



**PROPOSAL FOR MODERNIZATION
OF
COMPUTER LITERACY CENTRE & RURAL BPO
AT
VIJAY MANDIR, ALWAR (RAJASTHAN)
UNDER CSR**

Submitted to

COGNIZANT FOUNDATION

Applicant Organization



**NGO SAPNA
Pocket D-8, Flat No. 8086,
Vasant Kunj, New Delhi – 110070**

Project Proposal Cover Sheet		
1	Contact Person and Title	Sudhir Pratap Singh, General Secretary
2	Full Name of Organisation	NGO SAPNA
3	Address of Organisation	
	Registered Address	Pocket D-8, Flat No. 8086, Vasant Kunj, New Delhi-110070
	Delhi	Social Services Counter, Jai Prakash Narayan Apex Trauma Centre, Ring Road, New Delhi
	Alwar	Vijay Mandir, P.O. Vijay Mandir, Behror Road, Alwar, Rajasthan - 3010023
	Telephone (Alwar)	0144-2767168
	Email id	ngo.sapna@gmail.com sudhirpratap@hotmail.com
	Website	www.sapnaindia.org
4	Legal Status	Registered under Societies Registration Act,1860
5	Name of the Project	Proposal for Modernization of Computer Literacy Centre & Rural BPO in Alwar
6	Project Period	2015 - 2016
7	Full Name of the Bank	Axis Bank, Road No 2, Jai Complex, Alwar
8	Name in which Bank Account is held	SAPNA
9	Bank Account Number	910010023090252
10	IFS Code	UTIB0000401
11	Swift Code	AXISINBB010

Dear Sir,

Greetings from SAPNA!

Executive Summary

It is accepted that education, learning and skill development are critical for the progress and growth of the country. With exposure to the media, the rural youth today aspire to have the same opportunities for growth as their urban counterparts. For this they need not only good education and knowledge but also skills which make them employable. IT skills are essential for anyone wanting to take up employment. The IT training centres are located in Alwar, which limits the access of students from the villages. Girls from rural areas feel even more constrained to access Alwar town.

It is in this background, that one of the early initiatives of NGO SAPNA in Alwar was to set up a Computer Literacy Centre (CLC) in 2007 at Vijay Mandir. Today a numbers of youngsters have benefitted by the IT program offered at the Centre and have been able to get employment. The Computer Literacy Centre gave the impetus to develop another pioneering programme - Rural BPO. The idea was to provide employment to youngsters who have IT skills but are hesitant and unwilling to leave their villages due to family circumstances and background.



Computer Literacy Centre (CLC)

The CLC provides for the following:

- It is equipped with a modern Computer Lab.
- A major activity is the RS-CIT (Rajasthan State Certificate Course in Information Technology) Course which is offered at a minimal and affordable cost. The certificate has the approval of the Department of Communication and Information Technology, Government of Rajasthan.
- Hands-on learning to use computers and basic typing skills.
- Emphasis on computer learning for girls.

Rural BPO

- SAPNA procures work from the companies and organizations for data entry. The IT trained youth known as data entry operators and IT executive are engaged for data entry, data maintenance and Back End work. SAPNA Coordinator scrutinizes the output and submits the completed work to the organization. Payment is made as per their ability to do the data entry work.



- 90% of the earnings go to the data entry operators and IT Executives. The organization keeps 10% of the earnings to cover up for admin. expenses.
- India Post has extensively made use of the rural BPO for their data entry work. Similarly private organizations like Punj Llyod have also used the services of the rural BPO.
 - Currently we are working for Coral Springs Specialty Pharmacy, USA updating their database of patient's records.

Achievements CLC / Rural BPO

- A total of 498 students enrolled for RS-CIT program till date.
- 305 students have passed the RS-CIT examination.
- Average 4 Data Entry Operators were engaged in a month for India Post for almost four years and amount of over 20 lakhs was paid to the Data Entry Operators.
- Girls in increasing numbers accessing computer education at CLC.

Profile of the Organization:

‘SAPNA’ was registered in Delhi under the Societies Registration Act on October 21, 2004, by a group of professionals who shared a common dream and had come together to work on a people-centric model of development in areas like public health, education, gender, community development and social welfare. It is inspired by the Gandhian ideals of social change.

Mission:

To work/act as an ‘agent of change’ to help the poorest of the poor access and actualise their rights as enshrined in the Constitution of India.

Aims & Objectives:

- Empower the poor and the marginalised;
- Provide shelter to the sick and destitute;
- Provide poor patients’ support and care;
- Develop community health programmes and services;
- Support literacy centres and increase e-learning;
- Facilitate livelihood programmes;
- Work towards empowerment of women and gender equity ;
- Help the poor access information and resources;
- Work in the area of environmental protection and conservation.

Spatially, SAPNA has support centres in **Delhi** and in **Alwar** (Rajasthan).

Delhi Chapter:

For its health support project based in Delhi, poor and indigent patients coming from far-flung areas of the country are provided all forms of support and care by NGO SAPNA. In Delhi, the organisation’s outreach extends to patients accessing medical services at the *Safdarjung Hospital* and the *All India Institute of Medical Sciences*, and staying in the hospital dharamshalas. SAPNA continues with the onerous task of taking care of *sick and unknown patients* at the *JaiPrakash Narayan Apex Trauma Centre*. *Blood donation* is yet another activity undertaken by SAPNA to help poor patients. It supports very poor *kidney patients* by providing *medicines and dialysis* on a sustained basis. Another important activity is providing monetary support and facilitating in *surgery* of poor patients in Safdarjung Hospital.

Alwar Chapter:

Sick and destitute patients are sheltered at SAPNA’s *Home for Sick and Destitute* at Vijay Mandir in Alwar, Rajasthan. At Vijay Mandir, the organisation also runs a *Public Healthcare Centre*.

As part of our *Outreach programme*, SAPNA is partnering with Venu Eye Institute and Research Centre, Delhi, to conduct monthly eye camps for the poor

in rural Alwar. Venu has also established a *Vision and Tele-Ophthalmology Centre* at Vijay Mandir.

SAPNA's runs a *Computer Literacy Centre* for the rural youth at Vijay Mandir. A rural BPO has been the latest pioneering initiative providing livelihood to rural youth. A *Jan Seva Kendra* helps villager's access information and resources through the e-mitra service. A *Community Library* supports these endeavours.

NGO SAPNA is in the process of making *Kaduki* (a village adjoining vijay mandir) into a *model village*. A *Community Water Center* has been set up to provide potable drinking water. Constructions of *individual toilets* are in full swing.

NGO SAPNA also runs the *Mahila Salah Evam Suraksha Kendra*, a redressal and counselling centre for women, located at Moti Dungri in Alwar, in partnership with the Rajasthan Police.

In '*Project Turnaround*' NGO SAPNA has adopted two government schools (an Upper Primary School in village Kaduki and a girl's residential school for muslim girls in village Chandoli) with the aim to turn around the schools by providing modern educational and infrastructural facilities. The '*Support the Girl Child*' program supports and enables disadvantaged girl children (present strength of 45) to access quality education and all round development.

Environmental protection and conservation has always been high on our agenda. NGO SAPNA has embarked on a project to restore Vijay Sagar, a dry lake adjacent to Vijay Mandir.

Organisational Set-up:

To achieve our objectives, we have organised ourselves into a *Governing Body* (responsible for policy decisions), *Managing Committee* (day-to-day administration of NGO SAPNA) and a dedicated army of volunteers, social workers and like-minded individuals who support our efforts. We have *Personnel Policy* which is followed to eliminate hierarchy in the organisation, an *Investment Policy* and a *Policy on Purchase and Sale of Assets* to enhance transparency.

Government Support:

SAPNA's work has been duly recognized by the Government of India (GOI) by according it 80G status under the Income Tax Act, 1961 wherein all donations to SAPNA are 50% tax exempt.

Accreditation:



Credibility Alliance is a national consortium of non-profit organizations, set up in 2004 to establish a consensus-driven set of "credibility norms" for the voluntary sector in India. SAPNA is accredited by Credibility Alliance for desirable norms.

The Project:

Proposal for modernization of Computer Literacy Center & Rural BPO at Vijay Mandir, Alwar, Rajasthan under CSR

Alwar is one of the 33 districts in the state of Rajasthan in North West India. The district is situated in the north-east of Rajasthan, around 150km away from the capital city of India, New Delhi. Five tehsils of Alwar are under NCR (National Capital Region). The topography of the district is represented by rugged hilly terrain of Aravali ranges, undulating lands and sand dunes with extremes of temperature in summer and winter. Agriculture is the main occupation of the population in the district.

Profile of District Alwar	
Indicators	Data
Area	8380 sq.kms
Population	2990862
Sex Ratio	887
Rural/ Urban Distribution	85.4% Rural, 14.6% urban
Literacy rate	Male- 79%, Female - 44%
Per capita income (current prices)	Rs. 28855



Project Aims & Objectives

- The overall goal of the project is to provide computer literacy training to the rural youth and prepare rural graduates to be “industry ready” in IT skills and hence enhance employment opportunities.
- The main targeted beneficiaries are students of the rural areas who have completed their schooling (Secondary, Senior Secondary and Graduation) for whom training in some high tech. institutes would be beyond their means.
- To contribute to the measurable benefit of computer literacy, by way of employment opportunity. The objective is to provide definite direct employment opportunities to at least 200 students in the next one year.
- To develop an integrated computer literacy training module, leading to direct employment of rural youth.
- Rural BPO provides opportunities to IT trained youth to get employed nearer home. The attendant benefits in rural BPO, are low cost of outsourcing for the companies, reduced stress and stimulus to rural economy. It also has the potential to open up services sector in rural areas and the spin off benefits that can follow.
- Simultaneously it has been envisaged to improve spoken and written skills in English in order gain communicative skills to increase their confidence & employability.
- Once achieved this will work as the “force multiplier” for rural students seeking computer literacy and gainful employment.

Project Background

- NGO SAPNA has been in the forefront of computer literacy in Alwar region and we provide RS- CIT certification to students. Till date we have trained over 400 students and over 50% of them are now gainfully employed.
- NGO SAPNA has already obtained data processing assignments in the past from India post and Punj Llyod and is seeking more assignments from the Corporates in the future. Currently we are working for *Coral Springs Specialty Pharmacy, USA*.
- It becomes essential to have sufficient infrastructure and provide enough computers for enrolled students. It is also desired to enhance our capacity in view of its increasing demand.

- Based on the feedback and results we need to both renovate and expand our computer lab that will offer a back office processing service to organizations in the Alwar region. This would provide employment to computer trained students who have not been able to find employment.

Needs Assessment

- The Computer Lab. is nearly 7 years old and desktops need to be urgently replaced. The desktops were donated to the organization and were second hand. Hence, they are subject to frequent breakdowns and also consume a lot of power.
- Presently the CLC has 24 desktops out of which 12 are over four to five years old and obsolete. As such, there is an immediate requirement to replace 12 existing obsolete desktops.
- We are in the process of expansion of the Rural BPO for which another 8 computers are required.
- Thus there is a total requirement of 20 desktop computers for the CLC and Rural BPO.

Desired Results

- Increase Computer literacy levels of the rural youth in District Alwar.
- Provide direct employment at rural BPO
- Enhance computer literacy of girls.
- Indirectly address issues of urbanization by minimizing migration of rural youth to big cities.

Budget basis

- All costs are a one-time modernization costs.

Budget Head

Non-Recurring

	Program	Product	Configuration	Quantity	Unit Price (Rs.)	Total (Rs.)
1.	COMPUTER LITERACY CENTRE	Dell Desktop 3800 ST Series	4th Gen Intel® Core™ i3 processor.,4 GB RAM ,500 GB HDD, 18.5 Monitor, Integrated Graphics, Warranty 3 Year on Site	12	32,000	3,84,000
2.	RURAL BPO	Dell Desktop 3800 ST Series	4th Gen Intel® Core™ i3 processor.,4 GB RAM ,500 GB HDD, 18.5 Monitor, Integrated Graphics, Warranty 3 Year on Site	8	32,000	2,56,000
		TOTAL		20		Rs. 6,40,000

What is Project Cost?

The total cost of the project is estimated at about **Rs. 6.40 lakhs**. The project cost is initial fixed capital investment on modernization of Computer Lab and Rural BPO (Rs.6.40 lakhs).

We request **COGNIZANT Foundation** for supporting us with *fixed capital investment of Rs. 6.40 lakhs under CSR* on development and modernization of computer rural BPO during the financial year 2015-2016. We hope to become sustainable in the coming years. We shall be highly grateful for the support.

A visual profile of the work of NGO SAPNA and Annual Report can be seen on our website 'sapnaindia.org'. More details about the Computer Literacy Centre, achievements of NGO SAPNA, and organization development plans for coming years can also be seen in our website and Annual Report 2013-2014.

Thanking you.

Regards and best wishes.

Sapna

Ssingh

**Sudhir Pratap Singh,
General Secretary, SAPNA
Dated: 30th June, 2015**

ANNEXURES

- a. Registration under Societies Registration Act
- b. 12A
- c. 80G Certificate
- d. FCRA
- e. Audited financials 2011-2012, 2012-13, 2013-2014
- f. Pan Card
- g. Accreditation
- h. Annual Report 2013- 2014 (Soft Copy)
- i. Quotations