

SHAPE A FUTURE

DEVELOP A SMALL LIBRARY AT A
SCHOOL CLOSE TO YOUR HEART



**Go
Dharmic**

 **Futures First**

THE OBJECTIVE OF THE PROJECT:

Shape A Future is an initiative from Go Dharmic to create a learning spaces in underprivileged government schools. Many of the school's do not have even the most basic facilities, they have no books for children to cultivate the pleasure of reading, they lack chairs, tables, and very poor sanitation facilities, with no structured area for toilets and wash basins. They may not even have access to clean water.

The GD team has set a goal of developing learning spaces for 1 million children by the year 2026 and in this endeavour we require your help.

When we develop a Library we try to give them books, furniture, fix one issue at each school (i.e. repair a leak, or provide a fence around the school boundary), and provide them with games and sports equipment.

Go Dharmic has so far established 42 Libraries across India and Nepal, and 8 libraries with Futures First to date. We would like to help you develop a library at an underprivileged school near you. This could be a village near where you grew up, or a school you pass by on your way to work, just a place that is meaningful to you.

This document will be a guide including a budget forecast to develop a library and learning space in the school.

1. RESEARCH AND IDENTIFICATION:

The first step involves conducting comprehensive research and identifying schools that lack proper education facilities. For the consideration of an appropriate school one must consider the following:

1. A school ambassador, this can be a teacher or headmaster who can help ensure the facilities will be well utilized and looked after.
2. The school should be a government school, ensuring there is no private benefit from our donation.
3. The size of the room should be a minimum of 200 sq.ft. enabling enough space for our resources.
4. The room should not be in a dilapidated condition and should not require too much of repairing except a basic whitewash. (This would exceed our budget for the project and render our resources open to damage).
5. The flooring of the room should be in good condition.
6. The amount of the budget to be allocated should be based on the number of students which is = 100 to 300 + Children.
7. If there are multiple locations being considered, one should select the school which consists of a larger population of female students.

2. APPROVAL

Once you have selected a great school, please discuss this with Deependra and the Go Dharmic team to go through a proposed costing for the project. Then we can discuss internally with Futures First management before accepting the proposed location into the agenda. We will be developing the schools within the next 6 weeks so location submissions need to be in by the 20th of November 2019.

3. IMPLEMENTATION:

Once the school has been identified, and approved, the implementation of the project should be undertaken with dedicated and sincere efforts over a 2-3 day period. You can complete a project in a weekend.

The implementation process should be structured as follows:

1. Identify the shops/vendors in the local markets that offer the required goods and services at competitive/affordable rates.

SR. NO.	GOODS AND SERVICES	BUDGET(₹)
1	Whitewash and paints	₹7,000 – ₹10,000
2	Bookshelves	₹5,000 – ₹8,000
3	Table (size 6*3*2.5 feet)	₹5,000 – ₹8,000
4	Chairs (Qty 8 units)	₹4,000 – ₹5000
5	Books	₹15,000 – ₹20,000
6	Electrical Fittings & Electrician (*if required*)	₹2000 – ₹4,000
7	Colors & Artwork	₹5,000 – ₹8,000
8	Opening ceremony refreshments	₹2,000 – ₹3,000
9	Logistics & Transportation	₹5,000 – ₹8,000
	TOTAL	50,000 - 74,000

2. Costs of the above-mentioned goods & services must be at par or below the provisions made in the budget.
3. Whitewashing the classroom walls.
4. Art paintings to be selected and to be placed as decor commodities in the classrooms. One must ensure that the size of the wall paintings should be in accordance with the size of the room.
5. Installing electrical fittings such as plug points, tube lights, fans, and other basic required fittings.
6. Procurement of the books, bookshelves, and other necessary furniture and set up them in the room in a way that the students can easily access them.
7. If there is an old computer in your office which is no longer being used and there is access to electricity at the school, please try to see if you can deliver it to the location.
8. On the day of the inauguration of the library.
 - Work with the ambassador or headmaster on the launch logistics.
 - Don't forget to take photos!
 - Have a total count of children and school staff to be present on the inauguration day so as to arrange necessary refreshments for them.
 - Decorating the library for the inauguration day. Help may be taken from the children of the respective school.
 - Give a talk to the children about the work and inspire them to work hard and take full benefit of the resources.

4. POST IMPLEMENTATION

1. Keep a record of visits to the school and stay in touch with the Principal.
2. Try to visit the children wherever possible and spend time reading or mentoring them in the best way possible.
3. Add the ambassador or headmaster to the Go Dharmic principal's group so that they may receive updates from our team as to the latest developments.
4. The organization/the person should send photographs, video clips of the visit to Micro Library to the ambassador of Go Dharmic.

FOR ANY FURTHER INQUIRIES, PLEASE CONTACT US ON

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