Dear Volunteer

Thanks for conducting this site visit.

The following set of questions is only a suggested guideline. Some of the following questions may not be relevant or applicable to the particular project you are visiting, but please do try to answer as many of them as possible. Please note that Parts B & C necessitate that the information be gathered through conversations with the children and their parents, and not simply the group's teachers and staff.

Please feel free to attach any documents/photos you feel are pertinent to the project.

Thanks.

- Asha for Education

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| **Date:** **23.08.2016** |
| **Name of the Project: Madurai boys town, TN.** |
| **Name of the Organization Running the Project (if different):** |

Was your site visit announced? Yes, it was planned [x]  No, it was a surprise visit [ ]

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|  | **Project Contact** | **You Name****(Asha volunteer conducting the visit)** |
| Name | Dr.Raja | Damodharan Thanikachalam |
| Address | Boys town societyThirumangalam | Grosswiesen strasse 1658051 Zurich |
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# PART A: Particulars about the organization and its environment

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| ***1. What are the different focus areas of the organization? (give a rough estimate of the % of their total effort/funding)***Community development 15% Education 70% Health 10%Other 5% (please specify) extracurricular activities |
| ***2. What is the administrative structure of the group (e.g. Board of Directors/Grassroots-based)?***40 member board, headed by the chairman Dr.Raja |

***3. Are there any other organizations working in the area providing any one or all of the services provided by the visited organization? (Briefly mention their names and their objectives)***

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| **Organization** | **Objectives of the organization** |
| Joe Homan | To help underprivileged children towards their education and develop life skills.  |
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**PART B: The organization and the community it serves**

*(Information to be gathered from parents and children)*

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| ***1. Approximately how many families live in the area?*** Statistics attached |
| ***2. What do the parents do for a living? (Agricultural worker, daily wage laborer etc.)***Statistics attached |
| ***3. At the time of enrolment, does the school ask for the names of both parents?***Yes [x]  No, just the father’s name [ ]  No, just the mother’s name [ ]  |
| ***4. How often do the teachers meet the parents?***2 times in a year |
| ***5. How do the parents participate in the organization's activities? (e.g. by contributing their time, money or labor in the school’s activities etc.)***Parents help in babycare, construction activities. Also they provide consulting on electric work and plumbing related work in the school. |
| ***6. Are there any Government Schools in the area?*** Yes [x]  No [ ]  |
| ***7. If yes, how far are the Government Schools from the community?*** 5kms |
| ***8. Why did the parents choose this school over the Government School?***Better quality of education and care provided to the children. |
| ***9. When you visited, how many children were present in the class?*** 20 per class***What is the regular class strength?*** Appr 20***Comments***:       |
| ***10. Do the children seem to enjoy coming to school?***Yes. The children were very enthusiastic and active in the school. |

**PART C: Project particulars**

*(Information to be gathered from students and staff)*

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| ***1. What is the mode of teaching in the school? (Check the appropriate choices)***A. Formal (State Board, Central Board etc.) [x]  ***till what class?***      B. Non-Formal Education (NFE) [ ]  do the students also attend formal school?C. Vocational [ ] D. Other [ ] . Please specify       |
| ***2. If A (Formal), up to what grade (LKG, 5th, 7th etc.) does the school conduct classes?***5th grade |
| ***3. If B (Non-Formal Education) how many of the children also attend formal schools in the area?***NA***If none do, does the project plan this for the future?***       |
| ***4. If Non-Formal Education, does the organization create its own study material (books, games)?***NA |
| ***5. If C (Vocational), what do the children do after they finish training?***ITI, Polytechnique courses***6. How many students are currently enrolled?*** 246 ***How many new students were enrolled in the past 12 months?*** 142 ***7. How many students left in the past 12 month, and why?***20. Family migration to different location.***8. How many school days were missed in the past 6 months by all students?***2***9. How many days was the school open in the past 6 months?***105 |
| ***10. How many staff or volunteers are recruited from the community?*** 14 staffs***How many of the staff are women?*** 14 |
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| ***11. How many teachers are there in total?*** 14 ***How many new teachers have joined in the past 12 months?*** 7 ***12. How many teachers have left the school in the past 12 months, and why?***0 |
| ***13. How many days did the teachers miss work in the past 3 months?***0***14. Does the organization train the teachers?*** Yes [x]  No [ ] ***If yes, how do they provide the training?*** Activity based training provided by anugraha trust to the teachers. |
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***15. Does each child have their own books? How many books does a child have on average?***

1 book, volume 1 and 2. This book includes all the subjects.

***16. Does each child have their own school uniform? Are there enough school uniforms for all children?***

Yes. sufficient

***17. How much is the staff paid?*** Between Rs4500/. – Rs5000/.

 ***Is it on par with the salary paid to the staff in the Government schools?***  Yes [ ]  No [x]

*(Please have a look at the accounting books of the organization and answer the following questions)*

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| ***18. Have the teacher salaries in the last 6 months been paid on time?*** Yes [x]  No [ ]  |

**PART D: Financial resources of the organization**

*(Feedback from the person conducting the site visit – you may again request the accounting books/ overview of Operating Expenses (OPEX))*

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| ***1. Is there a deviation between the OPEX and our approved budget?*** *Yes [ ]  No* ***[x]***  ***Are all items covered in the budget?*** Yes [x]  No [ ]  Maybe[ ]  ***If yes, what is the deviation (list per item)?***       |
| ***2. Do you think the proposed amounts in the budget are reasonable?*** Yes [ ]  No [x]  Maybe[ ] The quality of shelter to kids below 10 yrs should be improved. The current conditions are very poor. |
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| ***3. Is there anything you think should be added or removed from the budget?***Yes [x]  No [ ]  ***If you recommend any changes to the budget, please explain your reasons for this.***I have recommended per kid based cost structure and the list of kids with their back ground information to be provided for a better funding from asha society.  |
| ***4. Did you discuss the proposed changes with the project? If so, please describe their response.***Proposed the per kid cost structure and record management of the underprivileged children.  |

**PART E: Comments**

1. Acer test report attached.
2. Village population and occupation details attached.