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:** **May. 1, 17** |
| **Name of the Project: Pudiyador - Ururkuppam center** |
| **Name of the Organisation Running the Project (if different):** |

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

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|  | **Project Contact** | **You Name**  **(Asha volunteer conducting the visit)** |
| Name | Jayashree | Madhura Raghavan |
| Address | Urur Kuppam centre  Thiruvalluvar nagar,  3rd cross street  Besant nagar  Chennai 600 090  Tamil Nadu | 316 Highland Rd  Ithaca  NY 14850 |
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# PART A: Particulars about the organization and its environment

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| ***1. What are the different focus areas of the organization? (give a rough estimate of the % of their total effort/funding)***  Community development 20% Education 60% Health 10%  Other 10% (please specify) Extra curricular training |
| ***2. What is the administrative structure of the group (e.g. Board of Directors/Grassroots-based)?***  There is a board of directors guiding operations, but there is involvement of community members in the running of the organization. |

***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)***

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| **Organization** | **Objectives of the organization** |
| None |  |
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**PART B: The organization and the community it serves**

*(Information to be gathered from parents and children)*

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| ***1. Approximately how many families live in the area?*** Approximately 200 families live in this area. |
| ***2. What do the parents do for a living? (Agricultural worker, Daily wage laborer etc.)***  The men are mostly fishermen and the women work as household help. |
| ***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?***  Atleast one a month. If required more meetings take place. The staff also engage the community on a regular basis to help make the community a safer place and also hold health camps. |
| ***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.)***  The parents are not involved through money or labor. However, they meet with the teachers periodically to discuss about their child's progress. A few parents in some centers also teach the younger 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 3 government schools nearby. |
| ***8. Why did the parents choose this school over the Government School?***  This is only an after school program where the children are provided supportive education in addition to their training in formal schools. The centers are open in the evenings after school hours. All the children attend government schools nearby. |
| ***9. When you visited, how many children were present in the class?*** 12  ***What is the regular class strength?*** The center that was visited was for the group 6th - 8th std; There are 15 children in this age group.  ***Comments***: The time of the site visit coincided with the summer session at the center. Therefore, some of the children had gone away for the holidays and the centers did not have full strength. Mreover, the session was for one age group of the Young Adult Program (6th-8th) |
| ***10. Do the children seem to enjoy coming to school?***  Yes. They loved being there at the summer camp. |

**PART C: Project particulars**

*(Information to be gathered from students and staff)*

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| ***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?*** |
| ***3. If B (Non-Formal Education) how many of the children also attend formal schools in the area?***  All of them.  ***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)?***  The teachers use materials (games/puzzles/songs) to teach the children. They follow activity based learning methodology with materials designed by Ramanujam Institute and Aid India. Computer and spoken English are also taught to the children. They partner with local NGOs and volunteers to provide extra curricular activities. |
| ***5. If C (Vocational), what do the children do after they finish training?*** |
| ***6. How many staff or volunteers are recruited from the community?*** 2 of the 3 staff are from this community  ***How many of the staff are women?*** 2 out of 3 are women |
| ***7. How many teachers have left the school in the past one year, and why?***  1 teacher left for pursuing higher studies. |
| ***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?*** They have teacher training sessions to train the teachers in using the materials designed by them to teach the kids. |
| ***10. How much is the staff paid?*** 2000-6000 for the teachers, 12,000-40,000 for the staff  ***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)*

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| ***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.***  Not applicable |

**PART E: Comments**

*(Feel free to attach documents if necessary)*

The centers function from after school until about 8 pm. The children attend government schools nearby and then come to Pudiyador centers. They are supported with their school work and later are involved in acitivities. The children are taught lifeskills including spoken English, working with computers, animation technique. They are also engaged in extra curricular activities including Silambam, embroidery, drawing, theatre acting, etc. While children at all centers are served snacks, children at UrurKuppam are served dinner everyday.