

Department of Women & Child Development

Govt. of NCT of Delhi

1-A, Canning Lane, K.G. Marg, New Delhi, 110001

Request for Proposal for Open Shelters for Children in Need of Care and Protection

The Department of Women & Child Development, GNCTD, invites application from eligible NGO's for release of grant to develop and operate Open shelters for children in need of care and protection including beggars, street and working children, rag pickers and any other vulnerable group of children under Integrated Child Protection Scheme (ICPS) for single-year grants for the year 2011-12

Financial assistance shall be provided through the State Government to voluntary organizations for establishing such Open Shelters. The detailed guidelines including the application format are given on the website www.wcddel.in, www.wcd.nic.in.

These documents can also be collected in person from the Department: Deputy Director, CPU, 1, Canning Lane, K.G. Marg, New Delhi, 110001 during office hours on any working day.

Last date for submitting the proposals in the prescribed format at the above address is July 18, 2011

The Department of Women & Child Development, GNCTD, invites Proposal for Open shelters for children in need of Care and Protection under Integrated Child Protection Scheme

Detailed Note with reference to the request for proposal published in the newspaper:

The Department of Women & Child Development, GNCTD seeks proposals for single-year grants aimed at supporting Open shelters for children in need of Care and Protection under Integrated Child Protection Scheme for the year 2011-12.

The large numbers of homeless children, pavement dwellers, street and working children and child beggars, left on their own and in need of care and support, is an urban phenomena of great concern.

In order to provide for the growing needs of these children, the ICPS would facilitate setting up open shelters. Such centres shall provide a space for children where they can play, use their time productively and engage themselves in creative activities through music, dance, drama, yoga & meditation, computers, indoor and outdoor games, etc. These activities would encourage meaningful peer group participation and interaction. This will ensure their overall growth and development, and keep them away from socially deviant behaviours in addition to fulfilling their basic requirements for food, nutrition and health. These shelters shall also have provisions for health care, quality and flexi-time education and vocational training, including provisions where children can safely keep their belongings. Counselling guidance and life skill education shall also be provided for channelling these children's energy into productive endeavours.

Financial assistance shall be provided through the State Government/UT Administration to voluntary organizations for establishing such Open Shelters as per the detailed guidelines given in the scheme document.

The Department of Women & Child Development, State Child Protection Society, Delhi will give preference to proposals clearly demonstrating the following:

- Fulfilling the criterion as given in the Integrated Child Protection Scheme (as given in the format)
- Experience of working in the area of street and working children
- Experience of child rights and child related activities.
- Innovation in improving the situation of street and working children and children in need of care and protection in the state of Delhi
- A high degree of potential impact on society.
- Programs that will serve as models for other institutions.
- Realistic budgets tied to measurable outcomes.
- Sustained financial and programmatic viability.
- Programs leaders or institutes with record of past success.
- Have specific plans for sustainability beyond the funding period.
- Last date for submitting the proposals is July,18, 2011

Department of Women & Child Development

Govt. of NCT of Delhi

State Child Protection Society, Delhi

1-A, Caning Lane, K.G. Marg, New Delhi, 110001

PERFORMA FOR NGOs APPLYING FOR OPEN SHELTER UNDER INTEGRATED CHILD PROTECTION SCHEME

1. Name of the Organization : _____
2. Postal Address : _____
- PIN: _____ DISTRICT: _____
3. Telephone : Telex Fax E-mail
4. Mobile No.
5. Legal status : () Society () Company () Trust
Others(specify)
6. Registration Details : Registered on (Date)
By _____
7. Registered Office Address : _____

8. Contact person : _____
Designation : _____

9. Staff Strength

S.N.	Name of the Staff	Designation	Qualification	Temporary/permanent	Salary

10. Assets/Infrastructure of the organization

S.No	Particulars	Worth in rupees	Remarks

11.a. Please provide details, regarding the annual budget of your organization.

Year	Source	Amount	Expenditure
2010-11			
2009-10			
2008-09			

11. b. Details of Appreciation Letter(s) or Blacklisting or Complaint received.

(Please provide the supporting documents)

12. Provide the details of the current projects for children in need of care & protection in the following format:

S.NO	Project Name	Location	Funded by	Year	Type of beneficiaries (Beggars, street & working children, rag pickers, small vendors, orphaned, deserted, trafficked, run away children etc.	Total no. of beneficiaries

11. Please provide basic information on the key projects carried out by your organization since the last three years (5 lines for each subject – attach separately).

- Community served
- Experience of working with Children in need of care and protection.
- Objective
- Strategies
- Main outcomes
- Evaluation methods employed
- Evaluation results

12. A brief write up on the programmes the organization currently runs

(Not more than three pages)

13. Submit your proposal for open shelter reflecting the following points:

- a) Methods of identification of the target group (children in need of Care and Protection)
- b) Outreach activities to make contact with the children within geographical area/ location
- c) Geographical location of open shelter proposed justifying the accessibility to the target group round the clock
- d) Innovative after care protection measures to make the child self- sufficient & self-reliant.
- e) The specific plans for the sustainability of the project beyond the funding period.
- f) Realistic budget tied to measurable outcomes

14. Copies of the following documents need to be provided

- Society Registration Certificate and Memorandum of Association & Articles along with the latest filled return./ Trust Deed
- Activity Report/ Annual report of the organization for the last three years
- Annual Audit Report of the organization for the last three years
- Income Tax Registration and Exemption Certificate if any
- FCRA Registration Certificate if any
- List of Board/Governing Body members with Contact details and occupation

15. Name of the person who filled this form:

Qualification and experience :

Designation :

Address :

Mobile no. :

Guidelines for Open Shelters for Children in Need of Care and Protection

1. Target Group

Open Shelters in urban and semi-urban areas will cater to all children in need of care and protection particularly beggars, street and working children, rag pickers, small vendors, street performers, orphaned, deserted, trafficked and run-away children, children of migrant population and any other vulnerable group of children.

2. Objectives

These Open Shelters, run by both NGOs and State Governments/UTs, are not meant to provide permanent residential facilities for children but will complement the existing institutional care facilities. The objectives of these Open Shelters include:

- (i) To attract above-mentioned target group of children from their present vulnerable life situation to a safe environment;
- (ii) To wean these children away from the vulnerable situations by sustained interventions;
- (iii) To guide these children away from high risk and socially deviant behaviours;
- (iv) To provide opportunities for education and develop their potential and talent;
- (v) To enhance life-skills and reduce their vulnerabilities to exploitation;
- (vi) To reintegrate these children into families, alternative care and community;
- (vii) To carryout out regular follow up to ensure that children do not return to vulnerable situations.

3. Programs and activities

- (i) Identify such children within the geographical area/location of the Open Shelters;
- (ii) Use innovative child friendly approaches and outreach activities to make contact with them;
- (iii) Organizations establishing such Open Shelters could supplement their services through Contact Locations that could be established on railway platforms, crowded market areas, tourist destinations, bus stands, etc.;
- (iv) Contact Locations can be established by organizations running the 24-hour Open Shelters or their partners;
- (v) Use techniques like music, drama, story telling, outings and other child friendly methodologies to attract and sustain the interest of the children;
- (vi) Once children start participating, these Open Shelters should introduce age-appropriate education, access to vocational training, recreation, bridge education, linkages to the National Open School Programme (NOSP), health care, counseling, etc.
- (vii) In order to provide useful vocational training to children, every Open Shelter should tie up with NGOs and ITIs to either provide vocational training facilities by sending the children to such NGOs or ITIs or provide such facilities within the Open Shelter;
- (viii) Cater to individual specific needs like substance abuse, behavioural problems and socially deviant behaviours among others;
- (ix) Encourage involvement of social workers, community volunteers, peer educators, students and others. This will provide opportunity to people with skills and time to mentor, guide and improve the quality of life of these children;
- (x) Provide life skills to children leading to personality enhancement, raising self esteem, developing a positive approach to life, improving communication skills, ability to deal with trauma, reducing risk and vulnerabilities, etc.;

- (xi) Provide temporary stay facilities for children; and children requiring long term care shall be referred to the nearest Shelter/Children's home;
- (xii) Function as 24- hour Crisis Management Centres to receive and provide necessary assistance to children;
- (xiii) Separate Open Shelters should be established for boys and girls;
- (xiv) One NGO can run one or more Open Shelters in a city, based on requirements;
- (xv) Provide accessibility to children round the clock;
- (xvi) Provide accessibility to children of all age groups up to 18 years of age;
- (xvii) Provide quality toilets, lockers for children to keep their belongings, washing facilities, recreational facilities both indoor and outdoor, etc.;
- (xviii) Provide health care facilities and refer children for specialized services for prevention of drug and substance abuse, HIV/AIDS/STIs and other chronic health disorders;
- (xix) Maintain standards of care and children should be encouraged to participate in the activities of Open Shelters;
- (xx) Prepare Individual Care Plan for each child which will be monitored by the DCPS from time to time;
- (xxi) Maintain electronic data of each child and furnish the details to the DCPS as a part of the child tracking system.

4. Accommodation required:

- (i) A Unit for 25 children shall have minimum carpet area of 2000 sq ft. including a kitchen, two bathrooms and two toilets.
- (ii) NGOs running these Open Shelters may contact Municipal Corporations, Zila Parishads, Slum Boards, Railway and Transport authorities for suitable accommodation for Open shelters or contact points.
- (iii) NGOs may seek help of DCPS for making arrangement for accommodation

5. Estimated Budget for a Unit of 25 Children

Sl. No.	Item	Amount (in Rs.)
A. Non- Recurring Expenditure		
1.	Furniture including mattresses for children, 25 steel lockers, cupboards, tables and chairs etc.	1,00,000/-
2.	Two Computers with UPS @ Rs. 35,000/- and one printer cum scanner @ Rs.10,000/-	80,000/-
3.	1 Color Television	15,000/-
4.	Equipments for sports, entertainment, vocational training and kitchen along with utensils, gas stove, and water filter, etc.	1,00,000/-
	Total	2,95,000/-
B. Recurring Expenditure		
5.	Maintenance (food, clothing, medicine, soap, oil, toothpaste, toiletries, etc.- @ Rs.750/- per child per month (Rs.750 x 25 children x12 months)	2,25,000/-

6.	Rent for hired building or maintenance for self-owned building for:	1,20,000/-
	(a) Open Shelters @ Rs. 10,000/- per month (Subject to actuals)*	
	(b) 3 Contact Points*** @ Rs. 1,000/- per month (Subject to actuals)**	36,000/-
7.	Water and electricity charges @ Rs. 1,500/- per month (subject to actuals)	18,000/-
8.	Contingencies (postage, stationary, telephone, photocopy etc.) @ Rs. 1,500/- per month	18,000/-
9.	Transportation charges @ Rs. 1,500/- per month	18,000/-
10.	Miscellaneous for outings, books for library, play materials, educational/sports equipments, etc. @ Rs. 2,000/- per month (subject to actuals)	24,000/-
11.	Salary:	
	One Project Coordinator cum Counsellor @ Rs. 10,000/- per month	1,20,000/-
	One Social Worker @ Rs. 8,000/-	96,000/-
	Two Care Givers cum Bridge Course Educators @ Rs. 5,000/- per month	1,20,000/-
	Three Outreach Workers*** @ Rs. 4,000/- per month	1,44,000/-
	One Helpers for cleaning and cooking purposes @ Rs. 2,000/- per month	24,000/-
	Total	9,63,000/-
	Total (A+B)	12,58,000/-

*In Metro cities (Delhi, Kolkata, Mumbai, Chennai, Bangalore and Hyderabad) @Rs.20000/- per month.

**In Metro cities (Delhi, Kolkata, Mumbai, Chennai, Bangalore and Hyderabad) @Rs.2000/- per month. With support of DCPS, the voluntary organization running these contact points should make efforts to arrange for free accommodation for contact points at railway stations, bus stands and other public places.

*** Number of Outreach Workers and Contact Points can be increased upto a maximum of 5 depending on the geographical area and number of children to be catered to by the programme

Note: Though the budget calculations are based on a total of 25 children, in reality there would more children utilizing the services of the Open Shelters for intermittent periods. Apart from the above, NGOs are encouraged to enroll the support of volunteers and raise funds from other sources to run the Open Shelters.