Project Proposal

For

Formation of

IT Training Centers in

6 Union Councils of Muzaffarabad AJK

https://www.hdomzd.org

NGO PROFILE

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Submitted by :   Muhammad Naveed

Submitted to :

Project Title	Formation of IT Training Centers in 6 Union Councils of Muzaffarabad AJK
NGO Full Name	Human Development Organization Muzaffarabad AJK
Targeted Areas	Tulgran, Saidpur, Baheri, Norasari, Heerkotli, Balgran,
Duration	1 years
Estimated Cost	**202332.00 USD**

Summary

Urban people in 6 x Union Councils (Tulgran, Saidpur, Bahari, Heerkotli, Norasari and Balgran) District Muzaffarabad have very limited opportunities to gain useful technological skills which could enable them to become true professional in the field of computer technology, which also help them in seeking good careers and skills in Govt. and private sectors.

In the past, few NGOs have done different projects in mention union councils including skills training scheme but they mainly focused on electronics, carpentry, hairdressing and tailoring. These skills, while certainly beneficial, but not sufficient and only beneficial to particular class of people in which most of them are illiterate. Also these projects have been implemented to limited areas of District Muzaffarabad city areas only. Whereas our NGO HDO is especially focusing on rural areas/UCs of the district Muzaffarabad AJK.

HDO has this broader vision of expanding the mention project to all the union councils of district Muzaffarabad AJK.

The mention areas have been considering one of the most under developed areas/UCs of Capital city Muzaffarabad. There are very few vocational centers have been established by the Govt. which are rarely accessible to common people.

HDO has done different projects in these areas the complete list is also available on the our official portal (www.hdomzd.org).

1. Introduction

The state of Azad Jammu and Kashmir lies between longitude 730 – 750 and latitude 33 - 36 and comprises an area of 5,134 square miles (13,297 sqrare kilometers). Muzaffaravad district falls within the Himalayan organic belt. As such, its topography is mainly hilly and mountainous characterized by deep ravines, rugged, and undulating terrain. The northern district (Muzaffarabad) is generally mountainous. The mountain ecosystems are relatively unstable and have low inherent productivity.

Muzaffarabad AJK

Muzaffarabad District (Also spelled Muzaffarabad District) (Urdu: ضلع نیلم) is one of the ten districts of Azad Jammu and Kashmir, Pakistan. Until recently it was part of Muzaffarabad District. It is bound by the Gilgit (Northern Areas) to the North, with Kupwara, Baramulla and Bandipore Districts of Indian-administered Kashmir in India to the South and Southeast, Muzaffarabad District to the Southwest and Mansehra District to the West. The district has a population of 191,251 according to the 2017 Census. The district was badly affected by the 2005 Kashmir earthquake. This district is said to be one of the most under developed area of the state AJK.

6 x Union Councils of Muzaffarabad

1. Tulgran

This union council is the most remote union council of the Halka 01. Most of the area is mountainous and hilly. This part of the union council is lacking basic necessities of life. Major part of the population is dependent upon agriculture. The whole union council is linked with the district headquarter with single lane melted road. People used to travel on foots on the hilly mountains. Although higher secondary and high schools are established but the population is devoid of the fruits of modern time. There is not any single vocational training Centre in the whole area.

2. Saidpur

This union council is adjacent to Kahori union council. It is also linked with the district headquarter with single lane melted road. The most part of the union council is also hilly. The far flung areas are not linked with the road. There is need to link the remote areas with main

road to catch the beauty of this area for tourists. Major part of the population is dependent upon agriculture. People used to travel on foots on the hilly mountains. Although higher secondary and high schools are established but the population is devoid of the fruits of modern time. There is not any single vocational training Centre in the whole area.

3. Heerkotli

This union council is very nearer to the district headquarter mzd. But it is also remote and devoid of basic necessities of life. It is also linked with the district headquarter with single lane melted road. The most pat of the union council is also hilly. The far flung areas are not linked with the road. There is need to link the remote areas with main road to catch the beauty of this area for tourists. Major part of the population is dependent upon agriculture. People used to travel on foots on the hilly mountains. Although higher secondary and high schools are established but the population is devoid of the fruits of modern time. There is not a single vocational training Centre in the whole area.

4. Balgran

This union council is the neighboring union council of Heerkutli. But it is also remote and devoid of basic necessities of life. It is also linked with the district headquarter with single lane melted road. The most part of the union council is also hilly. The far flung areas are not linked with the road. There is need to link the remote areas with main road to catch the beauty of this area for tourists. Major part of the population is depended upon agriculture. People used to travel on foots on the hilly mountains. Although higher secondary and high school are established but the population is devoid of the fruits of modern time. There is not any single vocational training Centre in the whole area

5. Baheri

It is also remote and devoid of basic necessities of life. It is also linked with the direct headquarter with single lane melted road. The most part of the union council is also hilly. The far flung areas are not linked with the road. There is need to link the remote areas with main road to catch of this area for tourist. Major part of the population is dependent upon agriculture. People used to travel on foots on the hilly mountains. Although higher secondary and high school are established but the population is devoid of the fruits of modern time. There is not any single vocational training centre in the whole area.

6. Norasari

It is also remote and devoid of basic necessities of life. It is also linked with the direct headquarter with single lane melted road. The most part of the union council is also hilly. The far flung areas are not linked with the road. There is need to link the remote areas with main road to catch of this area for tourist. Major part of the population is dependent upon agriculture. People used to travel on foots on the hilly mountains. Although higher secondary and high school are established but the population is devoid of the fruits of modern time. There is not any single vocational training center in the whole area.

2. Problem Statement

Urban people in 6 x Union (Tulgran, Saidpur, Bahari, Heerkotli, Norasari and Balgran) of District Muzaffarabad AJK have very limited opportunities to gain useful technological skills. Many people of these UCs even don't know the basics of ICT and related operational activities.

For this purpose, our NGO HDO MZD has visited many thickly populated and backward areas of District Muzaffarabad and found mostly people without a computer education / knowledge or have no information technology training specially women.

So we have taken this initiative to provide a platform to people of mentioned UCs so that they can learn state of the art professional ICT skills that can be very beneficial for their professional careers as well as their daily lives for better earnings.

3. Project Objectives

Main Objectives of this Project are as follows:

- Basic technical Knowledge of students will be improved
- Technical Skills will be improved.
- IT awareness in mention union councils
- Level of Employment will be increased due to technical skills in the field of IT
- Students will get involved in positive activities instead of bad habits and wasting their time
- Latest on demand technical education will be provided to the people of mention union councils at their door step free of cost.
- Latest on demand computer courses will make students professional in IT field
- Women empowerment by enabling them through technical knowledge
- Chances of seeking a good career will be much improved in Govt. and private sectors
- Students will get certificates after completion of their courses
- Approx. 500 x families will be benefited.
- More than 1500 Students will be benefited directly.
- 1500 person will be trained in demand driven IT Courses.
- More than 43 x staff will be employed from Muzaffarabad or Muzaffarabad District

4. Proposed Work:

1. Hiring of human resources
   a. Local and AJK national staff will be hired according to SOPs
2. Purchasing of required equipment
   a. 1 x Vehicle
   b. 70 x Laptops with allied accessories
   c. Office Equipment as per requirements
   d. 2 x Desktop PCs
   e. 6 x Printers
   f. Misc. equipment
3. Establish 6 x IT training centers in 6 x union councils of Muzaffaraabd AJK
   a. Hiring of buildings for computer centers
   b. Installing a 10 x Laptops for each lab in 6 x UC
   c. 1 x Male and 1 x Female instructor will train the students
4. Offering of courses for (students age between 15 to 40 years
   a. Basic Computer Course (2 M)
   b. Web site Development, Ecommerce and related courses (4 M)
   c. Freelancing, Digital Marketing/ Social Media Marketing (2 M)
5. Exams for certification
6. The vocational training centers will be accredited by the official certificates will be issued to the students upon completion of the courses.
7. Monthly reports
8. Annual Reports
9. Conclusion Report

5. Human resources required

S#	Post Name	BPS	Qty	Remarks
1	Project Manager	19	1	Male (AJK National) **Qualification:** Master's degree in Computer sciences/Project Management **Experience:** 5 Year experience of related field
2	Project Coordinator	18	1	Male/Female (AJK National) **Qualification:** Master's degree in Computer sciences/Project Management **Experience:** 5 Year experience of related field
3	Web Master/Social Media Mobilizer/Demonstrator	17	1	Male (AJK National) **Qualification:** Master's degree in Computer sciences **Experience:** 2 Year experience of related field
4	IT Instructors	16	12	Male/Female (AJK National) **Qualification:** MCS/BSCS/BIT Software /Computer Engineering **Experience:** 2 Year experience of related field

S#	Post Name	BPS	Qty	Remarks
5	Account Officer	16	1	Male/Female (AJK National) **Qualification:** MBA/M.Com or BBA/BCOM **Experience:** 5 Year experience of related field
6	Assistant Admin	15	1	Male/Female (AJK National) **Qualification:** Graduate, PGD IT/ Diploma in IT **Experience:** 2 Year experience of related field
7	Social Organizers (Junior Instructors)	14	6	Male/Female (AJK National) **Qualification:** Graduate **Experience:** 3 Year experience of related field
8	Computer Operator	14	1	Male/Female (AJK National) **Qualification:** Graduate/ICS **Experience:** 3 Year experience of related field
9	Drivers	4	2	Male (AJK National) **Qualification:** Middle **Experience:** 5 Year experience of driving a vehicle in Mountain areas
10	Naib Qasid/Security Guard	2	8	Male (AJK National) **Qualification:** Literate **Experience:** Retired Military Person
	Total		**34**	

6. Evaluation
Project Duration (First Phase)

1 years (12 Months) likely to be continued

7. Project Implements

- 1500 x persons (male, female) will be trained in different demand driven Professional Computer Courses.

- 72 x persons will be employed and their families will be benefited.

- Approx. 500 x families will be benefited.

- More than 1500 Students will be benefited directly.

- 1500 person will be trained in demand driven IT Courses.

- Technical Awareness of People will be increased

- Unemployment will be reduced.

- Professional Skills will be improved

- 1500 x People will get themselves in position to start their own business, composing centers or private institute etc

- Student will be engage in learning useful skills instead of wasting their time in other activities.

8. Future Funding
Most of the costs involve one-time purchase of the equipment, it will be necessary to plan for future funding of certain aspects of the project. These costs include maintenance of the equipment, salaries of employees, rent of buildings and utilities bills. The Government of AJ&K has indicated that if the project is funded, they will also support it in future.

9. Budget Narrative

S.No	Name of Head	Amount (in USD)	Amount (in PKR)
1.	Capital Cost	**41162.00**	9014572.67
2.	Cost for Hiring of Staff	**124920.00**	27357767.32
3.	Over Heads	**36250.00**	7938833.38
	Total Cost	**202332.00**	**44311173.37**

A - Capital Cost

S.#	Items	Qty	Unit Cost USD (per item)	Year 1 USD	Year 2 USD	Total USD
1	Purchase of Laptops	70	230.00	16100		16100
2	Purchase of Desktop	6	114.00	684		684
3	Purchase of Printer	6	182.00	1092		1092
	Sub total	**82**	**526**	**17876**		**17876**
4	**Purchase of Furniture for office**					
5	I. Officer Chairs	2	90.00	180		180
	II. Visiting Chairs	20	5.00	100		100
	III. Office chairs	6	10.00	60		60
	IV. Officer Table	2	65.00	130		130
	VI. Computer table	3	10.00	30		30
	VII. Cabinets	2	50.00	100		100
	Sub total	**117**	**756.00**	**18476.00**		**18476.00**
6	**Purchase of Furniture for Training Centers**					
	I. Office Chairs	12	10.00	120		120
	II. Visiting Chairs	24	5.00	120		120
	III. Officer Tables	12	70.00	840		840
	IV. Office tables	6	50.00	300		300
	V. Computer tables	60	45.00	2700		2700
	VI. Computer Chairs	70	10.00	700		700
	VIII. White Board	6	5.00	30		30
	Sub total	**190**	**195.00**	**4810.00**		**4810.00**
	A. Total	**389**	**1477**	**41162**		**41162**

B-Estimated Cost for Hiring of Human Resource

Sr#	Name of Post	Scale	Qty	Pay/Month (lump sum) in USD	Year 1 USD	Year 2	Total
1	Project Director	BPS-19	1	820.00	9840		9840
2	Project Deputy Director	BPS-18	1	620.00	7440		7440
3	Web Master/Social Media Mobilizer	BPS-17	1	460.00	5520		5520
4	IT Instructor	BPS-16	12	370.00	53280		53280
5	Accountant	BPS-16	1	370.00	4440		4440
7	Admin Assistant	BPS-15	1	300.00	3600		3600
6	Social Organizers	BPS-14	6	250.00	18000		18000
8	Computer Operator	BPS-14	1	250.00	3000		3000
9	Drivers	BPS-4	2	185.00	4440		4440
10	Naib Qasid/Security Guards	BPS-2	8	160.00	15360		15360
B - Sub Total			**34**	**10410.00**	**124920.00**		**124920.00**

C-Estimated Cost for Over Heads

Sr#	Items	Unit Cost	Qty	Cot /Month USD	Year 1 in USD	Year 2	Total in USD
1	Rent of Office buildings	115.00	7	805	9660		9660
2	Purchase of vehicle	1400.00	1	1400.00	1400.00		1400.00
3	Utility Bills	100.00	7	700.00	8400.00		8400.00
4	Stationary	90.00	7	630	7560.00		7560.00
5	Repair of vehicle	230.00	1	230.00	230.00		230.00
6	Purchase of oil /diesel	4000.00	1	4000.00	4000.00		4000.00
7	Contingency	5000.00	1	5000.00	5000.00		5000.00
C - Sub Total				**27395.00**	**36250.00**		**36250.00**
Grand Total			**25**		**202332.00**		**202332.00**

9. References

1. **Royal College of Obstetricians of Gynecologists:**

Establishing a Training Centre for Courses

https://www.rcog.org.uk/globalassets/documents/global-network/global-health-toolkits/setting-up-a-training-centre.pdf

2. **Vocational Training Center**

https://www.jica.go.jp/english/our_work/evaluation/reports/2000/pdf/2001_0418.pdf

3. **The establishment of an integrated skills training center for undergraduates**

https://www.ncbi.nlm.nih.gov/pubmed/20796066

4. **KMC to establish vocational training centers**

https://www.pakistantoday.com.pk/2012/06/17/kmc-to-establish-10-vocational-training-centers/

5. **Training Centers**

http://www.worldgastroenterology.org/education-and-training/training-centers

6. **Establishment of Computer training centers in AJK**
   Project of IT Board Govt. of AJK

http://www.itb.ajk.gov.pk/

7. **Vocational Training Centers in 9xUnion councils of Muzaffarabad**

http://hdomzd.org/succes_stories.php

8. **Computer Training Centers**

http://www.nait.ca/93816.htm

9. **Research Technology**

   Accelerating research from the Desktop to the Teraflop

   https://cls.iq.harvard.edu/computer-training-lab

10. **The Holistic Care Foundation**
    Computer Vocational Training To Orphans And Underprivileged Children

http://foundation.theholisticcare.com/component/content/article/73-computer-vocational-training-to-orphans-a-underprivileged-children.html

11. **Akhtar Hameed Khan National Centre for Rural Development**

http://ncrd.gov.pk/