

ESSENTIAL STEPS TO BE COMPLETED FOR HOLDING STATE LEVEL SANCTIONING COMMITTEE (SLSC) MEETINGS

Following Documents may be submitted at least 15 days in advance before the SLSC meetings:

1. (i) Memorandum of Agreement (MoA) between Urban Local Bodies (ULBs) and State Level Nodal Agency (SLNA) under Urban Infrastructure Development Scheme for Small & Medium Towns (UIDSSMT) indicating specific timelines.

(ii) Name and designation of authorized signatory on behalf of State/ULB/SLNA
2. Resolution from elected local bodies indicating approval of projects proposed for funding.
3. MoA between State Government and SLNA with MoUD indicating specific timelines.
4. Certification by SLNA to the effect that the proposals meet the guidelines issued by technical wings of MoUD like CPHEEO, CPWD etc.
5. Appraisal reports of SLNAs in respect of each project.
6. Confirmation regarding availability of matching State/ULB contribution with SLNA.
7. Indication from SLNA regarding nature of assistance to ULB – soft loan or grant-cum-loan or grant.
8. Time-line for setting up of Revolving Fund.
9. Management structure of revolving fund.
10. Proposed plough-back period where nature of assistance is soft loan or grant-cum-loan.

11. Where the ULB proposes to raise funds from financial institutions in respect of its share, confirmation of date by which funds would be available with ULBs.
 12. Name of the authority to be responsible for keeping inventory of assets created as well as operation and maintenance.
 13. Details of separate bank accounts for each project in a commercial bank for receipt and expenditure of all money to be received by ULBs/Parastatals.
 14. Where the SLSC (State Level Sanctioning Committee) proposes to approve projects costing more than Central share available for the year, a broad plan indicating how the total cost of projects is likely to be met from funds likely to be available within the scheme period.
 15. Plan for monitoring of implementation.
 16. Details regarding steps taken to ensure implementation of projects as per schedule and within scheme period.
 17. Certification from the State Government that in the event of cost over-run, the additional costs shall be met by State Government/ULBs and additional costs shall not be posed to GoI for funding.
 18. Administrative approval in respect of each project of competent authority in the State Government.
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