

Prosperity ... Equity ..... Empathy



National Level Admin Office

16/01, Second Floor, Doctors Lane, Gole Market, New Delhi -110001

E-mail : [info@hamarasankalp.ngo](mailto:info@hamarasankalp.ngo)

## Message From The Secretary's Desk



I am thrilled to announce the launch of our Winter Internship Program for the academic year 2023-24—a program that encapsulates our commitment to fostering youth professionalism. This initiative is not merely an internship; it is a journey designed to impart comprehensive skills and facilitate practical execution.

In response to the evolving landscape of education, our Winter Internship Program adopts a hybrid learning model. We recognize the need to go beyond conventional teaching methods, and by combining virtual and fieldwork components, we aim to provide an enriched learning experience that resonates with the demands of the professional world. One of the hallmarks of our program is the flexibility it offers. Participants have the freedom to choose their fieldwork location, a testament to our commitment to convenience and diversity. This not only facilitates pan-India participation but also empowers students to tailor their internship experience according to their preferences. At the core of this internship lies a focus on research studies and documentation—an investment in honing skills that go beyond textbooks. Our aim is to empower students in proposal drafting and policy shaping, fostering a sense of initiative and leadership that extends beyond the confines of traditional education.

### **Join Us on this Journey of Growth**

To the aspiring minds seeking an opportunity to learn, grow, and make a meaningful impact, I extend a warm invitation to participate in our Winter Internship Program. Your journey with Hamara Sankalp is not just about acquiring knowledge; it's about acquiring the tools to become leaders of tomorrow.

As we embark on this transformative journey together, let us continue to strive for excellence and empower the future leaders who will shape a brighter tomorrow.

Best Regards,

Mr. Sunil Datt Yadav  
Secretary, Hamara Sankalp

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## 1. TITLE



**Winter Internship Program 2023-24**

**युवा सहयोग से समृद्ध समाज**

**“Prosperous Society through Youth  
Collaboration”**

## 2. ABOUT THE PROGRAM

Hamara Sankalp, a non-profit organization based in Delhi, has organized a winter internship program 2023-24 “ युवा सहयोग से समृद्ध समाज - Prosperous Society through Youth Collaboration”. The program aims to provide students with an opportunity to gain more knowledge and experience in their field of interest. The program is open to students from all disciplines who are interested in community development and social change. The program will be conducted during the winter break and will be of great value to students who are looking to gain practical experience in their field of interest. The program will help students develop their skills and knowledge, which will be of great value to them in their future careers. The Winter Internship Program 2023 -24 is a **15-day hybrid model** program that includes 7 days of fieldwork in a targeted village or slum of the intern’s choice. The program aims to provide students with an opportunity to develop their social, communication, and logical thinking skills while also sensitizing them to social issues. The program incentivizes students to propose practical solutions to these issues. The internship program is designed to help students develop their skills and knowledge in a scientific and structured manner. It provides students with an opportunity to work on real-world projects and gain hands-on experience. The program also provides students with access to mentors who will guide them throughout the internship. Candidates must select one theme out of the below listed 8 themes (please refer to points 3.1 to 3.8) .The entire internship program will revolve around that central theme, although apart from the prescribed activities, candidates can also undertake other relevant activities. For better achievement of objectives.

### Activities to be performed

Participants are required to undertake comprehensive activities with suitable dedicated hours assigned to that proper task. These tasks include:

- Primary Assessment (Survey): Participants will conduct a survey to assess the current situation of the selected area.
- Poster and Wall Painting making and dissemination for awareness: Participants will create posters and wall paintings to raise awareness about the selected theme.
- Community Campaign: Participants will conduct a community campaign to spread awareness about the selected theme.

- Participatory Rural Appraisal (PRA): Participants will conduct a PRA to identify the problems and needs of the community.
- Problem Assessment: Participants will assess the problems identified in the PRA.
- Community Engagement: Participants will engage with the community to address the problems identified in the PRA.

Upon completion of every task, the participants are required to click pictures and videos of the said task and at the end make a detailed report and one Complete compiled video highlighting a series of activities and pictures taken.

### 3.OBJECTIVES

- Enhance leadership skills:** The program can include activities such as mentoring, shadowing, and leadership workshops to help students develop their leadership skills
- Improve problem-solving skills:** The program can include activities such as case studies, simulations, and brainstorming sessions to help students improve their problem-solving skills.
- Develop research skills:** The program can include activities such as research paper writing, data analysis, and literature review to help students develop their research skills.
- Improve time management skills:** The program can include activities such as project management, task prioritization, and time tracking to help students improve their time management skills.
- Develop intercultural competence:** The program can include activities such as cultural immersion, language learning, and cross-cultural communication to help students develop their intercultural competence.

## 4.THEME OF INTERNSHIP

- a. Women Empowerment
- b. Water, Health & Sanitation
- c. Community Development
- d. Digital Literacy
- e. Legal Literacy and Awareness
- f. Sustainable Agriculture & Allied Practices
- g. Environment Conservation
- h. Rural Entrepreneurship Development

Candidates need to select anyone theme from the above for the internship program.

## 5.COMPONENT

### a. ORIENTATION TRAINING SESSION

The orientation training session for the Winter Internship Program 2023 will be conducted online and will consist of four sessions, each of one-hour duration. The objective of the orientation training is to equip the interns with all the components of the program and to organize them in a frequency so that they can undertake the project with high proficiency. The orientation training will cover the following topics:

- **Introduction to the Winter Internship Program 2023 -24:** This session will provide an overview of the program, its objectives, and the activities to be performed.
- **Community Assessment and Participatory Rural Appraisal (PRA):** This session will cover the primary assessment and PRA techniques to be used in the program.
- **Community Engagement and Information-Education and Communication (IEC) Exercise:** This session will cover community

- Engagement exercises and IEC exercises to be conducted during the program.
- **Report & Documentation:** This session will cover the guidelines for report preparation, including documentation of the major problems assessed, practical solutions proposed, case studies of beneficiaries, and other collected raw data and interpretation.

The orientation training will be conducted in a synchronous mode, and participants will be required to attend all four sessions. The training will be delivered via a feature-rich modern platform that supports easy access, screen share, integration of different learning assets, polling, hand raising, breakout areas, and so on.

#### **b. PRIMARY ASSESSMENT**

The program can begin with a primary assessment of the community's needs and resources. This can include surveys, interviews, and focus group discussions with community members to identify the most pressing issues and challenges.

**Note:** The organization will provide the required formats at a later stage of the selection process.

#### **c. PARTICIPATORY RURAL APPRAISAL**

Participatory Rural Appraisal (PRA) is a method of gathering information by involving rural and local communities in decision-making and project implementation. PRA can be used to collect data on community Resources, needs, and priorities. Some PRA techniques include transect walks, participatory mapping, and seasonal calendars 12.

#### **d. INFORMATION-EDUCATION AND COMMUNICATION EXERCISES**

Information-Education and Communication (IEC) exercises can include a range of activities such as awareness campaigns, poster and video screenings, wall painting, door-to-door engagement, and nukad natak (street plays). These activities can help raise awareness about social issues



and encourage community members to act and build the capacity of community members to address social issues and develop practical solutions.

#### **e. REPORT & DOCUMENTATION**

Report preparation can include documenting the major problems assessed, practical solutions proposed, case studies of beneficiaries, and other collected raw data and interpretation. This can help ensure that the program's outcomes are well-documented and can be used to inform future interventions.



# Guidelines

## 1. Eligibility criteria

- 1.1. The program is open to students from all disciplines.
- 1.2. Participants must be between the ages of 16 to 30.

## 2. Mode of Internship

- 2.1. Hybrid [on spot (targeted village or slum area) + Online].

## 3. Seats and Selection Procedure

- 3.1. The number of individuals selected may vary between **100 to 250**, subject to the final decision of the organization's board members.
- 3.2. The number of teams selected may vary from **10 to 50**, subject to the final decision of the organization's board members.
- 3.3. The final selection is subject to the decision of the selection committee, which is constructed by the Board members for this particular purpose.
- 3.4. However, the selection criteria may include merit, academic performance, and prior experience.

## 4. Duration of the Program

- 4.1. The program is 15 days long. (2 days online orientation training + 7 days Fieldwork + 6 Days Report & Documentation).

## 5. Rules Regarding Selection of Targeted Village or Slum Area by the Candidates

- 5.1. Participants will be required to select a village or slum area for the program.
- 5.2. In general, a village is to be selected by the participants of their own choices.
- 5.3. For Metropolitan cities, Slum areas and colonies may be selected instead of villages.

- 5.4. The selected area must be within the Indian territory.
- 5.5. Details of the selected village or slums area need to be communicated in proper format before the orientation training session.



## 6. Detailed Activities Need To Be Accomplished

SL. NO.	TYPES OF WORK	CONTENTS	Duration
A.	<b>ORIENTATION TRAINING SESSIONS</b>		
1.	<b>TRAINING</b>	Online sessions	2 Days
B.	<b>FIELD WORK</b>		
1.	<b>PRIMARY ASSESSMENT</b>	<ol style="list-style-type: none"> <li>1. Surveys</li> <li>2. Interviews and case studies recording</li> <li>3. Focus Group Discussions with community</li> </ol>	2 Days
2.	<b>PARTICIPATORY RURAL APPRAISAL</b>	<ol style="list-style-type: none"> <li>1. Transect Walks</li> <li>2. Participatory Mapping</li> <li>3. Data collection</li> <li>4. Seasonal Calendars</li> </ol>	2 Days

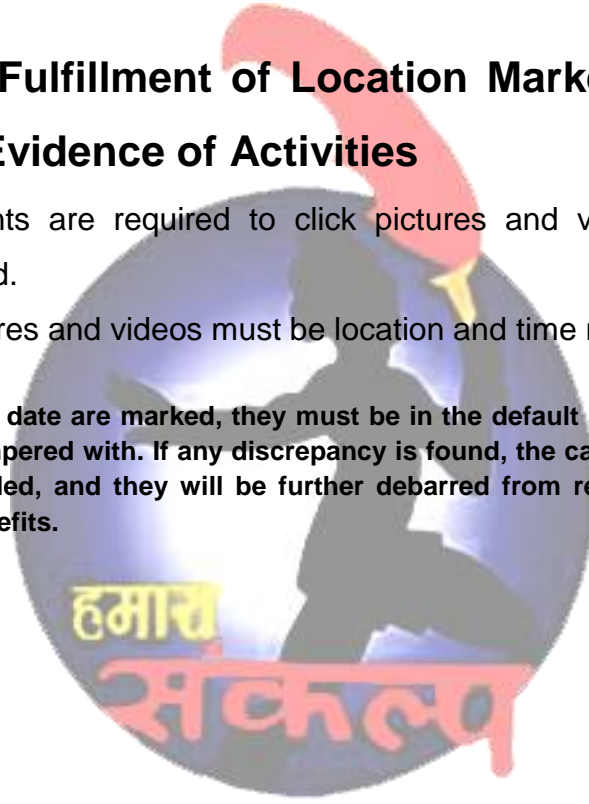
3.	<b>INFORMATION, EDUCATION AND COMMUNICATION EXERCISE</b>	<ol style="list-style-type: none"> <li>1. Awareness Campaigns</li> <li>2. Poster And Video Screenings</li> <li>3. Wall Painting,</li> <li>4. Door-to-door Engagement</li> <li>5. Nukad Natak (Street Plays).</li> </ol>	3 Days
C.	<b>REPORT &amp; DOCUMENTATION</b>		
1.	<b>REPORT &amp; DOCUMENTATION</b>	<ol style="list-style-type: none"> <li>1. Activity Report</li> <li>2. Photographs and video clips.</li> <li>3. Case studies, Interviews and</li> </ol>	6 Days

		beneficiaries details. 4. Detailed Report of challenges assessed and proposed solutions. 5. Feed Backs	
<b>TOTAL DURATION</b>			<b>15 DAYS</b>

## 7. Regarding Fulfillment of Location Marked Pictures and Videos as Evidence of Activities

- 7.1. Participants are required to click pictures and videos of the activities performed.
- 7.2. The pictures and videos must be location and time marked.

**Note :** If any location and date are marked, they must be in the default setting of the system and must not be edited or tampered with. If any discrepancy is found, the candidacy of the respective candidates will be canceled, and they will be further debarred from receiving the certificate of completion and other benefits.



## 8. Formal Reporting and Documentation as per the Guidelines

8.1. Interns are required to submit a detailed report and one complete compiled video highlighting the series of activities and pictures taken with inbuilt default date and location marked.

8.2. Interns are required to submit a total of 5 reports in prescribed format (Mandatory ingredients) as follows: -

8.3.

SL. No.	REPORT & DOCUMENTS	MANDATORY INGREDIENTS
1.	Primary Assessment Report	<ol style="list-style-type: none"> <li>1. Village/Slum profile- Demography, Major Employment, literacy status,</li> <li>2. Survey forms (Minimum 10 Families)</li> <li>3. Case studies or interview detailed report with photographs (Minimum 3)</li> </ol>
2.	Activity Report	<ol style="list-style-type: none"> <li>1. Brief write up about the activities undertaken (each activity not exceeding 500 words).</li> <li>2. Beneficiary's details include Name, Age, Gender, Category, Photograph (Total Beneficiaries must not be less than 30 Families).</li> <li>3. Findings include prevalent assessed challenges and possible solutions.</li> </ol>
3.	Compiled video	Highlights of all pictures and video clips taken during performing activities, Beneficiaries' Interaction etc.
4.	Detailed Project Report	A project proposal highlighting assessed problems and challenges along with proposed solutions, justification and Implementation plan for the targeted village/slum.
5.	Feedback Forms	<ol style="list-style-type: none"> <li>1. Feedback from Beneficiaries</li> <li>2. Feedback from Institution/ self about the Internship program.</li> </ol>

## 9. Reward and Recognition

Upon successful completion of the internship program, each candidate will be awarded a Certificate of Completion.” This certificate is an official document that verifies that you have completed the program successfully and met all the requirements

There are two categories of participation:

- Individual
- Team of not less than 5

Note : To receive any awards or certificate, it is mandatory to fulfill the standards in all the activities and submit reports as per the guidelines

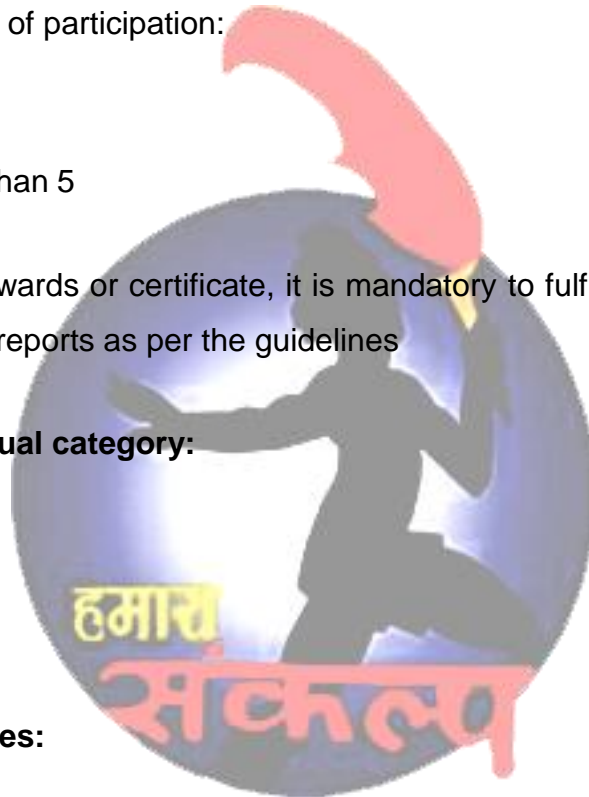
**Prize money for individual category:**

- 1st prize: ₹5000
- 2nd prize: ₹2500
- 3rd prize: ₹1500

**Prize for Team categories:**

- **Best performing team will get ₹10000**

The result will be decided by the committee so constructed by the organization, Hamara Sankalp.



## 10. How To Apply

Interested candidates can apply through the following steps mentioned below

Step 1. Open <https://hamarasankalp.ngo/internship/>

Step 2. Select Winter Internship Program 2023-24 and go through the detailed Guidelines.

Step 3. Fill up the Google form or send your application along with your resume to **info@hamarasankalp.ngo**

<https://forms.gle/qtR5gbTvpfawRhma6>

Please mention “**Application for Winter Internship Program 2023-24**” in the subject line of your email.

### INFORMATION AT A GLANCE

SL. No.	PARTICULARS	DETAILS
1.	LAST DATE OF APPLICATION	31/12/2023
2.	DURATION OF INTERNSHIP	15 Days
3.	TIME PERIOD OF INTERNSHIP	From 5th Jan,2024 to 10th Feb,2024 ( Any 15 Days )
4.	WEBSITE LINK	<a href="https://hamarasankalp.ngo/internship/">https://hamarasankalp.ngo/internship/</a>
5	Google Form link	<a href="https://forms.gle/qtR5gbTvpfawRhma6">https://forms.gle/qtR5gbTvpfawRhma6</a>
6	CONTACT EMAIL ID	info@hamarasankalp.ngo
7	CONTACT PERSON	MR. RITESH RAJ 7004823906



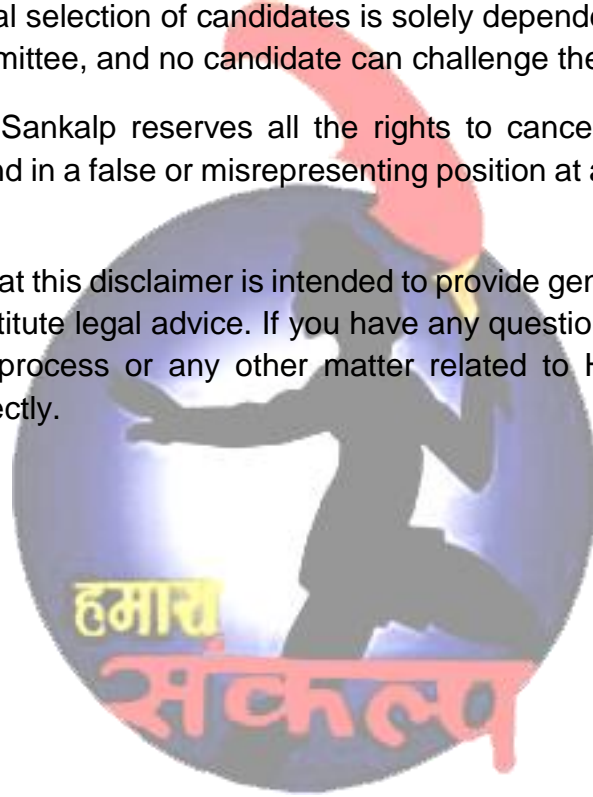
## 11. NOTE

11.1 Hamara Sankalp reserves the right to change, alter, or modify any rules and regulations if it deems fit to do so.

11.2 The actual selection of candidates is solely dependent on the decision of the selection committee, and no candidate can challenge the same.

11.3 Hamara Sankalp reserves all the rights to cancel the candidature of any candidate found in a false or misrepresenting position at any stage of the selection process.

Please note that this disclaimer is intended to provide general information only and does not constitute legal advice. If you have any questions or concerns regarding the selection process or any other matter related to Hamara Sankalp, please contact us directly.



**HAMARA SANKALP**

Secretary

