

Scheme :- Scheduled Caste Hostel

Objective of the Study :-

- To reveal the existing status of the functioning of hostels.
- To take corrective action for the better output.
- Implementation pattern of the scheme.
- Impact of the scheme.
- Requirement for any improvement/addition in the scheme.

Scope of the Study :-

(i) Reference Period :- From April 2005 to March 2009 (4 years).

(ii) Methodology :-

<u>S. No.</u>	<u>Schedule</u>	<u>To be canvassed to</u>
1.	State Level	State Nodal officer, Department of welfare, Govt. of Bihar.
2.	District Level	District Nodal office (District welfare officer).
3.	Block Level	Block Nodal officer (Block welfare Officer).
4.	Hostel Level	Hostel Superintendent/ Incharge (Caretaker)
5.	Beneficiary Level	Target group.
6.	Non-Beneficiary Level	Target group.
7.	Community Leaders/ Knowledgeable Persons	People of the coverage area.

(2) Sampling Design :-

(a) Selection of Hostels :-

(i) Functional :- 50% of college hostels and 20% of school hostels will be selected. At least one girls college hostel and two girls school hostel must be taken as samples.

(ii) Non-Functional :- 20% non-functional hostels will be selected as samples.

(iii) District level schedule and Block schedule will be filled in from the concerned District Welfare Officer and Block Welfare Officer of selected SC Hostels.

(b) Selection of Beneficiaries :- 20 students from each selected school will be selected. Representation of the students will be proportionally from each class of the school.

(c) Selection of Non-Beneficiaries :-Five non-beneficiaries will be selected from those students who had applied for hostels but were not finally selected.

(d) 2 Community leaders/ knowledgeable persons will be selected from the coverage area.

3. Sample Size :-

<u>S.No.</u>	<u>Selected Level</u>	<u>Number</u>
1.	State	1
2.	District	38 (Maximum)
3.	Block	38 (Maximum)
4.	Hostels (Functional)	33
	Hostels (Non-Functional)	18
5.	Beneficiaries	660
6.	Non-beneficiaries	90
7.	Community Leaders/ Knowledgeable persons	102

(4) **Approach** :- The Institution/Agency which will be awarded the evaluation study from amongst the empanelled institutions/agencies would get the survey work done by the qualified field staff on the basis of the evaluation design approved by the Department of Planning and Development, Govt. of Bihar. The selection of institution/agency will be based on its financial status, existing faculty, proven track record and previous experience in the field of evaluation. The selected institution/

agency will perform the following functions:-

- To develop evaluation study schedule/questionnaires in consultation with the Department of Planning and Development and SC and ST Welfare Department.
- Schedules/ questionnaires will be finalised after pre-testing.
- To conduct the survey at all levels.
- To make available the sample frame of different levels before the start of survey work.
- To prepare the software for data entry, tabulation, validation, compilation, report generation, etc. and supply the same to the Department of Planning and Development.
- To prepare the report under the overall supervision and guidance of the Department of Planning and Development while incorporating necessary corrections/ modifications as suggested by the Department of Planning and Development till the final report is approved by competent authority.
- To submit five compact discs of the final report.

5. **Time Frame** :- The agency/institution assigned the evaluation study will have to submit quick findings to the Department of Planning and Development within four months, the first draft report within six months and the final report within eight month from the date of release of sanction order.

6. **Orientation for the Study** :- The institution/agency awarded the evaluation study will be required to organise orientation programme for all its supervisory as well as field staff to be engaged in evaluation work. This orientation will also be attended by 15 officers of Department of Planning and Development as well as SC and ST Welfare Department and one representation each from all the selected Districts. Hence the agency should also include the expenditure to be incurred on orientation for two days training programme on account of boarding/lodging of the participants in the bid. All this should be

reflected in the cost to be indicated at Sl. No. - 5 of the financial bid to be given in part -B (Annexure-III)

7. Monitoring/Supervision of the field work and the study :- The survey and the data collection work will be supervised by the officers (Headquarters & Field) of the Department of Planning and Development and SC and ST Welfare Department as well as officers of the District administration.

8. Services to be provided by the client (Department of Planning and Development) :- The Department of Planning and Development would advise the SC and ST Welfare Department & District officials for rendering necessary assistance for undertaking the study.

9. Deliverable by the Nodal Agency :- The deliverables are spelt out in the paragraph on " Approach", " Time Frame" and " Orientation for the study" specified for the Nodal Agency. For this Project, the agency/institutions assigned this study should be available for discussion etc. with the Department of Planning and Development, Govt. of Bihar as and when required at short notice (either by Phone, Post, Fax and/ or e-mail).

10. Others :-

(a) As the duration of the evaluation study is short, the Nodal Agency must

have skill base of large, expert manpower (Permanent as well as temporary/hired) for conducting and co-ordinating data collection, data scrutiny, data filtering and data analysis simultaneously from different Districts concerned. No requirement of manpower and transportation will be met by the Department of Planning and Development.

(b) Payments to the Agency will be made in four installments :-

(i) Ist installment of 30% of the On the submission of total amount. acceptance letter, bond, pre-receipt subject to a bank guarantee.

(ii) 2nd installment of 30% of the After completion of the field total amount.work and submission of report.

- (iii) 3rd installment of 20% of the total amount. On acceptance of the draft report by Department of Planning and Development.
- (iv) 4th installment of 20% of the total amount. After acceptance of the final report by the State Evaluation Committee.

(c) The data generated from this study would be the sole property of the Department of Planning and Development, Govt. of Bihar. However the evaluator may be allowed to use the data specifically for Research/analysis with permission of the Department of Planning and Development, Govt. of Bihar.

(d) Neither any capital cost would be incurred under the fee money for the evaluation nor would any liability created for the Department of Planning and Development, Govt., of Bihar, beyond the original fee sanctioned for the Nodal Agency job.

(e) The Department of Planning and Development, Govt. of Bihar reserves the right to terminate Nodal Agency Contract at any point of time without assigning any reason. In such eventuality or in case of failure to submit the report as per the time frame indicated in Para-5 above and/or in course of inspection 50 percent and more mistakes noticed in survey schedules, the agency shall have to refund the amount released by the State Govt. together with a penal interest of 18 percent per annum. Any dispute in this regard would be subject to Jurisdiction of Courts in Patna.