



Goa Institute of Public Administration and Rural Development

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Module on

Awareness programme on Gram Panchayat Development Plan for Anganwadi Workers

Prepared by:

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I wish to thank State Resource Group of GIPARD for sharing expertise on role of Anganwadi Workers in participatory planning process at village level.

I also thank Directorate of Panchayat for providing an opportunity to this Institute and their State Resource Group to facilitate the GPDP and thereby interact with people at panchayat level.

Introduction

To ensure participatory planning and motivate gram panchayats to prepare GPDP, the Fourteenth Finance Commission has issued guidelines. Based on this, each State Government has formulated their state specific guidelines on GPDP as per the instructions received from Ministry of Panchayati Raj, Govt of India.

GIPARD being State Apex Training Institute has entrusted the task of capacity building and facilitating the process of preparation of GPDP.

The training module designed on “**Awareness programme on Gram Panchayat Development Plan for Anganwadi Workers**” will further help the State Resource Group of this Institute to conduct training programmes smoothly and effectively.

Module on
Awareness programme on Gram Panchayat Development Plan for
Anganwadi Workers

1.	Session	The 73rd Constitutional Amendment Act: Importance and need for Participatory Planning.
	Duration :	45 mins.
	Objective :	At the end of the session the participants will be able to state the features of the 73 rd Amendment Act, discuss the need and importance of participatory planning.
	Training method :	Lecture cum discussion
	Training aid :	Power Point Presentation
	Activity :	<p>The resource person will explain the features of the 73rd Amendment Act, viz Strengthening local self governments, three tier system, role of Gram Sabha, constitution of the SFC, the State Election Commission, reservation of seats for women, SC, ST, etc.</p> <p>He /she will ask the participants to discuss the importance of planning, the points will be put up on the board, thereafter the resource person will summarise the topic by incorporating the following points. Planning is important</p> <ul style="list-style-type: none"> • To establish the Village Panchayat as an institution of local self government. • To bring out peoples' needs into the plans • To address local development issues with all available resources • To build confidence in people to finding solutions • To utilize local human resources and natural resources • To provide space for integration of peoples' knowledge and wisdom • To respond to differential needs of different groups/ Antyodaya • To activate Gram Sabha and responsive governance/ transparency • Holistic understanding of local level development • Value for money by focusing on felt needs.

	Expected Outcome :	The participants should be able to state the features of the 73 rd Amendment Act and the importance of participatory planning.
2.		
	Session:	GPDP: Guidelines, Resource Envelope, steps of GPDP
	Duration :	45 mins
	Objective :	At the end of the session the trainees will be able to state the key features of the guidelines and the various steps in the GPDP.
	Training method :	Lecture cum discussion.
	Training aid:	GPDP Guidelines, FAQs, Do's & Don'ts
	Activity :	The Resource person will introduce the guidelines to the participants. The key concepts will be clarified in the guidelines. He/she will discuss resource envelop & steps to be followed in GPDP. Following key points to be highlighted in the session: <ol style="list-style-type: none"> 1. What is the resource envelope 2. Key steps in the GPDP
	Expected Outcome:	The participants should be clear on the key concepts and the important steps of GPDP
3.		
	Session	Role of Anganwadi Workers during Situation Analysis of GPDP
	Duration :	90 mins
	Objective :	The participants will be able to state their role in conducting situation analysis.
	Training method:	Lecture cum discussion
	Training aid:	Handouts

	Activity :	The resource person will share the role of Anganwadi worker as to communicate the importance of situation analysis in GPDP among the people and enable them to participate during the process. He/she will also instruct the Anganwadi worker to involve themselves in conducting Social Map cum Resource Map & Focus Group Discussions and also to submit the necessary data of their Anganwadis during planning process at village level.
	Expected Outcome:	The participants will be able to ensure their participation in planning process and will share the importance of situation analysis in GPDP process at village level.
4.	Session :	Introduction to Social Map cum Resource Map: exercise and expected outcome
	Duration :	45 mins- explain & discuss 45 mins – exercise
	Objective	To make the participants familiarise with the PRA tools: Social Map cum Resource Map
	Training Method:	Lecture with PowerPoint presentation
	Training aid:	Handouts
	Activity :	The resource person will explain the two tools through a presentation. The key points to be mentioned are: What is a resource map and social map? The resource person will make a distinction between social and resource map. Social map is a visual method of showing the relative location of households and the distribution of different types of people (such as male, female, adult, child, landed, landless, literate, and illiterate) together with the social structure and institutions of an area. How to draw a resource cum social map? Ask for: <ol style="list-style-type: none">1. Location of households2. BPL households3. SC/ST/OBC households

		<p>4. Location of services such as schools, anganwadi centres, post, natural resources, lakes, springs, ponds, fields, etc.</p> <p>Outcome of social map cum resource map: The social map will help to give a picture of the village with regard to the location of the resources both man made and natural. It gives a view of the social set up of the village, location of services within the village and the accessibility of these by the villagers. It will help to identify the needs and prioritise them according to the people. The participants will then be put in groups to prepare resource cum social map.</p>
	Expected outcomes:	The participants should be able to conduct a resource cum social map.
5.	Session:	Sector Visits, Focus Group Discussions (FGDs) and expected outcome
	Duration:	90 mins
	Objective :	To familiarize the participants on Sector Visits and FGDs as a tool for data collection
	Training Method:	Lecture, exercises.
	Training aid:	Handouts, Formats
	Activity :	<p>The resource person will explain Sector Visit and FGD to the participants covering the following points:</p> <p>What is a sector visit? It is a visit to a sector such as anganwadi centre, PHC, govt. primary school, to see the functioning of these sectors. Data is collected using the formats through discussions as well as observations.</p> <p>How to conduct the visit? Before conducting the visit the resource person should brief the group on what they have to do when they visit the centre. They should familiarize themselves with all the points listed in the formats already given to them. These formats have to be filled up with the information they seek through discussions as well as</p>

through observations.

There should be visits conducted to the following centres/sectors

- Education (primary schools, high schools, higher secondary, colleges, technical institutions)
- Women and children (ICDS- Anganwadi centres)
- Health and sanitation (health centres)
- PDS centre

Outcome of the visit.

These visits will provide data about the norms of functioning of the sectors, their problems and issues. It gives first hand information of the actual situation.

What is Focus Group Discussion (FGD)

FGD is a tool to gather people from similar backgrounds or experiences to discuss a specific topic of their interest. Separate FGDs can be organized for men, women, youth, aged, children, etc. In addition, as per requirement, FGDs can be conducted among SHGs, farmers club, landless people, displaced community, etc.

How should a FGD be conducted?

1. The people should be told to sit in a circle.
2. The facilitator should introduce the purpose of the discussions.
3. People such as community leaders or representatives should not mixed in amongst the groups, as they may well discourage others from speaking freely.
4. The facilitator should listen to participants, non-judgmentally and intervene if others are judging them.
5. The facilitator should facilitate the discussions and guide the discussions wherever it happens to go out of track or whenever it is dominated by some people.
6. He/she should also try to probe further an issue whenever there is no much information received from the group.
7. The discussions should be noted in detail.

Outcome of the FGD.

The FGD will help to identify issues, problems of a particular section of people such as farmers, women, senior citizens, etc.

It will also help to suggest measures to address these issues.

	Expected Outcome:	The participants should be familiar with Sector visit & FGDs and participate to gather the required data.
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**Awareness programme on Gram Panchayat Development Plan
For Anganwadi Workers**

Aim: To sensitize on Gram Panchayat Development Plan (GPDP) and to enable their participation in situation analysis to be conducted at the respective village panchayat level.

Programme Schedule

Sr. No.	Time	Topic
1.	9.30 -10.00 a.m.	Registration, Introduction
2.	10.00 – 10.45 a.m.	The features of the 73 rd Amendment act and importance of participatory planning.
3.	10.45– 11.30 a.m.	GPDP: Guidelines, Resource Envelope, steps of GPDP
4.	11.45 a.m. – 1.15 p.m.	Role of Anganwadi Workers during Situation Analysis of GPDP
5.	2.00 – 3.30 p.m.	Introduction to Social Map cum Resource Map: exercise and expected outcome
6.	3.45 – 5.15 p.m.	Sector Visits, Focus Group Discussions and expected outcome

Tea break: 11.30 a.m.& 3.30 p.m. Lunch break: 1.15 – 2.00 p.m.

Course team:State Resource Group