



Shroffs Foundation Trust

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1. Introduction

For India, it is critical to accommodate evolving growth/ trends to be responsive to the constantly changing dynamics of the economy. Skills and education will enhance the employability of the learner. The development of skills for 500 million Indians in less than 10 years is not only a matter of national urgency; it is astounding in its scale.

On 15th August 2014, reiterating his vision on creating jobs, Prime Minister Narendra Modi in his maiden Independence Day Speech said “India must focus on growing the manufacturing sector and on developing skills to provide meaningful employment to millions of young Indians”. Moreover on 5th Sep-14 on Teachers Day he shared with the nation that “Skill Development is required to make youth employable” and also on Oct-14, Shri Narendra Modi while addressing all business leaders said “Skill Development” is crucial for “Make in India” successes. He also expressed need of a separate ministry for Entrepreneurship and Skill Development.

IMF and the World Bank on 7th October 2014 forecast an identical 5.6 percent growth rate for India this year and higher 6.4 percent in 2015, citing renewed confidence in the market due to a series of economic reforms pursued by the new government. India is expected to grow at the rate of 8% over the next 10 years and is moving progressively towards becoming a “Knowledge economy”.

At the same time India has world’s youngest population. Half the population of India was younger than 25 (Years) in 2010. It will change to half the population being under 28 (Years) into 2030, making India a very young country for the next 20 years.

According to the approach paper of 12th five year plan, India aims to increase percentage of workforce with formal skills to 25%. The National Skill Development Mission estimates a requirement of 50 crores trained work force by 2022. This scenario clearly indicates the Country’s strong will and need towards Skill Development.

When we see Gujarat in this situation, Gujarat constitutes 5% of Indian population and contributes 16% to India's GDP. The investment climate and industry friendly policies have made Gujarat an industrially vibrant state. Gujarat is among the few states in India to attract investments and create jobs.

As KPMG estimates, Gujarat has a significant demographic dividend in the near term, with a rising working age population. Between 2012 and 2017, an additional 60.51 lakhs are expected to enter the working age group population followed by another 56.67 lakhs during 2017-2022.

While at other end situation is quite different, there is a huge gap between what academia thinks and teaches and what industries requires, among the Graduates across all streams only 20% are having employable skills.

Vocational education has a key role to play in the educational system of India and especially to Gujarat, which has a relatively low capacity in higher education.

Interventions in vocational education to bridge the gaps in the educational system and provide seamless options for students to pursue vocational education would be crucial in developing a holistic approach to address the skilling needs of the state.

In these circumstances, Vivekananda Institute for Vocational & Entrepreneurial Competence (VIVEC) established by Shroffs Foundation Trust (SFT) with the support of Tribal Development Department, Government of Gujarat is becoming more and more relevant. This initiative, in its own way, is contributing to the nation regarding skill development, poverty elevation and tribal development.

Our modest past experience of successfully working with different industries partners and also with government agencies has given us confidence to present our self as reliable partner to be associated with.

We are welcoming Corporates to join hands in vocational education to youths in line to contribute in to the nation regarding skill development and poverty elevation through the project named ***“Join Hands for skill development at Vivekanand Institute of Vocational and Entrepreneurial Competence (VIVEC)–Shroffs Foundation Trust (SFT)”***.

2. Project components- Join Hands for Skill development at Vocational Training Center

VIVEC is a unique Vocational Training Center, having its campus in 5 acres with modern workshops and classrooms. Currently running 11 different vocational trades and have road map to start another nine in the current year. This trades are running in sectors like Engineering, Manufacturing, Chemical, IT, Health, Handicraft and Services. We are also planning to expand in sectors like Agriculture.

Generating awareness about Skill Training is the way to better society by creating employment & increasing productivity. Considering the present trends and future scenario in skilled man power requirement in industries, it is high need of making Skill training more effective and more and more relevant to industries.

Co-ordination mechanisms between Technical and Vocational Education & Training (TVET) and the enterprises in different economic sectors are eminently important for the relevance of TVET for both employers and job seekers. Role of Industries can be in giving feedback to academia and also creating platform for mutual sharing & mutual learning between industries and institutes: leading to excellence. Of course, such mechanisms, linkages and “bridges” between the training providers and the companies cannot follow one uniform design or format.

In the past SFT-VIVEC has done such collaboration with different industrial partners for varied purposes. Some of the collaborations are mentioned here:

- ✓ Workshop Design and Equipment Specification for Welding Technician Trade with L&T, Vadodara.
- ✓ Curriculum Development, Teachers Training, Industrial visits for BPO Trade with Aditya Birla Minacs, Vadodara.
- ✓ Support in equipment purchase, Curriculum Development, Training of Trainers and Industrial Visits for Industrial Sewing Machine Trade with RISHI FIBC, Vadodara.
- ✓ Sponsored Skill training to 61 youths by Hindustan Colas Pvt. Ltd.
- ✓ Sponsored skill training to 100 women by Infrastructure Leasing & Financial Services (IL&FS)

Industry can join hands with SFT-VIVEC in five core area as follows:



1. Sponsoring Underprivileged Youth/ children of your employees

- A chance to sponsor youth for skill training at VIVEC; ensuring quality education with promised job opportunity.
- Creating brand of your organization in and around villages/ are near to your premise by real C.S.R. Initiative – Sustainable livelihood. By teaching them how to catch the fish not just offering fish.

2. Customized Training to Students

- To support customized training according to your needs to students. You may incorporate technology which is being practiced at your organization in training.
- Making students prepared well in advance with your culture and quality standards. Saving time & resources in on the job training by developing employment ready students.

3. Curriculum Development

- By helping in designing curriculum: Providing expert knowledge in developing, modifying curriculum, making it more and more industry relevant.

4. Industrial Visit and Guest Lectures

- As a part of an industrial exposure, you may support us in arranging an Industrial Visit of trainees to your esteem organization.
- An opportunity to create your branding in the students who are going to operate in the similar field.
- Trainers/ Experts from your organization visit our campus for guest lecturers at their convenience for technical as well as on general grooming.

5. Retired Employee as Expert Teaching Faculty

- With the increase in Life Expectancy globally, our working age in organizations has not been changed. Employees who have just retired are still able to contribute a lot more to the society.
- Long working experience, vast knowledge & sharpened skills are available to them; training by such persons would be meaningful contribution in the education process of the learner.
- Sharing of real life experiences, understanding and know - how of working with industries and machines, telling them what to do and what not to do will certainly speedup learning for new entrants.
- Employees who are retiring from industries and having routine working life for 8 hours daily for many years, found difficult to adjust in post retirement life without any work. Such kind of engagement will give them deep satisfaction.
- Such deputation of retired employees for substantial time period (1 – 2 Years) will give us platform for continuous sharing and time to observe impact and also time to adjust such employees in their new role and gaining grip on new skills of teaching.

Growing Together: Industries & Institute

We anticipate below mentioned mutual advantage in this collaboration:

- Sharing of real life experiences, understanding and know - how of working with industries and equipments, telling them what to do and what not to do will certainly speedup learning for new entrants.
- Trainees who are passing from VIVEC in above mentioned trades will be job ready for your organization as they will be trained/ sensitized/ aware about your organization.
- Our industry partners are informed first on any batch completion and will be invited for campus recruitment on priority.
- **Co Branded Certification for the students relevant to your trade.**

We are offering vocational training in 20 different trades in Engineering, Manufacturing, Chemical, IT, Health, Handicraft and Services with day scholar and residential facilities. On an average, trainee will undergo vocational training of 4 1/2 months with average fees of ` 18,266/- for day scholar and ` 38,313/- with residential facilities.

We look forward to working with you on our proposal by joining hands in making industry-institute linkages stronger. This can be considered as initiative under CSR from your side and it would be new and effective way to giving back to society which will set example for other industries to follow.

3. Measurable outcome from the project

Sr.	Activity	Unit	Outcome	Impacts	Indicators for measurement
1	Skill trainings & job placement to Corporate sponsored Trainee	1 trainee	<ul style="list-style-type: none"> • Trainee will have employable skill • Will provide financial contribution to their families. • Will have one person earning regular income from employment in surrounding industries • Reduction in unskilled wage workers 	<ul style="list-style-type: none"> • Increase in demand for skill development training • Availability of trained human resources at local level for industries • Increase in family income • Economic empowerment of family • Increase goodwill of industry in its surrounding area 	<ul style="list-style-type: none"> • No. of trained trainee provided forward-backward linkages • No. of trainee are on job • Pre & post income of trainee

4. Details of the implementing agency- Shroffs Foundation Trust

Shroffs Foundation Trust (SFT) – registered as a non-profit organization in 1980 under Bombay Public Trust Act 1950 and serves through integration of development of human & natural resources at village level.

The Trust provides support services in diverse areas such as; Medical & Public Health Programs, Education and Vocational skills, Community & Women Empowerment, Natural Resources Management, Safe Drinking Water, Skill Up-Gradation, Income Generation/ Livelihood Enhancement Programs, Agricultural and Horticulture Development, Animal Husbandry and Fodder Development and Drudgery Reduction. The Trust has expertise in Disaster Management. The trust had taken up responsibility in relief and rescues, rehabilitation and resource mobilization in flood, cyclone and earthquake hit regions.

Mission

“To assist village population in improving their productivity, efficiency and creativity through services and goodwill, with the support of industries, academic institution, voluntary and government agencies and with the guidance of competent and committed experts by knowledge, inputs and effective management of available resources viz. land

water, energy, livestock and people. To upgrade the quality of lives of everyone in the villages the children, the youth, women, men and the aged, mainly through their own involvement, interest and initiative.” SFT is in process to evolve a society through transformation of Garibi Mukta (Poverty free); Nyaya Yukt (Fair Justice); Shoshan Mukta (Exploitation free); Poshan Yukt (Healthy and Nutritious) and Pradushan Mukta (Pollution free).

Core Objectives/ Activities:

- To organize the community and empower people.
- To transfer technology for development of their traditional occupations.
- To provide backward and forward linkages in rural development activities.
- Wealth generation by integrated approach of total area development using the local resources.
- To make the people self sufficient and self-dependent.
- **Organization**

Name	SHROFFS FOUNDATION TRUST
Address	At & Post: Kalali, Tal. & Dist: Vadodara PIN – 390 012.
Phone nos.	0265 – 2680702, 2680061
Fax Nos.	0265 – 2680370
E-mail ID	sft@shroffsfoundation.org
Website:	www.shroffsfoundation.org

- **Registration**

i.	Name of the Act under which the Trust is registered	Mumbai Public Charitable Trust Act 1950
ii.	Registration No. & Date	Reg. No: E / 2818 / Vadodara Date: 5/12/1980
iii.	PAN No.	AAATS5947A
iv.	Registration under Foreign Contribution Act	041960094 Date: 14/12/1999
v.	Registration under 12 (A)	Registered vide file no: 110-36-S/80 Date: 20 th Feb-1981
vi.	Registration under 80 (G)	Registered vide file no: (197) (73) / 2007-08 Date: 16 th Jun-2008
vii.	Certificate of Accreditation on minimum norms	CA/58/2010-11 Date: 12 th Oct-2010

SFT carries versatile experience of almost three decades in implementation of rural development programs in Gujarat and had successfully established a model where Industry, Community, Voluntary Organizations, Academic Institutions and Government Agencies are working together for social benefit in the true spirit of public private partnership.

SFT is operating in Vadodara, Chhotaudepur and Kachchh region covering 424 villages and are served through its five centers i.e. Head Office at Kalali-Vadodara, Chhotaudepur, Jetpur

Pavi, Hodko (Bhuj) and Paldi (Waghodia block, Vadodara Dist.). Each center has fully fledged dedicated program heads supported by program officer, field officer, supervisor and field workers and trained village volunteers for the smooth implementation of programs and achievement of desired results. The initiatives of SFT has broadly structured in five divisions:

1. Development (Integrated Rural Development)
2. Shardadevi Gramudyog Society (Federation of Tribal women linked with income generation activities)
3. Medical & Public Health (Curative & Preventive Health)
4. Education and Training (VIVEC-Vivekananda Institute for Vocational Entrepreneurial Competence)
5. Corporate Social Responsibility Cell

About SFT's initiative VIVEC – in development of Vocational Skills:

The concept of “Man Making” as taught Swami Vivekananda was dream & vision of Shri Govindjibhai Shroff, Pioneer of Shroffs Foundation Trust. VIVEC was initiated by Shroffs Foundation Trust (SFT) as tribute to this dream & vision during the centenary birth celebration of Shri Govindjibhai Shroff in 2011. ***It is with partnership with the Government of Gujarat (GOG) under its Vanbandhu Kalyan Yojana through Tribal Development Department for establish a Vocational Training Center (VTC) under Public-Private-Partnership (PPP).***

VIVEC is a unique Vocational Training Center, having its campus of 5 acres in the heart of industrial belt (Halol/ Savli/ Jarod/ Manjusar) with modern workshops and classrooms We at VIVEC currently running 13 different vocational trades and have road map to start another 7 in this year.

This quest for excellence has resulted in conceptualizing world class VTC – A Center of Excellence under able guidance of Smt. Shrutiben Shroff (Managing Trustee – SFT) and with support of GIZ IS (German International Corporation) who is Technical Partner in VIVEC. It is situated at Paldi is having sprawling campus with state-of-the-art workshops, laboratories and other infrastructure facilities including hostel facility for 400+ trainees. It is equipped with full fledge infrastructures, spacious labs and class rooms, modern equipments and with sufficient qualified and experienced teaching staff. Strength of each class will around 25-30 trainees with annual capacity of 1400 trainees.

Expertise in providing Employability through Skill trainings:

A range of long, medium and short term highly flexible market driven training courses in various trades are being offered based on present needs of the industries and customized for specific needs. SFT-VIVEC is offering residential program with hostel facility to Tribal Youth. SFT has track record of 1887 trainees (as on Sep-2015) vocationally trained & 85% to 90% placement with ensured 50% girls participation since 2011. Following are various trades offered at VIVEC:

Sr. No.	Course Title	Duration in months	Total Passed out Trainees	Placed Trainees	Trainees Placement in Industry
1	Bedside Assistant	5	465	400	<ul style="list-style-type: none"> • Office Beacon • Pattern India • Ganesh Polygraph • Aditya Birla Minacs • Kochar InfoTech • Cheminova • D. M. Pharma • Cadillac Chemicals • Banco Limited • Schneider Electrical • Paresh Electrical • Pratap Industries • Kalpana Garment • Chauhan Tailoring Firm • Pravara Hospital • City Lite Hospital • Rainbow Hospital • Om Orthopedic • Akshar Hospital • Labh Hospital • Varia Hospital • Sanjivani Hospital • Wel Care Hospital • Neel Hospital • D - Mart • Dominos • Pizza Planet
2	BPO Executive / DEO	6	288	238	
3	Chemical Plant Operator	4	72	67	
4	Elect. & House Wiring Tech.	5	97	92	
5	DTP Operator	5	293	242	
6	Fitter	3	43	33	
7	Hand Embroidery	6	57	57	
8	Retail Sales Person	3	29	25	
9	Industrial Electrician	5	63	63	
10	Ind. Sewing Machine Operator	3	405	340	
11	Welding Technician	5	75	75	
12	CNC Lathe Operator #	6			
13	CNC Milling Operator #	6			
14	Fabricator #	5			
15	Lathe Operator #	5			
16	Maintenance Mech-Chemical Plant #	3			
17	Baker & Confectioner *	3			
18	Dialysis Assistant *	3			
19	Food Processing *	3			
20	Milling Operator *	5			
	Total Trainees		1887	1632 (86%)	

#-Courses newly introduce will be commenced soon, *-Courses will be introduced shortly

Unique features of VIVEC

- Emphasizes a blend of most contemporary teaching methodology designed by the GIZ IS with deep rooted ethos of ancient Indian Philosophy.
- Globally accepted curriculum for holistic development and greater learning and grasping skill.
- World-best educational practices, industry-guided syllabus superbly taught to the meritorious and diligent trainees by expert faculty.
- VIVEC's learning system is hugely industry-relevant and industry driven due to corporate tie ups and support.
- Trainees being recognized positively by Industry and get 100% excellent placement from the inception.

- ⇒ Leading Organizations recognizes the unique technical skills that VIVEC's every trainee develops.
- ⇒ Nachiketa - Youth Development Program: Wonderful initiative for 360 degree development of trainees through extra curriculum activities, Value Education, Character Building and Personality Development.
- ⇒ Unique "feel at home" boarding facility for boys and girls with all amenities and ultra modern kitchen and large cafeteria.

For any further information you can visit our website: www.shroffsfoundation.org

5. Funding Mechanism

- ⇒ **Participant Youths:** The SFT-VIVEC has facility to have 400 residential trainees at a time and another 250 trainee as day scholars.
- ⇒ **Fee Structure:** SFT-VIVEC offers following vocational trades with course duration and fees of one trainee as narrated here under:

Sr. No.	Trade	Course Duration Months	Fees for Day Scholar	Fees for Residential Trainee
1	Bedside Assistant	5	19,085	41,360
2	BPO Executive	6	22,660	49,390
3	Chemical Plant Operator	4	16,610	34,430
4	DTP Operator	5	19,195	41,470
5	Electrical & House Wiring Technician	5	20,185	42,460
6	Fitter	3	13,035	26,400
7	Hand Embroidery	6	30,305	57,035
8	Industrial Electrician	5	20,185	42,460
9	Industrial Sewing Machine Operator	3	12,265	25,630
10	Retail Sales Person	3	11,935	25,300
11	Welding Technician	5	20,185	42,460
12	CNC Lathe Operator #	6	22,935	49,665
13	CNC Milling Operator #	6	22,935	49,665
14	Fabricator #	5	20,185	42,460
15	Lathe Operator #	5	20,185	42,460
16	Maintenance Mech-Chemical Plant #	4	15,785	33,605
17	Baker & Confectioner *	3	12,485	25,850
18	Dialysis Assistant *	3	12,485	25,850
19	Food Processing *	3	12,485	25,850
20	Milling Operator *	5	20,185	42,460
Average		4.5	18,266	38,313

- Courses newly introduce will be commenced soon,

* - Courses will be introduced shortly

- ⇒ **Fees of day Scholar** includes sourcing of the students, their tuition and practical training, reading material, uniform, placement guidance and placement of trainees with six months hand holding support. With Vocational Skills of their chosen trades, all students learn yoga, meditation, English, basic computer, personality development under a specially designed Nachiketa program. However, Trainees have to pay fees for their MES examination of ` 800/-.
- ⇒ **Fees for Residential trainee** includes sourcing of the students, their tuition and practical training, reading material, uniform, residential facilities with lodging and boarding, placement guidance and placement of trainees with six months hand holding support. With Vocational Skills of their chosen trades, all students learn yoga, meditation, English, basic computer, personality development under a specially designed Nachiketa program. However, Trainees have to pay fees for their MES examination of ` 800/-.
- ⇒ **Sponsoring Corporate/ organization can choose the count of trainees it wants to support under its CSR.**

6. Annexure

a. Details of individual Component:

The Vocational Training Center named VIVEC managed by Shroffs Foundation Trust – a non-profit organization and supported under the Van Bandhu Kalyan Yojana of Gujarat Government. Up to 2020 total 9000 tribal youths are going to train at this VTC situated at Paldi, Waghodia block, Vadodara district.

Detailed working shows that the trainee would be with SFT-VIVEC for average four and half months. Average fees of day scholar trainee will be of ` 18,266/- and resident trainee is ` 38,313/- for the course duration.

➤ Vocational Trade wise Fee structure for Day Scholar:

Sr. No.	Trade	Course Duration Months	Total Fees for Day Scholar	Per month Tuition and Practical Fees of Day Scholar
1	Bedside Assistant	5	19,085	3,817
2	BPO Executive	6	22,660	3,777
3	Chemical Plant Operator	4	16,610	4,153
4	DTP Operator	5	19,195	3,839
5	Electrical & House Wiring Technician	5	20,185	4,037
6	Fitter	3	13,035	4,345
7	Hand Embroidery	6	30,305	5,051
8	Industrial Electrician	5	20,185	4,037
9	Industrial Sewing Machine Operator	3	12,265	4,088
10	Retail Sales Person	3	11,935	3,978
11	Welding Technician	5	20,185	4,037
12	CNC Lathe Operator #	6	22,935	3,823
13	CNC Milling Operator #	6	22,935	3,823
14	Fabricator #	5	20,185	4,037
15	Lathe Operator #	5	20,185	4,037
16	Maintenance Mech-Chemical Plant #	4	15,785	3,946
17	Baker & Confectioner *	3	12,485	4,162
18	Dialysis Assistant *	3	12,485	4,162
19	Food Processing *	3	12,485	4,162
20	Milling Operator *	5	20,185	4,037
Average		4.5	18,266	4,067

- Courses newly introduce will be commenced soon,

* - Courses will be introduced shortly

⇒ **Vocational Trade wise Fee structure for Residential Trainees:**

Sr. No.	Trade	Course Duration Months	Total Fees for Residential Trainee	Monthly Fees of Residential Trainee	Monthly Lodging and Boarding Fees of Residential Trainee
1	Bedside Assistant	5	41,360	8,272	4,455
2	BPO Executive	6	49,390	8,232	4,455
3	Chemical Plant Operator	4	34,430	8,608	4,455
4	DTP Operator	5	41,470	8,294	4,455
5	Electrical & House Wiring Technician	5	42,460	8,492	4,455
6	Fitter	3	26,400	8,800	4,455
7	Hand Embroidery	6	57,035	9,506	4,455
8	Industrial Electrician	5	42,460	8,492	4,455
9	Industrial Sewing Machine Operator	3	25,630	8,543	4,455
10	Retail Sales Person	3	25,300	8,433	4,455
11	Welding Technician	5	42,460	8,492	4,455
12	CNC Lathe Operator #	6	49,665	8,278	4,455
13	CNC Milling Operator #	6	49,665	8,278	4,455
14	Fabricator #	5	42,460	8,492	4,455
15	Lathe Operator #	5	42,460	8,492	4,455
16	Maintenance Mech–Chemical Plant #	4	33,605	8,401	4,455
17	Baker & Confectioner *	3	25,850	8,617	4,455
18	Dialysis Assistant *	3	25,850	8,617	4,455
19	Food Processing *	3	25,850	8,617	4,455
20	Milling Operator *	5	42,460	8,492	4,455
Average		4.5	38,313	8,522	4,455

- Courses newly introduce will be commenced soon,

* - Courses will be introduced shortly

b. Manpower Details

SFT-VIVEC is supported by the Government and hence all the manpower too. Shri Raj Gopalbhai, General Manager is manages the campus and all training activities with dedicated team of 30 staff members which includes faculties, management team, sourcing and placement and support staff members. There is no additional man power seeking from this project.

c. Monitoring Mechanism

- Interaction of Corporate CSR team with the youth under skill development training program by their support.
- Visit of experts from Corporate at SFT-VIVEC campus.
- Sharing their experience and expectations with facilitating vocational training by expert of Corporate.
- Exposure visit of trainees to the relevant Corporate office/ production home.
- **Progress Reporting** – SFT will provided detailed report of the support provided to the trainee in the format as mentioned here under. This report will be submitted quarterly.

Report for the month -										
Sr.	Name of Vocational Trade-Batch no.	Name of Trainee	Gender	Duration of course	Batch starting Date	Batch End Date	% of presence	Certification to the Trainee	Date of Placement	Name of Placement Industry
1										
2										

- **Financial Reporting** – SFT will provided unaudited fund utilization report at the end of the duration in the format as mentioned here under:

Month	Date of Fund received	Support extended to no. of trainees	Balance if any

d. Sustainability Plans:

- Adequate hand holding and support provided to the trainees continuously for six months after their placement.
- After then these trainee could be further enquired and supported through awareness and motivation to sustain in a job.

e. Details of Implementing Agency & contact: The project will be implemented through Shroffs Foundation Trust through its Vocational Training Centre – VIVEC at Paldi, Waghodia, Vadodara. Following mentioned are the contact details:

Implementing Agency:

Shroffs Foundation Trust
AT & Post: Kalali,
Tal & Dist: Vadodara – 390012.
Phone: 0265-2680702/ 2680061
Email ID: sft@shroffsfoundation.org
Website: www.shroffsfoundation.org

Contact Person: Shri Vikas V. Vaze
Designation: Chief Executive Officer
Email ID: ceo@shroffsfoundation.org

Management of VTC:

Vivekanand Institute of Vocational & Entrepreneurial Competence
AT & Post: Paldi,
Vadodara – Halol Highway,
Tal: Waghodia, Dist: Vadodara-391510.
Phone: +91 762 405 3867
Email ID: vivec-po@shroffsfoundation.org
Website: www.shroffsfoundation.org

Contact Person: Shri Raj Gopal
Designation: General Manager, VIVEC
Email ID: mgt.vivec@shroffsfoundation.org

f. Undertaking

g. Cost Tables

7. Check List

S. No.	Name of the document	Attached
1	Organization's registration documents (Society Registration Certificate/ Trust Deed/ Certificate of incorporation)	YES
2	Bye-laws	YES
3	Address proof document in VO's name (Latest telephone/ electricity bill or bank letter). If not in VO's name, copy of valid lease agreement.	YES
4	Income Tax Section 12 A certificate	YES
5	Income Tax Section 80 G certificate	YES
6	Permanent Account Number (PAN)	YES
7	Copy of FCRA Certificate	YES
8	Copy of Credibility Alliance	YES
9	Income tax return for the last 3 years (assessment year 2015-16) – Year 1 which is the immediate previous year	YES AY: 2015-16 AY: 2014-15 AY: 2013-14
10	Copy FCRA return and FCRA balance sheet of last three years	YES FY: 2014-15 FY: 2013-14 FY: 2012-13
11	Statutory Auditor's Report for the last 3 years – Year 1 which is the immediate previous year	YES FY: 2014-15 FY: 2013-14 FY: 2012-13
12	Balance Sheet, Income & expenditure, Receipts and payments account for last 3 Years	YES FY: 2014-15 FY: 2013-14 FY: 2012-13
13	Annual Report for the last 3 years	YES FY: 2014-15 FY: 2013-14 FY: 2012-13

Frequently Asked Questions

1. Can corporate fund more than 1 unit?

Answer: Yes. Sponsoring organization can choose the count of trainees it wants to support. It could be from 15 trainees to 250 trainees per annum.

2. What will be the evidence on money spend by the corporate?

Answer: SFT has well established system of accounts and its reporting. SFT will provide fund utilization certificate to the sponsoring corporate in the format mentioned on the page 11 of the proposal.

3. Is SFT reliable?

Answer: SFT is established in 1980 and initiated its rural development activities from 1989. SFT possesses following registrations. Also SFT has accreditation certificate awarded by the Credibility Alliance of India.

i.	Name of the Act under which the is registered	Mumbai Public Charitable Trust Act 1950
ii.	Registration No. & Date	Reg. No: E / 2818 / Vadodara Date: 5/12/1980
iii.	PAN No.	AAATS5947A
iv.	Registration under Foreign Contribution Act	041960094 Date: 14/12/1999
v.	Registration under 12 (A)	Registered vide file no: 110-36-S/80 Date: 20 th Feb-1981
vi.	Registration under 80 (G)	Registered vide file no: (197) (73) / 2007-08 Date: 16 th Jun-2008
vii.	Certificate of Accreditation on minimum norms	CA/58/2010-11 Date: 12 th Oct-2010

4. Mention about the Board Members

Answer: followings are the nine Board Members of SFT:

Sr. No.	Name of Trustee	Designation	Date of Joining as a Trustee	Professional Background	Area of Competency
1	Shri Kantisen C. Shroff	Chairman	20.11.2003	Retired Industrialist	Icon in Rural Development and Environment
2	Smt. Shruti A. Shroff	Managing Trustee	03.08.1987	Social Worker	Rural and Tribal development
3	Shri Atul G. Shroff	Trustee	19.10.1980	Managing Director, Transpek Ind. Ltd.	Agriculture management of NGO, Technological intervention in villages
4	Shri Tushar C. Dayal	Trustee	17.01.1998	Managing Director, Transmetal Ltd	Treasury management and Audits
5	Dr. J. B. Shah	Trustee	22.01.1991	Former Joint Director, Health & Family Welfare, Gandhinagar	Health

Sr. No.	Name of Trustee	Designation	Date of Joining as a Trustee	Professional Background	Area of Competency
6	Shri R. K. Sama	Trustee	15.09.2001	Former Project Director-WASMO, Gandhinagar Former Director-SPIPA, A'bad Retired IFS, GoG	Watershed management, Rural and people centered development, Expert in Leadership development and Planning
7	Shri B. R. Shah	Trustee	12.09.2001	Retired Advocate	Legal issues, Technical Training and Vocational Training
8	Shri N. Sukumar	Trustee	15.02.2008	Industrialist	Medical Care and Hospital Administration
9	Dr. Lataben Desai	Trustee	16.07.2009	Medical Doctor and Social Worker	Rural Development

5. History of the SFT financially, information about Head office

Answer: SFT is operating in Vadodara, Chhotaudepur and Kachchh region covering 424 villages and are served through its five centres. Its Head Office located at Kalali-Vadodara while centres are at Chhotaudepur, Jetpur Pavi, Hodko (Bhuj) and Paldi (Waghodia block, Vadodara Dist.). Following table shows the income and expenditure of last three years.

Years (last three years)	2012-13	2013-14	2014-15
	INR In Lakhs		
Total Income	722.77	1296.26	1446.33
Total Expenditure	667.49	1054.59	1671.68

6. Members of the Governing Bodies

Answer: SFT have its Board of Trustees and does not possess any governing body.

7. Is there any report on the Meeting of Governing bodies?

Answer: SFT is regularly following all its legal practices and established systems. Averagely four meetings of the Board of Trustees held annually along with two audit committee meetings. We are having its documented Minutes of each Board and Audit Committee meeting which can be shown in person to any of our partners.

To provide guidance and smooth operations, a separate advisory committee named "Steering Committee of VIVEC" is been formed since 2011 with experienced dignitaries of all the fields of industry. They meet regularly. We can share their Minutes of the Meeting.

8. Audited statement of last year

Answer: We are having our accounts audited by one of the well known chartered accountants. We have published our audited statement on our website. You can visit the same on page: <http://www.shroffsfoundation.org/publications.aspx>

9. Whom shall we contact for project linkage:

Answer: You can contact at
Shroffs Foundation Trust,
AT & Post: Kalali,
Tal & Dist: Vadodara – 390012.
Phone: 0265-2680702/ 2680061
Email ID: sft@shroffsfoundation.org
Website: www.shroffsfoundation.org

Contact Person: Shri Vikas V. Vaze
Designation: Chief Executive Officer
Email ID: ceo@shroffsfoundation.org

10. What are the other facilities will be provided to the students?

Answer: SFT-VIVEC provides broad range of career oriented vocational courses which are relevant to emerging technologies and industrial requirements. With Vocational Skills of their chosen trades, all students learn yoga, meditation, English, basic computer, personality development under a specially designed Nachiketa program. Also different festivals are celebrated in the campus to feel homely. Hand holding support for preparation for an interview, placement and support to trainees after placement for six months are being extended to these trainees at VIVEC.

11. Which is the corporate working with SFT?

Answer: SFT carries versatile experience of almost three decades in implementation of rural development programs in Gujarat and had successfully established a model where Industry, Community, Voluntary Organizations, Academic Institutions and Government Agencies are working together for social benefit in the true spirit of public private partnership. Following are the Corporates with whom SFT has worked with in last year:

- Agrocel Industries, Bhuj
- Gujarat Alkalies and Chemicals Limited, Vadodara
- Gujarat Narmada Valley Fertilizers & Chemicals Limited, Bharuch
- Gujarat State Fertilizer Company, Vadodara
- Hindustan Colas Pvt. Ltd.
- Hyderabad Chemicals Ltd., Hyderabad
- Infrastructure Leasing & Financial Services
- Kem-Tron Technologies Pvt. Ltd.
- Mahindara & Mahindra Pvt. Ltd., Vadodara
- Pidlite Co., Mahuva
- Shroff Engineering Ltd., Vadodara
- State Bank of India, Chhotaudepur
- Transchem Agritech Pvt. Ltd., Vadodara
- Transpek Industry Ltd., Vadodara
- United Phosphorus Limited, Mumbai & Vapi
- Voltamp Transformers Ltd., Vadodara

12. GCSRA can monitor on the behalf of corporate?

Answer: Yes, GCSRA can monitor on behalf of the Corporate at mutually decided time by interacting with our head office as well as with the SFT-VIVEC team.