

SWIRD

Answers to your additional questions:-

Queries :-

1. Attached is a financial comparison between April 2019/March 2020 proposal vs 2018 actuals. How are you doing the projections for items which the 2018 actuals are greater than the proposed numbers? For example, the Audit fees were 5,000 in 2018 and 3,000 in the proposed budget. Please advise.

Clarification:-

We understand that in some expenditure heads our projected budget for 2019-20 have been lesser in comparison to actual expenditure of 2018. Please note that being a charity organization we always try to give cost effective budget, but in few cases it may not be possible to spend as per the approved budget. In some cases it exceeds and in some other cases we save in to maintain an overall balance. In the case of audit fees it is always negotiable with the auditor. Although for the last year's audit fee we projected Rs.3000 but SWIRD could not negotiate effectively in the last year and paid Rs5000. For this year we haven't increased the amount and have budgeted again Rs.3000. Hopefully we will be able to negotiate effectively.

For teaching materials etc. we have budgeted Rs.35000 despite our last year's actual expenditure being Rs.37,500. Budgeting this lesser amount of Rs2500 in this year is justified because some materials of previous year can be used. We generally do not discard the whole lot of teaching items like some chalk-dusters, picture charts and various other educational /teaching materials etc. and reuse those useful things remaining in good condition in the following year. Hope Asha will appreciate this strategy to reduce project cost under various heads. The policy of reducing cost has been reflected in few other budget heads such as Medicine Expenses, Examination Expenses, Games and sports etc.

2. Why did the travel allowance increase from 500 to 1000 per field monitor per month?

Clarification:-

During budget preparation for this year we kept in mind that both the field monitors were not happy with their salary and travel allowance. For last two years the travel allowance per field monitors has been @Rs500. But, they were in their opinion that Rs500 had been a meagre amount to do field work throughout the month and they requested SWIRD management to increase the amount up to a reasonable level. Although they normally use bicycle, yet sometimes they use scooty also to visit far-off schools, which involves some extra expenses for fuel. Sometimes they also need light refreshment-tea-soft drinks etc. in the field during longer duration of field jobs. In view of present market price SWIRD considered keeping budget provision for their travel allowance @Rs1000 per month per head, which would be very much justified. Further for your ready reference I am giving you a table below to see the provisions for their salary and travel allowance in Last 3 years with proposed amount for the

current year. This will show that there was no hike in their total compensation from 2017 to 2018. Therefore an additional increment in travel allowance is reasonable. Hope, Asha will also accept this clarification.

Please see the table below:-

SALARY & TRAVEL ALLOWANCE OF FIELD MONITORS			
Budget provisions in last 3 years with proposed for current year			
Year	SALARY	TRAVEL ALLOWANCE	TOTAL COMPENSATION
2016	2200	400	2600
2017	2500	500	3000
2018	2500	500	3000
2019	2700	1000	3700

3. Is there school on the weekend? If not, then how are you making sure the school is smoothly operating?

Clarification:-

Our schools are scheduled to be operated in 6 days a week, from Tuesday to Sunday. Monday is the weekly holiday. We keep our school open on Sunday because visitors, local donors, guests normally prefer to come to our projects on Sunday to see our activities. We run the schools accordingly. In fact throughout the year we keep our schools open excepting normal government listed holidays and few weeks' holidays during extreme summer, heavy monsoon, and Puja festival days. We don't feel that additional weekend special classes are advisable for playschool / preschool level little kids. With the above, we hope, you will accept the fact that our school is operating smoothly.

4. Please complete the following metrics.

Information given below:-

<i>Project Name:</i>	SWIRD
<i>Coordinator</i>	Ms. Bishnupriya Pramanik
<i>Date entered</i>	7/17/2019
<i>Data source contact name</i>	Mr. Tuhin Chaudhuri
<i>Data source contact info:</i>	tuhinchaudhuri@gmail.com
Formal School	Metric
1 Children supported	400
2 Number of all children	402
3 Number of special needs children	Nil

4	Number of girls	212
5	Number of boys	190
6	Percentage of budget of the education program supported by Asha	100 %
7	Average number of years the above set of students were supported by AfE	Our schools are running for more than 15 years out of which AfE has been supporting this project for 9 years
8	Total number of students in the school	402 (Note – We admitted 402 children against our proposed and approved 400 children.)
9	Average household income of students supported by AfE (in INR)	We select the poor and underprivileged children only who belong to the BPL (Below Poverty Line) families/households and admit them to our schools. As per latest government rule, the income limit for households in the BPL category is about 27,000 INR per annum. Therefore the average household income of students supported by AfE is monthly 2250 INR.
10	Total number of teachers in the school	We have 10 teachers in 10 schools (We also have two field monitors , one doctor and one accountant)
11	Educational qualification of teachers (number of teachers with no high school degree, number of teachers with high school degree, number of teachers with undergraduate degree, number of teachers with graduate+ degree)	<p>Educational qualification of teachers :-</p> <p>Without high school degree = 6 With high school degree= 4 Undergraduate degree=0 Graduate+ degree)=0</p> <p>Educational qualification of other staff :-</p> <ul style="list-style-type: none"> ■ Sr.Field Monitor (supervisor)-- Undergraduate ■ Jr. Field Monitor -- With high school degree ■ Doctor-- Diploma in Homoeopathic Medicine ■ Accountant-- With graduate+ degree (M-COM)
12	School infrastructure (number of girls/boys toilets), playground, number of classrooms.	As far as the current school infrastructure is concerned, we don't have any building owned by SWIRD. We have been running 10 Balwadi schools in rented buildings in different places with one room in each school . Out of these 10 class rooms 8 rooms are Pukka and rest 2 rooms are fenced mud house. Since all these schools run in the rented buildings, the lady teachers generally use the toilets of the building owners. However in most of the cases the school children are not allowed to use those household toilets. In rural areas small kids below 5 years generally go to open fields or road sides for this purpose. So they can somehow manage without any

		embarrassment. There is no specific play ground of these schools. There are many open areas around those schools. Small rural children generally play there. None of our schools has any table-chairs or benches in the classroom. Children sit on the mats on the floor. In few schools teacher use a chair but in most of the time they generally sit on the mat among the children. All our rented school buildings have electricity in the classrooms. There is no drinking water facility for children. They bring drinking water in water-bottles with them. However, we provide water jugs to store some water in the classrooms as well. We run those schools under moderate type infrastructure.
13	Para-teachers qualification (if applicable)	We don't have any para-teacher
	Teacher Training	<p>Background :- Please note that funding period AfE was started on 2009 with existing 10 schools, although SWIRD launched this project in year 2004 with six schools. As per the information collected from Ms. Bishnupriya Pramanik , who joined SWIRD as a Social Animator in 1999 and also from some veteran associates of SWIRD (no proper documentation is available), it is learnt that another local NGO viz. Nabarun Seva Niketan, organised a Balwadi Teachers' Training program in the year 2004 with funding support from an international funding organization, IGSSS (Indo German Social Service Society) with 30-35 trainees by selecting participants from the rural ladies of the area. After that training event, SWIRD took this opportunity and engaged 6 trained teachers to start 6 new schools for underprivileged preschool children. Ms. Bishnupriya Pramanik along with those 6 teachers had their noteworthy contributions in the beginning and for further expansion of SWIRD-preschool(balwadi) project. All these 6 trained teachers are still continuing. Bishnupriya Pramanik, who also got this training, was given responsibility of monitoring the project schools. Afterwards the no. of schools gradually increased in various years. However, for the fresh teachers in new four schools we provide orientation from those previously trained teachers. In fact, apart from this arrangement we didn't have any provision of teachers training during AfE supported project period of last 9 years' funding cycles. Please also note that in the year 2012-2013 all the teachers also participated in a Teachers' Training program organized by a local KG school viz. Nabarun Sishu</p>

		Bikas Niketan.
1	Number of teachers trained	As mentioned above currently out of 10 teachers, 6 teachers are properly trained to run Balwadi Schools & rest 4 teachers have been given moderate type orientation by above mentioned procedure.
2	Educational qualification of teachers (number of teachers with no high school degree, number of teachers with high school degree, number of teachers with undergraduate degree, number of teachers with graduate+ degree)	Without high school degree = 6 With high school degree= 4 Undergraduate degree=0 Graduate+ degree)=0
3	Number of training hours per teachers, per year, in the program	No such documentation is available in this regard.
4	% of training budget supported	Nil
5	What kind of teacher training is provided?	As mentioned above, the kind of teacher training which was given to the 6 teachers, and to our Field Monitor (Presently- Supervisor/ Coordinator) by IGSSS , can be termed as Balwadi Teachers' Training. The type of training given to the rest 4 teachers can be simply termed as,' Orientation for Balwadi teaching'. As such there are no properly developed training materials or courses for teachers' training/orientation. Newly recruited teachers were sent to the old teachers to observe teaching procedure, learn, and do practical classes in that school. In this process of orientation the teachers learn the methodology of nurturing the children from infancy, especially for those children who come from the underprivileged rural segment of the society. The teachers are given training to create a joyful learning environment in the classroom and teaching technique to develop eagerness among the children to come to school regularly. The training includes technique of teaching the preschool children for learning Bengali and English alphabets to read and write, learning numerical digits to count and write from 1 to 100, using , pictures and charts so that children can identify common things of natural world like sun, moon, clouds, various fruits, vegetables, animals and the manmade things like buildings, household items, vehicles, sports items and so on. We insist the teachers to adopt an enjoyable method of teaching by singing, dancing and playing with those children. Basics of the orientation to inculcate among the

		trainees to develop caring and motherly attitude rather than punishment based attitude so that early childhood learning becomes interesting and joyful for the children.
6	Number of children impacted through these teachers, if available	<p>It is difficult to measure the outcome, yet it can be guesstimated that during last 9 years of AfE supported project period, about 1600 children have been impacted through these teachers.</p> <p>(Guesstimation: - Among 402 children of our 10 schools, about 180 outgoing children on an average are sent to take admission to local primary schools every year. Thus figure comes to $180 * 9 = 1620$)</p>
7	Average household income of students impacted (in INR)	Average household income of students impacted is monthly 2250 INR.
	Nutritional assistance	We don't have any provision to provide nutritional assistance to our children of our schools. Although few years back SWIRD was suggested by AfE to add a component of nutritional assistance to the children, but in view of the practical difficulties of making proper arrangement of the component of nutritional assistance , SWIRD did not agree to do that.
1	Students supported	NA
2	Number of all students	NA
3	Number of special needs students	NA
4	Number of girls	NA
5	Number of boys	NA
6	Number of meals per student per day	NA
7	Number of days meals provided per year	NA
8	Average household income per student in INR	NA
9	Age range of students	NA
10	Average cost of meal in INR	NA
11	% of budget provided by AfE	NA

12	Please describe meals provided	NA
13	Provision of supplemental iron tablets, vitamins, iodized salts, deworming, and other	NA
14	Specific deficiencies that are the project is trying to address	NA
	Teaching and Learning aids + Materials	Given below details about our Teaching and Learning aids and Materials used in our schools.
1	Type of material (if applicable)	For all the schools in our project we have various types of attractive teaching aids and educational items. Teaching materials like blackboards, chalk-dusters, and various other educational /teaching materials, like picture / charts of Bengali and English alphabets, numerical digits, various fruits, vegetables, animals, things of natural and man med world, photographs of great men/ renowned personalities etc. Children are also provided with various books of nursery rhymes, alphabets, slate- pencils, drawing books etc.
2	Students supported	402
3	Number of all students	402
4	Number of special needs students	0
5	Number of girls	212
6	Number of boys	190
7	Cost of unit of material (in INR)	Unit cost per student = 93.28 INR Unit cost per school = 3750.00 INR
8	Number of units supported by AfE	Number of units (students) supported by AfE = 402 Number of units (schools) supported by AfE=10
9	% of budget supported by AfE	100 %
	Awareness Campaigns (dropouts)	Previously we used to observe that the students in the primary level in our community had the tendency to dropout from school. Many of these children were becoming child labourers. SWIRD closely follow up this process and motivate their parents to continue their children to send to schools. We have made our children habituated in the school atmosphere. It is mentionable that during last 9 years with the support from Asha for Education, we have been able to organize few workshops cum seminar in every year by involving almost all the parents of our students to prevent dropout and motivated them to continue their children's education in the Primary - High School and

		<p>onward levels. We got remarkable result and have observed that 100% of the outgoing children have been admitted in primary schools in recent years. The child labour practice for commercial purpose is not much observed in the area. Even the girl children are not got stuck absolutely for doing household chores in their families. Thus a gradual change is being observed.</p>
1	Describe the topic of awareness	<p>During parents' awareness events on prevention of school dropouts, some renowned local school teachers and social activists talked as resource persons in the events. Relevant topics have been covered in a simple way to give orientation to the participating parents</p> <p>Following topics have been covered :-</p> <ul style="list-style-type: none"> • Responsibilities of parents in upbringing children properly. • Vicious cycle of poverty in the families and reasons behind that. • Education as the most useful weapon to break vicious circle of poverty. • Why formal school education and nutrition are essential for children. • How to provide cost effective nutritional support to the children. • Importance of pre-primary / early childhood education. • Child rights and basic needs of the children . • Child labour practice, its consequences, and how child labour practice ruins children's lives in future. • Child labour practice with special focus to little girls, and their engagement in household chores. • Why girls education is important. • School-dropout and basic reasons behind it. • Role of parents to prevent school-dropout
2	Number of days spent campaigning per year	2 days
3	Number of unique beneficiaries targeted per year	1200 (Both the parents along with the child for 400 students)
4	Number of staff involved	13 project staff and some local volunteers
5	Cost of campaign per day in INR	@ 24,315 INR per one day event (In the last year we spent a total amount of 48,630 INR for two events.
6	% of budget supported by AfE	100 %