

# IBTADA

## ANNUAL REPORT 2012-13





### Registration Details of Ibtada

- (i) Registered under Rajasthan Societies Act; Registration Number 132/ALW/97-98.
- (ii) Ibtada is Registered under Foreign Contribution Regulation Act (FCRA) with Registration number 125420021 dated June 29, 2001.
- (iii) Ibtada is having 12 A Registration number 92/7 dated 25/03/1999.
- (iv) The 80 G registration number of Ibtada is 80G/2010-11/274 dated 12/5/10

## VISION

Ibtada envisions a society where poor and deprived social groups are economically, socially and politically empowered to take part in development processes and have equal rights and access to resources that abridges poverty, deprivation and discrimination.

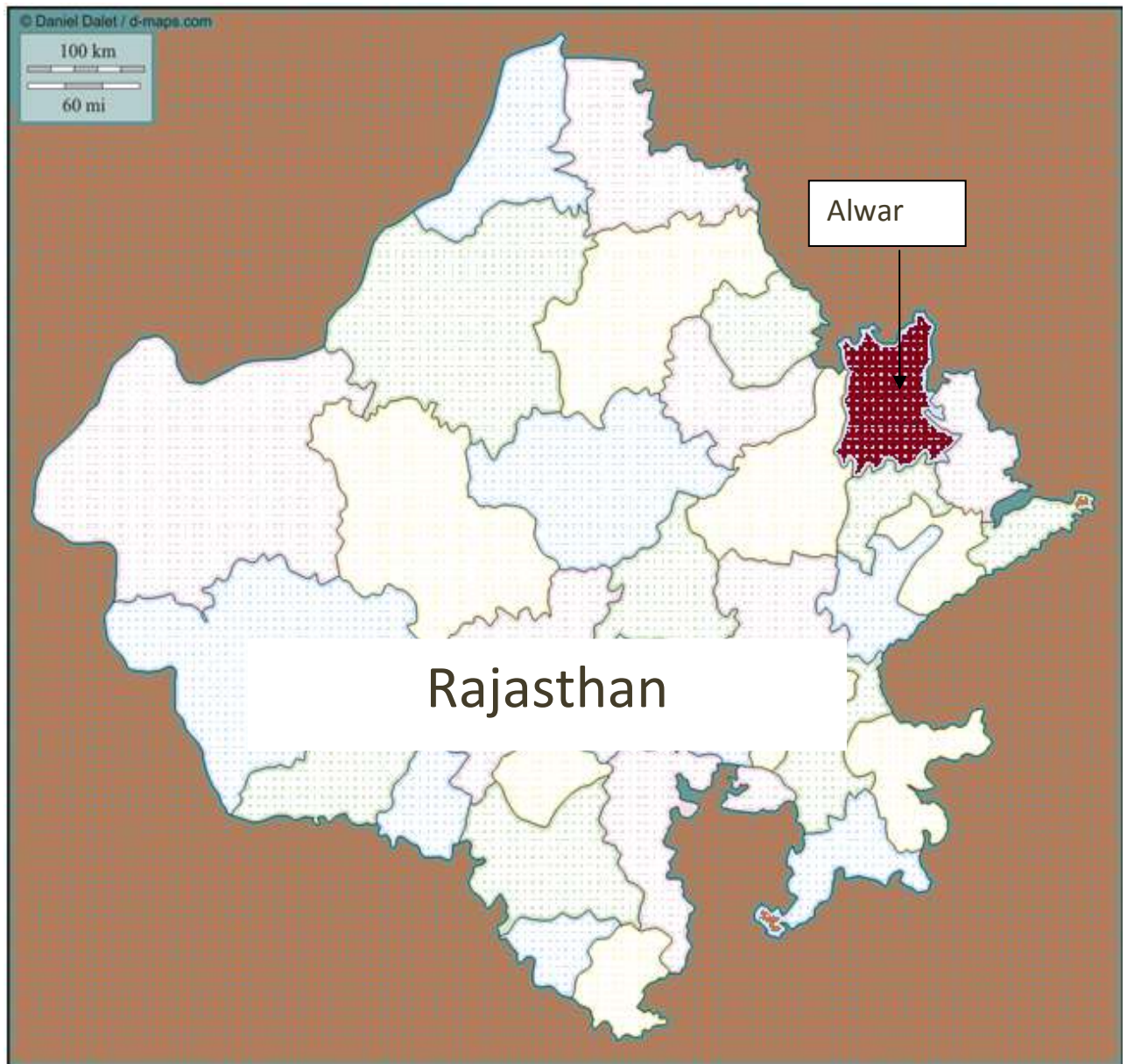


## MISSION

Strengthening communities especially women, in a manner that they themselves raise the issues of their concern and play an influential role in reducing poverty and inequality



## MAP: INTERVENTION LOCATION



## STRATEGIES

- Augment community capacity and promote Self-reliant community institutions.
- Put women and girl child in forefront.
- Build a cadre of grassroots women leaders.
- Collaborations with Govt. for innovations and effective outreach.
- Build alliances with civil society and CBOs on issues of common concern



## GOALS & OBJECTIVES



- Promote and strengthen self help groups, their clusters and federations among poor women
- Help poor families with access to savings, credit and micro insurance facilities
- Support to improve the livelihoods of SHG members, and improve quality of their life through health, literacy and other relevant interventions
- Promote education for out of school, especially girls from minority and poor families
- Improve the effectiveness of government schooling system by support in teaching learning processes and integrating community's role and support for these schools

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## FROM THE CHAIRPERSON

Dear Friends,

It is a great privilege for me to present the Annual Report of Ibtada for the year 2012-13. As one more year passes, we at Ibtada take pride in the fact that the organisation continues to excel in its field programmes and keep building on what has been achieved so far. Building on the flagship Taleemshala programme that caters to the primary education of mainly Meo Muslim girls, Ibtada has initiated new interventions with the girls – life skills education for adolescent girls and supplementary education for girls who are studying in grades 8<sup>th</sup> to 10<sup>th</sup>. Ibtada also started residential school for 50 girls studying in grades 6<sup>th</sup> to 8<sup>th</sup> with support from Sarva Shiksha Abhiyan. In our goat based livelihoods portfolio, with support from Jamsetji Tata Trust, Ibtada is playing Nodal Agency role to support five more NGOs in Rajasthan. The women's literacy initiative started last year has also got rooted in the field, despite challenges of women finding time to attend the literacy classes.

Ibtada was awarded a Special Prize by NABARD, for overall performance in the field of SHG-bank linkage for the year 2011-12. In terms of new developments, Ibtada got support for five new projects from various agencies. Heifer Project International has started third phase of support for value based community development. We also got into partnership with Azim Premji Foundation, which provides multi dimensional support for capacity building of Ibtada staff. The most cherished accomplishment for the year has been that Ibtada office moved to its own building that was completed during the year.

The community institutions of Ibtada have also seen good progress. The five federations facilitated by Ibtada are on the path of self sustainability. One of the federations Sangharsh Mahila Manch got direct grant support from NABARD for the first time for formation of self help groups. The same federation also started providing Community Resource Person (CRP) services to Rajasthan Rural Livelihoods Project (RRLP) in Bikaner.

After the success of our *pashu sakhi* model, Ibtada has started developing *krishi sakhies*. This has again proved to be very useful for empowerment of women and to strengthen the field operations in agriculture. The women being the major contributors in agriculture and livestock based livelihoods, are learning new knowledge and skills.

Ibtada is extremely grateful to its donors, well wishers, friends and supporters for all that we have been able to contribute to the lives of poor.

Tinni Sawhney  
Chairperson, Ibtada

## 1. ORIGIN AND BRIEF HISTORY

Ibtada, as the name suggests is the beginning of change, evolved through various community interactions and survey of backward region of Mewat in Rajasthan. Ibtada was founded in 1997 by the present, Executive Director while he was engaged in benchmark survey of Mewat in Rajasthan. Mewat is a backward region that cuts across Haryana and Rajasthan, dominated by Meo Muslims.

The Imperial Gazetteer of 1908 describes Mewat as an ill-defined tract of land lying south of Delhi. The area is part of Indo-Gangetic plain and the Aravali zone. Mewat region includes parts of Alwar and Bharatpur districts of Rajasthan and Gurgaon and Faridabad districts of Haryana. Alwar is located at a distance of about 150 kilometers southwest of Delhi.

Mewat is synonymous with Meos, who form the dominant social group in the area. Meos were the majority community in the pre-partition days. They still form more than the 30 percent of the total population of the Mewat region of Rajasthan.

Meos believe to have been converted to Islam in the 14<sup>th</sup> century and trace their ancestry to Rajputs or Yaduvanshis. Even after their conversion, they remained proud of their ancestry and maintained strong links with their Hindu background. Till few decades ago, they used to be *Musalmans* in name only and their village deities were the same as those of Hindu cultivators. They too observed several Hindu festivals. The Meo and non-Meo relations is an excellent example of Hindu-Muslim harmony. But this has been weakening during the last 3-4 decades.

The *Mewaties* were considered as warrior class and were notorious for their turbulence and predatory habits. They were a constant source of trouble to rulers of Delhi. In the revolt of 1857 against the British, the *Mewaties* actively supported the last Mogul emperor, and when the revolt failed the area was severely neglected.

### 1.1 Rationale Behind Mission

While understanding the backwardness in Mewat, it was clear that women and girl child were the worst affected. It was no surprise because it is a harsh reality that this section has to bear the consequence of all discriminations, be it social, political, economic or natural (disasters, droughts etc). Interestingly, various interventions and experiments in the development sector have shown the usefulness and effectiveness to partner with this section towards a sustainable and productive output. The SHG movement is a standing example.



Therefore, promoting institutions for women is the core to Ibtada's mission. While doing this, capacity building of the community in general and that of women leaders in particular becomes utmost important. The institutions are designed to empower women -to change power relations in the society, to foster decision-making power among women, to enhance their degree of control over resources and provide them space for visibility and collective action. A girl child of today is a woman in making for tomorrow. She faces discrimination and maltreatment since her birth. Both she and her mother need to be prepared to understand and challenge this bias. The child needs to be equipped with basics like education, life skills, etc. The community institutions must take up these issues. Besides, the institutions are also designed to provide services in areas of women's health, girl child education; women managed livelihoods, savings and credit etc.

## 1.2 Ibtada's Journey Over Years

Ibtada started with its mission to work for women and girl child and continues to do so. Ibtada has grown considerably over the years. The field operations started in the year 1998 with the formation of SHGs. In March 1999 there were 16 SHGs formed. It rose to 142 groups in year 2001 and 700 SHGs at present. Building upper tier institutions, there are 62 clusters and 5 federations. Building on the SHG programme, Ibtada started livelihood interventions in the area of agriculture and animal husbandry. Goat rearing is one of the key interventions where Ibtada is working with 500 plus families now. Ibtada also focused on skill development of women to enable them work as Resource Persons for their communities. In this process, Ibtada has developed women as pashu sakhies, krishi sakhies, swasthya sakhies and shiksha sakhies.

The girl child education programme started in August 2000 with 7 learning centres and now there are 97 learning centres, called Taleemshalas. These Taleemshalas impart education to out of school girls till class V, after which they are mainstreamed to govt. Schools. Ibtada also started working with Govt. schools for 'Right to education' to improve their quality and strengthen community's role in functioning of these schools; 60 Govt. schools are being covered.

Ibtada has also evolved as resource support organisation for the community based micro finance sector. Even during the initial years of Ibtada, its work in the field of SHGs was recognized by many agencies and Ibtada started giving capacity building inputs to other NGOs and agencies. In the year 2000, first such training was organised for various NGOs of Rajasthan with sponsorship from NABARD. In the same year two trainings were organised for Alwar Milk Union in which all Procurement and Inputs staff of Union was trained. The next training was for bank managers of Grameen bank. Thereafter, Ibtada has conducted numerous such trainings.



Ibtada also hosts exposure visits for various agencies every year to enhance their learning on community based micro finance institutions. Such exposures have been attended by State, National and International visitors.

### 1.3 Operations

Ibtada is working in more than 350 villages in 6 development blocks of Alwar namely: Tijara, Kishangarh Bas, Umren, Ramgarh, Thanagazi and Laxmangarh. Ibtada works on two major themes: Education and SHGs & Livelihoods. Ibtada's education programme has two major components: Taleemshalas, as learning centres for girl child till class V, and ensuring Right to Education in Govt. schools with community participation. As on 31<sup>st</sup> March 2013, Ibtada has 77 Taleemshalas and collaboration with 60 govt. schools. In the SHG-livelihoods programme, Ibtada has promoted 796 SHGs and 5 federations. Ibtada strengthens livelihoods of SHG members through intervention in agriculture, dairy animals and goat rearing.

### 1.4 Target Population

Ibtada targets to work in majority with women and girl child from marginalized communities of Meo Muslims, scheduled castes, scheduled tribes and other backward communities. As of now, Ibtada has restricted its work with these communities in Alwar district of Rajasthan. As part of govt. school project, Ibtada also works with all school children including boys and girls, and also with the men folk who are part of school management committees.





## GIRLS EDUCATION

## 2. GIRLS EDUCATION

Ibtada had evolved out of benchmark survey of Mewat which highlighted the backwardness of girls' education in this region. Though Ibtada started its field interventions in the year 1998 with the women's self help groups, girls' education programme was launched in the year 2000 by setting up learning centres for the girls named Taleemshalas. Ibtada intensively worked on primary education of girls till February 2012, when the first upper primary school was set up for 120 girls. In November 2012, another upper primary residential school for 50 girls was started. It is during this year that Ibtada started other interventions for girls beyond class grade 5<sup>th</sup>. These include life skill education for adolescent girls and supplementary education for girls in grades 8<sup>th</sup> to 10<sup>th</sup> for Mathematics and English.

### 2.1 Taleemshalas

The year 2011-12 ended with 97 Taleemshalas. During current year, 30 Taleemshalas were mainstreamed reducing the number to 67. The mainstreaming has been happening since last year when Ibtada decided that due to Right to Education Act, it would be difficult to run Taleemshalas in future. Thus Ibtada has been cutting the centres year on year. The various activities conducted in the Taleemshala programme are detailed below.



#### 2.1.1 Teacher's Day Celebration

Teacher's day was celebrated with great enthusiasm. The teachers of all locations celebrated this day at their location to organize a cultural programme. They perform songs, poems and dramas. Some of the teachers presented speech about the day and role of the teachers in society and life of a student. Teachers of Alwar enjoyed this day to organise a picnic at a beautiful spot near Alwar. After the cultural activities and



picnic teachers took some lunch and meet together with and discussed informally with each other. At the end of the programme small gifts were distributed for the teachers from location head, field coordinators and project in-charge.

### 2.1.2 Class V Girls Graduation Ceremony

After the success of class V exam it was decided that an annual function will organized for distribution of certificates and gifts for the passed out girls on dated 4<sup>th</sup> October 2012. This was the joint attempt of village Sekam Bas and Alawalpur. Village Education and Development Community of both villages decided to



organize this function in the village Alawalpur. For this function, sufficient quantity of grains and hard cash has been collected by community contribution in both villages. On the day of annual function 600 students of Taleemshalas and 100 members of community institutions from different villages participated in this function. The M.L.A. of Ramgarh block and president of IIMPACT attended this function. Students, teachers and community persons of villages of all locations had reached Alawalpur from their self hire vehicles.

In the beginning of function community members welcomed the guests of the function. They honored all the guests with *Safa* (headgear) and *phool mala*. One of the member of VEC and a senior girl of Taleemshala Alwalpur welcomed the guests with speech. Girls of Taleemshala Alawalpur and Sekambas presented welcome song for the honor of guests. The girls of Taleemshals presented cultural activities like songs, poems, nazams and dance in the programme. Between the cultural activities certificates and gifts distributed for the class V pass girls by the guests. Wrist watches distributed for each pass out girl from Taleemshala programme. Given the fact that this programme is celebrated every year by the community and Ibtada, it has become very popular among pass out girls and they look forward this event with keen interest.



### 2.1.3 Children's Day Celebration

Children's day celebrated in on 14 November 2012. Each Taleemshala celebrated children's day function itself. In this function children celebrated this day with songs, poems and games and of the function teachers distributed them some refreshment. Some of the parents and villagers took part in the function.

### 2.1.4 10<sup>th</sup> Anniversary Celebration of IIMPACT

This was the occasion to celebrate the IIMPACT's 10<sup>th</sup> birth anniversary. This celebration was held on 27<sup>th</sup> October 2012 at hotel Westin Gurgaon. Pass out girls from IIMPACT – Ibtada Taleemshala programme, community persons, mothers of girls and Ibtada staff participated in this function. In the start of this function 15 girls of Taleemshala sang Saraswati Vandna for the holistic start. Girls who passed out from the Taleemshalas shared their experiences with respected guests and members of IIMPACT and introduced them about their problems and expectations for their further studies.

Mothers of girls and members from community appreciated the efforts of IIMPACT



and Ibtada for enhancing the education of girl child in Mewat. The community persons put some demands to IIMPACT regarding the further and higher studies of these girls. A small film on the efforts and success of IIMPACT was presented for the guests during the programme.

The chief guest of function Mr. Rakesh Jhunhunwala addressed all the present persons and during his address he announced the special support to the girls who want continue their further studies.

### 2.1.5 Class V Results

For the academic year 2012-13, 432 girls have passed Class V exams. These girls have cleared Class V in the month of April 2013. Out of these 432 girls, 396 have taken admission in Class



VI in the govt schools. Some have also joined private schools. The results of these girls are as follows:

Divison	No of girls	Percentage
First	332	76.9
Second	84	19.4
Third	16	3.7
Total	432	100

### Taleemshala Programme Statistics

Details	As on April 1, 2012	Added during 2012-13	Mainstream during 2012-13	Drop out during 2012-13	Passed out students	As on March 31 <sup>st</sup> 2013
Number of Taleemshala groups	97	0	30	0	0	67
Total Enrollment in Taleemshalas	2515	808	763	547	114	1899
Number of teachers	98	20		50		68
No of villages	77	0	20	0	0	59

### Status of Girls after passing Class V (since inception)

Year	Girls Pass out	Drop out	Present Status										Girls Cont. Study
			6th	7th	8th	9 <sup>th</sup>	10th	11th	12th	Degree I Year	Degree II Year	Degree III Year	
2004	29	21									5	3	8
2005	41	31							2	3	5		10
2006	33	21						3	3	6			12
2007	101	73					8	9	11				28
2008	98	49				1	12	34	2				49
2009	175	88			1	18	68						87
2010	212	65			1	140	6						147
2011	468	174			294								294
2012	547	130		417									417
2013	432	36	396										396
Total	2136	688	396	417	296	159	94	46	18	9	10	3	1448



## 2.2 Upper Primary Schools

The first upper primary school (UPS) for 120 girls was started last year in February with



support from Gillette India. With the support of Sarva Shiksha Abhiyan another UPS for 50 girls was set up in November 2013. This is a residential school. The girls who joined these schools are dropouts at the primary level. The major task was to bring the girls at the level of grade 6<sup>th</sup> or 7<sup>th</sup> based on their past education and

learning levels. This was done by accelerated learning format. This is the first time that Ibtada is working on upper primary level. Lot of preparation has to be done at Ibtada level for working with UPS level girls. Given the progress in learning levels of girls, there has been satisfactory achievement. At the end of the year 170 girls are studying at these schools.

## 2.3 Life Skills Education

### 2.3.1 Peer Group Formation

In the LSE work after village survey volunteers make peer groups of adolescent girls. These groups made after a mother's meeting. These meetings basically conduct to give information about Life Skill education and take sanction from mothers for this kind of



education. 15-20 girls are to be enrolled in a peer group. Group's time, place and day for classes decides by girls only. Now there are 17 PGs in 16 upper primary schools and 23 PGs in 22 villages in current. The project is also work in 3 Mewat residential schools,



one Kasturba Gandhi residential school and one Matsya Mewat school. Matsya Mewat School is run by another NGO Matsya Mewat Sansthan.

### 2.3.2 Baseline survey

In the beginning of work we conduct a baseline test of girls to understand the present profile of these girls. In the test we cover the main topics of life skill as:

Natural resources; Indian Constitution and panchayati raj; Caste, religion, disability based inequality; Gender and sexuality; General health and intoxication; Reproduction and maternal health; Leadership, expression and participation in group.

### 2.3.3 Learning Activities in the Peer Groups

Regular activities on life skills education are conducted in the peer groups. We have focused on following agenda in the peer groups: Meri pehchaan (My identity), meri soch (my thoughts) and mulya (values). The LSE volunteers visit the peer groups once every week and conduct the sessions with the peer group. The girls are taking keen interest in the peer group and they have started expressing well in the groups. This is building their confidence and mutual trust in the group. Life skills classes are undertaken both inside the upper primary schools and in the villages.



### 2.4 Supports to Girls Through Remedial Centers

Girls who are studying in standard 8 to 10 and want extra studies have been supported through the remedial centers. 15 such centres were conducted under the project for December 2012 to March 2013. In these remedial centers we provided extra coaching for Math and English subjects. A total of 325 girls attended these classes.

The centers run 2 hours daily in evening and morning as per the time suitability of the girls. The tutor volunteers provide them inputs in both subjects. This work is very much appreciated by the girls and their parents. In one village, as per the demand of the girls, we also arranged science tuition input for the girls. As per girls' feedback if the



remedial centers run again from July 2013 they will definitely join the center and enrich their studies in Math and English.

### 2.5 Summer Workshops for Teachers

Every year, academic workshop is conducted for the teachers and staff. This year the summer workshops were organised during June 5<sup>th</sup> to 25<sup>th</sup> in two batches. Teachers and project staff of all locations participated in this workshop.

#### 2.5.1 Planning and Preparation Meeting

The planning and preparation meeting held on May 07, 2012 at Ibtada office. Before the meeting all location staff estimated the need of teachers and prepared a temporary plan for their teachers. During the meeting we compiled the needs and find general need of our teacher's group and prepared a plan of summer workshop. We find that the new enrollment in Taleemshala need to work from starting with students and it is necessary to recall and practice all the content from beginning to class 3<sup>rd</sup> at once. We divided all teachers in two subgroups and prepare a plan for each subgroup from initial level to class 3<sup>rd</sup> level. We also form two separate team and team leaders to conduct and coordinate the workshop of both groups.

#### 2.5.2 Reading Materials

We used sufficient reading material in this workshop to frame the work on all subjects. We provide guideline and work books prepared by Ibtada resource team on all subjects to teachers and they read and reflected on the all resource material. During this process we had an analysis on our resource material.



We also read some material and worked on national curriculum frame work 2009. During the discussion the group had a chance to understand how it defines the education and school. We provided some reading material on science for teachers to understand the nature of science as a subject and what the process of learning is and teaching science as a subject.



### 2.5.3 Work on Community Aspects

Education is a collective work it contains student, teacher and community. Without any stake it is not possible to run the process of this work easily. It is necessary to understand every teacher the role and importance of community in process of education. The role play is a better medium to deliver the aspects of community work. We performed some role play and highlighted some issues between the groups and discussed on the issue in large group of teachers.

### 2.5.4 Computer Skill Work:

We arranged some laptop computers for teachers and our CALC coordinator worked with the teachers on basic features of computer. This was the interactive secession for new teachers. Teachers who working in CALC centers practiced new properties and command of different software.

### 2.5.5 Film Show

We arranged the film show twice for each group during the night secessions. The films “I am kalaam” and “ Ek ruka hua faisla” we presented in the film show and most of teachers appreciated our effort to demonstrate some good films for them.

### 2.5.6 Working Methods

Methods are applies for better understanding of teachers on the various concepts. It is depend on the nature of subject and concept. Generally we apply the methods are as follows:

- Reading the material regarding the subjects
- Small group discussion on the concept
- Preparation on concept within the group
- Presentation in large group
- Discussion within the large group
- Facilitation from subject expert within the coordination group



- Experiment and observations in science and geography
- Role plays for community work
- Direct exercise on laptop for computer skill

***Task which we follows in each concept of all subjects are as follows:***

- To make better understanding on resource material of Ibtada.
- Better understanding on teaching and concept making method of resource material.
- Exercises related with concept and how does resource helps
- Evaluation tools of concept and better analysis and outcome tools of resource material.
- Supporting TLM and uses of resource in the concept making process

### 2.5.7 Outputs of the Workshops

For the outcomes this work shop was satisfactory. Before the workshop we planned most of work had been completed in with the efforts of teachers and staff. The outcomes of this work shop we can describe as follows:

All the teachers have been benefited from this workshop. Especially the teachers who newly join the programme and the old teachers who will be work with new students have an intensive exercise on the beginning to class 3<sup>rd</sup> curriculum in all subjects.

This workshop provided us an opportunity of review of our resource and work books. Teachers and staff provide us some qualitative inputs to improve the resource.

Review on resource help us to become strong work on resource with students in Taleemshala.

Discussion on national curriculum frame work 2009 was very valuable for our entire group. It had an understanding on issues of education.

Presentation of films and discussion on current issues helped the group to make an over view and mindset on this type of issues. This type of issues related with the values of an individual and has an identity regarding society. It is very important that how can an individual express his/her ideas on the issues and how others reflect their views.



## 2.6 Winter Workshops

Winter workshop for teachers' capacity building was organised during 17<sup>th</sup> to 23<sup>rd</sup> December, 2012 and 1<sup>st</sup> to 7<sup>th</sup> January 2013 in two batches. The teachers of Alwar, Nogawan and Kishangarh Bas attended the first batch and group of Tijara and 10 teachers of Govt. school Programme participated in second batch.

### 2.6.1 Planning and Preparation of Workshop

Preparation for work shop is necessary to provide need base input to teachers. Before the preparation meeting we collect the needs from teachers and assess the common need of the teachers group. After that we divide in separate groups and subgroups according to need of work.

After the assessment of need and findings of groups the work shop planning meeting was organized on dated at Ibtada, resource center Nogawan. In this meeting group members of coordination and resource team prepared a plan for both group and subgroups. After making of plan we decided coordination team for both groups and give subject wise responsibilities to group members. We also decided that all the members of coordination group prepare them self perfectly before the workshop to work with teachers as per their plan.

#### Batch 1

Subject	Plan
Hindi	Work on story and poem, Essay writing, work on grammar, work on units of Class 5 <sup>th</sup>
Math's	Problem solving questions, Average, Percentage, Measurement Units, Geometry
E.V.S.	Glob, Map, Light, Solar and lunar eclipse, Local governance, work on units of class 5 <sup>th</sup>
English	Work on tenses and grammar, table, units of class 5 <sup>th</sup>



**Batch 2**

Subject	Plan
Hindi	Arambhik Shamta (Basic abilities), Alphabet, word, sentences, matras, story, work on units of class 2,3
Math's	Number system, addition, subtraction, multiplication, division, table.
E.V.S.	Methods of teaching, work on units of class 2,3
English	Work on phonetics, flash cards, work on units of David's book
General	Work on community outreach.

**2.6.2 Working methods**

Methods are applied for better understanding of teachers on the various concepts. It is depend on the nature of subject and concept. Generally we apply the methods are as follows:

- Reading the material regarding the subjects
- Small group discussion on the concept
- Preparation on concept within the group
- Presentation in large group
- Discussion within the large group
- Facilitation from subject expert within the coordination group
- Experiment and observations in science and geography
- Role plays for community work



**Task which we follow in each concept of all subject are as follows:**

- Better understanding on teaching and concept making method and material.



- Exercises related with concept.
- Evaluation tools and exercises of concept.
- Supporting TLM and uses of material in the concept making process.

### 2.6.3 Outcomes of Workshop

The outcomes of this work shop were satisfactory. Before the workshop we planned most of work had been completed within the efforts of teachers and staff. The outcomes of this work shop we can describe as follows:

- Teachers make better understanding on the various concepts of all subjects.
- Teachers who will be prepare students for class v in this year has a good understanding on the class 5<sup>th</sup> syllabus.
- Some of new teachers develop the understanding on the teaching processes from beginning to class 2<sup>nd</sup> level in all subjects.





**PROMOTING RIGHT TO EDUCATION**

### 3. PROMOTING RIGHT TO EDUCATION

As in most parts of Northern rural India, functioning of govt. schools is often not good enough to impart minimum quality education to the students. Despite of many programmes such as SSA and now in the advent of RTE Act, there is no accountability of the govt. schools for imparting education to the students. Although, the govt. also sees community participation in schools through School Management Committees (SMCs) under RTE, the school teachers do not want any community interference in school. Both teachers and community have often endless complaints against each other. Ibtada's purpose is to bring the school and community together to make the school a better place for the students to learn and enjoy. The purpose of the project is to make the communities aware and understand that education is critical in today's world and it is they who should take lead in improving the school and demanding from the govt. system a good quality education for its wards. The purpose is also to demonstrate to the govt. system how community participation works and how it can improve things.

As per the RTE Act, the SMC is constitutional body to manage and govern the school affairs. Therefore, strengthening SMCs is the main role of Ibtada in these schools. In addition, there is a General Body that comprises all parents of school students. The tenure of the executive committee of the SMC is 2 years and should meet every month while the general body should meet once in 3 months. The head of the executive



committee is the President and Vice-President elected from among the members and the Head Master of the concerned school is the Honorary Secretary. The RTE guideline mentions specific functions to be performed by the SMC and Ibtada ensures being instrumental that these guidelines be followed in every possible sense to maximize and enhance community participation and decision making:



- Monitor school activities and its working
- Prepare and recommend school development plan
- Monitor grant utilization
- Monitor teachers' and students' attendance
- Monitor Mid Day Meal.
- Ensure 100% enrollment of children in the age group of 6-14 years

The project covers total 80 schools under this initiative - 50 schools in Nogawan cluster, 20 in Alwar cluster and 10 schools in Tijara cluster. There are three different models in these three clusters:

- In the Tijara block, all schools are single teacher schools and the focus is more on school environment, teaching learning processes rather than SMCs. One education motivator is placed in all the schools who is mainly engaged with students of class I and II, and in some schools with class III to V too.
- In the Nogawan cluster, one motivator is placed among two or three schools. Though, Ibtada started with placing one motivator in two schools in the year 2009, we have graduated to phasing out time spent inside the school and in the 22 old schools, now motivator works in three schools. This motivator is trained on pedagogy and community mobilization. The motivator works three days in each school on alternate days. S/he works with students, mostly in class I-II to improve their learning levels. Motivator also helps in improving the school environment by holding students assembly, displaying teaching and learning materials in the school premises and help the govt. teachers in planning and use of materials.



But the major role of the motivator lies in mobilizing the village community and preparing it for supporting the school. S/he is in continuous contact with the community and holds meetings for sharing the school progress.



- c. In Alwar cluster 20 schools have been selected to work only with the SMCs. Here is approach is to activate the SMCs by training and handholding support.

### 3.1 Classroom Teaching by Motivators

The motivators do direct teaching in the classrooms to demonstrate how quality teaching is imparted. They work mostly with students in class I and II because these are the most neglected lot inside the school. Though we had started with doing academic work with all students, but it could not be managed. Based on discussions in the team and with the Govt. Teachers, the team figured out that it is better to focus on class I and II. While the motivators teach the students on the days they are present in the school, govt. teachers do the teaching during rest of the days based on the plan made by the motivator. The community has seen a measurable change in the levels of students due to this design and govt. teachers also feel pressurized.

### 3.2 Training of School Management Committees

Training of all the 50 SMCs in Ramgarh block was done during the year. The training covered topics on the contents of Right to Education Act, the Rights of the students, roles and responsibilities of the SMC members and the school teachers. In order to impart training, members of 4-5 committees are clubbed together at cluster level. It is also ensured that women members from SMCs also take part in trainings along with men. Though in many cases, the women are not able to speak in front of men, still it sets new trends in their culture and slowly the women start participating in discussions.



In the Alwar area, 155 members – 103 males and 52 females from 14 SMCs took part in the trainings. This is first time that the members are getting to know that they are the members of SMCs and they have certain role to play in governance and management of the school.



### 3.3 Village Education Reports

Every year, the project prepares village education reports for all the 50 schools in Ramgarh block. The reports captures the school facilities and infrastructure, number of teachers and students, out of school children in the age group of 6-14 years, issues being faced by the school and community perception about the school. The reports are shared with SMC members and the Village education forums during the meetings.

### 3.4 Baal Sansad Workshops

*Baal sansad* is a students' parliament in the school with about 9-11 members. The students are assigned responsibilities for school cleanliness, culture and sports, mid day meal, library and so on. In the two workshops conducted for students of *bal sansads*, 115 boys and 78 girls took part. Each workshop is a two day event in which the students share their experiences, their roles and responsibilities, how to make the school environment better. They are trained on how to interact with the teachers and how to express themselves. The students in the workshop discuss about a good or a model school and how they should work towards that. They also prepare an action plan for their baal sansad for next six months.



### 3.5 School Events

Facilitating school events is an integral part of the project. Community mobilization for the school ceremonies and events is done by Ibtada motivator and staff. During the year many events were celebrated:

- *Pravesh Utsavs* (Enrollment drives) were celebrated in 35 villages.
- Farewell parties for outgoing students were organised in 7 schools
- Annual Festivals were celebrated in four schools
- Teachers Day was organised in all the 50 schools
- Children's Day was celebrated in 38 schools



### 3.6 Workshops

Two workshops for capacity building of motivators and staff were organised. The summer workshop was for 15 days and winter workshop for 12 days. The team works on developing teaching and learning materials and discussing the methods for teaching various concepts.

#### Project Data

Details	Cumulative till March 2012	Added during 2012- 13	Upgraded or passed out	Drop out or passed during 2012-13	Cumulative March 2013
Total Number of schools	60	20	na	na	80
Total Enrollment in Govt. Schools	5881	5631	776	982	9754
Boys	3050	2749	422	540	4837
Girls	2781	2932	354	442	4917
No of motivators	32	7	0	9	30





**SAVINGS CREDIT AND LIVELIHOODS**

#### 4. SAVINGS CREDIT AND LIVELIHOODS

Ibtada continues to focus its work with women through SHGs, clusters and federations. The key strategy is to develop women as change agents for their society, be it activity leaders for livestock and agriculture (*pashu sakhies* and *krishi sakhies*), be it the leadership at institutions or be it financial literacy trainers and *bachat sakhies*.

In terms of achievements, Ibtada was received Special Award by NABARD for SHG bank linkage in Rajasthan for the year 2011-12 at a ceremony conducted by NABARD Jaipur. Building on our goat based livelihoods programme, Ibtada gets into nodal agency role to support 5 more NGOs in Rajasthan. It is also the first time when Ibtada promoted federation got direct grant sanctioned by NABARD to Sangharsh Mahila Manch. Another achievement of Sangharsh Mahila Manch is starting of providing community resource persons (CRP) services to Rajasthan Rural Livelihoods Project (RRLP) Bikaner. Further, Mahila Kisan Sashaktikaran Pariyojna (MKSP) project under NRLM has been sanctioned to six consortium partners where Ibtada is one of the implementing partners. *Krishi sakhi* model of IBTADA is being adopted by other five NGOS under this MKSP project.

The activities and progress during the year are detailed as follows

##### SHGS, CLUSTERS AND FEDERATIONS

Activity/sub activity planned	Target	Achieved
Group formation	70	54
Training of SHGs	99	66
Exposure of groups	116	72
Selection of group leaders	91	99
Training of group leaders	124	65
Formation of Clusters	6	1
Exposure of cluster members	8	9
Training of cluster members	12	9
Annual evaluation of groups	742	721
Evaluation of Clusters	69	67
Annual meetings of Clusters	69	69



Annual meetings of federations	5	5
Open Bank Accounts	144	151
Savings mobilization	99,60,000	1,05,06,000
Mobilize external credit for SHGs	2,65,00,000	3,19,00,000
Special savings members	3335	4118
Financial literacy training for SHGs	177	70
P/L account of SHG	742	614
Audit of SHGs	742	741

#### 4.1 Formation of SHGs and Clusters

Ibtada and its partner federations had planned to form 70 SHGs, and the total achievement is 95. But there has been dissolution of 41 groups, thus the net increase in only 54.

Six Mahila Sabhas (clusters) were planned to be formed during the period against which one is formed in Jagriti (Thanagazi) federation.

#### 4.2 Annual Evaluation of Groups

All the SHGs that are more than six months of age undergo an evaluation test each year. The process of evaluation is participatory and a team of leaders formed at cluster level conducts this evaluation with the help of federation staff. These teams attend the SHG meetings and grade the groups based on indicators developed by the federations. This grading is a participatory exercise in which the SHGs also grade themselves and feedback is given by evaluation team, munshies and staff. Total 721 self help groups were evaluated during the year, the results of which are given here:

Quality of groups	Chetna, Pratapgarh	Kranti, Laxmangarh	Jagriti, Thanagazi	Savera, Umren	Sangharsh, Ramgarh	Total
A category	64	79	43	67	14	267
B category	74	69	76	51	67	337
C category	25	0	11	08	73	117
Total	163	148	130	126	154	721



### 4.3 Bank Linkage and Credit

A handsome amount of external credit has been mobilized by the SHGs from various sources, such as banks, GSS (cooperative bank), KDFS and federations. A large chunk has been provided by the Yes bank linkage. Total Rs-319 lakhs credit has been mobilized in this financial year period against an annual target of 265 lakhs. It could be more as the loan demand from group is big. But group has to pass through internal grading process and this time we critically recommended them on the basis of performance evaluation. Total 257 lakhs credit disbursed to 254 SHGs in this financial year of 2012-13 through Yes bank only; the rest being disbursed by federations.

### 4.4 Financial literacy training

Ibtada has planned that all the SHG members should undergo financial literacy training. During the year, 70 SHGs were imparted this training totaling 423 SHGs. Ibtada has trained *Bachat sakhies*, who provide this training to all members at the field level. By considering the understanding level of SHGs members, training module has been designed in three



parts - SHGs saving, lending and insurance. The training is basically focus on- how to mobilize group members saving, what are the points to be keep in mind before lending and what should be right source of credit linkage and importance of insurance. For easy understanding of trainees, various tools and methodology applied are- pictorial, role play, game, story and participatory.

### 4.5 Institutional Strengthening

Leadership training was provided to members for all three new federations in this year. It was conducted in the month of January and February. Total 65 members participated in these training, 20 from Jagriti Mahila Manch, Thanagazi, 24 from Kranti Mahila Manch, Laxmangarh and 21 from Chetna Mahila Manch, Pratapgarh. The training focused on developing leadership qualities and clarifying roles and responsibilities among federation leaders.



The training tools were developed to help the participants understand the role of a perfect leader and its benefit to their family as well as society.

#### 4.6 Annual Meetings of Clusters

Annual cluster meeting is one day event, organized every year at all clusters. All the SHG members of a particular cluster attend the meeting where group evaluation result, progress of cluster activities and all other status of federation are published & presented before members. The goals and target of next year of a particular cluster have set up in this event. Some resource persons form different departments are invited to create awareness on various social issues. Good and bad experiences of groups are shared by the members. Ibtada conducted 69 Clusters annual meeting this year.



### LIVELIHOODS

#### 4.7 Agriculture

Activity/Crop	Unit	Target	Achievement
Wheat	Farmers	1150	1010
Bajra/maize	Farmers		903
Mustard	Farmers	700	764
Vegetables	Farmers		115
Krishi Sakhi selection	No of sakhies	15	8
Krishi Sakhi training	No of sakhies	43	40
Krishi sakhi orientation	No of sakhies	15	8
Krishi sakhi exposure (internal)	No of sakhies	43	32
<u>Demonstrations/ new inputs</u>			
Onion	Farmers	-	35
Input-thyouera	farmers	-	204
Input-micro nutrients	Crops		210
Super compost	No of pits	30	15
Pit compost	No of pits		141



Farmers exposure visits (internal)	no of farmers	300	585
Farmers exposure visits (external)	no of farmers	21	62
Farmers workshop	no of workshops	3	2
<u>Training of members in agriculture</u>			
Wheat members	No of members	1150	1050
Bajra/maize	No of members	1000	952
Mustard	No of members	700	798
Vegetables	No of members		176

The results of productivity have been encouraging and farmers have started trusting the interventions. To illustrate the results:

<b>Crop Bajra (Millet)</b>	<b>Laxmangarh</b>	<b>Thanagazi</b>	<b>Pratapgarh</b>	<b>Total</b>
<u>POP</u>				
No. of farmers joined	364	285	254	903
Data collected	294	194	204	692
Average Prod. (Qtls.)	6.04	5.12	5.6	5.58
<u>Non POP</u>				
No. of farmers data collected	98	65	78	241
Average Prod. (Qtls.)	4.6	3.52	3.26	3.79
Increase in production (qtls)	1.44	1.6	2.34	1.79
Percent increase	31.30	45.45	71.77	49.50

To compare the POP productivity, data of non POP fields of the same farmers have been collected and analysed. Overall, there has been 49.5 percent increase in productivity over non POP fields.

The results of wheat are-

<b>Crop wheat</b>	<b>Laxmangarh</b>	<b>Thanagazi</b>	<b>Pratapgarh</b>	<b>Total</b>
<u>POP</u>				
No. of farmers joined	495	243	267	1010
Data collected	398	202	189	789
Average Prod. (Qtls.)	14.6	12.8	13.3	13.7
<u>Non POP</u>				
No. of farmers data collected	24	35	28	87
Average Prod. (Qtls.)	10.8	9.7	10.2	10.23
Increase in production (qtls)	2.31	1.85	3.46	3.47
Percent increase	23.5	23	36	33.91



The results in mustard are given below –

	Laxmangarh	Thanagazi	Pratapgarh	Total
<u>POP</u>				
No. of farmers joined	354	208	194	764
Data collected	234	181	162	577
Average Prod. (Qtls.)	5.9	4.1	5	5
<u>Non POP</u>				
No. of farmers data collected	20	15	15	50
Average Prod. (Qtls.)	4.2	3.0	3.3	4.2
Increase in production (qtls)	0.85	1.85	2.01	1.57
Percent increase	21	64	70	19.04

#### 4.8 Krishi Sakhi Selection and Orientation

Total sixty five krishi sakhies was being selected till March 2013. But 18 krishi sakhies have dropped out during last year due to inability to continue their work because of various reasons.

Internal and external exposures have provided to krishi sakhies for capacity building. Refresher training has been imparted to krishi sakhies for bajra, mustard



and wheat crop. Krishi Sakhies also went for exposure visit at KVK – Durgapura, Govt. agriculture farm and KVK – Tabeeji (Ajmer) to see spice cultivation. Inter location exposures was also done.

#### 4.9 Farmers and Krishi Sakhi Exposure (internal)

To build capacity of farmers exposure visit were also conducted on KVK – Durgapura, Ajmer and govt. farm Bassi (Jaipur). Total 62 farmers and krishi sakhies imparted in this visit. They visited various vegetable crops in green houses, use of drip irrigation system



and spices cultivation in Tabeeji of Ajmer. Some farmers show interest to install drip irrigation system on their field. Three field coordinators also participated in this exposure. This exposure was conducted with the support of govt. programme – National Horticulture Mission.

#### 4.10 Demonstration New Technique in vegetable

Forty farmers of Pratapgarh location cultivated okara (ladies finger) and coriander in Kharif season. Six farmers completed their okara and coriander crop. Results of 6 farmers are follows:

Location name	No. of farmers	Crops	Area cultivated (Bigha)	Total revenue generated	Cost of Inputs	Net income
Pratapgarh	01	Okra (ladyfinger)	1	42000	15000	27000
	05	coriander	1.9	100000	14500	85500

In project area farmers grow onion crop by using bulbs as seed. Due to use bulbs, cost of cultivation is very high about Rs. 15000 to 20000 per bigha. Occurrence of diseases is also very high. Ibtada has intervened in this cropping system and has motivated the farmers to grow nursery and transplant the onions directly from the nursery instead of preparing bulbs. Training and exposure were given to farmers on existing field where farmers are growing onion by saplings. Total 35 farmers adopt this practice. Using this system, the cost of cultivation has reduced to Rs 3000 per bigha. The productivity has also increased by about 20 percent.

Ibtada also piloted cotton cultivation in the project area. Seventeen farmers cultivated BT cotton by adopting POP.



Production was 6 quintals per bigha compared to 4 quintals in non POP plots.



#### 4.11 Micro Nutrients

Soil testing has done with 210 farmers to know the major and micronutrient level in soil. Soil testing laboratory recommended using iron, boron, zinc sulphate, magnesium and potash in addition to nitrogen and potash. Recommended doses were applied in bajra, mustard and wheat crop. The overall productivity was about 15 percent better than the normal POP plots where these micro nutrients were not applied.

#### 4.12 Dairy Animals

Interventions on dairy animals started in January 2011. The pashu sakhies play a lead role in mobilising the SHG members for improved animal husbandry practices. During the year 411 new farmers joined the dairy farmers groups totaling to 1006 members. 393 new members were trained on improved animal management practices. The focus on improved management is on timely vaccination, de-worming, use of mineral mixture and calcium, clean water, proper housing and green fodder cultivation.



Activity/sub activity planned	Unit	Ramgarh		Umren		Total	
		Target	Achv	Target	Achv	Target	Achv
Animal rearers	No of members	500	518	500	491	1000	1009
Training pashu sakhies	No of sakhies	5	5	5	4	10	9
Training of SHG members	No of members	250	199	225	194	475	393
Infertility and PD camps	No of camps	-	26	-	16	-	42
Green fodder promotion	Members	250	206	225	192	475	398
Livestock Workshop	Event	1	1	1	2	2	3

In addition, the staff at Ibtada also conducts pregnancy diagnosis camps. The farmers are being trained that timely pregnancy diagnosis would help in early detection and remedial



action to save the time. The qualitative discussions with farmers reveal that mortality and diseases occurrence has reduced especially among the calves and animal health has improved leading to better milk yield.

Workshops on livestock were organized in field area of Sangharsh and Savera Mahila Manch in this year. Total 578 animal rearers took part in three workshops, including both SHG and non SHGs members. The focus of workshops was sharing by animal rearers by adopting improved management practices how they have benefited in last two years.

Quiz contest session on improved animal practices was also added in the events. Awards were given to animal



rearers who have adopted improved animal management practices with 100 percent POP. These workshops were also useful for other members who had not adopted intervention initiated in the programme, and only attended the training and workshops. Now some of these members are motivated to join animal husbandry programme. To see income generation and confidence among pashu sakhies nine more pashu sakhies are selected after workshop.

#### 4.13 Goat based livelihoods



Ibtada's goat project is located at Pratapgarh location under Chetna Mahila Manch. The project is being supported by Heifer Project International and Jamsetji Tata Trust. The project caters to about 800 members. The focus of the project is induction of new goats, training the members on improved goat rearing



practices, preparing pashu sakhies and provisioning of vaccination, de-worming and first aid services to members through pashu sakhies. Members are provided goats through 2 models: as a gift to members who in turn rear female off-springs and 'pass on the gift' to other members, and as a loan from the project revolving fund which is at easy rate of interest and repayable in small installments. The project has also developed a community risk fund in which the members contribute and mortality risk is covered. During the year, about 450 new members



joined this initiative and underwent multiple trainings. *Bakri pathak pathshalas* have also been recently introduced in 10 villages to impart continuous education for improved goat rearing. 10 new pashu sakhies have been trained in this project totaling 22.

#### 4.14 Other Events

International Women's Day on March 8<sup>th</sup> was organised by Chetna Mahila Manch, Pratapgarh. Around 2500 women from Chetna and jagriti federation took part in this event, which was fun and joy for the women. Leaders of all five federations participated in this event. Some members from other three federations also joined. They first took out rally in Pratapgarh town and then celebrated the day with cultural activities such as songs, role play, drama, and dancing competition, game and quiz contest. Sharing



between federations of their activities was done. A group of external artist hired from Alwar city to perform drama (Jhanki) to give the message about women dignity among society.

Exhibition of agriculture and



livestock intervention have done through stalls before participants. Some animal feed company and agriculture seed company people also invited. At last prizes for all good performance was given to participants, krishi and pashu sakhies, SHGs and leaders.

#### 4.15 Staff Capacity Building

- Two days training cum workshop programme was organized on kharif crop Bajra. Total 10 professional staffs and 4 krishi sakhies, who engaged in agriculture implementation in field, were attended in this programme. The main objective of this training was to get knowhow about present field practices and knowledge building to staffs on Kharif crops mainly Bajra cultivation. Mr. BM Dixit was invited as resource person, who delivered and taught to participants about bajra in whole two days session.
- One day training programme was organized on soil health and nutrient management in the month of December 2012. Nine staff including project anchors participated in this programme. Resource person was Country Manager from Mosaic Company under Krishi Chetna (SM Sehgal foundation supported) Project. The main objective of this training was to get knowhow about soil health, nutrients deficiency and its requirement for crops.
- One field coordinator attended 6 days training on community facilitation at Lucknow in the month of March 2013. The programme was conducted by ISABS team.
- One exposure to Dhan foundation -Mysore was organized by CMF in the month of December where two staffs have participated from IBTADA. The objective of this visit was to understand the Federation structure, governance, systems and its sustainability. It was 7 days visit and it was very effective to the team. Team members have come to know about how to set up federation road map, method leadership rotation, and process to building strong governance, financial management of federation and roles of different level stakeholders.
- Two staffs from SHG & livelihood programme attended Computer Training in the month of February 2013. It was 3 days training on basic learning about computer organized by IBTADA with support of Azim Premji Foundation.



## SHG Programme Statistics

Details	2011-12	2012-13	Progress
No of federations	5	5	-
No of Mahila Sabhas (clusters)	68	69	1
No of groups	749	796	47
No of members	8862	9406	544
Total savings	3,23,32,100	4,28,38,247	1,05,06,147
Cumulative credit generated till year (Rs. crore)	28.36	36.99	8.63
External credit mobilised for SHGs during the year (Rs crore)	9.34	12.53	3.19





**WOMEN'S LITERACY AND EMPOWERMENT**

## 5. Women's Literacy and Empowerment

This is the second year of the project. Having started in April 2011, the project is now focusing on literacy of 848 women. Ibtada has been working with self help groups of women for past eleven plus years. During all these years, the women have organised themselves into SHGs, clusters and federations. Apart from savings and credit, the federations are involved in activities such as goat rearing, biogas, sanitation, agriculture and girl child education. The federations collaborate with Ibtada on all these issues.

Over the past few years Ibtada realised that dependence of women on educated men has deprived them from many opportunities. E.g. women could themselves write their accounts and records and not keep looking upon the *munshies* (SHG record writers). They could learn other skills of training, teaching others, but could not do so because of being illiterate. The feeling of being illiterate itself leads to poor self image and be dominated by others.

During the past 2-3 years, Ibtada started training women as *pashu sakhies* (Women Animal Health Workers). The role of pashu sakhi is to train fellow women on livestock skills and to do vaccination, de-worming and first aid. Now, the major problem encountered is the non literate factor among women. Ibtada is now aiming to train krishi sakhies, swasthya sakhies, SHG sakhies and similar more cadres, so that women can take up lead roles in addressing the issues concerning their lives and not just be receivers. Ibtada also needs many educated women who can be developed as leaders to strengthen their institutions of SHGs, clusters and federations. Now that federations are involved in financial roles, educated leaders are all the more necessary who can understand accounts, data and figures.

The activities and progress during the year is detailed as under:



### 5.1 Baseline survey

A total of 936 baseline survey formats have been filled by the team. The analysis has been done with the help of Nirantar and an external resource agency. The baseline format is a detailed one and includes the learning levels of women at the time of joining the centres. The analysis report is also very detailed and in mostly in form of data. This will be used to compare the progress at the end of the project.

### 5.2 Non-Residential Camp for drop out women

A total of 13 five-day camps for the learners were organised to escalate their pace of learning. 32-35 women took part in each camp. First day we identify women with their levels and teach them use of mobile phone, *Ikai* & *Dahai*, reading and filling passbook in Maths; identify *akshar* & *matra* in Hindi and discussion on Gender, literacy for leaders & *mahilao ke bandhan*



in *Jankari* session. It was a good experience for women because now they take more interest in Gyanshala and studies. They gave the feedback as they learn fast in the camp, now onwards they will attend Gyanshalas daily.



### 5.3 Independence Day & Republic day Celebration:

Independence Day and Republic Day was celebrated with great enthusiasm at all the 46 centres. The women unfurled the National Flag and celebrated it with singing and dancing. It was interesting when they stand in



attentive position during National Anthem. The women celebrated both festivals on their own with little help from Ibtada. The women are finding it interesting that they are also part of democratic India and observing these festivals along with all others, which was not a part of their lives earlier.

#### 5.4 Annual meeting of Clusters

Annual meetings of SHGs cluster are conducted by the SHG programme of Ibtada. The literacy team shared the literacy project progress in 27 cluster meetings. The main achievement was *Shiksha Sakhi* doing presentation, in some places they are also anchoring in these meetings.

Shiksha sakhies and learners also prepared role play on motivating the women for *shiksha* and presented it in the cluster annual meetings. The team also decorated a stall related to literacy which had some worksheets of women, books and some learning material. There were 125 to 150 women participating at each cluster annual meetings.



#### 5.5 Gyanshala Committee visits

For each committee a visit is planned to one centre. A format to facilitate and document their visit has been developed and members use the format during the visit. The members share their visit details and experiences in the cluster meetings. The committees have done 25 visits during the reporting period and their grading of gyanshalas they visited is as under:



Name of the gyanshala village	Grading score
Dadar	62
Plakhadi bas	70
Choroti	85
Ghegoli	75
Salpuri	80
Madha	80
Gujuki	60
Savari	60
Dholi doob	50
Prithvipura	80
Ronpur I	88
Harsana I	86
Harsana II	28
Kalsara	38
Javali	60
Beejwar 1	60
Beejwar II	90
Bekaka	60
Moliya	88
Nashopur	80
Ghegholi	88
Barodamev 1	85
Kemala	70
Barodamev 2	90
Javanbhayadi 1	80

The gyanshala that scores of 60 or more gets green colour and below 60 gets red colour.

All members of Ibtada are used to these colors which are used for SHG grading.

### 5.6 Streamline of Centre Record

During this period, we have organised the following centre records:

- Monthly attendance sheet (session wise)
- Teacher's daily planning format (according to the level of women)
- Planning of daily activities according to the lesson



- Pragati aakhya according to the competencies of women
- Monthly and Quarterly MIS
- Data entry and analysis of MIS every month

### 5.7 Meeting with Sakhies' Husband

The meeting with sakhies and their husbands was conducted on 8<sup>th</sup> December 2012. 38 sakhies and 25 husbands participated in this meeting. The reason of conducting this meeting was to consult the teachers' husband regarding their drop out. Due to their personal problem, the teachers were dropping out Gyanshala. So, we organised one day meeting in which we shared organisation presentation, project presentation & sharing of village level issues. The meeting was good and the husbands gained information about the project and Ibtada and ensured their support to their wives. But understanding the after-effect of the meeting, the dropout has not improved much.

### 5.8 Exposure Visit by Prabla, Jharkhand

The head of this NGO and 20 teachers and staff members participated in this visit. The purpose of this visit was to see this women literacy project and to learn centre documentation & the way of teaching. After attending the camp for one day, they learned the camp process. They were satisfied with the visit and shared that they have learnt good about the documentation process.

### 5.9 Selection of Shiksha sakhies

Selection of sakhies was one major activity during the period. There are 11 drop out sakhies in this duration so that we selected 19 sakhies, trained them and selected 11 for centres.

### 5.10 Selection of Sahyogi Shiksha sakhies

During this period, 4 Sahyogi shiksha sakhies were selected. Sahyogi sakhies were appointed due to the increasing ratio of drop out of staff and shiksha sakhies and they can teach in the absence of shiksha sakhies. 2 sahyogi sakhies dropped out and remaining



2 are supporting 5 centres each.

### 5.11 Training of Sakhies

Following Teacher's training have been held during last 6 months:

- Gender workshop: This training was conducted in September'12 in which 33 shiksha sakhies took part. Sahiba and Rituparna from Nirantar provided inputs in the workshop.
- First round training: This was conducted in September'12 for new Sakhies in which 9 Sakhies took part.
- Second round training: It was a Refresher training of 36 sakhies and conducted in Nov'12 at Ibtada resource centre, Nogawan with support of Nirantar.



- Third round training: It was provided in Nov'12 for 7 new sakhies.

- Fourth round training: It was conducted in Dec'12 for 6 new Sakhies and 3 sahyogi sakhies.

One day exposure visit to existing

centres was also part of the training. In total training it was provided to 17 sakhies during the period.

### 5.12 Sharing meeting of sakhies

Monthly sharing meeting of sakhies were conducted every month. So, 6 meeting were done in this duration. The meetings were held according to the level of sakhies. The meetings focussed on:

- Sharing of their presentation according to the literacy level of women.
- Sharing of progress and the problems of centres.
- Planning of FC with sakhies depending on their needs.
- Academic inputs to the sakhies



- Role play or practice sessions for *matras*, abacus, Jankari session, newspaper reading, record of milk sold, etc.
- Sharing of their progress according to their attitude, way of teaching and the overall performance of Gyanshala.
- Sharing of MIS and attendance of women.

### 5.13 Capacity building and inputs for staff

Following trainings have been done for staff in last 6 months:

- *Gender workshop*: This workshop has been done by Nirantar at Nogawan resource centre for 3 days in September'12. Our 7 staff members and 33 *shikha sakhies* were participated in this.
- *Refresher training*: This training on teaching learning processes was held at Nogawan Resource centre for 3 days in Nov'12. Our 6 staff and 36 *shikha sakhies* participated in this.
- *Documentation training*: This training was held by Azim Premji Foundation at Nogawan resource centre regarding documentation process. One documentation coordinator participated in this.



and broadsheet making. It was 2 days visit. 1 day for centre visit and next day we did staff sharing meeting to make understanding on camp process and broadsheet.

- *Exposure Visit*: 5 FC, 1 DC and one project coordinator visited at VANAGANA SANSTHA, Chitrakoot which is working on women literacy from last 3 years. Our objective of this visit was understood the camp process, camp document



## 6. HR and Governance

As on March 31<sup>st</sup> 2013, Ibtada has staff strength of 49 members. The details of staff are listed below:

S. N	Name of the staff	Sex	Qualification	Date of joining Ibtada	Designation	Programme
1	Kishan Lal	M	B.A.	01/06/2008	Senior Field Coordinator	Education
2	Mukesh Chand Sharma	M	B.A.	01/12/2006	Senior Field Coordinator	Education
3	Mormal Khan	M	M.Com	27/11/2006	Resource Team Member	Education
4	Mukesh Kumar	M	M.A.	01/04/2011	Field Coordinator	Education
5	Gulab Chand Saini	M	M.A.	01/04/2011	Field Coordinator	Education
6	Neelam	F	B.A.	10/08/2006	Senior Field Coordinator	Education
7	Naresh Kumar	M	10 <sup>th</sup>	01/04/2010	In charge Resource Centre	Resource Centre
8	Ratti Mohammad	M	B Com	06/05/2002	Project Coordinator	Education
9	Rajesh Kumar	M	B.A.,BED	16/05/2008	Senior Field Coordinator	Education
10	Vrahaspati	F	B.A.	01/04/2010	Field Coordinator	Education
11	Hariram	M	B.A.	01/01/2012	Field Coordinator	Education
12	Jagan Prasad	M	M.A .,BED	01/01/2012	Field Coordinator	Education
13	Ruddar Khan	M	M.A.	07/08/2006	Senior Field Coordinator	Education
14	Khusboo Agarwal	F	B.A.	14/07/2007	Location Coordinator	SHGs-LH
15	Om Prakash Meena	M	B.A.	14/11/2007	Field Coordinator SHG	SHGs-LH
16	Om prakash Jatav	M	B.A.,B.ED	16/06/2010	Location Coordinator	SHGs-LH
17	Asamdeen	M	B.A.	13/07/2009	Field Coordinator Agriculture	SHGs-LH
18	Shyoram Yogi	M	B.A.,MFDM	01/10/2010	Field Coordinator	SHGs-LH
19	Arvind kumar	M	12 <sup>th</sup> MFDM	13/09/2009	Field Coordinator Agriculture	SHGs-LH
20	Nilima Sharma	F	B.A.	15/03/2002	Project Coordinator	SHGs-LH
21	Rajesh Agarwal	M	BSC(Agri)	06/08/2007	Project Coordinator	SHGs-LH
22	Panini Bhatt	M	M.A.	01/10/2003	Programme Manager	Education
23	Ram Singh	M	B.A.	01/12/2007	Senior Field Coordinator	Education
24	Rajesh Singhi	M	M.A.,MBA	01/01/1998	Executive Director	Overall
25	Laxmikant Gaur	M	B.com.,BED	09/01/2008	Accountant	Accounts-admin
26	Lokesh Jain	M	M.Com	02/07/2002	Admin Incharge	Accounts-admin
27	Amit jogi	M	B.A. 2 <sup>nd</sup> Year	04/09/2008	Field Coordinator Livelihood	SHG-LH
28	Akhilesh Pandey	M	M.A.	06/03/2009	Asst. Project Coordinator	Heifer
29	Vishambhar Dayal	M	MFDM	19/09/2011	Field Coordinator	SHG-LH
30	Narendra Kumar	M	B.A.	13/05/2009	Field Coordinator Livelihood	SHGs-LH
31	Prem Chand	M	B.A.,PGDT	05/07/2010	Data Entry Operator	SHGs-LH
32	Proshanta Mondal	M	BSC,MARD	01/12/2011	Programme Manager	SHG-LH
33	Amardeep	M	Double M.A, MSW	01/06/2011	SHG Coordinator	SHG-LH
34	Neha Gangawat	F	MBA ,MSC	18/02/2012	Documentation Coordinator	Education
35	Dayaram	M	M.A.,B Lib.	01/04/2004	Project Coordinator	Education
36	Saira Bano	F	M.A.,BED,	01/03/2012	Teacher	Education
37	Abeeda	F	B.A.	01/03/2012	Urdu Teacher	Education
38	Permanand	M	8th	01/12/2012	Guard	Alwar office
39	Monika	F	B.A.	01/05/2012	Field Coordinator	Women Literacy
40	Sonu	F	M.A.	01/05/2012	Field Coordinator	Women Literacy
41	Sapna	F	B.SC.	01/08/2012	Field Coordinator	Women Literacy
42	Madhubala Sharma	F	M.A	01/09/2012	Field Coordinator	Women Literacy
43	Kanchal Sharma	F	MBA, MA.	01/02/2013	Documentation Coordinator	Women Literacy
44	Seema Kabra	F	M.A.(Pre)	26/09/2012	Training Coordinator	SHG-LH



45	Rajesh Kumar Sharma	M	B.Sc. Agri. (hons)	08/06/2012	Block Livelihood Coordinator	SHG-LH
46	Rehmat Khan	M	B.A.	01/11/2012	Field Coordinator	SHG-LH
47	Shakir Khan	M	M.B.A.	25/1/2013	Bank Linkage Coordinator	SHG-LH
48	Shailendra kumar Sharma	M	M.B.A.,B.A.	11/02/2013	Location Coordinator	SHG-LH
49	Rajesh Kumar Sharma II	M	B.A.	04/03/2013	Field Coordinator	SHG-LH

### Apprentices

1	Motilal Yadav	M	Sr. Sec. Diploma in Livestock Assistant	26/04/2012	Field Coordinator	SHG-LH
2	Ritu Chaturvedi	F	M.A.	22/10/2012	Field Coordinator	VSO-LSE
3	Pooja Sharma	F	M.A. B. Ed	22/10/2012	Field Coordinator	VSO-LSE
4	Maya Saini	F	B.A.2 <sup>nd</sup> yr.	01/02/2013	Field Coordinator	VSO-LSE
5	Laxman prasad Meena	M	B.A.	01/12/2012	Field Coordinator	SHG-LH
6	Satvinder Kaur	F	B.A.	01/02/2013	Field Coordinator	VSO-LSE

### Staff left during the year

S.No	Name of the staff	Date of joining Ibtada	Designation	Programme
1	Vikas Kumar Khandelwal	03/11/2011	Finance Coordinator	Accounts-admin
2	Dinesh Kumar*	2/11/2012	Internal Auditor	Accounts-admin
3	Parmeshwar Dayal Sharma	11/04/2007	Asst. Project coordinator	Education
4	Balu Ram	27/12/2011	Field Coordinator	SHGs-LH
5	Hukam chand	02/06/2008	Senior Field Coordinator	Education
6	Ratan singh	14/07/2007	Field Coordinator	SHGs-LH
7	Satish Kumar	15/07/2011	Field Coordinator	SHGs-LH
8	Vijay Wadhwa	01/03/2011	Bank Linkage Coordinator	SHGs-LH
9	Saawan Kumar Azariwal	20/12/2011	Coordinator-insurance & Social Security	SHG-LH
10	Archana	09/02/2012	Training Coordinator	SHG-LH
11	Hari Singh	04/10/2010	Field Coordinator	SHGs-LH

\* Joined and left in same year



## Governance

During the year, one general body meeting and two board meetings were conducted.

Annual General meeting was held on July 14<sup>th</sup> 2012 and was attended by 6 out of 12 members.

The first governing board meeting was held on July 14<sup>th</sup> 2012 in which 6 out of 10 members attended and second board meeting was held on January 19<sup>th</sup> 2013 in which 5 out of 10 members attended.

Following is the list of Governing board members at the end of year 2012-13:

S.No	Name	Qualifications	Profession/Occupation
1	Ms. Tinni Sawhney, <b>Chair</b>	Management IRMA	Development Professional (SAPPLPP)
2	Ms. Mamta Kohli <b>Vice Chair</b>	Management IRMA	Development Professional
3	Mr. D. Narendranath <b>Treasurer</b>	B.Tech, Management IRMA	Development Professional (PRADAN)
4	Ved Arya	Aeronautical Engineer, IIT Kanpur; Management, IIM – Ahmedabad; Humphry Fellow, Boston, USA	Development Professional, Managing Trustee, SRIJAN
5	Ms. Shail Mayaram	Doctorate	Research/Academician (CSDS)
6	Ms. Bharati Joshi	Management IIFM	Development professional (CARE)
7	Ms. Kanchan Mathur	Doctorate	Research/Academician (IDS Jaipur)
8	Mr. Gautam Pandey	Doctorate	Education professional (Azim Premji Foundation)
9	Mr. Vivek Bhandari	Doctorate	Professor and Consultant
10	Mr. Rajesh Singh (Ex-officio, non-voting)	Management, IRMA	Executive Director, Ibtada



## 7. Audited Financial Statements

Harish Khurana  
LL.B., F.C.A.

**H.Khurana & Co**  
Chartered Accountants

Off: 144-2704214  
Mob :9828577003  
Office: 68, South West Block, Alwar (Raj.)

FORM NO.10B

[See rule 17B]

**Audit report under section 12A(b) of the Income tax Act, 1961, in the case of charitable or religious trust or institution**

I have examined the balance sheet of Ibtada AAAT1062N as at 31/03/2013 and the Income & Expenditure account for the year ended on that date which are in agreement with the books of account maintained by the said trust or institution.

I have obtained all the information and explanations which to the best of my knowledge and belief were necessary for the purposes of the audit. In my opinion proper books of account have been kept by the head office and the branches of the above named trust on visited by me so far as appears from my examination of the books and proper returns adequate for the purposes of audit have been received from branches not visited by me, subject to the comments given below:

In my opinion and to the best of my information, and according to information given to me the said account give a true and fair view-

- (i) in the case of the balance sheet, of the state of affairs of the above named trust as at 31/03/2013, and
- (ii) in the case of the Income & Expenditure account, of the surplus/deficit for the year ending on 31/03/2013.

The prescribed particulars are annexed hereto.

Place: - Alwar

Date:- 13/07/2013

For: H. Khurana & Co.  
(Chartered Accountants)

(Harish Khurana)  
M. No.70865  
LL.B., F.C.A



				Rs	
BALANCE SHEET AS AT MARCH 31,		2013		2012	
	Sch.				
<b>SOURCES OF FUNDS</b>					
<b>CORPUS FUNDS</b>	<b>1</b>	<b>1,081,255</b>		<b>518,573</b>	
<b>CAPITAL AND GENERAL FUND</b>	<b>2</b>				
Capital Assets Funds		4,902,024		4,051,392	
Restricted Project Funds		9,268,691		7,963,331	
Un-restricted Funds		2,385,358	<b>16,556,073</b>	2,514,226	14,528,949
<b>REVOLVING FUNDS</b>	<b>3</b>	<b>1,125,859</b>		<b>1,043,129</b>	
<b>LOANS AND BORROWINGS</b>	<b>4</b>	-		909,218	
<b>Total</b>		<b>18,763,187</b>		<b>16,999,869</b>	
<b>APPLICATION OF FUNDS</b>					
<b>FIXED ASSETS</b>	<b>5</b>				
Cost		6,663,714		5,579,158	
Less: Depreciation		1,761,690	<b>4,902,024</b>	1,527,766	4,051,392
<b>INVESTMENTS</b>	<b>6</b>	<b>2,134,901</b>		-	
<b>CURRENT ASSETS AND ADVANCES (A)</b>					
Cash & Bank Balances	7	10,697,960		12,098,723	
Loans & Advances	8	222,680		1,297,512	
Other Current Assets	9	1,262,863		46,543	
		12,183,503		13,442,778	
<b>CURRENT LIABILITIES AND PROVISIONS (B)</b>					
Current Liabilities	10	457,241		494,301	
		457,241		494,301	
<b>NET CURRENT ASSETS (A-B)</b>		<b>11,726,262</b>		<b>12,948,477</b>	
<b>Total</b>		<b>18,763,187</b>		<b>16,999,869</b>	
Fund Based Receipts and Payments Accounts	18				
Accounting Policies and Notes on Accounts	19				

As per our Report of even date  
for **H. Khurana & Co.**

Chartered Accountants

Treasurer

Chairperson

Executive Director

Alwar

Date: 13/07/2013

(Harish Khurana)

M. No. 70865

LL.B., F.C.A



		Rs	
<b>INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED MARCH 31,</b>		<b>2013</b>	<b>2012</b>
<b>INCOME</b>			
Contributions/ Grants Received	11	24,601,833	27,328,031
Income on Investments	12	949,039	519,271
Other Receipts	13	1,012,138	1,106,168
<b>Total</b>		<b>26,563,010</b>	<b>28,953,470</b>
<b>EXPENDITURE</b>			
Livelihoods Programme	14	6,800,610	5,233,706
Education Programme	15	15,039,603	13,138,435
Health Programme	16	248,630	568,709
Overheads	17	2,797,675	2,826,806
<b>Total</b>		<b>24,886,518</b>	<b>21,767,656</b>
Excess of Income over Expenditure/(Excess of Expenditure over Income)		<b>1,676,492</b>	<b>(1,299,071)</b>
		<b>26,563,010</b>	<b>28,953,470</b>
<b>APPROPRIATION</b>			
Surplus/ (Deficit)		<b>1,676,492</b>	<b>7,185,814</b>
Transfer to/(from)			
Restricted Funds		<b>1,305,360</b>	<b>6,571,545</b>
Corpus Fund		<b>500,000</b>	
Unrestricted Funds		<b>(128,868)</b>	<b>614,269</b>

Fund Based Receipts and Payments Accounts 18

Accounting Policies and Notes on Accounts 19

As per our Report of even date

**for H. Khurana & Co.**

Chartered Accountants

Treasurer

Chairperson

Executive  
Director

Alwar

Date: 13/07/2013

**(Harish Khurana)**

M. No. 70865

LL.B., F.C.A



Rs.

**RECEIPT AND PAYMENT ACCOUNT  
FOR THE YEAR ENDING MARCH 31****2013****2012****(A) RECEIPTS :****Opening Balance**

Cash in hand	9,010		6,447	
Cash at bank	7,889,713	7,898,723	3,840,494	3,846,941

**Receipts during the year**

Corpus and Endowments	53,600			
Grants from Foreign Agencies	7,139,638		9,656,913	
Grants from Indian Agencies	16,961,641		17,394,517	
Grants from Government	328,532		53,500	
Donation	164,104		223,101	
Interest income	768,051		294,068	

Other Receipts	225,984	25,641,550	553,086	28,175,185
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Dewan Foundation Revolving Fund		100,000		449,376
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DD/ Cheque in Hand/ Transit		-		20,000
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Deposit		2,000		500
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SHG, Cluster and Federation		1,209,303		943,801
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Other Development Organisation		153,155		68,244
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Investments		-		620,000
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Fixed Deposit		2,200,000		
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TDS Return by Income Tax - Department		15,230		-
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Goat promotion fund		112,730		39,500
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<b>Total (A)</b>		<b>37,332,691</b>		<b>34,163,547</b>
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**PAYMENTS :**

Cash Subsidy for Activities	556,221	756,822.00
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Raw Materials Inputs	566,489	851,914
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Transportation of Materials	10,930	3,110
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Honorarium to SP and CRP	157,010	12,460
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Trainer Remuneration/ Fee/ - Honorarium	108,000	16,122
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Travel & Conveyance	122,829	18,622
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Boarding & Lodging	44,557	63,935
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Training Materials	24,181	44,353
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Hiring of Infrastructure/ Equipments	30,000	
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Miscellaneous	430	2,596
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Rs

RECEIPT AND PAYMENT ACCOUNT FOR THE YEAR ENDING MARCH 31	2013	2012
Support to Community institutions	-	1,449
Staff Training	28,463	56,095
Salary/Stipend	4,839	3,866
Consultant & Contract	27,000	130,600
Travel , Board. & Lodg. Exp. - Staff	88,901	35,502
Local Conveyance Staff	9,226	12,642
Travel, Board & Lodg. Exp.-Appr.	6,239	-
Travel , Board. & Lodg. Exp. - Consultant	7,160	6,868
Local Conveyance Consultant	435	-
Travel , Board. & Lodg. Exp. - Non-Staff	54,162	26,220
Local Conveyance Non -Staff	18,000	-
Insurance Vehicle	8,193	8,948
Maintenance Vehicle	62,232	45,092
Fuel & Running Exp.	147,670	88,603
Printing & Stationary	21,023	52,023
Books & Audio Visual Exp.	1,511	6,959
Postage, Telegram & Telephone	25,244	23,342
Rent, Water and Electricity	79,567	78,576
Maintenance Equipments	20,221	81,588
Maintenance Building	18,000	7,225
Sundry Expenses	107,243	131,512
Bank Charges	12,408	11,357
Auditor Remuneration	-	22,130
Fixed Assets Acquired and -work- in progress	977,803	14,05,126
Assets Created for -Ben./Community	274,145	-
	<b>3,620,332</b>	<b>4,005,657</b>
Dewan foundation Rev. fund		
Expenses Payable	12,986,720	11,559,588
Staff Security Deposits	57,621	37,201
Tax payable	43,940	98,977
Inter project	11,568	-
Interest	64,850	180,790
Indian Grameen Services	905,104	909,015
Fixed Deposit	500,000	4,200,000
Investment	3,200,000	
Sundry Debtors	468,958	227,194
Donor Agencies	130,000	
Consultant and Contractor	189,316	97,013
Sundry Creditors	2,330,601	1,415,138



				Rs
RECEIPT AND PAYMENT ACCOUNT FOR THE YEAR ENDING				
MARCH 31				
		2013		2012
Advances to Staff	4,124,141		2,973,348	
Community Institutions	5,200		28,330	
Loan and Advances to Staff	496,380	25,514,399	532,573	22,259,167
<b>Closing Balance</b>				
Cash in Hand	7,329		9,010	
Cash at Bank	8,190,631	8,197,960	7,889,713	7,898,723
	<b>Total (B)</b>	<b>37,332,691</b>		<b>34,163,547</b>

As per our Report of even date  
**for H. Khurana & Co.**  
*Chartered Accountants*

Treasurer

Chairperson

Alwar

Date: 13/07/2013

**(Harish Khurana)**  
M.No. 70865  
LLB, F.C.A.

Executive Director



SCHEDULES TO BALANCE SHEET AS AT  
MARCH 31,

2013

2012

## Schedule 1: Corpus Funds

## Grants from :

## Indian

Opening Balance	17,030		14,400	
Additional Grant Received during the year	62,682	79,712	2,630	17,030

## Foreign

Opening Balance	501,543		-	
Additional Grant received during the year	500,000	1,001,543	-	501,543
Transfer from Unrestricted Fund				

<b>Total</b>		<b>1,081,255</b>		<b>518,573</b>
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## Schedule 2: Capital and General Fund

## Capital Assets Fund

Opening Balance	4,051,392		2,752,319	
During this year (Net)	850,632	4,902,024	1,299,073	4,051,392

## Restricted Funds - Project Funds

Opening Balance	7,963,331		1,391,786	
During this year	1,305,360	9,268,691	6,571,545	7,963,331

## Unrestricted Fund - Own Funds

Opening Balance	2,514,226		1,547,101	
Transferred from Education & Dev. Fund			352,856	

Transferred from I&E During this year	(128,868)	2,385,358	614,269	2,514,226
<b>Total</b>		<b>16,556,073</b>		<b>14,528,949</b>

## Schedule 3: Revolving Funds

	Balance as on April 1, 2012	Receipts	Loan Recovered	Loan Given/ Utilised/transf	Balance as on Mar 31, 2013
Dewan Foundation Revolving Fund	689,376		100,000	130,000	659,376
Education and Development Fund					
Goat Promotion Fund	353,753		112,730		466,483
<b>Total</b>	<b>1,043,129</b>		<b>212,730</b>	<b>130,000</b>	<b>1,125,859</b>
<i>Previous Year</i>	<i>456,431</i>	<i>210,678</i>	<i>845,000</i>	<i>605,000</i>	<i>907,109</i>

## Schedule 4: Loan and Borrowings

## Indian Grameen Services

Opening	909,218		1,818,233	
Addition during the year	-		-	
Less: Repayment	909,218		909,015	909,218

As per our Report of even date  
for **H. Khurana & Co.**

Chairperson

Treasurer

Chartered Accountants

Alwar

Date: 13/07/2013

(Harish Khurana)

M.No. 70865

LLB, FCA

Executive Director



## SCHEDULE 5: FIXED ASSETS

Rs

SCHEDULE 5: FIXED ASSETS													Rs
Assets	Rate of Dep.	GROSS BLOCK					DEPRECIATION					Written down value as at	
		As at	Additions	Inter category adjustment	Deletion	As at	As at	Additions	Deletion	Inter category adjustment	As at	31-Mar-13	31-Mar-12
		1-Apr-12				31-Mar-13	1-Apr-12				31-Mar-13		
Owned Assets													
Land	0.00%	1,075,502	-	-	-	1,075,502	-	-	-	-	-	1,075,502	1,075,502
Building	10.00%	1,307,253	1,115,618	1,436,832	-	3,859,703	422,231	216,126	-	-	638,357	3,221,346	885,022
Furniture and Fixture	15.00%	199,836	7,270	-	10,877	196,229	116,275	13,053	7,567	-	121,761	74,468	83,561
Office Equipments	25.00%	248,214	69,414	-	47,756	269,872	127,964	39,064	33,646	-	133,382	136,490	120,250
Computer and Accessories	40.00%	491,230	79,900	-	81,525	489,605	371,990	61,532	76,165	-	357,357	132,248	119,240
Electrical Equipments	20.00%	201,310	17,000	-	25,288	193,022	118,120	18,486	17,530	-	119,076	73,946	83,190
Vehicles	20.00%	618,981		-	39,200	579,781	371,186	47,006	26,435	-	391,757	188,024	247,795
Total in		4,142,326	1,289,202	1,436,832	204,646	6,663,714	1,527,766	395,267	161,343	-	1,761,690	4,902,024	2,614,560
Work in Progress - Buildings		1,436,832	-	(1,436,832)		-	-			-	-	-	1,436,832
Grand Total		5,579,158	1,289,202	-	204,646	6,663,714	1,527,766	395,267	161,343	-	1,761,690	4,902,024	4,051,392
Previous year		4,004,176	1,625,272	-	50,290	5,579,158	1,251,857	313,971	38,062	-	1,527,766	4,051,392	

As per our Report of even date  
**for H. Khurana & Co.**  
 Chartered Accountants

Treasurer

Chairperson

Executive Director

Alwar  
 Date: 13/07/2013

(Harish Khurana)  
 M.No. 70865  
 LLB,F.C.A



Rs.

SCHEDULES TO BALANCE SHEET AS AT MARCH		
31,	2013	2012
<b>Schedule 6: Investments</b>		-
<b>FOREIGN</b>		-
HDFC Cash Management Fund - Savings Plan – Growth (87228.898 units at market value of Rs. 24.4747 per unit)	2,134,901	-
	<b>2,134,901</b>	

As per our Report of even date

**for H. Khurana & Co.**

Chartered Accountants

Treasurer

Chairperson

Executive Director

Alwar

Date: 13/07/2013

**(Harish Khurana)**

M.NO. 70865

LLB, F.C.A.



Rs

**SCHEDULES TO BALANCE SHEET AS AT  
MARCH 31,****2013****2012****Schedule 7: Cash and Bank**

<b>Cash in Hand</b>	<b>7,329</b>	<b>9,010</b>
---------------------	--------------	--------------

**Bank Balances**

In Savings Accounts	<b>8,190,631</b>	<b>7,889,713</b>
Fixed Deposits	<b>2,500,000</b>	<b>4,200,000</b>

**Schedule 8: Loans and Advances**

Loans and Advances-employees	226,575	177,155
Community Institutions	(8,988)	1,117,357
Others for Work Execution	5,093	3,000
	<b>222,680</b>	<b>1,297,512</b>
	<b>222,680</b>	<b>1,297,512</b>

**Schedule 9: Other Current Assets**

Income Tax Refund Due	73,117	33,593
Opening till 31/03/2011	33,593	17,001
TDS refund received during year	-15,230	
For year 2011-12	54,754	16,592
Cheque in hand/ Transit	1,179,296	
Deposits/Pre-Paid Expenses	10,450	12,950
<b>Total</b>	<b>1,262,863</b>	<b>46,543</b>

**Schedule 10: Current Liabilities**

Expenses Payable	23,626	55,145
Staff Security Deposits	433,615	365,156
Sundry Creditors	457,241	74,000
	<b>457,241</b>	<b>494,301</b>

As per our Report of even date  
**for H. Khurana & Co.**

Chartered Accountants

Treasurer

Chairperson

Executive Director

Alwar

Date: 13/07/2013

**(Harish Khurana)**

M.No. 70865

LLB.F.C.A.



## Schedules to the Income and Expenditure Account for the year ended March 31

2013

2012

## Schedule 11: Contributions/Grants Received

## Indian Funding

Sir Ratan Tata Trust	2,500,000		8,000,000	
Edel Give	1,980,944		2,694,470	
Sir Dorabji Tata Trust	3,291,000		2,640,000	
Gillete India Limited	-		1,762,030	
Impact	5,200,000		1600,000	
GIVE India	227,046		260,404	
National Cooperative Development Corporation	250,000		250,000	
NABARD	42,696		241,515	
United Nations Development Programme	(311,431)			
Jamshed Tata Trust	3,815,000		-	
Sarv Siksha Abhiyan	285,836	17,281,091	-	17,448,217

## Donations

178,604

220,601

## Total Indian Contribution/Grant

17,459,695

17,668,818

## Foreign Funding

Impact	2,827,000		8,250,000	
Heifers International	680,990		1,398,544	
GIVE India	54,890		8,369	
SMSF	1,200,000			
VSO International	2,026,050			
Rajiv Gandhi Foundation	350,708	7,139,638	-	9,656,913

## Donations

2,500

2,500

## Total Foreign Contribution/Grant

7,142,138

9,659,413

## Total Contribution/Grant received

24,601,833

27,328,031

## Schedule 12: Income on Investments

Income from Investments	265,453		212,401	
Bank Interest	683,586	949,039	306,870	519,271

## Schedule 13: Other Receipts

Proceed from Scraps Disposal	-		22,100	
Misc. Receipts	258,100		434,509	
Charged to Project for Resource Centre	485,056		447,101	
Charged to Project for Vehicle	268,982	1,012,138	202,458	1,106,168

As per our Report of even date  
**for H. Khurana & Co.**  
Chartered Accountants

Alwar  
Date: 13/07/2013

**Harish Khurana**  
M.No. 70865  
LLB, F.C.A.

Treasurer

Chairperson

Executive Director



**Schedules to the Income and Expenditure  
Account for the year ended March 31,**

**2013****2012****Schedule 14: Livelihoods Programme**

a) Direct Benefits to Beneficiaries		<b>1,435,096</b>		9,62,452
b) Training & Capacity Building of Beneficiaries		<b>1,129,004</b>		9,12,045
c) Programme Execution				
Salaries & Benefits of Project Staff	3,143,863		25,18,038	
Stipend	103,755		-	
Training & Capacity Building of Staff	45,339		78,198	
Travel & Conveyance	702,145		4,33,227	
Consultancy	59,100		93,113	
Administrative Expenses	182,308	<b>4,236,510</b>	2,36,633	33,59,209
		<b>6,800,610</b>		<b>52,33,706</b>

**Schedule 15: Education Programme**

a) Direct Benefits to Beneficiaries		<b>8,616,850</b>		79,28,690
b) Training & Capacity Building of Beneficiaries		<b>1,302,210</b>		11,28,975
c) Programme Execution				
Salaries & Benefits of Project Staff	3,770,648		31,48,585	
Stipend	235,258			
Training & Capacity Building of Staff	40,873		70,963	
Travel & Conveyance	767,787		5,54,735	
Consultancy	41,342		41,662	
Administrative Expenses	264,635	<b>5,120,543</b>	2,64,825	40,80,770
		<b>15,039,603</b>		<b>13,138,436</b>

As per our Report of even date

**for H. Khurana & Co.**

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Alwar

Date: 13/07/2013

**(Harish Khurana)**

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**Schedules to the Income and Expenditure Account  
for the year ended March 31,****2013****2012****Schedule 16: Health Programme**

a) Direct Benefits to Beneficiaries		<b>178,773</b>		2,38,379
b) Training & Capacity Building of Beneficiaries		<b>22,987</b>		81,819
c) Programme Execution				
Salaries & Benefits of Project Staff	-		83,788	
Training & Capacity Building of Staff	-		1,396	
Travel & Conveyance	9,070		53,952	
Consultancy	37,800		1,06,400	
Administrative Expenses	-	<b>46,870</b>	2,975	2,48,511
		<b>248,630</b>		<b>5,68,709</b>

**Schedule 17: Overheads**

Salaries & Benefits	501,797		4,11,881	
Training & Capacity Building of Staff	1,285		1,460	
Travel & Conveyance	26,506		23,118	
Consultancy	58,436		6,000	
Rent, Water & Electricity	255,476		1,94,023	
Printing & Stationery	33,272		36,245	
Postage, Telegram & Telephone	31,723		27,766	
Repairs and Maintenance	36,689		45,336	
Auditors' Remuneration	27,000		25,380	
Assets Acquired	1,289,202		16,25,272	
Miscellaneous Expenditure	165,509	<b>2,426,895</b>	1,21,359	25,17,840
<b>Programme Management</b>				
Salaries & Benefits	73,816		72,862	
Travel & Conveyance	214,595		1,55,172	
Rent, Water & Electricity	30,928		21,561	
Printing & Stationery	8		205	
Repairs and Maintenance	51,433		53,590	
Miscellaneous Expenditure	-	<b>370,780</b>	5,576	<b>3,08,966</b>

As per our Report of even date  
**for H. Khurana & Co.**

Chartered Accountants

Treasurer

Chairperson

Executive Director

Alwar

Date: 13/07/2013

**(Harish Khurana)**

M.No. 70865

LLB, F.C.A.



SCHEDULE 18: FUND BASED RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED MARCH 31, 2013											Rs
S. No.	Sources	Op Balance	INCOME				EXPENSES			TOTAL EXPENSE S	CLS. BAL. Mar 31, 2013
		01-Apr-2012	Contributi ons and grants	Other Income	Grants Returned	TOTAL INCOME	Recurring	Capital Expendit ure	Appropria ted/ Adjusted		
	<b>INDIAN</b>										
<b>A</b>	<b>Restricted Funds</b>										
1	Sir Ratan Tata Trust	4,134,776	2,500,000	98,128		2,598,128	4,535,695			4,535,695	2,197,209
2	GIVE Foundation	-	227,046			227,046	162,916		45,946	208,862	18,184
3	NABARD	-	42,696			42,696	313,446		-	313,446	(270,750)
4	Edel Give	336,790	1,980,944			1,980,944	2,478,215	23,000		2,501,215	(183,481)
5	Impact	187,136	5,200,000			5,200,000	4,190,499	-	-	4,190,499	1,196,637
6	NCDC	(176,060)	250,000			250,000	2,390	71,741	(191)	73,940	-
7	National Rural Health Mission	(140,193)				-				-	(140,193)
8	Sir Dorabji Tata Trust	980,354	3,291,000	185,688		3,476,688	2,526,763	12,084		2,538,847	1,918,195
9	United Nation Development Programme	311,431			311,431	(311,431)	-			-	-
10	Gillete India Limited	1,551,183				-	1,371,110	-	137,111	1,508,221	42,962
11	Jamshed Tata Trust	-	3,815,000	155,450		3,970,450	794,920	91,100		886,020	3,084,430
12	Sarv Siksha Abhiyan	-	285,836			285,836	331,506		45,000	376,506	(90,670)
<b>B</b>	<b>Unrestricted Funds</b>										
13	IBTADA Indian	1,084,949	178,604	1,185,165		1,363,769	468,084	1,085,877	(227,866)	1,326,095	1,122,623
	<b>TOTAL INDIAN FUNDS</b>	<b>8,270,366</b>	<b>17,771,126</b>	<b>1,624,431</b>	<b>311,431</b>	<b>19,084,126</b>	<b>17,175,544</b>	<b>1,283,802</b>	<b>-</b>	<b>18,459,346</b>	<b>8,895,146</b>



	FOREIGN										
A	Restricted Funds										
14	IImpact	651,738	2,827,000			2,827,000	3,447,946			3,447,946	30,792
15	GIVE Foundation	-	54,890			54,890	12,359		250	12,609	42,281
16	Heifers International	126,176	680,990			680,990	929,120			929,120	(121,954)
17	Rajiv Gandhi Foundation		350,708			350,708	184,817			184,817	165,891
18	SM Sehgal Foundation		1,200,000			1,200,000	1,012,877	5,400		1,018,277	181,723
19	VSO International		2,026,050			2,026,050	828,615			828,615	1,197,435
B	Unrestricted Funds										-
20	IBTADA Foreign	1,429,277	2,500	336,746		339,246	6,038		499,750	505,788	1,262,735
	<b>TOTAL FOREIGN FUNDS</b>	<b>2,207,191</b>	<b>7,142,138</b>	<b>336,746</b>	<b>-</b>	<b>7,478,884</b>	<b>6,421,772</b>	<b>5,400</b>	<b>500,000</b>	<b>6,927,172</b>	<b>2,758,903</b>
	<b>GRAND TOTAL</b>	<b>10,477,557</b>	<b>24,913,264</b>	<b>1,961,177</b>	<b>311,431</b>	<b>26,563,010</b>	<b>23,597,316</b>	<b>1,289,202</b>	<b>500,000</b>	<b>25,386,518</b>	<b>11,654,049</b>

As per our Report of even date

**for H. Khurana & Co.***Chartered Accountants*

Chairperson

Treasurer

Executive Director

Alwar

**(Harish Khurana)**

Date: 13/07/2013

*M. No. 70865*

LL.B., F.C.A



## IBTADA - ALWAR

## Schedule 19: Significant Accounting Policies &amp; Notes on Accounts

(Followed in framing the financial statements for the year ended March 31, 2013)

## A) SIGNIFICANT ACCOUNT POLICIES

## 1. Treatment of Funds

The Expenditure on projects taken up with the support of donor agencies is, as far as possible, incurred according to the plans and budgets agreed upon. However, deviation sometimes occur at the time of project execution depending upon various circumstances, such as location awareness among the beneficiaries, local customs, availability of input, etc. Such Variations, monitored regularly, are generally intimated to the donor.

In respect of specific funded activities under the directions of donors or decided by the management, such as revolving fund grants, working capital loans, loans funds to be passed on to the beneficiaries and administered by the Society, the same are separately account for held in trust and administered in terms constant with the objects of the Society. All other grants, including capital grants, are taken as revenue of the Society In the year of receipt to meet the local tax law requirements.

## 2. Fixed Assets and Depreciation

Fixed assets acquired are written off in the year of acquisition as expenditure in the income and expenditure account. However, a contra account has been maintained in the books of accounts by debiting fixed assets with their acquisition cost and by crediting Capital Assets Fund. The fixed assets acquired during the year, either charged to development programme expenses or to development support expenses amount Rs. 12,89,202 have been recorded accordingly.

The Governing body of Society decided to provide for depreciation on Fixed Assets appearing in the Balance Sheet at the rates which reflect the real diminution in terms of the particulars asset's life and its value over the period for which it has been put to use and facilitated the working of the Society. The Depreciation charged Rs 3,95,267 has been transferred to Capital Assets fund, as the Cost of Fixed Assets acquired is lying under the said head in accordance of prevailing Account Policies Specified above. The Depreciation on assets disposed off during the year, has been written back and affected the Capital Assets Fund accordingly, certain fixed assets having gross value of Rs. 2,04,646 and depreciation provided there on till March 31, 2013 Rs. 1,61,343 have been written back accordingly. The figures for the current year are affected to the extent.



### 3. Income Recognition

All Income and Expenditure have been recorded on cash basis during the year, except stated otherwise.

4. The books are drawn up on historical convention method based on the concept of going concern.

### B) Notes on Accounts

1. Figures have been shown nearest to rupee only.
2. The charges against use of Resources Centre and Ibtada vehicle from project are being shown as income under schedule 13.
3. The opening balance of Dewan Foundation Revolving Fund is Rs. 6,89,376. During this year Rs. 1,00,000 received from beneficiaries and out of which Rs. 1,30,000 utilized as grant to beneficiaries for livelihoods. Closing balance as on March 31<sup>st</sup> 2013 is Rs. 6,59,376.
4. Expenses incurred on Governing Board:

During the year, the Society has incurred Rs. 13,154 (*Previous Year Rs.11829*) on travelling, conveyance and boarding & lodging of the members of the Governing Board.

5. Remuneration to the Executive Director as Board Member:

During the year, the remuneration paid to Executive Director is Rs. 7,01,393(*Previous Year Rs.6,48,252*)

6. Previous year figures are regrouped and rearranged during the year to make these comparable with the current year.
7. The investments of the society as on March 31<sup>st</sup> 2013 cost at Rs. 20,00,000 and the market value of such investments is Rs. 21,34,901. The appreciation of Rs. 1,34,901 has been treated as income on investments during the year.
8. The governing board of institution has decided to set apart Rs. 5,00,000 as corpus which has been allocated from the unrestricted funds of the society.

Treasurer

Chairperson

Executive Director

Harish Khurana  
(For H Khurana & Co.)  
Chartered Accountants



## Additional Financial Information

**Staff remuneration [Gross yearly + benefits] in Rupees**

Head of the organisation: (including honorarium)	Rs. 7,01,393 per year
Highest paid Full Time regular staff	Rs. 7,01,393 per year
Lowest paid Full Time regular staff	Rs. 73,134 per year

**The distribution of staff according to salary levels and gender break up.**

Slab of gross salary (in Rs) plus benefits paid to staff (per month)	Male staff	Female staff	Total staff
Less than 5000	00	00	00
5,000 – 10,000	18	05	23
10,000 – 25,000	18	06	24
25,000 – 50,000	01	00	01
50,000 – 1,00,000	01	00	01
Greater than 1,00,000	00	00	00

**Annual Gross Remuneration paid to members of Governing Board** Nil \*

(\*Except for Mr. Rajesh Singhi, who is the Executive Director, ex officio, Amount Rs. 7,01,393)

**Amount reimbursed (in Rs.) to ALL Board members in the financial year 2012-2013 for the following items:**

1	International Travel	Rs. ZERO
2	Domestic Travel	Rs. 6,226
3	Local Conveyance	Rs. ZERO
4	Entertainment Expenses	Rs. ZERO
5	Others (food expenses during board meetings)	Rs. 6, 928



**Total cost of international travel by all personnel (including volunteers) & Board Members– segregating those incurred on organizational expense and those that were sponsored, along with the name and designation of the person(s) who traveled, and the purpose(s) of travel. Even if there is no travel it will be placed on record.**

ZERO

**Total cost of national travel by all personnel (including volunteers) & Board Members–. Even if there is no travel it will be placed on record.**

Travel expenses - 605899



## LIST OF DONORS DURING THE YEAR 2012-13

- Edelgive Foundation, Mumbai
- Gillette India Limited
- Give Foundation, Mumbai
- Heifer Project International, USA
- IIMPACT, Gurgaon
- Jamsetji Tata Trust, Mumbai
- NABARD
- National Cooperative Development Cooperation
- Rajiv Gandhi Foundation, New Delhi
- Sarva Siksha Abhiyan
- Sir Ratan Tata Trust, Mumbai
- SM Sehgal Foundation, Gurgaon
- VSO International, New Delhi

## AUDITORS

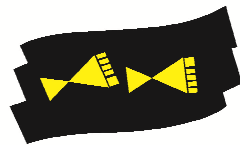
Mr. Harish Khurana  
H. Khurana & Co. , Chartered Accountants  
68, South West Block, Alwar (Raj.) 301 001  
Phone: 0144-2704214

## BANKERS

S. NO.	NAME OF BANK	ACCOUNT NO.
1	Central Bank of India, Church Road, Alwar	1728407230
2	Syndicate Bank , Happy School, Alwar	83162010001880
3	HDFC Bank, Bhagat Singh Circle, Alwar	04091800000396
4	Axis Bank, Jai Complex, Alwar	401010100043379
5	State Bank of India, PhoolBagh, Alwar	10112446217
6	Central Bank of India, Nogawan, Alwar	2111354279
7	State Bank of Bikaner and Jaipur, Tijara	61064739769
8	State Bank of Bikaner and Jaipur, Kishangarh Bas	61064696655
9	Yes bank, Scheme No. 2, Alwar	011494600000017
10	Axis Bank, Kishangarh bas, Alwar	912010014372280
11	Yes Bank ,(Project) Scheme No. 2, Alwar	011494600000114
12	Yes Bank ,(Salary) Scheme No. 2, Alwar	011494600000102



Ibtada the beginning  
शुरुआत ... इब्तिदा



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