

2021-2022

Consultancy Project – Terms of Reference

**Indicators of Endometriosis among Women
in Marginalized Communities in Tamil Nadu**

Submitted to



Sanitation First

Puducherry.

www.sanitationfirstindia.org

Submitted by



Department of Extension Education and Services (DEEDS)

Sacred Heart College (Autonomous)

Tirupathur, Tirupathur Dist – 635601

Affiliated to Thiruvalluvar University

Accredited by NAAC (3rd Cycle) with 'A' Grade (3.43)

www.shctpt.edu



Unnat Bharat Abhivan

Ministry of Education, Govt. of India

Template for the release of Perennial Assistance fund

General Information:

S. No.	Topic	Details
1.	Name of the Participating Institution (along with address)	Sacred Heart College (Autonomous), Vaniyambadi Road, Tirupattur, Tirupattur Dt. 635601.
2.	AISHE Code	C-36411
3.	Name of Head of the Institution (along with Contact number and email address)	Dr. D. Maria Antony Raj, Principal 9443438658 principal@shetpt.edu
4.	Name of PI Coordinator (along with Contact number and email address)	S. Henry Daniel Ambrose, Director 6381918636 ambrosed1098@gmail.com
5.	Name (s) of Adopted Village (s)	1. Kethandapatti 2. A.K. Mottur 3. Kasinayakanpatti 4. Mookanur 5. Periyagaram

Brief plan of action:

1.	How do you plan to use of the Perennial Assistance fund, i.e, Rs.1.75 lakhs? Please provide description. (max 300 words)	<p>1. Supply of Pure Drinking Water: We have received request during our need analysis survey conducted by our students, it was found that lack of drinking water facility at Periyagaram Govt. Hr. Sec. School and students were finding difficult to get portable drinking water. So through our UBA assistance we are planning to install RO plant to ensure the drinking water facility for the children.</p> <p>2. Economic Assistance for SHG: We have identified Scheduled Caste Self Help Group (SHG) in A.K. Mottur and decided to facilitate them Economic Assistance Grant to enhance their socio economic condition.</p> <p>3. Renovation of Veterinary Hospital Building: We have visited the Veterinary Clinic which is there in</p>
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		<p>Kethandapatti and its serving for 8 hamlet village nearby. it needs to be renovated for the better services.</p> <p>4. Supply of Activity Learning Study Materials to Anganvadi Centre: The Centre functioning Mookanur Village has 50 children below 5 years. they need to be given better education when compare with Private Nursery Schools. they are having very limited learning materials so we decided to support with Activity based learning materials.</p> <p>5. Supply of Napkin Incinerator in Government Higher Secondary School: Adolescent girls are finding difficult destroy the sanitary pads during the school hours and due to this, unable to keep them hygiene. So we are planning to install sanitary napkin incinerator for easy disposal of the same.</p>
2.	Who will be the beneficiaries?	<ol style="list-style-type: none"> 1. School Children 2. Schedule Caste (SC) Women 3. Farmers 4. Children Less than 5 years 5. Adolescent Girls
3.	Expected impact on the Villagers/beneficiaries? (max 100 words)	<ol style="list-style-type: none"> 1. Quality Drinking Water facility will create impact on the health aspects of the children. 2. Socio economic condition of Scheduled Caste Women will improve. 3. Rural farmers will get better services for their animals. 4. Quality of education will improve for the Anganvadi children. 5. Health status of Adolescent Girls will improve.
4.	If the project has a plan of delivering any technology/product etc., what will be the location in the village? (max 50 words)	Nil
5.	Are the planned activities aligned with any Government schemes/programmes, provide name and detail? (max 50 words)	Nil
6.	Any plan of expanding the project, eg: in collaboration with any Govt. Scheme/NGO/Donor agencies or funding body? (max 50 words)	Nil
7.	What will be the role of Participating Institution in implementing the activities planned? (max 100 words)	The role of Participating Institute is ensuring the quality delivery of quality service under UBA assistance.

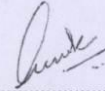
Budget Breakdown:

1. Budget expenditure details for Perennial Assistance Fund along with the details of Convergence fund (if any)	Budget Head	Description	Amount Spent
	Field :		Rs.1,60,000
	a. Activity/Technology etc.		
	b. Travel (village visits only)		Rs. 5,000
	Contingency		Rs. 7,500
	Miscellaneous		Rs. 2,500
	Total		Rs.1.75 lakhs

#The details about the budget expenditure should be submitted in the above tabular format. Details about the convergence fund (if any) can be also be added in separate rows

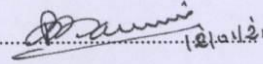
Consent by Gram Sabha Members or beneficiaries: *Any comment or signature.*

Above mentioned activities are mentioned in the Village Panchayat Development Plan (VPDP).



Self attested by PI Coordinator

DIRECTOR,
The Sacred Heart College Society Extension Services
Sacred Heart College,
Tirupattur-635 601.
Vellore District. Tamil Nadu.



Signature of Head of the Institution
Principal

Sacred Heart Collège (Autonomous)
Tirupattur-635 601, Tirupattur Dist

2021-22. 43
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**PROCEEDINGS OF THE DIRECTOR OF SOCIAL WELFARE, CHENNAI-15
AND EX-OFFICIO SECRETARY OF THE TAMILNADU SOCIAL WELFARE
BOARD, CHENNAI - 5.**

Present: Tmt. D. RATHNA, I.A.S.,

PROC.No:1661 /II-4/ 2021

Dated: 29.09.2021.

Sub : Tamilnadu Social Welfare Board, Chepauk,
Chennai-5 - Decentralized Family Counselling
Centre - 1st release of grant for the year 2021-2022
orders issued.

Ref : CSWB, New Delhi Lt No:30-1(18/TN/99/Dec
Dated:20.09.2021

ORDER:

In the Reference cited, sanctioned is accorded for Rs.2,88,000/- (Rupees Two lakhs Eighty Eight thousand only) towards Decentralized Family Counselling Centre Programme for 2021-2022.

In exercise of the powers delegated to the Tamilnadu Social Welfare Board out of the total sanctioned amount a sum of Rs.1,44,000/- (Rupees One Lakh and Forty Four Thousand only) is released representing 1st installment of the grant for the period from 01.04.2021 to 31.03.2022.

The release of Rs.1,44,000/- (Rupees One Lakh and Forty Four Thousand only) is made through E.C.S. drawn on the State Bank of India, Chennai favour of the institution and it is sent herewith.

The stamped receipt of the amount may be sent immediately on receipt of the same.

Further installment of the grant during the course of the year if any will be released only on receipt of the unaudited accounts.

It should be noted that as soon as possible after the grant of the full grant is utilized the following documents should be furnished to this office.

-)
- I. An audited statement of accounts showing the receipt and payments, income and expenditure and balance sheet exclusively for Family Counselling Centre grant duly certified by the Chartered Accountant indicating the times spent on the institutions contribution for the financial year.
 - II. A brief report on the working of the activities aided by the Board during the period in questioning.

It may also noted that non-receipt of the above documents will cause delay in the release of the subsequent installment of further grant.

30/9/2024
for DIRECTOR OF SOCIAL WELFARE
AND EX-OFFICIO SECRETARY OF THE
TAMILNADU SOCIAL WELFARE BOARD,
CHENNAI-5

29/9/21
To

The Secretary,
Bosco Institute of Social Work
Sacred Heart college
71, Vaniyambadi Road, Tirupathur,
Vellore District - 635 601.
boscoshc@gmail.com

Copy to: State Board III-1 issuing through ECS
for Rs.1,44,000/- (Rupees One Lakh and Forty Four Thousand only)

Proposed Time Schedule: From January 2022 to April, 2022.

S. No	Activity	Duration
1	Conceptual Framework and Literature Review	One Month
2	Tool Validation, Pretesting and Finalization	Two Weeks
3	Data Collection	One Month
4	Data Entry, Processing and Analysis	Two Weeks
6	Report Chapter Writing	One Month
	Total Duration (January, 2022 – 30 th April, 2022)	4 Months

Budget for the Consultancy Research Project

S. No	Activity	Amount in Rs.
1.	*Conceptualization - Literature Review	20000
2.	Tool Validation and Pre testing	10000
3.	*Data Collection: 8000 Samples (8000 x Rs.20)	160000
4.	Travel and Food for the field investigators per day (Rs. 300 per day x 20 Tools)	120000
5.	Data Entry (8000 schedules x Rs.5)	40000
6.	Data Clearing, Processing and construction of tables and diagrams	20000
7.	Data Analysis and Interpretation	25000
	Report Writing	
8.	<ul style="list-style-type: none"> • Executive Summary • Study Background • Research Methodology 	50000

	<ul style="list-style-type: none"> • Main Findings and Discussion • Implication for Program and Practice • Preliminaries – Table of content 	
9.	*Language editing and chapter alignment and editing	8000
10.	Miscellaneous (Tool Printing, Page Layout, Coverage Design and Soft Binding)	20000
	Total Budget	473000

Contribution of Sacred Heart College (Rs. 48000/-)

1. The Conceptualization and Literature Review (Rs. 20000).
2. Tool validation and pre-testing (Rs. 10000).
3. No data collection charges per tool in Tirpathur District (500 x Rs. 20=Rs.10000). only Travel and food expenses can be claimed.
4. Language editing and chapter alignment and editing (Rs.8000).
5. A national level seminar will be jointly organized to disseminate the research results at Sacred Heart College. College will contribute the premises for accommodation, hall, mobilization of participants, logistics, documentation and designing of brochure and certificates. Sanitation First India will arrange the resource persons as required.

Role of Sanitation First India

- Approval of the Terms of Reference
- Approval of the Tool for Data Collection
- Approval of the Methodology and other chapters
- Approval of the Analysis plan
- Approval of the Reporting Structure
- Contribution to write the implication chapter
- Release of the 50% of the consultancy fee to speed up the data collection after signing the ToR.
- Release of the remaining fee after the approval of the draft report.
- Support to organize the study dissemination workshop

Role of DEEDS, Sacred Heart College

- Finalizing the research tool after validation and pre-test.
- Completion of literature review.
- Data collection in Four regions of Tamil Nadu
- Data entry, data cleaning and data processing
- Writing all the chapters of the report.
- Organizing the Dissemination workshop at the College Premises.

Collaborating Organizations for Data Collection

1. District Resource Centre for Panchayats, Krishnagiri District.
2. Diocese Social Service Societies in Tamil Nadu.

CONSULTANCY TEAM

1. Principal Consultant:

Dr. K. Arockia Raj, Assistant Professor,

Sacred Heart College (Autonomous), Tirupathur Dt. Tamil Nadu

Contact: 9787370176, Email: arockiarajk@gmail.com

2. Consultancy Director

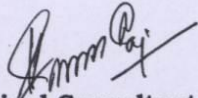
Rev. Fr. Henry Daniel Ambrose SDB,

The Director, Department of Extension Education and Services,

Sacred Heart College (Autonomous), Tirupathur Dt.

Contact: 6381918636, Email: ambrosed1098@gmail.com

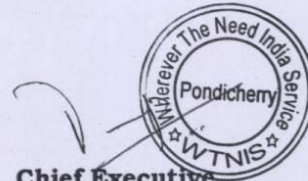
Signatures



Principal Consultant
Sacred Heart College



Director,
DEEDS, Sacred Heart College



Chief Executive
Sanitation First

DIRECTOR
DEEDS
Department of Extension Education and Services
SACRED HEART COLLEGE,
TIRUPATTUR DIST - 635 601.
TAMILNADU

