

March 7, 2016



## Memorandum of Understanding

*This document represents an agreement between*

<p><b><u>Asha Zurich</u></b></p> <p><b>Rajesh Varadarajan</b> Weidmannstrasse 14, 8046 Zürich, Switzerland</p> <p>asha_zurich@yahoo.com</p>	<p><b><u>Vishwamandal Sevashram ,</u></b> <b><u>Dule, Maharashtra</u></b></p> <p><b>Neelam Lopes</b> <b>Dulhe, Maharashtra</b> <b>neelamlopes@gmail.com</b></p> <p><i>Neelam</i> <b>DIRECTOR</b></p>
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**THE SHIRPUR VISHWA MANDAL SEVASHRAM**  
**SHIRPUR, DIST-DHULE, MAHARASHTRA - 425 405**

### 1. Objectives

Imparting formal basic education to children at the Vishwamandal Sevashram, Dule, Maharashtra.

### 2. Commitments of Asha Zurich

- Asha Zurich has agreed to fund a part of the costs of Vishwamandal Sevashram for the year 2016.
- The full budget for the year 2016 is highlighted in Appendix 1 which is the agreed expenditure break up for the project for the school year 2016.
- Asha Zurich committee has agreed to fund amount INR **INR13,93,710.00** for the year 2016 will be sent in two instalments. Details highlighted in Appendix 1.
  - o First Instalment – INR 6,96,855.00
  - o Second Instalment – INR 6,96,855

### 3. Commitments of VMS

- To prepare children for government school (5<sup>th</sup> standard)
- To inculcate the habit of going to school regularly in children.
- To provide a report every five-months to Asha Zurich containing the details of the educational goals achieved, planned educational goals for the near future and expenditure incurred (along with receipts) and the foreseen expenditure for the next six months.
- Keeping Asha Zurich informed about the immediate next destination of children after their studies at VMS.
- Identifying students with scholastic and extra-curricular potential and recommending them to Asha Zurich for scholarships.
- To make sure that the school is running well and the kids get quality education.
- Monitor and maintain the quality of teachers
- Co-ordinate with the school committee, villagers and parents of the kids in the Villages.



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#### 4. Tentative timelines

- Start of the academic year – January 2016 (After finalization of MoU)
- 5th month (May, 2016): Submission of first 5-month report by VMS
  - o Report 1: Education Component (Goals achieved, targets planned, number of dropout students, number of teachers changed/resigned, students who are entitled to scholarship for the year 2016)
  - o Report 2: Expenditure statement (Expenditure incurred and foreseen along with details, receipts, etc.)
  - o Report 3: Details of students who passed out of VMS and are continuing studies in schools
- 6<sup>th</sup> Month (June, 2016): Review of VMS reports by Asha Zurich followed by release of second instalment.
- 10<sup>th</sup> Month (October, 2016): Submission of second 5-month report by VMS
  - o Report 1: Education Component (Goals achieved, targets planned, number of dropout students, number of teachers changed/resigned)
  - o Report 2: Expenditure statement (Expenditure incurred and foreseen along with details, receipts, etc. besides the Chartered Accountant's attested copy of the expenditure incurred)
- 10<sup>th</sup> Month (October, 2016): Submission of proposal for the year 2017 by VMS
- 10<sup>th</sup> Month (October 2016): Submission of site visit report (if any)
- 12<sup>th</sup> Month (December, 2016): Decision on continuing funding by Asha Zurich.

#### 5. Project Site Visits

- VMS shall agree to allow members of Asha for education or other people delegated by Asha Zurich to conduct site visits to visit the project site.

#### 6. Other

- This MoU will be suspended if either of the parties fails to honour any of their above mentioned commitments.
- Any further collaboration between Asha Zurich and VMS will need a new MoU to be signed separately.

We appreciate the noble work being done by VMS and wish to stay updated on their progress and work in future.

Date: 15.02.2016

Rajesh Varadarajan  
President, Asha Zurich

Samyuktha M Sharma  
Project coordinator, VMS

*Neelam S*

**DIRECTOR**

**THE SHIRPUR VISHWA MANDAL SEVASHRAM**  
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**Appendix 1** – Budget details for VMS – Dhule District, Maharashtra – 2016  
Break-up of expenditure for the academic year 2016.

No.	Particulars	Amount
1.	Teachers <b>Salaries</b> @ Rs.1,300 x 11 months x 30 classes Supervisor's <b>salaries</b> @ Rs. 4,000 x 12 months x 3 supervisors Co-ordinators <b>salary</b> @ Rs. 6,600 x 12 months x 1 co-ordinator Teachers, Supervisors & Coordinators <b>Diwali bonus</b>	4,29,000.00 1,44,000.00 79,200.00 62,100.00
2.	Teachers <b>*Travel</b> @ Rs. 4500 x 11 months Teachers <b>**Travel</b> @ Rs. 100 x 11 months x 25 teachers Supervisors <b>Travel</b> @ Rs. 1,400 x 12 months x 3 supervisors Co-ordinators <b>Travel</b> @ Rs.6500 x 12 months x 1 co-ordinator Palas Students Study Camp – <b>Travel</b> - @ Rs.100 x 100 Students <small>* For extra time that they spend in walking or cycling to reach their classes. Right now we have such 13 class's rest of the classes have teachers from the same village. This no. differs when teacher's leave or when we start a new class. **Travel for monthly training to our centre.</small>	49,500.00 27,500.00 50,400.00 78,000.00 10,000.00
3	Teachers Monthly Trainings - <b>*B&amp;L</b> @ Rs. 125 per day x 20 days x <b>**29</b> Palas Students Study Camp - <b>B&amp;L</b> @ Rs. 75 x 100 students x 8 days <small>* <b>B &amp; L</b> = Boarding &amp; Lodging ** 25 teachers + 3 supervisors + 1 coordinator = 29</small>	72,500.00 60,000.00
4.	<b>Honorarium</b> Teachers Monthly Training – Travel & Hono. for the resource persons Study camp – Resource persons Hono.	10,000.00 6,000.00
5.	<b>Stationary</b> <b>Teaching Aids-</b> <b>Administrative Expenses</b>	51,360.00 8,700.00 37,650.00
6.	<b>Boarding Fees</b>	2,17,800.00
	<b>TOTAL</b>	<b>13,93,710.00</b>

*Jeelam S*

**DIRECTOR**

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