

Asha for Education™

Site Visit Questionnaire

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www.ashanet.org

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

Date: Jul. 17, 13

Name of the Project: Institute of Social Work

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

Was your site visit announced? Yes, it was planned ☒

No, it was a surprise visit ☐

	Project Contact	You Name (Asha volunteer conducting the visit)
Name	Nupur Sannyal	Manidipa Mukherjee
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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 25% Education 60% Health %

Other 15% (please specify) Women Legal Aid

2. What is the administrative structure of the group (e.g. Board of Directors/Grassroots-based)?

Working Committee

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)

Organization	Objectives of the organization
None	

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? 20000 under one Panchayet

2. What do the parents do for a living? (Agricultural worker, Daily wage laborer etc.)

Casual day labor, farmer, small business

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?

Every two months and regular home visits

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.)

Come every function and sometimes contribute little money

6. Are there any Government Schools in the area?

Yes ☒

No ☐

7. If yes, how far are the Government Schools from the community? 1.5 km

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

The children are from families where parents are not educated. So when the children goes to Govt. School, they are completely unprepared for the grades they are in and they cannot keep up with the education.

9. When you visited, how many children were present in the class? ~200

What is the regular class strength? 40-50

Comments: KG and grade 1 has 40-50 children, but grades 3-5 has fewer children (10-20)

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

Yes they seem very happy and polite.

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 _____

2. If A (Formal), up to what grade(LKG, 5th, 7th etc.) does the school conduct classes?

7th grade

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)?*

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

6. *How many staff or volunteers are recruited from the community?* 9

How many of the staff are women? All

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

1, family responsibility

8. *How many new teachers have joined in the past year?* 1

9. *Does the organization train the teachers?* Yes ☒ No ☐

If yes, how do they provide the training? Done before, not recently

10. *How much is the staff paid?* 2000 Rs, but there are some assistant staff they are paid much less.

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.

There should be some money for providing tiffin for children at least two days a week. Children seem to be hungry and tired in the afternoon. Some bring tiffin but very little, some don't have tiffin but bring insufficient money with them for subsidized food that some volunteer provide.

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

Yes, they will be happy to provide tiffin if some additional fund is provided.

PART E: Comments

(Feel free to attach documents if necessary)

I visited Barasat ISW on July 17th, 2013. The place is located in rural area. All the children come from very poor family. They are very well behaved, happy and playful. Some students go to Govt. school but are encouraged to come at ISW for after school coaching. The school follows Govt curriculum so that the students can join Govt. school from here. The school needs to finish one of the building. Lower grade classrooms are crowded. All the staff seem to be working with a smile in their face. The school serves the group of students who have no help from parents at home regarding education. It is absolutely essential that they are prepared here so that they can keep up later at Govt. School where the care is not so good.

Additional Site Visit Questions and Answers

Details about previous building and current ground floor

1. Can ISW show you the previous building/center in which Asha SF-funded Barasat children were educated? What are the plans for this building?

Ans - *Yes I have seen the building where children still attend class. The current building will be used for social work with women.*

2. Can ISW show you the new building whose ground floor is already constructed? What is the size/area (in square footage) of the ground floor? How many rooms etc?

Ans - *Yes I have seen the incomplete new building. This building will be used for about 300 students. It will have two floors. The area is ~1200 sq. ft.*

3. What activities are currently taking place or proposed to take place on the ground floor? When did these activities start or proposed to be started? Please describe the population being served – e.g. # of children, children's age, background etc

Ans - *The ground floor will be used for classrooms when completed. The class will probably start next Feb. March 2014. It will accommodate 150 children.*

4. Can ISW show you property papers/documents that the land and building belongs to ISW?

Ans - *I have not asked for papers, but Nupur said that they have papers.*

5. Please take some pictures (preferably with you in it so we can verify that the building exists). Please ask ISW to email pictures to you and me (sf.projects@ashanet.org)

Ans - *Some pictures were taken by Nupur. I requested not to take my picture.*

Details about proposed first floor

1. When will it be completed and what is the size/area (in square footage)?

Ans - *Already answered above.*

2. What activities will take place and how many children will be served?

Ans - *Already answered above.*

Asha SF project – Institute of Social Work (ISW)

Pictures from Site Visit on July 27, 2013

Site Visitor: Manadipa Mukherjee (mmukherjee@sbcglobal.net)



















