



UNNATI  
Organisation for Development Education



## **ANNUAL REPORT 2013-14**

**MAKING PUBLIC PROGRAMMES EFFECTIVE**



**UNNATI**  
**Organisation for Development Education**

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## Annual Report 2013 - 14

This is the twenty-fourth Annual Report of Unnati (2013-14) presented before the Executive Council held on 25 March 2014.

Unnati is an issue-based strategic and educational institution. It strives to develop appropriate forums, methods and tools to articulate the voices from below and work in collaboration with diverse duty bearers. We are committed to fighting social exclusion and discrimination by empowering the poor and the marginalised to articulate and raise their issues for demanding justice. Social accountability and decentralised governance are promoted by enhancing the participation of civil society leaders and enabling the elected representatives of local governing institutions for effective performance. The principles of social inclusion and people's participation guide all our interventions. The core activities are model building through field-level interventions, knowledge building, training and advocacy.

### **Vision**

Create an inclusive society where all stakeholders, particularly the vulnerable, participate with full empowerment and gain equal access to and control over services, resources and institutions.

### **Mission**

Promotion of social inclusion and democratic governance so that the vulnerable sections of our

society, particularly the dalits, tribals, women and persons with disabilities, are empowered to effectively and decisively participate in mainstream development and the decision-making process.

### **Strategy**

We work at the field level in partnership with local civil society and people's organisations. The collective experience, learning and insight enable us to work on knowledge building, training and advocacy. All initiatives are executed in a framework of collaboration and partnership to empower people for demanding their entitlements and enable the service providers, including the government, to deliver in a transparent and accountable manner.

All our activities are carried out through three thematic centres:

- 1. Social Inclusion and Empowerment**
- 2. Civic Leadership, Social Accountability and Governance**
- 3. Social Determinants of Disaster Risk Reduction**

# Social Inclusion and Empowerment ①



The focus of the thematic area of ‘Social Inclusion and Empowerment’ is on promotion of dalit organising and access to justice, mainstreaming gender and inclusion of persons with disabilities in all spheres of development. It has been carried out through active engagement with civil society organisations, government institutions and other stakeholders through consultative workshops, collaborative research and field-level pilot projects.

### **Dalit Organising and Access to Justice**

On the issues of dalit organising and access to justice, informal meetings are held with local civil society organisations about legal support to cases of atrocity and other forms of violence. The activities on social accountability of public programmes and inclusive disaster risk reduction have been designed and implemented with a distinctive dalit and gender focus which is mentioned in other sections of this report. Fact-finding for effective case registration and further support provided in a rape case involving a minor girl, registered under the Protection of Children from Sexual Offences Act, 2012 and the SC and ST (Prevention of Atrocities) Act, 1989.

### **Mainstreaming Gender**

On mainstreaming gender, the new Prevention of Sexual Harassment Act and amendment in the Criminal Procedure Code discussed in Unnati.

The Committee Against Sexual Harassment (Complaint Committee) was reformulated by inviting two external senior women activists and inducting one of the senior most women colleagues from Unnati as the Chair. A Training of Trainers Programme on promotion of gender-based development was facilitated for a Gender Resource Centre (GRC), an autonomous resource centre of Department of Women and Child Development Department, Govt. of Gujarat. It was conducted to build the capacity of a pool of trainers to use participatory training methodologies for training on gender framework and perspective. Twenty-two



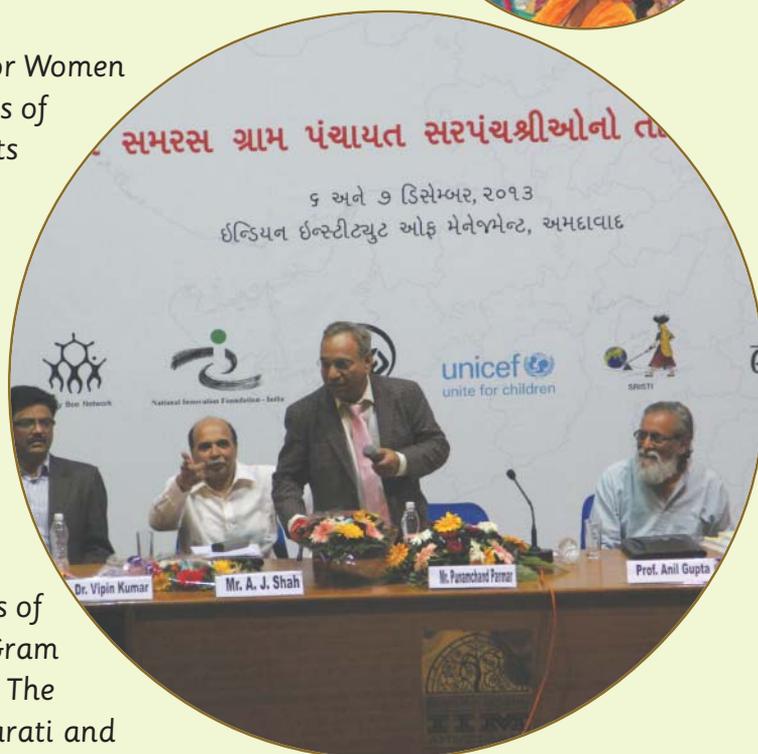
participants from 12 districts participated from government as well as non-government organisations. The GRC will prepare a brochure on the trainers and share it with the government departments so that the resource persons can be engaged in district-level capacity-building programmes to mainstream gender in development programmes.



The Leadership Training for Women Panchayat Representatives of 'Samras' Gram Panchayats

(selected unanimously without election) organised by Gujarat Livelihood Promotion Company (GLPC), Govt. of Gujarat during December 6-7, 2013 was documented by Unnati.

This programme was attended by women Panchayat representatives of more than 300 'Samras' Gram Panchayats from Gujarat. The report is available in Gujarati and English. Four popular IEC materials (booklets) on the provisions of Panchayati Raj, Govt. programmes and schemes, Millennium Development Goals (MDG) and participatory micro planning were prepared for Unicef for dissemination in the training.



Audio-visual Training sessions for SATCOM-based Training Module on Capacity-building of women leaders of Community-based Organisations were prepared for the Gujarat Ecology Commission (GEC). This is for capacity-building of women leaders of community-based organisations promoted under the Integrated Coastal Zone Management

Programme (ICZMP) of the Gujarat Ecology Commission. Three audio-visual modules on Protection of Coastal Ecology, Formation and Role of CBOs, and Financial Management and Record keeping have been prepared with guidelines for facilitation.

## **Mainstreaming Disability**

### **Institutional Development of Disabled Persons Organisations (DPOs)**

An action research project entitled 'Towards Developing a BPO/DPO led Pedagogy to Facilitate the Process of Social Change' was completed in March 2014. This project was supported by Sightsavers–UK.

The 18-month-long project was undertaken in partnership with eight DPOs supported by disability partner institutions from all over India. The institutions are

ADD - India in Bengaluru along with ATDDT in Tamilnadu, Sama Foundation along with KARO in Bengaluru, Rashtriya Viklang Manch in Madhya Pradesh and Rajasthan formed initially by ActionAid, SPARC in Lucknow along with the Uttar Pradesh Viklang Manch, SANCHAR along with Disability Rights Group in West Bengal, National Association of the Blind (NAB) Sabarkantha district branch and Disability Advocacy Group, Gujarat formed by Handicap International. A set of accessible methods and tools was developed for inclusive problem analysis and capacity assessment so that persons with disabilities can themselves facilitate to strengthen their DPOs.



An inception workshop with partners and organisation development (OD) experts and facilitators was conducted in February 2013 to develop the framework developing accessible material. Besides many other experts, Prof T.V. Rao and Prof. Neharika Vohra from the Indian Institute of Management, Ahmedabad (IIM-A), were kind enough to guide the process. An advisory group of OD experts and heads of organisations of all eight institutions was formed who accompanied the process.

A Training of Trainers (ToT) on facilitation of problem analysis and organisational development process was conducted in April 2013 with two participants from each organisation. In the ToT there were in all 17 participants from the DPOs/NGOs (6 persons with visual impairment, 1 with low vision, 1 with cerebral palsy, 5 with loco-motor disability and 4 non-disabled) along with other resource persons and OD experts. Literature review and a compendium of tools on situation analysis and capacity assessment were prepared in accessible formats: Braille, large print, text format that could be converted by text to speech software to be read aloud by the computer in English, Gujarati and Hindi.

Three rounds of field-level trainings were carried out by the partners on the themes of (i) Perspective building and situation analysis (SA), (ii) Building effective institutions and DPOs, and (iii) Capacity assessment (CA) of their respective DPOs. The inclusive tools and methods were developed by conducting the programme with participants from the DPOs who were mostly represented by persons with disabilities. All the eight partners conducted three trainings each (total 24 trainings). In all there were 160 participants with 104 men and 56 women



(24 persons with visual impairment, 6 with low vision, 14 persons with hearing impairment, 6 persons with cerebral palsy, 84 with loco-motor disabilities, 14 with other disabilities and 12 non-disabled). This is excluding the facilitators and OD consultants. The case studies, exercises and facilitation process were jointly developed by the OD experts, the ToT participant of each organisation and other staff, preferably a person with disability. The training materials, process and facilitation were documented.

A two-day lessons learnt workshop was conducted during March 11-12, 2014 in which the groups shared the inclusive pedagogy developed during the three trainings, challenges faced in terms of participation of persons with disability, learning outcome and facilitation. A Toolkit prepared and made available in accessible formats – word files, DAISY and EPUB, with the support of Saksham Trust, New Delhi, and Daisy Consortium in India. These have been uploaded on our website.



### **Consultative Meetings and Other Activities**

A presentation of the project mentioned above on inclusive methods and tools for facilitation of problem analysis and organisational development process was made at the 2nd Asia Pacific Conference of the International Council for Education of the Visually Impaired and Deaf Blind International (ICEVI-DBI) during April 5-7, 2013 at Ahmedabad.

A presentation on the Rights of Children with Disabilities was made during April 5-7, 2013 at a National Seminar on Making Child Rights a Reality. This was jointly organised by the National and State Child Rights Commission, Departments of Social Justice and Empowerment, Education and Labour, Government of Gujarat, and UNICEF and the ILO, New Delhi.

A presentation on the work done by the Access Resource Group was made at an inception workshop conducted by HI and DAG in June 2013. This workshop was part of a project on documenting inclusive practices in Gujarat, India, and three other Asian countries. It may be recalled that the Access Resource Group, Ahmedabad was promoted by Unnati. It is an informal association of architects, town planners, engineers, communication experts and professionals working with persons with disabilities to promote barrier-free environment by conducting access audit, advocacy to include the feature of Universal Design in the draft General Development Control Regulations (GDCR) and building bye-laws for building construction and demonstrate accessible built-in- environment.

A paper was presented on Disability and Disasters at the 10th Annual Conference of Network of Asia-Pacific Schools and Institutes of Public Administration and Governance (NAPSIPAG), organised by the Centre for the Study of Law and Governance, Jawaharlal Nehru University, New Delhi.

A draft policy note was submitted to the Department of Social Justice and Empowerment, Government of Gujarat, for consideration and adaptation.

The strategic planning of the Indian Institute of Cerebral Palsy (IICP), Kolkata, was facilitated through a three-phase consultative process.

### **Strengthening School Primary Education in Vulnerable Areas**

Strengthening Access and Quality of Primary Education for the children of migrant families in Kutch: Twenty primary schools were covered in the Bhachau area of Kutch where seasonal migration affects the continuity of attendance of children in primary schools.

Migrating parents take the school-going children with them or leave them with aged grand parents. It adversely affects the learning process and leads to drop-out. In twenty primary schools the School Management Committees (SMCs) were strengthened and participation of the Gram Panchayat representatives and the teachers was enhanced on the issues of school functioning. It has contributed to a better understanding among

communities of the barriers to learning and enrolment, attendance and retention; improved understanding of the Right to Education and the role that each stakeholder can play in school governance and enhanced engagement of the communities in school functioning. In ten schools, para-teachers were provided and trained to help students in standards III to V to cover their learning deficits and achieve the desired levels of competencies for standards I and II. In total, 335 children were supported to enhance their learning levels.



## English Language Enhancement Programme for Schools in Tribal Areas

English Language Enhancement Programme for schools in tribal areas (supported by the Tribal Development Department, Government of Gujarat) which is being implemented since 2009, continued this year reaching out to 202 schools in 19 districts of Gujarat covering 10888 students and 202 teachers. The main objective of this programme is to support the development of language skills among students in tribal areas and support teachers to improve their classroom pedagogical practices and create conducive environment for language learning at the school level. The key activities included:



### Teacher Orientation

During July – August 2013, 164 teachers participated in 6 district-level workshops of 1 day duration during which they were familiarised with the year's programme components, plans and their roles.

### Capacity Development Workshops

Two-day district-level workshops for English teachers were held in 2 phases (3 batches per phase), attended by 144 participants in the 1st phase and 150 in the 2nd phase. Teachers were provided inputs to improve their classroom teaching and enhance the creation of opportunities for the use of English in their schools.

### English Language Melas

9 Melas were held in participating schools to create opportunities for students and teachers to use their language skills and learn about interesting ways to promote and practise the language. Ten students of std. IX and English teachers from each of the 20-24 schools in a cluster were invited to a Mela. The 9 Melas were attended by 141 schools, over 1500 students and 195 teachers.



### Satcom-Based Programme Relay

The relay was conducted during October 2013 – February, 2014. A set of 2 workbooks per child and 50 DVDs per school were hand delivered to each school. 30 classes were relayed through BISAG studio for all participating schools with a phone-in session after each class where students called and spoke in English. Seven extra classes were held to share the video highlights of the English Language Melas.

### Programme Monitoring

Six Monitoring Fellows (MFs) were appointed to monitor and provide support to the schools for effective programme implementation. 80 visits were made by the programme team and 567 visits by the MFs over a period of 6 months to support the 202 schools and monitor the implementation. Two Special Worksheets with supporting documents for the teachers were prepared and sent to all schools to test the comprehension level of the students post-Satcom programme relay. In the first test 151 schools and in the second test 115 schools participated and results were analysed and shared with the schools.

## Civic Leadership, Governance and Social Accountability

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The overall objective of the initiative is to promote a community of social accountability practitioners and promote citizen engagement of vigilance to ensure the basic entitlements due to the poor under public programmes. It also aims to build the capacity of local governing institutions to practise inclusive, participatory and accountable governance.

### **Piloting Social Accountability Tools**

Community-based monitoring of basic services and social security programmes were practised in two clusters of Gram Panchayats in Sabarkantha and Ahmedabad districts of Gujarat and one cluster in Jodhpur district in Rajasthan. Participatory community-based monitoring tools have been developed and citizen leaders are trained to use the tool. Under this initiative basic services like primary education, primary health care and social security schemes like MGNREGA and pensions have been covered.

### **Building a Community of Social Accountability Facilitators**

To encourage innovative social accountability practices at the grass-root level, three workshops were organized. A training of trainers on ‘Decentralized Governance and Social Accountability’ was organised at Jodhpur during September 3–7, 2013 in which 25 participants attended from four States (Rajasthan, Gujarat, MP and UP) of India and Nepal. The training focused on concept and practices on social accountability.

A two-day workshop on ‘Social Accountability in Practice: Emerging Challenges and Lessons’ was organised during October 17–18, 2013 at Ahmedabad, attended by 37 participants from 15 different NGOs and academic institutions from Gujarat and Rajasthan. The objective of the workshop was to deliberate on social accountability tools and techniques and derive a common framework from the field practices for wider learning.

A workshop was organised to strengthen social audit under the Mahatma Gandhi National Rural Employment Guarantee Act in Gujarat on April 15,

2013 in which 52 participants from 24 NGOs of Gujarat participated. The overall objective of the workshop was to promote engagement of civil society organisations in social audit of the MGNREGA.

A consultation on the study of decentralisation in Gujarat was jointly organised with Unicef at Unnati Office on April 27, 2014. 17 participants from among government officials, academia, and representatives of different NGOs attended this workshop.

A State-level consultation was organised on 'Ensuring Accountable and Responsive Public Services Delivery for the Marginalised' on April 25, 2013. A presentation on Unnati's experience with social audit in the MGNREGA in Gujarat and Community Monitoring of Basic Services in Rajasthan was made at an International Conference on Social Accountability organised in Dhaka during June 8-9, 2013. A facilitator's guide for community monitoring of basic services has been developed.

A training of trainers was organised for senior team members of SICOM (Society of Integrated Coastal Management) to design and facilitate social audit of ICZMP (Integrated Coastal Zone Management Programme) during September 17-19, 2013 at Bhuj, Gujarat. The training covered conceptual understanding on



social accountability, its frameworks, tools and applications and building skills of team members to facilitate social audit. A total of 17 team members of four States – New Delhi, Orissa, West Bengal and Gujarat participated in the training.

A two-day training (January 16-17, 2014) programme of 'Saishav', Bhavnagar, working on child rights was facilitated to orient the staff on inclusion of social accountability framework in social analysis and programme development.

An awareness campaign on the Right to Hearing Act 2012 was organised covering 23 villages of Barmer between August and September 2013. 309 grievances were registered and 41 were redressed. 457 complaints registered from 7 slums of Jodhpur town.

During the reporting period our four-monthly bulletin 'Vichar' was published on the thematic area of social accountability. Articles related to relevance and process of social accountability, the Right to Hearing Act in Rajasthan, community-based monitoring, social audit of the MGNREGA, Citizen Report Card and experiences of citizen leaders were covered. Also 2 issues of our three-monthly newsletter 'Lok Vacha' were published on aspects like the 13th Finance Commission, PESA and government schemes.

### **Building Linkages**

Linkages were established with Social Accountability activists, practitioners and thinkers to create a community of solidarity group for mutual engagement and learning. A one-day consultation of Global Charter on Right to Participation in Local Democratic Governance was held on October 5, 2013 at Ahmedabad Management Association (AMA), Ahmedabad. The consultation was jointly

hosted by UNNATI, Society for Participatory Research in Asia (PRIA) and Logo Link – Learning Initiative on Citizen Participation in Local Governance. Around 50 representatives from civil society organisations, activists, and academicians who are mostly working with local governance participated.

We have the privilege to review the status of proactive disclosure of six departments: Rural Development and Panchayati Raj, Urban Development, Education, Health, Revenue and Home, Govt. of Gujarat for the Gujarat, State Information Commission (GSIC). In the first round the websites of all the departments are studied in terms of the quality of disclosure. Followed by this, meetings are held at the district level with the Office of the District Collector, District Development Officer and District Superintendent of Police. The first district-level consultation on proactive disclosure was held at Bhuj, Kutch with the Gujarat State Information Commission, Mr. V.S. Gadhavi, in the chair on October 26, 2013. Another meeting was held with the Rajkot Municipal Commissioner on December 14, 2013. Followed by these meetings, ground-level Public Information Officers (PIOs) at PHCs, primary schools, Gram Panchayats, Police stations were visited to examine the proactive disclosure.

Unnati had the honour and privilege to partner with the



Department of Rural Development, Government of Gujarat, in organising a National Conference on Rural Development held at Gandhinagar on August 17, 2013. The Conference was inaugurated by the Hon'ble Chief Minister. More than 5000 participants, including PRI representatives from all the 29 States and 7 UTs, participated in the Conference. The Conference dealt with the issues of making public service delivery effective to reach the last mile, inclusive livelihood promotion and financial inclusion, women's empowerment, social housing, rural infrastructure development, natural resource management and the role of PRIs in rural development. The deliberations worked out recommendations for changes in policy and implementation mechanisms. Unnati documented the Conference proceedings which was published by the Department.

### **Facilitating Social Audit and Grievances Redressal under MGNREGA, Gujarat**

For the last four years, Unnati has been authorised by State Government to design and facilitate institutional mechanisms and processes related to social audit and grievance redressal of the Mahatma Gandhi National Rural Employment Guarantee Act in Gujarat. The overall objective is to develop a statewide robust, independent and neutral social audit institutional mechanism to build local conditions for empowered voices of the people and ensure effective redressal of issues. Efforts have been made to ensure that these mechanisms do not remain mere fault-finding exercises, but provide constructive feedback to the administration to make the implementation effective. Grievances are classified in 10 categories, including grievances like demand for work, late payment and use of machine. Presently, the following mechanisms are in place for social audit and grievance redressal in Gujarat.

Statewide two rounds of social audit campaign:

Two rounds of social audit campaigns were organised in April – May 2013 and October – November 2013. In Gujarat Taluka Resource Group (TRG) members have been identified in all the talukas to facilitate social audit process independently. TRG members are primarily community leaders with interest and capacity to be part of the process. Prior to both the campaigns, trainings were organised for the TRG members. A film, manual and formats for social audits have been developed for the TRG members. During April–May 2013 a total of 14338 GPs were covered and 406 grievances were identified, while during October – November 2013 a total of 13,846 GPs were covered and 590 grievances were identified.



Concurrent verification by District-Level Monitors: In all the 26 districts, District-Level Monitors (DLMs) have been placed to strengthen social audit mechanisms. These DLMs undertake visits of Gram Panchayats for concurrent verification of MGNREGA works through meeting with labourers, site observation and checking records. During April 2013 to March 2014 a total of 3,741 GPs were covered and 2,220 grievances were identified, out of which 1,832 were redressed.



Toll-free telephone helpline: A toll-free telephone helpline (18002334567) has been placed at Unnati for seeking information and registering grievances

related to the MGNREGA. A receipt is sent to the complainant and the registered grievance is sent to the district for redressal the same day. During April 2013 to March 2014 a total of 338 grievances were registered, out of which 271 were redressed. In addition, 1,067 calls were received seeking information.



One District One Panchayat (ODOP): To create an enabling environment for the practice of social audit as part of programme implementation as well as continuous capacity building in every district every month, a Social

Audit is organised with the overall guidance and presence of the District Collector and/or District Development Officer. During the year a total of 185 ODOPs were organised.

## Social Determinants of Disaster Risk Reduction ③



The programme aims to facilitate community-based practices on disaster preparedness and mitigation and derive learning to promote a culture of safety at all levels. Developing strategies for mainstreaming disaster-risk concerns in the development process is a core area of this programme. It is aimed to work in collaboration with the State and national level governmental and interagency forums for policy making and develop learning opportunities in the areas of social inclusion in disaster management, setting the standards for social accountability and developing case materials on disaster management trainings.

## **Building Community Resilience against Drought in Western Rajasthan and Kutch**

DRR initiatives cover 30 villages and 1,911 households in Phalodi, Balotra, Sindhri and Kalyanpur in western Rajasthan and 5 villages in Bhachau in Gujarat. The key components are:

### **Ensuring Access to Social Security**

Support was provided for filing application for pension to 3,368 old-age persons, 100 widows and 114 persons with disabilities through an intensive awareness and mobilisation campaign in the project area in Jodhpur and Badmer during May-June 2013. Awareness and mobilization campaign was conducted during August-September 2013 on the Food Security Act 2013 to link eligible households to the PDS. A list of eligible families for the PDS was submitted to the Gram Panchayats out of which 449 families were included for receiving additional

benefits from the PDS. 2013 was a drought

year. Crop compensation was announced for small farmers with less than 30 bighas of land in villages with more than 80 per cent crop loss. Village Development Committees (VDCs) provided information to the community and monitored the receipt of compensation by target households. 300 additional families were supported to get compensation.



In Gujarat, basic services were monitored (immunisation, institutional delivery, anganwadi, mid-day-meal, the PDS and the MGNREGA). During the reporting year 3 new

'Anganwadis' in the five project villages were started. Services for adolescent girls in anganwadi were improved. 80 adolescent girls are receiving services against the total number of 97 girls in the project villages. The quality of services in the anganwadi (daily and timely opening, food as per menu, sanitation and hygiene) was also improved. ANMs who were making door-to-door visits in the villages were made to regularise the visits.

#### Promotion of Public Health Care

Five life skill camps were conducted for 150 adolescent girls during April-May 2013. An awareness kit was developed on the Right to Health for use by village health volunteers. Malaria control drive was done during August-October 2013 by holding meetings with block functionaries, making joint plans for water chlorination, blood test, medication and awareness in schools along with Auxiliary Nurse Midwives (ANMs).



#### Water Security and Access to Sanitation

In Western Rajasthan, 65 small rain water harvesting tanks were constructed for the most vulnerable households identified by the community. 150 toilet bathroom units were constructed in two villages of two blocks. Support was provided to 993 vulnerable SC and ST families for provisioning drinking water in the scarcity period, tilling of land and transport. In Bhachau, Kutch, village-level DRR plans were developed. It included: i. Flood

protection and rain water diversion channels in the waterlogging area of Morgar village were completed; ii. deepening of water bodies were done in the Bandhadi village; iii. Pre-monsoon cleaning of water bodies was done in Ner village.

#### Development of Village Common Water-body

Community institutions and mechanisms for management of common water resource at Palundiya Nada (pond) of Nagana Oran were developed to benefit 100 families. It demonstrated the collaborative role of Gram Panchayat and convergence with the MGNREGA for water security and social inclusion of dalits. 8 Earthen and boulder gully plugs were made in water channels to check soil erosion. 100 trees were planted in the nadi catchment protected with ring pits and natural fencing apart from metal tree guards. It will check soil erosion and provide fodder after a time.

The MGNREGA was leveraged for cleaning of water channel and the catchment. It was reported

that about Rs. 6 lakh was spent. Apart

from this, 32 women and 85 men,

including GP elected representatives

and government functionaries,

made 'shram dan' (voluntary

labour) for cleaning the

catchment of the nadi and care

of plants. It was a decision of

the village committee in an

effort to revive the traditional

system for maintenance of

common resources. In Kolu

Pabuji village of Phalodi,

community processes were

facilitated to develop collective action

through joint ownership of horti-pasture.

328 local fodder trees are planted covering

30 hectares (189 bighas) of private farmland.

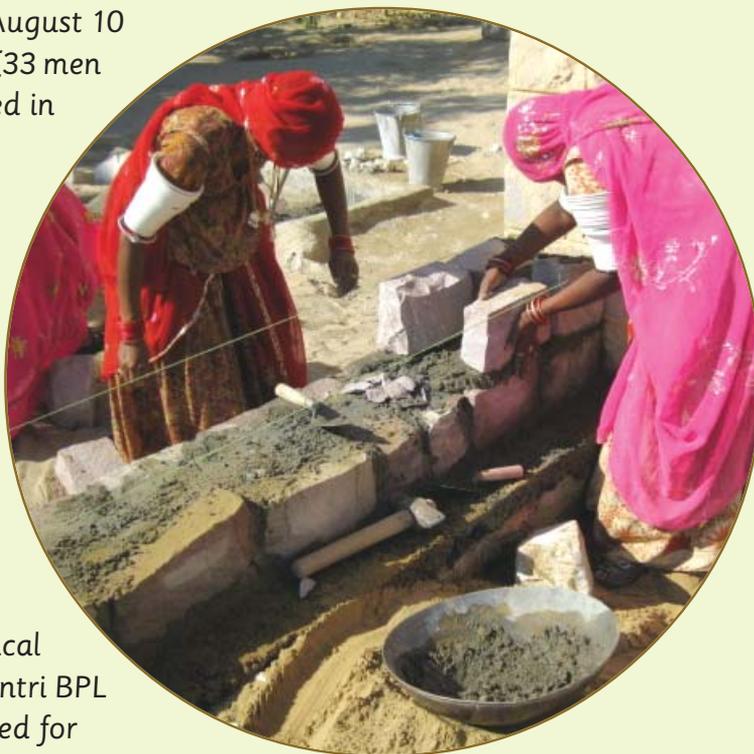


### Fodder Banks for Small Ruminants

Fodder for small ruminants has not been conventionally promoted. The dalit families mostly prefer to rear goats and sheep instead of cow as they cannot afford. In the scarcity period the cost of the feed goes high, making it difficult for poor families to purchase. Usually, scarcity sale is the only option left. On the request of villagers, fodder banks were supported in five villages - Rajala nada, Devraj nada, Lohavat, Durgapura and Indira Colony. In addition to this, 10,000 goats were vaccinated in two rounds of village-level camps in the project villages in Rajasthan.

### Training of Masons on Safe Construction Practices

Advanced training of masons for the promotion of safe and low-cost housing technology was held in Jodhpur between August 10 and 14, 2013. 40 masons (33 men and 7 women) participated in the training and learned about habitation requirements, some aspects of designing, drawing estimates of labour and material, how to test the quality of different construction material and safe techniques of foundations, pillars, roof, plastering and the like. A programme on technological option for the Mukhya Mantri BPL Awas Yojana was facilitated for engineers and government functionaries from 6 districts in collaboration with HUDCO on May 7, 2013.



In collaboration with SEEDS, a Delhi-based organisation, a 15-minute weekly radio programme is being developed and broadcast for 12 weeks on the theme of climate change, DRR and Development. It is in magazine format with the content provided by adolescent girls trained from the community. The first episode was relayed on Jan 5, 2014.

### Promotion of School Safety

In Bhachau, school safety was initiated in 10 villages.

The loss of life and injury could be minimised through preparedness and mitigation efforts in schools that are very vulnerable in any hazardous event.

A school safety plan has been developed by school management and the non-structural aspect of the plan implemented. A team of teachers and students has been trained on first-aid and rescue. An emergency response kit has been distributed to all the 10 schools. SMC members, teachers and PRI representatives are involved in the school safety planning and implementation of the plan.



### Inclusion of Housing Safety Features in Indira Awas Yojana (IAY)

Last year a study was undertaken to examine the extent of inclusion of disaster-safe technology in the IAY covering five disaster-prone States. The matter was taken up with the Rural Development Department, Government of Gujarat, on behalf of the network – Owner- Driven Reconstruction Collaborate – of which Unnati is a member. The Secretary, Rural Development Department, who is also a disaster management expert,

has shown high priority to the issue. Another study was undertaken to explore the possible type designs of houses in one district. The department has commissioned a study to evolve multiple-type designs in five geo-hazard zones covering the entire State. The Director, Unnati, was invited to make a presentation on the role of Civil Society Organisations in Social Housing Programmes at a National Conference organised by the Government of Gujarat in August 2013.

### Training on CMDRR

A four-day training (May 27-30, 2013) on CMDRR was organised in collaboration with Sahbhagi Shikshan Kendra (SSK), Lucknow, which is working on flood risk reduction in Uttar Pradesh. The early warning system for floods developed by the SSK and Unnati in Ghaghra river basin in Behraich district under a DIPECHO project was part of the contents covered in the training. 21 participants from organisations working in the States of Uttar Pradesh, Bihar, Assam, Odisha, Karnataka and Himachal Pradesh participated in the training. Immediate impact of the training was observed as the participants from Odisha State along with a Member of Parliament jointly established an early warning system based on the exposure. It may be mentioned here that the SSK and Unnati also jointly supported ACTED to set up an early warning system in Majhuli river island (Jorhat District of Assam) in the Brahmaputra river. On the



request of our partner, National Campaign for Dalit Human Rights (NCDHR), a training programme on the issues of inclusion in disaster response programmes was facilitated along with other resource persons.

### Issues of Equity, Inclusion, Quality, Transparency and Accountability

Unnati associated with the NCDHR in formulating a framework for inclusive approach in vulnerability mapping and monitoring of post-disaster response. In this context, a booklet is developed after a field-level study in Dhimaji district of Assam and other consultations. It is a proud moment to announce that this booklet was released along with the release of the book 'Equity and Aid' on January 28, 2014 in New Delhi by the NCDHR and ECHO. Quality, Accountability and Transparency (QAT) are

important aspects to improve effectiveness of services during disaster in the State. A

two-day training was organised during June 27-28, 2013 for IAG

members. 42 representatives from different stakeholders participated in the training.

Inputs were given on concept and different frameworks such as HAP, ANLAP, and Sphere, etc. during the sessions. Orientation was done on the nature of public programmes in the country and how each organisation can work towards improvement of the QAT in the public programmes.

The Director, Unnati, facilitated a training on social accountability in DRR programmes during December 23-24, 2013 organised by SEEDS in New Delhi for the South Asian



member organisations of Asian Disaster Risk Reduction Network (ADRRN). It may be mentioned here that the Uttarakhand flood relief programme of Helpage was assessed using the social accountability framework during September 16-22, 2013.

### Engagement with Disaster Management Authorities at the State and National Level for Policy Influencing and Development of Capacity Building Programmes

Unnati is a core group member for developing national guidelines on community-based disaster management (CBDM) and role of NGOs in Disaster Management set up by the NDMA. Various consultations were organised by Unnati with the support of Cordaid for formulating the guidelines. On the invitation of the NDMA, the Director, Unnati, facilitated a parallel workshop with district-level officials in Jorhat, Assam (April 10-11, 2013) which was part of a large Emergency Management Exercise involving all the stakeholders. The Chief Minister of Assam, Member NDMA, Addl. Chief Secretary, CEO, ASDMA, graced the occasion. This provided deeper learning on organising simulation-based large-scale capacity building programmes on disaster response. Unnati continued its engagement with GSDMA on operationalising the DM plans at the taluka level and the capacity building programmes. The DM planning framework, template and guideline developed by Unnati was further field tested and



developed as a model plan by preparing the DM plan of Vagra Taluka, Bharuch District, in close coordination with the taluka, district and State-level officials. The plan documents were also translated to the Gujarati language for the district and taluka-level officials and agencies. Unnati worked closely with the GIDM for preparation of training design and training facilitation support to 12 trainings during the reporting period.

### Inter-Agency Coordination for Unified Disaster Response and Policy Formation

Unnati is functioning as the secretariat of Inter Agency Group (IAG) in Gujarat after its revival in 2011. A consultation was held on February 24, 2012 with 23 NGO representatives, GSDMA,

academic institutions and 2 networks for drafting agenda for action. 3 zonal consultations were also organised to discuss drought response, community response on industrial hazard and district and region-level coordination in a multi-hazard prone context respectively. A database of 105 NGO coordinating members, 26 District Emergency Operation Centers (DEOC), the GSDMA, the GIDM and other national and

international organisations has been developed and shared with members. A State level workshop on industrial risks in Gujarat was organised to explore possibilities of civil society engagement in industrial risk reduction work along with government and



industrial associations. The district-level IAG at Jamnagar has been initiated to make effective multi stakeholder preparedness for response. On February 21, 2014, the Programme Coordinator attended the Sphere National General Body Meeting to review and plan the future activities of the IAG.

### **Plans for the Year Ahead...**

Improving the delivery of public services and strengthening accountability to the citizens is a priority before the nation to address poverty and discrimination. Unnati would continue to work in this area in the coming year. A project support is being received from the European Union on the issue of access to information on public services in 60 Gram Panchayats covering four blocks of Sabarkantha District in Gujarat and Badmer District in Rajasthan. We aim to set up information resource centres and build the capacity of citizen leaders so that there is a demand for service delivery. Along with the demand articulation, the government service delivery mechanism is also enabled. We have also received request from the Gujarat State Information Commission to prepare a status report on proactive disclosure based on field observation and consultations with the district-level public authorities. We look forward to working on the improvement in information disclosure practices.

In the coming year our engagement with the Rural Development Department, Govt. of Gujarat, on operationalising social audit in the MGNREGA will be coming to an end. The social audit institutional and operating mechanism was developed for the entire State registers about 4,000 grievances. The social audit and grievance redressal system will be handed over to the government. We look forward to a continued engagement with the government on

social audit of the MGNREGA in different other forms like research, training and improving social audit tools and methodology.

In the area of social inclusion, our engagement has been moderate as the project support has significantly reduced. We will continue to integrate the social inclusion issues in our other programmes. We will also extend our solidarity and support to partners and collaborators on issues of denial of rights and discrimination on dalits, women and persons with disability.

On the issue of disaster-risk reduction (DRR), while we continue our work on improving preparedness by supporting capacity building initiatives, it is aimed to work on industrial hazard management, particularly to develop a standard process and steps that can be used in other industrial estates.

The Executive Committee members and staff of Unnati would like to thank the government, resource agencies, academic institutions and field partners for their continued support to further the mission and look forward to a similar gesture in the year ahead.

# FINANCES

## Balance Sheet as on 31.03.2014

(Rs.in thousands) (CONSOLIDATED)

| Source of Funds            | 31.03.14     | %          | 31.03.13     | %          | Application of Funds        | 31.3.14      | %          | 31.3.13      | %          |
|----------------------------|--------------|------------|--------------|------------|-----------------------------|--------------|------------|--------------|------------|
| <b>Capital Fund</b>        |              |            |              |            | Fixed Assets                | 16270        | 24         | 16570        | 31         |
| Corpus                     | 5000         | 7          | 5000         | 9          |                             |              |            |              |            |
| Capital Account            | 37052        | 54         | 31187        | 58         | Balance in hand and in bank |              |            |              |            |
|                            | <b>42052</b> | <b>61</b>  | <b>36187</b> | <b>67</b>  | Saving Bank Account         | 11494        | 17         | 3309         | 6          |
|                            |              |            |              |            | Fixed Deposits              | 36050        | 53         | 27837        | 52         |
| <b>Current Liabilities</b> |              |            |              |            |                             | <b>47544</b> | <b>70</b>  | <b>31146</b> | <b>58</b>  |
| <b>Project Liabilities</b> |              |            |              |            |                             |              |            |              |            |
| Unutilised Fund            | 23970        |            | 13681        |            | <b>Advance</b>              |              |            |              |            |
| Duties and Taxes           | 39           |            | 18           |            | Tax Deducted at Source      | 921          |            | 766          |            |
|                            |              |            |              |            | Deposits                    | 221          |            | 221          |            |
|                            | <b>24009</b> | <b>36</b>  | <b>13699</b> | <b>27</b>  | Others                      | 3336         |            | 4785         |            |
|                            |              |            |              |            |                             | <b>4478</b>  | <b>6</b>   | <b>5772</b>  | <b>11</b>  |
| <b>Funds</b>               |              |            |              |            |                             |              |            |              |            |
| Doree Revolving Fund       | 0            |            | 2028         |            |                             |              |            |              |            |
| Inst. Development Fund     | 1092         |            | 890          |            |                             |              |            |              |            |
| Staff Welfare Fund         | 274          |            | 0            |            |                             |              |            |              |            |
|                            | <b>1366</b>  | <b>2</b>   | <b>2918</b>  | <b>5</b>   |                             |              |            |              |            |
| Others (Provision Exp.)    | <b>865</b>   | <b>1</b>   | <b>684</b>   | <b>1</b>   |                             |              |            |              |            |
| <b>Total</b>               | <b>68292</b> | <b>100</b> | <b>53488</b> | <b>100</b> | <b>Total</b>                | <b>68292</b> | <b>100</b> | <b>53488</b> | <b>100</b> |

### Capital Fund

In the current year the capital account is Rs. 3,70,51,538 which is an increase of Rs. 58,64,645 to the previous year. This is on account of transfer of balance of closed projects, revenue generated from consulting services provided and interest earned in the current year.

### Current Liabilities

#### Unutilised Fund

Unutilised fund is Rs. 2,39,69,763. This is primarily because two major grants were received in the last quarter of the financial year.

#### Fixed Assets

There is an addition and sale/transfer of fixed assets amounting to Rs. 16,63,407 and Rs. 2,52,643 respectively. The Net fixed assets before depreciation is Rs. 1,79,80,495. This is on account of additions in construction in the office at Jodhpur, purchases of office equipments, computers and two wheelers.

#### Bank balances

The current year bank balance is Rs. 4,75,44,383 which is an increase of Rs. 1,63,98,713 to the last year. This is because of the grant received from Cordaid, European Union and Sight Savers amounting to Rs. 2,48,91,604 in last quarter of the year.

#### Advances

Total advances are Rs. 44,77,950 which is mainly consist of receivable amount from Department of Rural Development, GoG for the project on Social Audit in MGNREGA (Rs. 26,67,847). It was received in May-2014.

## Income and Expenditure Account for the Year ended 31.03.2014

(Rs.in thousands) (CONSOLIDATED)

| Expenditure                       | 31.3.14      | %          | 31.3.13      | %          | Income                    | 31.3.14      | %          | 31.3.13      | %          |
|-----------------------------------|--------------|------------|--------------|------------|---------------------------|--------------|------------|--------------|------------|
| <b>Direct Project Exp.</b>        |              |            |              |            | Grant Received (Net)      | 37761        | 82         | 36102        | 84         |
| Rural Development                 | 10365        | 22         | 12130        | 28         |                           |              |            |              |            |
| Research & Training               | 3870         | 8          | 2428         | 6          | <b>Contribution</b>       |              |            |              |            |
| GSTDREIS Programme                | 4183         | 9          | 2834         | 7          | Use of Infrastructure and |              |            |              |            |
| Education Material                | 59           | 0          | 49           | 0          | Assets                    | 3869         | 7          | 4116         | 9          |
| Disaster Preparedness             | 9313         | 20         | 9017         | 21         | Honorarium                | 2188         | 5          | 729          | 2          |
| Disability                        | 3112         | 7          | 1864         | 4          |                           | <b>6057</b>  | <b>13</b>  | <b>4845</b>  | <b>11</b>  |
| Human Institutional               |              |            |              |            |                           |              |            |              |            |
| Development                       | 99           | 0          | 0            | 0          |                           |              |            |              |            |
| Contribution                      | 20           | 0          | 0            | 0          |                           |              |            |              |            |
| Grant return                      | 1090         | 3          | 0            | 0          |                           |              |            |              |            |
|                                   | <b>32111</b> | <b>69</b>  | <b>28322</b> | <b>66</b>  |                           |              |            |              |            |
| Salary and Honorarium             | 5385         | 12         | 6491         | 15         | <b>Interest</b>           |              |            |              |            |
| Administrative Expenses           | 4473         | 9          | 4582         | 11         | On saving bank account    | 282          | 1          | 220          | 1          |
|                                   | <b>9858</b>  | <b>21</b>  | <b>11073</b> | <b>26</b>  | On fixed deposit account  | 2172         | 4          | 1891         | 4          |
|                                   |              |            |              |            | On income tax refund      | 0            | 0          | 16           | 0          |
| Depreciation                      | 1711         | 4          | 1783         | 4          |                           | <b>2454</b>  | <b>5</b>   | <b>2127</b>  | <b>5</b>   |
| Excess of Income over Expenditure | 2592         | 6          | 1896         | 4          |                           |              |            |              |            |
| <b>Total</b>                      | <b>46272</b> | <b>100</b> | <b>43074</b> | <b>100</b> | <b>Total</b>              | <b>46272</b> | <b>100</b> | <b>43074</b> | <b>100</b> |

### Grant

During the year, the main donors have been:

**Cordaid** - Community Resilience as Disaster Risk Reduction - Rs.1,25,67,051; Policy Study - Rs.23,62,805; Study on Feasibility of Social Enterprise on Purified Drinking Water - Rs. 6,19,937; Reconciliation and Peace Building among Communities in Kokrajhar District in Assam - Rs.21,36,116.

**European Union** - Improving Access to Information of Public Schemes in Backward Districts in India - Rs.84,46,039.

**Maltesar International** - Social Inclusion in Rural Development - Rs.43,09,641.

**Sight Savers** - Development of Inclusive Pedagogy Targetting Disability People's Organisations - Rs. 29,76,715.

**Rural Development Department, GoG, Operationalising Social Audit in MGNREGA** - Rs. 88,18,231.

**GSTDREIS, Tribal Development Department, GoG - SATCOM based English Language Learning for Std. IX** - Rs. 56,99,398.

Total grant for the current year is Rs. 4,94,39,686 compared to the last year's grant of Rs. 3,46,00,266.

### Contribution

Contribution consist mainly of honorarium for services offered, use of the training resource centre assets for training and equipments and dissemination of publications. For the current year, the total income is Rs. 60,56,674 against Rs. 48,45,365 for the previous year.

### Interest

During the year, interest earned is Rs. 24,54,182 against Rs. 21,26,273 for the previous year.

### Expense

The total expenses for the year are Rs. 4,19,69,705 compared to Rs. 3,93,95,000 (excluding depreciation) of the previous year. The administrative expenses are less by 2% compared to last year.

## OTHER TRANSPARENCY COMPLIANCES GOVERNANCE

### Members of Governing Council

| Name                     | Gender | Position in the Board | Meetings Held and Attended |
|--------------------------|--------|-----------------------|----------------------------|
| Prof. Debi Prasad Mishra | M      | Chairperson           | 2/2                        |
| Mr. Binoy Acharya        | M      | Member Secretary      | 2/2                        |
| Ms. Sharmistha Jagawat   | F      | Treasurer             | 2/1                        |
| Ms. Sophia Khan          | F      | Member                | 2/0                        |
| Ms. Lata Kachwaha        | F      | Member                | 2/1                        |
| Ms. Mona C. Anand        | F      | Member                | 2/1                        |

### Accountability and Transparency

#### Distribution of Staff according to Salary (C to C)

| Salary plus benefits paid to staff | Male      | Female    | Total     |
|------------------------------------|-----------|-----------|-----------|
| <-5000                             | 9         | 9         | 18        |
| 5001-10000                         | 14        | 3         | 17        |
| 10001-25000                        | 33        | 13        | 46        |
| 25001-50000                        | 7         | 4         | 11        |
| 50001->                            | 1         | 1         | 2         |
| <b>Total</b>                       | <b>64</b> | <b>30</b> | <b>94</b> |

Remuneration of three highest paid staff members per month - Rs. 64,500, Rs.51,932 and Rs. 47,232.

Remuneration of lowest paid staff member per month - Rs. 6,000.

#### Gender Disaggregate Data of Staff Members including Fellow

| Gender       | Paid Full Time | Paid Part Time | Paid Consultants |
|--------------|----------------|----------------|------------------|
| Male         | 64             | -              | 2                |
| Female       | 30             | -              | -                |
| <b>Total</b> | <b>94</b>      | <b>-</b>       | <b>2</b>         |

#### International Travel by Staff During the Year

- (1) Ms. Deepa Sonpal and Ms. Geeta Sharma traveled to London (UK) for participating in the Sight Savers Innovation Workshop during June 17-20, 2013. The total travel cost was Rs. 57,193 out of which Unnati spent Rs. 29,341.
- (2) Ms. Swapni Shah traveled to Dhaka (Bangladesh) for participating in the International Conference on Social Accountability during June 07-10, 2013. The expenses of Rs. 40,854 were reimbursed by sponsorar Manusher Jonno foundation, Dhaka.

#### Legal Identity

Registered under the Societies  
Registration Act 1860, Delhi  
(Registered on 31.05.1990 vide no.S/21030).  
FCRA Registration (13.07.1992, No.04191061)

#### Auditors

Charnalia Bhatia & Gandhi  
93, Pocket-2, Jasola, New Delhi -110025  
Email: cbgcpa@gmail.com  
Phone:011-47366600

#### Registered Office

G1/200, Azad Society, Ambawadi  
Ahmedabad-380015

#### Bankers

Bank of Baroda, Ambawadi branch  
Ahmedabad-380006  
Bank of India, Paldi branch  
Ahmedabad-380006

## FCRA ACCOUNTS

Rule 13 of FCRA Act, 2010 provides that if the contributions received during the year exceed Rs.1 crore, the organisation has to disclose in the public domain giving all data of receipts and utilisation during the year.

### Receipts and Payments for the year ended 31.3.2014

| Receipts                        | Schedule No.* | Amount (Rs.)       |
|---------------------------------|---------------|--------------------|
| Opening Balance as on 1-4-2013  | 7             | 20785320.16        |
| Grant Received                  | 8             | 33850804.00        |
| Interest Received               | 9             | 1520903.00         |
| <b>Total</b>                    |               | <b>56157027.16</b> |
| Payments                        | Schedule No.* | Amount (Rs.)       |
| Purchase of Assets              | 10            | 700187.00          |
| Project Expenses:               |               |                    |
| Handicap Welfare                |               | 3112434.85         |
| Rural Development               |               | 2636784.00         |
| Research                        |               | 933709.00          |
| Training and Workshop           |               | 568264.00          |
| Relief and Rehabilitation       |               | 9310008.29         |
| Grant Return                    |               | 1089772.00         |
| Salary and Honorarium           | 11            | 4600625.00         |
| Administrative Expenses         | 12            | 1421729.00         |
| Closing Balance as on 31-3-2014 | 13            | 31783514.02        |
| <b>Total</b>                    |               | <b>56157027.16</b> |

### Resource Providers for the year ended 31.3.2014

| Resource Providers                             | Purpose                              | Foreign Contri.<br>A/c (Rs.) | Indian A/c<br>Local Fund (Rs.) | Total as on<br>31.03.2014 (Rs.) |
|--|--------------------------------------|------------------------------|--------------------------------|---------------------------------|
| Maltesar Hilfsdienst                           | Relief and Rehab.                    | 4309641                      | -                              | 4309641                         |
| Sight Savers                                   | Handicap Welfare                     | 2976715                      | -                              | 2976715                         |
| CordAid-DRR                                    | Relief and Rehab.                    | 17685909                     | -                              | 17685909                        |
| The American India Foundation                  | Rural Development                    | 332500                       | -                              | 332500                          |
| European Union                                 | Rural Development                    | 8446039                      | -                              | 8446039                         |
| Pria   | Rural Development                    | 100000                       | -                              | 100000                          |
| Gujarat State Tribal Dev.<br>Dept. (GSTRDREIS) | Social Inclusion in<br>Education     | -                            | 5699398                        | 5699398                         |
| Govt. of Gujarat Rural<br>Development Dept.    | MGNREGS Social Audit<br>Facilitation | -                            | 8818231                        | 8818231                         |
| Unicef   | Research                             | -                            | 596000                         | 596000                          |
| Dept. of Science and<br>Technology             | Rural Development                    | -                            | 125253                         | 125253                          |
| GSDMA, Gujarat                                 | Relief and Rehab.                    | -                            | 350000                         | 350000                          |
| <b>Total</b>                                   |                                      | <b>33850804</b>              | <b>15588882</b>                | <b>49439686</b>                 |

Forming part of FC-6  
As per our report of even date

\* Can be available on demand

For, Charnalia Bhatia & Gandhi  
Chartered Accountants

For, UNNATI - Organisation for Development Education

(Arun Bhatia)  
Partner

(Binoy Acharya)  
Director

Place : Ahmedabad,  
Date : 20.09.2014

[www.unnati.org](http://www.unnati.org)



**UNNATI**  
Organisation for Development Education

**Registered Office**

**Gujarat Programme Office**

G 1/200, Azad Society, Ahmedabad 380 015. India  
Tel: +91-79-26746145, 26733296 Fax: +91-79-26743752  
Email: [psu\\_unnati@unnati.org](mailto:psu_unnati@unnati.org)

**Rajasthan Programme Office**

650, Radhakrishnan Puram, Near Laharia Resort,  
Chopasni Pal Bypass Link Road, Jodhpur 342 008. Rajasthan  
Tel: +91-291-3204618  
Email: [jodhpur\\_unnati@unnati.org](mailto:jodhpur_unnati@unnati.org)

**Rural Training Centre**

Nava Gam, Bhachau, Kutch 370 140. Gujarat  
Tel: +91-2837-223294

**Write Shop**

701-702, Sakar-IV, Opp. M. J. Library, Ashram Road,  
Ahmedabad 380 006. Gujarat

**Coordinating Office**

216, Azad Society, Ahmedabad 380 015. Gujarat  
Tel: +91-79-26746145, 26733296 Fax: +91-79-26743752  
Email: [psu\\_unnati@unnati.org](mailto:psu_unnati@unnati.org)