



MID-WEST UNIVERSITY
GRADUATE SCHOOL OF HUMANITIES AND SOCIAL SCIENCES
BIRENDRANAGAR, SURKHET

**CENTRAL DEPARTMENT OF SOCIAL WORK,
JOURNALISM AND MASS COMMUNICATION**

BSW/MSW FIELD WORK-RECORD NOTE BOOK



**CENTRAL DEPARTMENT OF SOCIAL WORK,
JOURNALISM AND MASS COMMUNICATION
GRADUATE SCHOOL OF HUMANITIES AND SOCIAL SCIENCES
MID-WEST UNIVERSITY**

FIELD WORK RECORD

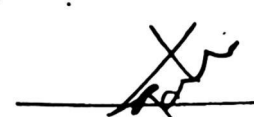
20 24-SEP 26

- 20 24-NOV 21

Name: Poonam Basnet

Reg. No: 2023-69-3-1034-0032

Submitted to the Viva-Voce Examination held on 28.11.2023 at Department of
Social Work, Mid West University.


Internal Examiner


External Examiner

कोपिला भूवाली स्कूल

KOPILA VALLEY SCHOOL

वीरेन्द्रनगर-१, सुर्खेत

BIRENDRANAGAR-1, SURKHET, NEPAL

To,
Faculty of Humanities, Department of social work, journalism and mass
communication
Mid- West University, Surkhet

To whom it may concern

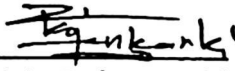
Dear Madam/ Sir,

This is to certify that Miss Poonam Basnet, a student of the Master's program in Social Work, has successfully completed her concurrent field placement at Kopila Valley School. The placement spanned a duration of two months.

Throughout the placement period, Miss Basnet consistently demonstrated exceptional pro-social behavior, altruism, and a strong work ethic. She exhibited profound knowledge in her field of study and approached each task with dedication and sincerity. Her ability to collaborate effectively, alongside her constructive and positive contributions, met and exceeded all expectations.

We commend her for her commitment and the valuable impact she made during her time with us. We wish her continued success and a bright future in her professional journey.

Valid Through: Sep 22, 2024 to Nov 21, 2024


Mr. Rajen Karki
Principal

CERTIFICATE

This is certify that Poonam Basnet
(Roll. No. 24320300007.) of MSW Semester PSW/MSW student of
Department of Social Work, Mid-West University has undergone his/her field work
practical training in..... Kopila Valley..... School.....

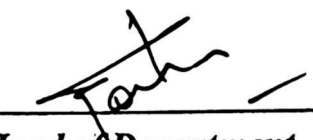
From Sep 22, 2024 to Nov 21, 2024




Agency Supervisor


Faculty Supervisor




Head of Department

Head of the Department

BSW SYLLABUS

BSW Curriculum

FIRST YEAR

	Course Code	Course Title	Course Credits	Total Credits
Semester - I	SW411	Compulsory English I	3	15
	SW412	Compulsory Nepali	3	
	SW413	Introduction to Social Work: History, Philosophy and Methods	3	
	SW414	Case Work: Working with Individuals	3	
	SW415	Concurrent Field Work I + Neighbourhood Camp	3	
Semester - II	SW421	Compulsory English II	3	15
	SW422	Group Work: Working with Groups	3	
	SW423	Psychology for Social Work	3	
	SW424	Anthropology for Social Work	3	
	SW425	Concurrent Field Work II	3	

SECOND YEAR

	Course Code	Course Title	Course Credits	Total Credits
Semester - III	SW431	Community Organization	3	15
	SW432	Social Action and Social Movements	3	
	SW433	Developmental Psychology	3	
	SW434	Field Work Concept, Theory and Practice	3	
	SW435	Concurrent Field Work III and Rural camp	3	
Semester - IV	SW441	Generalist Social Work Practice	3	15
	SW442	Social Work Administration	3	
	SW443	Theories of Social Work	3	
	SW444	Rural and Urban Community Development for Social Work	3	
	SW445	Concurrent Field Work IV	3	

THIRD YEAR

	Course Code	Course Title	Course Credits	Total Credits
Semester - V	SW451	Medical & Psychiatric in Social Work	3	15
	SW452	Social Work and Social Development	3	
	SW453	Social Work Problems and Social Work Concern	3	
	SW454	Areas of Social Work I	3	
	SW455	Concurrent Field Work V + Urban Camp	3	
Semester - VI	SW461	Social Policy and Social Legislation	3	15
	SW462	Law in Social Work	3	
	SW463	Human Rights, Social Justice and Social Work	3	
	SW464	Areas of Social Work II	3	
	SW465	Concurrent Field Work VI	3	

FOURTH YEAR

	Course Code	Course Title	Course Credits	Total Credits
Semester - VII	SW471	Social Work Research	3	15
	SW472	Social Organization Management	3	
	SW473	Sociology for social work	3	
	SW474	Social Mobilization for Community Empowerment	3	
	SW475	Concurrent Field Work VII	3	
Semester- VIII	SW481	Communication for Social Work	3	15
	SW482	Social Work Practice in Nepal	3	
	SW483	Field Work and Internship	3	
	SW484	Research Dissertation	6	
TOTAL CREDITS OF 4 YEAR BACHELOR			120	

MSW SYLLABUS

Course Code	Courses	Major Content
Semester I		
SW 511	Introduction to Social Work Practice	Generalist Social Work Practice
SW 512	Human Behavior in the Social Environment	Psychology
SW 513	Social Work Practice with Individuals	Case Work
SW 514	Social Work Practice with Families and Groups	Group Work
SW 515	Social Work Research	Introduction to research Advocacy
SW 516	Concurrent Field Work I	Social Work Practicum
Rural Camp during the semester break		
Semester II		
SW 521	Social Theories in Social Work Practice	Sociology
SW 522	Community Organization	Social Planning Social Advocacy Locality Development Social Action
SW 523	Legal and Ethical Issues in Social Work Practice	Law and Ethics in Social Work Practice
SW 524	Local and Global issues in Social Work Practice	International Perspectives Analysis of Local and Global Issues
SW 525	Concurrent Field Work II	Social Work Practicum
Urban Camp during the semester break		
Semester III		
SW 531	Development Communication in Social Work Practice	Role of Media in Social Work Practice
SW 532	Social Work Administration	Administrative Work including Proposal Writing, Project designing, Project Management, Monitoring and Evaluation
SW 533	Social Work Policy and Practice	Policy issues Apply social work skills for policy practice and advocacy
SW 534	Concurrent Field Work III	Social Work Practicum
SW 535 A	Rural and Urban Community Development	

Courses for students specializing on Community Development: (535)		
• Rural and Urban Community Development (535 A)		
• Gender-based approach in Social Work Practice (535B)		
Courses for students specializing on Right-based approach in Social Work Practice (536)		
• Human Rights and Social Work Practice (536A)		
• Rights of Indigenous and marginalized communities (536B)		
Courses for students specializing on Social Organization and Human Resource Management (537)		
• Management of GOs, I/NGOs and CBOs (537 A)		
• Organizational Behavior (537B)		
Data collection during the semester break		
Semester IV		
SW 541	Research Methods in Advanced Practice	Advance Research Methodology
SW 542	Ethnic Studies and Social Work Practice (Only for students specializing on CD)	Ethnic Sensitivity Rights and Responsibilities of Ethnic Groups Cultural Competence
SW 543	Conflict Management and Transformation (Only for students specializing on RBASP)	Role of Social Work in Conflict Management and during post- conflict reconstruction phase
SW 544	Project Development and Management (Only for students specializing on SOHRM)	Develop and manage projects to address social issues in Nepal
SW 545	Dissertation/Thesis	Final Research Project
SW 546	Concurrent Field Work IV	Social Work Practicum
	Block Placement	Placement for 1 month
Specializations		
SW 535	Social Organization and Human Resource Management (SOHRM)	• Management of GOs, I/NGOs and CBOs • Organizational Behavior • Project Development and Management
SW 536	Right-based approach in Social Work Practice (RBASP)	• Human Rights and Social Work Practice • Rights of Indigenous and marginalized communities • Conflict Management and Transformation
SW 537	Community Development (CD)	• Rural and Urban Community Development • Gender-based approach in Social Work Practice • Ethnic Studies and Social Work Practice

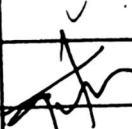
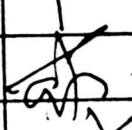
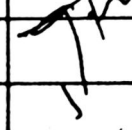
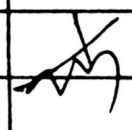
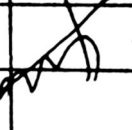
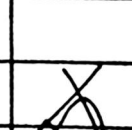
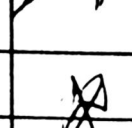
CONTENTS

Name of the Agency:

S. No.	Date	Particulars	Date of Submission	Date of IC Attended	Signature of Guide
1.	2024	Organization	2024-6	2024-6	
	6-22	Profile	23	24	
2.	2024		2024-6	2024-6	
	6-23	Organization	23	24	
		Profile	2024-6	2024-6	
3.	2024	CV development	23	24	
	6-25	ent			
4.	6-03	SWOT Analysis	2024-6	2024-6	
5.	6-05	Data management	08	11	
		within NCRB			
6.	6-07	Job application	6-08	2024-6	
7.	6-09	NCRB renewable	6-15	6-16	
		process			
8.	6-10	Proposal writing	6-15	6-16	
		king			
9.	6-12	Project report	6-15	6-16	
10.	6-13	FGD			
11.	6-15	Fund generating	6-16	6-21	
		process			
12.	6-17	Policy review	6-21	6-23	
13.	6-18	Position paper	6-21	6-23	
14.	6-20	Leadership theo.	6-21	6-23	
		ry			
15.	6-22	Motivational the.	6-23	6-26	
		ory			
16.	6-25	Human rights	6-25	6-26	
		activities of KVS			

CONTENTS

Name of the Agency:

Name of the Agency:					
S. No.	Date	Particulars	Date of Submission	Date of IC Attended	Signature of Guide
17.	6-27	Human resource management	6-30	7-01	
18.	6-28	HR policy of H.C. KVS	6-30	7-01	
19.	6-30	Budgeting for mini project-proposal	6-30	6-01	
20.	7-01	Inclusion policy in KVS	7-06	7-11	
21.	7-02	KJJ Report	7-06	7-11	
22.	7-04	workshop module			
23.	7-05	Position paper	7-06	7-11	
24.	7-06	curriculum for staff development	7-06	7-11	
25.	7-08	Grant proposal	7-11	7-13	
26.	7-09	Area of campaign- ing by policy adv- ocacy	7-11	7-13	
27.	7-20	Policy for Badi inclusion	7-17	7-19	
28.	7-12	Policy making process in local government	7-17	7-19	
29.	7-14	policy mapping on child right			
30.	7-21	minute. decision writing	7-17	7-19	

CONTENTS

Name of the Agency:

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CONTENTS

Name of the Agency:

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DATE 1 SEP 22, 2024

INTERN: POONAM BASNET

ORGANIZATION : KOPILA VALLEY SCHOOL

SUPERVISOR: KHAGENDRA P. ADHIKARI

Overview:

This report provides a detailed summary of the organizational profile of Kopila Valley School, highlighting its mission, services, and the communities it serves.

Objective for the day

To collect and present a comprehensive profile of the organization.

Activities carried out by the trainee

Trainer reached the organization at 9:00 am. And attended a meeting to learn about the organizational structure, mission, and key programs to understand the organizational profile.

Establishment Year: 2010

Mission: changing the world by empowering Nepal's children.

Vision: A world where every child is safe, educated, and loved.

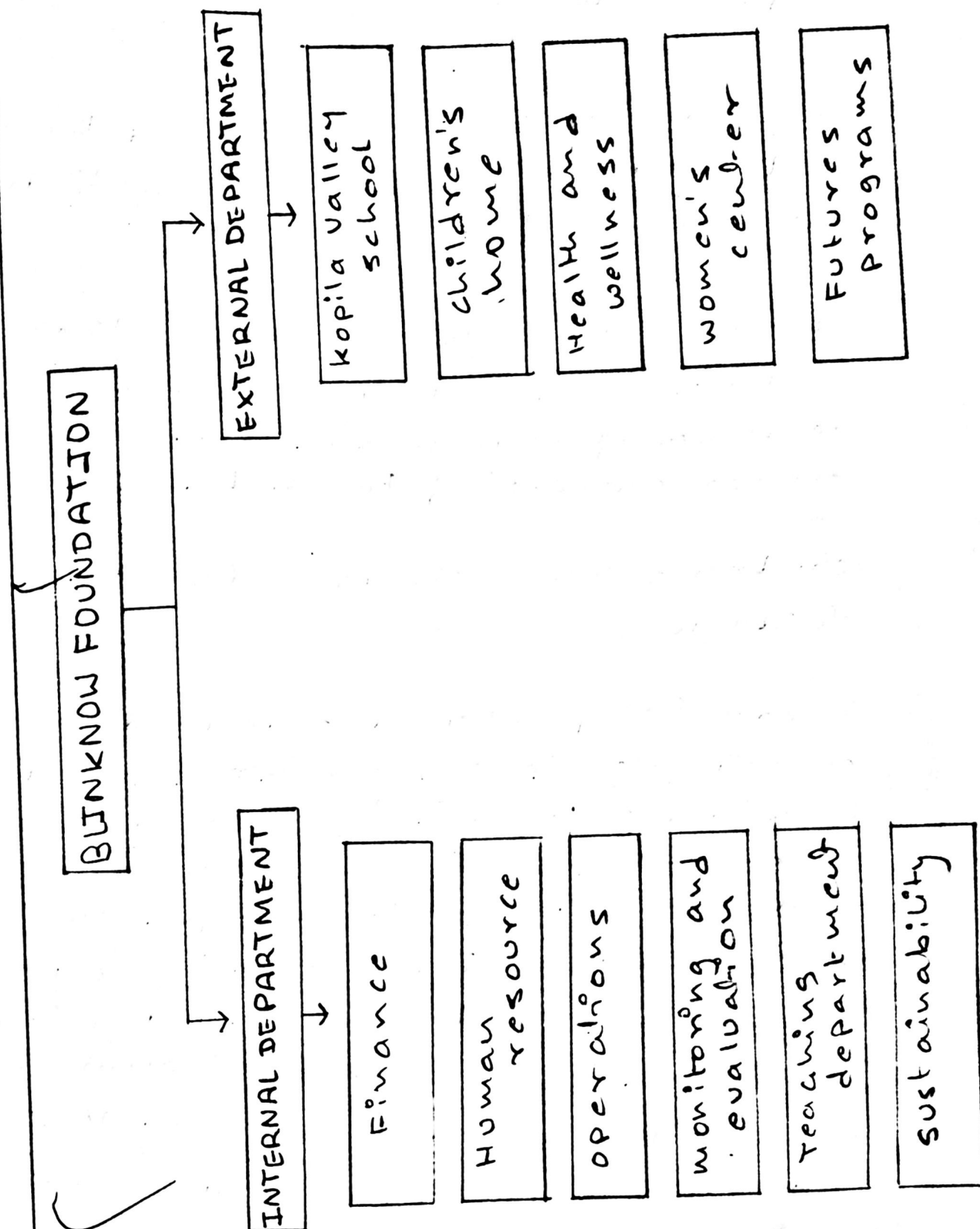
History: BlinkNow started when Maggie Doyne met a young girl in Nepal struggling to survive. Moved to help, she founded Kopila Valley children's home in 2008 and Kopila Valley school in 2010. Today, BlinkNow supports over 40 children, providing, home, education, health care, and meals, with a focus on sustainability and community empowerment for all 440 children.

Target group

women and children

Funding partners

The quick family, Maggie Doyne Founders Fund, Smartworks Technology.



Integrated Service Delivery Between Departments

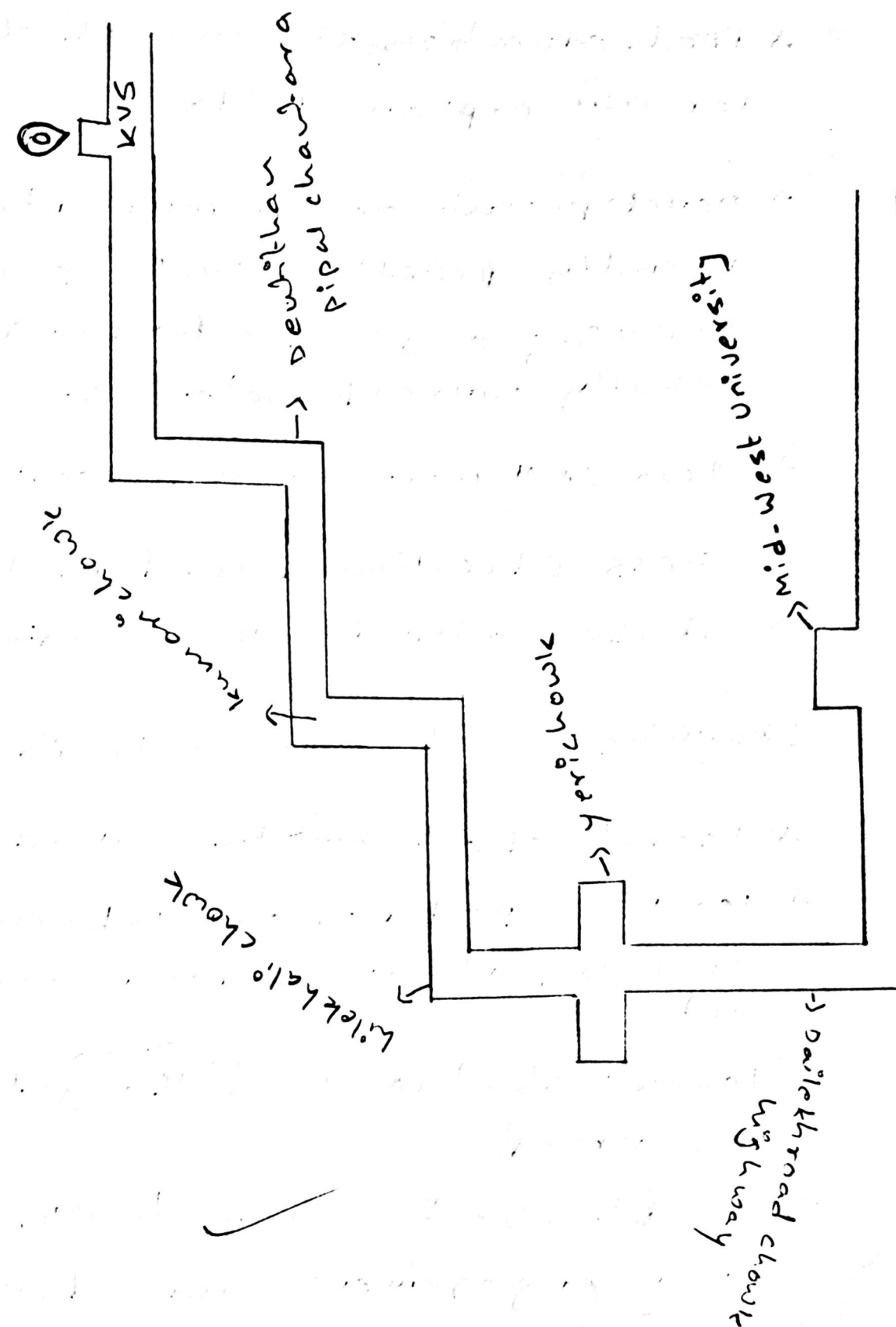
Collaboration between KVS and health and wellness to provide education alongside healthcare services.

Future programs works with the students and women center to empower young women and also provide career counseling to students.

Children's home offers safe home for children

Internal departments focuses on creating goals and strategies, open lines for communication, conduct cross sectional training, allocate resources, maintain partnerships. The goal of the overall departments remains the same, providing children with safe and educated environment for learning. The division of the department is for the division of roles and responsibility, all working for the same goal, values and objective.

BINKNOW'S KOPILA VALLEY SITE MAP



Achievements of the organization

- Food, education, stationaries, clothes for 440 orphan children.
- Development of environmentally friendly practices, such as constructing a green school using locally sourced materials.
- 2015 CNN Hero of the Year award
- GESS Education Award in the Ambassador for the Environment

Learning insight of the trainee:

- learnt about holistic service delivery
- learnt importance of collaboration and cooperation between departments.
- learnt about INGO challenges and resources
- learnt about sustainability, community engagement and advocacy.

Theoretical Application

Trainee applied theory of Ecological System that helps to recognize how Bronfenbrenner emphasizes the interconnectedness of individuals and their environments

Challenges Faced by the trainee

- understanding how multiple departments collaborate to deliver integrated services was initially overwhelming.
- Witnessing the challenges faced by the children and families in need tested the trainee's emotional resilience

Relevance to social work practice

The challenges faced during the data collection underscored the need for adaptability and resilience in social

work. Trainees also recognized the significance of a holistic approach in social system.

Conclusion

Understanding BLinkNow's organizational profile equips trainees with essential skills for effective service delivery and collaboration in social work, enhancing their impact in supporting vulnerable communities.

Plan for the next day

To gain understanding on CV development.

Yours,

SEP 25

Introduction

Today's tasks centered around practical skills related to professional documentation. Understanding the structure and purpose of a CV is essential for career progression, and the day was designed to explore the process of creating a well-designed and organized CV that effectively showcases my experiences.

Objective of the day

To understand the structure and components of a webpage and targeted CV.

Tasks and responsibilities undertaken by the trainee.

Under the guidance of Mr. Khagendra P. Adhikari, I gained knowledge on the different formats, and types of CVs. Specifically, I learned about:

Web-based CVs: It is an online version of a resume, hosted on a personal website or platforms like LinkedIn, allowing easy access and sharing. It often includes multimedia elements like videos, links, and portfolios.

Targeted CV: It is tailored specifically to a particular job or industry, highlighting relevant skills, experiences, and achievements that align with the job description and employer's needs. A sample is developed below.



POONAM BASNET

Address: 21700, Birendranagar
9, Nepal

Phone: +977 9812419499

Email: Poonam Basnet742
@gmail.com

Aspiring social worker with a strong academic foundation. Currently pursuing a master's degree in social work.

I bring hands-on experience as a teacher in a school and have completed internships across various organizations. I am seeking a challenging position where I can apply my skills and passion for social work in a more direct capacity, leveraging my experience to support and empower those in need.

PROFESSIONAL EXPERIENCE

Educator, Kopila Valley School

Dec 2021 - Present

- Facilitated holistic development of vulnerable children.
- Advocate for child right and access to education
- Managed cases, ensuring education and social services.
- Engaged with community to promote education and social justice
- Provided basic counseling and

referred students for mental health support

- Provided and practiced culturally sensitive education and support.

✓ Internship, Red Cross Society

Jan 2021 - Oct 2021

- Led disaster relief and emergency response program.
- Provided aid and emotional support to disaster-affected individuals.
- Conducted needs assessment for affected communities.

✓ Internship, Interdependent Society Surkhet

May 2018 - Aug 2018

- Conducted SWOT analysis to evaluate needs and service gaps.
- Facilitated access to social services and welfare programs.
- Delivered crisis counseling to individuals facing acute distress.

Internship, Social Awareness Center

Dec 2018 - Jan 2018

- ✓ • Acted as an advocate for clients to ensure they receive proper services.
- Assisted in evaluating the effectiveness of an NGO programs and recommendations for improvements.
- ✓ • Provide basic psycho-social support to individuals and families in need.
- Conducted research on relevant social policies and programs to assist in advocacy efforts for systematic change.

✓ Internship, International Nepal Fellowship

Jan 2018 - Apr 2018

- ✓ • Handled conflict between clients and service providers, facilitating dialogue and problem solving.

- provided immediate guidance and assistance to individuals through crisis hotlines, offering critical resources support.

Rural and Urban Lamp

June 2019 - Aug 2019

- developed and conducted surveys to gather data on community needs, health, education, and livelihood.
- led focus group discussions.
- conducted interviews with community leaders
- Engaged the community in participatory mapping exercise
- conducted rapid rural appraisal.
- learned to address community conflicts.
- documented findings from surveys, FGD, KIIS, PRA and RRA
- trained local volunteers and community members.

EDUCATION

MAY-2017-2022

MID-WEST UNIVERSITY

- Major in Social Work
- Thesis on "Psychological distress among orphan children."

ADDITIONAL INFORMATION

- Languages: English, Nepali, Hindi
- Skills: case management, community outreach and engagement, resourcefulness, empathy and compassion, crisis management, interpersonal skills.

Achievement

- scholarship holder
- Top performer in diagnostic assessment for children in KVS.

Learning made by the trainee

- understanding CV structure: gained knowledge of the essential components and role of CV.

- Gained insight into effective formatting techniques.
- learned the value of peer and mentor feedback.

Conclusion:

Today's CV development session was productive, allowing the trainee to learn critical elements and tailor their CV for specific roles. By focusing on strengths and practical exercises in formatting and action verbs, the trainee gained confidence in presenting the qualification.

Action Items for Tomorrow

- understanding about SWOT analysis.

Date, Sep 19

visit 4

Introduction

Trainee reached the organization at 9:00 am and had the opportunity to get involved in a brief analysis of an issue the organization is working on.

Objective of the day

To learn about SWOT analysis of an organization.

Activities carried out by the trainee:

Trainee in the meeting with the strategic planning committee came to understand that SWOT analysis is a strategic planning tool used to evaluate an organization's internal and external factors. It stands for strengths, weaknesses, opportunities, and threats.

Family development program (FDP) under Bunknow here provides an sample for SWOT analysis.

SWOT Analysis of Family development program (KVSS)

Strengths:

- Holistic approach that address socio-economic and health needs of families.
- strong relationships with local communities and families, fostering trust and cooperation.
- Experienced staff with expertise in social work, health and economic development.

Weaknesses:

- Limited resources and funding which may restrict the program's reach and impact.
- challenges in tracking long-term progress and outcomes for participating families.

Opportunities:

- Potential for partnership with healthcare providers and local business to expand services.
- Increasing public and government interest in family welfare and socio economic development programs.

Threats:

- Economic instability may affect funding and donations.
- Political changes or policies that could reduce support for social welfare programs.

Learnings:

- Trainees learnt about the importance of leveraging strengths in the community connection.

- I learnt about the challenges posed by limited resources.
- Trainee learnt about potential opportunities for forming partnership.
- Trainee learnt about the process of SWOT analysis.

Theory applied

- Application of SWOT Analysis
- Strategic planning
- Community engagement

Conclusion:

In conclusion trainee explored about SWOT analysis on FDP program in KVS.

Plan for the next day:

To learn about data management

Introduction

As an intern at KVS, I aimed to gain insights into the data management practices employed with the organization.

Objective of the day!

The primary objective for the day was to observe and understand the processes involved in data management.

Activities carried out by the trainee

Trainee participated in an orientation session with the data management team in KVS. Find out the following steps.

• Data Entry process: Assisted in data entry process to understand the importance of accuracy and attention in data integrity.

In the organization the data is collected through surveys and case management systems, then the second step is to analyze data trends to evaluate program effectiveness and discuss potential improvements. The ending part is documentation.

Learning made by the trainee.

- Trainee learnt about importance of accurate data management.
- Trainee gained insights into the significance of data analysis.
- Trainee learnt about data management steps.

Theory applied

- Effective data management.
- Concept of data security and governance.

Challenges faced by the Trainee

- Understanding complex systems
- Ensuring data accuracy
- Limited experience
- Time constraints.

Conclusion:

In conclusion, data management in KVS follows a unique pattern of data management. For example, data is collected through surveys and management of cases and it then send to the evaluation part.

Plan for the next day:

To learn and develop job application

John

Introduction

In the report it focuses on the process of applying for a job, specifically in the field of social work.

Objective of the day

→ To gain hands-on experience in writing a job application, including developing a job application letter.

Activities carried out by the trainee

Trainee reviewed job position for social worker to understand the required skills, qualifications and experiences. Based on the research, trainee wrote a sample job application letter. Trainee reviewed the current resume to ensure it matched the job requirements.

Poonam Basnet

Bircendranagar-9, Surkhet

Bulbule, 2700

Poonambasnet-742@gmail.com

9812419499

2024

To the hiring manager
Kopila Valley Sewa Samaj
Bircendranagar-1, Dharapani

Dear Hiring Manager,

I am writing to express my interest in the social worker position at KVS as advertised on your website. With my educational background in social work and hands-on experience gained through internships at various NGOs, as mentioned in my resume. I am confident to contribute effectively in Kopila Valley organization.

In my current role as an educator in an NGO that provides free education

to vulnerable children, I have honed my skills in case management, community outreach, and working with diverse populations. I am particularly drawn to KVSS due to your focus on uplifting socio-economic and health conditions of families, a cause I am deeply passionate about.

I am highly empathetic, skilled in building strong relationships with clients, and have experience handling sensitive situations with professionalism and care.

I have attached my resume for your consideration and would welcome the opportunity to discuss how I can contribute to your organization. Thank you for your time and consideration.

Sincerely,

Poonam Basud.

Learning made by the trainee

- > Importance of tailoring applications.
- > Effective communication
- > Job market research

Theories applied by the trainee

- > person in environment
- > strength based approach
- > communication theory

Communication

The job application process is an important step in securing a social work position, requiring not only an understanding of the job market but also strong written communication.

Plan for the next day

- > To learn about the work registration process.

Date: Sep 25

visit - 7

Introduction

The report shows the procedures in renewing the registration of an NGO and the trainee's involvement in the renewal process.

Objective of the day

To know about NGO renewable process of the organization KVS.

Activities carried out by the trainee

Trainee reviewed the documentation preparation, meeting with regulatory bodies, and ensuring all compliance requirements. The NGO renewal process in KVS follows the following procedure:

→ Review of renewable requirements which means to research the regulations and guidelines by the governing

body for the renewal of NGOs,

→ Documentation preparation is the second step that include gathering necessary documents such as registration certificate, financial statements, tax filling, minutes of the board meetings, latest organizational strategy plan.

→ Filling renewable form

→ Liaison with regulatory bodies

→ Submission and follow-up

Interns may not be responsible for the entire NGO renewable process however can assist in documentation, form filling and data entry, research legal requirements.

Learning made by the trainee

→ Trainee learnt about compliance and legal procedures.

→ Trainee learnt about time management.

→ Trainee learnt collaboration

Theory applied

→ Administrative theory

→ system theory

→ Rapport building

→ case management

Conclusion

The non renewable process is essential for ensuring the organization continues to operate legally and remains compliant with government regulations.

Plan for the next day

To learn about developing funding proposal.

Date: Sep 26

visit - 8

Introduction

The report talks ~~but~~ about how to develop a funding proposal for submission to the local government.

Objective of the day

✓ To understand the procedure for writing a comprehensive funding proposal.

Activities carried out by the trainee

✓ Trainee began by researching various funding opportunities provided by the local government priorities. It involves identification of key issues and drafting the proposal.

proposal structure

- ✓ Problem of the statement
- objectives
- develop a project plan
 - activities, timeline, resources

• Budget plan

- personnel costs
- Infrastructure costs
- program costs
- Administrative costs

- Develop an evaluation plan
- Outline expected outcomes
- Preparation of sustainability plan
- Write the executive summary
- Include supporting documentation
- Proofread and edit
- Submit the proposal

Challenges faced by the trainee

- To learn about budgeting complexity
- To understand about the priorities that align with the government priorities
- To plan clear and measurable objectives
- To plan need assessment plan.

Learning made by the trainee

- Trainee gained valuable insight into the structure and content of a funding proposal.
- Trainee learnt how to develop a detailed budget
- learnt what local governments look for in a funding proposal was a key take point.

Theory applied

- Need-based approach
- Logic model framework
- Participatory planning

Conclusion

✓ Learning about funding proposal structure for the government was a highly informative experience that enhanced my understanding of how to secure financial support for community projects.

Date: Sep 28

visit-9

Introduction:

This report reflects on my experience learning how to develop a comprehensive project report.

Objective of the day

To learn and understand the structure and components of an effective Project report.

Activities carried out by the trainee

Trainee attended a session on project report writing and developed a sample project report.

sample project report

Project Title: Enhancing educational resources for vulnerable children in Birendranagar.

Project Duration: 22 months

Project Budget: 95,000

Project Summary

The project aimed to improve access to quality education for 300 vulnerable children in Birendranagar by upgrading educational resources and providing teacher training.

Activities included

- > distribution of textbooks and stationaries.
- > conducted 3 teachers training
- > hired a new teacher

challenges faced

- > delays in material procurement
- > difficulty in finding qualified teachers.

Project outcomes

- > 300 children now have access to modern learning materials.
- > Teacher effectiveness increased
- > school enrollment increased by

25.1.

Lessons learned:

- It is crucial to engage local suppliers to avoid delays in procurement.
- Teacher training should be an ongoing process, with periodic refresher courses.

Recommendations for future projects:

- Allocate more time for material procurement.
- Establish long-term partnerships with teacher training organizations.

Learning made by the trainee

- Trainee learnt how to structure a project report.
- Trainee learnt to state a clear summary.

- Trainee learnt the importance of providing data to support claims of project success.

Theory applied

- The Theory of M&E
- Framework (logical framework approach).

Conclusion

Developing a project report was a valuable learning experience, as it allowed the trainee to understand the importance of accurately documenting project activities and outcomes.

Plan for the next day

- TO do

For

END.

date: sep 29

visit 10

Introduction

This report summarizes the insight gained from a focused group discussion (FGD) conducted with members of the Raji indigenous community.

Objective of the day

To gather knowledge about FGD.

Activities carried out by the trainee

Trainee participated in the planning and organization of the FGD, including selecting participants and preparing discussion questions.

Facilitated the FGD, encouraging open dialogue among participants about their cultural practices.

Key insight from the FGD

cultural practices like dances and songs as vital components of Raji cultural identity

Raji community places a strong emphasis on family and community cohesion.

Learning made by the trainee

→ Trainee learnt about importance of FGD

→ Trainee learnt about strategies to facilitate FGD

→ Trainee learnt about Raji community by engagement in maintaining indigenous traditions.

Theory applied

Theory of cultural relativism

→ social learning theory

→ Theory of communication

Challenges faced by the trainee

→ cultural barriers.

- language barriers
- Time management
- Notes keeping.

Conclusion

The FORD provided valuable insights into the cultural and traditional aspect of the Raji indigenous group. Understanding their unique practices and the challenges they face is crucial for developing supportive programs that honor their heritage and promote cultural sustainability.

He

Date. Sep 30

Introduction

The report provides an overview of fund generating process in Kopila valley to ensure sustainability and growth also strategies for securing financial resources.

Objective of the day

To analyze the effectiveness of the organization's fund generating methods in achieving its financial goals.

Activities carried out

BlinkNow employed a multifaceted approach to fund generation, including grant writing to secure financial support from government and private entities, engaging with donors through regular communication and appreciation events, and organizing fundraising events such as charity

runs and auditions to raise awareness and funds. Additionally, online crowdfunding campaigns were launched to attract individual contributions, while partnership with local businesses created sponsorship opportunities, enhancing the overall fundraising effort.

Learning

Trainees learned that diversifying funding sources increased stability and reduces risk.

Strong relationships with donors are crucial for long-term support.

Engaging the community fosters ownership and enhances fundraising efforts.

Adaptability to feedback and

changing conditions is essential for success

Theory Applied

→ Resource dependency theory emphasized the need for diverse funding to mitigate reliance on single sources.

Conclusion

The organization's fund generating process underscores the significance of strategic planning and community involvement. By continuously refining its methods, it aims to secure sustainable financial resources for future growth.

Fundraising
Main project

get

Date: Oct, 2

vis. 32

Introduction

The policy review process undertaken during the training is focused in the report. It highlights the key steps and learnings from the review.

Objective

To assess the effectiveness and relevance of the current policies and propose improvements.

Activities carried out

The trainee initiated the policy review by first meeting with Mr. Reet Rijal, Policy Lab volunteer who explained that the policy review begins by identifying its scope, objectives, and key provisions. This includes analyzing the relevance of the policy in the current operational environment and identifying any outdated sections. Following this, a benchmarking process was undertaken to compare the

organization's policies with government regulations especially in areas such as human right, education and mental health, where alignment with government standards is crucial even though the organization is non-governmental. The next step involved gathering feedback from key stakeholders, through surveys and interviews. This provided insight into the practical application of the policies and potential gaps in implementation.

Learnings made during training

- Gained deeper understanding of policy structures and their implementation.
- Improved skills in gathering and synthesizing feedback from multiple sources.
- Enhanced ability to identify gaps and suggest actionable recommendations.
- Learned how to critically assess policy effectiveness.

Theory applied

- Policy analysis methods were applied during the review.
- stakeholder consultation techniques for gathering input.
- data interpretation and reporting frameworks helped in summarizing findings.

Conclusion

The policy review report provided valuable insights into the strengths and areas for improvement within the current framework. It allowed the trainee to develop critical skills in policy assessment and reporting.

paper
w/ brief
Annexes

Introduction

The report is based on a position paper focusing on the current education system in Karnali province, Nepal. It discusses the key issues, challenges, and suggestions.

Objective

To learn and create the sample of position paper on the issue of education system.

Activities carried out

Trainee discovered that a position paper is a document that outlines a stance on a specific issues and is supported by data, evidence, and critical analysis. For the review, the position paper analyzed the educational challenges in Karnali province. Below is the sample.

Title:

Addressing the Educational Challenges in Karnali Province.

Introduction

Karnali province faces significant educational challenges. Despite various governmental initiatives, the province continues to struggle with inadequate resources, political interference, and geographical obstacles that affect access to quality education. This paper outlines the main issues and proposes recommendations to address these challenges.

Key Issues

- Lack of resources and infrastructure.
- Teacher shortages and unqualified staff.
- Political interference causing

frequent changes in educational policies.

Recommendations

- increased government funding and support.
- Teacher training and recruitment
- depoliticization of the education sector.

Conclusion

By addressing these key issues, the education system in Karnali can be transformed to provide equitable access to quality education for all students.

Learnings made by the trainee

- understood the purpose and structure of position paper.
- Learnt how to critically analyze the educational system in a specific region

→ Gained insight into the socio-political challenges affecting education.

Theory applied

- policy analysis method were used.
- comparative education frameworks.
- critical thinking and report writing.

Conclusion

The position paper highlighted the pressing need for reform in Karnali Province's education system. By addressing the political and governmental issues that are currently stalling progress, the region can work toward providing a more equitable and effective education for all its children.

~~Term~~

Date: Oct 6

visit-14

Introduction

This report explains about how leadership theories are applied within BlinkNow's Kopila valley.

Objective

To evaluate how leadership theories are practically applied at BlinkNow to enhance organizational performance.

Activities carried out by trainee

Trainee came to understand about the organization leadership technique by School Director Ms. Bina Jha. Leadership theory is important to provide a structured way of understanding how leaders influence their teams and achieve organizational goals. Following are the practices at BlinkNow.

- Transformational leadership practices by inspiring staff through sharing a clear and compelling vision of the organization.

servant leadership, where leaders focus on serving both the teams and the community.

shared leadership, where all members are involved in decision making process.

learning made by the trainee

understood the practical application of types of leadership. ✓

→ learnt how leadership theories influence organizational performance.

→ learnt how leadership types motivate employees.

→ gained insight on how these theories impact decision-making. ✓

Theories applied

→ observation about different types of the theory ✓

→ collaborative approach

conclusion

BlinkNow effectively applies transformational, servant and shared leadership theories to create a motivation. These leadership approaches contribute to the organization's ability to meet its goals and make a positive impact in the communities it serves.

✓
plan for the next day

to learn about application of motivational theories in KVS to motivate employees.

✓ get

ate: Oct 8

visit - 15

Introduction

In the report it focuses on how the theories of motivation are undertaken within the organization Kopila Valley.

Objective for the day

To observe how motivational theories are applied to improve employee engagement and performance.

Activities carried out by the trainee

Trainee reached the organization at 9 am, and gathered information on how the organization Kopila Valley applies motivational theories such as Maslow's Hierarchy of Needs and Adams equity theory. KVS ensures that employees' basic needs are met, such as providing fair wages and safe work environment. Beyond that, it motivates staffs by recognizing achievements, offering growth opportunities, and fostering a sense

of belonging through team activities. The management regularly holds motivational meetings, provides bonuses, and offers professional development courses to encourage employee commitment and satisfaction.

Theory applied

- Interview methodology
- Survey analysis
- Observation
- Document review
- Feedback sessions

Learning made by a trainee

- Trainee learnt about necessity of motivating employee
- learnt about motivation trends.
- learnt about motivational strategies.
- learnt about long-term motivational pattern.

Challenges faced by a trainee.

Some employees were hesitant to share detailed feedback due to concerns about confidentiality.

Limited access to certain internal documents.

Conclusion

In summary, it became clear that a combination of recognition, professional development, and equitable treatment are key motivators for employees. KVS demonstrated how motivational strategies are effectively integrated into daily operations.

For

Date .

Vis.

Introduction

The report depicts about the activities carried out within BlinkNow's Kopila Valley on human rights. Which, majorly based on women and children educational and economic empowerment.

Objective:

To understand KVS human rights activity.

Activities carried out

Trainee after arriving at the organization at 9:30, started to gather information on the objective of the day. It was found out that BlinkNow advocates for human rights. In child rights advocacy, the organization provides education, healthcare, and safe housing to children Home, ensuring their right to safety, health, and education. Second BlinkNow supports women's empowerment by of

ering vocational training and literacy programs at its women's center, which helps women gain economic independency and fight gender based discrimination. lastly, BlinkNow ensures access to healthcare by running a health clinic that provides necessary medical services to children, the wider community, thereby addressing the right to health.

Theory applied

- interviews
- observation
- reviewed documents
- surveys to capture feedbacks

Earnings made

- Gained insight on human right advocacy.
- Understood about role of women's empowerment as a key driver of gender equity.

→ learnt that sustainability is closely related to human rights

→ learnt the values of community driven initiatives.

Conclusion

BlinkNow effectively promotes human rights through education, health-care, and women's empowerment, creating long-term positive impacts for children and women in Nepal. It advocates for child rights by empowering children about their rights and educating community about it. The organization do the same for women and also advocates for minorities and backward community upliftment.

g.p.
25/11/28

Introduction

Trainee discovered human resource management in KVS in the report. The report explains about recruitment, training and development and employee welfare in KVS.

Objective of the day

To understand how KVS manages its human resources.

Activities carried out by the trainee

Trainee found out that KVS has its human resources managed in three key aspects. First, the recruitment process was structured to attract diverse talent, with an emphasis on equal opportunities and inclusivity. The HR department ensure a thorough screening and interview process to align candidates with the organization's value and goals.

Second, I observed how the organization handles employee training and development, which is also a part of HRM in KVS. There were regular training sessions to upskill employees, focusing on both technical and soft skills.

lastly, KVS prioritize employee welfare and performance management through regular performance reviews and feedback mechanism, employees received constructive feedback to help them improve.

Theory applied

→ Interviews.

→ Reviewing of HR policies.

→ Observation in few training sessions.

→ Analyzation of reports.

Learnings made

→ Trainee learnt about importance of recruitment strategies.

Trainee learnt about employee welfare programs

Trainee learnt about transparent performance management.

Trainee gained insight on importance of communication.

Conclusion

In summary, KVS has implemented a comprehensive HRM practice system that covers recruitment, training and employee welfare. These efforts contribute to a motivated and well-equipped workforce, which helps the organization ensure that the right person is at right place at the right time that not only supports in organization goal achieving but also employee satisfaction at the job he/she is doing.

gmr

Date: Oct 14

Visit 18

Introduction

The report shows the HR policy of KVS and how it align with the welfare of its employees.

Objective of the day

To understand the key HR policies that guides the organization in managing its human resources effectively.

Activities carried out by a trainee

After arriving at the KVS, trainee got chance to had a meeting with the senior HR of KVS Mr. Prateek Koirala. He disclosed, the recruitment policy is designed to promote diversity and inclusion. Trainee also explored the code of conduct, which sets clear guidelines for professional behavior and the performance management system, which supports employee growth through regular reviews and feedback. Additionally, the important employee benefit includes health facilities including insurance

refreshment session, mental health awareness aimed at employee well-being.

Theory applied

recruitment briefing
Feedback analysis
interactive communication

Learning made by trainee

- > learnt about well-structured HR policies.
- > learnt about importance of a strong code of conduct.
- > gained insight on few HR strategies to manage staff under policies.

Conclusion

In conclusion KVS's HR policies provide a solid foundation for managing its workforce, ensuring compliance with legal standards while promoting a positive, productive work environment.

Date . Oct 26

Visit 19

Introduction

The report presents a sample of a mini project (community clean up) campaign specially focused on its budgeting.

Objective

To create a budget for a community clean up mini project.

Activity carried out by a trainee

The budget proposal presented here for Bulbulc-9, Bircendranagar clean up aimed at raising environmental awareness and enhancing community engagement in waste management. The budget includes cost for materials, human resource, transport, and miscellaneous expenses. This budget estimates the costs for equipment, volunteers, coordination, logistics, and miscellaneous needs like promotional materials. The total estimated budget is 24,000 NPR.

Item description	Quantity	Unit cost (NRP)	Total cost (NRP)
caning equipment			
rash bags	50 packs	50	2,500
gloves	100 pairs	20	2,000
rust masks	100 pieces	15	1,500
rooms and shovels	10 sets	300	3,000
human resource			
volunteers	50 people	100	5,000
camping coordinators	2 days	1,000/day	2,000
transport and logistics			
vehicle for waste	1 truck	4,000/day	4,000
waste disposal fee	1 time	2,000	2,000
Miscellaneous			
Printing of flyers	200 pieces	5	1,000
Banners	2 pieces	500	1,000
Total Estimated Budget			24,000 NPR

Theory applied

- cost analysis strategy
- Reviewed of past project
- low-cost suppliers

- consulted with project coordinator
- aligning technique of budgeting with its goal.

Challenges faced by a trainee

- Estimating costs accurately for fluctuating material prices.
- Finding reliable suppliers within budget constraints

Learnings of the trainee

- Budgeting ensure proper allocation of resources.
- Accurate cost estimation is crucial for project feasibility
- Overestimating for unforeseen expenses is essential
- keeping the budget within limits is key to project success.

Conclusion

In summary, the mini project proposal budget is a critical tool for outlining all costs and ensuring the project stays within financial boundaries. This sample budget for the community clean-up campaign demonstrates how resources are allocated efficiently to achieve the project's goals within the estimated total of 24,000 NPR.

Date . Oct 27

Visit 20

Introduction

The report includes information gathered during the day about Blink Now's Kopila Valley's inclusion policies in the education and community development sector.

Objective of the day

To assess the inclusion policies of the organization and how they are applied within its programs and activities.

Activity carried out by the trainee

After reaching the organization at 9 am trainee found out that Blink Now's Kopila Valley integrates its inclusion policies into daily operations. These activities are:

i) Inclusive Education Programs: The KVS ensures that children from different socio-economic backgrounds, including those with disabilities, receive the same level of education and support.

ii) Girls empowerment initiatives: KVS promotes cultural diversity by incorporating

cal customs, languages, and traditions to its educational curriculum and community activities. Specially focussing on providing jobs and vocational training women.

i) Cultural Inclusivity: KVS promotes language, ethnicity, ideas and values of people from every background to make them feel belonged in KVS through hiring them for job or providing education to children.

ii) Community Participation: Blink Now directly involves parents and other community members in its decision making processes, ensuring that the voices of underrepresented groups are heard.

Theory applied

- Observation
- Interviews
- Document analysis
- Time management
- Communication

Learnings made by the trainee

- Trainee learnt that KVS policies are effectively embedded in inclusion of children from diverse background.
- KVS promotes gender equality initiatives.
- KVS is committed to cultural sensitivity
- Trainee learnt that community feedback is actively important in inclusion effort.

Conclusion

Blink Now's Kupila Valley's inclusion policy is a comprehensive approach that ensures diversity, equality, and cultural sensitivity are at the core of its operations. Through inclusive education, gender empowerment, and active community involvement, it fosters an environment where every individual is valued and are given equal opportunities.

Introduction

This report focuses on a key informant interview (kii) conducted with members of the Razi community, an indigenous and minority group in Nepal. The interview aimed to gather insight on the community's socioeconomic conditions, cultural practices and current challenges.

Objective of the day

To gather in-depth information on the Razi community's unique cultural practices and challenges.

Activities carried out by the trainee

Trainee reached at the house of Mr. Dan Bahadur Razi (a family member of the head of Razi community). After a brief introduction, the trainee explained the purpose of the interview, emphasizing respect for confidentiality and cultural sensitivity. With Mr. Khagendra Prashad Adhikari (supervisor) guidance, trainee began the interview asking open-ended questions

along with specific questions. Observations of the surroundings and non-verbal cues were also recorded to add depth to the information gathered.

Theory applied

- > cultural relativism to ensure an open and respectful discussion without judgement.
- > strength based perspective focusing on the positive aspect and resilience.
- > Empowerment theory to ensure informants felt comfortable sharing their perspectives.

Learnings made by the trainee

- > A deeper understanding of the unique cultural practices of the Razi community.
- > insight gained into the challenges faced by indigenous community.

→ improved skills in using culturally sensitive communication during interviews
→ gained insight into the necessity of government to shed light into the complications faced by Razi and to offer support to cease their extinction

Conclusion

The interview with the Razi community key informants provided valuable insights into their cultural heritage and current challenges. KII are crucial for gathering firsthand perspective directly for knowledgeable members, offering depth beyond typical data collection methods. This important information will enhance understanding.

Plan for the next day

To attain a workshop for students of social work.

Date.

24

visit-22

Introduction

This report outlines a workshop model focused on Trauma-Informed Care (TIC) a critical approach in social work. This workshop aims to equip social workers with the skills and knowledge necessary to provide sensitive, compassionate care to clients with a history of trauma.

Objective of the day

To develop a workshop to help social worker recognize the signs of trauma, understand its impact, and implement trauma-sensitive strategies.

Activities carried out

Trainees developed a comprehensive model of workshop on trauma informed care for social work practitioners of Masters fourth semester students.

Title : Trauma informed care

Introduction : Workshop model on (TIC) for Master of social work (MSW) students

Objective : Define Trauma-informed care and its significance in social work.

- Identify trauma responses and their impacts on clients.
- Implementation of TIC principles.

Target audience : MSW 4th semester students (20 members)

Workshop structure:

1. Mini-lesson / Introduction

- Trauma-informed care overview
- Trauma types and prevalence

2. Interactive Activities

- Icebreaker activity
- Case study analysis

→ Role playing scenarios

→ Self reflection Exercise

3. Reflection and Debrief.

Theory applied by the trainer

→ Trauma theory

→ Attachment Theory

→ Resilience theory

Content outline or curriculum

session 1 : understanding Trauma and its impact on clients

session 2 : principle of (TIC)

session 3 : Recognizing trauma responses and triggers.

session 4 : strategies for Building safety and trust.

session 5 : Applying TIC practice

session 6 : Reflection

learnings made by the trainee

→ Developed an understanding of trauma informed care principles.

→ Enhanced skills in recognizing trauma responses and implementing appropriate interventions.

→ Gained insight into the importance of creating a safe and supportive environment for clients.

Conclusion:

Creating a workshop model on TIC for MSW students was rewarding and enhanced my skills. It effectively combined theory with practical activities, emphasizing empathy in social work. This experience will better prepare students to support clients impacted by trauma.

gaur

date: oct. 20, 2024

visit - 23

Introduction

The report explains about the condition of health service in Karnali province through position paper.

Objective of the day

✓ To create a position paper on health conditions in Karnali province, Nepal

Activities carried out by the trainee

Trainee developed the sample of position paper on health condition. Here's an example:

Introduction:

Karnali province, one of the most remote and underdeveloped regions of Nepal. It is in the phase of development however, the province continues to struggle with inadequate healthcare infrastructure, a shortage of qualified med.

ical professionals, and limited access to essential health services, particularly in mental health.

The only province hospital in Karnali is often overwhelmed, lacking essential medical equipment and advanced technology necessary for effective patient care. Access to mental health support is particularly limited, as cultural stigma prevents many individuals from seeking help. These challenges contribute to poor health outcomes and hinder overall development in the region.

There is a pressing need to invest in medical infrastructure. Attracting and retaining qualified healthcare workers is essential to ensure that community have access to medical services that are necessary.

In conclusion, Karnali Province faces critical healthcare challenges that require immediate attention and action. By prioritizing investments in healthcare infrastructure, recruiting qualified medical profess-

ionals and integrating mental health services, the province can make significant strides towards improving health outcomes for its residents.

Theory applied

- social determinants of health
- community-based participatory research

Learnings made

- understood local health needs
- gained insight into importance of collaboration.
- learnt how to effectively advocate for policy changes.
- gained insight on strength based approach, leveraging existing strength and resources within the community.

Conclusion

In summary, the experience of developing position paper reinforced the importance of understanding community dynamics and the need for collaborative efforts to create effective health solutions.

date: Oct 22, 2024

visit-24

Introduction

The report explores about the process of developing curriculum for staff development in Kopila Valley organization.

Objective of the day

To understand how the curriculum is created to develop the skills of employees in the organization.

Activities carried out

Trainee meet Mr. Prateek Koirala (senior HR of KVS) and inquire about the staff development process and found out the following practices of curriculum of staff development.

1. Identification of organization goals and skills gaps.

→ Conduct a need assessment.

→ Align with organizational goals.

2. Define curriculum objective

3. Select core areas for development

→ Technical skills

→ Leadership development

→ Team work and collaboration

→ Communication skills

→ Diversity and inclusion

→ Compliance and ethics

→ Wellness and stress management.

4. Determine learning methods

→ Workshop and seminars.

→ Online courses and webinars.

→ On-the-job training and job shadowing.

→ Mentorship and coaching programs.

5. Development of curriculum structure

→ Objective

→ Topic

→ Methods

Theory applied

→ Experimental learning theory that emphasized self-directed learning and practical application.

→ Transformational learning theory

learnings made by the trainee

- Trainee enhanced communication skills.
- learnt the importance of staff development.
- Developed understanding on comprehensive process of staff development.
- Gained insight on various types of areas where employees could be trained.

Conclusion

The staff development curriculum proved beneficial in equipping employees with skills essential to achieving the organizational goals. This curriculum follows a specific pattern based on various organization which cannot be altered once selected to ensure the curriculum goal is successfully achieved.

date . 01-24, 2024

visit-25

Introduction.

This report presents a grant proposal for community youth literacy program.

Objective of the day

To develop a grant proposal for community youth literacy program.

Activities carried out

Trainee developed the grant proposal. It follows the following pattern.

Executive summary

Project Title: Community Youth Literacy program

Organization: Blink Now Foundation

Amount Requested: NRP 600000

Purpose: To improve literacy and reading skills among underprivileged youth in Biren-draagar Surbhet.

Project Duration: 12 months

Youth Coverage: 200 children

Age group: 8-14

Problem statement: Literacy rates in Biratnagar are significantly lower than the national average, with many young people struggling to read. According to news report, nearly 80% of youth are reading below grade level resulting in putting them in disadvantage at school.

Project goal: To enhance literacy skills
Objectives: To improve reading comprehension and provide access to age-appropriate reading materials by engaging at least 80% of participants in weekly reading workshops.

Project sessions

- After-school tutoring
- Reading workshops
- Access to library resources
- Parental involvement sessions

Timeline

Months 1-2: Program set up
Months 3-11: Regular tutoring
Month 12: Final assessment

Budget: 600,000

Expense category	Amount
Program coordinator salary	180,000
Reading materials	90,000
Training for tutors	60,000
Community library setup	90,000
Workshop supplies	45,000
Evaluation and assessment	60,000
Administrative Expenses	75,000

Total: NPR 600,000

Evaluation Plan

- Pre- and post reading assessment
- Attendance tracking
- Parent and participant feedback

Organization Background

Blink Now Foundation is a non-profit dedicated organization that provides educational and developmental support for underprivileged children from all around Nepal. It has successfully launched various programs, which have positively impacted over 500 children in the past five years.

Conclusion: The community youth literacy program aligns with our mission to empower young children through education.

Theory applied by the trainee

- > Assessment theory
- > Social justice theory

Learnings made by the trainee

- > learnt comprehensive steps to create grant proposal.
- > importance of effective budgeting
- > grant writing skills.
- > collaboration for planning.

Conclusion:

The proposal addresses a critical need in Birendranagar by applying educational theories to enhance engagement and community involvement. With support from the donor organizations. Moreover, the report also depicts about the importance of proposal writing to attract donors.

date: Oct 26, 2024

visit-28

Introduction

The report explores various areas that needs campaigning through policy advocacy. It generally focuses the social phenomena issues which needs to be addressed.

Objective of the day

To explore various issues in the modern world that affects social functioning of humans.

Activities carried out

Trainee with the discussion and exploration of various reports has found out the areas that lacks proper policy implementation and needs policy advocacy. The areas that needs campaigning through policy advocacy are as follow:

- > Mental health challenges
- > Climate change and environmental sustainability
- > Economic inequality and unemployment
- > Racial and social justice

Access to quality education
gender inequality and gender based violence

- > Privacy and data security
- > substance abuse and addiction
- > political disengagement and misinformation

- > Affordable housing crisis
- > Healthcare accessibility
- > Immigration and refugee crisis
- > LGBTQ+ right and inclusion

* Ideas for influencing stakeholders and policy to minimize these issues.

- > campaign for mental health in schools involving professionals, parents and policymakers.
- > campaigning on youth for climate action including organizations, local governments and business sponsors.
- > youth employment pathways in coordination with educational institutions or NGOs.
- > Equality in action, involving community

leaders, law enforcement, educators

> "your data your right" with coordination among tech companies, government officials and parents.

Theory applied

- > social change theory
- > system theory
- > social justice theory
- > Advocacy coalition framework (ACF)

Learnings made by the trainee

- > gain insight into the specific social, economic, and cultural challenges faced by the community.
- > learnt how to identify and engage key stakeholders.
- > learnt how to not just address symptoms but the root causes of community issues.
- > learnt how to analyze both qualitative and quantitative data.

→ developed critical thinking and problem solving skills

→ learnt how to communicate effectively with diverse group.

Conclusion

In summary, the campaigns can engage stakeholders through public forums, workshops, partnerships with local organizations, and by directly reaching out to policymakers. Tailoring each campaign to specific groups makes the initiative more relatable and easier to support, helping to drive meaningful policy change.

✓
28/12/29

09 . Oct , 28 2024

visit - 27

Introduction

The report explores various policies formed in behalf of Badi (lower cast) people in Nepal to enhance their inclusivity.

Objective of the day

To explore policies in Nepal for Badi inclusion.

Activities carried out by the trainee

Upon researching and reviewing Nepal's constitutional provisions, the trainee found out the following information on Badi inclusion policies in Nepal.

1. Constitutional provision : The constitution of Nepal (2015) prohibits caste-based discrimination and untouchability.

2. Badi upliftment and development strategy (2007) : A strategy focusing on land distribution, education, employment, and rehabilitation to uplift the Badi.

3. Formation of task forces: It focuses to access the challenges faced by the Badi community and recommend actionable measures for their development.

4. Land and housing initiatives: To provide land and establish housing settlements for Badi community aiming to improve their living conditions.

5. Legal reforms: The Muliki Ain (National code) has been amended to criminalize caste-based discrimination.

• Social security and welfare schemes: The government has introduced social security programs targeting marginalized communities and even provided with special seats for government jobs, education and health sectors.

Theory applied

Active listening

Building rapport and trust

clarifying and probing techniques

using visual or simple survey aids.

Learnings made by the trainee

- understanding of social marginalization
- importance of policy implementation
- Role of cultural sensitivity in social work.
- value of community based participation
- Advocacy skills development.

Conclusion.

In summary, inclusion policy for Badi community are essential but often inadequately implemented. By gathering these insights, the trainee understands the complexities of social inclusion and the on-going need for active advocacy to close the gap between policy intentions and real-life outcomes because, despite, the empowering policies from the government it is failed to bring Badi community in the main stream of development.

getu

Introduction

This report outlines the policy making process within Nepal's local government, describing each step from problem identification to review and adjustment.

Objective of the day

To gain in-depth knowledge of each step in local government policy making process.

Activities carried out by the trainee

Trainee found out the following policy making process in local government in Nepal.

1. Problem identification and needs assessment.

- Community engagement
- Data collection
- Need analysis

2. Agenda setting

- Prioritization of issues

→ Agenda documentation

→ Alignment with broader goals.

3. Policy formulation

- Collaborative drafting
- Framework development
- Stakeholder consultation

4. Consultation and Public input

- Public hearing and feedback
- Online and written feedback
- Feedback analysis

5. Policy approval

- Council presentation
- Policy revision
- Formal Approval

6. Implementation

- Resource allocation
- Role assignment
- Awareness campaigns

7. Monitoring and evaluation

- Setting key performance indicators
- Regular monitoring
- Feedback loop

8. Review and adjustment

- Periodic evaluation
- Policy adjustments
- Long-term review

Theory applied by the trainee

- Policy review
- Public administration theory

Learnings made by the trainee

- learnt importance of need assessment is setting relevant policy agenda.
- understood the value of public consultation
- learned the necessity of a structured process for effective policy formulation, approval and implementation.
- gained insight into the monitoring and evaluation phase.

→ learnt the need for flexibility in the policy process to adapt to emerging issues and feedback.

Conclusion

The policy making process within Nepal's local government is structured to ensure that policies address social issues effectively while being inclusive and responsive to community input. By adhering to defined stages from needs assessment to periodic review, local government in Nepal are able to implement policies that align with both community needs and national directives, fostering sustainable development and community empowerment.

For
28/10/29

Introduction

This report explores various frameworks and initiatives aimed at safeguarding children's rights, in alignment with national and international commitments in Karamali province of Nepal.

Objective of the day

To identify gaps and challenges in policy implementation by analyzing the role of civil society organizations for reviewing government-led initiatives and policies for child welfare.

Activities carried out by the trainee

To conduct this report, the following activities were undertaken:

Data collection was the main part of this report as it includes government documents, policy reports, and news articles were reviewed.

Review of provincial initiatives: The trainee examined various child-focused initiatives in Karamali province:

→ Bank account of daughter, life long security: A program over 20,000 girls aimed at securing their futures.

→ Psychosocial counseling programs were implemented in schools and communities for guidance to child mental health.

Analysis of civil society contributions

The collective campaigns for child right (CCR) in Karamali province were analyzed, focusing on their initiatives for capacity building, and it also collaborates with government to address policy gaps and improve child right protection.

Identification of problem:

Challenges such as child marriage, resource limitations, and socio cultural barriers were highlighted through discussion with stakeholders and review of secondary literature.

Lesson applied

- Research and policy review
- Human right-based approach (HRBA)
- earnings made by the trainee

learned that existing policy show strong intent but face implementation challenges.

Civil society, particularly NGOs, plays vital advocacy and support role.

- Trainee also learned that socio-cultural barriers and limited resources remain obstacles.

Conclusion

In summary, Karnataka province has implemented impactful child right initiatives, challenges like child marriage and limited resources hinder full effectiveness. Strengthening partnership between government and civil society, increasing funding, and raising community awareness are crucial next step to build a supportive environment for children.

Introduction

This report explains the minute decision writing of an NGO on rural clean water access initiatives.

Objective of the day

- To write a sample of minute decision writing on rural clean water access initiatives.

Activities carried out by the trainee

Trainee created minute decision writing on following steps:

Project: Rural clean water initiative

Date: Oct 01, 2024

Meeting attendees: project manager, field coordinator, community outreach specialist, finance officer, Health educator.

Decision 1: Prioritize villages with the highest water contamination levels

rationale: limited resources require targeting the most vulnerable communities.

action items:

→ conduct water testing in all targeted areas

Finalize list of priority villages
communicate with stakeholders

deadline: data collection and priority list to be completed by October 20, 2024.

Decision 2: secure additional funding.
Decision:

Apply for an emergency grant to cover maintenance

Rationale:

increased funding will allow us to sustain clean water access.

Action item:

→ draft and grant submission (Responsible: Finance officer)

→ Identify suppliers for water filtration (Responsible: project manager)

deadline:

grant submission by October 15, 2024

Decision 3: monthly (MandE) check-ins

Decision: Establish monthly M&E meetings to track project progress.

Rationale: Regular monitoring allows for timely adjustments

Action items:

→ schedule M&E meetings (Responsible: field coordinator)

→ develop checklist for key indicators.

Deadline:

First M&E meeting scheduled for October 30, 2024 and checklist completed by September 15, 2024.

Theory applied by the trainer

→ Note taking

→ Participatory development

earnings made by the trainee

trainee learnt that minute decision making requires clarity and consistency.

trainee learnt about importance of translating educational materials into local dialects.

trainee learnt prioritizing needs based on data (such as contamination levels) ensures effective use of limited resources.

conclusion

In conclusion, minute decision making or writing gives a concise understanding upon the major activities and decision for the project to be implemented. It also provides a clarity on understanding the overall project ideas, planning and strategies within a precise and short framework.

25/08/2024

Introduction

This report represents the logical framework for the project called Empowerment of LGBTQ+ community in Nepal.

Objective

To develop the log framework for empowering LGBTQ+ communities.

Activities carried out by the trainee

Trainee developed the framework that justify the GVS, MOV and assumptions of the logic.

1. Goal:

Enhanced social acceptance and protection of right for LGBTQ+ individuals in Nepal.

→ Means of verification;

National survey on LGBTQ+ acceptance; legal records on anti-discrimination laws

→ Assumptions:

continued government support for inclusion initiatives.

Purpose:

increased awareness and reduce stigma towards LGBTQ+ individuals in target communities.

Means of verification:

national surveys on LGBTQ+ acceptance; legal records on anti-discrimination laws.

Assumptions:

community leaders support the program.

Outputs:

0 awareness workshops conducted in schools and communities

> Means of verification

workshop reports and attendance sheets

Assumption:

local schools and leaders agree to host sessions.

Formation of 5 support groups for LGBTQ+ individuals and allies.

> MOV:

group meeting minutes & participants lists.

Assumption:

LGBTQ+ members should actively participate.

4. Activities:

develop educational materials highlighting LGBTQ+ rights and addressing stigma.

MOV:

Finalized materials and distribution records.

Assumption:

materials are culturally relevant and accurate.

Train community leaders and youth advocates on LGBTQ+ inclusivity.

OV:

raising attendance sheet and pre or post tests results.

Assumption

Advocates remain committed after training.

Launch social media campaign with ideas, infographics and testimonials.

OV:

Campaign posts and user engagement reports.

Assumption

Internet and social media platforms are accessible.

5. Inputs

Financial resources, educational materials, trainers, facilitators, social media tools.

MOV:

Budget and procurement records.

Assumption:

Sufficient funding is available for the project.

Assumption and risks

→ The project assumes community leaders and institutions will cooperate with awareness activities.

→ LGBTQ+ individuals may face discrimination, so ensuring their safety during participation is crucial.

→ The content must align with local norms while challenging harmful stereotypes.

→ Effective implementation of the social media campaign depends on reliable internet access.

Theory applied:

→ project overview

→ measurement of risk and potential strength.

→ development of comprehensive hypothesis.

Earnings made by the trainee:

Trainee learnt how to create project log frame work.

Trainee learnt to measure strength and weakness of a project.

Trainee gained insight on importance of benefits that the log frame work provides to the project.

Conclusion

In conclusion, the log frame provides an understanding of the project based on its logics like goals, purpose, inputs activities and output it also provides the entire analysis of these aspects with means of verification and assumption which helps a project to show a clear path ~~on~~ towards goal achievement.

Tan
20/8/08/04

Introduction

This report presents a report on a day program on tailoring skills training program for women at BbuleNow, women center.

Objective

To report the program on tailoring skills on women at kopila women center.

Activities carried out

Trainees reached the organization at 9:30 am and met the trainers Mr. Chitra Pariyar and Mahari Maya Sapkota. The training included 25 women participants, ranging in age from 18 to 45 years. The session was divided into theoretical and practical components, focusing on foundational tailoring techniques.

Activities conducted

1. Inauguration and orientation
2. Theoretical session
3. Hands-on practice
4. Group interaction and Q&A

Key Highlights

20 out of 25 participants successfully completed the small pouch project.

Trainer praised the enthusiasm and education of the participants.

> Several women expressed interest in attending advance training sessions.

Challenges encountered

Limited availability of sewing machines

A few participants needed more time to understand the technical aspects.

Theory applied

participatory approach

Learnings made by the trainee

> Enhanced my skills in organizing and coordinating events.

> Gained insight on the challenges faced by the backwarded women.

→ Improved the ability on reporting, communicating and engaging with diverse group.

Conclusion

The tailoring skills on women at blind now was a valuable experience that reinforced understanding of the problem faced by the women especially backward indicated that with a small vocational training could be empowered.

The program effectively met its objective and the role of a trainee allowed to contribute meaningfully while gaining practical knowledge and experience.

Tin
208/108/04

Introduction

This mini-research focused on understanding the status of child right in Nepal, specially exploring awareness, implementation, and challenges. The study targeted children, parents, educators.

Objective

- To access the level of awareness about child rights among key stakeholders.
- To analyze the implementation of child right policies and barriers at the grassroots level.

Activities carried out by the trainee

- distributed questionnaires to 25 participants including children, parents and educators.
- organized discussion with 20 parents and educators.
- observed classroom environments and community activities to identify gaps.

Findings

- Only 30% of parents and 50% educators demonstrated basic awareness of child rights as outlined in national framework.
- The right of education is recognized but inconsistently implemented.
- cases of child labour and early marriage were still prevalent in surveyed communities.
- children participation in family and school decision was minimal.
- Respondents and research highlighted a shortage of resources for implementing child right initiatives.

Theory applied

- ecological system theory.

Learnings made by the trainee

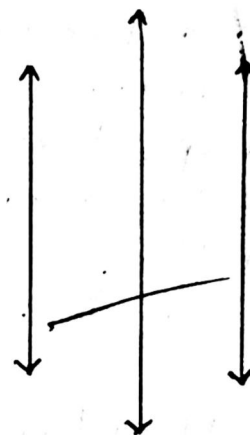
- Awareness about child right is limited in rural areas.
- children voice is often overlooked in decision making process.

Conclusion

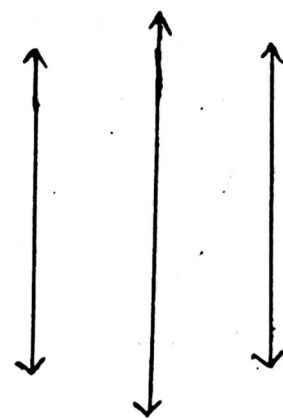
The research revealed significant gaps in awareness and implementation of child rights in Nepal. While policies exist, their translation into practice remains inconsistent, particularly in remote areas. Strengthening community engagement, increasing allocation, and fostering collaboration among stakeholders are crucial for addressing these issues.

✓
28/08/24

A summary report on concurrent fieldwork report.



Mid-West University central department
of social work journalism and mass
communication



submitted by
Poonam Basnet
MSW (3)rd
Semester

submitted to
Prof. Khagendra P.
Adhikari

Acknowledgement

would like to express my profound gratitude to my esteemed faculty supervisor, as well as to my concurrent fieldwork supervisor, Mr. Khagendra Prashad Adhikari. Without his expert guidance and unwavering support, the completion of this fieldwork report would not have been possible. His insights and constructive feedback have been invaluable throughout this process.

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In addition, I would like to extend my sincere thanks to my friends for their thoughtful suggestions, which helped shape my perspective.

Finally, I wish to express my appreciation to all my lecturers, whose profound ideas, scholarly expertise, and continuous support have enriched my academic experience and contributed significantly to the development of this concurrent fieldwork report.

Executive Summary

During the concurrent fieldwork internship at Midwest University's Masters of Social Work program, the trainee took place over a 3-month period, with one month spent at the agency and another two months at the MU Policy Lab and on research.

During the placement phase, the trainee engaged in various activities within the agency and in the Policy Lab, gaining insight into the background, structure, goals, mission, vision, and objectives. The focus of the report was primarily on policy exploration.

Kopila Valley within BlinkNow is a school providing a safe environment for orphan and semi-orphan children, ensuring they have access to education, nutrition, and social recognition. The organization's mission is to change the world by empowering children in Nepal, while its vision is to create a world filled with love, education, and safety.

Table of contents

1. Abbreviations
2. Purpose of trainee
3. Objective carried out
4. Methodologies
5. Activities done
6. Learnings
7. Analysis
8. Conclusion
9. Annex

Abbreviation

- KVS - Kopila Valley School
- CNN - cable news network
- FDP - Family Development program
- NGO - Non-profit organization
- FGD - Focused group discussion
- NRP - Nepal Rashtriya Party
- MSW - Master in social work
- ~~TIC~~ - Trauma Informed care
- ACF - Advocacy coalition framework
- MNE - Monitoring and Evaluation
- LOG - Logic
- LGBTQIA - Lesbian, Gay, Bisexual, Transgender, queer, intersex, Asexual
- OVI - Objectively verifiable Indicator
- ~~MOV~~ - Means of verification
- Q&A - Questions and Answers.

Propose of trainee

- To learn to develop CV according to the standards preferred in the European Union (EU)
- To get insight on creating position paper on different issues.
- To learn about different motivational strategies in the organization.
- To reflect on non renewable process.
- To create a proposal for grant.
- To report on FORD and KIT by conducting it.
- To develop proposal on fund generating.
- To get insight on professional skills namely SWOT analysis, data management, job application.
- To learn about various policy review process.
- To learn to develop curriculum for staff development.
- To learn about policy mapping, minute decision writing budgeting.
- To learn about HR policy.

Objective carried out

- To create plans based on self-aiding and offering support to beneficiaries.
- To develop a comprehensive plan for identifying strengths and weakness of any program before intervention.
- To do policy mapping on various social policies.

Methods of social work

- case work
- group work
- community organization
- social action
- social welfare administration
- social work research

Activities done by the trainee

Activity 1.

Trainee explores the profile of the organization Kopila Valley Under Blind Now Foundation. A non-profit organization working on providing a safer environment for Nepal's children on a vision "where every child is loved, educated and loved and a mission to create a world by empowering Nepal's children.

Activity 2

This report includes a sample of a cv development based on (EU) standard in order to enhance the professional skills of a trainee, following with a job application letter in a comprehensive detail. It gives trainee ideas on how to submit resume for different job requirements.

Activity 3.

The report represents understanding on non renewable process which follows the format of review of renewable requirements, documentation preparation, filling renewable form, liaison with regulatory body and lastly submission and follow up.

Activity 4.

The report shows, a format on swot analysis which stands for accessing strength, weaknesses, opportunities and threats of a project. It is a tool for strategic planning. Trainee conducted swot analysis for KVS FDP program and listed out potential weaknesses and opportunities.

Activity 5

Trainee explores all the process required in fund generating process. It is a process of raising money or financial resources to support a specific purpose, project, or organization. The process follows the format of defining objective

conduct need assessment, identify target audience, choosing fund raising method, create plan, develop communication strategy, execute fundraising activity, M&E, acknowledgement and reflection.

Activity 6

Trainee explores identification of the process in policy development which tend to include issue identification, research and analysis, stakeholder consultation, drafting the policy, review, approval, implementation, M&E and review.

Activity 7

Trainee wrote a position paper on health, and education on karnali province. A position paper is a written document that presents an individual or organization's stance on a particular issue. It follows the process of clear position, background information, evidence-based arguments, counter arguments and call to action.

Activity 8

The report explain various motivation theories applied in the organization in order to motivate employees to increase the production or efforts to achieve organizational goal also focusing on individuals personal growth.

Activity 9

Trainee in the report explores on leadership theory in the organization which effect on the culture of an organization that it follows. Where in Blin know two types of leadership theory are followed, transformational and servant

Activity 10.

Trainee understood about the process for developing curriculum for staff development which include gaps identification, defining objective, determining learning methods and developments of curriculum structure which includes objective, topic and methods.

Activity 11

Trainee presented grant proposal in the report. A grant proposal is a formal written document submitted to an organization, foundation, or government agency to request funding for a specific project or program. Trainee proposed grant proposal for 600,000 for community youth literacy program.

Activity 12

The report was on policy mapping on badi inclusion. Policy mapping is the process of systematically identifying, analysing, and visually representing policies, laws and guidelines related to a specific issue, sector or area. In the mapping struggle of Badi was identified.

Activity 13

In the report trainee develops a minute decision writing. It is referred to the process of recording the key points, resolutions, and actions agreed upon during a meeting in a clear or concise format. Trainee wrote on rural water cleaning initiatives program.

Activity 14

The report explores logical framework on LGSTOTAT. Log framework is a structured tool used for planning, managing and evaluating projects or programs. In the report it explores on LGSTOTAT issues and challenges.

Activity 15

Trainee created a budgeting plan for a mini project referred as community clean up. Budgeting means the process of creating a detailed financial plan that outlines expected income and expenses over a specific period which in this case was for a cleanup campaign for 24,000.

Activity 16

The report explores different areas for policy campaign which turned out to be mental health challenges, economic inequalities, unemployment, social injustices, education, inequalities, addictions of substance, political disengagement, housing crisis, immigration and LGSTOTAT.

Overall Learning

- > Gained insight into holistic service delivery
- > learnt about effective formulating techniques
- > learnt about potential opportunities for forming partnership.
- > learnt to create curriculum for staff development.
- > learnt techniques for policy mapping
- > Gained insight on policy review process.
- > learnt to create cv and to write offer letter for job application.
- > learnt about swot analysis and data management in an organization
- > learnt about human resource management and HR policy
- > learnt to develop fund raising proposal, grant writing and budgeting.
- > learnt to create log framework of a project.
- > learnt to create minute decision writing.
- > learnt about policy development, process, review and campaign areas.

Analysis / Findings / Results

Trainee analyzed that the findings of the reports turned out to be most knowledgeable and experienceful. As it integrated both the organizational placement and research on several policies which equips trainee with huge understanding of several aspect of the report. It was also found out that, through the report, that the report is well approached.

Trainee came to understand the Blind Nows goal to provide children a place where they are safe, educated and loved.

various roles of social workers came under application as a researcher namely, political analyst, advocate, educator, trainer, mediator, evaluator, case manager, organizational consultant, researcher, program developer and manager.

Conclusion

This experience of concurrent field work report has been incredibly enriching, offering an in-depth understanding of various policies and their practical implications. Throughout this journey, I have not only gained understanding about the specific policies themselves but also about the broader systems in which they operate.

The insight I've gathered have helped me appreciate the complexities involved in policy development and implementation, and how these policies impact different sectors and communities. Additionally this report guide through various factors of organizations through which it operates for instance, HR policy, holistic approach on service delivery, NGO renewable process, data collection and management and also allowing trainee to develop insight into various proposal creations and research conclusion.

for
2081/08/

Annex

Policy Review: child Right in Nepal

introduction abstract

Nepal ratified the United Nation Convention on the Rights of the Child (UNCRC) in 1990, demonstrating its commitment to protecting children's rights. The constitution of Nepal (2015) and children's Act (2018) further reinforced commitments by enshrining children's right into national legislation.

Background

→ Historical context: Nepal has faced significant challenge, such as poverty, armed conflict, and social inequality, which have impacted children's well being.

→ stakeholders: Government agencies like Ministry of women, children, and senior citizens, NGOs, INGOs and CBOs play key role in implementing child right policies

→ Key components:

- ① Right to education, health, and protection from exploitation.
- ② prohibition of child labor and child marriage.
- ③ Establishment of juvenile justice system.

✓ Analysis of the policy

→ strengths:

- ① The children's Act aligns with the UNCRC and provides comprehensive legal protection
- ② policies ensure child-friendly justice processes, including rehabilitation for ~~child~~ offenders.
- ③ Collaboration with NGOs strengthens resources mobilization and technical assistance.

→ Weaknesses

- ① Insufficient resources and lack of trained personnel.

② Deep-rooted practices like child marriage and child labour.

③ Inconsistent data collection hampers policy monitoring and evaluation.

Impact

The policies have improved school enrollment rates and awareness of child rights. However, children from marginalized communities, such as Dalits and indigenous groups, still face systemic discrimination and limited access to service.

Comparison

Compared to neighbouring countries like ~~India~~ and Bangladesh, Nepal has made commendable strides in child rights legislation but lags in enforcement and addressing structural inequalities.

Social Work Perspective

Child right policies align with social work values of empowerment and equity.

Social workers play a critical role in advocating for children's rights, mediating between communities and policy makers, and providing direct support to vulnerable children. However, limited resources and institutional challenges require social workers to adopt innovative and community-based approaches.

Recommendations

- Increase budget allocation and capacity building.
- Conduct widespread community education campaigns.
- Develop targeted programs to address specific needs of children in disadvantage communities.
- Establish robust mechanisms for data collection and monitoring.

Conclusion

Nepal's child right policy reflect a strong commitment to safeguarding children's welfare. However, effective implementation remains a significant challenge. Strengthening enforcement mechanisms, addressing socio-cultural barriers, and prioritizing vulnerable groups are essential for achieving the policy's full potential.

[Signature]

Mini-Fundraising Proposal

Empowering Women Entrepreneurs in Rural Nepal

1. Project Overview

Project Name: Empowering Women Entrepreneurs in Rural Nepal

Location: Rural Nepal, focusing on Jajarkot, Kailali Province.

Duration: November 14, 2024 to November 1, 2025

Total Funding Goal: 1500,000

Purpose of the Fundraising

This fundraising effort aims to empower women in Jajarkot by providing them with the resources, skills, and support needed to become successful entrepreneurs.

Background and Need

Problem Statement:

In rural Nepal, Jajarkot, women face significant barriers to economic empowerment. Traditional gender roles, limited access to education, and lack

of financial resources. As a result, these women remain economically dependent, which limits their potential.

Our Solution

Through this project, we aim to provide women with the tools and opportunities they need to become self-sufficient entrepreneurs. By offering training, access to microloans, and mentorship from experienced entrepreneurs.

Funding Requirements and Breakdown

We are seeking a total of 1500,000, which will be allocated as follows:

Business Training and workshops:
600,000.

Seed capital for women entrepreneurs:

Mentorship program:

community outreach and awareness campaign:

monitoring and evaluation:

your contribution will directly support the training needed to launch.

* Expected outcomes and impact

With your support, we expect to achieve the following:

-> Train Jajarkot women in essential business skills.

-> Help women start their own business.

-> Mentorship program that matches women with successful entrepreneurs.

-> create a ripple effect in the community, as these businesses will employ others, foster local economic growth.

* How can you help

-> Your financial support will directly fund the business training.

-> We also accept donations of educational goods, services and materials.

-> Even if cannot contribute financially, sharing info - those who can will also be count as donation.

Conclusion

By supporting "Empowering Women Entrepreneurs in Rural Nepal", you will play a key role in transforming the lives of women, enabling them to break free from economic dependence and contribute to their community growth.

For more information or to donate please contact:

poonambasnet@ot.com

9812419499

BlindNow Foundation

blindnow.org.com

~~add~~
- policy mapping
- position paper
- workshop report

View approved