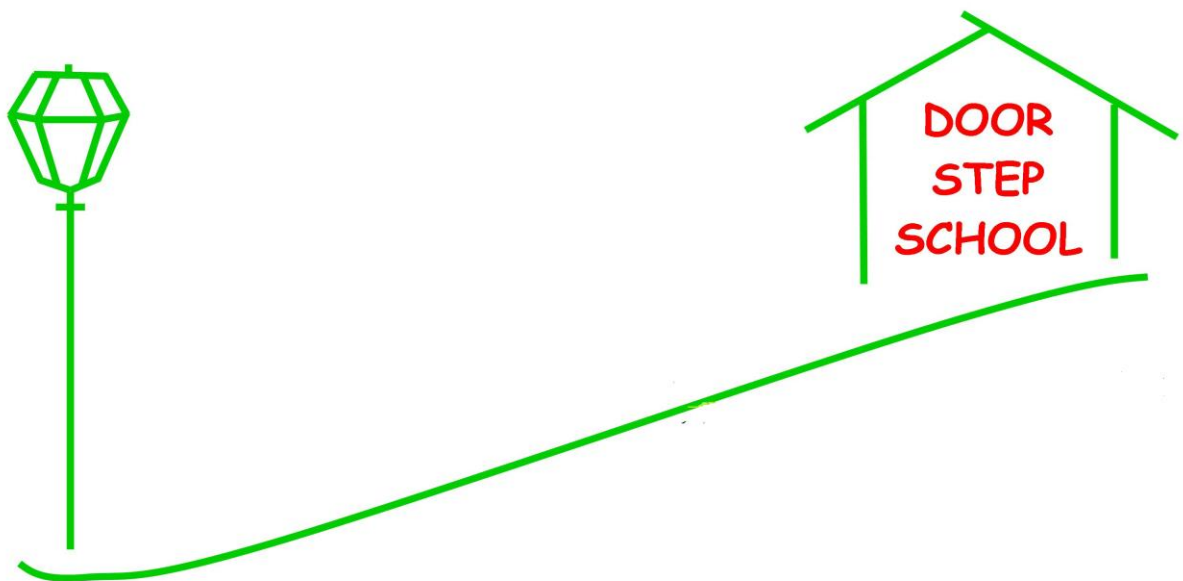


Door Step School Proposal for Direct Education Program (Project Foundation) at 11 Centers

To
Asha For Education, Silicon Valley
(Year 2011-12)



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Executive summary

"Door Step School" was established in Mumbai, India in 1988 and later expanded in Pune in 1989 with the aim of addressing literacy amongst the marginalized sections of society.

The school provides education and support to the often-forgotten children of pavement dwellers, slum dwellers, construction site families and many other underprivileged families. Many of these children are not enrolled in school and have limited access to books and a place to study. Additionally, many children drop out of school to work or care for younger children. With neither support nor resources at home some children also suffer from very low learning levels. We are trying to bridge this gap by bringing education to the "Doorstep" of these underprivileged children.

"Project Foundation" is part of the **Direct Education Programme** of Door Step School which addresses the needs of children in the age group of 6 to 14 who do not have access to formal schools. DSS runs Educational Activity Centers -EAC (Literacy Classes) and study classes for these children, supported by Balwadis and Day Care Centres at construction sites.

During the period April to December 2010, a total of 8406 children benefited from our Direct Education programs and 1400 children from the support services under this program at 125 sites. Following are the quantitative highlights:

Total No of Centers	125
Children Enrolled (Direct Education)	8406
EAC (Literacy Classes)	2499
Study classes	2046
Pre-Primary Classes (Balwadi)	3861
Children Availing Reading Room Facility	498
Children Enrolled in Day Care Centers	901
School Transportation	706
Age Certificates facilitated	377
Children Enrolled in schools	1058
Children appeared in External Exams	139
Children passed in External Exams	121 (87%)

With the spurt in construction activity in the city over the past few years, we have seen a steady increase in the number of construction sites each year. Last year alone we covered more than 11,000 such children in Pune.

This proposal presents the budget for the year 2011-12 Project Foundation centers at 11 construction sites. The total budgeted cost for setting up and running **11 centers** for the period April 2011-Mar 2012 is **Rs. 20,80,000 (Approximately Twenty One Lakhs)** . This is a cost of **Rs. 16,000 (Rupees Sixteen thousand) per site per month**.

We look forward to your support to our programs.

1. Setting up a new Center

Currently Door Step School has its Direct Education Programme at close to 100 construction sites and urban community slums in Pune (Kindly refer to Appendix-A and B for more details of Door Step School activities and its Direct Education Program). Overall, more than 10000 children are reached annually through our Direct Education Programs.

When a new construction starts, DSS staff approaches the builder staff at site, and discussions begin to set up a temporary school for the Laborers' children at the construction site. This at times takes a lot of convincing of the builder as well as the parents.

Once the decision to setup the school is finalized, DSS draws up a MoU with the builder, which details the activities to be done at the school and the costs involved. The MoU also lists expectations from the builders in terms of the facilities for the school. Some builders agree to support part of the costs, typically salaries of the teachers and some part of the children's activities such as picnics. However, we need external funding to support the rest of the cost to run these schools. Typically the cost supported by the builder is no more than 25% of the total cost.

Our first step in setting up the site is to do a survey of the site to assess the number of children and their age groups. In parallel, we also start recruiting teachers. Typically, these teachers are women from the same neighborhood as the construction site.

Door Step School has an in-house teachers training center for training new teachers. The training includes 4 weeks of classroom training and 3 weeks of field training. At the end of the training, certificate of completion is given and the candidates are employed with DSS as per the requirement.

The new teachers are assigned to sites based on the number of children and their age groups. To manage the program, we have supervisory staff. One supervisor is assigned to 5 schools and one coordinator is assigned to 10 schools. The job of the supervisor and coordinator is to ensure the program is running as per the operating procedures and that the quality of education and childcare is maintained. They also interact with the parents and builder staff through regular meetings, and prepare monthly reports per site.

We have seen a gradual change over the years in the approach and thought process from the builder as well as parents. Builders are themselves approaching us to start a center as and when new construction begins. Parents approach us for help and guidance in case of a transfer of school, when they move to a new location. With this kind of support to our core vision, we have been able to focus our energies on streamlining our operations and launching new initiatives.

Kindly refer to our Website www.doorstepschool.org for details of our programs and current newsletters.

2. Are we making Impact?

Over the years, DSS has impacted the lives of many children. Through various forums, such as builders meetings, parents meetings, we can claim some success in permeating the importance of education to the under-privileged sections of society. We have seen a gradual change over the years in their approach and thought process. Builders, funding agencies and parents are themselves approaching us to start a center or to provide guidance in case of a transfer of schools. Many of our children show outstanding performance in schools in spite of the background they come from. Our teachers take extra efforts to enroll children at new sites and continue monitoring them throughout their schooling. Children and parents approach us when they move from site to site, and solicit our help in school transfer process. We noted a few examples of the impact on individuals / groups. There are many more.

*Nilamma's father was illiterate and she was attending NFE class at Crystal Garden. She used to teach her father whatever she learnt at class. **Now her father also can read and write alphabets.** Nilamma appeared for external exam of 2nd standard and passed successfully. She is enrolled in 3rd Standard and is regularly attending her school.*

Komal Adagale stays in a community slum adjacent to our centre at Pashankar Vitbhatti. After relentless efforts by our teachers and coordinators her parents were convinced and they enrolled her in our Non Formal Education classes when she was 9 years old. She was enrolled in a Municipal School at Pashan in the subsequent year. Her performance in school is excellent. Though she was elder to all other classmates, she continued her education without any hesitation and she is now determined to complete her education. Now her parents are also convinced and give her full support for her education as per their capacity.

Today Komal is 13 years old and is studying in the 4th standard. She stood 1st in the annual examination of the 3rd standard and this year she was amongst the students selected for scholarship exam by the school.



Sunita Bhalerao- Supervisor at the Study Center took up the initiative of admitting 22 under privileged children to the Municipal School in Gokhale Nagar, in spite of lack of cooperation from parents. Her persistence in convincing the parents through daily visits gradually changed their stance and agreed to put their children in school. The school, knowing the background of these children was reluctant to admit them.

However, Sunita personally assured them of their attendance. Sunita was felicitated by the Nagar Sevak at Gokhale Nagar and was also given the post of member of "WARD SHIKSHAN SAMITI"



Rakhi and Jyoti of Mont Vert-2 shifted to Balewadi just before their external examination was scheduled. The concerned supervisor brought them back to appear for the examination for the 3rd standard and both of them passed the examination.

In June 2009 they were enrolled in the 4th Standard. Then they shifted to their native place in Chattisghad. The DSS Coordinator contacted their parents and took their address and sent their age certificate and mark list to that address. Using these documents the parents were able to enroll the girls in a school at Chattisghad.

3. Door Step School and Asha for Education, Silicon Valley

Door Step School would like to thank Asha for Education, Silicon Valley for their support of our “Direct Education Programs” from the year 2007 till 2009. The number of beneficiaries for the year 2009 is listed below.

Last year, in 2010, there was a break of one year in the financial support from ASHA SV. All through the year, we have been in touch with the members and provided information about the projects on a regular basis. We appreciate to be given an opportunity to re-submit our proposal this year and look forward to positive reply.

Jan 2009 to Dec 2009	
Total No of Centers	11
Children Enrolled (Direct Education)	950
EAC (Literacy Classes)	316
Study classes	243
Pre-Primary Classes (Balwadi)	391
Children Enrolled in Day Care Centers	353
School Transportation	321
Age Certificates facilitated	91
Children Enrolled in schools	132

4. Proposal for the Year 2011-12

4.1 Planned activities

During this year, we continued our standard operations, but increased focus on awareness and accountability by parents and builders. We organized regular parents meeting on each construction site to explain the importance of education of their children and school enrolment. We also motivated parents to come forward and enrol their children in school. We assured them our support on every stage of school enrolment. Our observation is that children get into the habit of going to school, thus increasing their thirst for knowledge. Many of our children show outstanding performance in schools in spite of the background they come from. Our teachers take extra efforts to enrol children at new sites and continue monitoring them throughout their schooling.

During the year 2011-12, we plan to launch a few initiatives as part of our Direct Education Program in our endeavour for continuous improvement:

- a. **Teachers and Staff Training:** We plan to introduce a new training for Balwadi Teachers and Crèche workers and refresher programs for teachers. We also plan to upgrade trainings for supervisors and co-ordinators to cover new practices/ procedures. These trainings will be conducted by our in-house training center “Parivartan”. We have also started to buy newspapers to get our staff used to reading newspapers on a daily basis to increase their general awareness.
- b. **Awareness and accountability by parents and builders:** This year, we organized regular parents meeting on each construction site to explain the importance of education of their children and school enrolment. We also motivated parents to come forward and enrol their children in school. We assured them our support on every stage of school enrolment. We have seen a gradual change over the years in their approach and thought process. Builders are themselves approaching us to start a center as and when new construction begins. Parents approach us for help and guidance in case of a transfer of school, when they move to a new location. We plan to continue this initiative in the next year too.
- c. **Enrolment of children in Private schools -** Earlier, we were focussed on enrolling our children into municipal schools in Pune. With the introduction of the Right to Education Act in April 2010, we have taken the step of approaching Private schools for admissions. We are seeing a positive response from schools and 25 children have been enrolled so far. We are encouraged by this response and will continue to give special focus to enrolling more children in private schools during 2011-12.
- d. **Educational Visits -** This year we will plan some Educational visits for reading room children. These visits always help to bring a positive change to the overall personality of children. We plan to have three such visits for the children this year. One of the visits could be to ‘Pune Vidyarthi Granthalay’ which hosts an auditorium and a computer library. Other possible venues are IUCAA (Inter university center for Astronomy and Astrophysics), Kelkar museum and Joshi Railway Museum.
- e. **Audio Visual presentations/ teaching -** We plan to use the School on Wheels for screening Educational films and Audio Visual films related to personal hygiene, environment and education to increase the children’s awareness and create a visual impact.
- f. **Extracurricular activities –** Beyond our educational activities, we try to provide the children with a school-like environment for their all round development. We plan to organise more activities like Drawing competitions, sports competitions and cluster level gatherings for children during the year 2011-12 too.
- g. **New Teaching aids –** We have introduced new Learning aids such as puzzles, and maps and exercises in children’s section of daily newspapers such as ‘Sakaal’ to the children and will continue to work on adding more such aids the next year.

With the Right of Children to Free and Compulsory Education Act or Right to Education Act (RTE) which came into force from April 2010, education has been made a fundamental right

of every child between the ages of 6 and 14 in India. The provisions of the RTE Act cover Elementary Education, which was being addressed through our Literacy Programs.

Door Step School, in its continued endeavour of providing literacy education to underprivileged children, has been enrolling children to municipal schools. The focus has an increased priority with the RTE act and hence an increased need to transport of these children to and from schools. Making provision for **school transport** for children is an essential and important supportive service to encourage enrolments and ensure that children attend school regularly. We use our own vehicles as well as auto rickshaws for transport.

4.2 Estimated Budget

The following paragraphs explain some of the heads in the budget:

- a. **Medical Insurance for Staff** – This is an Employee benefit that is contributed in part by Door Step School for employees below the level of Associate Project Directors. Providing health insurance is a key employee policy to keep the staff motivated.
- b. **School Transportation costs**– With the Right of Children to Free and Compulsory Education Act or Right to Education Act (RTE) which came into force from April 2010, education has been made a fundamental right of every child between the ages of 6 and 14 in India. With more children being enrolled in schools now, making provision for school transport for them is an essential and important supportive service. Providing transport helps ensure regular attendance by eliminating one of the key reasons for children dropping out of schools. Currently we spend approximately Rs. 250 per child per month for school transportation for 10 months in a year (excluding 2 months of vacation time)
- c. **Supporting Activities cost:** When we run classes we provide some material which is necessary to the children of that class e.g. Cradle for the child care center children, 'My book' for EAC class children, 'Information card' for study class children, first aid box at each location etc.. If a toilet is not provided by the builder, we need to provide a mobile toilet for the children and teachers on the construction sites.
- d. **Picnic Expenses** –Picnics are planned for 1st and 2nd std. children in study classes. We spend on transport, entry fees, snacks and other material e.g. photocopy of permission letter of parents, medicine for children etc. We have budgeted Rs. 40 per child as picnic expenses.
- e. **Management and Supervisory Staff Cost** – Supervisors, Co-ordinators, Project directors salaries constitute the Management cost. Supervisor and Co-ordinators roles have been discussed earlier. They are essentially staff to monitor the field work, ensure quality and maintain communication with parents and builders. The Project Directors are part of the senior management at Door Step School and they are responsible for financials, personnel management and overall operations.

Sr. No.	Particulars	Rate/ Cost per Month	No. of Months	No. of Persons	Total in Rs.
I MANAGEMENT COST					
1	Management Salary (part cost)	5,500	12		66,000
	Total of I				66,000
II SUPERVISORY STAFF SALARIES					
1	Coordinators	8,000	12	1.1	1,05,600
2	Supervisors	5,500	12	2.2	1,45,200
	Total of II				2,50,800
III STAFF SALARIES					
1	Teachers	3,500	12	27.5	11,55,000
	Total of III				11,55,000
IV STAFF WELFARE					
1	Mediclaime of staff (Part Payment)				18,934
	Total of IV				18,934
V PROGRAM EXPENSES					
1	Teaching & Educational Material	22	12	440	1,16,160
2	Transport	250	10	110	2,75,000
3	Picnic	40		440	17,600
4	Support Activities	5	12	440	26,400
	Total - V				4,35,160
	Total of I+ II+III+IV+V				19,25,894
VI ADMINISTRATIVE EXPENSES					
1	Telephone, stationary, postage, admin staff and other organizational costs @ approx 8% of Total of I+ II+III+IV+V				1,54,072
	Grand Total I+ II+III+IV+V+VI(Rounded)				20,80,000

- Funding per site / month is approximately Rs. 16000
- Funding commitment is expected from the sponsor for a minimum of 1 year
- The actual expenditure will depend on the number of children enrolled and the sponsor will be charged only the actual expenditure (40 children per site is assumed)
- 2009 budget was Rs. 20,74,000/-

Annexure A: Door Step School – At a glance

All children deserve an education. An alarming number of India's urban poor still remain without an opportunity to receive formal education.

Door Step School (www.doorstepschool.org), an NGO working in Mumbai and Pune, has a vision to be an instrumental force that brings development to these children.

Our mission at Door Step School is to bridge the divide between children who do not have access to school and the formal education system which already exists. We use innovative programs that facilitate in bringing education to the children and help them make the transition to literacy and brighter future. **Our key goal is primary education to all children up to 14 years of age.**

Our programs are divided in two main categories:

1. Direct education program - Project Foundation

Children of construction site labourers do not go to school for various reasons. Door Step School sets up temporary education facility with the help of the builders at the construction site. The following programs are run in these facilities:

- Educational Activity Centers – (Literacy Classes)
- Pre-primary Education (Balwadi)
- Study Classes (for School Going Children)

To support these programs, we also run a Day Care Center (Crèche) at the construction sites. A transport facility is also provided to children who are enrolled in mainstream schools. Details about all the services are given on our website.

2. School Intervention program – Project Grow With Books

Door Step School works with Municipal Schools to conduct 90 minute reading classes in the primary schools. The main goal of this program is to enhance reading capabilities of the children and to inculcate reading habits in the children.

DSS also runs 2 **Community learning Centers**, to cater to urban slum communities. A Community Library, Reading Room Facility, Computer Classes and Science Laboratory are run at these Centers. These Centers also serve as an umbrella for many other extracurricular activities that are conducted by our Volunteers.

DSS has a dedicated **Training Center**. The training centre “**Parivartan**”, which was initiated in October 2007, focuses on training new teachers to teach in the non-formal education setting, this being the need of the organization as a part of Project Foundation. Refresher trainings for all levels of the team are also part of the annual training calendar.

Annexure B: Direct Education Program – “Project Foundation”

The **Direct Education Programme** of Door Step School addresses the needs of children in the age group of 6 to 14 who do not have access to formal schools.

Since its inception, Door Step School has seen a steady increase in the number of sites covered and the number of children brought under its network.

Under **Direct Education** the following four programmes are conducted-

- **Pre-Primary Education (Balwadi)** –This programme is for preschoolers in the age group of 3 to 5 years.
- **Educational Activity Centers -EAC (Literacy Classes)** – This programme covers non-school going children in the age group of 6 to 14 years.
- **Study Classes** – This programme caters to school going children in the 1st and 2nd standard.
- **School on Wheels** - These are buses that serve as mobile classrooms to enable us to reach difficult areas or to collect children from smaller sites to one location. The School on Wheels is also useful to jump start classes at a site when facilities are being made ready.

We also have other **Supporting Activities** under our **Direct Education Programme**. The following programmes are conducted-

- **Day Care Centers (Crèche)** – This programme caters to children in the age group of 0 to 3 years.
- **School Transportation** - It is an added service provided to bring children to municipal schools as well as collecting them from different construction sites to one location for conducting classes.

The **Direct Education Program** also assists in **age certificates, school enrolment** and **external examinations**.

Currently Door Step School has its Direct Education Programme at 90+ construction and urban community slums in Pune.

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