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 Part sB & 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: Aug. 12, 05

Name of the Project: Ashraya

Name of the Organisation Running the Project (if different):

Was your site visit announced?  Yes, it was planned ☑  No, it was a surprise visit ☐

<table>
<thead>
<tr>
<th>Project Contact</th>
<th>You Name</th>
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<tbody>
<tr>
<td>Name</td>
<td>R Venugopalan</td>
</tr>
<tr>
<td>Address</td>
<td>ASHRAYA PULLIYIL KILIKOLLOOR P.O KOLLAM KERALA, INDIA PIN 691 004</td>
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<td>91-474-2729021 / 3115656</td>
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<tr>
<td>Fax</td>
<td><a href="mailto:pulliyil@satyam.net.in">pulliyil@satyam.net.in</a></td>
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PART A: Particulars about the organization and its environment

1. What are the different focus areas of the organization? (give a rough estimate of the % of their total effort/funding)
   
   Community development 30%    Education 50%    Health 20%
   Other ___%    (please specify) ____

2. What is the administrative structure of the group (e.g. Board of Directors/Grassroots-based)?
   Grassroots-based. The director (Mr Venugopalan) is very actively involved in running the home.

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)

<table>
<thead>
<tr>
<th>Organization</th>
<th>Objectives of the organization</th>
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<td>NONE</td>
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PART B: The organization and the community it serves
(Information to be gathered from parents and children)

1. Approximately how many families live in the area?

2. What do the parents do for a living? (Agricultural worker, Daily wage laborer etc.)
   Parents of these kids are from economically broken families. The kids often come from families of addicted/single parent families where the mother is the only earning member.

3. At the time of enrolment, does the school ask for the names of both parents?
   Yes ☐ No, just the father’s name ☐ No, just the mother’s name ☐

4. How often do the teachers meet the parents?
   Typically once a month (there is no restriction to when the parent(s) can come and visit their kid)
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.)

One of the aims is to take over the responsibilities of the child (economic and others) from the parent (often mother is the only earning member of the family) by which the unfortunate mother would be free from the burden and enable her to go out and earn a living for the rest of the family. In that sense parents participation is limited to regular visit to their kids.

6. Are there any Government Schools in the area?  Yes ☐  No ☒

7. If yes, how far are the Government Schools from the community? There are no government schools in the area, suited for the needs of special education.

8. Why did the parents choose this school over the Government School?

9. When you visited, how many children were present in the class? 22

What is the regular class strength? 24

Comments:

10. Do the children seem to enjoy coming to school?

Very much. Children seem to be very excited and happy.

PART C: Project particulars
(Information to be gathered from students and staff)

1. What is the mode of teaching in the school? (Check the appropriate choices)
   A. Formal (State Board, Central Board etc.) ☐ till what class?
   B. Non-Formal Education (NFE) ☐ do the students also attend formal school?
   C. Vocational ☐
   D. Other ☒. Please specify

The children being challenged, need special education. They are registered in regular government schools and take exams whenever situation permit

2. If A (Formal), up to what grade (LKG, 5th, 7th etc.) does the school conduct classes?
3. If B (Non-Formal Education) how many of the children also attend formal schools in the area?
   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)?
   Ashraya creates its own methods of special education for the kids. This includes yoga sessions and music therapy. This is in addition to the conventional special education methods adopted for mentally/physically challenged children.

5. If C (Vocational), what do the children do after they finish training?

6. How many staff or volunteers are recruited from the community?
   How many of the staff are women? ALL. As a policy, Ashraya provides employment only to handicapped female teachers.

7. How many teachers have left the school in the past one year, and why?

8. How many new teachers have joined in the past year?

9. Does the organization train the teachers? Yes ☐ No ☐
   If yes, how do they provide the training? Ashraya is recognized as a center for the training of challenged children by the Ministry of Social Justice and Empowerment, Govt of India. Ashraya provides continuous training program for its teachers

10. How much is the staff paid?
    Is it on par with the salary paid to the staff in the Government schools? Yes ☐ No ☐

PART D: Financial resources of the organization
(Feedback from the person conducting the site visit)

1. Do you think the proposed amounts in the budget are reasonable? Yes ☒ No ☐ Maybe ☐

2. Are all items covered in the budget? Yes ☒ No ☐ Maybe ☐
   Comments:
3. Is there anything you think should be added or removed from the budget?
   Yes ☐ No ☒
   If you recommend any changes to the budget, please explain your reasons for this.

4. Did you discuss the proposed changes with the project? If so, please describe their response.

PART E: Comments
(Feel free to attach documents if necessary)