

Social Work
B.A
Skill Development

Credit -03 / 1 credit or I unit = 11 lecture

No. of Seats-35

M.M. 75 + 25*

Passing Marks - 30 +10

Voluntary Action and NGO Management

Course Objectives:

- I. To understand the concept and historical evolution of voluntary action in India.
- II. To understand the concept, characteristics and types of voluntary organizations/NGOs.
- III. To acquire skills of registration, management of NGOs and writing proposals

Unit-I

Historical Review of voluntary action in India: voluntary action in the 19th century, British period, the early post-independence period. Structure of voluntary action, nature and concept of voluntary action, rationale behind voluntary action, dimensions of voluntary action, motivation and inspiration for voluntary work.

Unit-II

Non-Governmental Organizations (NGOs): Meaning, characteristics, types and objectives- relief, charity, developmental activism for mainstreaming of women, s/c and s/t - mobilization, lobbying, collaboration and networking. **Classification of organizations:** Non-Governmental Developmental Organization (NGDO), Voluntary Organization (VO), Voluntary Agency (VA), International Non-Governmental Organization (INGO), Business oriented

* Project work/Viva-voce/Field Report.

[Signature]
13/9/21

[Signature]
13/9/21

[Signature]
13.9.21

[Signature]
13/9/21

[Signature]
13-09-21

[Signature]
13/9/21

International Non-Governmental Organization (INGO), Business oriented International Nongovernmental Organization (BINGO), Religious International Non-Governmental Organization (RINGO), Government Operated Non-Governmental Organization (GONGO), Environmental Non-Governmental Organization (ENGO), Quasi-autonomous Non-Governmental Organization (QUANGO).

Unit-III

Management of NGOs: Objectives of association, understanding an organization, Registration as a legal form, memorandum of Association, By-Laws, Registration process and renewal by Registrar, Powers of Registrar, duties and rights of members, Management Committee, Election and other provisions under (section 20) of SR Act 1860. NGOs relation with administration, Documents of NGO, Acts and provisions: Societies Registration Act 1860. Indian Trust Act 1882. The Indian Companies Act 1956 (Section 25), Trade Union Act 1926. Registration on Darpan portal, 12 A, 80 G., F.C.R.A.

Unit-IV

Project Proposal writing for resource mobilizing: local community resources, Government resources, national and international sources, Resource Utilization, Capital budgeting, income and expenditure statements, accounts and book banks, bank reconciliation statement, inventory, cash and receivable management. Taxation and Assessment of Trust and Society. Transparency and credibility building (social audit) Vouching and verification of accounts.

Unit-V

Project work/Internship/Field work (Non Lecture Mode) -Understanding grass roots issues and grass roots actions being taken by community based organizations (CBOs), writing of reports, identification of gaps in implementation, generation of ideas and collaboration with local leaders and administration. Presentation of reports in writing and/or in audio-visual modes.

Blawng
13/9/21

S.P.
13/9/21

Randh
13/9/21

Sanjay
13.09.21

Shaily
13/9/21

S.M.
13.9.21

Satish
13/09/21