

REASON FOR CHOOSING IVTH IFT ● CERTCSS

During the implementation of development projects various case studies and stories and success stories generate that can not only reveal the processes of execution but also give rise to many learnings. But these stories remain undocumented due to the lack of necessary skills at the part of organization.

Usually the NGOs, CSR groups, INGOs, support agencies or Government agencies keep on depending on external consultants for documenting the case stories/studies, but strengthening own capacities is sustainable and cost-effective way. This residential IFT program is to impart skills among project executives of how to write case studies and success stories and to publish them. This residential IFT program will focus more on practice than the theory, and would be participatory.

This IFT program will focus more on practice of planning and writing the proposal for getting financial support. The training is fit for NGO managers, government executives and all others who are involved in project management.

WHO CAN APPLY FOR IVTH IFT ● CERTCSS

- ▶ NGO workers & managers
- ▶ Development (Govt.) projects executives
- ▶ Executives of support/funding agencies

- ▶ Executives of CSR groups
- ▶ Students interested in the training
- ▶ Others involved in project management

MODULE OF IVTH IFT ● CERTCSS

Tentative module of IVth IFT is as under:

Day.1: 17 October [11.00 am – 6.00 pm]

- Introduction
- Brief of Process Documentation
- What is Case Story
- What is Case Study
- Techniques of Case Story Writing
- Success Stories & Problem Stories
- Peer Review and Learning Exercise
- Local Field Work for data collection
- Workshop of Case Story Writing

Day.2: 18 October [9:30 am – 6.00 pm]

- Case Study Research
- Composition of Case Study
- Peer Review and Learning Exercise
- Field Visit to Villages
- Workshop of Case Study Writing

Day.3: 19 October [9:30 am – 5:30 pm]

- Workshop of Case Study Writing
- Presentation and Analysis of Written Case Stories
- Presentation and Analysis of Written Case Studies
- Photo Story Writing
- Video Documentation of Case Studies & Stories

- Local Field Visit and Workshop of Photo Story Writing

Day.4: 20 October [[9:30 am – 3:00 pm]

- Photo Presentation with Case Story/Study
- Publishing of Case Story
- Publishing of Case Study
- Linking the Case Story/Study in other Documents/Reports

*The module is subject to change.

MEDIUM OF IVTH IFT ● CERTCSS

The medium of instructions will be English and Hindi mix. Knowing English or Hindi is essential for participating the IVth IFT.

LEARNING STRATEGY & METHODS

- Combination of theory and practice (more)
- Critical and substantive reflections of participant's own personal capacities
- Group deliberation and experiential activities
- Field visits and group work
- Handouts and reading materials
- Visuals and pictorials

PLACE & VENUE OF IVTH IFT ● CERTCSS

Hotel Goverdhan Tourist Complex
Shahcoolie, Fatehpur Sikri
AGRA -283110 India
Tel: +91-5613-282643
Web: www.hotelfatehpursikriviews.com

ACCOMMODATION & LOGISTICS

Place of training, Hotel Goverdhan Tourist Complex, is renowned ethnic resort in historic town of Fatehpur Sikri (Agra). Hotel Goverdhan Tourist Complex, since its establishment in 1991, has been a top choice of travelers to stay in the town, situated in the down town and offers ultra modern facilities keeping the balance of gadgetry and basic features of a hotel. It's strategic location and close distances from the prominent tourist spots makes it a distinctive accommodation option. The accommodation at the hotel comprises finely furnished rooms. All are spacious with attached bathrooms, running hot & cold water, telephone, etc.

Accommodation in standard rooms will be provided on TWIN SHARED basis. Rooms are equipped with linen, quilt, chair, table, attached toilet-bath, etc. Daily cleaning of rooms is ensured. TV is available in the room. Service is prompt.

COST OF IVTH IFT ● CERTCSS

The nominal Training Fee is towards the cost of (i) vegetarian food, (ii) accommodation, (iii) reading material kit, (iv) CD-ROM (to be provided at the end of training), (v) release of official offer letter to facilitate visa process (for foreigners), and (vi) general guidance.

For Indian Participants

A non-refundable fee of Rs. 10,000 per participant is to be paid through DD once the Application is approved. DD should be made in favour of GRASSROOTS INSTITUTE payable at Delhi or Kullu. Receipt for contribution amount will be produced. The contribution can also be deposited by cash/local cheque in the account of GRASSROOTS INSTITUTE. The account details can be obtained from Coordinator Training before depositing the contribution.

For Foreign Participants

A non-refundable fee of US \$ 400 per participant is to be paid through DD once the Application is approved. DD should be made in favour of GRASSROOTS INSTITUTE payable at Delhi. Receipt for contribution amount will be produced.

DEADLINE FOR APPLICATION & PAYMENT

Application Submission: 30 September 2011

Payment of Training Fee: 5 October 2011

TRAVEL FOR IVTH IFT ● CERTCSS

The travel and transport expenses to Agra & Fatehpur Sikri and back would be taken care of by the participant(s) or sponsoring organization. The organizers are unable to support for any travel or transport

expenses and or arrangements. Applicant is required to make his/her own bookings etc. to travel by bus, train or air. The organizers may only guide the travel of participants.

HOW TO REGISTER?

Applicants should fill in the Application Form that can be downloaded from our website, and should submit by our e-mail quickly to the Grassroots Institute. Registration will be done on receipt of Training Fee only.

AVAILABILITY OF PLACES

IVth IFT has vacancies for 24 persons only. The places will be booked on first come first served basis. Having < 15 participants registered the IVth IFT may be postponed further.

WHOM & WHERE TO CONTACT?

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