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:** **Nov. 10, 12** |
| **Name of the Project: Sarada Kalyan Bhandar (SKB)** |
| **Name of the Organisation Running the Project (if different): Sarada Kalyan Bhandar Trust (SKB)** |

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 | Rekha Di | Mukesh Malpani |
| Address | Sarada Kalyan Bhandar  Sector - F/1, Saratpally  P.O. - Midnapore  Dist. - Paschim Medinipur  PIN -721101 , West Bengal, India | Diamond City North.  68 Jessore Road.  Kolkata - 55 |
| Phone(s) | +91-3222-263866 | 09777450218 |
| Fax | +91-3222-267545 | -- |
| E-mail | skbtrust@gmail.com | mukesh.malpani@accenture.com |

# 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    % Education 70% Health 30%  Other    % (please specify) |
| ***2. What is the administrative structure of the group (e.g. Board of Directors/Grassroots-based)?***  SKB administered by non profit charitable Trust having  Seven Membered Trustees, Ten Patrons, and Thirty seven members on General Body.    Details of the Trust are as below:  Non Profit Public Charitable Trust organized by Women.  Registered on 21.07.84 at Midnapore Sub-Registrar's Office.  Registered U/S 12A of Income Tax Act 1961, Govt. of India.  Registered under F.C.R. Act 1976 |

***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 | As per my discussion and visit, I don’t think there is any other organisation. |
|  |  |
|  |  |

**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?*** |
| ***2. What do the parents do for a living? (Agricultural worker, Daily wage laborer etc.)***  Mens - Agiculture  Women -Agiculture |
| ***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?***  Monthly |
| ***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.)***  They don’t participate on regular basis. Primarily because, they don’t have much time and money. Also, it has been observed, that local families send their children to the school so that children can get good food and education at the same time. |
| ***6. Are there any Government Schools in the area?*** Yes  No |
| ***7. If yes, how far are the Government Schools from the community?*** |
| ***8. Why did the parents choose this school over the Government School?***  Food and hope of better education. |
| ***9. When you visited, how many children were present in the class?*** more than 300.  ***What is the regular class strength?*** Student list was provided by SKB. The students count was matching for the classes I visit. Absentees were accounted.  ***Comments***: |
| ***10. Do the children seem to enjoy coming to school?***  Yes. |

**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?*** Yes  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?***    Didn't get this number.  ***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)?***  Readymade Books available from market are used for teaching |
| ***5. If C (Vocational), what do the children do after they finish training?*** |
| ***6. How many staff or volunteers are recruited from the community?***      20-25 are volunteered. They do have some visiting faculty from IIT KGP.  ***How many of the staff are women?*** Approx 50% |
| ***7. How many teachers have left the school in the past one year, and why?***  Don't know. |
| ***8. How many new teachers have joined in the past year?*** don’t Know. |
| ***9. Does the organization train the teachers?*** Yes  No  ***If yes, how do they provide the training?*** |
| ***10. How much is the staff paid?*** Available in Balance Sheet  ***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: I didn't have the proposed budget before my visit. |
| ***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.***  Same comment as previous visit. All children didn't seem to have new clothings. |
| ***4. Did you discuss the proposed changes with the project? If so, please describe their response.*** |

**PART E: Comments**

*(Feel free to attach documents if necessary)*

Underprivileged students of 11 villages near Midnapore are being delivered the basic education along with the food which is a great cause being achieved. These studenst just needs the guidnace and support for a sustainable future.

I didn't compare the budget requirements directly but the overall project functioning seems to be good. On overall basis the school seems to be making an impact to the community an nearby villages.