

Annual Report

2009-10



Platform for All

SAHARA MANCH
(A National N.G.O.)

Registered Office

H-203, Bag Mugalia Extension
Bhopal-462 043
(Madhya Pradesh)

Head Office

HIG-B/79, A-Sector
Vidya Nagar
Bhopal-462 026 (M.P.)

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FOREWORD

It has been a proud privilege for us to be with SAHARA MANCH as office bearers of the organization. During the tenure, we have tried to participate our views with the government of Madhya Pradesh, our member of organization and our staff in particular. The response and cooperation received at our end have been to our satisfaction.

Sahara Manch has been able to win the confidence of our partners, as been evident from the various projects secured by Sahara Manch and completed successfully, along with our core activities.

Government of Madhya Pradesh has consented graciously to extend the support for which we feel so thankful. We are also highly indebted member of organization and the staff who worked so hard during extra hours for achievement of the various issues and programmes.

We feel highly grateful to members of the governing Board of Sahara Manch, for their advice and cooperation. Our special thanks to our Chief Functionary Capt. V.P.Singh (Retd.) for their relentless efforts.

We wish all the success to Sahara Manch in endeavors.

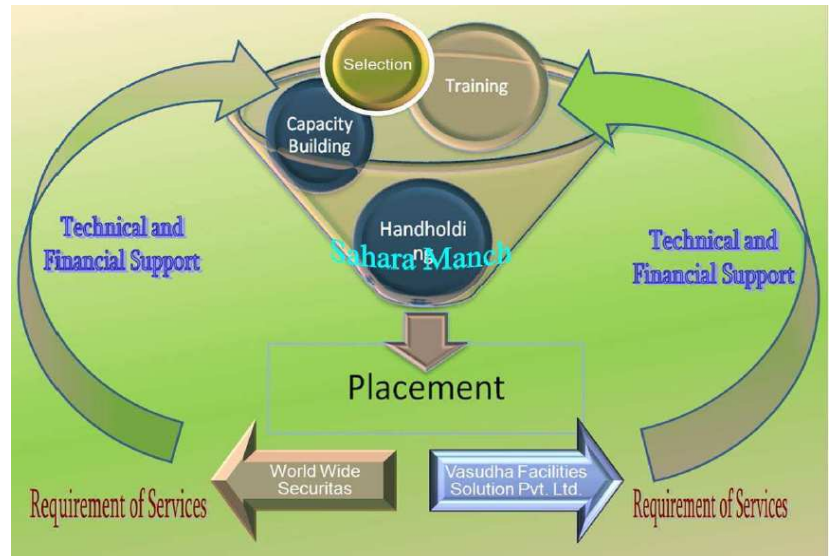
**Pro. Neeraj Kumar,
President,
Governing Board.**

SAHARA MANCH - A National level non-profit, non-government voluntary organization, came into existence in 1995 as a Society and was registered as such with the Registrar of Firms & Societies, Madhya Pradesh, Bhopal, (M.P.) under the Madhya Pradesh Society Registration Act of 1973, bearing its registration number as 26665 dated 31st March 1995, with an avowed objective to work for the social development.

Background:

Way back in the year 1995 it was realized that natural resources like land, water and forest, which are the assets for providing livelihood, have turned into liabilities due to over-exploitation and gross neglect, causing problems for families dependent upon these resources and worst sufferers being women and children.

Based on aforesaid findings as well as under their **Corporate Social Responsibility (CSR)**, an initiative was taken by the two renowned organizations i.e. World Wide Security Organization, Bhopal, and M/s Vasudha Facility Solution Pvt. Ltd., Bhopal, headed by Capt. V.P. Singh (Retd.) and Dr. Neeraj Kumar (Associate Professor, Xavier Institute), respectively and manned by group of professionals with multidisciplinary background and considerable grass root experience, and decided to form a Society to focus on this gray area to help uplifting the poor families, particularly women and children and to create better livelihood opportunities for them.



Thus, SAHARA MANCH came into existence on 31st March 1995, as a Society (Voluntary Organization) with specific objectives of carrying out Research and implementing Projects aimed at alleviation of poverty and to intervene in areas of social importance, such as education, livelihood, health, nutrition, hygiene, sanitation etc.

Offices and Branches:

Apart from having our Registered and Head Offices in Bhopal, the Regional, Branch and Project Offices of SAHARA MANCH are spread over in the 4 states of India i.e. Madhya Pradesh, Chhatisgarh, Uttar Pradesh and Jharkhand as detailed below:

In Madhya Pradesh:

- Registered Office: H-203, Bag Mugalia Extension
Bhopal-462 043
- Head Office: HIG-B/79, A-Sector, Vidya Nagar,
Bhopal-462 026
- Project Offices (2): Sahashtra Dhara Road, Devdara,
Near Resham Center,
District Mandla
Contact person: Mr. Snehal Joshi
- Nutan Bihar Colony
Near Sankar Mandir,
District Tikamgarh
Contact person: Mr. Jai Prakash Shrivastava
- Chhatrapati Shivaji Nagar,
Near Bus Stand,
District Katni,
Contact person : Mr. Rajesh Yadav.

In the State of Chhatisgarh:

- Regional Office: H. No. 36, Anand Nagar
Raipur-492 001 (Chhatisgarh)
Contact: Phone: 9300290753
- Branch Office: Samarth Medical Store, 1st floor,
Jail Road, Padnabhpur
Durg (Chhatisgarh)
Contact person: Mr. Sandeep Singh Rajput

In the State of Uttar Pradesh:

- Regional Office: B-164, Sector 41
(Covering U.P.& Delhi) **Noida (U.P.)**
Contact Nos.: Phone : 0120-2570713
Mobile: 98270-59134

In the State of Jharkhand:

- Regional & Branch Office: SE-2, Kresent Tower Appt.
(covering Bihar also) South Office Para, Doranda
Ranchi (Jharkhand)
Contact No.: Phone: 9431109331

Bankers: Our Bankers for transactions in Indian Rupees and that of dealing with and handling foreign contributions are:

For Indian Rupee transactions: Canara Bank
Arera Colony Branch
Bhopal - **Account No. SB-11167**

For Foreign Contributions: State Bank of India
Mahavir Nagar Branch
Bhopal - **Account No. 30009523892,**

For Project Offices : State Bank of India, Mandla & Union Bank
Mandla for Tejaswini Project,
Distirct Mandla, Madhya Pradesh,

Canara Bank, Katni for Target Intervention
Project, District Katni, Madhya Pradesh.

Registrations under Income Tax Act:

Because of its character as a charitable, non-profit voluntary organization, the SAHARA MANCH has been granted registrations by the Department of Income Tax and now enjoys the exemptions under following Income Tax Rules:

1. Under Section **12-AA** of the Income Tax Act
2. Under Section **80-G** of the Income Tax Act
3. Under Section **35-AC** of Income Tax Act for skill development and rural infrastructure development.

Permanent Account Number: The Income Tax Department has also issued Permanent Account Number (PAN) card to SAHARA MANCH, as number: **AA BAS 8996-Q.**

Registration under FCRA:

To facilitate the inflow of foreign funding, the SAHARA MANCH has also been privileged with the registration under Foreign Contribution (Regulation) Act (FCRA) by the Ministry of Home Affairs, Government of India, New Delhi. Its FCRA registration number is **Social-063160153.**

Auditor of Organization : Mr. Naresh Rajnani,
Flat No. 184, Zone – II, M.P.Nagar,
Bhopal, (M.P.),
Contact No. 9826086816

Legal Adviser of Organization :

Mr. Akhelesh Shrivastava,
Berkhedi, Near Police Thana,
Bhopal, (M.P.),

Accredited by Credibility Alliance:

SAHARA MANCH is accredited by Credibility Alliance with Minimum Norms prescribed for good governance of Voluntary Organization. Certification Registration no. CA/02/2010-11, Validity 21 October 2009 to 20 October 2014. Website of Credibility Alliance is www.credall.org.in.

Area of Operation as per the Bye-laws :

- | | | |
|----|------------------------------|---|
| a) | Jurisdiction Area : | All India NGO |
| b) | Geographical Area : | Urban, Rural, Tribal and Other Remote / Difficult Areas. |
| c) | Focus Area : | Livelihood, Vocational Training and Skill Development |
| d) | Focus State : | Madhya Pradesh, Chhatisgarh, U.P., Jharkhand & Bihar |
| e) | Main Target : | Woman & Children, Schedule Casts, Schedule Groups Tribe, Small and Marginal Farmers, BPL families, Slum Dwellers and disabled. |
| f) | Years of Experience : | 15 years |

Vision and Mission:

With the underlying mission to devote and dedicate our efforts in the service of mankind, the vision and mission of SAHARA MANCH are:

- Vision - *"A community where every individual finds the means of living and gets appropriate resources to fulfill the needs of livelihood so that a better social living is ensured for all".*
- Mission - *"Improvement in the quality of life and empowerment of the backward community and families living below the poverty line – with particular emphasis on the poorest of the poor, through intensive capacity building interventions, income generation and health activities with special focus on women and socio-economically deprived sections of society."*

Aims and Objectives:

The broad aims and objectives of SAHARA MANCH, based on which it has been established, are:

1. To achieve complete literacy and to work for promotion of education;
2. Elimination of Child Labour practices and to work for their rehabilitation;
3. Activities relating to welfare of people belonging to Scheduled Castes, Scheduled Tribes, Other Backward Classes and Minority groups as well as to work towards maintaining social harmony;
4. To work for development and maintenance of environment and plantations;
5. To promote moral and ethical values;
6. To set-up and run Vocational Training Centres;
7. To work for de-addiction, welfare of senior citizens, physically and mentally handicapped persons and overall human development;
8. To implement and research on projects on Panchayat & Social Welfare;
9. To create awareness on various issues of social importance like, health, HIV/AIDS, family welfare, consumer rights, nutrition, sanitation & hygiene etc.;
10. To work for conservation of soil, water and energy;
11. To make the rural women self-reliant by formation of Self-Help Groups (SHGs);
12. To work for women empowerment and capacity building;
13. To work for the promoting traditional agriculture and social forestry and for medicinal and aromatic plantations;
14. To implement projects for development of rural sources of livelihood and to provide market for the sale of agricultural and other rural products;
15. To manage, train and research on various schemes relating to watershed, participatory irrigation management, development of fallow land and integrated sanitation;
16. To involve in relief measures against natural calamities;
17. To manage and implement all Governmental and non-governmental schemes meant for the welfare of society, including development of handicraft, traditional art and culture, etc.;
18. To engage in all kinds of impact assessments, developmental work meant for the welfare of people;

Focus Interventions:

To achieve the aforesaid objective, our focus interventions, so far, include:

1. Income Generation/Self Employment activities;
2. Catering to health needs;
3. Promoting education;
4. Women empowerment;

5. Integrated development of rural areas;
6. Creating awareness on various issues of social importance;
7. Promoting de-addiction;
8. Capacity building programmes;
9. Research studies, particularly aimed for promoting livelihood;
10. Impact assessments of ongoing projects;
11. Vocational trainings for additional sources of earnings;
12. Advocacy on various issues of public importance; and
13. Participate in relief operations against natural calamities.

Operational Areas:

Although we are a National level voluntary organization but are presently focusing our activities in the 4 States i.e. Madhya Pradesh (12 districts), Chhatisgarh (2 districts), Uttar Pradesh (also covering Delhi), and Jharkhand (also covering Bihar), particularly in the backward districts dominated by tribal and socio-economic backward sections of society.

Target Beneficiaries:

Our target beneficiaries include people belonging to:

- Schedule Caste,
- Scheduled Tribe,
- Women;
- Children;
- Small & Marginal farmers;
- Families living below poverty line;
- Slum Dwellers; and
- Other deprived sections of society.

Progressive financial turn over:

As a measure of our success, our financial turn over is increasing with every passing year, which is quite evident from the following comparative analysis during the last three years:

Year	Turn over	Increase/decrease over last year
2007-2008	Rs.20.81 lakhs	Net increase by Rs.0.07 lakh i.e. 0.34% increase over 2006-2007 turnover of 20.74 lakhs
2008-2009	Rs.30.60 lakhs	Net increase by Rs.9.79 lakhs i.e. by 47.05% increase over 2007-2008 turnover of Rs.20.81 lakhs.
2009-2010	Rs.36.37 lakhs	Net increase by Rs.5.77 lakhs i.e. 18.86% increase over 2008-2009 turnover of Rs.30.60 lakhs.

Networking:

Our networking includes various Ministries and Departments of Central and State Governments, International funding agencies, Federation of NGOs, Public Sector Undertakings, and Corporate Sector etc. To name a few, we have entered into MOU, Technical collaborations, and Registrations with the following:

1. Memorandum of Understanding (MoU) with **Lake Conservation Authority, Bhopal** – an undertaking of Government of Madhya Pradesh.
2. Technical collaboration with **CRISP (an Indo-German project)**, for imparting trainings to women and youth.
3. Registration with **DGR, Ministry of Defense, Government of India, New Delhi**, to conduct training programmes for Ex-servicemen.
4. Registration with **Department of Women and Child Development, Government of Madhya Pradesh**, for implementing projects for welfare of women and children.
5. Registration with **Department of Panchayat Welfare, Government of Madhya Pradesh**, for strengthening Panchayati Raj Institutions.
6. Memorandum of Understanding (MoU) with **Construction Industry Development Council (CIDC), New Delhi**, for conducting training programmes on various aspects of constructions works.
7. Memorandum of Understanding (MoU) with **Indira Gandhi National Open University (IGNOU)** to conduct training programmes on non-credit courses.
8. Member of **Madhya Pradesh Voluntary Health Association of India (MPVHAI)**, Indore.
9. Technical collaborations with **i) Confederation of Indian Industry (CII); and ii) Federation of Indian Chamber of Commerce & Industry (FICCI)**.
10. Member of **Confederation of NGOs of Rural India (CNRI)**.
11. Lead Member of **Ashoka Network for Advocacy and Livelihood (ANAL), Bhopal**.
12. Member of **Credibility Alliance, Mumbai**.

Administrative infrastructure:

Sahara Manch has adopted a 3-tier system of Governance i.e. Directional; Supervision; and Implementation.

Directional: Sahara Manch has a 7-member Consultative Committee, consisting of eminent personalities in their respective fields, to provide policy level directions and necessary guidance for achieving its goals.

Supervision: To supervise, guide, control and to ensure that policy guidelines are being properly implemented and project objectives are being achieved, Sahara Manch has a 9-member Governing Body, who looks after and is responsible for its successful functioning.

Implementation: For running the organization and implementing the various projects to meet the desired objectives, Sahara Manch has the 15-member implementation team consisting of dedicated, committed, experienced professionals, together with result oriented supervisory and support staff.

Thus, Sahara Manch is one of the fast growing NGO in the field of social development, primarily devoted towards the development of scheduled caste, scheduled tribe, women, children, small and marginal farmers, families living below poverty line, slum dwellers and other deprived sections of society.

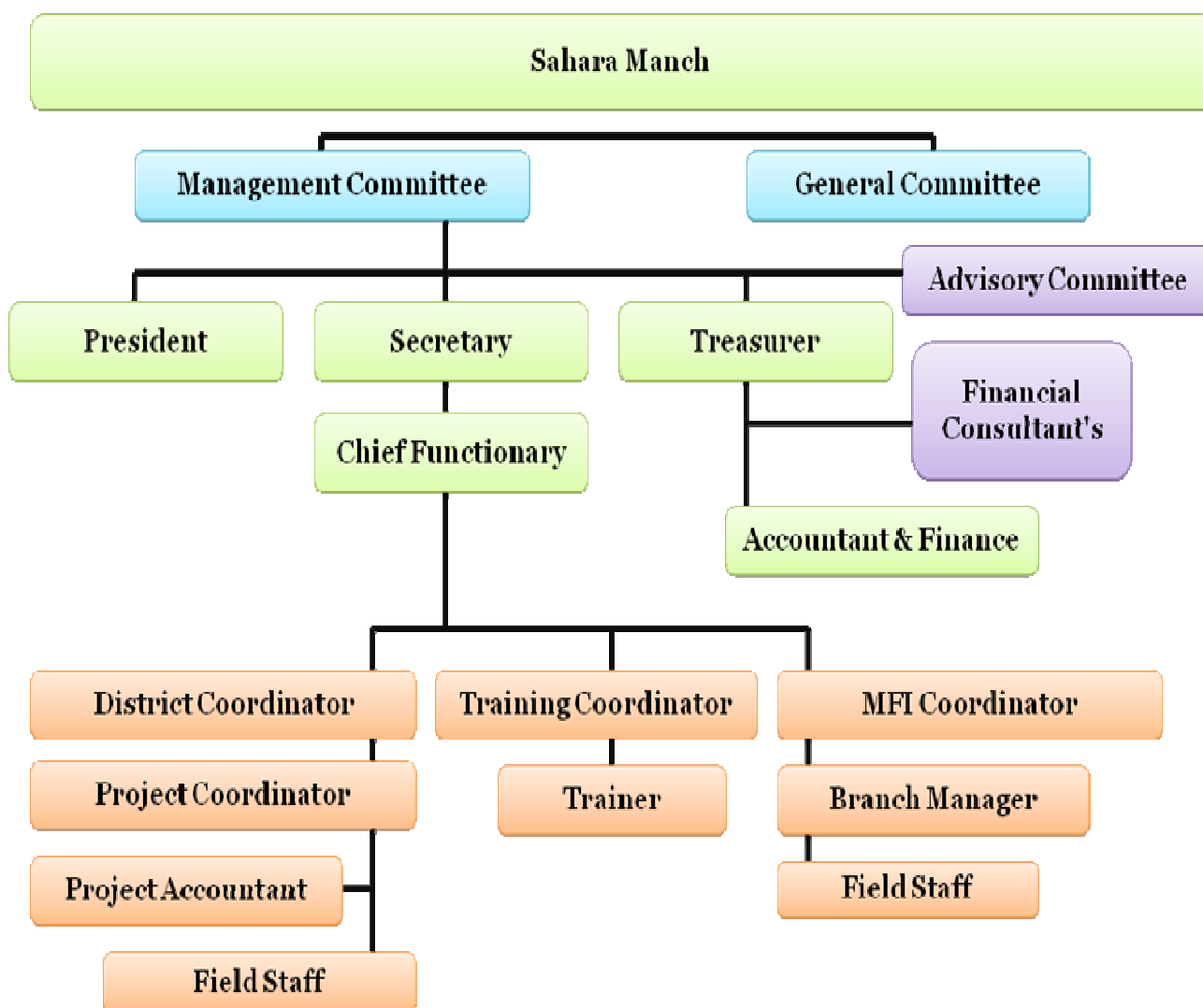
The details of its activities and achievements during the year 2009-2010 have been further described in the following pages of this report.

Details of Board of Members / Executive Committee.

S. No	Name	Address along with Contact Detail viz, Telephone &	Age	Gender	Occupation	Position in the Board
01	Mr. Neeraj Kumar	Xavier School of Management, Bhubneshwar , Orissa	42	Male	Associate Professor,	President
02	Ms. Aparna Joshi	203, Vaibhav Building, Surendra Palace, Bhopal Mob.09425605420	33	Female	Financial Consultant	Vice President
03	Ms. Vibha Singh	HIG-203, Baagmugaliya Ext. Bhopal Mob.09425012070	41	Female	Social Work	Secretary
04	Ms. Archana Dubey	E 6/60, Arera colony Bhopal Mob.09425358150	44	Female	Financial Consultant	Joint Secretary
05	Mr. Sunil Magre	126-127, Devki Apprtmant tirlanga, Bhopal MP. Mob.09826020686	42	Male	Service	Treasurer
06	Ms. Rani Kumari	HIG - 203, Bagmugalia ext. Bhopal. MP MoB.09891723276	34	Female	Legal Advisor	Member
07	Ms. Anita Singh	HIG-62, Bima Kunj Kolar Road, Bhopal, MP Phone No. 0755-2493471	40	Female	Advocate	Member

08	Dr. Manish Mishra	Surendra Palace, Bhopal, MP. Phone No.0755- 2752236.	32	Male	Social Scientist	Member
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Meeting's of Executive Committee: The meeting of Executive Committee will held quarterly, whenever required special meeting was called. Number of total Meeting held is 6, during the period from 1 April 2009 to 31 March 2010.



ACTIVITIES AND ACHIEVEMENTS

DURING THE YEAR

2009-2010

Highlights of the year 2009-2010:

The highlights of the year 2009-2010 are that during this year, in addition to Madhya Pradesh, we have spread out our activities in 3 other States of India i.e. Chhatisgarh, Uttar Pradesh and Rajasthan, in terms of:

- **Chhatisgarh:** Centre for Vocational Training (CVT) in the district of Durg and various awareness programmes and camps in districts of Chhatisgarh;
- **Uttar Pradesh:** Centre for Vocational Training (CVT) and awareness programmes in NOIDA (Uttar Pradesh); and
- **Rajasthan:** Vocational training to girls and awareness programmes on environment and HIV/AIDS in districts of Rajasthan.

Major activities:

During the year under report – 2009-2010, the underlying focus of SAHARA MANCH remain on generating additional sources of livelihood by providing skill training to its beneficiaries, as well as conducting various awareness programmes and organizing camps on various issues of extreme social importance. In nutshell, our activities during the year were centered on addressing the following issues:

1. Livelihood activities – Value added skilled vocational trainings;
2. Integrated Livelihood Programme (ILP) in Tikamgarh;
3. MPUSP Project on “Community Development – Health & Hygiene”;
4. SGSY project in District Datia;
5. Awareness camps to promote environment;
6. Awareness camps for protection and prevention of HIV/AIDS;
7. Promoting Health, Hygiene and Sanitation;
8. Development programme on Agriculture and dairy farming;
9. Entrepreneurship Development Programme for Federations;
10. Training on collection and processing of NTFP;
11. Promoting Organic Farming;
12. Training on making of Sanitary Napkins;
13. Watershed Development Programme;
14. Workshop on Disabled persons;
15. Implementation of ‘Tejaswani project’ in district Mandla;
16. Research studies on De-addiction;
17. Women empowerment;
18. Micro Finance Scheme for poor families;
19. Universalizing primary education; and
20. Cultural and sports activities.

DETAILS OF ACTIVITIES AND ACHIEVEMENTS

1. **Value added skilled vocational trainings:**

i) **Centre for Vocational Training in district Durg (Chhatisgarh):**

We are operating a Centre for Vocational Training (CVT) in the district of Durg (Chhatisgarh). During the year 2009-2010, value added skilled vocational training was imparted to beneficiaries in following trades:

S. N	Trade	Beneficiaries	Duration
1	Security Guards	125 (boys)	2 months
2	Sales Executive	65 (boys)	20 days
3	Motor winding	55 (boys)	20 days
4	Beauty Parlour	40 (girls)	20 days
5	Artificial Jewellery	40 (girls)	20 days
Total:		325	

Achievements – Out of 325 beneficiaries (245 boys and 80 girls), as many as 295 (91%) were successfully placed either in wage-employment or self employment, as detailed below:

S. N	Trade	Beneficiaries trained	No. of Placement	%age of placement
1	Security Guards	125 (boys)	125	100%
2	Sales Executive	65 (boys)	58	89%
3	Motor winding	55 (boys)	50	91%
4	Beauty Parlour	40 (girls)	32	80%
5	Artificial Jewellery	40 (girls)	30	75%
Total:		325	295	91%

ii) **Vocational Training in NOIDA (Uttar Pradesh):**

In NOIDA (Uttar Pradesh), we have provided 20 days Vocational Training to 200 girls of poor families in the trade of 'Industrial Helper'. NOIDA being an industrial township and looking at its market demand, this trade was identified.

Achievement – The assessment of our market demand was proved so correct and accurate that all our 200 trainees (100%) were placed as wage-earners in the respective industries operating in NOIDA.

iii) **Vocational Training in districts of Rajasthan:**

In the districts of Rajasthan, Vocational Training was provided to female beneficiaries of poor families, as under:

District	Trade	Beneficiaries (females)	Duration
Alwar	Artificial Jewellery	40	20 days
Chittor	Embroidery	40	20 days
Sawai Madhopur	Beauty Parlour	40	20 days
Total:		120	

Achievement – Since all the aforesaid trades generate self-employment, and as such, it has been reported during our hand-holding support, that all the beneficiaries (100%) have got engaged themselves in the respective trades and are successfully earning their livelihood.

iv) **Vocational Training Center, Bhopal:**

As part of our regular feature, we are successfully running a Vocational Training Center at Bhopal, for the last 15 years.

Our primary beneficiaries in this Centre included Scheduled Caste, Scheduled Tribe, Women, Adolescents, Small & Marginal Farmers and Families living Below Poverty Line, Slum Dwellers and other Deprived Sections of society.

The primary objective of this Centre is to provide training for:

- Improving the quality of life by promoting Income Generation Activities and providing opportunity for better Livelihood;
- Imparting quality vocational trainings to make the beneficiaries employable or self-employed;
- Making thorough assessment of trainees, particularly in terms of:

- Their post training capability,
- Meeting the needs of respective trades,
- Proper awareness about prevailing rules and regulations, and
- Behaviour and discipline

During the year under report, value added skilled trainings were provided to respective beneficiaries in the following trades:

S. No.	Trade	No. of batches	Total beneficiaries	Duration of training
1.	Security Guards (Residential, Industrial and personal)	4 batches of 50 each	200	3 months per batch
2.	Mason and Helper	4 batches of 30 each	120	3 months per batch
3.	Plumber and Helper	4 batches of 20 days	80	3 months per batch
4.	Stitching and Embroidery	4 batches of 30 each	120	3 months per batch
5.	Electrician	4 batches of 30 each	120	3 months per batch
6.	Nurses and Medical Attendants	4 batches of 30 each	120	3 months per batch
7.	Computers (Soft & Hardware)	4 batches of 30 each	120	3 months per batch
8.	Drivers	4 batches of 30 each	120	3 months per batch
Total beneficiaries			1000	

Achievements: Sahara Manch is proud of its achievements, since about 825 of its trainees (83%) were either employed as wage earners or are engaged as self-employed and are earning their livelihood to lead an economically independent and respectable social life.

2. Integrated Livelihood Programme (ILP) in Tikamgarh:

Objectives:

- Provide training to the youths as per requirement of market and industries, both within and outside the State of Madhya Pradesh;

- ii) Ensure employment and/or self-employment for such youths;
- iii) Development of human resources by increasing the number of quality training facilities and their effective utilization;
- iv) Increase in the capacity and capability of youths for employment; and
- v) Promote healthy competition amongst youths resulting into increased productivity.

Although this 3-year project was awarded to us in March 2009 by the Department of Panchayat and Rural Development, Government of Madhya Pradesh, but the funds could not be released even during the year 2009-2010 and, therefore, activities under this project could not be commenced.

The project is aimed to create employment and/or self-employment opportunities to the unemployed youths of the target district and thus help in improving their overall quality of living.

3. **MPUSP Project on “Community Development – Health & Hygiene”:**

During the year under report, Sahara Manch, in association with M/s Feedback Venture (P) Ltd., of Gurgaon (Haryana), have started implementation of project - “Support for Community Development, Rights Awareness, Hygiene Education and Promotion of Improved Sanitation in Slums” under ‘Project Utthan’ of Madhya Pradesh Urban Services for the Poor Programme (MPUSP), in the urban slums of district Bhopal.

Objectives - The underlining objective is to strengthen the slum communities to develop a sustainable programme enabling them to partner with the Municipal authorities in its slum up-gradation and reform programme.

Scope of assignment - It covers all aspects of micro planning for infrastructure and sanitation provision, including excreta disposal, waster water disposal and solid waste collection and disposal. It also includes convergence with other related welfare and developmental programmes and to develop a programme for rights and responsibilities awareness.

Accordingly, we have carried out our activities, in 6 of the urban slums of district Bhopal, including Jat Khedi, Bag Mugalia and others, which included:

- Community mobilization to develop an inclusive and participatory approach to delivering and sustaining slum services;
- Rights awareness to inform slum dwellers of the duties and responsibilities of government with regard to the poor;
- Improve health and hygiene promotion for better health;
- Promotion of improved sanitation through generating demand for latrines.

The project is of continuing nature for a period of three years and is likely to be completed by the year 2012.

4. **SGSY project in District Datia – Formation & Training of SHG:**

Under the SGSY project, we have formed and trained 25 Women Self Help Groups, with a total membership of 300 women, in the district of Datia. Our activities for formation and training the members of Self Help Groups included:

- i) Providing need-based and skill-based vocational trainings;
- ii) Maintenance of proper records of savings of each member;
- iii) Developing financial linkages with respective financial institutions;
- iv) Proper market linkages for their respective products;
- v) Packaging and pricing pattern of their products to meet the competitive market challenges;
- vi) Promoting savings amongst the members of Self-Help Groups.

Achievements - Out of total 300 beneficiaries belonging to 25 Self Help Groups, almost every SHG is functioning well and in an effective manner.

During the follow-up steps by our team members, it was reported that most of the target SHGs are maintaining proper records and have developed financial and market linkages and their SHGs are working smoothly.

5. **Awareness camps to promote environment:**

Addressing the global concern to protect environment, we have organized awareness camps in the districts of following States, during the year under report:

State	District	No. of camps	Total Participants
Uttar Pradesh	NOIDA	8	175
	Gaziabad	5	120
Rajasthan	Chittor	11	210
	Alwar	12	225
	Sawai Madhopur	15	380
	Hindon City	10	230
Chhatisgarh	Durg	8	220
	Raipur	10	250
	Rajnand Gaon	6	130

Madhya Pradesh	Katni	4	110
	Mandla	6	145
	Jabalpur	7	165
	Tikamgarh	5	125
	Datia	4	90
	Bhopal	8	190
	Raisen	7	155
	Sehore	5	115
Total:		131	3035

During these camps, following aspects for maintaining environment were emphasized upon:

- i) Developing and maintaining kitchen garden;
- ii) Protecting and promoting plantations;
- iii) Keeping the surroundings neat and clean;
- iv) Proper disposal of waste water;
- v) Promoting rain water harvesting;
- vi) Importance of maintaining pollution-free environment;
- vii) Health effects of environment.

The participants were appreciative of our efforts and promised to do their best for protecting and maintaining their surrounding environment.

6. **Awareness camps for protection and prevention of HIV/AIDS:**

During the year 2009-2010, SAHARA MANCH have conducted various Awareness camps, in various districts of Madhya Pradesh, Uttar Pradesh, Rajasthan and Chhatisgarh, for prevention and care of HIV/AIDS, as detailed below:

State	District	Date	Participants
Madhya Pradesh	Bhopal	10-04-2009	28
	Katni	10-05-2009	32
	Jabalpur	10-06-2009	36
	Raisen	10-07-2009	41
	Sehore	10-08-2009	29
	Datia	10-09-2009	25
	Tikamgarh	10-12-2009	31
	Betul	10-01-2010	38
	Vidisha	10-02-2010	42
			302
Uttar Pradesh	NOIDA	15-09-2009	48
	Gaziabad	15-12-2009	41
	Modi Nagar	15-03-2010	42
			131
Rajasthan	Chittor	20-09-2009	45
	Alwar	20-12-2009	42
	S. Madhopur	20-01-2010	36
	Hindon city	20-02-2010	29
			152
Chhatisgarh	Durg	25-09-2009	48
	Raipur	25-12-2009	52
	Rajnandgaon	25-01-2010	37
			137
Total:		19 Camps	722 participants

During these camps, precautionary steps were suggested to the participants for prevention and care against this killer infection:

- Usage of condoms prior to sexual activity;
- Insistence upon new syringe for blood transfusion;
- Regular medical check-ups;
- Remedial measures for HIV infected victims.

Our team members have distributed condoms, free of cost, to the participants. During these camps, all the participants, including women sex workers and truck drivers have promised to make use of condoms prior to involvement of any sexual activity. They have also requested for some more details about this dreaded infection, which were also provided to them in one-to-one meetings.

7. **Promoting Health, Hygiene and Sanitation:**

With a view to create awareness on 'Health, Hygiene and Sanitation', particularly in the rural areas, we have organized camps in the districts of Madhya Pradesh, as per following schedule:

Date	District	Block	Participants
16-05-2009	Mandla	Nainpur	52
16-09-2009	Jabalpur	Majholi	56
16-12-2009	Tikamgarh	Prithvipur	48
16-01-2010	Raisen	Obedullaganj	58
16-02-2010	Sehore	Budhni	46
16-03-2010	Bhopal	Berasia	62
Total:			322

Main objectives of the camps were:

- i) To strengthen the community capacity to reduce the disease burden;
- ii) To reduce Infant and Maternal mortality rates;
- iii) To create awareness about epidemic surveillance;
- iv) To promote ways and means for reducing the morbidity and mortality on account of Malaria, Tuberculosis, Leprosy and HIV/AIDS;
- v) To develop awareness and sensitization of community members about sanitation, health and hygiene;
- vi) To promote awareness against spread of infectious diseases; and
- vii) To emphasize upon importance of personal hygiene in maintaining health.

All the camps were well attended and participants showed keen interest in the activities. During these camps, relevant literature was also distributed to the participants.

8. Development programme on Agriculture and dairy farming:

During the year under report, we have devoted our efforts towards developmental activities for Agriculture and dairy farming and promoted various innovative means to receive better yields, in the districts of Raisen, Jabalpur, Tikamgarh and Mandla, as under:

1. Cereals Development Programme:

The main crops covered by us include - Wheat, Rice, Soya bean and Grain in blocks of various districts. Our beneficiaries were farmer families, who were educated through experts by way of organizing workshops, awareness campaigns, seminars in the target districts.

2. Awareness Programme for Horticulture:

During the year under report, Sahara Manch has trained more than 375 household women through the demonstrative exercises on horticulture technique programme, such as Kitchen Garden, Food Grains and Nursery etc.

3. Extension activities programme through the Agriculture in the State of Madhya Pradesh:

Geographically, Madhya Pradesh is the biggest State of India and more than 60% of its are covered by forest land enriched with precious plants viz. medicinal, aromatic, herbals and timber used commercial plantation. During our extension activities programme through agriculture, the State Agriculture Department fully cooperated with us for conducting training programme for the farmers and farmwomen. The said extension activities have been conducted in rural and urban areas of the target districts of Madhya Pradesh.

4. Dairy Farming:

During the year 2009-2010, we have included Dairy Farming as one of the area for promoting improved livelihood. Under this activity, we have, through our experts, have emphasized upon the following important aspects of a successful dairy farming project:

- i) Improved cattle feed;
- ii) Regular health check-up of animals;
- iii) Proper vaccinations;
- iv) Milking of animals;
- v) Upkeep of surroundings;
- vi) Keeping a vigil against any infection;
- vii) Washing of animals, etc.

All the participants have shown enthusiasm in our programmes, which in itself reflects upon our success.

9. Entrepreneurship Development Programme for Federations:

During the year under report, Sahara Manch, through its expert trainers, we have conducted Entrepreneurship Development Programme (EDP) in the Majholi block of district Jabalpur, for the benefit of youth groups. During this programme, various aspects of EDP were explained to the participants, including:

- Skill development;
- Managerial capabilities;
- Financial linkages and procedures involved;
- Marketing aspects;
- Quality control;
- Market challenges and how to face them;
- Behavioural change;
- Disciplined approach etc.

The participants were also provided with training as to how to federate themselves into groups for an effective working.

10. Training on collection and processing of NTFP:

Keeping in view the overwhelming dependence of Tribal community on Non-Timber Forest Produce (NTFP) for their livelihood, and the grossly low return on the fruits of their

labour, due to their lack of skill and knowledge for improving upon their income, it was decided by the management of Sahara Manch to provide training to tribal groups on the collection and processing of NTFP for improving upon their earnings.

Accordingly, our teams have organized training programmes in the tribal districts of Mandla and Dindori for the purpose. The topics covered during this training programme included:

- i) Proper identification of NTFP;
- ii) Method of collection to ensure no damage to the product;
- iii) Processing of collected NTFP in a semi-finished manner for better yield;
- iv) Marketability of their semi-finished product directly to manufacturer;
- v) Packaging and pricing;
- vi) Marketing arrangement with manufacturers;
- vii) Usage of technical know-how in the processing of NTFP;
- viii) Other related aspects of sale of NTFP.

The training was considered to be very useful by the members of tribal community and they requested for more such training sessions.

11. **Promoting Organic Farming:**

It is a well known fact that the State of Madhya Pradesh is covered with wide range of foresta and hence it is essential to execute and implement organic farming/bio-technique system to get better yields of agro products. The availability of biomass in the state are in plenty like composting green manuring, biogas slurry and organic farming techniques including Vermi compost.

Therefore, during the year under report, Sahara Manch has trained more than 175 farmers, women farmers and Self Help Groups in the districts of Bhopal, Sehore and Raisen of Madhya Pradesh on this aspect of farming.

12. **Training on making of Sanitary Napkins:**

Keeping in view the growing market demand for Sanitary Napkins, providing a sustainable source of livelihood, Sahara Manch, during the year under report, have conducted 2 batches of 20 women beneficiaries each, for 45 days training programmes for making and marketing of Sanitary Napkins for the benefit of women beneficiaries. The training schedule was as under:

- 15 days for discussions on theoretical aspects, such as usage, durability, comfort ability, etc.
- 15 days for practical demonstrations; and
- 15 days for marketing, packaging and financial linkages.

It has been reported that out of 40 beneficiaries, 35 of them (88%) have started working on this trade and are earning their livelihood by making Sanitary Napkins under different brand names.

13. **Watershed Development Programme:**

In the year 2009-2010, Sahara Manch, carried out Watershed Development programmes in 5 districts of Madhya Pradesh – Bhopal, Betul, Raisen, Hoshangabad and Sehore, for the conservation of precious water. People’s cooperation was also solicited during these programmes.

During this programme, following issues were addressed by our team members:

- i) Maintenance and up-keep of sources of water;
- ii) Construction of ‘Sokhta’ dams for conservation of soil;
- iii) Deepening of tanks and wells;
- iv) Rain water harvesting;
- v) Other ways and means to improve ground level of water.

14. **Workshop on Disabled persons:**

With a view to make partially disabled and handicapped persons capable of earning for themselves, the teams of SAHARA MANCH have organized various vocational training programmes for such persons in the districts of Bhopal, Sehore, Raisen and Mandla, in accordance with their respective capacity and capability, so that they are able to become self employed and lead a respectable and economically independent life.

During the year 2009-2010, a total of 98 beneficiaries were provided training in various trades, based on their respective capability and interest and most of them have started making their earnings thereof.

15. **Implementation of TEIASWINI Project at two Location Centres of tribal dominated District of Mandla (M.P.):**

Aims & Objectives of project - The Tejaswini Rural Women Empowerment Programme aims at empowering poor women to make use of economic, social and political opportunities for their improved well-being. The programme is in accordance with the Policy for Women of the Madhya Pradesh Government and based on the experiences of women’s empowerment through Self Help Groups (SHGs). The key aspects of programme are:

- Development of strong and sustainable SHGs and their apex institutions;
- Provision of access to micro finance services;
- New and improved livelihood opportunities and empowerment of women to use these opportunities;
- Access to functional literacy, improved health, labour saving infrastructure and participation in local governance.

Main Components of programme are:

- **Development of community institutions.** This includes - Empowerment of women by supporting Self Help Groups; Ensuring regular meetings of SHGs and intra-group savings and lending; Development of SHG based apex institutions; Facilitate formation of Village Level Committees (VLC) for planning, governance and women's empowerment; Setting up Location Office for imparting training and assistance for empowerment of SHGs, intra-group savings and lending, obtaining finance from banks, enhancement of livelihood capacities of the SHGs as well as providing training and support for various social developmental activities.
- **Micro Finance Services.** To cover - Linking SHGs with the banks for micro financing and also to support micro insurance activities; Imparting training to SHG members on finance management; and orientation programme for bankers to make micro finance more effective.
- **Livelihood and Entrepreneurship Development.** For enhancing livelihood opportunities for women members of SHG; Skill development training; and Entrepreneurship development to exploit market opportunities, product development and technical research, marketing etc.
- **Women Empowerment and Social Justice.** Aiming to develop the environment for women empowerment through sensitization programmes for government servants of different levels, members of village Panchayats – particularly males, and through radio and TV programmes; reducing women's drudgery; and addressing issues on health and political empowerment.

Achievements during the year:

Continuing with the implementation of 'Tejaswini' project at two locations of block Nainpur in tribal district of Mandla (M.P.), by the M.P. Mahila Vitta Evam Vikas Nigam, Department of Women and Child Development, Government of Madhya Pradesh, our activities and achievements, keeping in view the aims and objectives of this project, are as under:

- Formation and training of 413 women Self Help Groups;
- Total membership of these SHGs is 4956 women;
- Development of community institutions;
- Micro Finance Services;
- Livelihood and Entrepreneurship Development;
- Women Empowerment and Social Justice;

The training was imparted to members of these SHGs on the following issues:

- Group concept,
- Accounts and Banking;
- Identification and Selection of Income Generation Activities;
- Bank Linkages;
- Grading system of SHG;
- Formation of Micro Enterprise setup, and
- Formation of Federation,

Our teams have also extended all necessary assistance to the members of Self Help Groups on Micro project formulations, as well as for identifying and linking the Members of Self Help Groups with available credit facilities for financing the proposed Income Generation Activities, as per requirement.

16. **Research studies on De-addiction:**

It was a corporate sector project, to make a study on the “**Drug Addiction Habits**” in the region of districts of Raipur and Durg in the State of Chhatisgarh.

Objective: To conduct a sample study on ‘Drug Addiction’ in the Raipur and Durg districts of State of Chhatisgarh.

Achievements: The study was completed, covering 1280 identified youths i.e. 580 in Raipur and 700 in Durg. The study included:

1. Preparation of Research Design;
2. Designing of the requisite questionnaire for the purpose;
3. Collection of data from respective stakeholders, covering Government Officials, Community members and youths;
4. Conducting an in-depth analysis of the data collected; and
5. Submission of report on the findings of the survey.

The report indicated that most of the youths are willing to get rid-of habit of drug addiction and to join the mainstream of the society, but needs proper treatment, guidance and empowerment.

17. **Women empowerment:**

With a view to empower women, particularly of rural and tribal areas in the districts of Katni, Vidisha, Datia, Mandla, Dindori and Tikamgarh, we have organized various camps aimed to:

- a) Capacity building of women;
- b) Infuse leadership qualities;
- c) Promote participatory role in decision-making process;
- d) Involvement in developmental activities;
- e) Awareness on various legal provisions to safeguard their interests;
- f) Government schemes on health and livelihood for their benefit;

The objectives of these camps were the capacity building and empowerment of women so that they may be able to participate in the decision making process of institutions and play a vital in the overall developmental activities in their respective areas.

18. **Micro Finance Scheme for poor families:**

With a view to provide financial support to the poor families to help them to start their own micro-enterprise for earning livelihood, we have, with the support of Financial Institutions, started the Micro Finance Scheme.

The objectives of this scheme are:

- i) To provide small financial support to poor families for the purpose of starting micro-enterprise;
- ii) Promoting sources of livelihood through micro-enterprises;
- iii) Hassel-free availability of loans, requiring only minimal of documentation and verification;
- iv) On-the-spot disbursement of loan;
- v) Easy repayment through weekly instalments;
- vi) Recovery of loans from the door-steps of beneficiaries;
- vii) Hand-holding support to beneficiaries for micro-enterprise;

During the year 2009-2010, we have already disbursed a total loan amount of Rs.3,25,000 to members of about 17 families living in the urban slums of district Bhopal, including Nawab Colony, Jat Khedi etc., averaging about Rs.3,000 to Rs.5,000 per person. This loan is to be recovered on easy instalments on weekly basis.

The scheme has attracted wide-spread support and popularity amongst the poor families and looking at the success of this scheme, we propose to extend this in other districts of Madhya Pradesh in the years to come.

Support to Network NGO – During the year under report, we have also brought our other networking NGO within the ambit of this scheme, and provided a grant of Rs.1,29,000 to Swami Vivekanand Shiksha Samiti, Bhopal, for thsi Micro Finance activity as well as for their capacity building.

19. **Universalizing primary education:**

During the year under report, we have undertaken following activities to promote primary education:

1. Conducted a Village Education Register Survey in the district of Bhopal under the aegis of District Education Centre, Bhopal on behalf of Government of Madhya Pradesh.
2. Provided Non-formal education to the beneficiaries of 3 districts of Madhya Pradesh i.e. Raisen, Sehore and Betul. This aspect of education has now become a regular feature in the schedule of activities of Sahara Manch.
3. Imparted Career counseling to students belonging to all categories, on a regular basis. All the Branches and Offices of Sahara Manch are undertaking this activity.
4. Conducted 76 awareness camps on Education and Developmental issues in schools and colleges of Bhopal, Hoshangabad, Sehore and Vidisha. The numbers of beneficiaries were 7685 students during these camps.
5. Organized 9 Educational programmes, particularly for scheduled castes and scheduled tribes in the villages of districts Betul and Hoshangabad, with 210 beneficiaries.

20. **Cultural and sports activities:**

During the year under report, we have organized following cultural and sports events in Bhopal:

i) **'Deepawali Milan'**

As part of our regular annual cultural event, in this year 2009-10 also, we have organized a 'Deepawali Milan', which, apart from families of Sahara Manch, included our beneficiaries, women of Self Help Groups, families of farmers etc. This year, a total of 275 members participated in the event.

ii) **Athletic Meet:**

With a view to promote talents of children, an 'Athletic Meet' competition was organized in the month of November 2009 wherein more than 28 children participated. Prizes were distributed to the first three children of every competition.

iii) **National Day celebrations:**

On the occasion of Independence Day (15th August 2009) and Republic Day (26th January 2010), our team had visited Old Age Homes and urban slums of district Bhopal and distributed lunch packets and other gift items to the inmates.

Activities out of own resources:

SAHARA MANCH, being a voluntary organization, with a mission objective to "improve the quality of life and empowerment of the backward communities and families living below the poverty line", has embarked upon itself the task of working in the areas of extreme social importance.

Keeping this objective in view, it has involved itself in the following activities during the year under report, out of its own sources as well as by soliciting cooperation of the people of respective target areas:

1. **IEC activities on Pulse Polio:**

With a view to make people aware about the pulse polio, our teams have organized IEC camps in the slum areas of district Bhopal and distributed relevant literature to the participants. The areas covered this year include Bapu Nagar, Shastri Nagar, Panchsheel Nagar and Kolar area of district Bhopal, during which about 85 families had participated.

2. **TB Awareness Camps:**

Camps for developing awareness on Tuberculosis were organized in the districts of Bhopal, Jabalpur, Datia, Katni, Betul and Raisen to educate people on the symptoms and preventive measures against Tuberculosis and how to safeguard against this disease. Relevant literature was also distributed during these camps.

3. **Awareness programmes on “Reproductive & Child Health Care”:**

During the year under report, we have organized 12 awareness programmes on Reproductive & Child Health Care (RCH) activities in the districts of Mandla, Dindori, Raisen, Hoshangabad and Bhopal. In these programmes, people were made aware about importance of RCH activities, including immunization, childcare, family planning, birth spacing, breast-feeding.

4. **Health Check-up camps:**

To supplement the aforesaid awareness programmes, we have also conducted ‘Health Check-up Camps’ in these districts, and during these camps 578 beneficiaries were checked-up for blood pressure, weight, height, personal hygiene etc. During these camps referral services were also provided and 85 patients were referred to respective district hospitals for proper treatment.

5. **Welfare of Scheduled Caste and Tribes:**

Reports of sufferings of people belonging to Scheduled caste and tribes in the districts of Mandla and Dindori were received by our Society. Keeping in view our objective to work to uplift such people, it was unanimously resolved by our Society to mitigate their sufferings out of our own sources. Accordingly, a 2-member team was sent to these districts for the purpose. The team spent about a week with these people and during the course of their stay, they have made following arrangements for them:

- Distributed clothes to more than 145 persons;
- Arranged eye-check ups for them;
- General health-check up was organized.

6. **Helping hand to neglected Senior Citizens:**

During the year under report, we have arranged health camps for neglected senior citizens in the districts of Bhopal, Raisen and Sehore and provided for their general health check-up, eye check-up, laboratory testing for blood sugar count etc. Medicines were also arranged, free of cost, to such aged and deprived persons.

As such, with every passing year, the SAHARA MANCH has established itself as a well groomed organization and as a result of various learning during the last 15 years, has taken it to new heights of success and achievements.

With the support of our professional, dedicated and committed team, we are confident of our ability to execute our plans with success to achieve the desired goals to contribute our bit in the process of overall National development.

Our Human Resource:

A. Staff Strength :

Full Time Basis	:	49 (Forty Nine)
Voluntary Basis	:	17 (Seventeen)
Total No.	:	66 (Sixty Six)

B. Specialization of Programme Staff :

Medical, Research, Agriculture, Planning, Social Work and Management.

C. Team of Resource Persons:

S. No.	Name of Resource Person	Area of Specialization
1	Mr. Satya Prakesh Arya	Capacity Building, PRI, NREGP & RTI
2	Mrs. Prathana Mishra	Women Empowerment & Gender Issues
3	Ms. Monika Vinayak	Women Empowerment & Behavior Change Communication
4	Mr. R.N. Prasad (Retd. Army Psychologist)	Conflict Resolution & Personality Development
5	Mr. R.S. Sharma	Training & Capacity Building
6	Mr. Bharat Panth	De-addiction
7	Mr. Mankaj Singh	Health & Nutrition
8	Mr. H.K. Shukla	Training & Capacity Building
9	Mr. C.S. Chaddha IAS (Retd.)	Administration
10	Mr. Anil Singh	Decentralization Planning, PRI and Gram Sabha.
11	Mrs. Renuka Singh	Women Empowerment & Gender Issues
12	Mrs. Sudeepa Das	Gender Issues

List of Implementation Team

Sl. No.	Name	Designation	Year of joining	Years of experience
Head Office Bhopal, Madhya Pradesh				
1	Mr. Suneel Magre	State Project Coordinator, Bhopal	2006	12
2	Mr. Shailendra Sharma	Project Coordinator, Bhopal	2007	10
3	Ms. Sangarika Dantrey	Administrative Coordinator, Bhopal	2009	8
4	Mr. Shailendra Singh	Sr. Account Officer	2006	15
5	Mr. Shridhar Mishra	Accountant, Bhopal	2007	5
6	Ms. Nikita Soni	Office Assistant, Bhopal	2008	1
7	Mr. Dashrath Kushwaha	Office Boy, Bhopal	2008	1
Regional Office, Noida, NCR				
8	Mr. C.M.Tyagi	Regional Coordinator	2004	8
9	Mr. B.S.Bisht	Field Coordinator	2004	5
10	Mr. Sajal Adhikari	Office / Administrative Coordinator	2009	2
Field Office, Bharatpur, Rajasthan				
11	Mr. Mohan Sharma	Field Coordinator	2009	4
Regional Office, Durg, Chhatisgrah				
12	Mr. Sandeep Singh Rajput	Regional Coordinator	2006	3
District Mandla Office, Madhya Pradesh				
13	Ms. Mukta Joshi	District Coordinator, Mandla	2008	5
14	Mr. Hemant Khare	District Project Officer, Mandla	2008	3
15	Mr. Avikant Bele	Project Coordinator, Nabard, Mandla	2008	3

Tejaswini Project, Mandla, Madhya Pradesh				
16	Mr. Santosh Yadav	Location Coordinator, Chiraidongri Railway,	2008	3
17	Mr. Amerjeet Singh Bisen	Location Coordinator, Nainpur	2008	1
18	Mr. Rohit Yadav	Location Accountant, Mandla	2008	2
19	Mr. Anjay Vishwakarma	Location Accountant, Mandla	2008	1
20	Mr. Lalit Gayakwal	Community Mobilizer, Mandla	2008	1
21	Ms. Rekha Ahirwar	Community Mobilizer, Mandla	2008	1
22	Ms. Sukhnanda Singraha	Community Mobilizer, Mandla	2008	1
23	Mr. Anusuya Uikey	Community Mobilizer, Mandla	2008	1
24	Mr. Kamlesh Uikey	Community Mobilizer, Mandla	2008	1
25	Mr. Ahilya Yadav	Community Mobilizer, Mandla	2008	1
26	Ms. Babita Lakhera	Community Mobilizer, Mandla	2008	1
27	Ms. Rajni Markam	Community Mobilizer, Mandla	2008	1
28	Ms. Shashikala Janghela	Community Mobilizer, Mandla	2008	1
29	Mr. Ashok Janghela	Community Mobilizer, Mandla	2008	1
30	Mr. Heera Lal Sahu	Community Mobilizer, Mandla	2008	1
31	Ms. Madhulata Shrivastava	Community Mobilizer, Mandla	2008	1
32	Mr. Basant Vishvakarma	Community Mobilizer, Mandla	2008	1
33	Mr. Naresh Sonwani	Community Mobilizer, Mandla	2008	1
34	Ms. Preeta Maravi	Community Mobilizer, Mandla	2008	1
35	Ms. Ranjana Mashram	Community Mobilizer, Mandla	2008	1
36	Mr. Lalit Taigore	Community Mobilizer, Mandla	2008	1
37	Mr. B. Yadav	Community Mobilizer, Mandla	2008	1
38	Mr. Ganesh Janghela	Community Mobilizer, Mandla	2008	1
39	Ms. Shanti Yadav	Community Mobilizer, Mandla	2008	1

MPUSP Project, Bhopal, Madhya Pradesh				
40	Mr. Jayant Day	Community Mobilizer, MPUSP, Bhopal	2009	2
41	Mr. Shankar Raikwar	Community Mobilizer, MPUSP, Bhopal	2009	3
42	Mr. Amit Kushwaha	Community Mobilizer, MPUSP, Bhopal	2009	3
MFI, Bhopal, Madhya Pradesh				
43	Mr. Rajendra Joshi	Project Coordinator	2008	10
44	Mr. Deepak Upadhyay	Branch Manager	2009	8
45	Mr. Dwarika Prasad Vishwakarma	Field Officer	2009	8
District Datia, Madhya Pradesh				
46	Mr. Shri Ram Yadav	Project Executive	2008	5
47	Mr. Virendra Gupta	Field Coordinator	2009	2
District Tikamgarh, Madhya Pradesh				
48	Mr. Amit Goswami	District Coordinator	2009	4
District Hoshangabad, Madhya Pradesh				
49	Ms. Bharti	Field Coordinator	2008	6

Compensation Structure:

- (a) Highest paid employee :
Designation : Sr. Project Coordinator @ Rs. 15,000/- P.M.
- (b) Lowest paid employee :
Designation : Office Attendant @ Rs. 2,500/- P.M.
- (c) Facilities / Benefits Provided to the Staff : Actual conveyance and D.A. as per works Requirement & rules of the Society.

Salary Distribution of Staff

Slab of Gross Monthly Salary plus benefits paid to staff (in Rs.)	Male Staff	Female Staff	Total Staff
<3000	9	12	21
<7000	12	3	15
<15000	11	2	13
<30000	-	-	-

Number of Staff

Gender	Paid Full Time	Paid Part Time	Paid Volunteer	Paid Consultant	Total
Male	29	2	1	-	32
Female	17	-	-	-	17
Total	46	2	1	-	49

Transparency

S. No.	Details	Amount (in Rs.)
1	Remuneration or any other form of compensation paid to any Board Member	No.
2	The Total Cost of Travel by all Staff Member during the year	Rs. 43,070
3.	Total Cost of International Travel by all staff/ Managing Committee member During the year.	Rs. 8,500

Documentation and Information Services

Documentation and information services, which perform the vital role of communication in the form of expression of work accomplishments, sharing of learning's and experiences and advocacy of tested models of participative sustainable programme. Documentation to be found at every stage and step, enabling the commitment to record memory, each case of human need and all the efforts put into address it. Thus, it is built into the problem-solution frame work for recording observation, processes and their outputs and the utility both immediate and remote. In all, Sahara Manch branch offices have maintain either in the form of in house documents like Technical reports, concept papers, progress and operational reports. Training reports, News paper clipping, photographs, other such programmes related documents or documents for dissemination.

Major Plans for Future

Sahara Manch has resulted in a clear cut identification of what is internally perceived as the core activities that suit the development needs of India, and are those in which Sahara Manch is competent therefore on which it should concentrate. There have been named focal areas and have been adopted by the organization as such. These are livelihood and food Security, Women Empowerment, Transfer of Science and Technology from Laboratories to Agriculture field of farmers, Environments, water and Sanitation, Health's issues. A Focus area has also been identified names Self employment for disable persons and micro fianance for poor and needy persons, to be expanded gradually. The cross cuting issues, as they are called, too have adopted by the organization for special analysis in each programme. These are pro-poor approach, Equity, Gender, Advocacy, Sustainability.

Two other issues were identified as having special relevance for the organization, namely the needs for organizational self reliance in sourcing funds and professionalism. It has also decided to adopt Human and institutional Development as key strategy for improved organizational performance. A lot energy and time that would have gone into programme acitivities has been expended on this exerices. However, expectations are high regarding the returns on this investment and reneived, optimistic determination can be felt within the organization.

Sahara Manch
H-203, Bagmugalia Extension, Bhopal (M.P.)

Balance Sheet as at 31st March 2010

Liabilities	Amount (Rs.)	Assests	Amount (Rs.)
Capital Fund		Fixed Assests	178,233.15
Opening Balance	119,443.23		
Add. Excess of Income over Expenditure	(18,944.34)	Current Assests, Loans and Advances	
	100,498.89	Current Assests	
To Advance from Member	1,175,182.00	Grant Receivable	
Salary Payable	131,864.00	Jila Panchayat	12,000.00
Audit fees payable	10,000.00	JNNURN, Bhopal	36,720.00
		MPRLP	35,526.00
		SGSY, Shivpuri	72,480.00
		MPSAIDC	135,000.00
		Tejaswini	105,371.00
		Feedback Venture (MPUSP)	14,124.00
		Micro Finance Receivable	25,725.00
		Canara Bank, Bhopal	329,667.93
		State Bank of Indore, Mandla	92,042.00
		Union Bank of India, Mandla	6,341.00
		Cash in Hand	869.81



Loans and Advances	
EMD to MPU SP	50,000.00
EMD to DUDA	25,000.00
FDR with Cedmap	35,000.00
Income Tax TDS (AY 2009-10)	139,740.00
income Tax TDS (AY 2010-11)	123,705.00
TOTAL (Rs.)	1,417,544.89
TOTAL (Rs.)	1,417,544.89

FOR NARESH RAJANI & CO.
CHARTERED ACCOUNTANTS

NARESH RAJANI
Proprietor

M/S SAHARA MANCH
H-203 BAGMUGALIA EXTN. BHOPAL (M.P.)
INCOME AND EXPENDITURE ACCOUNT
FOR THE PERIOD FROM 01-04-2009 TO 31-03-2010

EXPENDITURE	AMOUNT (Rs.)	INCOME	AMOUNT (Rs.)
<u>To Administrative Expenses</u>			
Bank Charge	7,538.99	By Interest Received from Bank	1,640.00
Office Expenses	12,377.00		
Computer Repairs & Maint.	35,868.00	By Interest Received from FDRs	7,687.00
Consultancy Expenses	28,500.00		
Salary to Staff	453,966.00	By Interest received from Income Tax Refund	13,206.00
Repairs & Maintenances	2,400.00		
Legal Fees Expenses	10,000.00	By Membership Fees	9,000.00
Raw Material Purchase	2,800.00		
Photo Graff Expenses (Studio)	1,500.00	<u>By Donation Received From</u>	
Photo Copy & Typing	9,085.00	Others	1,595,366.00
Printing & Stationery	31,980.00	Donation Box	669,064.00
Telephone Expenses	5,010.00	Members of Society	90,000.00
Travelling Expense	43,070.00		
	644,094.99	By Grant Receipts	5,000.00
<u>Project Head</u>		Grant received from Corpo.	20,000.00
<u>To CVTA, DURG Chhatisgarh</u>		Grant received from DUUDA	85,312.00
<u>Expenses</u>		Grant received from Feedback Venture (MPUSP)	977,221.00
Office Expenses	29,780.00	Grant received from Tejaswini	131,314.00
Salary to Staff	48,000.00	Grant received from Tejaswini (Under Training Head)	
Travelling and Mobile Expenses	12,045.00		
	89,825.00		

<u>TO ILP Tikamgarh Expenses</u>			
Salary to Staff	45,000.00		12,560.00
Travelling and Mobile Expenses	15,600.00	60,600.00	18,375.00
<u>To M.P.S.U. P. Project Expenses</u>			
Salary to Staff	106,000.00	106,000.00	
<u>To SGSY Project, Datia Expenses</u>			
Office Expenses	2,000.00		
Office Rent	1,500.00		
Printing and Stationary Expenses	2,500.00		
Salary to Staff	6,000.00		
Travelling Expense	1,800.00	13,800.00	
<u>To Small Training Expenses CVT</u>			
Activity at Noida			
Awareness Camp on Environment	42,520.00		
Awareness Camp on HIV/AIDS	46,230.00		
Vocation Training for Girls	51,110.00	139,860.00	
Activity at Rajasthan			
Awareness Camp on Environment	77,842.00		
Awareness Camp on HIV/AIDS	75,990.00		
Vocation Training for Girls	47,800.00	201,632.00	
Activity at Chhatisgarh			
Awareness Camp on Environment	33,720.00		
Awareness Camp on HIV/AIDS	37,274.00		
Vocation Training for Girls	45,810.00	116,804.00	

Health, Hygeins & Sanitation, Awareness Programme

Awareness Programme on HIV/AIDS & Health	74,438.00
Health and Sanitation Awareness	21,293.00
IEC on Pulse Polio	3,990.00
Nasha Mukti Programme	29,440.00
Workshop on TA Awareness	12,185.00
	141,346.00

Vocational Training for Micro Enterprise

Agriculture / Dairy Development Programme	69,417.00
Awareness Camp on Environment	42,410.00
EDP for Federation	81,711.00
NTFP Collection and Processing Training	56,206.00
Promotion of Organic Farming	24,300.00
Sanitary Napkin Training Programme	11,912.00
Staff Capacity Building Programme	33,978.00
Promoting Environment Activity	33,650.00
Watershed Development Programme	52,940.00
Workshop on Disable Person	26,300.00
	432,824.00

To Tejaswini Project, Mandla

Tejaswini Project (Chiraidongri)

Operational Cost	62,887.00
Other Expenses	6,500.00
Salary	363,570.00
Training Expenses	43,621.00
Travelling Cost	86,253.00
	562,831.00

Tejaswini Project (Nainpur)

Operational Cost	65,522.00
Other Expenses	6,500.00
Salary	388,321.00
Training Expenses	102,986.00
Travelling Cost	84,010.00
	647,339.00

Tejaswini Project (Other Expenses)

Management Cost	107,354.00
Office Rent at Mandla	36,000.00
Salary to District Staff	75,000.00
	218,354.00
To Conveyence - Micro Finance	9,100.00
To Salary - Micro Finance	63,000.00
	72,100.00
To Grant paid to SVSS, Bhopal	129,000.00
To Audit Fees	10,000.00
To Depreciation	68,279.00
To Excess of Income over Expenditure	(18,944.00)

Total (Rs.)

3,635,744.99

Total (Rs.)

3,635,745.00

M/S SAHARA MANCH
H-203 BAGMUGALIA EXTN. BHOPAL (M.P.)
RECEIPT AND PAYMENT ACCOUNT
FOR THE PERIOD FROM 01-04-2009 TO 31-03-2010

INCOME	AMOUNT (Rs.)	EXPENDITURE	AMOUNT (Rs.)
To Opening Balance			
Cash in Hand	32,975.31	Bank Charge	7,538.99
Canara Bank	80,403.92	Office Expenses	12,377.00
State Bank of India, Mandla	4,742.00	Computer Repairs & Maint.	35,868.00
Union Bank of India, Mandla	8,055.00	Consultancy Expenses	28,500.00
	126,176.23	Salary to Staff	453,966.00
To Interest Received from Bank		Repairs & Maintenances	2,400.00
To Interest Received from IT Refund	1,640.00	Legal Fees Expenses	10,000.00
To Interest Received from FDRs	13,206.00	Raw Material Purchase	2,800.00
To FDR Matured	7,687.00	Photo Graff Expenses (Studio)	1,500.00
To Membership Fees	90,331.00	Photo Copy & Typing	9,085.00
	9,000.00	Printing & Stationery	31,980.00
To Donation Received From		Telephone Expenses	5,010.00
Others	1,595,366.00	Travelling Expense	43,070.00
Donation Box	669,064.00		
Members of Society	90,000.00		
	2,354,430.00	Project Head	
		By CVTA, DURG Chhatisgarh	
To Grant Receipts from		Expenses	
Grant received from Corpo.	5,000.00	Office Expenses	29,780.00
Grant received from DUDA	20,000.00	Salary to Staff	48,000.00
Grant received from Feedback Venture (MPUSP)	62,600.00	Travelling and Mobile Expenses	12,045.00
Grant received from Tejaswini	977,221.00		
Grant received from Tejaswini (Under Training Head)	131,314.00	By ILP Tikamgarh Expenses	
	1,196,135.00	Salary to Staff	45,000.00
			89,825.00
			644,094.99

<u>To Previous Year Receivable from</u> SGSY, Shivpur Tejaswini	75,000.00 <u>152,415.00</u>	227,415.00	Travelling and Mobile Expenses	15,600.00	60,600.00
<u>To Income Tax TDS (AY 2008-09)</u>	24,288.00		<u>By M.P.S.U. P. Project Expenses</u>		
To Income Tax TDS (AY 2007-08)	<u>37,996.00</u>	62,284.00	Salary to Staff	106,000.00	106,000.00
To Interest on Micro Financeance		12,560.00	<u>By SGSY Project, Datia Expenses</u>		
To Loan Processing Fees on Micro Financeance		18,375.00	Office Expenses	2,000.00	
To Micro Financeance Refund		313,500.00	Office Rent	1,500.00	
			Printing and Stationary Expenses	2,500.00	
			Salary to Staff	6,000.00	
			Travelling Expense	1,800.00	13,800.00
			<u>By Small Training Expenses CVT</u>		
			<u>Activity at Noida</u>		
			Awareness Camp on Environment	42,520.00	
			Awareness Camp on HIV/AIDS	46,230.00	
			Vocation Training for Girls	51,110.00	139,860.00
			<u>Activity at Rajasthan</u>		
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Salary to District Staff	75,000.00
	218,354.00

By Conveyance - Micro Finance 9,100.00
 By Salary - Micro Finance 63,000.00

72,100.00

By Micro Finance Given

339,225.00

By Grant Paid to SVSS, Bhopal

129,000.00

By Fixed Assests Purchase

Computer

22,240.00

By EMD to DUDA

25,000.00

By EMD to Cedmap

35,000.00

By Salary Payable

22,700.00

By TDS (AY 2010-11)

115,117.00



By Closing Balance	
Cash in Hand	32,975.31
Canara Bank	80,403.92
State Bank of India, Mandla	4,742.00
Union Bank of India, Mandla	8,055.00
Total (Rs.)	126,176.23
	4,432,739.23
Total (Rs.)	4,261,868.22

FOR NARESH RAJANI & CO.
CHARTERED ACCOUNTANTS

NARESH RAJANI
Proprietor
