APPENDIX I

INTERVIEW SCHEDULE FOR GOVERNMENT ORGANISATIONS

1 Background Information

1.1 Year of establishment

1.2 Gender of Beneficiaries Supported

1.3 Number of beneficiaries allowed at the time of establishment

1.4 Number allowed now

1.5 Number Supported now

1.6 Age for admission & discharge

2 Categories of Beneficiaries

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<tr>
<th>Destitute</th>
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<tbody>
<tr>
<td>Cruelty from parents</td>
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<tr>
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<tr>
<td>Sexually exploited</td>
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<tr>
<td>Vulnerable to Drug addiction</td>
</tr>
<tr>
<td>Victim of natural calamities</td>
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<tr>
<td>Orphan</td>
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</tbody>
</table>
3 Financial Details

3.1 Sources of Fund

3.2 Are the funds adequate?

3.3 Does the funds reach on time?

3.4 Do you receive Sponsorships?

4 Facilities for Children

4.1 Education

4.1.1 Children attending LP School

4.1.2 Children attending UP School

4.1.3 Children attending High School

4.1.4 Children attending College

4.1.5 Children attending Professional Course

4.2 Vocational Training

4.2.1 Does the institution provide vocational training facilities for children.

4.2.2 Give details of the training offered.

4.3 Counseling Facilities

4.3.1 Regular Full time Counselling

4.3.2 Regular Part time Counselling

4.3.3 Irregular Part time Counselling

4.4 Give details of the following facilities provided by the Institution

4.4.1 Case Work

4.4.2 Group Work
4.4.3 Home Visits
4.4.4 PTA meetings
4.4.5 Occupational rehabilitation
4.4.6 Family rehabilitation
4.4.7 Follow up
4.4.8 Referral Services
4.4.9 Adoption
4.4.10 Foster care
4.4.11 Efforts to solve family problems
4.4.12 Research Activities

4.5 Recreational Facilities
4.5.1 Give details of the recreation facilities offered for the beneficiaries

4.6 Developmental Facilities
4.6.1 Give details of the programmes initiated for the holistic development of beneficiaries
### 5 Details of the Staff

<table>
<thead>
<tr>
<th>Designation</th>
<th>No. of Post</th>
<th>Occupied</th>
<th>Vacant</th>
<th>Permanent</th>
<th>Temporary</th>
<th>Qualification</th>
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6 Infrastructural Facilities

6.1 Own Land
6.2 Vehicle
6.3 Kitchen
6.4 Dining hall
6.5 Study room
6.6 Sick room
6.7 Prayer hall

7 Public Relations

7.1 Does the institution maintain Suhrit Samitis, give details of its functioning
7.2 Does the institution organize meetings with other Children’s Homes
7.3 Does the institution have net working with NGOs

8 Evaluation

8.1 Does the institution conduct internal evaluation? Give Details
8.2 Does the institution conduct social auditing? Give Details
APPENDIX II

INTERVIEW SCHEDULE FOR NON GOVERNMENT ORGANISATIONS

1 Background Information

1.1 Year of establishment

1.2 Gender of Beneficiaries Supported

1.3 Number of beneficiaries allowed at the time of establishment

1.4 Number allowed presently

1.5 Number Supported presently

1.6 Age for admission & discharge

2 Categories of Beneficiaries

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3 Financial Details

3.1 Sources of Fund
3.2 Are the funds adequate?
3.3 Does the funds reach on time?
3.4 Do you receive Sponsorships?
3.5 Have you made an assessment of future requirements
3.6 How do you plan meet future requirements
3.7 Can you perform better if you get more funds?

4 Facilities for children

4.1 Education

4.1.1 Children attending LP School
4.1.2 Children attending UP School
4.1.3 Children attending High School
4.1.4 Children attending College
4.1.5 Children attending Professional Course

4.2 Vocational Training

4.2.1 Does the institution provide vocational training facilities for Children.
4.2.2 Give details of the training offered.

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VI. **Infrastructural Facilities**

6.1 Own Land
6.2 Own Building
6.3 Vehicle
6.4 Kitchen
6.5 Dining hall
6.6 Study room
6.7 Sick room
6.8 Prayer hall
6.9 Bathroom
6.10 Dormitories

7 **Public Relations**

7.1 Does the institution maintain neighborhood committee, give details of its functioning
7.2 Does the institution organize meetings with other welfare Institutions

8 **Evaluation**

8.1 Does the institution conduct internal evaluation? Give details.
8.2 Does the institution conduct external evaluation? Give details.
APPENDIX III

INTERVIEW GUIDE FOR BENEFICIARIES

I. Personal Details

1.1 Age

1.2 Family Background

1.3 Reasons for institutionalization

1.4 Years of stay in institution

II. Life in Institution

2.1 Does Institutionalisation solve your personal problems?

2.2 Does Institutionalisation solve your family problems?

2.3 Does Institutionalisation facilitate peer group interaction?

2.4 Does institutions provide value education? Give details

2.5 Does institutions provide awareness classes? Give details

2.6 Does institutions provide opportunities for talent promotion?

2.7 Do you face any problems in institutional life? Give details

2.8 Are you satisfied in institutional life? Give reasons

2.9 Do you participate in the Balasabha meetings?

2.10 Do you make use of the Grievance–Redressal Mechanism? How?

2.11 Are you provided counselling in the institutions? Does it help you?

2.12 Give details of your relation with the staff & other inmates?
Case No:

APPENDIX IV

INTERVIEW GUIDE FOR THE STAFF

1 Designation
2 Qualification
3 Years of Experience
4 Nature of appointment
5 Give details of the Training received
6 Are you satisfied in Job? Give Reasons
7 Do you wish to continue?
APPENDIX V

OBSERVATION GUIDE

1. Infrastructure Facilities
2. General atmosphere of the Institutions
3. Interaction between Staff and Inmates
4. Interaction among the Staff
5. Interaction among Inmates
6. Behaviour of the Beneficiaries
7. Personal Hygiene of the Beneficiaries
8. Standards of the Vocational Training Centre
9. Provision for Counselling & Group Activity
APPENDIX VI

GUIDE FOR FOCUSED DISCUSSION

1. Details for the non constitution of the Child Welfare Committee
2. Facts about recruiting qualified Staff
3. Details of Training for the Staff
4. Need of counselling facilities in Children’s Homes
5. Nature of Vocational Training Programmes
6. Need for Family Intervention Programmes
7. Scope of Sponsorship, Adoption and Foster Care