***Annexure I***

**PROFORMA FOR SUBMITING PROPOSAL FOR THE ESTABLISHMENT OF KRISHI VIGYAN KENDRA**

1. Name of the Scheme:
2. Name of the District (New/Additional):
3. Location Host Institute:
4. Name and complete postal Address of the Host Institute.
5. Name and complete postal address of the Officer-in -Charge who will deal with this scheme at the Institution/University levels.
6. Name and Address of the actual location of proposed Krishi Vigyan Kendra.
7. Phone No., Fax No., e-mail ID, Mobile No. and Telegraphic Address of the Officer-in -Charge referred to at above.
8. Specific purpose for seeking sanction of KVK
9. Background Information:
10. A brief historical perspective including objectives and activities of the Host Institution.
11. Facilities available with the institutions

/. *Physical facilities available-land/farms, buildings (office, classrooms*

*etc.), farmers hostel etc.*

*ii. Academic facilities - laboratories, library, workshop, poultry and*

*dairy units, piggery, fishponds etc.*

*iii. Other specific facilities such as Vehicles, Farm equipments. AudioVisual Aids and equipments etc. available, if any.*

*iv. Scientific and technical staff available in the host institution*

1. Other agriculture and allied institutions available in the District. *(Indicate also approximate distance from the proposed KVK location).*
2. Population data:

*Give classified population data of the District in terms of (as per recent Census)*

1. *Rural and Urban population*
2. *Farming/Non-Farming population*
3. *Total population of the District*
4. *Large /SmallI'Marginal'/Hilly farmers*
5. Literacy *rate*

*vi. Population of Scheduled caste. Scheduled tribes in the District and their percentage to total population.*

(e) Main occupations of the people in the District:

*Give more details about the type of farming, major crops and related facilities available like canals, electricity, tanks, etc.*

1. Give a map of the District, indicating the location of the proposed KVK and  
   distance from District headquarters in kms.

(g) Experience of the host institution in relation to farmers' training.  
*(Give full details of existing training unit/centre, if any).*

*(h) Give details of work experience of the Host organization in the District*

*6.* Details of the proposed KVK - Technical Programme

1. Need for a Krishi Vigyan Kendra.
2. Main Agricultural problems of the District.
3. Specific training needs of the farmers.
4. Identify specific training courses in the field of agriculture including livestock production based on the felt needs of the farmers for at least the first year.
5. Indicate the plan of work for the training courses referred to at (d] above.
6. Facilities, which can be made available by the host institution exclusively for the proposed KVK - land, buildings, equipment, vehicles, staff etc.

7. Facilities: *(Give details of facilities required for the scheme):*

(a). i) Land available for the establishment of KVK in ha.

ii)Ownership of land. (Documentary evidence to be attached)

(b) Facilities, which can be shared by the proposed KVK with the host institution  
(free of charge).

*i.List of equipment and apparatus*

*ii. Number of livestock*

*iii. Farms/dairy unit/poultry unit/piggery etc.*

*iv. Main building, classroom, hostel etc.*

*v. Laboratory and Office facilities etc.*

(c) Specific facilities required for the proposed KVK in terms of:

*(i) Staff*

*(ii) Equipments (please attach a list of equipments with approximate cost)* J. *Audio-Visual Equipment*

1. *Agriculture Equipment*
2. *Dairy Equipment*
3. *Home Science & Nutrition (iii) Modest buildings*

*(iv) Vehicle* etc.

1. Duration of the Scheme:
2. Staff Requirements:
3. Financial Outlay of the Scheme:
4. Abstract

Certify that the scale of pay and allowance etc. proposed in the scheme are those admissible to persons of corresponding status employed under the *(Name of the host organization)*

*12. Any other information in support of the proposal.*

**Checklist to be submitted along with the application**

**Application and scrutiny fee:** Yes/No

(A non-refundable application fee of Rs.25000)

If yes details of Bank, Demand Draft number and date to be furnished

**Details of Land:**

Land requirement: (about 20 ha.) Yes/No

Distance from:

Main Road kms

Village kms

Taluk Headquarters kms

District Head Quarters kms

Name of the ownership -

Contiguous Yes/No

Free from encumbrances, litigation and attachments. Yes/No

Water for irrigation Yes/No

Nature of land Cultivable/Barren

**Civic Amenities:**

Educational facility: Yes/No

Medical facility: Yes/No

Electricity facility: Yes/No

**About the host organization:**

Minimum five years of experience in the field of agriculture Yes/No  
Governance structure Yes/No

Willingness to share resources for KVK Yes/No

**Details of documents submitted**

**In case of SAUs/CAU/CU /DU (Agriculture)/State Departments/PSU/ICAR Institutes**

Executive Order for allocation of land wherein the organizational ownership and possession of the proposed land duly supported by sketch map, survey numbers and clear title.

OR

Consent from competent authority of the state government for transfer of proposed land, supported by sketch map and survey numbers.

Yes/No

Signature of Head of Institution