

Gram Panchayat Development Plan Campaign

Sabki Yojana Sabka Vikas

Frequently Asked Questions (FAQs)



Initiative by:



**Ministry of Panchayati Raj &
Ministry of Rural Development**



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1. What is GPDP?

Gram Panchayats have been mandated for the preparation of Gram Panchayat Development Plan (GPDP) for economic development and social justice utilizing the resources available to them. The GPDP planning process has to be comprehensive and based on participatory process which involves the full convergence with Schemes of all related Central Ministries / Line Departments related to 29 subjects enlisted in the Eleventh Schedule of the Constitution. Panchayats have a significant role to play in the effective and efficient implementation of flagship schemes on subjects of National Importance for transformation of rural India. The People's Plan Campaign will commence from 2nd October to 31st December 2018 for preparing GPDP for 2019-20. The campaign initiated under "Sabki Yojana Sabka Vikas" will be an intensive and structured exercise for planning at Gram Sabha through convergence between Panchayati Raj Institutions (PRIs) and concerned Line Departments of the State.

2. Types of users in GPDP?

Following types of users will exist in the system:

- State Nodal User
- State Department users
- District Panchayat (DP)/ District level users
- Intermediate Panchayat/ Block level users
- Facilitators at the GP level



3. What are the helpline details of GPDP?

For any assistance, contact us on:

☎ **011-23753821, 011-23355373, 011-23356128 between 9 AM – 6PM (Monday to Saturday), or**

✉ **gdpd[dot]mopr[at]nic[dot]in**

4. I am not able to login in the GPDP Portal

In case you are not able to login in the system, try resetting your password using **Forgot Password** option. In case the message populates, “Invalid Mobile Number”, Kindly contact your State/District/Block level nodal officer and get yourself registered in the system. The list of State/ District Nodal officers for GPDP can also be seen at https://gdpd.nic.in/nodalOfficerReport.html?OWASP_CSRFTOKEN=W7JZ-RTK1-Q8AC-PUYF-NLSE-55IG-2N7I-93GR

5. How to retrieve the lost/ forgotten Password?

- Open **gdpd.nic.in** website and click on **Login** Icon.
- On the login page, there will be a link “**Forgot Password**”. Click on **Forgot Password** and enter the registered Mobile number.
- Click on **GET OTP** button. One Time Password (OPT) is sent on the registered Mobile Number as an SMS and Email.
- Enter the OTP; enter new Password and confirm Password and click on Submit button.
- The new Password entered should be 8-12 characters with one upper case, 1 lower case, 1 number and 1
- The new Password will be setup and the user can login with the new Password.



6. I have not received the OTP on submitting request using Forgot Password option.

There could be some network congestion due to which the SMS is not received. Wait for some time. If the SMS is still not received, report the issue to helpdesk on **011-23753821, 011-23355373, 011-23356128, Monday- Saturday between 9 AM – 6PM.**

7. Website is not working.

There may be some intermittent changes going on in the website. If at all, when you access the website, the portal happens to be in non-working state, Kindly wait and check back again after some time. If the issue persists for a long time, report the issue to helpdesk on **011-23753821, 011-23355373, 011-23356128, Monday to Saturday between 9 AM – 6 PM. Issue can also be reported at [gdpd\[dot\]mopr\[at\]nic\[dot\]in](mailto:gdpd[mopr[at]nic[dot]in)**

8. Not able to operate the portal.

There is a user manual on how to operate the GPDP portal with proper screenshot for easy navigation. Click on Downloads tab, and under “About GPDP Portal”, user manual has been placed with the name GPDP user Manual v1.3.

9. How to register the State level user?

Central level NIC officials will register the state nodal officers. Full Name, Designation, Mobile number and email id will be captured for the State User (Nodal officer). Mobile number should be unique as mobile number is the login id of user. State Nodal Officers username and password will be generated at the central level.



10. Privileges/roles of State Nodal officer?

- To create all department nodal officers on state level
- To create user for District/Block or ZP/BP and facilitator
- Reset its own password

11. How to register the District/District Panchayat level user?

- State level Nodal user will register the District/District Panchayat level user.
- The State Nodal user will decide whether to create users using the District hierarchy or District Panchayat hierarchy. At any point of time, the state level user can create user using either of the hierarchy.
- Full Name, Designation, Mobile number and email id will be captured for the District User.
- Mobile number should be unique as mobile number is the login id of user.
- On registering the user, the user will receive an SMS with the User ID and Password.
- **Note:** In case a user has multiple mobile number, he/she should ensure that the same number is used at all times.

12. Privileges/roles of District Nodal officer?

- Create users at the Block/ Block Panchayat Level.
- Create users for the GP level facilitators.
- Map Facilitators to GPs.
- Add Frontline workers at District and Block level.
- Map Frontline workers to GPs.



- Reset its own password
- View Facilitator Report GP wise.
- Schedule Gram Sabha for each Gram Panchayat.

13. How to register the Block/Block Panchayat level user?

- District level user will register the Block/Block Panchayat level user.
- If the District user is created by the State Admin, then user can create only Block user. Whereas, if the District panchayat user is created, then Block Panchayat user may further be created in the hierarchy.
- Full Name, Designation, Mobile number and email id will be captured for the Block
- User. Mobile number should be unique as mobile number is the login id of user.
- On registering the user, the user will receive an SMS with the User ID and Password.

14. Privileges/roles of Block/Block Panchayat Nodal officer?

- Create users for the GP level facilitators.
- Map Facilitators to GPs.
- Add Frontline workers at Block level.
- Map Frontline workers to GPs.
- Reset its own password.
- View Facilitator Report GP wise.
- Schedule Gram Sabha for each Gram Panchayat.



15. Role of a Facilitator?

Facilitator user for each gram panchayat will be appointed by the District/Block level user. State may consider appropriate persons (including officials, CRPs, GRS, etc.) for nominations.

Roles of a facilitator are:

- Have a sound understanding of the concept of GPDP
- Facilitate the special Gram Sabha for GPDP on the designated day.
- Submit the report regarding the conduct of the Gram Sabha on the portal.
- Upload Gram Sabha images.
- Coordinating with frontline staff of participating ministries/departments.
- Supporting preparation of GPDP
- Upload GPDP on PlanPlus.

16. Role of a Frontline worker?

State level, District Level, Block level users are responsible for appointing and uploading the names of frontline workers to be deputed for Gram Sabha meetings on the designated days. The frontline workers will give a brief structured presentation regarding the activities of the department. Multiple frontline workers can be created at a single time for a department. A Facilitator can also be assigned for multiple GPs, if the ground situation so demands.



17. What are the things that need to be kept in mind while scheduling Gram Sabha?

Gram Sabha wise calendar for holding of Gram Sabha's will be finalized at State /district/Block level and the same will be uploaded on the portal. While scheduling the calendar of events of the Gram Sabha, States/Block/Block may take care that within a block no two Gram Sabha meetings are scheduled on the same date so as to ensure presence of frontline workers of all line Departments. However, States/Block/Facilitator may schedule more than one Gram Sabha meetings in a block on the same date if they can ensure the presence of frontline workers from the line department in all Gram Sabha meetings.

For scheduling Gram Sabha of a GP, user need to select the GP, Date of Gram Sabha, facilitator who will be facilitating the Gram Sabha and Department wise frontline worker.

18. How many Gram Sabhas could be scheduled for a GP?

The State has a provision to schedule only 1 special Gram Sabha for a GP in the portal. However, the state has the liberty to hold more than 1 Gram Sabha in the campaign period. The details of the special Gram Sabha that is held to discuss on GPDP should be entered on the portal.

19. Till when can the Facilitator submit the Facilitator Report?

The Facilitator can submit the report any time after the Gram Sabha has been held.



20. What if the GP is showing in LGD and GPDP portal but not in MA?

Please reach out to the MA team at Delhi (nictech-ma@gov.in) and the Helpdesk (011-23074309) between 9 AM – 6PM (Monday to Friday) to get this resolved.

21. What all information should the Resource Envelope include and from where to get the data?

Details of all funds available to GP for the following year should be included in the GPDP. For this, the functionaries of line departments should be reached out to know the quantum of funds / activities to be undertaken in the GP during next year. Activities for which funds would not be going to the GP directly, but are some social goal (e.g. zero school dropout) should also be included in the Resource Envelope.

22. Do we need to create users separately on GPDP portal and also on MA portal?

Yes, users will need to separately register on both GPDP & MA portal

23. What to do, if a GP is not visible in the reports under their parental District or Block Panchayat?

All the reports developed in GPDP portal are based on the District Panchayat/Block Panchayat hierarchy. As per the Land Region hierarchy, a respective GP can come under different District Panchayat/ Block Panchayat. User should check the GP in LGD application for the correct hierarchy.

24. Count of Frontline worker/Facilitator is not matching with the GP count?

A facilitator/frontline worker can be mapped to multiple GPs and 1 facilitator/frontline worker can be mapped to many GPs.



25. Who can unfreeze, the scheduled Special Gram Sabha meeting?

State Nodal Officer can unfreeze the special gram Sabha meeting, on receiving the request and should also record reason. Also, the attachment needs to be uploaded in the portal.

26. How a user can be registered again with the already registered mobile number in GPDP portal.

A user /person with same mobile number can be registered only once. If the user has to register at any other entity, then that existing user should be deactivated first and then can assign at any other entity.

27. How a user can reset the password of GPDP Portal?

User can reset password by clicking on the Forgot Password Link (<https://gpdp.nic.in/forgotPassword.html?>). Registered user should enter mobile number and click on the get OTP button. User need to enter the received OTP and captcha and then can change his password.

28. How a user can create district/block nodal officer for a participating line department?

State nodal officer is having the privilege to create the state nodal officer of a respective line department. The state nodal officer of line department can further register the district and block nodal officer of the line departments using their credential. Similarly, the district/block nodal officers can create and map the frontline workers to their districts/block's GPs.



29. How can a user/citizen track the progress made by the GPs in GPDP Portal?

On the home page of GPDP Portal, under statistical reports section, there are various reports (drill down till GP) are available to track the progress made by the GPs. It is also possible to view the GPs where no progress have been made in GPDP portal.

30. How the Gram Sabha meeting proceeding/ PIB images uploaded by a citizen/ Registered user is available on the GPDP portal?

Registered User/ Citizen can upload a geo-tagged photograph from the GPDP Facilitator Report Mobile App. If the photo uploaded by a citizen (without login) will be visible on the GPDP portal, if it is approved/moderated either by the State Nodal officer or by the district nodal officer.

31. Facilitator is not able to see the GP while filling the facilitator feedback form?

The Facilitator registered with mobile number is allowed to fill the facilitator feedback form in respect to assigned GP only. The Gram Sabha meeting schedule should be freezed before filling of facilitator feedback form. The facilitator can fill the feedback on the date or after the date of special Gram Sabha meeting. Facilitator must have to check the all the discussion points before filling the facilitator feedback form.

32. How can a facilitator feedback form be updated once it is filled?

The Facilitator has to fill the facilitator feedback form using Facilitator Report mobile app. If some updation is required after submitting the form, the facilitator can make the changes from the web portal only using the same credentials.