, timely utilisation of funds and compliances thereof shall be the responsibility of respective State Governments. Further allocation of funds under UIDF to respective States shall be decided based on the compliances on PCC and PCR, as mentioned above.



ANNEXURE

Annexure I – Checklist for preparation of Detailed Project Reports under UIDF

A. Common Attributes of DPR across Projects

- i. Name of Project:
- ii. Type of Project:
- iii. Address Line 1:
- iv. Area, Street, Sector:
- v. Landmark:
- vi. Town/City:
- vii. District:
- viii. Pin Code:
- ix. State:
- x. Implementing Agency:
- xi. Geo-tagged location (GPS Latitude, GPS Longitude, Date and Time, Image)
- xii. Project Outlay (Rs Crore):

Sr. No	Item	Remarks	Furnished (Yes / No)
1	General		
1.1	Whether the project is prioritized by State-level committee for screening and prioritization of projects (along with Minutes of Meeting of the concerned committee)		
1.2	Whether the project is green-field project or brown-field project		
1.3	Whether Administrative Approval has been obtained for the Project (along with Minutes of Meeting of the concerned Committee)	Mandatory for brown-field projects	
1.4	Whether Technical Sanction has been obtained for the Project (along with Minutes of Meeting of the concerned Committee)		
1.5	% work completion of the project (along with utilization Certificates issued by State Government and Geo-tagged pictures showcasing project progress)	Only applicable to brown-field projects	
1.6	Constraints, if any, faced in implementation of the project till date		

Sr. No	Item	Remarks	Furnished (Yes / No)																				
1.7	Whether the project will generate revenue/provision of user-fee																						
2	Clearances from (wherever applicable)																						
2.1	Ministry of Environment & Forests																						
2.2	Ministry of Welfare (Re-settlement and rehabilitation)																						
2.3	Any additional clearances																						
2.4	Land Acquisition - Extent, Status and time-frame (land has been provided or land has to be provided)																						
3	Technical Aspects																						
3.1	Whether Master Plan prepared by State Govt. and proposed projects are as per Master Plan																						
3.2	Whether proposed projects have been designed as per standards. Reasons for deviation, if any should be spelt out																						
3.3	Has the city/town assessed low cost or no cost improvements that can improve service levels?																						
4	Financial Aspects																						
4.1	Schedule of rates adopted (Whether updated to current costs)	Year																					
4.2	If not, whether cost proposed will be sufficient to create the assets																						
4.3	Cost Estimate																						
4.3.1	Item wise estimated cost of project																						
4.3.1.1	<p style="text-align: center;">Amount (Rs. Lakh)</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Sr. No</th> <th>Name of Items (Only major components)</th> <th>Physical quantity</th> <th>Estimated Cost</th> <th>Remarks (assumptions for estimation, if any)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>2</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td>Total</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>			Sr. No	Name of Items (Only major components)	Physical quantity	Estimated Cost	Remarks (assumptions for estimation, if any)	1					2						Total			
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2																							
	Total																						
4.3.2	Item-wise expenditure incurred	Only applicable to brown-field projects																					

Sr. No	Item	Remarks	Furnished (Yes / No)																										
4.3.2.1	Amount (Rs. Lakh)																												
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1																													
2																													
	Total																												
4.3.3	Item-wise cost of balance works	Only applicable to brown-field projects																											
4.3.4	Share of UIDF loan to total cost of project																												
4.3.5	State Govt. contribution to total cost of project																												
4.3.6	Year-wise phasing of UIDF loan and State Govt. contribution																												
4.3.7	Bar/PERT chart for project execution																												
4.3.8	Specific justifications for high cost of development																												
4.3.9	Detailed financial projections covering NPV, IRR, DSCR and breakeven analysis																												
4.3.10	Details of Project Implementation Schedule (PIS) & Work Breakdown Schedule (WBS) - Proposed duration to complete the project																												
4.3.11	Requested number of disbursement tranches under UIDF																												
5	Operation and Maintenance																												
5.1	Arrangements for O/M inc. involvement of Water User's Association/User Groups; Water charges																												
6	Infrastructure Facilities																												
6.1	Organizational structure of the Implementing Dept.																												

Sr. No	Item	Remarks	Furnished (Yes / No)
6.2	Capacity and preparedness of the Implementing Dept and status of implementation of earlier sanctioned projects		
6.3	Quality control infrastructure and mechanism		
6.4	Availability of labour		
6.5	Budget provision a. For contribution to State Share b. For subsequent O&M c. For repayment of loans – Principal and interest		
7	Project Risks		
7.1	Land acquisition (An undertaking to be provided by the State Government that the land acquired is free from unauthorized settlements/encroachment)		
7.2	Rehabilitation and resettlement		
7.3	Forest clearance		
7.4	Construction hazards		
7.5	Railway/road crossings		
7.6	Any other risk		
8	Convergence with any other programme		

B. Unique Attributes of DPR across Projects

Water Supply Network Projects

Sr. No	Item	Remarks	Furnished (Yes / No)
1	Technical Aspects		
1.1	Whether the project is in line with City Water Balance Plan		
1.2	Whether proposed projects are new or strengthening/revamp/expansion of existing water supply network		
1.3	Has the city/town assessed baseline for the applicable service coverage indicators?	Household level coverage of direct water supply connections, Per capita quantum of water supplied, Quality of water supplied	
1.4	Details of source of water, catchment area, rainfall data, hydrology, design details of plant or network, adopted technology, water quality. To be furnished in relevant Annexures of Water Supply Development sections, wherever provided to be detailed	Minimum 10 years rainfall data & run off estimate. All relevant details like maps of the project showing dam, existing supply network, cross section of main canals with other structures etc. should be furnished	
1.5	Justifications for expansion/augmentation/rehabilitation of water supply network should be supported by relevant data along with demand assessment, population projections and construction plans		
2	Benefits and Justification		
2.1	Overall impact of the project needs to be assessed and detailed	Potential (kms of supply network and piping / number of treatment facilities, total % of household and commercial water supply connection) Improvement in water quality metrics - dissolved oxygen, pH, temperature, salinity and nutrients Population/Households benefitted Estimated benefits to be accrued non-recurring and recurring employment generation Income 'Without' and 'With' project and cash statement to be furnished	

Drainage related Projects

Sr. No	Item	Remarks	Furnished (Yes / No)
1	Technical Aspects		
1.1	Whether proposed projects are new construction/improvement of existing storm water drains		
1.2	Has the city/town assessed baseline for the applicable service coverage indicators?	Coverage of storm water drainage network	
1.3	Details of drainage network, capacity, filtration mechanism and linkages with water supply network in existing and proposed conditions to be furnished in relevant Annexures		
1.4	Justifications for construction/ improvement should be supported by relevant data along with year of construction and construction plans		
2	Benefits and Justification		
2.1	Overall impact of the project needs to be assessed and detailed	Potential (kms of storm water drain network, total capacity, drainage efficiency) Population/Households benefitted Estimated benefits to be accrued Non-recurring and recurring employment generation Impact of infrastructure damage 'Without' and 'With' project and projection statement to be furnished % of urban water supply via storm water / rainwater harvesting i.e., water security of urban area"	

Sanitation related Projects

Sr. No	Item	Remarks	Furnished (Yes /No)
1	Technical Aspects		
1.1	General		
1.1.1	Whether the project is in line with City Sanitation Plan		
1.1.2	Whether proposed projects are new or strengthening/revamp/expansion of existing services		
1.1.3	Has the city/town assessed baseline for the applicable service coverage indicators?	Coverage of latrines (individual or community), coverage of sewerage network services, efficiency of collection of sewerage, efficiency in treatment	
1.2	Pay and Use Toilets		
1.2.1	Details of toilets, access, water connectivity and toilet density in existing and proposed conditions. To be furnished in relevant Annexures of Pay and Use Toilet Development sections, wherever provided to be detailed		
1.2.3	Justifications for expansion / new toilets should be supported by relevant data along with demand assessment, population projections and construction plans		
1.3	Sewerage Networks		
1.3.1	Details of existing sewerage network, capacity and city-wide connectivity, and integration with treatment plants, treatment capacity, treatment efficiency, type of sewerage treatment (secondary / tertiary) and technologies leveraged in existing and proposed conditions. To be furnished in relevant annexures of Sewerage Networks Development sections, wherever provided to be detailed		

Sr. No	Item	Remarks	Furnished (Yes /No)
1.3.2	Justifications for strengthening / expanding / refurbishing sewerage networks and treatment capacities should be supported by relevant data along with demand assessment, population projections, capacity enhancement requirements and construction plans		
1.4	Sewage Treatment Plants/ Waste Processing Plants		
1.4.1	Details of existing waste processing capacity vis-à-vis waste generated, technologies, collection and segregation methodologies and efficiency in existing and proposed conditions. To be furnished in relevant annexures of Waste Processing Plant development sections, wherever provided to be detailed		
1.4.2	Justifications for expanding / re-constructing / constructing new waste processing plants should be supported by relevant data along with waste processing ability, capacity and efficiency enhancement requirements and construction plans		
2	Benefits and Justification		
2.1	Overall impact of the project needs to be assessed and detailed	<p>“Potential (number of pay & use / community toilets, toilet density, sewerage network in kms, total sewerage treatment capacity in Mn tns, solid waste management capacity in Mn tns, solid waste management treatment plants in number)</p> <p>Population/Households benefitted</p> <p>Estimated benefits to be accrued</p> <p>Non-recurring and recurring employment generation</p> <p>Income ‘Without’ and ‘With’ project and cash statement to be furnished</p>	

Roads and Bridges Projects

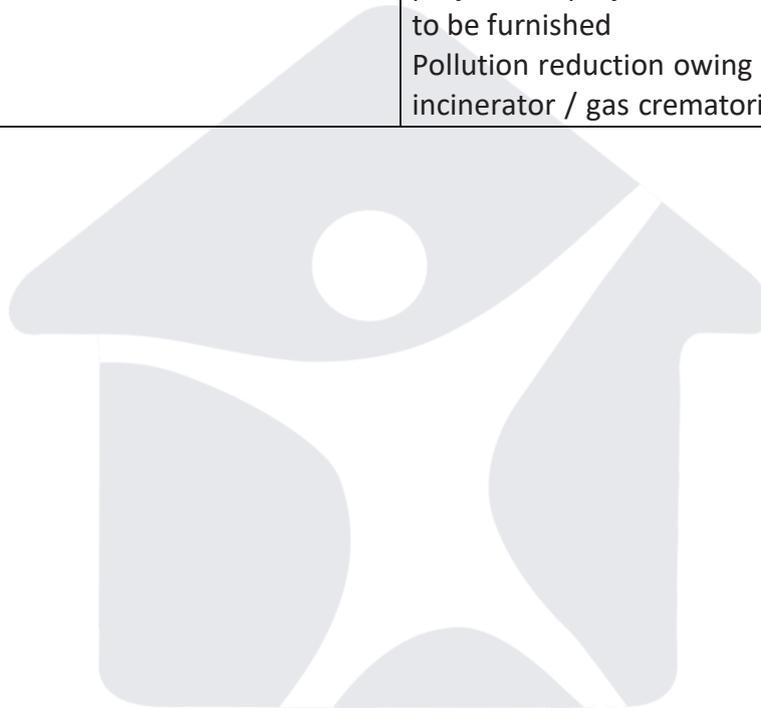
Sr. No	Item	Remarks	Furnished (Yes / No)
1	Technical Aspects		
1.1	General		
1.1.1	Whether proposed projects are new or strengthening of existing roads		
1.1.2	Type of road projects –Urban roads, District Roads, Project Roads		
1.1.2	Whether fair weather connectivity is proposed, reasons for same to be elucidated		
1.2	Road Projects		
1.2.1	Details of roadway, carriage way, pavement thickness (formation, sub-base, base courses, blacktopping), culverts and small bridges in existing and proposed conditions to be furnished in relevant Annexures. Extent of Cement Concrete sections, wherever provided to be detailed		
1.2.2	Justifications for widening/strengthening should be supported by relevant data along with year of construction		
1.3	Bridge Projects		
1.3.1	Hydraulic data, geo-technical details of foundations, design details and drawings be furnished Bridge projects with detailed investigations should only be posed		

Sr. No	Item	Remarks	Furnished (Yes / No)
2	Benefits and Justification		
2.1	Overall impact of the project needs to be assessed and detailed	Potential (road in km ad bridge in m span) Reduction in distance (km) Population benefitted Access to Marketing/ tourist/ pilgrimage centres (numbers to be furnished) PCU data with likely savings in VOC etc. Non-recurring and recurring employment generation Income 'Without' and 'With' project and cash statement to be furnished	

Crematorium Construction Projects

Sr. No	Item	Remarks	Furnished (Yes / No)
1	Technical Aspects		
1.1	Whether proposed projects are new construction/improvement of existing crematoriums		
1.2	Whether the proposed crematorium is electrical or gas?		
1.3	Details of the project area (type of the building project, topography, physiography, and geology), site survey reports and investigations, functional and engineering design. Approved drawings / details to be furnished in relevant Annexures.		
1.4	Justifications for construction should be supported by relevant data along with year of construction and construction plans		

Sr. No	Item	Remarks	Furnished (Yes / No)
2	Benefits and Justification		
2.1	Overall impact of the project needs to be assessed and detailed	Potential (number of crematoriums, crematorium density and access) Population/Households benefitted Estimated benefits to be accrued Non-recurring and recurring employment generation Income 'Without' and 'With' project and projection statement to be furnished Pollution reduction owing to incinerator / gas crematorium	



Area Development Projects

Sr. No	Item	Remarks	Furnished (Yes / No)
1	Technical Aspects		
1.1	Comprehensive development of land reclaimed from legacy dumpsite remediation		
1.1.1	Details of the project area (size, topography, physiography, and geology), site survey reports and investigations. Approved drawings / details to be furnished in relevant Annexures.		
1.1.2	Details of project plan (split of use, zoning details if applicable). Approved drawings / blueprints to be furnished in relevant annexures		
1.1.3	Justifications for construction should be supported by relevant data along with year of construction and construction plans		
1.2	Comprehensive Area Development Projects		
1.2.1	Detail nature of project	Local Area Plan for de-congestion; Heritage conservation; Transit Oriented Development for creating dense, mixed-use developments near public transportation; Town Planning Schemes for greenfield development; Special area schemes by local authorities for infrastructure development etc. Sports infrastructure projects	
1.2.2	Details of Project Area (Population, Population Density, Usage Statistics (historical and forecasted), demand-assessment surveys and overview of impact in proposed conditions		
1.2.3	Justifications for new developments / conservation should be supported by relevant data		

Sr. No	Item	Remarks	Furnished (Yes / No)
2	Benefits and Justification		
2.1	Overall impact of the project needs to be assessed and detailed	<p>Potential (number of people impacted, facility density / availability (sports facilities), heritage site average annual visitors, kms of private vehicle travel saved) Population/Households benefitted Estimated benefits to be accrued Non-recurring and recurring employment generation Income 'Without' and 'With' project and projection statement to be furnished Pollution reduction owing effective town planning, walking friendly, public transport friendly planning</p>	

Annexure II - Project Summary Format for new Projects

GOVERNMENT OF _____

Project Summary Report for loans under Urban Infrastructure Development Fund (UIDF)

(Greenfield Project)

NAME OF PROJECT:

Type of the Project (To be selected under eligible list of activities) :

Overview of the Project

[In a sentence or two, explain the aim of the project and give a summary of the problem that the project sets to solve in terms of magnitude, target audience, etc. and type of the project as per eligible list]

Location of the Project

[Share the below-mentioned details, with additional annexures if any]

xiii. Address Line 1:

xiv. Steet /Landmark:

xv. Town/City:

xvi. District:

xvii. Pin Code:

General Details

[Share the below-mentioned details, with additional annexures if any]

- i. Whether the project is prioritized by State-level committee for screening and prioritization of projects (along with

Minutes of Meeting of the concerned committee) : Yes/No

- ii. Whether the project will generate revenue: Yes/No

- iii. Implementing Agency :

- iv. Whether the project will generate revenue/provision of user-fee : Yes/No

Clearances Details

- i. Ministry of Environment & Forests : Yes/No

- ii. Ministry of Welfare (Re-settlement and rehabilitation) : Yes/No

- iii. Other clearances obtained, if any :

- iv. Land Acquisition Status – (Whether land has been acquired/provided for by State Government) : Yes/No

Financial Details

- i. Project Outlay (in Rs. crores) :

- ii. Requested UIDF loan (in Rs. crores) :

- iii. Sources of remaining funds (if any) for the project (in Rs. Crores) :

- iv. Proposed duration to complete the project (in months) :

- v. Estimated revenue in a month (for revenue-generating projects) :

- vi. Item wise estimated cost of project

Amounts in Rs. Lakh

Sr. No	Major items/ components of the project	Physical quantity	Estimated Cost	Remarks
1				
2				
3				
4				
5				
	Total			

Benefits

- i. Economic Benefit
- ii. Population/Households Benefitting
- iii. Non-recurring and recurring employment generation

Other Information

- i. Envisaged Project Risks
- ii. Any other relevant information

Certificate

We certify that the information provided in the executive summary and additional documents is complete, true, and correct. We understand that Detailed Project Report has to be shared with NHB at the time of first disbursement.

Yours faithfully,
Competent Authority

Date:

Implementing / Finance Dept. (Seal)

Annexure III – Disbursement Application Format**DRAWAL APPLICATION UNDER THE URBAN INFRASTRUCTURE DEVELOPMENT FUND (UIDF)
(To be submitted in duplicate to the Regional Office of NHB)**

To

The Officer in Charge

National Housing Bank Regional Office

Dear Sir,

Drawal Application under the Urban Infrastructure Development Fund (UIDF) for the Quarter/
Month ended

1. Please refer to your sanction letter No. _____ dated _____ communicating the sanction of Rs. ____ crore in respect of projects (please specify).
2. We had vide our letter No _____ dated _____ conveyed to you, the State Govt.'s acceptance to the terms and conditions stipulated in your sanction letter, referred to above, by returning the duplicate copy of the sanction letter duly signed by the Competent Authority.
3. We hereby apply for release of a loan of Rs. ____ Crore (Col. 9 of Annexure-A) being the amount expended by the State Government, towards cost of the works done in respect of the said projects upto the quarter/month ended _____. Details of the expenditure incurred and the claim thereof are furnished in Annexures A and B.
4. In this connection, we certify that:
 - i. The amount sought for under UIDF as per the present drawal is within the limits fixed by the State Legislature under Article 293(1) of the Constitution of India/no limit has been fixed (Certificate in Form-I enclosed);
 - ii. The _____ Department has obtained the administrative approval of the Competent Authority for the revised cost of the project as sanctioned by NHB;
 - iii. Tendering Committee(s) had/have been constituted by the State Government to finalise the tender documents relating to the projects for which assistance had been sought for from NHB;
 - iv. The State Government had actually incurred the amounts indicated in "Statement of Expenditure" in Annexure A. In addition, the State Government's proportionate share as per the sanction letter has been provided or incurred.
 - v. This claim for reimbursement do not include any expenditure for the projects incurred prior to _____;(Start of applicable tranche)
 - vi. The amounts claimed under the drawal application had not been claimed earlier from NHB under UIDF or any other scheme of finance;
 - vii. The present drawal will be used against fresh capital investment and not for repayment of the existing loans (Letter of Undertaking in Form-II enclosed).
 - viii. Execution and completion of the projects is in progress in accordance with the CPM/PERT chart submitted to NHB by the _____Department (Name of implementing Dept.);

- ix. Separate accounts of expenditure (project-wise) are being maintained by the _____ Department (Name of implementing Dept.);
- x. The project display board has been installed at the project site as per prescribed specification.
- xi. The State Government shall make adequate and specific provision in its budget annually,

towards repayment of principal and payment of interest and the annual budgetary allocations so made, shall be held in trust for repayment of the outstanding(s) due to NHB from time to time (Letter of undertaking in Form-III enclosed).

We agree to repay the aforesaid amount and interest and other charges accruing/due thereon at such rate of interest and as per the repayment schedules that may be prescribed by NHB while releasing the loan amount/revise by NHB from time to time.

Yours faithfully,
Signature of the Competent Authority

Implementing / Finance Department (Seal)

Enclosures:
Annexure A & B, Form I, II & III

CERTIFIED THAT:

- a. Items of work have been executed as per the financial rules of the Govt. of _____ after observing the prescribed tender formalities.
- b. Expenditure reported has actually been incurred & recorded in the books of accounts of the concerned divisions.
- c. The physical progress made is as per CPM/PERT chart and is satisfactory. (In case of unsatisfactory physical progress/reasons are given here under)

Signature of the Competent Authority

Implementing Dept. (Seal)

Date:

ANNEXURE – A

(STATEMENT OF EXPENDITURE)

GOVERNMENT OF _____, FINANCE DEPARTMENT

(Enclosure to the drawal application dated _____)

Submitted by the Govt. of _____, to NHB under UIDF Scheme)

STATEMENT OF THE COST OF WORKS DONE UNDER UIDF PROJECT DURING THE MONTH / QUARTER(S) 20 _____

(Rs. Lakh)

S.N.	Project Type	No. of Projects	NHB's Sanction Letter ----- No. & Date	Cost of works done upto end of previous month/qtr	Claimed loan amount upto end of the previous month/qtr	Cost of works done during the month/ qtr under ref	Cost of works done upto end of the month /qtr under ref	Amt. of loan for the present claim
1	2	3	4	5	6	7	8	9
1								
2								

TOTAL :

CERTIFIED THAT the cost of works indicated in Col.No.8 above has been incurred.

Signature of the Competent Authority
Implementing / Finance Department (Seal)

Date:

ANNEXURE – B

(PROGRESS OF THE PROJECT)

GOVERNMENT OF _____, FINANCE DEPARTMENT

(Enclosure to the drawal application dated _____)

Submitted by the Govt. of _____, to NHB under UIDF scheme)

PROGRESS OF PHYSICAL AND FINANCIAL WORKS FOR ONGOING _____ PROJECTS
SANCTIONED UNDER UIDF FOR THE MONTH / QUARTER ENDING 20 _____

(To be submitted for each Project)

1. Name of the project:
2. Date of commencement of the project :
3. Approved/revised project cost (Rs.Lakhs)
4. Cost incurred upto 31 March _____ (Rs. Lakhs)
5. Balance cost for completion: _____ (Rs. Lakhs)

CERTIFIED THAT:

- a) Items of work have been executed as per the financial rules of the Govt of _____ after observing the prescribed tender formalities.
- b) Expenditure reported has actually been incurred & recorded in the books of accounts of the concerned divisions.
- c) The physical progress made is as per CPM/PERT chart and is satisfactory (in case of Unsatisfactory physical progress/reasons are given hereunder).

Signature of the Competent Authority
Implementing / Finance Department (Seal)

Date:

(Rs. lakhs)

S. No.	Item of work	Physical		Financial		Total (5+6)	Loan required under UIDF	Likely drawal during the ensuing quarter	Remarks
		Target	Achievement	Expenditure incurred upto previous month/qtr	Expenditure incurred during present month/qtr				
1	2	3	4	5	6	7	8	9	10
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
TOTAL									

Items of Work will be as applicable to the type of project.

FORM-I

(CERTIFICATE OF BORROWING POWERS)

To

The Officer in Charge

National Housing Bank Regional Office

Dear Sir,

1. With reference to the loans of Rs. _____ (Rupees _____ Only) sanctioned to the Government of _____ from Urban Infrastructure Development Fund (UIDF) by the National Housing Bank, it is hereby certified that no limits have been fixed/ the said borrowing under UIDF including the present drawal is within the limits fixed by the _____ State Legislature under Article 293(1) of the Constitution of India.
2. It is further certified that the aggregate amount of loans drawn from the National Housing Bank under UIDF during the current financial year _____ including the proposed drawal of loan, do not exceed the amount for which consent has been granted by the Government of India under Article 293(3) of the Constitution of India for the relevant year.

Signature

Secretary to the Government of _____

Finance Department

Date:

Place:

FORM-II

(LETTER OF UNDERTAKING – PRESENT DRAWAL AGAINST FRESH CAPITAL INVESTMENT)

GOVERNMENT OF _____, FINANCE DEPARTMENT

(Enclosure to the drawal application dated _____)

Submitted by the Govt. of _____, to NHB under UIDF scheme)

1. With reference to the loans of Rs. _____ sanctioned to the Government of _____ from Urban Infrastructure Development Fund (UIDF) by the National Housing Bank, we hereby undertake that the amount sought for under UIDF as per the present drawal will be used against fresh capital investment and not for repayment of the existing loans.
2. We hereby further undertake that the assistance provided by the National Housing Bank will be utilized for the purpose for which it is sanctioned by the National Housing Bank and in the event of our inability to utilize the same, we shall refund the entire amount release by the National Housing Bank for the purpose with interest or any other penal charge which the National Housing Bank may like to levy/insist upon.

Signature

Secretary to the Government of _____

Finance Department

Date:

Place:

FORM-III

(LETTER OF UNDERTAKING – BUDGETARY ALLOCATIONS FOR LOAN REAYMENT UNDER URBAN INFRASTRUCTURE DEVELOPMENT FUND)

The Officer -in- Charge

National Housing Bank

_____ Regional Office

Dear Sir,

Undertaking by the State of _____ - Loans from NHB under Urban Infrastructure Development Fund

1. Whereas it is the condition of NHB for providing any loans and advances to State of _____ from the Urban Infrastructure Development Fund (**UIDF**) for implementing Urban Infrastructure and related Projects for the purpose of water supply networks, construction and improvement of drains/storm water drains, sewerage and solid waste management, urban roads and bridges, crematorium projects, urban area development projects etc. in the State, that the State Government execute a Letter of Undertaking for the making of regular and prompt repayment of principal and interest in respect of the said loans and advances granted or to be granted by NHB under UIDF.
2. The State Government of _____(hereinafter referred to as “**the State Government**”) undertake, agrees and assures the following :-
 - (i) With a view to ensuring compliance of the aforesaid obligation, the State Government shall make adequate and specific provision in its budget annually, towards repayment of principal and payment of interest in respect of the aforesaid borrowings by State Government;
 - (ii) The State Government shall ensure and arrange for regular and prompt repayment of principal and payment of interest on due dates as per respective sanction letter(s) in respect of all present and future obligations of the State Government under UIDF out of the said budgetary provisions;
 - (iii) The annual budgetary allocations so made, shall be held in trust for repayment of the outstanding(s) due to NHB from time to time.
 - (iv) The State Government shall not revoke or withdraw or otherwise make this undertaking ineffective and the undertaking will continue to apply to all present and future outstanding liabilities of the State Government to NHB under UIDF, as long as any dues including contingent dues under the above said loan are fully repaid.

Yours faithfully,
For and on behalf of the Governor
of the State of _____

Signature of the Competent Authority
Implementing / Finance Department (Seal)

Annexure IV – Letter of Authority

FORM OF IRREVOCABLE LETTER OF AUTHORITY TO BE FURNISHED BY THE STATE GOVERNMENT IN FAVOUR OF THE RESERVE BANK OF INDIA/ SCHEDULED COMMERCIAL BANK IN CONNECTION WITH LOANS UNDER THE URBAN INFRASTRUCTURE DEVELOPMENT FUND (UIDF)

The Chief General Manager/General Manager

Reserve Bank of India/Scheduled Commercial Bank

Dear Sir / Madam,

PLACE:

DATE:

Recovery of instalments/interest on loans granted by the National Housing Bank to the State Government / UT of _____

1. The National Housing Bank (hereinafter referred to as “NHB”), under Section 14(p) of National Housing Bank Act, is empowered to provide loans and advances, amongst others, to any State Government for _____.
2. NHB at our request and/ or upon guarantee given by us, has agreed to provide a loan to _____ (name of the borrower/institution). In consideration thereof, we are required to furnish an irrevocable letter of authority (mandate) duly executed by _____ and registered with the RBI / Principal Banker, unconditionally authorizing NHB to advise RBI / Principal Banker to debit forthwith such amount as may be requested by NHB in regard to repayments of principal and interest from the account of the State Government _____ maintained with RBI / Principal Banker and credit the same to the account of NHB or to such accounts as NHB may specify (in the event of default by the State Government in honoring its repayment obligations to NHB under the loan agreement). In consideration thereof, we have agreed that NHB will be authorized by us to require you to debit our current account No. _____ with you in the event of any default on our part in the repayment of the principal or payment of interest and other charges, if any, in respect of any loan or loans mentioned in para 1 above on the respective due dates, with such sums as may be in default by us and remit the same to NHB in such manner as they may require.
3. Accordingly, we hereby authorize and request you that as and when a written requisition is received by you from NHB and notwithstanding any dispute that may exist on issues between us and NHB, you may, without reference to us, debit our current account / Principal Government Deposit Account (PGDA)/ Inter Government Transitory Account (IGTA) maintained with you, with such sums as may be specified by NHB in its written request and, pay the same to NHB or to such accounts as NHB may specify in such manner as they desire under advice to us.
4. We agree that the RBI will honor the direct debit under this Mandate subject to availability of clear and sufficient balance in the account at the time of executing the mandate. Clear balance in the account of State Government means the amount held in such account excluding minimum balance, operating limit under special drawing facility, authorized limit under ways and means advances and overdraft. Further, such repayments shall be provided for in the State Budget. If at any time, the clear balance in the State Government account maintained with RBI is inadequate to meet the aforesaid debit, its account may be debited to the extent of

availability of funds, and the remaining amount may be debited subsequently and to the extent funds become available in its account.

5. We agree that the fact that the NHB has approached you in writing for debiting our current account with you shall be conclusive proof that default has arisen in respect of payment of the sums by us to the NHB and it shall not be necessary for us to admit to the fact of default by means of separate advice to you or NHB.
6. This letter of authority shall also be enforceable against any current account / Principal Government Deposit Account (PGDA) / Inter Government Transitory Account (IGTA), which may be opened with you by our successors or assigns.
7. This letter of authority shall not be revoked by us except with the prior concurrence of the NHB and RBI may act upon this authority until such time this authority is revoked, and a written communication thereof is received by the Chief General Manager/ General Manager, Reserve Bank of India.
8. It is clarified that this letter of authority does not countermand or affect in any way the existing authorities on mandates already given by us to you in respect of various refinance facilities, if any, given by the NHB in the past and they shall not be deemed to have been substituted by this mandate.
9. The scope of authority given in this mandate shall be valid and enforceable only for recovery of instalments / interest on loans granted by NHB to the State Government of _____ out of _____ Fund.

Please acknowledge receipt of this Letter and also return the duplicate copy thereof confirmed by you to NHB.

Yours faithfully,
For and on behalf of the Governor
of the State of _____
Signature of the Competent Authority

Confirmation of the RBI/(Name of SCB) on the duplicate copy of the letter of authority:

Returned to the National Housing Bank. RBI/(Name of SCB) hereby agrees to comply with the requisitions as may be issued by the National Housing Bank from time to time in terms of the above letter of authority.

For Reserve Bank of India/(Name of SCB)
AUTHORISED OFFICIAL

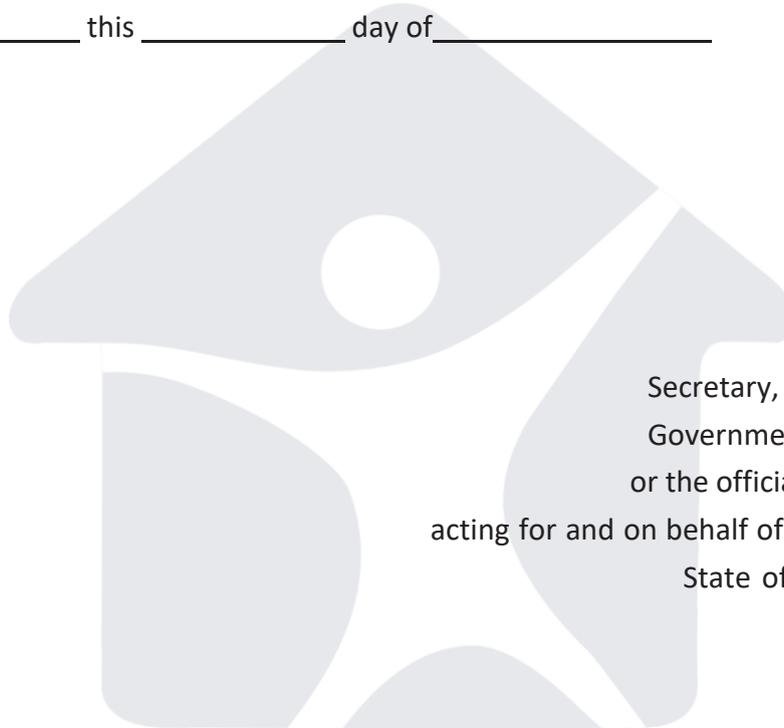
Annexure V – Promissory Note Format

FORM OF PROMISSORY NOTE TO BE OBTAINED FROM THE STATE GOVERNMENT AT THE TIME OF DISBURSEMENT

(Note: This Promissory Note need not be stamped if borrower is a State Government)

The Governor of the State of _____ promises to pay the National Housing Bank or order the sum of Rs. _____ (Rupees _____ only) in five equal instalments, the first such instalments shall be paid immediately on the expiry of a period of 36 months from the date of the disbursement and subsequent instalments to be paid at intervals of 12 months therefrom, together with interest on the amount for the time being outstanding at _____* per cent per annum from the date of the disbursement, such interest to be calculated with quarterly rests and to be payable at the end of each quarter.

Dated at _____ this _____ day of _____



(Signature)

Secretary, Finance Department

Government of _____

or the official authorised by him,

acting for and on behalf of the Governor of the

State of _____

*As applicable

Annexure VI – Format for Project Implementation Progress Report

QUARTERTLY IMPLEMENTATION PROGRESS STATEMENT OF
THE PROJECTS SANCTIONED UNDER UIDF

(To be furnished by the State Government to NHB's Regional Office)

1. Name of the Project
2. District/Location
3. CCA to be created
4. Date of Administrative approval
5. Total Project Costs - Rs. _____ crore(updated/revised cost)
6. Physical progress upto previous quarter (Item wise as per the major Item indicated in PERT/Bar Chart)
7. Expenditure incurred upto previous quarter
8. Progress during the quarter

Major items of work	Target for qtr (phy. qty)	Achievement during quarter (phy.qty)	Percentage achievement	Reason for shortfall (if any)	Cumulative progress	Expenditure incurred during qtr (Rs. Crores)	Cumulative expenditure incurred upto qtr (Rs. Crores)
1	2	3	4	5	6	7	8

9. Reimbursed

- i) Amount Claimed Rs. Date
- ii) Amount Released Rs. Date

Annexure VII – Project Completion Certificate Format

PROJECT COMPLETION CERTIFICATE

This is to certify that the Project : (Name) _____ (Project ID) _____ at _____ Block, _____ District, _____ State sanctioned under UIDF Tranche _____ which commenced on _____, has since been completed on _____ as per the general and special terms and conditions of sanction of UIDF loan.

It is also certified that all physical works planned under the Project have been completed satisfactorily.

The Project is expected to realise the objectives as laid down at the time of sanction.

The detailed Project Completion Report (PCR) in respect of the above project will be submitted to NHB within a period of six months, from the date of this Certificate.

Signature of the Competent Authority
Implementing / Finance Department
(Seal) Government of _____

Dated:

Annexure VIII – Project Completion Report Formats

A. Common Attributes of Project Completion Report across Projects

1. State :

2. Name of the Project :

3. Location of the project :

(Town/District)

4. Project Details : Amount (Rs. Lakh)

Sr. No	Major items/ components of the project	Physical quantity	Financial Details		Remarks (reasons for variation, if any)
			Estimated cost	Actual expenditure	
1					
2					
	Total				

5. Implementing Agency :

6. Details of approval :

a. Date of Administrative Approval (AA) :

b. Amount approved (Rs. lakh):

c. Date of Technical Sanction :

7. Date of Commencement of Project :

8. Scheduled date of completion as per sanction :

9. Date of actual completion of work :

10. No. and date of NHB Sanction Letter :

11. UIDF Sanction (Rs. Lakh) :

a. Tranche and Project ID :

b. Project Outlay :

c. Expenditure incurred before UIDF loan sanction :

d. Balance Cost :

e. UIDF Loan :

f. State Govt. Contribution :

12. UIDF loan released (Rs. Lakh) :

13. Up-to-date expenditure statement :

(Year-wise from inception)

Financial Year	Amount (Rs. Lakh)
Total	

14. Details of expenditure incurred :

a. Project cost as per sanction :

b. Actual expenditure on completion :

c. Excess / Savings :

15. Reasons for excess / savings :

16. Certificate

Certified that all items as envisaged in the sanction in respect of _____ project have been completed in all respects and there is no balance physical work remaining. The work has been carried out as per specifications laid down in the sanction and as per sound engineering practices. The project will be able to realize the objectives as laid down during the time of sanction.

Signature of the Competent Authority
Implementing / Finance Department

(Seal)

Dated:

Annexure (i)

1. Brief details of the project :
2. Location of the project in block map :
3. Indirect benefits :
4. Arrangements for maintenance :
 - a. Budgetary Source :
 - b. Any other source (Please specify) :
5. Constraints, if any, faced in implementation of the project :
6. Views of the beneficiaries on utility of the project :
7. Photograph (in colour) of the project :
8. Safety measures / quality standards undertaken :
9. Any other relevant information :

B. Unique Attributes of Project Completion Report across Projects

Water Supply Network Projects

1. Designed Supply (in LPCD) :
2. Water Charges
 - a. Private connections :
 - b. Stand Post connections :

Annexure (i)

1. Direct benefits / Expected benefits :
 - a. Employment generation (non-recurring) in lakh man-days :
 - b. No. of treatment facilities :
 - c. No. of households benefitted :
 - d. No. of commercial entities benefitted:
 - e. Urban population benefitted :
 - f. Water quality metrics:-
 - f.1. Dissolved Oxygen :
 - f.2. pH :
 - f.3 Temperature :
 - f.4. Salinity :
 - f.5. Nutrient :

- g. Total % of household and commercial water supply connection :
- h. Any other relevant information :

Drainage related Projects

Annexure (i)

1. Direct benefits / Expected benefits :
 - a. Employment generation (non-recurring) in lakh man-days :
 - b. Total additional capacity added :
 - c. Efficiency of drainage system (flow rate) :
 - d. No. of households benefitted :
 - e. No. of commercial entities benefitted :
 - f. Urban population benefitted :
 - g. Urban water supply linkage (% of water supply via stormwater drains):
 - h. Any other relevant information :

Sanitation related Projects

Annexure (i)

1. Direct benefits / Expected benefits :
 - a. Employment generation (non-recurring) in lakh man-days :
 - b. Total toilet density in the area :
 - c. Count of pay & use / community toilets :
 - d. Total sewerage treatment capacity (Mn Tns) :
 - e. Total solid waste management capacity (Mn Tns) :
 - f. Count of solid waste management plants :
 - g. No. of households benefitted :
 - h. No. of commercial entities benefitted :
 - i. Urban population benefitted :
 - j. Any other relevant information :

Roads and Bridges Projects

1. Location of the project : (Town/District)
 - a. Chainage (km) :
 - i. From :
 - ii. To :
 - iii. Length :
 - b. Other relevant details as per:
Annexure-(i) may be furnished
2. Type of Project (Please tick)
 - a. New :
 - b. Upgradation/Strengthening :
3. Project Design Brief Tech. Details:
(As per Annexure ii and iii)
4. Defect Liability Period (No. of years after completion) :
5. Toll proposed to be collected :

Annexure (i)

1. Direct Benefits/Expected Benefits
 - a. Employment generated (non-recurring) in lakh man-days :
 - b. No. of towns/districts connected :
 - c. Population benefitted :
 - d. Marketing centers connected :
 - e. Distance reduction details (pre-development position
vis-à-vis post-development) :
 - f. Any other relevant information :
2. Arrangements for maintenance after Defect Liability Period :
 - a. Budgetary Source :
 - b. Any other source (Please Specify) :

Annexure (ii)
UIDF - ROAD PROJECTS-Technical Details

S. No.	Status	Length of Road (km)	Class of Road	Road way width (m)	Carriage way width (m)	Lane (single/intermediate/double)	Pavement							
							Thickness (mm)				Material			
							Sub-base	Base	Surfacing	Total	Sub-base	Base	Surfacing	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	
1.	Pre-development (existing)													
2.	As per sanction													
3.	Post development (Final)													
4.	As per I.R.C Standard													

Note: In case of the project is being proposed in different sections, the above details may be furnished for each section of the road.

Annexure (iii)
UIDF- Bridge Projects – Technical Details

Sr. No.	Status	Connecting Roads		Length (m)	Width (m)	No. of spans	Span Length (m)	Type	
		Class	Roadway width (m)					Foundation	Super structure
1	2	3	4	5	6	7	8	9	10
1	Pre-development (existing)								
2.	As per sanction								
3.	Post development (Final)								
4.	As per I.R.C. Standard								

Crematorium Construction Projects

Annexure (i)

1. Direct benefits / Expected benefits :
- a. Employment generation (non-recurring) in lakh man-days :
- b. No. of crematoriums :
- c. Crematorium Density :
- d. No. of commercial entities benefitted:
- e. Urban population benefitted :
- f. No. of households benefitted :
- g. % reduction in pollution owing to incinerator/ gas crematorium :
- h. Any other relevant information :

Area Development Projects

Annexure (i)

1. Direct benefits / Expected benefits :
- a. Employment generation (non-recurring) in lakh man-days :
- b. No. of people impacted :
- c. Facility density/availability (sports facility) :
- d. No. of commercial entities benefitted:
- e. Increase in heritage site average annual visitors :
- f. Private vehicle travel saved in kms :
- g. Urban Population benefitted :
- h. No. of households benefitted :
- g. % reduction in pollution owing to effective town planning, walking and public transport friendly planning :
- h. Any other relevant information :

Annexure IX – Project Display Board Specimen Formats

UIDF Project – Financed by NHB

Implemented by:
(Department)

Project Name:

Location:

UIDF Tranche:

Project Code:

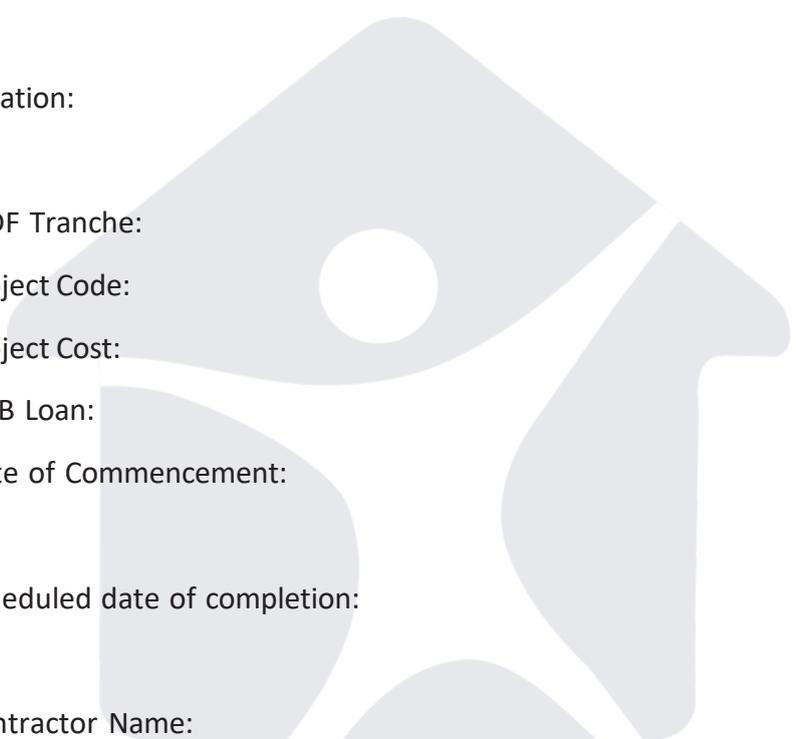
Project Cost:

NHB Loan:

Date of Commencement:

Scheduled date of completion:

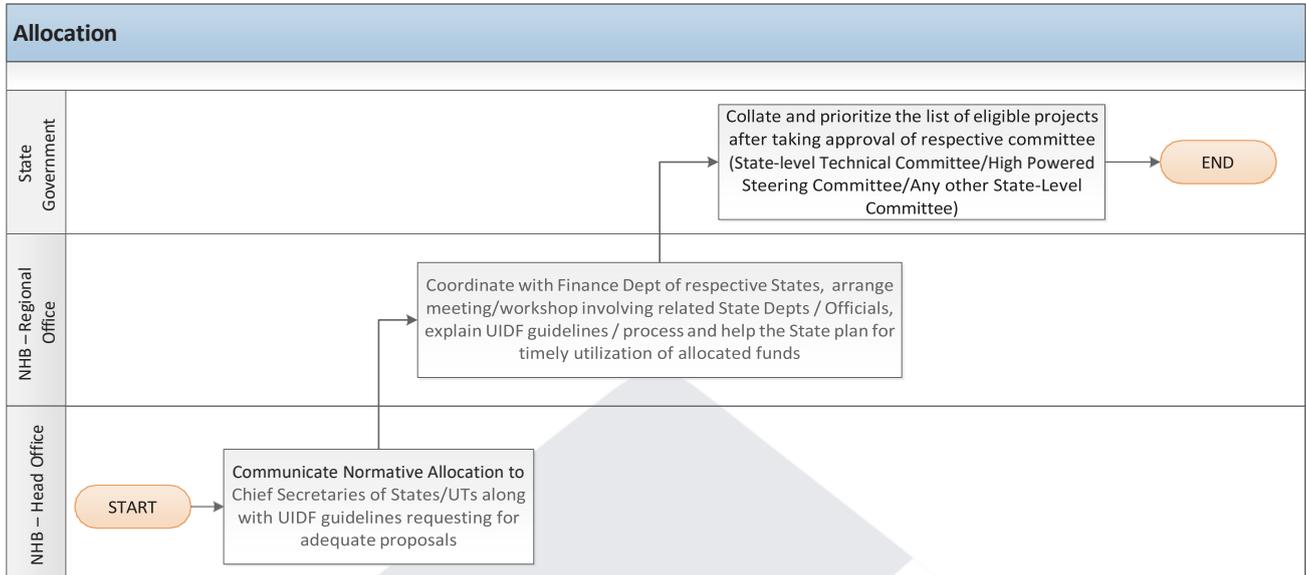
Contractor Name:

**Note:**

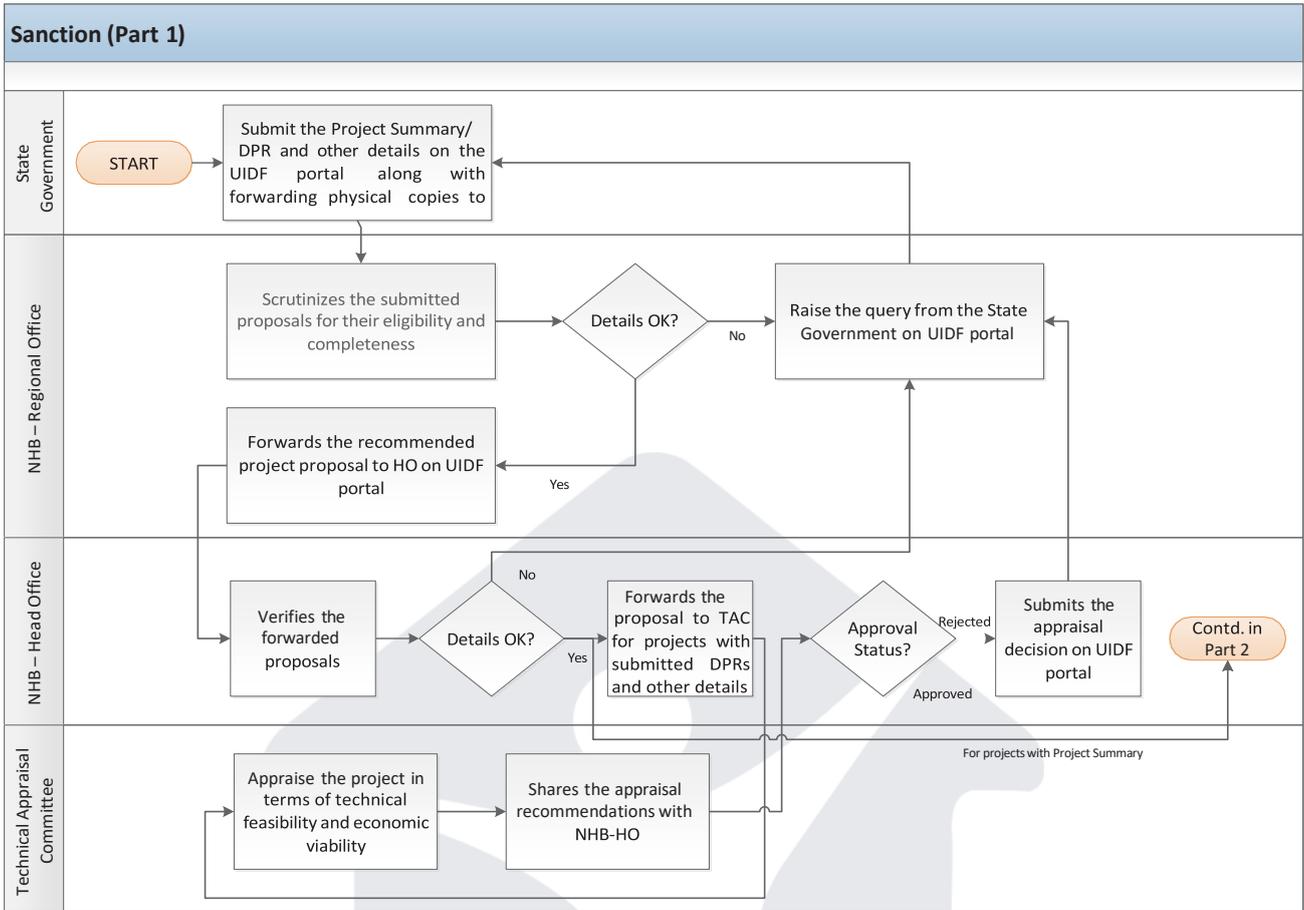
- i. The minimum size of the Board may be 6" x 4"
- ii. Letters in black Colour against yellow background
- iii. The Project Board may be displayed prominently

Annexure X – Process Flows under UIDF

A. Allocation



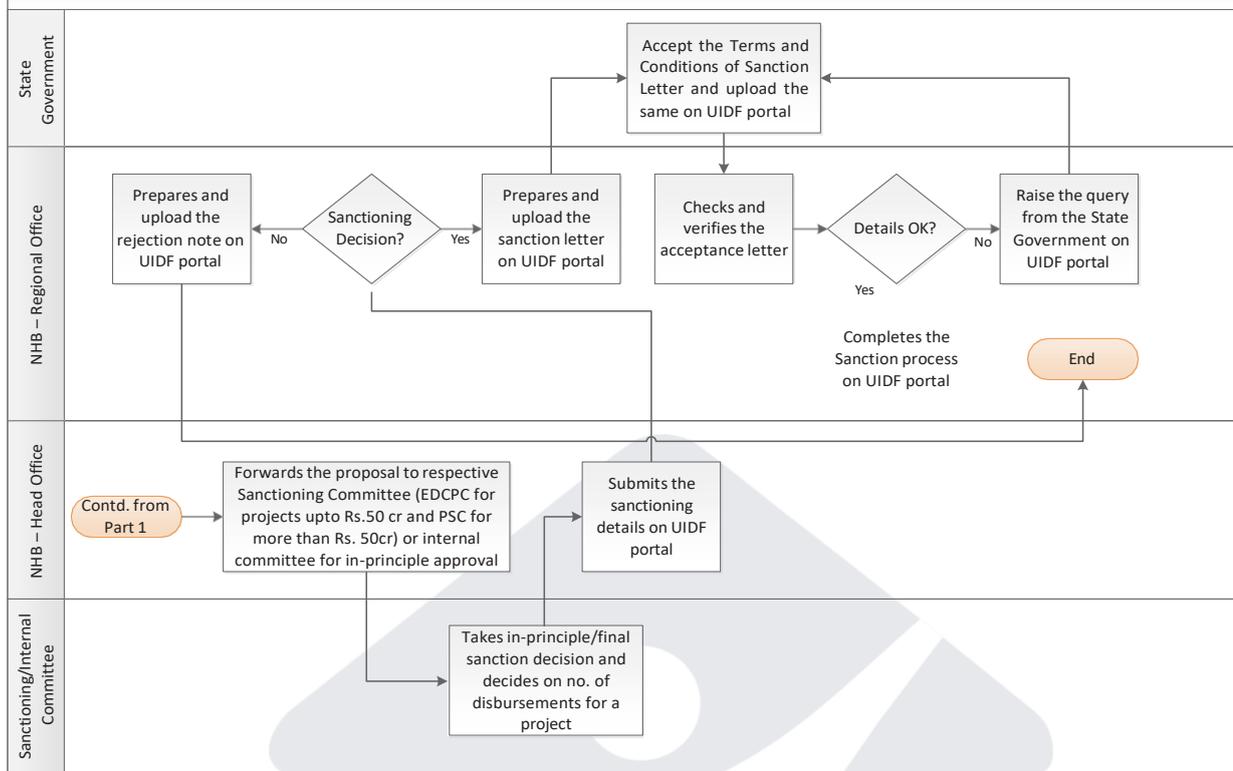
B. Sanction



Document List – 1

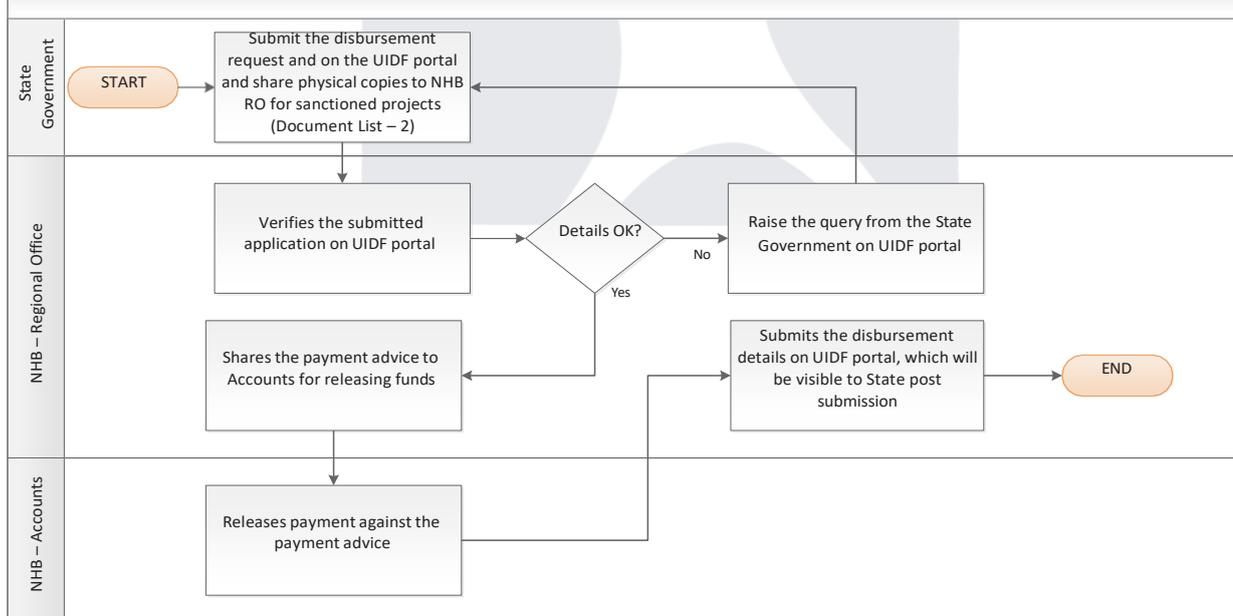
- i. Geo-tagged images for the project
- ii. Utilization certificates/ pictures showcasing project progress/ project status reports (for ongoing projects)
- iii. Administrative Approval (MoM), wherever available
- iv. Technical Sanction (MoM), wherever available
- v. Detailed Project Report (DPR) / tender documents / detailed work order including Bills of Quantity (BoQ) and other relevant details, wherever available
- vi. Project Summary in case of new projects

Sanction (Part 2)



C. Disbursement

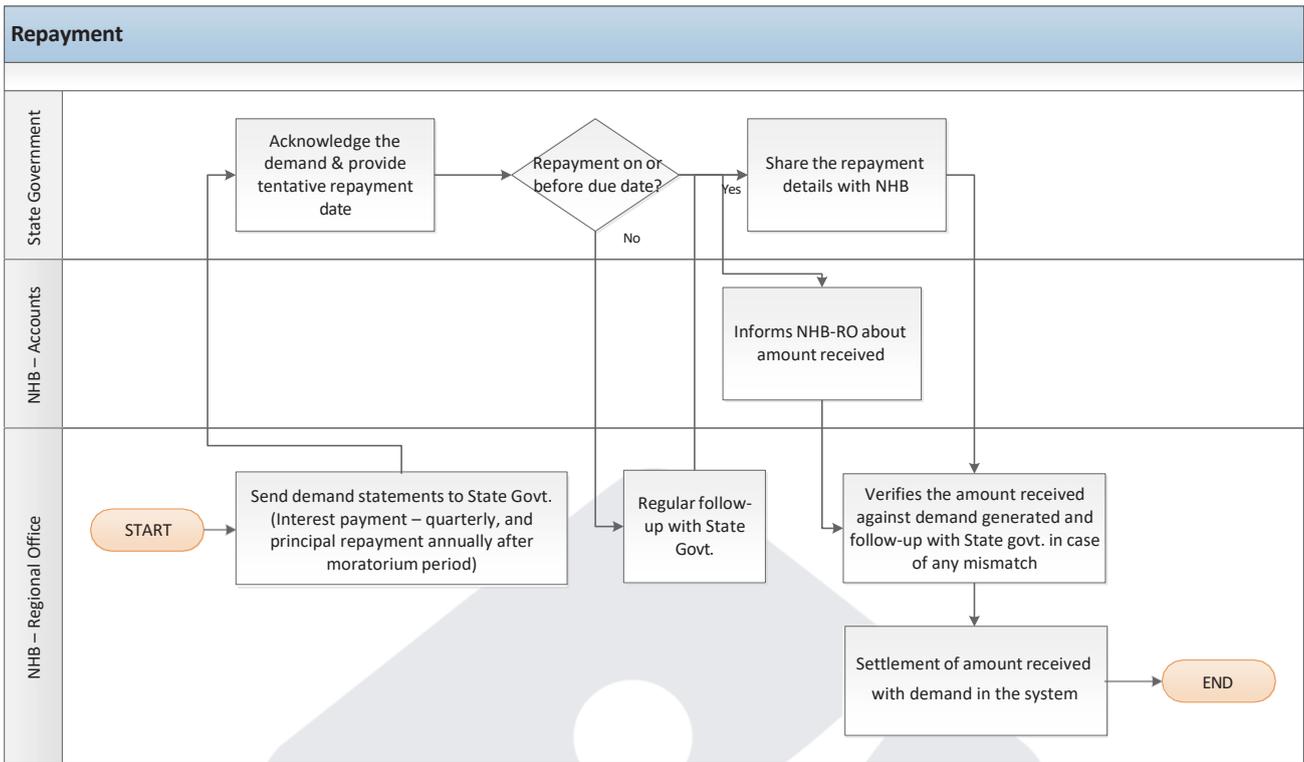
Disbursement



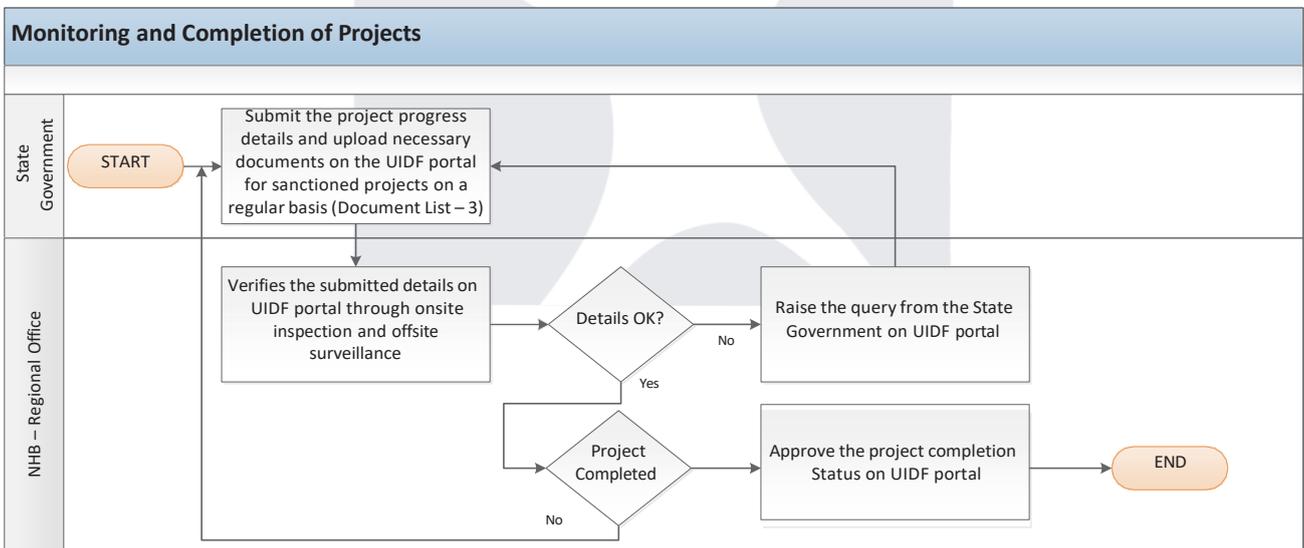
Document List – 2

- i. Disbursement Application
- ii. Letter of Authority
- iii. Time Promissory Note
- iv. Bills of works
- v. Project Progress Geo-tagged photographs

D. Repayment



E. Monitoring and Completion



Document List – 3

- i. Administrative Approval (MoM) Technical Sanction (MoM)|Proof of tendering|Work Order
- ii. Project Progress Geo-tagged photographs
- iii. Project Implementation Progress Report
- iv. Project Completion Certificate|Project Completion Report
- v. Geo-tagged images for the project
- vi. Utilization certificates/ pictures showcasing project progress (for ongoing projects)