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adhikar

A Centre for Social Action Research Documentation & Training

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To

Dt.14.08.04

Mona Sehgal
Project Steward
Asha for Education
USA

Sub: Submission of Evaluation Form hard copy and Xerox copy of Annual Audit Report .

Dear Madam,

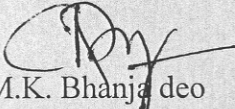
Greetings from Adhikar.

As you know we have tried several times to send this filled Evaluation Form in Email but it could not happed. So herewith we are sending the hard copy of the same document and the Xerox copy of the Annual Audit Report of 2003-04 of Asha chapter for your reference .

Please donot hesitate to write your comments and suggestions.

With best regards

Yours truly


M.K. Bhanjdeo
Office Secretary



ADHIKAR

192, DHARMAVIHAR, KHANDAGIRI, BHUBANESWAR-30,
ORISSA, INDIA.

RECEIPTS AND PAYMENTS ACCOUNT RELATING TO "NON FORMAL EDUCATION " SUPPORTED BY ASHA FOR EDUCATION FOR THE PERIOD FROM 01.04.2003 TO 31.03.2004.

| <u>RECEIPTS</u> | <u>AMOUNT Rs.</u> | <u>PAYMENTS</u> | <u>AMOUNT Rs.</u> |
|---------------------|-------------------|--------------------------------------|-------------------|
| To Opening Balance | | By <u>ADMINISTRATIVE COST</u> | |
| - Cash-in-hand | 205.00 | - Hon.to Project Officer | 50,000.00 |
| - Cash-at-bank | <u>127,599.00</u> | - Hon.to Asst.Project Officer | 30,000.00 |
| | 127,804.00 | - Hon.to Accounts Clerk | 33,000.00 |
| To Grant - in - Aid | 229,200.00 | - Hon.to Administrative Asst. | 30,000.00 |
| | ~ \$ 5,000 | - Fixed travelling Allowance | 24,000.00 |
| | | - Bank Charges | <u>25.00</u> |
| | | | 167,025.00 |
| | | By <u>TEACHING COST</u> | |
| | | - Hon.to Instructors | 90,000.00 |
| | | - Lighting & Fuel | 19,500.00 |
| | | - Learning Material | 19,435.00 |
| | | - Training of Instructors | 12,403.00 |
| | | - Equipments | 2,250.00 |
| | | - Teaching & Learning mat. | 18,205.00 |
| | | - Miscellaneous Expenses | <u>11,717.00</u> |
| | | | 173,510.00 |
| | | By Loan to MHRD/Women Literacy Proj. | 16,000.00 |
| | | By <u>Closing Balance:</u> | |
| | | - Cash-in-hand | 114.00 |
| | | - Cash-at-bank | <u>355.00</u> |
| | | | 469.00 |
| | <u>357,004.00</u> | | <u>357,004.00</u> |

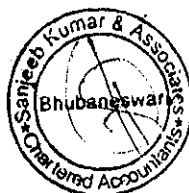
The above Receipts and Payments Account, to the best of my/our belief contains a true account of the movement of cash of the Programme for the period from 01.04.2003 to 31.03.2004.

Md. N. Amin

Md.N.Amin.
President.

As per our separate report of even date.

S. K. Mohanty
S. K. Mohanty, FCA
Proprietor.



PRESIDENT
ADHIKAR
192, Dharma Vihar
Khandagiri, Bhubaneswar-30

Asha-DC Project Evaluation Form

Purpose of Project Evaluation

The systematic monitoring and evaluation of projects is geared toward the *constructive goal* of accumulating information and building knowledge from education programs funded by Asha-DC. This information and knowledge will be used by Asha-DC to:

- a) Share experiences and lessons among administrators of currently funded projects
- b) Fund future projects with proven methodologies or new ideas that have the potential to succeed

Project Administrator's Role

Please answer all the questions that are applicable to your organization. The form consists of two sections:

Section A: Please submit responses to this section *every 3 months*.

Section B: Please submit responses to this section *every 6 months*.

As part of this evaluation process, the Asha-DC contact for the Program will select 3-5 students from the list of students provided in section A and request specific information about those students every 6 months. The names of these students will be sent to the program coordinator a month before the information has to be submitted. The information will consist of the following:

- family background (e.g. number of brothers and sisters, age, whether they go to school, etc.)
- father/mother occupation, literacy level, monthly income, etc.
- how long has the student been at the Adhikar NFE center
- what was performance level of the student during the last 6 months
- what was the education-level of the student before joining the NFE center
- what are the activities the student has participated in
- what is the teacher's assessment of the performance and behavior of the student

We recognize that filling out this form requires significant investment of your time. However, we feel that this exercise will help us as well as your organization in becoming more effective in working towards the goal of providing high-quality education to children in India. We thank you for your effort and commitment!

Please send completed sections of evaluation form to:

Mona Sehgal

Email: sehgalmona@gwu.edu

old info.

Address: 2400 Virginia Ave, NW, Apt. C-309
Washington, DC-20037
U.S.A.

SECTION A

Please submit responses to this section *every three months*

Section A focuses on the following:

Student Information

Staff Information

I. Student Information

Please provide numbers for the following student information:

- (a) Total Number of Students: 358
- (b) Number of new students in the programme: Nil
- (c) Briefly explain why the new students have joined the centers:
 - Influenced by students of NPF Center, learning Environment, parent's motivation, joyful learning method adopted by teachers, time of the center etc. are the reasons to join these centers.
- (d) Number of students dropped out from the programmed : Nil
- (e) Please provide main reasons for dropping out: NA

- 2) Please provide the current break-up of your students by age and gender. (Feel free to attach a sheet, if necessary)

| Name of Student | Age (years) | Gender | Performance Level (e.g. marks) | Center Name |
|-----------------|----------------|--------|-----------------------------------|-------------|
| | | | | |

The current break up in gender wise is 198 boys and 160 girls.

II. Staff Information

- 3) Please provide numbers for the following staff categories.

- (a) Total staff: 22 (15 teachers + 3 supervisors + 1 project officer + 1 Asst. project officer + two administrative staffs)
- (b) Number of teachers: 15
- (c) Number of new teachers: 3
- (d) Number of teachers who left: 3
- (e) Number of Administrative Staff (Please list positions: e.g., peon, clerk, etc.):
One Accounts Clerk + One Administrative Assistant.
- (f) Other (Please specify): NA.

- 4) Please provide the following **information about teachers** at your school or center. (Feel free to add additional pages)

| | Teacher Name | Teaching at this school since... (months, years) | Qualification(s) | Gender | Age | Local Resident (Yes or No - (village/district name)) |
|---|----------------------|---|-------------------------|---------------|------------|---|
| 1 | Kumari Hansuli Bisoi | 2004,May | H.SC. | Female | 16 | Yes Bandhakana |
| 2 | Kumari Manjula Majhi | 2003 | H.SC. | Female | 20 | Yes Junapani |
| 3 | Mohan Majhi | 2004,May | +2 pass | Male | 22 | Yes Malgaon |
| 4 | Paduram Jagat | 2003 | (+2 pass) | Male | 27 | Yes pujariguda |
| 5 | Pratap ch. Nayak | 1998 | (+2 pass) | -do- | 22 | Yes Phatki |
| 6 | Hrudananda Bagh | 1996 | H.SC.) | -do- | 23 | Yes Semlaguda |
| 7 | Gorekh Disari | 2003 | H.SC. | -do- | 36 | Yes Baraguda |

| | | | | | | |
|----|-------------------------|-----------|-----------|--------|----|---------------------|
| 8 | Dinabandhu Majhi | 1998 | (+2 pass) | -do- | 23 | Yes Dhupkole |
| 9 | Khamsingh Das | 1998 | (+2 Pass) | -do- | 26 | Yes Lodhuapada |
| 10 | Bhibhuti bhusan Mohanty | 2000 | H.SC. | -do- | 32 | Yes Haridapeda |
| 11 | Govind Goud | 2003 | (+2) | -do- | 19 | Yes Batajhar |
| 12 | Pabitra Bhati | 1996 | H.SC. | -do- | 25 | Yes Langpada |
| 13 | Kartik Banjara | 2000 | H.SC. | -do- | 20 | Yes Koilimunda |
| 14 | Damayanti Bagh | 2004, May | H.SC. | Female | 17 | Yes Bhaludengari |
| 15 | Swadhin ku. Dash | 2003 | (+2) | -do- | 21 | Yes Chandahandi |

Female teachers = 4 (ages 16, 17, 21, 20)
Male teachers = 11 (age range 19 to 36)

Avg. age = 18.5
Avg. age = 25

SECTION B

Please submit responses to this section *every 6 months*.

Section B focuses on the following:

1. Cost/Expenses
2. Performance Measures
 - a. Student Information: 358
 - b. Staff Information: 20
 - c. Community Information: 15 villages
 - d. Organization Information:
3. Assessment of success
 - a. Objectives: Education, Literacy, awareness building on social issues impact on community
 - b. Impact on Community: The real impact of awareness on education was felt, when the Women Literacy Programme implemented. The illiterate women of the community came voluntarily to the center. From the pictorial books and short story they could know about health, hygiene, Govt. programmes etc. In this work pass out students of NFE are teaching voluntarily. *Are there women studying at NFE centers? If yes, same as children? If yes, how are teachers managing such a vast range?*
 - c. Benefits to Students: From the regular teaching in the center the student are learning new subjects. They are also helping their parents in learning the letters and words.
4. Unexpected Problems ...The political interference during Parliament and Assembly Election disturbed the community life for month together.

I. Costs/Expenses: As the Adhikar annual audit has been completed and the report will come by 25th, July we will send it immediately. For that we are not giving Un-audited statement.

II. Performance Measures

A. Student Information

3) Please report **student performance** for the following categories:

Note: You can provide this information for each center OR for all 15 centers combined. Identify the center if you provide information for each center.

| Student Performance Categories (For the past 6 months) | Number | | | | | |
|---|---|---|----|----|-----|-----|
| | In 15 centers total no of students are 358. | | | | | |
| | Boys-198 | | ST | | SC | |
| | | | | | OBC | |
| | Girls-160 | B | G | B | G | B |
| | G | | | | | |
| | 65 | | 60 | 15 | 16 | 118 |
| | 84 | | | | | |

| | | | |
|---|--|----------|----------|
| Student attendance in number of days | Average: 80% Minimum: 65% Maximum: 100% | | |
| Score on exams (Note - If students are not tested, give the performance indicator you use to measure their progress). | | Class- I | Class-II |
| | 1 st Division | 20% | 35% |
| | 2 nd Dvn . | 40% | 30% |
| | 3 rd Dvn . | 40% | 35% |
| Number of students working; please explain why they work | In daytime Boys are going for cattle grazing and girls help to their mother in cooking and collecting firewoods. Particularlly in the month of April and May the parents as well as children goes to collect Mahua Flower. | | |
| Other (Please specify) have given | | | |

- 5) What additional support is provided to students who are not performing well to motivate them to improve their performance?
Same strategy is being adopted as mentioned earlier.

6) Curriculum:

a) What areas of the **curriculum** have you focused on in the past six months? Please attach Following the annual curriculum the courses have completed before annual examination.
#In class one all the course books has been covered. Broadly in literature long story Reading and answering the chapter's questions have completed in which handwriting practices also included. In mathematics plus, minus and their simple arithmetic's have covered.

In class two also all the course books has been covered. That includes question answering of all the chapters on literature and environment. In mathematics the arithmetic's on multiple, division and percentage have covered.

- b) Has the curriculum been significantly modified in the last six months? (Please put a ☐ next to one response below)

No such requirement occurred.

If yes, what are the major modifications?

- 7) Have you organized any **athletic or cultural activities** recently? If yes, please list. (please put a ☐ next to one response below)

No ← During her site visit, Joyashree Mohanty had asked Mr. Anvin to distribute sports gear and organize sports for children. Need to ask Adhikar why this has not been done

- 8) Do the students in your program receive any **health care education** (from either your organization or another organization)? (Please put a ☐ next to one response below)

Yes

With the help of local medical staffs we had organized a health cheque up camp. ✓

II. Performance Measures

B. Staff Information

Do you provide iron capsules other medical
e.g. to young/adolescent girls? Immunization?

9) Do you provide any support to teachers (e.g. training)? Please elaborate on both initial and ongoing training.

In monthly meetings the teachers and supervisors have orientated on various social issues.

The following trainings are initial trainings.

| Training Name | Training Provider | Number of Teacher Attendees | Training Duration | Training Description |
|--|-----------------------|-------------------------------------|-------------------|---|
| Training on Joyful learning | Adhikar Training Team | 18 | 3 days | Child behavior, Child Education |
| Training on account keeping for Self Help Groups? | -do- | 18 | 2 days | Need of book keeping, Maintenance of Cash Book, Ledger, Minutes Book Loan Ledger etc. |
| Training on public lassoing & mass communication | Aneswana | 3 supervisors Assist. co-ordinator. | 3 days | Formation of the village Committee, Organisation building, Negotiation/ Communication skill |

10) Has any staff or board member or teacher recently left the organization? Please provide the three main reasons for this. Yes changed

- The lady teachers Madhusmita and Jemani have got married in a distance village.
- The gents teacher Ludras has got better job in Koraput.

II. Performance Measures

C. Community Information

11) Socio-economic Needs

a) Can this educational project address the broader socio-economic needs of your community? (please put a ☐ next to one response below)

Yes ☒ No ☐

b) If yes, then in the last six months the needs of which communities have been addressed through this project

| Community (e.g., students, parents, women, etc.) | Needs Addressed |
|---|---|
| Students | Each day the students are getting education not only from books besides that moral boosting from teachers and supervisors, their behavior pattern has been changed. They have been aware on different social issues, so that they have been able vigilant of the village. ✓ <i>any specific examples</i> |
| Parents | Most of the parents are the forest dwellers. But after getting Revolving Funds through Self Help Groups gradually they are focusing on agriculture, which is changing their economic standards. This will have a positive impact on the migration of the parents. ✓ <i>examples type of activities that parents are using for?</i> |
| Women | The existing women Self Help Groups of Adhikar have got Rs.Ten lakh rupees as Loan fund for doing entrepreneur activities from the local Bank and Rs 30000/- Revolving Fund from Govt. with the involvement of Adhikar. |

12) Community Participation

- a) Have you tried to encourage **community participation**? (please put a ☐ next to one response below)

Yes ☒ No ☐

- b) If yes, how and what has been the response of the community to these initiatives? Please provide specific information (e.g. attendance rates in events, etc) where possible.

Actually this six-month was very problematic for the community as the National and State election was there and a lot of political tension continued for months together. But in that situation also we have discussed with the VEC and SHG members

| Initiative taken | Type of Community Involved (e.g., student, parents, women) | Attendance at event | Contributions made by Community (e.g., cash, service provided, volunteer help) | Impact of the Program |
|------------------|---|---------------------|---|---------------------------------|
| Formation of VEC | Parents | 80% | Volunteers help ↓ to do what? | Schools are running effectively |

| | | | | |
|------------------|----------------------|-----|---|--|
| Formation of SHG | Women of the village | 90% | Sending their children timely and punctually Preparing themselves to bear part of expenses of the school | In long run schools will be sustainable with the effort of SHG |
|------------------|----------------------|-----|---|--|

13) In the last 6 months have you tried to collaborate with any **other organizations** that provide services in your area? Please provide details.

| Organization Name | Service Provided by the Organization | Collaboration details (e.g., hosted joint events) |
|-------------------------------|--------------------------------------|--|
| Collaboration with local bank | Sanctioning of Loan Fund | Sanctioned Rs. 10lakhs as loan fund to the Adhikar promoted SHGs |
| Govt. Administration | Revolving Funds | Sanctioning of Rs 30000/-to the SHGs |

II. Performance Measures

D. Organizational Information

14) How have you been **coordinating among your different centers**? Please provide information about the centers you have been coordinating with.

The teachers are running centers as per annual curriculum chart. To supervise the centers three supervisors have been appointed in a regional basis with the assignment of five centers each. They report to co-ordinator in monthly basis. The co-ordinator and Asst. Co-ordinator visits the centers giving importance to weak centers, to guide and to encourage the teacher. Besides that in each village have a Education Committee who are supporting in coordination of the centers. In each month centrally a review and planning meeting is continuing in which every body share their views, accordingly planning is made for next month. Before that meeting each teacher and supervisor gives a written report to the Co-ordinator on progress of the center. Annually two time examination is conducted to assess the develop of the students. →

15) Please list any problems that you have experienced in the coordination efforts. Have you tried to resolve them? How?

We face a lot of problem in coordination with VEC for month together during the time of Parliament and Assembly

16) Please provide details on what has worked well to ensure effective coordination.

* Proper Annual planning

* Monthly review

* Participation of Village Education committee

* Trained school teachers

17) Have you approached other **sources of funding for the NFE centers**? If so, please list any additional funding that you may have received or may receive in future. No

III. Assessment of Success

18) Based on the **objectives** listed in your proposal, please provide an honest assessment of how successful your organization has been in accomplishing its objective(s).

| Objectives List | Achieved | On Track | Delayed | Unsuccessful |
|---|----------|----------|---------|--------------|
| 1. To promote universal enrollment and retention of children of 6-14 years age group in the operational area. | √ | | | |
| All 354 students are from the age group of 6-14. <i>are all children in this age gp in the 15 villages in sch</i> | | | | |
| 2. To help improve the quality of education through relevance of curriculum, diversity in learning activities and innovative methodologies and materials. | √ | | | |
| From the past experience of NFE the curriculum has been designed according to the regional need. Teachers have been appointed from the locality. So that they can teach in local language. The process of education is mostly in a joy full manner, in which the teachers use local case studies, stories. The education is not giving to literate the illiterate rather it is in a awareness building mode. To improve the quality of the examination a internal exchange of the teachers is made. In which one teacher goes to another center to conduct the examination. ✓ | | | | |
| 3. To create a learning atmosphere by involving local community, parents and formal schoolteachers | √ | | | |

| | | | | |
|---|---|--|--|--|
| and formal schoolteachers. | Reason: To involve the community in each operating village have a Village Education Committee. In monthly basis the Asst. co-ordinator sit with this committee to review the process. The local formal schoolteachers, Sub Inspector and the B.D.O of the Chandahandi Block have visited the centers and praised the effort of Adhikar in remote area. Planned way SHG has been formed so that in future the SHG will bear the operation cost of the center from the profit of the SHG. | | | |
| 4. To cater to the learning needs of the girls, children from SC, ST and economically weaker sections of society. | ✓ | | | |
| | Reason: The total strength of the centers i.e. 358 students are all from SC ,ST and OBC community and the girls strength is 160 . Which proves that the entire focus is on economically weaker section and on girl children. | | | |

19) Please provide specific instances when you felt your project recently had a **positive impact on the broader community** (e.g. parents, siblings, other community members). Please be as specific as possible (e.g. quotations from community members).

| |
|---|
| <p>Social Development: The students are getting functional literacy that impact on their family, and ultimately to the community. The participation of Parents in village education committee and interaction with the Govt. officials brings consciousness among them on different development programme. In more specifically harassment in getting development programmers in Govt. Official level have been decreased.</p> |
| <p>Environment: After orientation on need of clean and safe environment the students are cleaning village roads, tube well and well sides.</p> |

Health & Hygiene: After getting orientation from health workers the students as well as parents have conscious on their health. They are coming to the health check up camps and immunization camp. In more specifically they have conscious on drinking water and common diseases.

↳ what, if anything, are they doing about this?

Village Policy Level: Previously in village policy level discussions the women had no participation, Membership with the VEC and SHG have empowered the women to participate in village decision-making process not only in Social issues but also in economical issues. In more specifically they are preparing to share the interest out come of the SHG for the education of the children's.

How many women members in VEC?

What is the VEC membership structure?

Other (Please specify):

Please provide **specific examples of students** who have recently benefited from your projects. Exactly how have they benefited? Please be as specific as possible.

IV. Unexpected Problems -

20) Please list and describe any **unexpected challenges** that you have encountered as you work towards achieving your objective.

Till date the work is going smoothly. But we came to know District Administration is planning to open schools under Education Guarantee Scheme in some of our project location.

How will this impact the NFE centres?

Which locations would be affected?

N:B: In last part of report many points have been repeated as the programme is continuing the same things are also continuing.