THEME VII – DISASTER PREPAREDNESS, MITIGATION & REHABILITATION

Sub-themes: Increasing City Resilience, Civic awareness and preparedness, Contingency planning and early warning systems, Post disaster rehabilitation/ reconstruction, Risk assessment and zoning & Adapting Building bye-laws for disaster mitigation.

AWARD AND ELIGIBILITY

The Best Practice Awards includes a prize of Rs.1,00,000 (Rupess One Lakh each) for ten selected award winning Best Practices. Award winners will also receive a Commemorative Plaque along with certificate of recognition. The award is open to agencies working in the urban development sector such as Government Organizations/Departments or Parastatal Agencies, Cities, Local Bodies/Authorities or their Associations, Non-Governmental Organizations (NGOs), Community Based Organizations (CBOs), Private/Corporate Sector, Research & Academic Institutions, Public or Private Foundations.

The submission for the awards is to be made as per the reporting format, available at HUDCO website (www.hudco.org). The submissions should be made in English and should include a hard copy, accompanied by a soft copy sent by mail or through CD/ DVD. The softcopy should be in MS Word, (no pdfs) and also be accompanied by a PowerPoint presentation on the submission, highlighting the main features of the practice though text as well as high quality photographs (300dpi).

In addition, the following support materials can also be submitted:
- Articles appearing in newspapers, journals, newsletters or other publications.
- Standard format videos/ short films less than 10 minutes in length
- Photographs, graphic or promotional material/ brochures

The programme / policy/ project submitted should have been implemented in the last 3-5 years or have been completed recently. The Work nominated has to be in existence at present at par with results attained and the authenticity of the current stage of the Initiative should be well scripted.

Queries may be directed to Senior Fellow, CPD or Executive Director (Training), HSMI at the given email addresses or phone nos.

The award winning entries would be published for wider dissemination. Subsequently, the award winning entries may also be taken up by HUDCO’s HSMI team for detailed documentation and as reading material for different training programmes. Additional details, or physical verification of practice may be required, if sought by Jury.

For details please visit hudco website: www.hudco.org

FORMAT FOR SUBMISSION

SELECTION PROCESS & TIMELINE

WE LOOK FORWARD FOR RECEIVING YOUR SUBMISSION


Evaluation of Entries: Entries complete in all respect will be shortlisted by a Technical Committee, and the shortlisting entries will be evaluated for awards by a Best practice Jury nominated by HUDCO. In all such matters, the decision of HUDCO shall be final.

Announcement & Presentation of Awards: The results of the competition will be hosted in HUDCO website. The winners will be communicated the date for award distribution, to be held in April 2020.

Entries should be submitted to:

Executive Director (Training)
HUDCO’s Human Settlement Management Institute,
HUDCO House, Lodhi Road,
New Delhi – 110003
Phone 011-24308600, 24308606, Fax 011-24365292
Email: cpdhsmi2020@gmail.com, edthsmi2013@gmail.com

CIN: L74899DL1970G0005276
GSTIN: 07AAAC0632A1ZF

HUDCO AWARDS

FOR BEST PRACTICES

TO IMPROVE THE LIVING ENVIRONMENT

2019-2020
HUDCO AWARDS FOR BEST PRACTICES

TO IMPROVE THE LIVING ENVIRONMENT

2019-20

REPORTING FORMAT
HUDCO AWARDS FOR BEST PRACTICES

TO IMPROVE THE LIVING ENVIRONMENT

Please provide following information while submitting Best Practice

Title of the Best Practice:

The Theme Applied For:

- Urban Governances.
- Housing, Urban Poverty and Infrastructure.
- Urban Transport.
- Sanitation.
- Urban Design and regional Planning, Inner city Revitalization and Conservation
- Disaster preparedness, Mitigation and Rehabilitation

(Details about the sub-themes as indicated in the Brochure)

The location of the Best Practice

a) Area
b) City/Town _______________________________ PIN ________________________
c) State  _____________________________________________________________

Name of the Applicant organization:

Address of the Applicant organization:

Contact Person (Name & Mobile No.): ______________________________
Area/Region: _______________________________ Pin code __________________
City/Town: _______________________________ Pin code __________________
State:  __________________________________________________
Phone:  ________________________ Fax ____________________
Email:  __________________________ Website ________________
### Type of Organization:

1. Government Organizations / Department or Parastatal Agencies
2. Municipal Organizations / Local Body/ Authority
3. Non Governmental Organizations (NGOs)
4. Community Based Organizations (CBOs)
5. Private/ Corporate Sector
6. Research / Academic Institutions
7. Public / Private Foundations

### Name of Nominating Agency:

(If the submission is nominated by agency other than the Owner)

### Type of Nominating Agency:

### Address of Nominating Agency

Contact Person (Name & Mobile No.)
Area/Region: __________________________
City/Town: ___________________________ Pin code __________
State: _________________________________
Phone: _______________________________ Fax ______________________
Email: __________________________________
Website: __________________________________

### Supporting Partners in the Best Practice (if any):

#### Detail of Partners I:

Name: ____________________________________________
Type of Organization: _____________________________
Type of support: _________________________________
(Financial/Technical/Political/Administrative/Others)
Contact Person: ____________________________
(Name & Mobile No.) ________________________
Area/Region: _________________________________
City/Town: _________________________________ Pin code __________
State: _________________________________
Phone: _______________________________ Fax ______________________
Email: __________________________________
Website: __________________________________

#### Details of Partner II:

#### Details of Partner III:

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HUDCO AWARDS FOR BEST PRACTICES | REPORTING FORMAT
**Financial Profile:**

Please fill up the details of the financial overview of the Annual Budget of the Best Practice for the past 3 to 5 years indicating contribution percentage and released amount from each Supporting partner with their name.

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**Main Focus of the Best Practice:**

a. ~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~

b. ~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~

c. (Kindly provide the key focus areas or main features of your Best Practice for which the recognition is appreciated)

**Present Status of the Practice Applied:**

______________________________________________________________

**Key dates:**

Please provide only relevant dates of the initiatives, significant in terms of achievement, performance and acknowledgment. And provide details in not more than five to six words corresponding to it.

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**About the Best Practice:**

Please describe in best possible ways with precise words under the following topics in this narratives section to describe your work. (Approximate 2000 words)

**SUMMARY:** About the Initiatives, its vision, role, participatory agencies, current scenario. (Approx. 150 words)
BACKGROUND:

Geographic area with approximate size of population, problems and issues of concern, which social group affected e.g. youths, women, ethnic minorities, etc. and in what ways? Situation before the initiative began. (Approx. 50 words)

ESTABLISHMENT OF PRIORITIES:

List the formulation of priorities based on issues and implementation. How the prioritization done and responsibility shared among groups involved and the targeted group. (Approx. 100 words)

MOBILISATION OF RESOURCES:

Describe all the Financial, Technical, Human resources utilized in the work and how they have been mobilized for the Initiatives. Key roles of the actors (groups, organizations and Institutions etc) involved in monitoring and accounting of these resources. (Approx. 100 words)

PROCESS: Describe key hurdles comes in beginning of the initiatives and how they have been solved or ignored. How the people (men and women), communities, institutions participated in the work and were organized, how they have been motivated for participatory involvement in decision making, what were their response and inputs with respect to their basic needs. Give detail information of the Planning tools, methods and benchmarks used in assessment of the performance of work, who is using them and how often. (Approx. 450 words)

RESULT ACHIEVED:

Describe the realistic scenario of achievement of the work, to what extent it succeeds. What impact does it made both qualitative and quantitatively? Response of the targeted group or community and how they are benefitted. (Approx. 250 words)

Some of the assessment criteria are:-

- Improvement in the living conditions of the Community
- Change in the Involvement of the actors, organization and institutions. Capacity transformation of organization, targeted area or community and implementing agency.
- Changes in the local, national or regional, social, economic and environmental policies.
- Addressing and recognition of issues and constraints both at local, regional and state level.
- Changes and involvement of resources- Financial, Technical, Human from national level to local level
- Confidence built up in community, changes in behavioral attitude and responsibilities etc.
SUSTAINABILITY:
Describe how the work or initiative is responsive to various parameters of sustainability like social, economic, environmental, cultural and institutional in terms of their viability. (Approx. 100 words)

- Financial - Cost recovery, leveraging and utilization of resources etc.
- Social and Economic – Social and economic mobility, Gender equity, social inclusion
- Cultural – respect and awareness of heritage and behavioral pattern.
- Environmental – adoption of renewable resources (Air, water, Land, Energy etc.), implantation of sustainable practices in production and consumption patterns, demand specific and recycling process like composting etc.
- Institutional – Policies, Regulatory framework, practices, legislation, strategies from local to national level having potential for replication elsewhere. Decision making process effective in assigning clear roles and duties to participatory actors and agencies. Management system that helps in mobilization of financial, technical and human resources in an efficient, transparent and accountable way.

TRANSFERABILITY:
Describe how your work can be replicated and if the work is replicated already, please provide details of whom and how. Also if your work is a replication or modification of some other practices please indicate when and by whom. (Approx. 150 words)

- Policies, Regulatory framework, practices, legislation, strategies from local to national level having potential for replication elsewhere. Decision making process effective in assigning clear roles and duties to participatory actors and agencies. Management system that helps in mobilization of financial, technical and human resources in an efficient, transparent and accountable way.

LESSON LEARNED:
Describe what is the motivation behind your work? How the past experience learnt from other similar initiatives been incorporated in your work and how they help in overcoming hurdles and failure or formulation of new strategies, action plans & policies. Also mention what will be your suggestion to other if your practice be transferred to others or scaled up for remodeling. (Approx. 200 words)

REFERENCES: Please list down not more than 10 articles appearing in professional or other publications (including newspapers), focusing on the Best Practice. Please follow the sequence given below. Title of Article: Source (include author, publication title, volume/number, date, and page number(s)