



AIWC's SCHEMES OF ASSISTANCE TO ITS BRANCHES

For upliftment of lower socio-economic sections of society



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About All India Women's Conference

All India Women's Conference is one of the premier women's voluntary organizations involved in the field of women's education and empowerment for the last 80 years. AIWC was registered under Act XXI of 1860 Societies Registration Act on 18th July 1930. From inception, AIWC has been deeply concerned about the economic, social and legal needs of women and has played a major role in the enactment and modification of laws pertaining to dowry, child marriage etc. The organization has always adopted participatory approach in the implementation of its programmes focusing on women's education, health (both physical & mental), capacity building, income generation etc. through a network of its 500 branches throughout India with a membership of more than one lakh.

At the International level, AIWC has a consultative status with the United Nations (ECOSOC), is a member of UNICEF Executive Committee, Member of CONGO, World Renewable Energy Network (WREN), Global Water Partnership and is also affiliated to International Alliance of Women (IAW) and Pan Pacific South East Asian Women's Association (PPSEAWA).

Objectives of the schemes

The main objectives of the scheme are to help, support and motivate AIWC branches to work for the cause of women empowerment especially in the field of social and economic empowerment.

The other objective is to ensure effective and collective participation of AIWC branches towards meeting the challenges in the field of literacy, education, violence, income generation ,skill development and health issues.

The detailed objectives of each scheme of assistance with guidelines are provided separately with each scheme.

Conditions of eligibility for assistance

- Assistance would be given to only AIWC branches
- Main branch can apply for the programme. However if it is a constituent branch, it has to be recommended by the main branch.
- Branch should not have any outstanding amount against any other programme that had been sanctioned to them by AIWC. The branch should have cleared all the dues to AIWC before applying
- The request should be in proper format and properly filled in the applicable application form with covering letter on letterhead.

INTEGRATED LITERACY EDUCATION & SKILL TRAINING MODULE

(TO BE IMPLEMENTED BY AIWC BRANCHES)

Education has been a major AIWC's concern over the years, however, literacy campaign was intensified in 1996 by initiating non-formal education programme in primary education for school drop out girls and condensed courses in education for adult women and girls through AIWC branches.

AIWC is promoting literacy through branches by sanctioning programmes to them. Integrated skill based literacy program has become popular among the community people. The reports received from them reveal the following facts-

- The attendance was constant with negligible rate of dropouts

- The women developed sense of self confidence and self reliance
- They were able to write letters, fill up money order forms
- They were able to acquire skills in the selected vocation
- In the second year they developed marketing links for selling the products.

It is observed that the programme loses its sustainability when financial assistance is stopped. In order to provide sustainability to the program and to bring out permanent results, there is need to establish certain 'AIWC Literacy Units' that will contribute towards the sustainability of the programme. These units will act as service delivery agents

Salient features of the New Programme –

OBJECTIVES

- Capacity Building for women through job oriented skill training simultaneous with literacy, numeracy and awareness. Literacy will be related to their skill training like dairy farming, gem setting (Jewellery), plumbing, electric wiring etc.
- Organizing the women in such a manner that all their children of school going age will attend schools and they will not drop out till they complete the 10th Standard - emphasizing the value of education to their children.

- To provide supportive non-formal education to school dropout children and helping them to clear the exams of 3rd, 5th, 8th, 10th & 12th classes.
- Supportive education to children who are in school through helping them in homework, preparing them for exams and adding enriching experiences in areas like science, math, cultural activities.
- To encourage regular participation of women and children and also to supplement their one meal requirement, Tiffin/snacks will be provided to the beneficiaries.
- Identification of Health problems prevalent in the area and organizing health check-ups once in three months.

TARGET GROUP

- Women who wish to be trained in some skills so that they can earn money out of it.
- School dropout children
- Children attending school but they require assistance in doing homework and clear the exams.

Location

Rural areas/tribal areas/ urban slums

Duration

One year on year to year extension for two more years (Total 3 years)

Staff Educated, unemployed, retired volunteers to help in teaching Volunteers to teach dance, drama and organize cultural activities

1. One teacher to impart skill training

2. One teacher to impart skill centered literacy

Time Table Daily 4 hours of teaching and one hour for teaching craft (total 5 hours)

The timetable will be displayed at the site of the Centre and one copy will be sent to the Head office.

Supervision& Monitoring It will be continuous process and will be monitored through the branch members

Local Level - through the branch will have to submit the list of Executive Committee Members, who will do the supervision along with the proposal).

Central Office - Quarterly progress report/inspection report.

Zonal Level – Supervision, Guidance and coordination

Records & Registers

The following registers will be maintained by the Centre and will be available during the school hours. The registers will be produced and shown at the time of inspection –

Staff Attendance

Students attendance

Daily diary of Teachers

Accounts Record

Survey Register

Stock Register

Memorandum of**Understanding**

Will be signed between the branch and the Head Office.

Mode of Payment

1st installment of the grant will be released on receipt of the MOU duly signed.

2nd installment will be released on receipt of the accounts, bills/vouchers, report etc. from the branch and clearance from the account section.

Eligibility Criteria

The branch should be affiliated to AIWC, in case the application is received from constituent branch, the recommendation of the main branch will be necessary.

Preference will be given to those who belong to rural/urban/slums/tribal areas, low socio-economic strata.

Where there is maximum number of school dropouts based on the house to house survey.

Skill chosen for literacy offers employment opportunities

Where there is maximum scope of exploited local resources in the form of volunteers to take the teaching classes, recreation classes, provision of space for conducting classes etc.

Networking with

Efforts would be made by the branch

Educational Institutions

to utilize the services provided under the Universal Elementary Education System (Sarva Shiksha Abhiyan of Govt. of India)

Adult Education Programme of Tata Consultancy Services would be utilized to the maximum where computer facilities exist.

To encourage maximum participation of beneficiaries the branch will evolve its own strategy by paying home visits, arranging cultural activities i.e. puppet shows etc.

To submit the application and the budget as per details enclosed.

PROFORMA FOR LITERACY & EDUCATION PROGRAMME

1. Name of the Branch

2. Address of the Implementing Organisation

3. Location of the Project (Complete Address)

4. Name of the Co-Ordinator with Complete Address, Phone No.

5. Infrastructure available for the Programme

- i. No. of Classrooms available
- ii. Table/Chair/Blackboard/Almirahs/Durries available
- iii. Any other item

6. Batch size (Please attach list of beneficiaries stating name/age/Literate/illiterate/drop-out /address and reason for leaving the school)

7. Brief description of the area

Name of the Village	No. of Houses	Population for	Reason Leaving	No. of Schools & Distance
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		Children 5-14 yrs.		Primary	Middle	Higher Secondary
		Adolescent Girls 14-19 yrs.				
		Women 20-45 yrs.				

8. No. of Teachers to be employed

9. Qualification of Teachers

10. Approximate Budget to implement the programme

Signature of the coordinator

Date

Stamp of the branch

Suggestive list of Skills for integrated literacy and skill Development Module

- Training in Ayurvedic oil massage
- Repair and Maintenance of electrical gadgets

- Wealth out of waste-Decorative items
- Artificial Jewellery making
- Gem cutting
- Coir door mats,side mats
- Block printing
- Saree Weaving
- Saree Charakh
- Floriculture
- Gardening/herbal garden
- Mushroom cultivation
- Catering/tiffin supplying
- Plumbing
- Dress making
- Embroidery/stitching cushion covers,
- Envelop making
- Paper craft
- Fast food
- Food preservation
- Solar drying of fruits and vegetables

Vocational Training Programme For Women Bidi Workers At State Level - As Intervention For Alternate Vocations

OBJECTIVES

1. Main objective

The ultimate objective of the programme is to help women bidi workers shift to alternate vocations and emerge as socially and economic empowered women force

2 Related objectives

- The objective of the programme is to provide vocational training to women bidi workers who have been motivated for shifting to alternate vocations.
- To provide skill centric literacy to women along with the training
- To provide health ,nutrition,waste management ,sanitation and environment protection education
- To help them in finding out the marketing linkages

Beneficiaries

Women bidi workers who attended sensitization programme on
INTERVENTION FOR ALTERNATE VOCATIONS AT THE STATE LEVEL.

Number of participants

The effort should be to train maximum number of women and in one group there should be around 30-40 women.

Number of training programmes

3 programme per state depending upon the requirement

Duration of the programme

4-6 days according to the requirement of the training

2 months for follow -up for marketing linkages and see that they start earning something

Duration of the class

As per convenience of participants, at least 3-4 hours a day.

Modality for implementing the programme

The programme would be implemented through **SHGs formed by the organisers.**

Reporting

The progress report will be submitted to head office every month.

Monitoring and evaluation

Monitoring and evaluation would be done by head office in the prescribed format

One day Awareness programmes

Under the **One Day Awareness Programs (4-5 hours) ONLY** following programs can be conducted:-

- a. Health Awareness Camp — Anemia, Bone Density, Thyroid, Eye, Dental, Cancer detection , Adolescent Health, Maternal , & Child Healthcare . (**Any two programmes in one day**)
- b. Disaster Management
- c. Gender sensitization (Feticide, Infanticide, child abuse)
- d. Consumer Awareness & Right to Information
- e. Legal Awareness- Legal aids/ Remedies & Acts related to Dowry, Hindu marriage act, Violence against women, Domestic violence, Divorce)
- f. Communal Harmony & National Integration
- g. Waste Water and Sanitation & Environment
- h. Sustainable livelihood through Solar Energy

The application should give the following details:-**Date, Venue, Target Group/ Beneficiaries, Details of Resource persons.**

It is expected that the women from nearby slum/village specially a BPL area are contacted prior to the program. There should be discussion/informal talks on issues like female foeticide, violence against women, HIV/AIDs etc. This would motivate them to participate in the awareness program.

Target – Organize camp to cater to 150 women and their children.

5 days Programme on Enhancing Life Skills of Adolescents

The programme is spread to five days and set syllabus is followed to hold this programme.

Objectives

The objective is to enlighten adolescents on various problems related to this age like stress management, adjustment problems, career choosing problems, health concerns, nutrition guide etc.

The other objective is to select 2-3 group leaders from each programme who can train and guide other adolescents.

Programme is to be conducted according to the guidelines that will be issued while sanctioning the programme

Guidelines

Adolescent Training for Enhancing Life Skill Development Program has been given a special place in AIWC's programs. The idea is to create a YOUTH WING OF AIWC through this program. Any branch that decides to conduct this program has to enroll the participants as AIWC members. The branch is expected to select four or five leaders from each batch and involve them in implementing the branch programs. These young girls would be involved in conducting the similar programs in other areas. The other important aspect of this program is to make the girls aware of the importance of literacy, skill training. Through the program the participants should be encouraged to opt for getting training in COMMUNITY COLLEGE a new venture of AIWC.

Training program for adolescent girls will be conducted by the branches for five days. There will be 20 to 25 trainees belonging to the adolescent age group. They will be given training to cover various aspects related to literacy, skill training, health, (physical changes and its impact on health and emotions of adolescence), common health problems like anemia, awareness on HIV/AIDs etc. Balanced and nutritious diet, Hygiene and cleanliness, career options/ counseling, Problems of adolescents, Problems in dealing with adults and ways to cope up conflict situations, Confidence building, Stress management (meditation) etc.

PROJECT ON ANEMIA FREE SOCIETY

.In its Endeavour to create a Anemia free Society, AIWC through its branches wishes to Implement the project on ANEMIA FREE SOCIETY. Our earlier efforts in this direction were geared towards creating awareness on health problems by conducting health camps on anemia. General check up, eye camp, dental check up, cancer awareness and screening. The idea was to create awareness on these health issues and refer the problem cases to hospitals for further treatment. Majority of people conducted health camps on 'Anemia

While reviewing the reports it was observed that 50% to 60% women were found to be anemic as their Hemoglobin level was less than 11%. According to WHO- World Health Organization , If % of hemoglobin in the blood is less than 11% then it is called as anemic condition of a person Although it was stressed that after giving the medicines to anemic patients the branch should conduct review camp to find out whether the condition has improved, yet the number of review camps was negligible.

Realizing the gaps, AIWC has decided to implement this programme as a project for a year so that some fruitful results are achieved.

In all four or two programmes will be implemented by the branch depending upon the requirement.

OBJECTIVES

To rule out anemia and create anemia free society

Implementation of the project

1st stage

The branch will apply for the project giving the following details=

- Branch name, Coordinator's name, Contact no.
- Survey details of the project area (population, male, female, health facilities available etc.)
- Requirement of the programmes in a year- 2 programmes.If these programmes are conducted satisfactorily then it may be considered to sanction two more programmes.
- Venue details
- Dates for 2 programmes(second programme after a gap of 3 months)
- List of beneficiaries

- List of Drs.,Technicians,nutritionists etc
- Programme schedule

2nd Stage

The head office will review and sanction the programme if found feasible

3rd stage

The branch will conduct the programme as per the guidelines. It will maintain separate registers for beneficiaries and accounts.

4th Stage

The branch will submit the report with list of participants, resource persons hemoglobin report of the beneficiaries and recommendations

- Duration One full day for one programme -- 10 a.m.-5p.m.
- No. of programmes- 2 (one camp followed by review camp) It is compulsory to conduct minimum 2 camps to bring out the fruitful results.
- No. of beneficiaries in one programme - 100 and above including women, men and children
- Services to be covered -Blood testing, talk by doctors,nutritionists,film show/slide show,distribution of medicines for 3 months to anemic patients, record keeping
- Tentative Schedule to be followed-

10 a.m. -11 a.m	Welcome,Registration
11 a.m.-2 p.m.	Blood testing /noting
2p.m. -3 p.m.	Distribution of medicines for 3 months,refreshment
3p.m.-5 p.m.	Talk by Drs.nutritionists Viewing of film,slides etc.

Guidelines for organizing the Anemia programme-

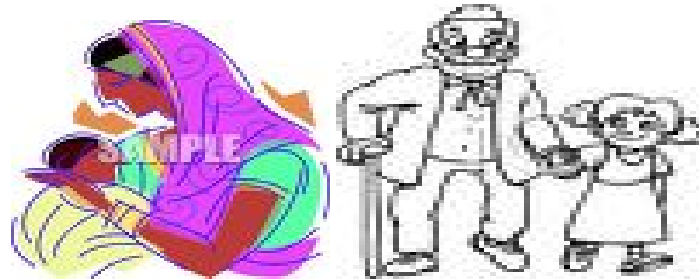
1. Fix date and time for organizing the camp. Select the place to hold the camp – a school with a number of rooms and an open ground or a club or institution.
2. Conduct a survey filling up a Pre-Registration form identifying the beneficiaries (women and children) attending the camp. Give an identity slip to the beneficiary with the registration number when they come to the camp these slips will help to take out the registration forms to be submitted to the Medical Doctors for consultation.
3. Laboratory arrangements for testing of blood etc.
4. Purchase medicines to be given to anemic patients for 3 months.
5. The camp should have the doctors ,nutritionists on attendance
6. The Food & Nutrition Deptt, Govt. of India can be requested to give demonstration of nutritious food to be added to the daily diet at the Health Camp.
7. If there is a Yoga Institute, an expert can be invited to teach yoga asana for physical fitness.
8. Film show on women's health to create awareness
- 9 Collect posters on health issues /Anemia from the state health center.
- 10 Maintain medicine register, beneficiaries register for each camp for one year.

Results

- It is expected that hemoglobin level of beneficiaries will increase with medicines and guidance for diet intake. Women will get information of the health services available for consultation.

AIWC's Health Units for

Mother and Child Care and Day Care for the old



**AIWC's
Health Unit**

**Mother
and Child
Care**

**Day care
for the
Old**

AIWC's Health units for Mother and child care and Day care units for older people under Adoption of Villages Programme

On the request of branches, AIWC wishes to set up Health centres comprising of two units in its adopted villages. These units will be-

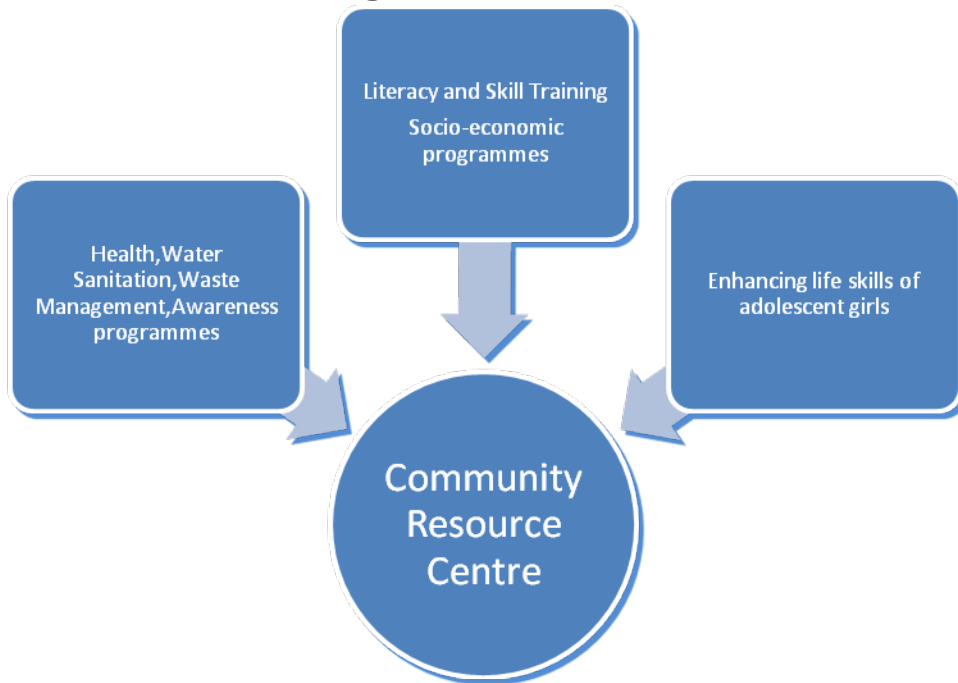
- Mother and child care(It will cater to the health and nutritional needs of pregnant and nursing mothers, 0-6 year old children)
- Day care centre for the aged (It will provide services like general health check -up and recreational facilities to old people)

These units will be set up at places where there are no such facilities. Preference will be given to areas covered under adoption of villages.

Background

The programme of Adoption of villages was started at places that are underdeveloped and have very poor health, sanitation and education facilities Preference was given to those who had conducted Bidi workers programme..Integrated approach was adopted to benefit the community as a whole and women in particular. It is envisaged that general conditions of the village will improve.

Major activities of the villages-



Rationale for the units-

3 major segments of society that need health and nutrition services most are-

- Pregnant and nursing mothers
- 0-6 year old children
- Old people

In villages, urban slums, the state of affairs worsens. Certain factors like poverty, illiteracy, ignorance etc. are responsible for this problem. Majority of deaths take place in these areas among pregnant women due to complications arising out of deliveries taking place at home

Due to changing social scenario in Indian society nuclear families are replacing the joint family system. Children also leave parents when they get jobs in other states or out of India. Feeling of depression and loneliness grips the older people. It becomes worse when there is only one partner alive and there is no other person to take care of their health and social needs.

Keeping all the above mentioned factor in mind AIWC wishes to address these problems by providing services through its units.

Objectives-

- To cater to the Health and nutrition needs of pregnant and nursing mothers along with children in the age group of 0-6 years of age.
- To motivate pregnant women to go to hospitals for deliveries.
- To cater to the Health and social needs of elderly residing in the area. General purpose is to provide an opportunity for the older people to interact with like-minded people in old age so that they do not feel depressed due to loneliness and at the same time feel better as their minor health problems are taken care of.

Units of Operation

AIWC proposes to provide these services under Adoption of village programme in community resource centre through Day Care Centre for the old and Mother and Child Care Centre.

1 Mother and child care centre



- Mother and child care centres will provide ante natal check-up and testing facilities e.g.blood,vdrl,urine,sugar,2 TT injections,Sonography to check any abnormality in foetus,referral services at the centre
- Medicines for iron deficiency, calcium
- General health check up of children 0-6 years and medicines for common ailments
- Referral services

2 Day Care centre for The Old



- Day centres will provide day activities such as recreational and leisure facilities like small library, carom and other indoor games etc.
- General health check up and referral services.
- Provide simple vitamin supplements

Functioning of the unit

Functionaries

- 1 Visiting doctor(1 general physician+1 Gynecologist
- 2 Community health worker
- 3 Visiting Lab technician
- 4 Helper 1

Timings

The centres will function every day for 4-5 hours except holidays and Sundays. Time table may be prepared by the branch.

Socio –Economic programmes

Revised Guidelines for Implementing Socio-Economic Project

Objectives of the New Scheme

- a) To help and strengthen our branches in starting self-sustainable income generation programmes

- b) To work towards group concept and make branches self-sustainable.

Eligibility criteria for applying under this project -

1. Only those branches will be considered who wish to start good project, which will attain sustainability in due course of time.

2. Branches having past experience in conducting such type of programmes that has benefited the women will be given priority, however those branches who have

SHGs will be given preference.

3. A branch, which can contribute 25% of the total cost of the project, will be considered.

4. The programme will be allotted to groups and not to individuals through branches.

5. Branch should not be a defaulter in any AIWC Programme.

Conditions –

- The amount will be given to the branches and an interest of 5% per annum will be charged. Interest will be charged on reducing balance.
- The branch will start repaying the loan in monthly installments after putting in six months service. The installment will be worked out on the basis of the amount of loan paid to the branch.
- Income/expenditure statement and balance sheet should be maintained separately.
- Zonal organizers will be key persons for regular follow-up.
- Viability of the project will be worked after receiving the inspection report from Member-in-Charge Socio-Economic Programme.
- Office bearers of the branch will be responsible for branch for recovery of loan and maintain separate account for recovery of loan.
- Letter of agreement/bond will be signed between the branch and AIWC, Head Office, New Delhi

Guidelines for formulation of the project –

The proposal should be submitted after making a thorough study with regard to need/prospective/Marketing etc. of the programme. It should mention:-

1. Name of the Proposal
2. Name of the Implementing Branch (Incharge of the Project, Branch should be affiliated to AIWC and should have separate registration No.)
3. Date of starting the Project
4. Duration of the Project
5. Rationale of the Project
 - It should be based on the market survey.
 - Why there is need to start this type of programme?
 - What is the need and?
 - How it will benefit women?
6. No. of women who will benefit from this project (mention if SHGs group)
7. Cost of the Project
8. Sources and means of finance.

9. Loan expected from AIWC Head Office and Branch's contribution.

10. How the capabilities of the staff under the project will be enhanced-

- What kind of training will be required?
- What will be the cost of training?
- What will be duration of training?
- What kind of training facility is available in the area?