



सत्यमेव जयते

Ministry of New and Renewable Energy
Government of India

NRE Portal

(Step-wise Guide for Small Hydro Power Projects)



Operational User Manual Private Developer/NGOs

Content Managed by the Ministry of New and Renewable Energy

Developed by the National Informatics Centre (NIC)

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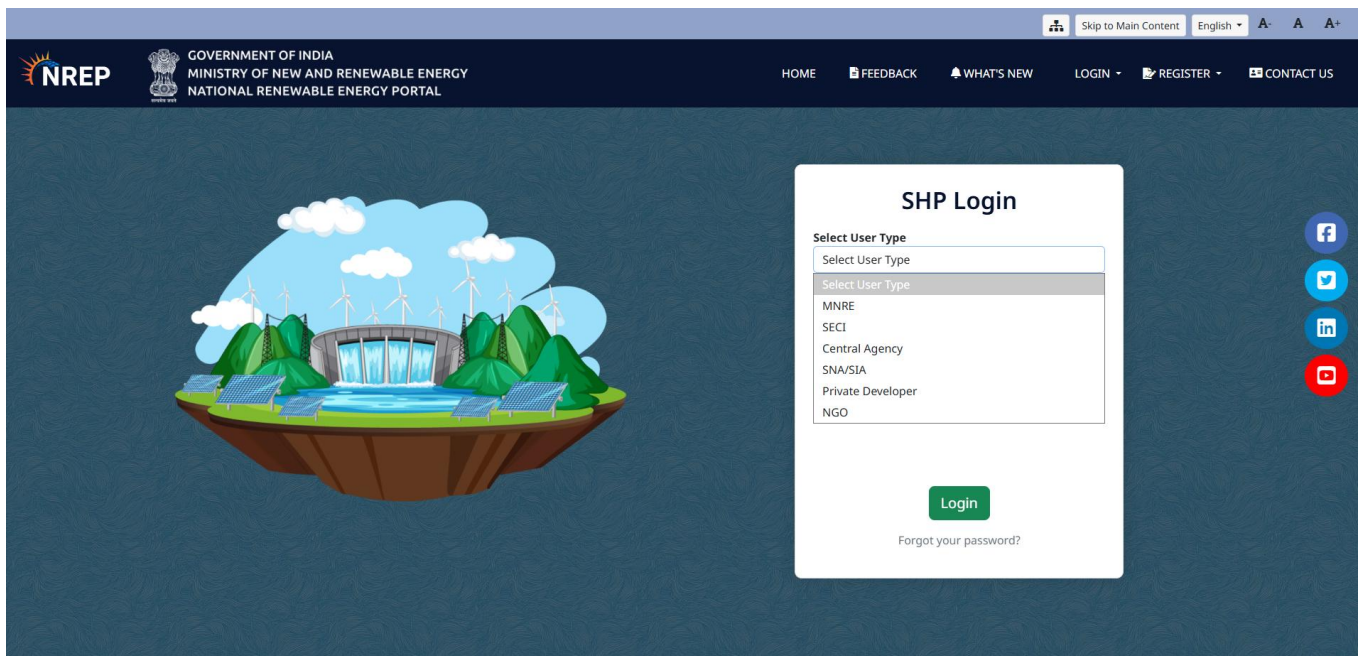
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1. Private Developer / NGOs Procedure

Step 1: After User Registration, open the browser and navigate to <https://nrep.mnre.gov.in>. Once on the homepage, proceed directly to the login page by clicking on the "Login" menu on the portal and select SHP.



Step 2: Select User Type and Enter the received login credentials. If a registered user forgets their password, they must send an email to pmu-nic-mnre@supportgov.in requesting a reset or use Forget Password Option. Once the reset instructions are received, the user can update their password from the change password section.



Step 3: After successful login, the user redirects to the respective homepage. By clicking on tabs, the user can view Organization details, Project details, and CFA details respectively.

The screenshot shows the NREP National Renewable Energy Portal homepage. The header includes the Government of India logo, Ministry of New and Renewable Energy, and logos for Azadi Ka Amrit Mahotsav and G20 India 2023. The user is logged in as 'Test Developer'. The main navigation bar has three tabs: 'Organisation Details' (selected), 'New SHP Project Application', and 'Claim for CFA'. Below the tabs, there is a table with 9 columns: Name of Organisation, Email, Name and Designation of Head of the Organisation, Telephone Number, Office Number, Postal Address, Name of the Nodal Officer, Contact Number of Nodal Officer, and an Edit button. The table contains one entry for 'Test Developer' with email 'testdev@gmail.com', designation 'Test', telephone number '9999999999', postal address 'Test', nodal officer 'A', and contact number '6666666666'. The footer shows 'Showing 1 to 1 of 1 entry'.

Step 4: Initially for the first time, the user must fill the remaining mandatory organization details before proceeding further.

The screenshot shows the 'Organisation Details' form modal. The form contains the following fields: Name of the Organisation* (Test Developer), Email* (testdev@gmail.com), Name of Head of the Organisation* (Test Developer), Designation of Head of the Organisation* (Test), Telephone Number* (9898989898), Office Number* (27597843), Postal Address* (Test), Name of the Nodal Person* (A), and Contact Number of Nodal Person* (8888888888). The form has 'Close' and 'Save changes' buttons at the bottom. The background shows the same homepage as in Step 3.

*** Note: All fields marked with “ * ” are mandatory**

2. New Project Application

Step 1: To apply for new SHP Project, click on “Apply for new SHP Project” in the sidebar, and fill project details as per the application form.

The screenshot shows the NREP portal interface. The sidebar on the left contains links: Home, Apply for New DPR, Apply for New SHP Project (highlighted), and Apply for Claim for CFA. The main content area is titled "Scheme for financial support to set up new SHP Project from 1MW upto 25MW capacity - Government Sector". It features four tabs: Project Details (active), Estimated Cost, Enclosures, and Statutory Clearance. The Project Details form includes the following fields:

Project Name*:	Enter Project Name	Capacity (in MW)*:	Enter Capacity (in MW)
Head (in metres)*:	Enter Head (in metres)	Discharge (in m ³ /sec)*:	Enter Discharge (in m ³ /sec)
Annual Estimated Generation as per DPR (in MU)*:	Enter Generation (in Mu)	Name of river/stream/dam/canal*:	Enter Name of river/stream/dam/canal
State*:	--Select State--	District*:	--Select State First--
Grid Connected*:	☐ Yes ☐ No	Expected Date of Start of Construction*:	mm/dd/yyyy
Expected Date of Commissioning*:	mm/dd/yyyy	Construction Duration (in months)*:	0
SNA*:	--Select State First--	Location (Excel File)*:	Choose file No file chosen Download Sample Format
Mode of Allotment*:	--Select Mode of Allotment--	Basis of Bidding*:	--Select Basis of Bidding--

A "Save as Draft" button is located at the bottom right of the form.

Step 2: Enter the estimated cost details and means of financing for the project.

The screenshot shows the NREP portal interface with the "Estimated Cost" tab selected. The main content area is titled "Scheme for financial support to set up new SHP Project from 1MW upto 25MW capacity - Private Sector". The sidebar is the same as in Step 1. The Estimated Cost form is divided into two main sections:

Estimated cost of the project (Rs. in lakhs)			
Civil Works*:	10000	E & M Works*:	10000
T & D Works*:	15000	Other:	15000
Total Estimated cost of the project (Rs. in lakhs): 50000			
Means of financing (Rs. in lakhs)			
MNRE Support*:	2000	Loans:	24000
Other Sources:	24000		
Total Means of financing (Rs. in lakhs): 50000			

At the bottom, there are two buttons: "Save as Draft" (orange) and "Submit" (green).

Step 3: Upload the enclosures in PDF as mentioned in the application form.

The screenshot shows the NREP portal interface. The left sidebar contains links for Home, Apply for New SHP Project, and Apply for Claim for CFA. The main header includes the Government of India logo, Ministry of New and Renewable Energy, and the National Renewable Energy Portal. The user is logged in as 'Test Developer'.

The main content area displays the 'Scheme for financial support to set up new SHP Project from 1MW upto 25MW capacity - Private Sector'. Below the title, there are four tabs: Project Details, Estimated Cost, Enclosures (active), and Statutory Clearance. The 'Enclosures' tab shows a table with the following rows:

Enclosures			
Detailed Project Report*:	View File Choose File	No file...hosen	Approval from State Government or any other concerned competent authority for implementation of the project*:
MOU/Implementation agreement*:	View File Choose File	No file...hosen	Detailed Implementation Schedule of the project*:
Estimated Annual Generation as per DPR*:	View File Choose File	No file...hosen	Loan Sanction Letter of FI/Bank:
Loan agreement between FI/Bank and Developer:	View File Choose File	No file...hosen	

At the bottom of the form, there are two buttons: 'Save as Draft' and 'Submit'.

Step 4: Upload the copy of statutory clearances in PDF as mentioned in the application form.

The screenshot shows the NREP portal interface. The left sidebar contains links for Home, Apply for New DPR, Apply for New SHP Project, and Apply for Claim for CFA. The main header includes the Government of India logo, Ministry of New and Renewable Energy, and the National Renewable Energy Portal. The user is logged in as 'Test CA'.

The main content area displays the 'Scheme for financial support to set up new SHP Project from 1MW upto 25MW capacity - Government Sector'. Below the title, there are four tabs: Project Details, Estimated Cost, Enclosures, and Statutory Clearance (active). The 'Statutory Clearance' tab shows a table with the following rows:

Copy of Statutory clearances and approvals			
Forest clearance*:	Choose file	No file chosen	Techno Economical Clearance*:
NOC from PCB*:	Choose file	No file chosen	NOC from Fisheries Deptt.*:
Approval for Connectivity*:	Choose file	No file chosen	NOC from Gram Panchayat*:
Wild Life Clearance*:	Choose file	No file chosen	Any Other*:

At the bottom of the form, there is a button: 'Save as Draft'.

3. Claim for CFA

Step 1: To claim for 50% CFA for SHP Project, click on “Apply for Claim for CFA” in the sidebar, and submit the application form.

The screenshot displays the NREP (National Renewable Energy Portal) interface. The sidebar on the left includes links for Home, Apply for New SHP Project, and Apply for Claim for CFA. The main content area is titled "Scheme for financial support to set up new SHP Project from 1MW upto 25MW capacity". It features two tabs: "Claim for 50% CFA" (active) and "Claim for Final CFA". The form includes fields for Project selection, Upload Contract Agreement / Work order for Civil Work, Upload Contract Agreement for E & M works, Upload document for 50% loan disbursement letter from Bank / FI, Upload Proof of Start of Construction, Upload scanned copy of Power Purchase Agreement, Upload Details of Physical Progress (more than 50%), Financial Progress (more than 50%), Upload document for Statement of Expenditure, and Upload Photographs of the project (Photograph 1 to 5). Each upload field has a "Choose file" button and a "No file chosen" status. Date fields are labeled "Enter Date for Contract Agreement / Work order for Civil Work", "Enter Date for Contract Agreement for E & M works", "Enter Date for 50% loan disbursement letter from Bank / FI", "Enter Date of Start of Construction", and "Enter Date of Power Purchase Agreement". The form concludes with "Save as Draft" and "Submit" buttons.

Step 2: After sanction of 50% CFA and completion of project, user can apply for Claim for Final CFA.

The screenshot displays the NREP portal interface for the "Claim for Final CFA" form. The sidebar on the left includes links for Home, Apply for New SHP Project, and Apply for Claim for CFA. The main content area is titled "Scheme for financial support to set up new SHP Project from 1MW upto 25MW capacity". It features two tabs: "Claim for 50% CFA" and "Claim for Final CFA" (active). The form includes a "Is Project Commissioned?" field with "Yes" and "No" radio buttons. It also includes fields for Physical Verification Report, Upload Commercial Operation Certificate, Upload Audited Statement of Expenditure, Upload Non NPA Certificate from Bank / FI, and Monthly Generation Data. Each upload field has a "Choose file" button and a "No file chosen" status. Date fields are labeled "Enter Date for Commercial Operation Certificate" and "Enter Date for Audited Statement of Expenditure".

Thank you!

For any Technical Assistance, Please Connect via Email at:

pmu-nic-mnre@supportgov.in