

e-mail only

No. 66(59)PFC-II/2018-Pt
Government of India
Ministry of Finance
Department of Expenditure

North Block, New Delhi
6th August 2019


OFFICE MEMORANDUM

Sub: Proforma for Rationalization of Schemes

Please find enclosed proforma for rationalization of schemes prepared by NITI Aayog in consultation with Dept of Expenditure. The document has two Annexure. Annexure A will have to be filled out separately for each scheme run by the Ministry/Dept. Accordingly, for ease of handling, each scheme Annexure be numbered as Annexure-A (Serial no. / total number of schemes) , for example, Annexure-A (1/12) where 1 is the serial number of the scheme and 12 is the total number of schemes in the Ministry/Dept. Annexure-B is a summary and should provide information on the basis of information gathered from Annexure-A.

2. This exercise is to be completed by 20.8.2019. All documents may be sent together in ONE folder for each Ministry/Dept through email to the concerned official dealing with your Ministry/Dept. in DoE, by 5.30 p.m., on 20. 8. 2019.

3. This issues with the approval of Secretary (Expenditure).


Harsha Dass 6/8/19
Director (PFC-II)
Tel. No. 23092578
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**Financial Advisors
All Ministries/Depts. of Government of India**

Encl: As above

Copy to
DG/DME0, NITI Aayog with respect to email dated 5.8.2019

Annexure A – Proforma to be filled in by the scheme divisions

1. Scheme Name -
2. Ministry / Department –
3. Source of funds: GBS/ EBR/EAP
 - a) Indicate Budget Line for scheme in Expenditure budget(For example, If the scheme is PMKVY, then record it as Demand No. 90/MSDE : Budget line 2. Pradhan Mantri Kaushal Vikas Yojana)
 - b) If budget line not same as scheme name , then indicate heads of expenditure in DDG
4. Nature of scheme:
 - a) Central Sector (CS) scheme / Centrally Sponsored Scheme (CSS)
 - b) If CSS, sharing pattern as applicable
5. Main Objective/s of the schemes (in 2-3 sentences)
6. Timeline of the scheme
 - a) year of launch of scheme
 - b) Current approval for scheme : From _____ to _____
7. Budget Utilization (in Rs. Cr.)

FY 14-15			FY 15-16			FY 16-17			FY 17-18			FY 18-19			FY 19-20
BE	RE	AE	BE	RE	AE	BE	RE	AE	BE	RE	AE	BE	RE	AE	BE

8. (a) Achievement of Outputs

Measurable Output Indicator(s)	Period/Year for Baseline	Baseline	FY 14-15		FY 15-16		FY 16-17		FY 17-18		FY 18-19	
			Target	Achvmt	Target	Achvmt	Target	Achvmt	Target	Achvmt	Target	Achvmt

(b) Achievement of outcomes

Measurable Outcome Indicator(s)	Period/Year for Baseline	Baseline	FY 14-15		FY 15-16		FY 16-17		FY 17-18		FY 18-19	
			Target	Achvmt	Target	Achvmt	Target	Achvmt	Target	Achvmt	Target	Achvmt

- c) Data Source
- d) Remarks, if any

9. Gap in achievement of

- (a) Output
- (b) Outcome
- (c) Reasons for non-achievement of outputs
- (d) Reasons for non-achievement of outcome

10.

a) List of other schemes which have similar/same objectives (in your ministry)

Sl. No.	Scheme Type (CS or CSS)	Objective	Similarity
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b) List of other schemes which have similar/same objectives (in other ministry)

Sl. No.	Name of Ministry	Scheme Type (CS or CSS)	Objective	Similarity
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11.

a) List of other schemes of your Ministry/Departments which can be considered for merger(in your ministry/department)

Sl. No.	Scheme Name	Can be merged merged with (scheme name)	Reasons for proposed merger
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b) List of other schemes of other Ministry/Departments which can be considered for merger (in your ministry/department)

Sl. No.	Scheme Name	Can be merged merged with (scheme and Ministry name)	Reasons for proposed merger
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This above information is being with the approval of Head of Program Division .

Explanatory Notes to Annexure A

5. The objective should be the same as recorded in SFC/EFC memorandum and Guidelines of scheme. If different objectives have been stated in the two documents, then both may be recorded clearly indicating the document and the objective.

6(b). This refers to the period the current approval is valid for eg., 2017-18 to 2019-20.

7. BE: Budget Estimates; RE: Revised Estimates; AE: Actual Expenditure

8.(a) Measurable output indicator can be more than one. In such a case, additional rows may be added.

For the schemes launched in last 3-4 years, kindly ensure that all the outputs are exhaustively covered. The output mentioned in SFC/EFC Memorandum may be used. If no output/output indicator was mentioned in that document, then output/output indicator used in Outcome Budget 2019-20 may be used. If data has not been collected, it must be indicated as NIL.

8.(b) For schemes which have been operational for more than 4 years, the achievement of the outcomes should be clearly indicated. The outcome mentioned in SFC/EFC Memorandum may be used. If no outcome/outcome indicator was mentioned in that document, then outcome/outcome indicator used in Outcome Budget 2019-20 may be used. If data has not been collected, it must be indicated.

8.(c) Source of data may be indicated. Details of reports, portal etc from where data has been taken for baseline, targets and achievements may be provided. If data has been specially collected for the scheme then details such as period of collection, areas, method may be explained.

8.(d) Any additional information the Ministry wants to provide.

9.(a) Gap in achievement of output may be provided year-wise.

9.(b) Gap in achievement of outcome may be provided over the last five years.

9.(c) &(d) Must be provided in detail

Annexure B – Summary Proforma to be filled in by the Ministry/Department

1. Ministry / Department –
2. Total CS/CSS outlay of the ministry/department (in Rs. Cr.)
CS _____ CSS _____
3. Number of CS and CSS scheme: CS _____ CSS _____
4. Based on the scheme-wise inputs received from the concerned scheme divisions as per the proforma given in Annexure A, M/o OR D/o _____, has the following summarized set of recommendations for scheme rationalization:

This issues with the approval of Secretary.
