

Youth Affairs

Youth is embodiment of energy and enthusiasm, which can be utilized for the socio-economic development of the nation and eradication of social evils. This energy can also be utilized for their own welfare as much for the welfare and upliftment of the society. If the aspirations of the youth towards these ends are not fulfilled, it may create problems both for the youth and community as a whole. Therefore, the rights and obligations of the youth have to be considered in the right perspective. Otherwise it might create conflict.

The Ministry of Rural Development, Department of Social Welfare, Ministry of Human Resources Development, Ministry of Labour, NIPCCD, Ministry of Agriculture, KVIC, DCSSI, All India Handicrafts Board and several other national and international agencies are extending policy and financial support to reputed NGOs to undertake various activities pertaining to vocational training and self-employment. Different schemes like TRYSEM, Rural Artisan complexes, IRDP, Vocational cum Technical Training, Training cum Production centres etc; are in operation at various parts of the country.

*A sample project proposal on "**Setting Up Vocational Cum Technical Training Institute for Rural Youth**" is given in detail under the heading of **Youth Affairs**.*

PROJECT PROPOSAL
For Setting up Vocational cum Technical
Training Institute for Rural Youth

PROJECT PROPOSAL SETTING UP VOCATIONAL CUM TECHNICAL TRAINING INSTITUTE FOR RURAL YOUTH

Contents

- 1. THE PROJECT - AN OVERVIEW**
 - 1.1 The Project
 - 1.2 Scope and Target group
 - 1.3 Objectives & Goals
 - 1.4 Social acceptability
 - 1.5 Project planning
 - 1.6 Standards
 - 1.7 Project Cost & Means of Finance
 - 1.8 Organization and Man-power
 - 1.9 Implementation schedule
 - 1.10 Monitoring

- 2. NEED FOR YOUTH DEVELOPMENT - POLICY APPROACH**
 - 2.1 Need for youth development
 - 2.2 Policy approach

- 3. RURAL YOUTH IN DEVELOPMENT - INSTITUTIONAL SUPPORT**
 - 3.1 Services and programmes for youth
 - 3.2 Services and programmes for non-student youth
 - 3.3 Areas of youth participation
 - 3.4 Institutional support

- 4. VOCATIONAL CUM TECHNICAL TRAINING INSTITUTE - PRINCIPLES & APPROACH**
 - 4.1 Vocational cum technical training for rural youth
 - 4.2 Principles for setting up vocational training
 - 4.3 Approach

- 5. PROJECT PLANNING & METHODOLOGY**
 - 5.1 Project
 - 5.2 Target group
 - 5.3 Methodology

- 6. INFRASTRUCTURE AND ORGANISATIONAL SET-UP**
 - 6.1 Infrastructure
 - 6.2 Organisational set-up

- 7. ORGANISATION & MAN POWER**
 - 7.1 Organisation
 - 7.2 Organisational chart
 - 7.3 Personnel Requirement
 - 7.4 Schedule of Salaries & Wages

- 8. PROJECT COST & MEANS OF FINANCE**
 - 8.1. The Project Cost

- 9. PROJECT IMPLEMENTATION SCHEDULE**

1

The Project - An overview

1.1 The Project

This project is envisaged to set up "Vocational Cum Technical Training Institute" for rural youth to improve functional capability and employability of youth, with an estimated capital investment of Rs. 22 lakhs. A number of schemes operated by various ministries and developmental agencies pertaining to "youth services and programmes" have been discussed in brief in this report while much emphasis is laid on the captioned scheme.

1.2 Scope and Target group

Some of the problems faced by the youth in the developing countries are :

- i) Extreme poverty specially among rural youth
- ii) Unemployment
- iii) High illiteracy
- iv) Limited recreation
- v) Inadequate cultural and sports opportunities
- vi) Limited youth services especially for the non-student youth
- vii) Social evils like dowry, early childbirth that make the life of girls miserable.
- viii) Non-involvement of youth in formulation of programmes for their benefit and national development.

A growing proportion of youth are troubled by the irrelevance of the educational system to the issues of life. Their study and work attitudes are influenced by conditions of widespread unemployment and under employment.

A redeeming feature of the present situation of the youth, particularly from the weaker sections is that they often show a great deal of firmness and resilience in actual life situations. An increasing proportion of youth are interested in participating in development and community action. Power whether that of water, wind, electricity etc., if not properly harnessed, controlled or in other words trained can result in losses or it can play havoc. Similarly, youth power needs to be properly trained in orders to utilize it more effectively not only for their own development but also to enable them to serve the community in an organized and disciplined manner.

This scheme is targeted at rural youth in the age group of 18-35 consisting of SC/ST/physically handicapped and the people below the poverty line.

1.3 Objectives & Goals :

A major difficulty experienced in engaging the rural poor in productive pursuits consists in their lack of suitable skills. Hence to equip the rural youth with relevant skills the "Vocational cum Technical Training Institute" is proposed in this scheme with the following objects.

- Physical, intellectual and aesthetic development of personality.
- Development of self-confidence to face innovate and unfamiliar situation.
- Creation of an awareness to the physical, social, technological, economic and cultural environment.
- Fostering a healthy attitude to dignity of labour and hard work.
- To provide greater equality of opportunity among the youth.
- To mobilize the talents which now lost to the society.
- To ensure a higher average level of relevant basic skills and education through work and services.
- To develop among the non-student and rural youth such aptitude and skills which will enable them to function better as productive citizens.
- To create new skills among rural youth through which villages can become self-reliant.
- To inspire and equip the youth with all necessary skills and encourage them to set up their own micro enterprises in rural areas.
- To prevent migration of rural youth to cities by enabling them to realize that agriculture and other agro servicing sectors are as rewarding occupations as these in the urban areas.
- To provide opportunity to the youth for participation in rural community development works through developmental schemes like IRDP, Rural artisan development., TRYSEM etc. so as to enable the youth below the poverty line to be properly identified and brought into the ambit of the developmental programmes.

With all these broad objectives in mind, this project is proposed to setup a "Vocational cum Technical Training Centre" encompassing various trades like motor rewinding, servicing of agriculture implements and pump sets, servicing of tractors, fabrication of farm equipment, tractor trailers and Gobar gas plants etc.

1.4 Social acceptability

Since independence, India has plunged into an era of planned industrialization. In order to bridge the gap of more than 200 years of economic stagnation, the country has resorted to the application of one of the most effective tools of economic program viz. development through five year plans. However, the industrial development does not come by itself. A multitude of other socio-economic problems have to be solved before any tangible results are achieved. The biggest of these is the problem of human resource development. The qualitative and quantitative aspects of national products are determined by the skills of young persons engaged in production process. Organization of appropriate educational and training programmes has, thus a large role to play. Training has been recognized as a very important input to harness the skills of rural youth and encourage them to set up their own micro-enterprises/servicing sectors in order to provide them an opportunity to participate in rural community development. It also prevents migration of rural youth to urban areas. This has been the motivating factor to our policy makers and a plethora of other government and non-governmental organizations to induce of number of programmes for organizing the rural youth for community development. The Ministry of Rural Development, Department of Social Welfare, Ministry of Human Resources Development, Ministry of Labour, NIPCCD, Ministry of Agriculture, KVIC, DCSSI, All India Handicrafts Board and several other national and international agencies are extending policy and financial support to reputed NGOs to undertake various activities pertaining to vocational training and self-employment. Different schemes like TRYSEM, Rural Artisan complexes, IRDP, Vocational cum Technical Training, Training cum Production centres etc; are in operation at various parts of the country. Like many other pioneering social programmes and activities, these programmes also could address the emerging needs of the rural youth and could involve the youth in purposeful and challenging activities.

1.5 Project planning

The project will have the following vocational training activities.

- Servicing of agricultural implements & pump sets.
- Motor rewinding
- Servicing of tractors
- Fabrication of agricultural implements, tractor-trailers and Gobar gas plants.
- Domestic house wiring cum electrician

A detailed approach and programme methodology is discussed at chapter - 5 of this proposal.

1.6 Standards

There are statutory provisions on minimum standards, policies, training procedures, trade tests, award of certificates etc., as prescribed by the Directorate General of employment and training, ministry of labour. The infrastructure requirements and other administrative procedures are as per the standards, laid down by the national vocational training institute, New Delhi.

1.7 Project Cost & Means of Finance

The project "vocational cum technical training centre" for rural youth is proposed with an initial capital investment of Rs. 22,00,000/- out of which the implementing agency is expected to bring in a minimum contribution of Rs. 2,20,000/- either from their internal resources or through public participation /donations and the rest of the gap could be bridged out of grant-in-aid assistance from the funding agency. The detailed capital structure of the project with a break-up of components is given at chapter-8 of this proposal.

1.8 Organization and Man-power

While the executive secretary of the implementing agency controls the overall superintendence of the project, he will be assisted by a center director and other supporting staff with required skills, as detailed under chapter-7 of this proposal.

Due care has been taken to appoint well-trained and skilled personnel. The remuneration to the staff is proposed on the high side in order to encourage skilled personnel to serve in rural areas.

1.9 Implementation schedule

This project is proposed to take off within a period of 12 months. The break-up of various activities interconnected with mplementation along with their schedule is given at chapter-9 of this proposal.

1.10 Monitoring

The programme will be monitored at regular intervals through a "Project Advisory Committee" constituted with the project leader as member secretary/convener and other resource persons drawn from funding agency, local district level technical training institute/polytechnic, DIC, DRDA, Society for employment and training, Department of Labour, local bank and District lead bank. This committee would meet once in a quarter and advise the implementing agency on various issues pertaining to implementation and monitoring. With a view to ensuring that funds spent on this programme are able to meet the objectives for which the programmes were planned and to give reorientation to the programmes during implementation phase itself, a system of close monitoring would be evolved.

The Project advisory Committee will also review the accounts and audited statements of the implementing agency.

2

Need for youth development - Policy approach

2.1 Need for youth development

Youth is embodiment of energy and enthusiasm, which can be utilized for the socio-economic development of the nation and eradication of social evils. This energy can also be utilized for their own welfare as much for the welfare and upliftment of the society. If the aspirations of the youth towards these ends are not fulfilled, it may create problems both for the youth and community as a whole. Therefore, the rights and obligations of the youth have to be considered in the right perspective. Otherwise it might create conflict.

Youth is a distinct age category between childhood and adulthood. Apart from age, it is a period of uncertainty, personal search for identity, adventure etc.

The salient features of the section called youth apart from representing age are :

- i) Cultural gap
- ii) Sensitivity to socio-economic transformation
- iii) Irrelevance of education and inadequate training
- iv) Employment facilities
- v) Problem of adjustments to work situation and opposite sex
- vi) Influence of traditional and cultural values.
- vii) Imbibing new values through mass media and new education system
- viii) Utilization of energies for sports and other physical activities.
- ix) Desire for participation in the development process
- x) Dichotomy between consciousness of life goals and idealism.
- xi) Desire for liberation from family ties
- xii) Problem of adjustment with the environment

The problem of the youth can be summarized as hereunder.

i) Poverty and destitution

- a) Rural youth : Particularly those belonging to families of small and marginal farmers, share croppers, artisans and landless.
- b) Urban youth : Living in the urban slums with all the related problems.
- c) Tribal youth : Living in remote, inaccessible mountainous, coastal and forest areas without proper facilities.
- d) Youth belong to scheduled castes
- e) Un-employed and under employed youth

- f) Working children
- g) Beggars and destitute
- ii) Physically handicapped and disabled such as**
 - a) blind
 - b) deaf and mute
 - c) orthopedic handicapped
- iii) mentally handicapped including retarded**
- iv) emotionally disturbed and/or those with psychological and social problems.**
- v) Socially disabled such as,**
 - a) Orphans and destitute
 - b) Delinquents and neglected
 - c) Illiterates
 - d) Scheduled Castes and Tribes

Around 40% of the youth belonging to rural, slum and tribal areas being below poverty line suffer from problems of malnutrition, lack of educational and health facilities. The others in the category are those who are unemployed or grossly under employed, beggars, working children and destitutes whose physical needs are not properly met, although physically, mentally and emotionally they are fit. Such youth therefore, suffer from deprivation and as such are unable to get benefits of their development and/or contribute for societal development.

Basing on the demographic data and trends, the needs of the youth in the age, group of 12-30 yrs are summerised as hereunder.

- i) Wholesome food, clean drinking water, medical care
- ii) Recreational and cultural activities
- iii) Adequate educational facilities especially out of school education for out of school youth in the nature of adult education, functional literacy etc.
- iv) Social and moral development
- v) Vocational guidance and placement services
- vi) Employment oriented training
- vii) Facilities for self employment
- viii) Adequate opportunities for gainful employment
- ix) Sense of participation in the affairs of home and the community.
- x) A common forum of the youth, which becomes focal point of youth activities.

The problems, which stand in the way of meeting, these needs of the youth are as under

1. Unemployment and competitions in employment market.
2. Illiteracy and lack of educational facilities and adequate standards
3. Extreme poverty
4. Authoritarian atmosphere at home and school.
5. Wide spread malnutrition and lack of adequate sanitary conditions.
6. Exploitation of weaker sections
7. Local factions and policies
8. Disparities in income and economic standards
9. Fatalistic approach towards life.
10. Lack of opportunities for civil and moral education
11. Poor communication facilities

Another important problem confronting the rural youth is migration of rural youth from rural areas has resulted in the unusually heavy congregation of the poor masses in the fringe areas or the unhealthy pockets of large cities, which are almost devoid of all kinds of services and amenities.

Since rural youth constitute 1/5th of population, by virtue of sheer number as also their capacity to undertake tasks concerning the society and the dangers arising out of their energies being misutilised, the society cannot afford to neglect this sizeable but potential group from the point of view of development and participation. Hence the development of rural youth is imperative.

2.2 Policy approach

Guiding principles of national youth policies

- To provide greater equality and opportunity to all among the youth
- To mobilize the talents which is now lost to the society
- To ensure a higher average level of relevant basic skills and education through work and services
- To enable a smooth transition of youth from childhood through adolescence to adulthood.
- To channalise their emerging, idealism and healthy aspirations towards building up a vibrant and modern India with sensitive roots in its history and cultural heritage.

Keeping in view of the broad objectives, the national youth policy has given much impetus to "training of youth" which is aimed at self-employment, improving employability and increasing productivity and functional skills of youth. Much thrust has been given to transfer of modern technologies suiting to the needs of the trainees.

3

Role of youth in development - Institutional Support

3.1 Services and programmes for youth

The services and programmes for youth can broadly be classified into the following.

- a) Social services such as health, education, recreation training and employment meant for development of youth.
- b) Opportunities and organization designed for development of youth.
- c) Opportunities and organizations for youth participation in development.

The youth services in this country primarily revolve around the following topics.

- a) Services for development of potential of youth
- b) Non-student youth, scouting, sports, hostelling and holiday homes.
- c) Services providing opportunities of participation in development to
 - i) Student youth
 - ii) Non student youth
- d) Opportunities and organizations for special groups such as
 - i) Rural youth
 - ii) Women youth

3.2 Services and programmes for non-student youth

The main aim of the scheme as originally visualized is to enable the non-student youth to act as vanguard in the process of development in rural areas and popularization of nationally accepted values such as self reliance, national integration and development of scientific temper intended to enhance their functional capabilities.

Broadly speaking, the objectives of the scheme is to organize the non-student youth for

- a) Recreation : activities organized for entertainment and physical fitness as also for rejuvenation of cultural heritage of society of which the non-student youth belong.
- b) Awareness : arousing consciousness among the non-student youth of their predicament and include systematization of their experience through dialogue and discussion.

- c) Development : Economic, social and educational development as well as enrichment of the environment by conservation and regeneration.
- d) Organisation : Simple group activities for sports, games, entertainment, literacy and organized action for economic and environmental development, as also creation of organization to resist social and economic oppression.

3.3 Areas of youth participation

Some of the programmes and activities of social service development in which youth can contribute and play their role are :

- a) Community development
- b) Rural development
- c) Non-formal education
- d) Medical social work/community health
- e) Child development
- f) Child welfare
- g) Population education
- h) Sanitation
- i) Relief work
- j) Consumerism
- k) Youth and peace
- l) National integration

3.4 Institutional support

Like many other pioneering social programmes and activities, initiative was taken by NGOs in youth work in India by involving youth in purposeful and challenging activities. A new department for sports and youth affairs was formed and several policy measures have been initiated involving the orientation of various ministries and departments for constructive support to youth.

The following are Ministries and Departments of the Government of India which are involved in programmes and activities for and by the youth.

- i) Ministry of Defence (NCC)
- ii) Ministry of Human Resources Development (Formal, Non formal and technical education)
- iii) Ministry of Rural Development (Involvement of youth in community affairs, youth clubs, training and employment for rural youth, youth for work programmes).
- iv) Ministry of Agriculture (Training young farmers)
- v) Ministry of Health & Family Welfare (Community health, HIV & AIDS, Population education).

- vi) Department of civil supplies (Problem of consumerism)
- vii) Ministry of Welfare (Programmes and services of disabled, delinquent, destitute and working children)
- viii) Department youth affairs & sports : (Nodal agency for youth affairs)
- ix) Department of Women & Child Development (Orphanages, destitute homes, child homes, working women hostels, etc.).
- x) Ministry of Labour & Employment (vocational cum technical training)
- xi) Ministry of Industry (TRYSEM, PMRY, Self-employment, Rural Industrialisation, Cluster and Artisan Development).

These Departments/Ministries support a wide variety of programmes/interventions proposed by NGOs. They advertise from time to time calling proposals from NGOs.

4

Vocational Cum Technical Training Institute - Principles & Approach

4.1 Vocational cum technical training for rural youth

The logical framework for the programme is to motivate Rural Youth and there by have multiple, spread effect, through spread of knowledge in the rural society, through youth participation in training courses under project based on the local needs of the young persons. The programme aims at :

- a) developing leadership and entrepreneurial quality among all cross section of youth through vocational/technical training programme envisaged in this scheme, so that youth can act as focal point of dissemination of knowledge in their own area of activity.
- b) Developing among non-student and rural youth, such aptitude and skills which will enable them to function better as productive citizen.
- c) Preventing migration of rural youth to cities by enabling the rural youth to realize that agriculture and agriculture related services are as rewarding occupations as these in urban areas.
- d) Creating new skills among rural youth through which villages can become self-reliant.
- e) Inspiring youth to set up own production/servicing enterprises in their own/rural areas.
- f) Inspiring young entrepreneurs learn modern techniques with a view to adopting them for improvement of their end result.

4.2 Principles for setting up vocational training

The points mentioned herein are a few basic principles guiding the implementing agency to set up rural "vocational cum technical training centre".

- a) The programme should grow out of the needs of the society.
- b) Programme should provide individuals with experience and opportunities which they voluntarily choose to pursue because of their inherent values.

- c) Programmes should be flexible and varied to satisfy a variety of needs and interests and to afford a maximum number of opportunity for participation.
- d) Programmes should evolve from simple to more complex technologies.

4.3 Approach

This project is aimed at setting up a vocational cum technical training centre for training groups of rural youth in the following activities.

- a) Servicing of agriculture implements & pumpsets
- b) Motor rewinding
- c) Servicing of tractors
- d) Fabrication of agriculture implements, tractor-trailers and gohar gas plants.
- e) Domestic electrical wiring
- f) Entrepreneurship development programmes for motivating the rural youth in setting up rural enterprises.

5

Project Planning & Methodology

5.1 Project

This project is proposed to undertake the following activities.

- a) *Counseling*
- b) *Training*
 - i) Agricultural implements & pumpset servicing
 - ii) Motor rewinding
 - iii) Electrician
 - iv) Fabrication of tractor trailers, agriculture implements and bio-gas plants.
 - v) Servicing of tractors
- c) *Entrepreneurship guidance*
 - i) Organising entrepreneurship development programmes.
 - ii) Technical guidance

5.2 Target group

Rural youth falling within the age group of 18-35 years with a minimum qualification of 8th and above.

5.3 Methodology

This programme primarily aims at creating new job opportunities for rural poor. Equally important is its other objective, which is to build up community assets and to strengthen the rural infrastructure in order to provide a direct boost to rural economy and agriculture.

The target is to provide training to rural youth in the trades conversant with the rural agriculture which besides offering scope for the trainee to establish his/her own service enterprises, helps them to strengthen the service support to rural agriculture. The programme like (i) service of pump sets and agriculture implements like insecticide sprayers, sprinklers etc. (ii) servicing of tractors (iii) motor servicing and rewinding (iv) Domestic house wiring (v) Fabrication of agriculture implements and gohar gas equipment have been carefully chosen to equip the trainees with all required skills.

Rural youth in the age group of 18-35 years with a minimum qualification of VIIIth and above will be encouraged to undergo these training programmes. Each training programmes will have a duration of six months. Suitable preference will be given for SC/ST/Women/Physically handicapped economically backward communities.

The training method involves both the classroom lectures followed by workshop practices. All the trainees will be encouraged to set up their own servicing centres and all necessary guidance will be provided through the entrepreneurial guidance cell.

The institute will offer its workshop facilities to the outside agencies/individuals in order to supplement its income and to generate enough surplus to meet its overheads from the 7th month onwards.

6

Infrastructure and Organisational Set-up

6.1 Infrastructure

The following parameters may be adopted while determining the infrastructural requirements of the project. They serve merely as guidelines for formulating the project and may vary from project to project in accordance with their individual requirements.

a) Location

Location should have access to the neighbouring villages and should contain basic amenities like water, power, communication and conveyance.

b) Requirement of land

The minimum requirement of land for setting up "vocational cum technical training institute" for rural youth is 4840 sqr. yds.

c) Built-up area

The following are the requirements of civil structures

i)	Administrative building cum library	500 sft.
ii)	Classrooms block with internal partitions	1,500 sft.
iii)	Workshop	1,500 sft.
iv)	Conference hall	500 sft.
v)	Bath and lavatories	100 sft.

d) Machinery and equipment

I. Workshop

1)	Automatic coil winding machine with mounting arrangements complete with electric motor	2 nos.
2)	Treadle operated guillotine sheet shearing machine with maximum cutting capacity of 60 mm	1 no.
3)	Baking oven with thermostat (Max temp 250 ^o c)	1 no.
4)	Testing instruments like volt. Meter, ammeter, watt meter, temperature measuring instruments, high voltage break down tester	1 each
5)	Bench top lathe machine 6'	2 no
6)	½" pillar type drilling machine	1 no.
7)	D.E. Bench grinder cum polisher	1 no.

8)	Air compressor with spray gun	1 set
9)	Table vices	2 nos.
10)	Milling Adda	1 no.
11)	Rod bending fixture	1 no.
12)	Welding transformer	1 no.
13)	Gas welding equipment complete with regulator, flame torch, eye shield, cylinders etc.	1 set
14)	Preumatic tools and dies	LS
15)	Work benches	3 nos.
16)	Electrical fitting and fixtures	LS

II. Administrative office

1.	PC with printer	1
2.	Type writer	1
3.	Telephone	1
4.	Electrical fittings and fixtures	LS
5.	First Aid & fire fighting equipment	LS

III. Training

1.	Overhead projector	1
2.	Charts, Prototypes & models	LS
3.	Black boards	6
4.	Electrical fittings & fixtures	LS

IV. Conference hall

1.	Public address system
2.	Electrical fittings & fixtures

e) Furniture

I. Administrative office

1.	Chairs	12
2.	Tables	4
3.	Computer table	1
4.	Alimirahs	2
5.	Table top cash coffer	1

II. Class room

1.	Chairs	6
2.	Tables	6
3.	Black board stands	6

4.	Black boards	6
III.	<u>Workshop</u>	
1.	Work benches	3
2.	Chairs	6
3.	Cup boards	2
IV.	<u>Conference hall</u>	
1.	Long table	1
2.	Chairs	100 nos.
V.	<u>Library</u>	
1.	Book cases	6
2.	Long tables	4
3.	Chairs	25

The complete description, quantity and cost data of the equipment and furniture is given at chapter 8 of this proposal. The list indicated in this proposal is only indicative and the implementing agency may add/delete certain items as per this individual requirements.

6.2 Organisational set-up

a) Admission policy

The admission policy will be decided by the Governing Board of the Institution in consultation with the project advisory committee.

b) Admission procedures

1. Eligibility criteria

- i) Age : 18-24 yr.
- ii) Qualification : VIIIth class passed and above
- iii) Priority : SC/ST/Women/Physically handicapped
OBC.

2. Fee Structure

As decided by the Governing Board from time to time.

3. Stipend

As 300 per month per candidate.

7

Organisation and Man power

7.1 Organisation

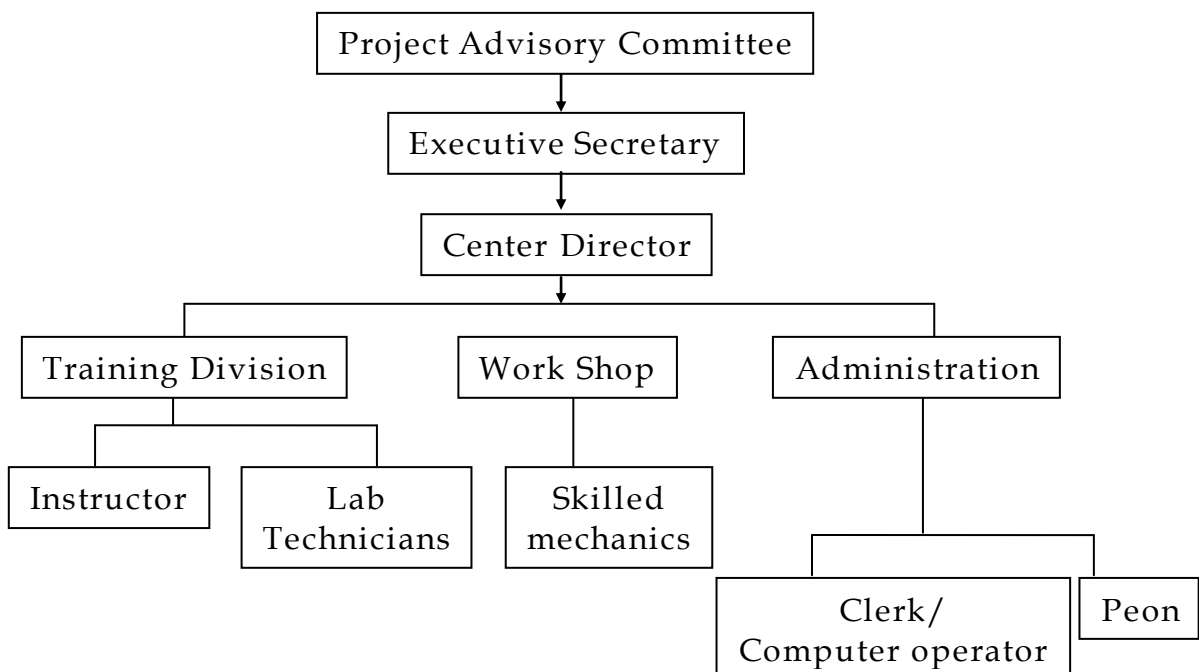
The project will be headed by the Executive Secretary of the implementing agency and he will be the Project Director of the concern. He will receive the directive principles and guidance from the project advisory committee specially constituted with the following persons as members.

Executive secretary of the

- | | |
|--|--------------------|
| a) Implementing agency | - Member secretary |
| b) President of the IA | - Chairman |
| c) Nominee from the Funding Agency | - Member |
| d) Nominee from District Level Training Centre | - Member |
| e) Nominee from DIC | - Member |
| f) Nominee from DGET | - Member |
| g) Nominee from District Lead Bank | - Member |
| h) Nominee from Local Bank | - Member |
| i) Local youth leader/sarpanch | - Member |

The executive secretary will be assisted by a Center Director who will be responsible for training and day-to-day administration of the centre. He in turn will be assisted by a few instructors and administrative staff as indicated in the organizational chart given here in.

7.2 Organisational chart



7.3 Personnel Requirement

The center will be requiring the following personnel

a) Administration	
1. Center Director	1
2. Clerk/Computer operator	1
3. Peon/Watchman	1
	<u>3</u>
b) Vocational training	
1. Instructors	3
2. Lab technicians	3
	<u>6</u>
c) Workshop	
Skilled mechanics	3 nos.

Total number of personnel required for the project

a) Administrative personnel	3
b) Training	6
c) Workshop	<u>3</u>
	<u>12</u>

7.4 Schedule of salaries & wages

<i>Sl. No.</i>	<i>Category</i>	<i>Nos.</i>	<i>Rate per head per month</i>	<i>Total(In Rs.)</i>
1.	Center Director	1	5,000.00	5,000.00
2.	Instructors	3	3,000.00	9,000.00
3.	Lab Technicians	3	3,000.00	9,000.00
4.	Skilled Mechanics	3	4,000.00	12,000.00
5.	Computer operator/clerk	1	3,000.00	3,000.00
6.	Peon/Watchman	1	2,000.00	2,000.00
		12		40,000.00

The library and first aid will be looked after by the Instructors specially trained in these matters.

8

Project Cost & Means of Finance

8.1 The project cost

The total cost of the project including the working capital for a period of 6 months works out to Rs. 22 lakhs. The capital outlay of which includes,

a) Land & Land development

The implementing agency will approach the District Collector for allotment of the land at the desired location. A provision of Rs. 25,000/- is made under this head towards land development.

b) Civil structures

The center will be requiring around 4,100 sft. of plinth area for accommodating various facilities as detailed under chapter - 6 of this proposal. The cost of construction is taken at Rs. 350/-per sft. and a provision of Rs. 15,32,000 is made under this head (inclusive of 5% provisions to meet future escalations and Rs. 25,000 towards water and sanitary arrangements).

c) Plant and equipment

a) Machinery

Sl.	Description	Nos.	Rate per unit	Total (in Rs.)
1.	Automatic coil winding machine	2	12,000.00	24,000.00
2.	Guillotine shearing machine	1	12,000.00	12,000.00
3.	Baking oven	1	8,000.00	8,000.00
4.	Test & Measuring instruments	LS	5,000.00	5,000.00
5.	Bench top baby lathe	2	15,000.00	30,000.00
6.	Drilling machine	1	6,500.00	6,500.00
7.	D.E Bench grinder	1	5,000.00	5,000.00
8.	Air compressor with spray gun	1	12,000.00	12,000.00
9.	Table vices	2	800.00	1,600.00
10.	Milling adda	1	16,000.00	16,000.00
11.	Rod bending fixture	1	3,500.00	3,500.00
12.	Welding transformer	1	6,000.00	6,000.00
13.	Gas welding set	1	4,500.00	4,500.00
14.	Pneumatic tools	LS	5,000.00	5,000.00
				1,39,100.00
Rates, Taxes extra @ 15% incl. of contingencies				20,865.00
Total				1,59,965.00

Say Rs. 1,60,000.00

B) Equipment

<i>Sl.</i>	<i>Description</i>	<i>Nos.</i>	<i>Rate per unit</i>	<i>Total (in Rs.)</i>
01.	P.C. with printer	1	35,000.00	35,000.00
02.	Telephone	1	1,000.00	1,000.00
03.	Type writer	1	10,000.00	10,000.00
04.	Overhead projector	1	7,500.00	7,500.00
05.	Public address system	1	5,000.00	5,000.00
06.	Teaching aids	LS	5,000.00	5,000.00
				63,500.00
Rates & Taxes inclusive of contingencies extra @ 15%				9525.00
Total				73,025.00

Say Rs. 73,000.00

C) Furniture

<i>Sl.</i>	<i>Description</i>	<i>Nos</i>	<i>Rate per unit</i>	<i>Total (in Rs.)</i>
1.	Chairs	150	100.00	15,000.00
2.	Tables	15	1,500.00	22,500.00
3.	Work benches	3	1,000.00	3,000.00
4.	Computer table + chair	1	1,500.00	1,500.00
5.	Almirahs	2	1,800.00	3,600.00
6.	Cup boards	2	1,500.00	3,000.00
7.	Book cases	6	1,500.00	9,000.00
8.	Misc. furniture & fixtures inclusive of electricals	LS	10,000.00	10,000.00
				67,600.00
Contingencies @ 5%				3,380.00
Total				70,980.00

Say Rs. 71,000.00

d) Total cost of fixed assets

1.	Land & Land development	Rs. 25,000.00
2.	Civil structures	Rs. 15,32,000.00
3.	Machinery	Rs. 1,60,000.00
4.	Equipment	Rs. 73,000.00
5.	Furniture & Fixtures	Rs. 71,000.00
6.	Deposits for power, telephone etc.	Rs. 5,000.00
7.	Library books	Rs. 50,000.00
		Rs. 19,16,000.00

e) Working capital required for month

1)	Salaries & wages as per chapter - 7	4,000.00
2)	Administrative overheads	
	i) Postage & Stationery	Rs. 250.00
	ii) Power	Rs. 1,000.00
	iii) Transport & Conveyance	Rs. 500.00
	iv) Health	Rs. 250.00
	v) Telephone & Telegram	Rs. 250.00
	vi) Entertainment	Rs. 250.00
	vii) Staff welfare	Rs. 250.00
	viii) Library	Rs. 250.00
	ix) Store material	Rs. 2,500.00
	x) Consumables	Rs. 2,500.00
	xi) Misc. expenses	Rs. 250.00
		Rs. 8,250.00

f) Total working capital required for month

1)	Salaries	Rs. 40,000.00
2)	Admn. overheads	Rs. 8,250.00
		Rs. 48,250.00

g) Total project cost

1.	Fixed assets	19,16,000.00
2.	Working capital for an initial period of 6 months	2,89,500.00
		22,05,500.00

Say Rs. 22 lakhs

h) Means of finance

1.	Grant-in-aid assistance from Development Agency @ 90% of project cost	19,80,000.00
2.	Contribution from implementing agency	2,20,000.00
		22,00,000.00

i) Assumption

- 1) The guidelines issued by the Directorate General of Employment and Training forms basis for calculation of most of the components in this scheme.
- 2) Provision for meeting the working capital requirements for an initial period of 6 months is made in this scheme. But the center is expected to generate surplus out of it's workshop activities to meet the working capital requirements from the 7th month onwards.

9

Project Implementation Schedule

The activities under the project may be carried out as follows.

YEAR -1

1 - 3 month

- a) Submission of the proposal to the Development Agency
- b) Funding dossiers
- c) Identification of land

4 - 6 month

- a) Allotment of land
- b) Formation of project advisory committee
- c) Statutory approvals

7 - 9 month

- a) Civil construction
- b) Indenting machinery and equipment

10-12 month

- a) Civil construction
- b) Machinery erection
- c) Announcement of the Training programmes.
- d) Admissions
- e) Launching of programme