

ANNUAL PROGRESS REPORT

May,2004-June, 2005



INTEGRATED DEVELOPMENT ORGANISATION (IDO)

Sagardari, Keshabpur, Jessore, Bangladesh.

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Sagardari, Keshabpur, Jessore,
Bangladesh

Annual Project Progress Report

(May,2004-June, 2005)

Introduction:

Integrated

Development

Organisation

(IDO) is a non-

govt. non-

profitable and

non-political

voluntary

development

organisation. It

was established

in July, 1993 with



the initiation of a group of educated, devoted and energetic social workers of Jessore Boarder District with an aim to promote the socio-economic status of the rural poor and disadvantaged people, emphasising the women and children through conscientization, capacity building, institution build & capital formation and imparting felt-need based problem solving programs.

It believes in non-directive, bottom up, integrated and participatory development frame work and acts as a catalyst with its concerned people.

Legal Status:

IDO was registered with the Directorate of Social Welfare and NGO Affairs Bureau, Govt. of Bangladesh vide registration No-DSS-J-324/1993 and FDR No-1658/2001.

The Project:

Integrated Development Organisation (IDO) has been awarded the project named “Child Education and Literacy Program” for 12 months duration by the OECTA-

Canada. The duration from May 1' 2004-June 30' 2005, which was started from May 1' 2004 IDO has been implemented the above-mentioned project in Sagardari Union of Keshabpur Upazilla under Jessore District covering 10 villages, which is the working areas of IDO with the financial support of OECTA-Canada. The project activities have been implemented/ implementing smoothly, fruitfully and effectively benefiting the project participant poor children and adult learners and their parents.

Name of the Project : Child Education and Literacy Program in Sagardari, Keshabpur Upazilla, Jessore District, Bangladesh.

Reporting Period : May-2004-June' 2005.

Project Areas. : 10 villages of Sagardari Union, Keshabpur Upazilla of Jessore Boarder District, Bangladesh.

Project supporting Agency: Ontario English Chatolic Teachers Association (OECTA)-Canada.

Implementing NGO : Integrated Development Organisation (IDO) Sagardari, Keshabpur, Jessore, Bangladesh.
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Project G o a l :

Promoting basic literacy education among the poor organised women group members and poor children.

Targeted Beneficiaries:

Poor organised illiterate and unconscious women group members and poor children.

Project Objectives:

- a) To provide basic education and numeric knowledge to the organised women group members.
- b) To provide basic education and numeric knowledge to the poor children, who have never attended schools.
- c) To build school going habit among the poor children.
- d) To provide education facilities to the poor children and illiterate women.

e) To increase literacy rate and social consciousness.

The main project activities:

01. Conduct survey.
02. Identify and select children
03. Motivate & Organise children
04. Aware parents.
05. Arrange child's rights day
06. Observe International child's rights day.
07. Arrange workshop and seminar on child's rights.
8. Arrange monthly staff meetings.
9. Arrange parents meeting.



Main Activities & Target and achievement by component:

<u>Sl.No.</u>	<u>Activities.</u>	<u>Target.</u>	<u>Achievements.</u>	<u>Percentage.</u>
01.	Conduct survey.	1	1	100%
02.	Identify and select children.	150	150	100%
03.	Identify and select women.	150	150	100%
04.	Open child education centres.	5	5	100%
05.	Open adult education centres.	5	5	100%
06.	Provided education materials. (children and adult learners)	300	300	100%
07.	Motivate & Organise adult & children	300	300	100%
08.	Aware parents.	150 pairs.	150	100%
09.	Arrange child's rights day	2	2	100%
10.	Arrange seminar on child's rights.	2	2	100%
11.	Arrange monthly staff meetings.	12	12	100%
12.	Arrange parents meeting.	6	6	100%
13.	Supervision and Monitoring.	On going.		

Outputs/Indicators:

- Aware and conscious children, adult learners and their guardians.

- Interested children to attend education centres and attending classes regularly.
- Aware guardians and community people and encouraging children education.
- Opened 5 education centres for 150 children & 5 adult education centres for 150 adult learners.
- Have got education materials and continue education.
- Poor children and adult women learners are getting education opportunities,
- Guardians are becoming aware and taking steps for their children.
- Improved health conditions of the participating child labourers.

Project Implementation strategies:

At the beginning, a feasible and viable physical action plan was prepared with the participation of the staff members and the project activities have been carried out as per plan under the following ways and steps involving the project staff and organisational staff and also with the participation of the community people:

Staff Appointment:

As per project provision, 5 teachers for child education and 5 teachers for adult education were involved and one Motivators/Supervisors were deputed from the previous experienced and skilled staff and after selection, all of them were provided a 5 day orientation training on the project goal, objectives, activities, targets, and implementation strategies and also about their duties and responsibilities. Then the staff members were placed in their duty stations for performing their duties and responsibilities smoothly and effectively.



The Teachers were provided training for 5 days to carry out the classes after training they have been conducted children education centre and select children learner and also collect learning materials and start the classes. The senior staff will supervise, follow up and monitor the activities of the Teachers regularly.

Feasible Action Plan Preparation:

After orientation and training of the staff members, a feasible and application action was prepared with the fullest participation of the staff members considering the work load, nature of work, local situation, communication, capacity of the staffs, seasonal affairs etc. and the action plan has been followed by the staffs for implementing the project activities at the management and field level. The project action plan was also followed to prepare the feasible action plan, and some changes were done because, considering situation and viability, new physical and feasible action plan was prepared, which have been followed up during the project implementation.

Conduct Survey and Children Selection:

The senior staff members prepared a simple survey format to conduct a survey to select the project participants, because, there are many child labourers in the project areas, but we have to include limited number of child labourers with the program. The staff members will conduct a simple survey and according to the survey, the child labourers of the project areas were selected and enrolled.

Motivation and Non-Formal Education:

The staff members have been continuously motivated/motivating and educated/educating the children, adult learners and their parents and the community people for different issues, topics, subjects, goal and objectives of the project and organisation through personnel contact/discussion, arranging gatherings, house to house visits etc. The motivated targeted poor children, specially the poor (boys and girls), adult learners and their parents have been organised into small groups. During the reporting period, all the children, adult learners and parents have been conducted and organized for different programs. The selection criteria will be followed in the case of selecting children and especial emphasize was given to the girls.

The staff-members have been continuously motivated and educated the selected children and adult learners and organised them for different programs.



Child and adult Non-Formal Education:

As basic rights of the children and women, Non-Formal Basic Education was provided to the poor children and adult organised women for their literal knowledge and consciousness raising. A total of 5 child education centres and 5 adult education centre were opened for the organised children and women in suitable and easy assessable places with the discussion of the children and women, parents and community people, where easily the children and women can come and go and get education. The education centres were opened for one year. 10 Teachers have been involved to run the education centres. They have collected 150 poor children and 150



women learners. 30 children for each centre for children education and 30 learners for adult education centre. Each education centre has been included 30 children and 30 learners for adult education centre. Each teacher is conducting one class in a suitable time according to the suggestions of the children and women learners. Each centre has been provided with all necessary materials to conduct the classes like Black Board, Charts, etc. And each child and woman has been provided necessary reading and writing materials like khata, books, pencils, slate etc. The classes have been continue for two hours to three hours each day, 6 days per week and health education, hygiene education, and extra curriculum activities like singing, dancing, drawing pictures, games and sports have been conducted with the education. The children and women learners have been provided basic literal knowledge, numeric knowledge, small counting, social awareness, environmental awareness and political knowledge in the classes. Analytical issues have been discussed in the classes. Strong monitoring and supervision have been maintained to make the education program a success.



Teachers' Training:

The involved Teachers' were provided a 5 day training for on education curriculum, system, teachers' guide, aid, goal and objectives of education, class conducting system etc. Necessary training materials and aid were provided and necessary resource persons were involved during training. Conducted monthly progress review meetings in each month, where progresses have been reviewed and

problems are identified and found out solutions through joint discussion.

Sports materials for education centres:

For encouraging the children and women for attending education centres and create interest each centre has been provided sports materials like carrom, ludo, ball etc. by which the children and women can play games and sports and fell better to come and participate in education.

Recreational Activities:

For encouraging the poor children and women learners about education, different extra curriculum activities have been performed during the reporting period. These were games and sports, recitation, cultural functions,



international child day observation, observation of child week. Apart from school wise cultural functions and games and sports have been arranged and also inter school games and sports for competition have been arranged during the reporting period. Already school wise 2 functions were arranged and school wise 2 functions and competitions were arranged. An action plan was prepared.

Awareness Raising:

For raising mass awareness in the rural community people and parents, continuous motivation, education and other different activities have been carried out by the staff members and the Teachers during the reporting period. So, they have been arranged different meetings, gatherings, posturing, discussion meetings etc. in the community areas with the active participation of the children, women learners and their guardians. Apart from these, regular posturing and seminars have been arranged in the rural areas for mass awareness raising and information dissemination. During motivation, different charts, posters, flip charts etc. have been used by the staff and teachers. About 1000 posters, leaflets etc. have been



distributed and displayed in the working areas and one seminar on children and women participation in development was arranged, where different levels of participants attended and discussed about the development of the children and women learners. Different motivational IEC materials have been collected and distributed among the rural areas. Different important days have been observed with the participation of different levels of people.

Primary Health Education.

Health is the wealth of the poor children and women learners, because, it is the only capital for them. They have to survive by selling labour. So, IDO emphasises health and nutrition program for the children and women to keep their health sound. The staff members have been provided the knowledge and ideas on primary health, nutrition and personnel hygiene through personnel discussion, class discussion, drop in centre wise discussion and house visits, personnel



contacts and arranging gathering, observing health days, showing documentary films shows etc. and motivated and encouraged them to practice in their daily lives for their better health. They have been used related posters, leaflets, flip charts, etc. during discussion for easy understanding and practical education. They have been taught how to prepare ORS and use, balance diets. They have identified severely malnourished mothers & children and referred to the Health Complex. The Organisation provided treatment support to the very poor and vulnerable malnourished children. Different health education materials have been hung in the education centres and drop in centres for learning by the children and women.

Advocacy and Networking:

The staff members have been continuing advocacy and networking with the government departments, local NGOs, Local institutions, local administrations, religious institutions, rural community leaders, political leaders etc. and also with the different levels of personnel for involving them with the program and also to take initiatives to improve the lives of the poor and vulnerable children, and rural children. So, necessary documents and materials have been collected, developed and displayed in different important places, and arranged different related issue based meetings, seminars, workshops and communication. Before starting the program, work plan has been prepared and followed on. During the reporting period, 5 meetings and 1 seminar have been arranged and some documents have been displayed.

Supervision and Monitoring:

The staff members have been continuing supervision, follow up and monitoring of the education centres, children and women regularly through making intensive field visit. The senior staffs have been supervising the activities of the field staff members, Teachers and the related people regularly. Moreover, the Executive Director and the Coordinator have been monitoring the activities on monthly basis. The monthly staff meeting and participants meetings have been reviewed the activity performances, drawbacks and solved the created problems. All the staffs have submitted monthly progress reports and plan next month's activity in those meetings.

Reporting:

The Executive Director and the Coordinator have compiled the reports of the staffs Annual and submitting to the donor agency and government departments.

The achievements are:

- a) Established 5 children education centres & 5 adult education centres can read, write and keep simple accounts,
- b) The children and women have become socially and economically aware,
- c) Approximately 150 children and 150 women learners are getting education materials and other amusement facilities, encouraged and interested children for education,
- d) Guardians/parents have become aware and taking steps for their children,
- e) The children have got recreational facilities and have become culturally sound,
- f) The children have become aware on their health and practicing,

- g) Changed attitudes and behaviour of the children and the guardians,
- h) Changed the attitudes of the society and gradually they are becoming interested for the child labourers,

Encountered problems:

- High pressure of the rural community to expand program covering more places and areas.
- Limitations according to the demand of the children and women.
- More and more children and women are coming to us for participating with the program.
- Community pressure to open more education centres for the children and women in the rural areas.

Recommendations:

- a) The humanitarian program should be supported for long time and more scopes should be kept for more children and women.
- b) Donor persons' frequent visits are essential to guide the project implementations.
- c) To support for opening more education centres for the children and women in rural areas.

Conclusion:

In fine, it may be concluded here that all the project activities have been carried out smoothly and effectively though there were some problems due to high pressure of expanding program in rural areas. We have communicated all concerns before starting the project and share the project goal, objectives, targets and activities. From every side, we have got high appreciation for the humanitarian program, which we have been continuing and cooperated much for effective project implementation. The trained and dedicated staff worked hard during project implementation, because of problems from gang stars, wicked people, etc. However, within short time, the achievements are appreciable. We are very much thankful and grateful to the benevolent donor OCETA-Canada, its personnel, and the people of Canada, who have been supporting our humanitarian project for the poor and vulnerable children and

women, which have been trying to improve their life environment. We always anticipate your cordial cooperation and guidance for the humanitarian services for the poor and helpless children and women. We have less idea and experience but we have high interest and will to work for the vulnerable children and women, so, we want your valuable suggestions, recommendation and guidance and we hope, we could be able to do something for the helpless children and women of Sagardari Union of Keshabpur under Jessore Boarder District of Bangladesh.

Reported by:

Md. Mizanur Rahman,
Executive Director

July 10, 2005

To
Ms. Bernie Dupuis,
c/o, Cindy Blake,
Ontario English Catholic Teachers' Association,
65 St. Clair Avenue East, 4th. Floor,
Toronto, Ontario, M4T 2Y8,
Canada.

**Subject: Submission of Annual Progress Report and Request for Education
Support for the Poor Children and Adult Learners.**

Dear Madam,

Warm Greetings from IDO.

You would be pleased know that we have completed 12 months of the project **Child Education and Adult Literacy Program** supported by **Ontario English Catholic Teachers Association (OECTA)-Canada** and the rest of the project activities have been continuing smoothly. You would be pleased to know that we have utilised your kind support **(of Canadian Dollar 1,200)** for the poor children and adult literacy learners for **education materials distribution and extra-curriculum activities' materials**, which have benefited much to the poor children and adult learners of Sagardari Union of Keshabpur Upazilla of Jessore Boarder District. The children and adult learners have become very much encouraged and happy to get the education materials and they have been continuing their education in our education centres encouragingly and happily and we hope, you would kindly continue our project support for the next year. So, I am cordially requesting you to support and help me to provide better services to the poor children and women, who are very much neglected, deprived, underprivileged and exploited by the society, even by the family. I want your cordial cooperation and helping hands for fulfilling my dream for a happy and justful society and where the poor children and women will live in peace and justice. You would get a clear picture of the project progresses and activities, which we have done during the reporting period with your kind support. We hope, if you continue your kind support for the poor children and women, we would be encouraged and can provide more services to them and could be able to establish them in the society, which is our dream. We cordially want to continue our services for the education of the poor children and women in respect of education and awareness building and to create educated and literate nation, who could be able to drive away the poverty. So, we want to make the poor children and women capable through education and awareness raising and we hope you would kindly support us continuously. You would be happy to know that your children are continuing their education happily and gladly. So, we are cordially requesting your kind support for the next year, because, our next batch will be started from January' 2005.

It is mention able here that 95% beneficiary is women and children. Special emphasise is given to the women and children in all the set programs, because, these sections are the main victims and mostly sufferers. Considering the circumstances, most of the programs are planned and implemented for the women and children. For more details, we are enclosing herewith the Profile of IDO. Please extend your helping hands of cooperation for well being of the poor and vulnerable children. Please send the requested support before January' 2005 before starting of the classes in January' 2005. Your kind visit to our NGO is encouraged.

Thanking you in anticipation and looking forward to hearing from you soon.

With all the best wishes and kind regards,

Sincerely yours,

Md. Mizanur Rahman,
Executive Director.

Encl: Annual Progress Report.