



INDIENHILFE e.V.

Herrsching

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Presentation
on
composition and major roles of Team of Consultants
(working on behalf of Indienhilfe e.V. Herrsching)
for
adding value to the IH projects in India

Presented By:

Rusha Mitra and Aparajita Ghosh

Team of Consultants working on behalf of Indienenhilfe e.V. and the office support staff Juli Majhi and Shibani Das)



Team of Consultants working on behalf of Indienenhilfe e.V.

FY 22-23:

- Rusha Mitra (five days/week) as Chief Country Officer cum Lead Consultant for Project Coordination)
- Aparajita Ghosh (two days/week) as Lead Consultant Project Management, Governance & Finances (from April 2023 five days/week)
- Amit Niyogi (five days/week) as Consultant Finance, Capacity Building & Promotion of Indo-German Friendship
- Paramita Chowdhury (weekly five days till October 2023) as Consultant Project Planning, Capacity Building and Value Addition
- Sujata Dutta Chowdhury (weekly five days till April 2023) as Expert Consultant Education-cum-Training

General responsibilities:

- Support of IH in identification, facilitation and evaluation of social projects in West Bengal in line with IH's policies and in line with Indian gvt. policies and laws
- Identification of suitable partner NGOs, project locations, developing project designs with IH and partners, supporting IH and partners in budgeting (based on needs and IH's financial capacities)
- Supervision of project implementation by IH Partners on behalf of IH
- Capacity Building of the IH partners
- Active role in Town-Twinning between Herrsching municipality and Chatra Gram Panchayat

Major responsibilities: Rusha Mitra

- Co-work with IH Herrsching team for **project planning** and budgeting, participation in **strategical planning** with IH project coordinator, board members and Working Committee, **project concept development**
- Identification of suitable **new project locations and new partner NGOs** when required
- **quality enhancement support** and related communications with IH partners, documenting and filling.
- Periodical assessment of the quality of project implementation through **reviewing regular reports from partners** and by strategically planned **project visits for** analyzing the out-come, out-put level indicators
- Work related to visit preparation, maintaining logistical and financial documentation etc
- **Capacity building** of the IH project partners through periodical and need based tailor-made trainings and counsellings.
- Periodical **internal assessment of the project partner or staff** (as and when required, example: for new project or for any change/modification, participating in the selection process for Project Coordinators etc.).
- setting evaluation criteria, planning and organizing **evaluations** of projects in collaboration with IH project coordinator Corinna Wallrapp
- joint planning and organizing **project visits of IH staff** and representatives
- looking after all statutory needs, **compliance with gvt. regulations and laws**, contribution in developing and controlling different **policies** with IH partners, e.g. regarding child protection, corruption control etc.
- **Active role in Herrsching-Chatra town- twinning activities** (SDWP, Nakopa Project with Herrsching municipality, school-partnership activities, organizing programmes for group visits from Herrsching etc.)
- Facilitating the new **project Moving Ahead** with Sanchar for establishing inclusion in the work of four selected IH partners.
- Establishing a **new project for Kolkata Trust for Human Development**, to be supported by IH
- **Coordination of the team** of consultants

Major responsibilities: Aparajita Ghosh

- **Regular review of finance and governance issues of the IH partners and projects**, including: quarterly accounts and fund requisition, keeping track on the right utilization.
- **Tracking of different reports from the partners** and related communications with partners
- **Capacity building** related planning and communication, quality enhancement of the documents, zooms/phone calls with partners etc.
- Periodical assessment of the quality of the project implementation through **project visits**, joining Rusha Mitra or other team member/s in 6 intense project visits (at least one for each partner), contribution on visit preparation, related logistics, preparation of visit report (focus on admin and financial aspects) etc. (staying yearly twice at Kolkata)
- **Follow-up of the observations of the Audit reports** and tracking of progress, related communications.
- Drafting different **policies and agreements** for IH and partners.
- Periodical **internal assessment of the project partner or staff** (as and when required, example: for new project or for any change/modification, participating in the staff selection process etc.).
- **Co-work with IH Herrsching team** for annual project planning and budgeting, participation in strategical planning, pre-funding assessment, assisting in project visits, group tours (at India), work visits at IH Herrsching.

Major responsibilities: Amit Niyogi

- Administrative and accounts related work, facing auditor for expense certification process for consultants and related documentation support.
- Assisting Lead Consultants on IH partners project accounts monitoring, CFP preparation and other documentation.
- Participating in project visits: basic documentation like recording visit schedule, visit log, capturing meeting minutes, photo documentation and other basic annexures
- Supporting in Herrsching-Chatra Town Twinning programmes with Rusha Mitra.

Project visit:

- Yearly twice visit to each project to cover majority of project locations.
 - Preparing yearly project visit plan and budgeting
 - Individual project visit schedule, preparation of the visit methodology, tools to be used, planning agenda for different meetings etc.
 - Planning special workshops with project team or target groups using Participatory Rural Appraisal (PRA) method for exceptional cases as and when required
 - Recording the visit out-come (observations against each out-put/out-come level indicators and suggesting suitable recommendations for IH and partners for improvement of the project)
 - Special recommendation for IH board (sometimes in case for extreme difficult situation)

Some glimpse of the project visit at DMSC, Purulia(project: Establishment of Two Social Centres-ETSC):



Paramita Chowdhury collecting information from mothers during home visit



Sujata Dutta Chowdhury observing creche activities at DMSC_Senabona Centre.

Some glimpse of the project visit at INSPIRATION, Chatra (project:Green Panchayat for Sustainable Development- GPSD):



Paramita Chowdhury, Risha Mitra communicating with beneficiary about Nutrition garden at Chatra, Rasui village.



Risha Mitra and Paramita Chowdhury during team meeting with INSPIRATION GPSD project staff at field office at Chatra

Some glimpse of the project visit at Sanchar, Howrah-Panchala (project: Community Based Rehabilitation-CBR)



First visit after COVID by the Team of Consultants and Sanchar PC, team at community



Full Sanchar CBR team and Director Tulika Das along with Corinna, Astrid, Rusha

Some glimpse of the project visit at Sanchar, Howrah-Panchala (project: Community Based Rehabilitation-CBR)



Sujata Dutta Chowdury at Sanchar fields during difficult road condition.



Paramita Chowdury and Rusha Mitra observing activities with a child with disability during home visit

Some glimpse of the project visit at KJKS-Jhargram (project: Child Centered Development- CCD)



Interaction with KJKS field staff and Additional Director, Anirban Chakraborti (former CCD PC) with Corinna, Astrid, Aparajita at Jamsola village



Home visit to see the new-piglets of the piggery initiative (before the deadly disease occurred)

Full CCD team in-front of the project office Jhargram, Kharika with IH team



Some glimpse of the project visit at SKC-24 Paraganas, North (project: Child labour free Gram Panchayat- CLFGP)



Meeting with Child Right Protection Forum(CRPF) members of Duttapara village, Gobindapur GP



Sujata Dutta Chowdhury observing the activities of Motivation Centre at Gobindapur (unit no 55)

Some glimpse of the project visit at Lake Gardens Women and Child Development Centre(LGWCDC) at Kolkata Slums (project: The Vulnerable Ones-TVO)



Observing the cleanliness activity being followed at Colibri creche



Effective Communication through story telling

Some glimpse of the different assessment tools under PRA (Participatory Rural Appraisal) methodology used during project visit



Focus Group Discussion (FGD) with community members at Babuichati village(KJKS) to know about the achievements of education support since the project inception

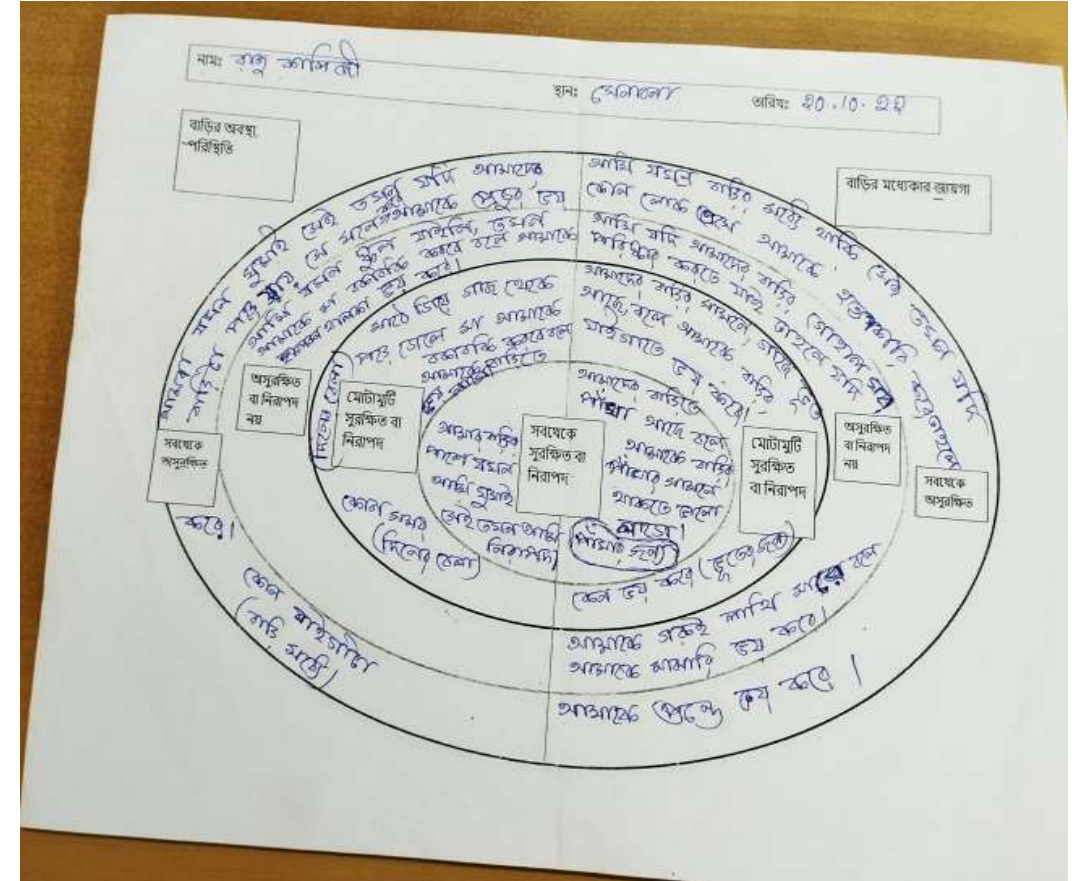


PRA method (voting and ranking) is used to understand the most challenging situation of the village related to livelihood (baseline of piggery activity-KJKS)

Some glimpse of the different assessment tools under PRA (Participatory Rural Appraisal) methodology used during project visit



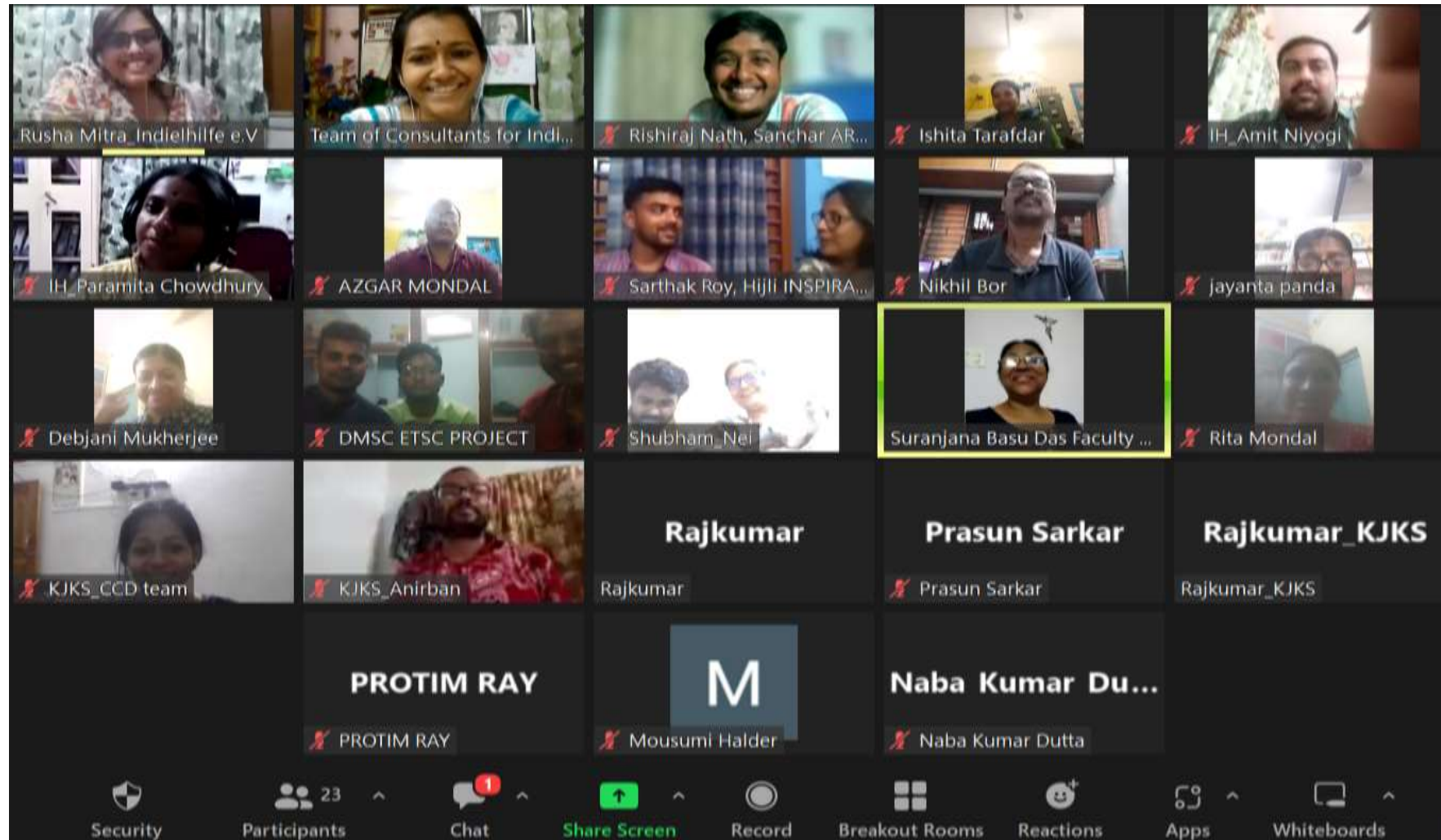
Vulnerability mapping with children of learning section of Senabona, DMSC to derive strategies for Child Protection



Safe-Unsafe space mapping done by children.

Capacity Building of the IH partners using different techniques:

From the pandemic situation the most common way is using zoom platform



Picture of online meeting on orientation of new reporting structure and formats

Capacity Building on Educational activities by Expert Education Consultant Sujata Dutta Chowdhury)



Group activities with SKC staff explaining the methodology for forming sentences



Group activity with INSPIRATION staff explaining the methodology of multiplication and division by using locally available materials as TML (teaching learning materials)

Progress under different educational activities after
regular support from Sujata Dutta Chowdhury and
Team of Consultants

Education Support under KJKS, Jhargram (19 Education Support Centers)



Learning level-wise seating and knowing numbers



Joyful learning (performing action song)

Education Support under SKC, North 24 Parganas (10 Remedial Centers and 10 Motivation Centers)



Education Support under DMSC, Purulia District (2 locations: learning support centers and creches)



Activity based learning (counting, sensorial)



Learning alphabets through letter cards

Education Support under Lake Gardens Women & Children Development Centre, Kolkata slums (3 creches to ensure early childhood education through Montessori pedagogy)



Child is capacitated on doing his work following the method of Eye-hand coordination



Creche mother of Tulip working on School readiness

Education Support under INSPIRATION, Chatra (2 locations in different Paras: Reading centers)



Book reading camp cum community-based library at Rasui



Learning Bengali Alphabets through letter cards

Town- Twinning (Herrsching am Ammersee and Chatra Gram Panchayat):

- Active role in the communication part with mayor of Chatra and important stakeholders like Government officials, Panchayat etc.
- Challenge mitigation by understanding different perspective of the community, interest of the Panchayat, political situation etc.
- Propose appropriate suggestions or to take urgent need-based decisions keeping the overall objectives of the partnership and associated projects (Safe Drinking Water Project, Green Panchayat Project and NaKoPa Project)
- Providing ideas to strengthen school partnership and taking part in effective communication.

Online-exchange programme of Chatra and Herrsching Municipalities



Town- Twinning (Herrsching am Ammersee and Chatra Gram Panchayat):



Chatra Panchayat Pradhan, Aslam Uddin and GPSD team at Panchayat, with Rusha Mitra discussing several possibilities of pond construction for drinking water project



German Consul-General Mr. Manfred Auster interacting with media after inauguration of the drinking water plant under Nakopa

On top of everything: Team of Consultants always provide moral support to the partners during difficult times



Example: sadden demise of Lt. Mukul Halder, Project Coordinator of SKC project for long time. This is his last picture with Astrid, we will remember his contribution always. Rusha Mitra and Amit Niyogi were present beside his family and team SKC to bid him goodbye when he left for his heavenly abode.

Thank you!



Team lunch at Kolkata work-place for Consultants



A return from Chatra: sometimes the team has to squeeze!!