


Guideline for Awareness Generation Projects for Rural & Poor Women

The Awareness Generation Camps will be a platform for the rural women to come together, exchange their experience and ideas and in the process develop an understanding of the reality as also ways to tackle their problems, fulfil their needs. The Camps will necessarily be different from formal training programmes in so far as the outsider's (mainly organiser's) role will be mainly restricted to that of an enabler or facilitator. The content of the discussion (which will be main method of communication) too will be open to be finalised on the basis of the local situation. Although no camp will limit its coverage to the openly expressed felt needs of the participants, attempt will be to give priority to and relate other identified needs to those. The Socio-economic and demographic composition of the participants, level of rapport/mobilisation already attained by the implementing agency will be other factors determining the content.

The scheme, in spite of the openness and flexibility envisages coverage of four broad aspects in each of the camps related to its objectives. These are:-

- (a) Knowledge and analysis of the socio-economic relatives of the local area with a focus on its implications on status of women.
- (b) Technical information on topics ranging from relevant legislations to health and hygiene.
- (c) The need and strategies for organising women towards development and against injustice.
- (d) The plans for action emerging from the above to be carried out by the participants.

Each of the above items, it is expected, will be taken up in relation to the needs/problems areas, identified by the participants. The areas to be covered can be selected from the list provided herewith. Additions to the list can be on the basis of interests, choice of the participants and local priorities. A possibility of different levels of camps depending on whether the participants are identified women leaders or first-time participants is conceived. There can also be specialised camps focusing on one of the themes, whether health or income generation, which will be more technical in content. However, even in these technical camps discussions on the general status and role of women should be given adequate time.

  
4/1/88

SCHEME FOR AWARENESS GENERATION PROJECTS FOR RURAL AND POOR WOMEN

PART-1

Name of the Scheme

: The Scheme will be known as "AWARENESS GENERATION PROJECTS FOR RURAL AND POOR WOMEN".

Objectives

- : The objectives of the Scheme are:-
- (i) to identify the needs of rural and poor women.
  - (ii) to increase women's active participation in fulfilment of those needs and developmental and poverty eradication programmes and,
  - (iii) to enable women to organise themselves and others to strengthen Women's participation in decision making in the family and society and to deal with social issues like alcoholism and atrocities on women and children.

PROGRAMME CONTENTS:

PHASE-I

A survey of target villages will be made through:

- (a) Village Schedules
- (b) Family Schedules and/or
- (c) Village meetings-to find out main problems of the area and to identify participants for the camp.

Broad findings of the Survey and/or meetings should be prepared before awareness camps are organised and the projects should be planned accordingly.

PHASE-II

Awareness Generation Camps of 8 days and related follow-up action by the organiser of the camp which may be spread over the project period of 6 months from the receipt of the grant or the beginning of the Phase-I.

Contd/\_--

Phase-III.

Follow-up activities during the Project period.

Phase-IV.

Detailed evaluation of the project in a camp of 2 days duration in which:

(i) activities undertaken following the awareness camps will be reviewed by the participants and.,

(ii) Follow-up programmes to be undertaken independently by the participants and/or Voluntary agency shall be chalked out.

Phase-V.

Submission of reports and statement of Accounts within 30 days after the completion of the project period of 6 months.

Schematic Budget:

<u>Sr. No.</u>	<u>Description</u>	<u>Approved Budget.</u>
1.	Honorarium and Travelling Expenses of the Organiser.	Rs.3,000-00
2.	Expenses on camp including Boarding, Lodging, Travelling of Participants, Honorarium and travelling of resource persons and learning materials, administrative expenses and contingencies.	Rs.3,000-00
3.	Follow-up activities including expenses on village meetings, short duration camps for participants, meetings with officials and voluntary agencies, and other related expenses on initiation of follow-up programmes.	Rs.2,000-00
TOTAL :		<u>Rs.8,000-00</u>

NOTE: (i) No carry over of expenses after the submission of A/Cs and report is admissible.,

(ii) The agency may re-allocate expenses under heads 2 & 3 to the extent of 30% but not exceeding the total allocation in both.

PART-III: IDENTIFICATION OF THE AGENCIES UNDERTAKING AWARENESS GENERATION PROJECTS:

The Voluntary agencies would be identified by the members of the National Standing Committee and the CSWB and these agencies will be approached to send their applications in the prescribed form in duplicate to State Social Welfare Advisory Boards (an advance copy of the same should also be sent to CSWB). The State Boards could also collect applications, if any, from other suitable agencies and scrutinise the applications, at State Board meetings and recommend the same to the Central Social Welfare Board. The applications received at the State Boards should be sent to CSWB alongwith the recommendations within 30 days of the receipt.

PROCEDURE FOR SANCTION:

The applications received from the State Boards will be scrutinised by the Sub-Committees and recommended for sanction to the CSWB and the grants will be sanctioned by the Central Social Welfare Board's office directly to the agencies under intimation to the State Board.

The agencies sanctioned grant will communicate their acceptance of terms and conditions of the grant in the prescribed form with a copy to the State Board's. The entire allocation of Rs.8,000/- per project would be released direct to the agency by the CSWB under intimation to the State Board. The State Boards and the Project Officer/Field Officers will be associated with the agency implementing the Project.

PART-III: SURVEY AND PREPARATORY MEETINGS:

Sample forms for the village and house hold schedules are attached. The agency is free to add or delete items according to local conditions. Village schedules can also be filled-in from information available from local bodies and agencies. House-hold schedules should be filled-in on suitable sample basis (minimum 10% with a minimum of 15 households).

In place of the household surveys, formal and/or informal meetings of the village women can also be organised with an objective of selecting participants and finding out the areas that need to be covered in the camps. It may be noted that surveys and/or the preparatory meetings are meant mainly for finding out the topics for discussions and selecting participants and not for collection of exhaustive data.

SELECTION OF CAMP PARTICIPANTS:

The participants should be women from the target population with emphasis on the selection from the scheduled castes/ Scheduled tribes and other socially and economically backward classes. Participation of the women community in the village in the selection of participants is desirable. No official functionaries such Teachers, Village Level Health Workers should be selected as participants. This should not prevent them from acting as resource persons or furnishing any assistance in the organisation of camps.

The participants should be as far as possible between age group of 15-45.

LOCATION OF CAMP SITE:

Awareness Generation Camps should be located within the community as far as possible in public premises like Schools, Panchayat houses etc. where participants would have free access irrespective of caste and religion and there is no mental or social barrier to participation.

TOPICS FOR DISCUSSION IN CAMPS

INTRODUCTION:

Any development process that does not involve women and seek their active participation cannot attain its real objective of social change. The Awareness Generation Camps are being organised to create conditions for rural women to be able to participate in the development process.

This is a difficult task. On the one hand, one finds that rural women have little access to formal or informal educational facilities and consequently lack even basic information on issues and problems directly confronting them and on the other we find absence of any special efforts to make them aware and active.

The objective of the entire scheme is to induce rural women to think of their problems, to analyse them and to initiate actions to tackle them. This process will and must continue after the project is over. The emphasis must, therefore, be given on topics of local interest and discussions must begin from the analysis of local problems and must later be related to macro-problems. The discussions must be participatory in nature and lead to some sort of collective action that will empower women to tackle their problems.

PART-I: STATUS OF WOMEN

- (i) Status of women in the home/village and wider society,
- (ii) Denial of participation in decision making in social, economic and political processes,
- (iii) Unequal access to and distribution of resources i.e. (a) Health Services (b) Food (c) Education (d) Technology and political resources,
- (iv) Double burden-house hold work/reproductive responsibilities/work outside home,
- (iv) Violence against women-domestic violence/prostitution/infanticide/lowry murder/molestation/rape,
- (vi) Participation in political processes,
- (vii) Discrimination against women in respect of property rights/wages/employment.

PART-II: WOMEN AND LAW

- (i) Rights within the family-marriage/desertion bigamy/livorce/custody/maintenance,
- (ii) Rights outside the family-work/wages/maternity benefits/child-care facilities,
- (iii) Fundamental rights and constitutional directives relating to women,
- (iv) Prevalent rights-property rights, inheritance right to own agriculture land/collective ownership,
- (v) Legal Procedure
  - (a) Courts
  - (b) Village justice systems
- (vi) Free legal aid and redress-concept and implementation
- (vii) Some Important Acts
  - (a) Dowry Prohibition Act
  - (b) Legal Provisions relating to rape
  - (c) Abolition of Bonded Labour
  - (d) Suppression of Immoral Traffic Act.
  - (e) Child Marriage Act.
  - (f) Right to abortion
  - (g) Special Marriage Act
  - (h) Equal Remuneration Act
  - (i) Child Labour.
  - (j) Special provision for women under the Police Acts and criminal procedure code
  - (k) Protection of Civil Rights Act.

PART-III: WOMEN AND HEALTH

- (i) Development of body and mind-childhood phase till puberty(a) Child Marriage, its impact on health and education(b) menstruation and menopause.
- (ii) Care, Food and Nutrition of Children especially female children-Breast feeding.
- (iii) Reproductive awareness and birth control methods and methods of abortion.
- (iv) Right to health care system and development of health care facilities for women and children.
- (v) Village level health system and women's role in it-indigenous medicines/home remedies/oral Rehydration Therapy(ORT).

- (iv) Women as victim of new technology (introduction of technical equipment which have deprived women, from employment and or exposure to health hazards):
- (v) Women gaining control over technology and by changing themselves/learning new skills,
- (vi) Ill-effects of mechanisation on women-like exclusion from traditional areas of control and production processes,
- (vii) Social forestry-Afforestation, Environment Pollution.

PART-VI : WOMEN & ECONOMY

- (i) Land, water and forest-distribution pattern and issues of injustices,
- (ii) Women and occupation (identification of occupation relating to local raw materials which can be exploited for employment, importance of poultry, piggery, goat/sheep-rearing, dairy, fishery, seri-culture, horticulture etc.),
- (iii) Opportunities for income generation-feasibility and technical information,
- (iv) Unpaid labour inputs by women, water and fuel collection, domestic work, agricultural and allied activities,
- (v) Women and marketing (lack of access to market, cheating by middlemen and other problems and how local markets can be explored and tackled in a collective manner etc.),
- (vi) Local economic institutions and women's role in it-cooperatives, Banks, Cooperative Laws,
- (vii) Local crops and improved methods of storage and prevention of wastage of crops,
- (viii) Family Budget and income management and women's role in it.

PART-VII : WOMEN AND THE STATE/GOVERNMENT

- (i) Governmental structure at village and Block level and women's role in the same,
- (ii) Women and local power structure (why women are not represented in Panchayat, Gram Sabha etc.),



- (vi) Village level health workers/training of health workers/  
Training of Dais.
- (vii) Development of basic health care information at  
village level-immunisation/provision of essential  
drugs/collection of information on various issues  
concerning women.
- (viii) Information about pre and post natal care and service etc.

PART-IV : COMMUNITY HEALTH AND HYGIENE

- (i) Elements of health and hygiene.
- (ii) Drinking water sources-contamination/preventing  
contamination of drinking water/knowledge about  
water borne diseases,
- (iii) Personal and environmental/sanitation, importance  
of personal hygiene with special reference to care  
of eyes, ears, hair, nails and clothes,
- (iv) Use of latrines and disposal of waste and human  
excreta, improvement of housing and sanitary conditions,
- (v) Protection of food from insects and flies.
- (vi) Information about communicable diseases e.g. T.B.,  
V.D., Leprosy,
- (vii) Basic knowledge about first-aid, home remedies,  
Ayurvedic and indigenous medicines,
- (viii) Harmful effects of smoking, chewing of tobacco and  
consumption of alcohol,
- (ix) Nutrition deficiencies and eating habits/diseases  
and their prevention,
- (x) Balanced diet for infants, pre-school children and  
expectant and lactating mothers with special emphasis  
on locally available food.

PART-V. WOMEN, TECHNOLOGY AND ENVIRONMENT

- (i) Need for technology to respond to special needs of  
women-Agricultural tools/water fetching devices,
- (ii) Village environment-Forests, air and water and  
their pollution,
- (iii) Importance of kitchen-labour and time saving devices  
like smokeless Chulhas, non-conventional energy  
sources and other rural technology and their use  
and effects.

- (iii) Women as beneficiaries of governmental schemes and programmes (delivery system and its access to women).
- (iv) Women and electoral processes.

PART-VIII: RELIGION, CULTURE AND WOMEN

- (i) Raising children (Male & Female),
- (ii) Understanding Socio-cultural activities, Festivals and celebrations,
- (iii) Castes within community,
- (iv) Religious activities and women's participation,
- (v) Norms, taboos, myths related to women's operation/aspiration,
- (vi) Personal laws and women,
- (vii) Superstitions.

PART-IX : WOMEN AND SOCIAL ACTION

- (i) Identification of issues for action,
- (ii) Mobilising women,
- (iii) Strategies for changing values, attitudes and behaviour,
- (iv) Forms of organisations available to women-advantages and dis-advantages (i.e. cooperatives, Registered Societies, Trade Unions, Un-registered groups and Companies),
- (v) Forms of Actions available to women advantages and dis-advantages (mass-media, publicity, Satyagrahs, non-cooperative movements and writing letters),
- (vi) Influencing movement/Society and family,
- (vii) Planning Social Action,
- (viii) Forms of Communication (Street Play, katha).

VILLAGE: SCHEDULE

NOTE : The information to be filled-in this schedule may be obtained from District Census Handbook, Records of village Panchayat, Panchayat Samitis, and other Agencies.

1. NAME OF THE VILLAGE \_\_\_\_\_
2. VILLAGE PANCHAYAT \_\_\_\_\_
3. NAME OF THE BLOCK \_\_\_\_\_ DISTANCE FROM VILLAGE \_\_\_\_\_
4. NAME OF THE TEHSIL \_\_\_\_\_
5. DISTRICT \_\_\_\_\_
6. TOTAL GEOGRAPHICAL AREA OF THE VILLAGE \_\_\_\_\_
7. POPULATION

NO. OF HOUSEHOLDS \_\_\_\_\_

MALE \_\_\_\_\_ FEMALE \_\_\_\_\_

S.C. \_\_\_\_\_ S.T. \_\_\_\_\_

BACKWARD CLASSES \_\_\_\_\_

OTHERS \_\_\_\_\_

AMENITIES AVAILABLE

SOURCE OF DRINKING WATER.

IS SOURCE FOR DRINKING WATER SEPARATE FOR SC/ST.

ELECTRICITY.

WEEKLY MARKET

NEAREST BUS STAND(DISTANCE FROM THE VILLAGE)

NEAREST RAILWAY STATION(DISTANCE FROM THE VILLAGE)

EDUCATION: PRIMRY BOYS+GIRLS/CO-ED.  
MIDDLE BOYS/GIRLS/CO-ED.  
HIGH BOYS/GIRLS/CO-ED.  
BALWIDIS/CRECHES/AGANWADIS

: HEALTH:

INDIGENOUS PRACTITIONERS:

DAIS/VADYAS/BHAGATS

DISPENSARY: DISTANCE FROM VILLAGE:

PRIMARY HEALTH CENTRE(DISTANCE FROM VILLAGE):

: AVAILABILITY OF COMMUNITY CENTRE/DHARMSHALAS/  
GOVERNMENT REST HOUSES

: LAND

: AGRICULTURAL LAND \_\_\_\_\_

: IRRIGATED LAND \_\_\_\_\_

: SHMLAT( COMMON PASTURE LAND) \_\_\_\_\_

: WASTE LAND \_\_\_\_\_

: CROPS:

MAJOR CROPS:

KHARIF: \_\_\_\_\_

RABI: \_\_\_\_\_

SUMMER: \_\_\_\_\_

N.A.

FORMAT FOR BACKGROUND INFORMATION ON PARTICIPANTS TO BE FILLED IN DURING THE CAMP

1. NAME
2. VILLAGE
3. PANCHAYAT
4. AGE
5. CASTE: SC/ST/BG/OTHERS
6. EDUCATION
7. MARITAL STATUS
8. NO. OF CHILDREN, IF ANY \_\_\_\_\_ AGE OF THE LAST CHILD \_\_\_\_\_
9. NUMBER OF PERSONS IN THE FAMILY
10. OCCUPATION( IF ANY)
11. HOUSEHOLD ANNUAL INCOME
12. HOUSEHOLD OCCUPATION
13. HOUSEHOLD ANNUAL INCOME
14. SPARE TIME ACTIVITIES
15. WORK EXPERIENCE IN SOCIAL FIELD
16. MEMBERSHIP OF ORGANISATION(MAHILA MANDALS/GRAM PANCHAYAT/OTHERS)
17. EXPECTATIONS FROM THE AWARENESS GENERATION CAMP
18. WHETHER FAMILY IS BPL CARD HOLDER
19. WHETHER FAMILY HAS RECEIVED ANY IRDP AND OTHER BENEFITS: YES/NO.  
IF YES, GIVE DETAILS
20. IS SHE A BENEFICIARY OF ANY GOVERNMENT OR SWB PROGRAMME: YES/NO.  
IF YES, GIVE DETAILS
21. IF NO WOULD SHE LIKE TO PARTICIPATE IN ANY GOVERNMENT PROGRAMME:  
YES/NO.  
IF YES, GIVE DETAILS.
22. IF YES, GIVE DETAILS.
23. IF YES, GIVE DETAILS.
24. IF YES, GIVE DETAILS.

Narrate 3 major problems faced by Village Women in order of importance:

- 1.
- 2.
- 3.

What according to her are the basic facts responsible for the backwardness of women in the village:

- 1.
- 2.
- 3.

Any suggestions she would like to make for the progress of women in the village:

-O-

N.A.

FORMAT FOR REPORTING BY THE AGENCY :

1. Name of Agency :
2. Name of the Organiser :
3. Number of Camps sanctioned. :
4. Area of Operation per Camp. :  
Village :  
Panchayat :  
Tehsil :  
District :
5. Details of preparatory work :
  - i) Selection of work area(how and why) :
  - ii) Selection of participants Group(how) Method used :
  - iii) People's response :
  - iv) Response of officials :
  - v) Problems faced :

PART-II: MAIN FINDINGS OF SURVEYS/MEETINGS

DETAILS OF CAMPS ORGANISED

- Place or Venue of the Camp :
- Distance from the road & Market place :
- Number of participants :
- Details of participants
- i) Landless labourers :
  - ii) Farmers :
  - iii) Artisans :
  - iv) Others :

\* Separate for each project not exceeding 5 pages

List of Resource persons from the Government and other agencies and their background

<u>Sr.No.</u>	<u>Name</u>	<u>Designation</u>	<u>Topic</u>
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- 1.
- 2.
- 3.
- 4.
- 5.

Topics from the syllabus covered:

- 1.
- 2.
- 3.
- 4.
- 5.

Major issues discussed(in brief):

- 1.
- 2.
- 3.
- 4.
- 5.

FOLLOW-UP ACTIVITIES INITIATED DURING THE PROJECT PERIOD

1. Formation of Groups(give details)
2. Individual cases dealt with (give details)
3. Issues concerning community tackled(give details)
4. Problems faced
5. Suggestions and actions initiated to solve the problems
6. Has any developmental programme has been planned as a follow-up action after the project period(give details)
- Applied to whom
- Financial implications
- Benefits expected.

INVOLVEMENT OF THE STATE SOCIAL WELFARE ADVISORY BO.

1. Expected support from the CSWB/SSWAB
2. Whether these expectations were fulfilled- if yes, give details.

Briefly describe the impact of the programme in the community.



## HOUSEHOLD SURVEY SCHEDULE

### INSTRUCTIONS:

1. Household means a group of persons living together and having a common kitchen.
2. When the reply to a question is in the negative, please put 'dash' in the relevant column. For example, if there are no school-going children, put-(dash) in the column relating to the schooling of children.
3. The person conducting the survey must put down his/her name, the date of interview, and the general remarks/ if the respondent was co-operative.

\_\_\_\_\_

Village :

Taluka :

District:

1. Name of the person giving information :
2. CASTE :
3. MARITAL STATUS :
4. EDUCATION : \_\_\_\_\_ Class/Literate/Illiterate
5. TYPE OF HOUSE (a) Kachcha/semi-pucca/pucca  
(b) \_\_\_\_\_ rooms/bath/latrines/kitchen  
open space
6. FATHER'S/HUSBAND'S NAME:
7. NO. OF CHILDREN: (Living in the household)
8. INFORMATION ABOUT CHILDREN:

Child Sr.No.	Male	Female	Age			
			Below 5 years	5 years to 8 years	8 years to 12 Yrs.	Above 12 Years.

9. MEMBERS OF THE HOUSEHOLD

Sr. No.	Relation to respondent	AGE	Occupation	Contributing to family income	Non contributing to family income
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10. ARE THE CHILDREN IMMUNISED:  
 (a) Against polio/Whopping Chough/Dyytheria  
 (b) Against Tuberculosis

11. SCHOOLING OF CHILDREN:

1. NAME OF CHILDREN :

Child No.	Goes	Does not do	Class	Distance of school	Mode of Transport
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12. CHILDREN NOT GOING TO SCHOOL:

Child No.	Look after younger children	help in family work	Farm	Type of work in earning
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13. HEALTH AND NUTRITION : (Please tick under relevant Columns)

TYPE OF FOOD AND PERIOD

Sr. No.	Major Dishes	Morning	Noon	Evening	Period of the year
1.	Rice				
2.	Wheat				
3.	Maize				
4.	Millet				
5.	Mahua				
6.	Dal				
7.	Vegetables				
8.	Meat, Egg, Fish				
9.	Others (Pl. specify)				

14. WAS THERE ANYBODY ILL IN FAMILY. DURING THE LAST YEAR, IF SO NATURE OF AILMENT

15. HOW DO YOU TREAT THE ILL PERSON. (Please tick)

- (a) Home remedy
- (b) Pooja/Prayer
- (c) Local Doctor
- (d) Government hospital

16. How far in the nearest health centre or hospital. Kms

17. How many times have you visited health centres/hospital in last 12 months. times

18. Are there private doctors. Fees per visit:  
No. of visits:  
Medicines:

19. How much did treatment under the private Doctors costs. Pathological Test:

20. Has anybody adopted family planning. TOTAL \_\_\_\_\_

- 21. If so, specify method adopted:
- 22. If not, give reasons for not adopting

SANITATION:

- 23. Where does the waste water from Village drain/soak  
House go. pit/kitchen ga.  
other (Specify)

24. WORK INVENTORY

House hold work

- 1. Cooking (including preparatory work such as grinding)

MORNING		EVENING	
From	To	From	To

- 24. Fetching Water

- 2. Distance Travelled No. of buckets/gharas Time consumed

- 24. 3. Cleaning

WORK	MORNING		EVENING	
	From	To	From	To

HOUSE  
CLOTHES  
UTENSILS

- 25. Time spent in looking after animals.
- 26. Time spent in collecting fuel.
- 27. agricultural work in own field.
- 28. Agricultural work for income.
- 29. any other work

Type of work	Employer	Duty Hours	Wage
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30. If engaged in any handicraft : Yes/No  
Nature of craft :  
Investment :  
Loans :  
Own money invested :  
Period of work(Please tick : Months 1 2 3 4 5 6 7 8  
months) 9 10 11 12  
Source of raw material : Local/Self Produced/  
Market Imported  
Income : Local/Export/Contract  
Profit

31. Who do you consult for guidance on any of the following purpose.

PURPOSE	NAME OF THE PERSONS	RELATIONSHIP
EDUCATION		
HEALTH		
FINANCE		

32. How do you spend your leisure time.

33. Social information

How often do you go to.

Festivals

Cinema

Temples/other religious places

Mother's House

Marriages

34. Who takes the major responsibility in the family in the following.

1. Son's Marriage

2. Son's Education

3. Daughter's marriage

4. Daughter's education

5. Take a loan

6. Repay a loan
7. Buying or selling of immovable property, if any.
35. Are Harijans allowed to draw water from the same source.
36. Are Harijans allowed in village temples.
37. What according to you are the major problems faced by your household.
  - 1.
  - 2.
  - 3.
38. What are the major problems faced by your village.
  - 1.
  - 2.
  - 3.

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Name of the Investigator :

Date of Survey :

General remarks :

FORMAT FOR BACKGROUND INFORMATION OF THE ORGANISER  
OF AWARENESS GENERATION PROJECTS.

1. Name and address of the :  
organisation representing.
2. Name of the organiser. :
3. Age. :
4. Male/Female :
5. Marital status :
6. No.of Children. :
7. Whether SC/ST/BC/Any other.:
8. Educational qualification. :
9. Training in Social Work. :  
(if any)
10. Experience in social work/ :  
field work(if any)
11. Experience in Organisational :  
Training Programmes(if any)

Note:- This format should be sent to the concerned Training .  
Institution by the agency immediately after the Project  
is accepted by them.

THE CENTRAL SOCIAL WELFARE BOARD  
BEVIN DEEP BUILDING, PARLIAMENT STREET.  
NEW DELHI. 110001.

Application for assistance under the scheme of Awareness  
General Act for Rural and Poor Women.

(The application in duplicate, complete in all respects should be sent to the State Social Welfare Advisory Boards. Incomplete applications or those received after the prescribed date will not be considered. An advance copy of the application may be sent to the Central Social Welfare Board)

1. Name of the Agency and full address.
2. Year of Establishment
3. Is the Agency registered under the Society's Registration Act of 1860 or under any other appropriate Act. If so, one copy each of the Registration Certificate and Memorandum and Rules and Regulations of the Association may be attached. (In case the Agency is a regularly constituted branch of a registered organisation, a certificate to this effect in original from the parent organisation may be attached)
4. Objectives of the Agency its present activities, Area of Operation
5. (i) Details of Camps for which grant is applied:

Camp No.	Proposed Location Village, Taluk, Distt. State.	Expected No. of Trainees.	Probable Mobilisation period.	Proposed camp with dates.
1.	2.	3.	4.	5.



- (ii) Broad outline of syllabus proposed to be covered:-

Sr. No.	No. of the camp	Total grant requested.
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7. List of papers/statements to be attached (please see point No.8-A)
- (a) Copy of Rules and Regulations of the Agency
  - (b) Copy of Memorandum of Association
  - (c) Latest Annual Report (if available)
  - (d) Audited Accounts for the last three year. It may be relaxed to one year in deserving and exceptional case.
  - (e) Detailed report of the Camps for which grant was received earlier (if not submitted earlier)
8. (a) In case an institution has received a grant under the scheme during the last three years, the number and date of the sanction letter need only be mentioned and the above mentioned documents need not be sent.
- (b) In case the Institution has received a grant under any other programme of the Board during the last three years, the number and date of the sanctioned letter need only be indicated and details as mentioned above need not be sent.

SIGNATURE \_\_\_\_\_

DESIGNATION \_\_\_\_\_

SEAL \_\_\_\_\_

PLACE:

DATE:

## A Broad Framework

For

Training of Organisers from Voluntary Organisations  
undertaking 'Awareness Generation Projects for Rural and  
Poor Women'.

### The Context:

It was during the exercise of review and revamping of the Central Social Welfare Board's project 'Awareness Generation for Rural & Poor Women' that a need for training input at the Organiser's level, is thought of. In fact, this is considered by the National Standing Committee as well as the CSWB to be the most important input necessary for maximising the achievement of the goals.

The Voluntary Organisations from the various States will be coming forward to take benefit of the scheme which requires selection of an organiser for each camp (need not be separate for each camp within an organisation). The idea, therefore, is to organize training programmes for these organisers at the State level. The known trainer organisations for the States to be covered are identified. The steps to be taken till the training phase (i.e. dissemination of the information on the project, selection of the organisers by the concerned voluntary organisation etc) as well as the time-schedule of each of these is also planned and approved.

What follows is a broad framework for these proposed training programmes to be used by the trainer organisations although neither without their own discretion nor without the required flexibility for modifications, relevant for the local situation.

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The Trainees:

(a) From the above, it should be clear that the trainees will mostly be a highly mixed group of organisers selected by the agencies themselves. It will be a heterogenous group not only in terms of age but also level of knowledge and experience. They may not be a mixed group by sex as both the designers of the project and atleast most of the agencies will prefer women organisers. The age-group of the participants may be expected and preferred to be between 20 to 45 years. The differences in language is also avoided by grouping the States under a single training programme only when there is commonality of language.

(b) The trainees as well as the organisations, they came from are not likely to have felt the need of for such a training but would rather have accepted it as a necessary requirement for the sanction of the project. This suggests a special effort towards motivation inbuilt in the training design.

(c) The trainee-organisers, in most of the cases, are likely to be the women who are a part of these very sections of population which the project desires to reach out to. They, thus, have an advantage of representing and knowing these sections but also a need for special inputs/guidance on playing the role of an objective enabler and catalyst of change and awakening.

(d) The number of trainees, desirable from the point of view of effectiveness and the various pedagogical principles applicable here, is expected to range between 15 to 25.

The Focus of Training:

(a) The focus is expected to be on preparing the organisers as effective enablers in the process of awareness generation. This will require to give them not only the knowledge of the society, different social institutions and relat but

also an analytical ability and knowledge and attitude towards those sections of population to whom the same is to be transmitted. Although, rendering the skills required to work with the disadvantaged rural women, with a focus of an awareness building will be important.

(b) The focus should also be on organisers (mostly women) analysing their own situations and thus developing their view point, change of attitudes and a better understanding of the other project participants (rural women).

(c) No do-but the training will be related to the immediate interest of improving the effectiveness of the projects to be executed by the trainees but it should not be restricted to this alone. The broader objectives of training the trainees into a cadre of women workers should be kept in mind too.

(d) In a way, this training can be termed as 'Training of Organiser' which itself has a demonstrative value and a degree of replicability which should be consciously inbuilt and raised through efforts.

(e) Information-giving, changing attitudes and imparting skills—all three can be covered in the scope but the effort should mainly be on inculcating a learning attitude and orienting ways of learning which can be exploited by the organisers in designing their own project—details and selecting the best strategies for their own situations.

The Objectives:

The proposed objectives of the training can be:-

- (a) To orient them to the programmes of C.S.W.B. and other developmental programmes.
- (b) To equip them with the knowledge, attitudes and skills necessary for implementing the AGPs,
- (c) To motivate and prepare them for further preparations, learning and planning for the project relevant for their own project areas:

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- d. To introduce them to relevant resource-bases from their region,
- e. To establish an attitude to and channel for cooperation among organisers from a given region atleast during the project period, but also with a possibility of its continuity beyond the given project.
- f. To inculcate the ability to motivate women and to create cadres of socially conscious women from among the poor.

The Contents: While the detailed designing of the content will be done by each of the trainer organisations, the goals and the philosophy behind the project suggests the following themes.

- (A) The AG Project- the basic vision, objectives, content, design for execution and administrative requirements of the concerned. Information on CSWB programmes on hand and assessment of the past programmes can be included.
- (B) Women- their special status, role (present & Potential) special problems can be analysed along two dimensions:
  - A. Women and family, community, target society and government in particular:
  - B. Women and Social, economic and political areas of life/ activities issues.
- (C) Organisers as women themselves and in the given role- importance of their experiences self-evaluation, attitudes, knowledge and skills and the ways of relating these to women.
- D. Mobilising women- role of the organiser, alternative strategies, and required skills. Mobilisation as a process to be carefully evolved and guided and not to be taken as a one time task, and the factors involved.

- e) Programme planning-principle 'of people's participation, other principles of programme planning in relation to the Awareness Generation Project (6 months programme to be planned). The possibility of inbuilt evaluation and rolling plan.
- f) - Introducing changes - the scope, barriers, the process and skills required.
- g) - Information on - issues most common to the organiser's project areas, governmental structure and schemes, voluntary agencies in the area and also some specific programme that may be the likely focus of Awareness Generation Projects in the State.
- h) - Use of various training tools and methods - the audio-visuals, simulation exercise, group discussions and other. The training methodology - its importance and basic principles.
- i) Reporting and other means for monitoring the project - their role and related skills.
- j) Administrative requirement - focus may be specifically related/restricted to the requirements for the concerned project in terms of accounting, correspondence etc.
- k) Innovative and creative use of traditional media of communication for empowerment of women/initiation of action.

#### The Methodology:

A few methodological principles are expected to be followed:-

- (a) Participation of the trainees at each stage of the programme is valuable for making it relevant and acceptable as also for giving them useful experience.
- (b) Use of simulation exercises and training material should be made for effectivity, with a choice of the content from the point of view of their replication in the Awareness Generation Projects by the trainees themselves.
- (c) Informal interaction with the trainees throughout the training period should be the most important means to motivate, to establish a useful rapport changes as also a desired relationship between the trainer and the trainee based on due respect and a view of exchange, making these very categories superfluous.
- (d) Case studies, cultural programmes, intermittent work assignments, visits to organisations - governmental and non-governmental etc. methods should be exploited fully.

#### Training Period:

With the scope and practical aspects considered, the training period is expected to range from 8 to 10 days. The usefulness and feasibility of planning a phased training with intermittent short periods of work experience either in the organiser's own project areas (for which they might have to return back to their organisations) or in a project area closer to the location of training.

Appendix-1.

<u>Training Programme Covering States.</u>	<u>Training Organisation</u>
1. Andhra Pradesh.	Andhra Mahila Sabha & Samakhya, Hyderabad.
2. Tamil Nadu.	Society for Rural Education & Development, Arkonnam, Tamil Nadu.
3. Gujarat.	setu: Centre for Social Knowledge, Ahmedabad.
4. Maharashtra.	Rural Communes, Bombay.
5. Uttar Pradesh.	Jagori, Delhi.
6. Bihar.	
7. Madhya Pradesh.	
8. Himachal Pradesh.	Prayas, Chittorgarh
9. Rajasthan.	Rajasthan.
10. Orissa.	PIDIT, New Delhi.
11. West Bengal.	
12. Mizoram.	
13. Meghalaya.	Citizen Volunteers Training
14. Arunachal Pradesh.	Centre, Manipur.
15. Manipur.	

BUDGET FOR THE TRAINING OF ORGANISERS

The details of the expenditure to be incurred are as follows:-

- (a) Travel expenses to the training centre and back would be borne by the agencies conducting the camp.
- (b) The institution training the organisers will arrange for boarding and lodging of the trainees and their other costs towards travel, honorarium to resource persons and learning material etc.

21. The break-up of expenditure on one training programme for 20 organisers is given below:-

<u>Head of Account</u>	<u>Estimated provision</u>
(i) Boarding & lodging of participants and resource persons and travelling expenses of resource persons.	Rs. 11,000/-
(ii) Honorarium to resource persons.	Rs. 2,000/-
(iii) Learning and training materials, audio-visual programmes, projects visits etc.	Rs. 7,000/-
TOTAL:	<u>Rs. 20,000/-</u>

Note: (i) No reappropriation would be admissible from the head 'honorarium to resource persons'. Reappropriation between head (i) & (iii) is admissible.

(ii) The total expenditure should not exceed Rs. 1,000/- for each trainee organiser and the accounts under the above heads may be submitted.