

Derek Vigil-Fowler

750 E. Asbury Ave.
Denver, CO 80210 USA

The enclosed ToR specifies between Derek Vigil-Fowler and Lok Sahbhagi Sanstha. This document was prepared by Dr. Vigil-Fowler.

sanitation, school
committees and organic farming
1/04/17 - 31/12/18
Sikar District, Rajasthan, India

A. Introduction

Background: Training of local farmers in organic farming techniques, support of disabled persons in Virat Nagar block and the creation of disabled-person organizations (DPOs). The survey of selected villages in the Jaipur District (Rajasthan) available for the promotion of Women SHGs and Lok Sahbhagi Sanstha. A total of 20 SHGs have been formed. These SHGs will be supported in the proposed plan. Through the SHGs we will encourage women to set working sites to build toilets to improve sanitation, health, and the safety of female villagers. Improvement of school management committees (SMCs) by building awareness of what they are and their purpose. Organic farming and support of persons with disabilities will also be strengthened.

Objective: Lok Sahbhagi Sanstha will report to Dr. Vigil-Fowler about their progress on the work laid out in this document, making sure goals and benchmarks are met, as well as guaranteeing fiscal transparency, etc.

Duration: The work will be done from 1/04/17 to 31/12/18. At the end of this financial year, new ToR will be negotiated based on the details of the new project and funding needs.

B. Background

The project is set to start April 1st, 2017. Field work will be carried out in the Virat district of Rajasthan. So far the sole donor for the project is Dr. Derek Vigil-Fowler of the U.S. (Residential Permanent Address with scanned Copy of Passport for identification is attached Annexure -1).

The cost of the projects is roughly Rs 50 lakh, to be paid out in April, July, October, and January.

C. Objective

The project's objectives are as stated above. The work will be undertaken by

Derek Vigil-Fowler Terms of Reference

Task Manager: Rohitash Kumar Meena
Technical Activity: SHGs Promotion, disability, sanitation, school committees and organic farming
Time frame: 1/04/17 -31/13/18
Location: Sikar District, Rajasthan, India

A. Introduction

1. Project background: Training of local farmers in organic farming techniques. Survey of disabled persons in Virat Nagar block and the creation of disabled-person organizations (DPOs). The survey of selected villages in the Jaipur District (Rajasthan) available for the promotion of Women SHGs and Computer literacy. A total of 20 SHGs have been formed. These SHGs will be strengthened in the proposed plan. Through the SHGs we will encourage people in our working area to build toilets to improve sanitation, health, and the safety of female villagers. Improvement of school management committees (SMCs) by building awareness of what they are and their purpose. Organic farming and support of persons with disabilities will also be strengthened.
2. Objective: Lok Sahbhagi Sanstha will report to Dr. Vigil-Fowler about their progress on the work laid out in this document, making sure goals and benchmarks are met, as well as guaranteeing fiscal transparency, etc.
3. Duration: The work will be done from 1/04/17 to 31/3/18. At the end of this financial year, new ToR will be negotiated based on the details of the new project and funding needs.

B. Background

The project is set to start April 1st, 2017. Field work will be carried out in the Sikar district of Rajasthan. So far the sole donor for the project is Dr. Derek Vigil-Fowler of the US. (Residential Permanent Address with scanned Copy of Passport for identification is attached **Annexure -2**)

The cost of the projects is roughly Rs 5.0 lakh, to be paid out in April, July, October, and January.

C. Objective

The project's objectives are as stated above. The work will be undertaken by

Rohitash Kumar Meena, Gopal Singh, and Kavita, the three current field workers.

D. Specific Tasks and Deliverables

For the above to work, the funds is required. This entails two requirements:

- 1) **Within one week of receiving (DD Clearance) the funds from Dr. Derek Vigil-Fowler, LSS must have start the process of work given in the objective.**
- 2) **Within one week of receiving the funds, LSS must notify Dr. Vigil-Fowler about said transfer, with formal proof of the transfer, e.g. a scan of the transfer receipt for the timely execution of Project Activity.**

The funds will be sent by Dr. Vigil-Fowler in April, July, October, and January. Additionally, the LSS field workers must ensure that funds are spent properly, i.e. in a way that moves towards the goals of the project. The workers will also keep track of receipts from the activities of Project in order to maintain fiscal transparency in the operations of the Project.

In the middle of December 2017 discussions will be begin about the continuation of the project and LSS for funding relationship. The project will be entering its work phase starting in April and a new ToR will be needed.

E. Principles of Conducting the Assignment

LSS will respond to any reasonable inquiries of Dr. Derek Vigil-Fowler in India about the funds received for this project and utilization, either via email or via phone. Such requests cannot take more than 1 week for an LSS staff member to respond, i.e. Dr. Vigil-Fowler cannot make requests that put an undo time burden on LSS staff.

G. Project Budget


Project Cost for Sikar District (Rajasthan)	583000	Rs.
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Total Sanctioned Amount	583000	Rs.
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Details Budget Break-up given in the Annexure -1

If the work is carried out in a desirable fashion, discussions will begin in December

about the continuation of the relationship between us.

Signature



(Legal Holder)

Seal:

Name: Derek Vigil-Fowler

Place: Berkeley, CA US

Address: 750 E. Asbury Ave.
Denver, CO 80210
USA

Dated : 31/03/2017

Signature

(Legal Holder)

Seal:

Name: Rohitash Kumar Meena (

Director)

Place: Kora

Address: Kora, Viratnagar, Rajasthan

Dated : 31/03/2017

Annexure-1

Below is the detailed budget for the given period. The 3rd and 4th quarters are identical to the 2nd quarter (except Rs 25000 for a new computer in the 2nd quarter) and are not given below. All numbers in thousands of rupees.

	entire year	1st quarter	2nd quarter
Salary	360	90	90
office rent	24	6	6
Gas, insurance, maintenance for motorcycles	86	59	9
Internet	7	1.75	1.75
Cooking gas	4	1	1
Meeting and trainings	12	3	3
Computer maintenance, emergency expenses	39	3.5	28.5
Organic farming training	25	6.25	6.25
stationary and office support	6	1.5	1.5
audit fees	20	20	0
Total	583	192.0	147.0
bank fees	4	1	1
local contribution	22	5.5	5.5
total money to be sent	565	187.5	142.5

Derek Vigil-Fowler

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Denver, CO 80210 USA

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Derek Vigil-Fowler Terms of Reference

Task Manager: Rohitash Kumar Meena
Technical Activity: SHGs Promotion, disability, and organic farming
Time frame: 1/04/16 -31/03/17
Location: Jaipur District, Rajasthan, India

A. Introduction

1. Project background: Training of local farmers in organic farming techniques. Survey of disabled persons in Virat Nagar block and the creation of disabled-person organizations (DPOs). The survey of selected villages in the Jaipur District (Rajasthan) available for the promotion of Women SHGs and Computer literacy. A total of 20 SHGs have been formed. These SHGs will be strengthened in the proposed plan. Organic farming and support of persons with disabilities will also be strengthened.
2. Objective: Lok Sahbhagi Sanstha will report to Dr. Vigil-Fowler about their progress on the work laid out in this document, making sure goals and benchmarks are met, as well as guaranteeing fiscal transparency, etc.
3. Duration: The work will be done from 1/04/16 to 31/03/17. At the end of this financial year, new ToR will be negotiated based on the details of the new project and funding needs.

B. Background

The project is set to start April 1st, 2016. Field work will be carried out in the Jaipur district of Rajasthan. So far the sole donor for the project is Dr. Derek Vigil-Fowler of the US. (Residential Permanent Address with scanned Copy of Passport for identification is attached **Annexure -2**)

The cost of the projects is roughly Rs 5.0 lakh, to be paid out in April, July, October, and January.

C. Objective

The project's objectives are as stated above. The work will be undertaken by Rohitash Kumar Meena, Gopal Singh, and Kunta Devi, the three current field workers.



D. Specific Tasks and Deliverables

For the above to work, the funds is required. This entails two requirements:

- 1) **Within one week of receiving (DD Clearance) the funds from Mr. Derek Vigil-Fowler, LSS must have start the process of work given in the objective.**
- 2) **Within one week of receiving the funds, LSS must notify Mr. Vigil-Fowler about said transfer, with formal proof of the transfer, e.g. a scan of the transfer receipt for the timely execution of Project Activity.**

The funds will be sent by Dr. Vigil-Fowler in April, July, October, and January. Additionally, the LSS field workers must ensure that funds are spent properly, i.e. in a way that moves towards the goals of the project. The workers will also keep track of receipts from the activities of Project in order to maintain fiscal transparency in the operations of the Project.

In the middle of December 2016 discussions will be begin about the continuation of the project and LSS for funding relationship. The project will be entering its work phase starting in April and a new ToR will be needed.

E. Principles of Conducting the Assignment

LSS will respond to any reasonable inquiries of Dr. Derek Vigil-Fowler in India about the funds received for this project and utilization, either via email or via phone. Such requests cannot take more than 1 week for an LSS staff member to respond, i.e. Dr. Vigil-Fowler cannot make requests that put an undo time burden on LSS staff.

G. Project Budget

Project Cost for Jaipur District (Rajasthan)	496000	Rs.
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Total Sanctioned Amount	496000	Rs.
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Details Budget Break-up given in the Annexure -1

If the work is carried out in a desirable fashion, discussions will begin in December about the continuation of the relationship between us.



Signature

(Legal Holder)

Seal:

Name: Derek Vigil-Fowler

Place: Berkeley, CA US

Address: 1739 S. Pearl St.
Denver, CO 80210
USA

Dated : 31/03/2016

Signature

Seal:

Name: Rohitash Kumar Meena (Director)



Place: Khora

Address: Khora, Shahpura, Rajasthan

Dated : 31/03/2016

Annexure-1


Below is the detailed budget for the given period. The 3rd and 4th quarters are identical to the 2nd quarter and are not given below. All numbers in thousands of rupees.

	entire year	1st quarter	2nd quarter
Salary	360	90	90
office rent	24	6	6
Gas, insurance, maintenance for motorcycles	36	9	9
Internet	7	1.75	1.75
Cooking gas	4	1	1
Meeting and trainings	12	3	3
Computer maintenance, emergency expenses	14	3.5	3.5
Organic farming training	25	6.25	6.25
stationary and office support	6	1.5	1.5
audit fees	20	20	0
village information center funds	6	1.5	1.5
Total	514	143.5	123.5
bank fees	4	1	1
local contribution	22	5.5	5.5
total money to be sent	496	139	119
		137	117

Dr. Derek Vigil-Fowler

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Dr. Derek Vigil-Fowler
Terms of Reference

Task Manager: Rohitash Kumar Meena
Technical Activity: SHGs Promotion, disability, and organic farming
Time frame: 1/10/15 -31/3/16
Location: Jaipur , District, Rajasthan, India

A. Introduction

1. Project background: The creation of model organic farming plots and training of local farmers in organic farming techniques. Survey of disabled persons in Virat Nagar block and the creation of disabled-person organizations' (DPOs). The survey of selected villages in the Jaipur District (Rajasthan) available for the promotion of Women SHGs and Computer literacy. A total of 20 SHGs have been formed. These SHGs will be strengthened in the proposed plan. Organic farming and support of persons with disabilities will also be strengthened.
2. Objective: Lok Sahbhagi Sanstha will report to Dr. Vigil-Fowler about their progress on the work laid out in this document, making sure goals and benchmarks are met, as well as guaranteeing fiscal transparency, etc.
3. Duration: The work will be done from 1/10/15 to 31/3/16. At the end of this financial year, new ToR will be negotiated based on the details of the new project and funding needs.

B. Background

The project is set to start October 1st, 2015. Field work will be carried out in the Jaipur district of Rajasthan the same team. So far the sole donor for the project is Dr. Derek Vigil-Fowler of the US. (Residential Permanent Address with scanned Copy of Passport for identification is attached **Annexure -2**)

The cost of the projects is roughly Rs 2.0 lakh, to be paid out in December.

C. Objective

The project's objectives are as stated above. The work will be undertaken by Rohitash Kumar Meena, Gopal Singh, the two current field workers.



D. Specific Tasks and Deliverables

For the above to work, the funds is required. This entails two requirements:

- 1) **Within one week of receiving (DD Clearance) the funds from Mr. Derek Vigil-Fowler, LSS must have start the process of work given in the objective.**
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The funds will be sent by Dr. Vigil-Fowler in December. Additionally, the LSS field workers must ensure that funds are spent properly, i.e. in a way that moves towards the goals of the project. The workers will also keep track of receipts from the activities of Project in order to maintain fiscal transparency in the operations of Project.

In the middle of December 2015 discussions will be begin about the continuation of the project and LSS for funding relationship. The project will be entering its work phase starting in April and a new ToR will be needed.

E. Principles of Conducting the Assignment

LSS will respond to any reasonable inquiries of Dr. Derek Vigil-Fowler in India about the funds received for this project and utilization, either via email or via phone. Such requests cannot take more than 1 week for an LSS staff member to respond, i.e. Dr. Vigil-Fowler cannot make requests that put an undo time burden on LSS staff.

G. Project Budget

Project Cost for Jaipur District (Rajasthan)	204500	Rs.
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Total Sanctioned Amount	204500	Rs.
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Details Budget Break-up given in the Annexure -1

If the work is carried out in a desirable fashion, discussions will begin in December about the continuation of the relationship between us.



Signature

(Legal Holder)

Seal:

Name: Dr. Derek Vigil-Fowler

Place: Berkeley, CA US

Address: 1739 S. Pearl St.
Denver, CO 80210
USA

Dated : 31/03/2015

Signature

(Legal Holder)

Seal:

Name: Rohitash Kumar Meena (Secretary)

Place: Kukdela,
Field office: Khora ladkhani
Shahpura,Jaipur

Address: Kukdela, Viratnagar, Rajasthan

Dated : 01/10/2015

Annexure-1

Below is the detailed budget for the given period. The 1th quarters is identical to the 2nd quarter and is not given below. All numbers in thousands of rupees.

	entire year	3rd quarter
Salary	150.00	75.0
office rent	12.00	6.00
Gas, insurance, maintenance for motorcycles	18.00	9.00
Internet	3.50	1.75
Cooking gas	2.00	1.00
Meeting and trainings	6.00	3.00
Computer maintenance, emergency expenses	7.00	3.50
Organic farming plot	0.00	0.00
stationary and office support	3.00	1.50
audit fees	00.00	0.00
village information center funds	3.00	1.50
Total	204.50	102.25
bank fees	2.00	1.00
local contribution	11.00	5.50
total money to be sent	195.50	97.75



Promotion of Women SHGs



School management Committee members attending a conference



Computer literacy meeting

