



नेहरु युवा केन्द्र संगठन NEHRU YUVA KENDRA SANGATHAN

स्वायत्तशासी संस्था
युवा कार्यक्रम एवं खेल मंत्रालय
भारत सरकार

*an Autonomous Body under the
Ministry of Youth Affairs & Sports
Government of India*



MOST IMPORTANT
TIME BOUND

Ref. Cir. NYKS/Prog:apr-2014-15/465

Dated: 31st March, 2015

To : All Zonal Directors, Nehru Yuva Kendra Sangathan

From : Dr. M.P. Gupta, Joint Director, Programme

Subject : Annual Progress Report of Core Programmes and Coordination Activities for the year 2014-15 (1.4.2014 to 31.3.2015) –reg.

The financial year 2014-15 is about to close, therefore **Annual Progress Report of Core Programmes and Coordination Activities** undertaken by Kendras during this period are to be prepared and submitted to NYKS Hqr.

Therefore, all the Zonal Directors are requested to ensure adherence to the following points:

- District Nehru Yuva Kendra's should submit their Annual Progress Report for the period 2014-15 in the prescribed proforma **I and II (enclosed)** directly to Zonal office only **before 15th April, 2015** positively.
- Zonal Directors should submit consolidated Annual Progress Report of their zones in the prescribed proforma **I and II (enclosed)** to Shri M.P. Sharma, Assistant Director (Programmes), NYKS Hqrs. through post as well as e-mail regularprogramme@gmail.com **on or before 30th April, 2015**.
- The figures to be filled in different reporting proforma should be neatly typed.
- Selected good qualitative action photographs of programmes and activities along with press clippings should also be enclosed with progress report. The photographs should be pasted on a plain paper and captioned underneath each photograph. Similarly, at the bottom of each press clipping, the name of the news paper, date and edition with the name of the activity which has been highlighted, should be mentioned in English or Hindi.

Contd2

द्वितीय तल, कोर-IV, स्कोप मीनार, लक्ष्मी नगर जिला केन्द्र, विकास मार्ग, दिल्ली-110092

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Further while preparing the Annual Progress Report 2014-15, following points may also be taken care of :

- **Proforma I** is meant for **Core Programmes** of NYKS for which Sangathan (HQ/Zonal office) released funds. In this proforma, the programmes and activities undertaken by mobilizing funds in coordination with other departments **should not** be mentioned.
- **Proforma II** is meant exclusively for reporting programmes and activities organized by the Kendras and funds mobilized (including resources) in Coordination with other departments and agencies. In this Proforma, the Core Programmes and projects funded by NYKS **should not** be mentioned.

Further, a **brief note on Project (s) and activities** should also be submitted along with **proforma II on a separate sheet for each of the projects and activities undertaken.**

It may be noted that none of the proforma or page should be taken out of the enclosed set of proformae at the time of report. If for a particular programme, no activity has been organized, then it may clearly be mentioned as **NIL**. However, the reasons for NIL activity may be given on the proforma itself.



(Dr. M.P. Gupta)

Encl: As above

Nehru Yuva Kendra Sangathan
Annual Progress Report for the year 2014-15
(for Core Programmes and Coordination Activities)

Progress Report of the Nehru Yuva Kendra _____ w.e.f . 01- 04 –2014 to 31 – 03 –2015

Kendra Code : _____ District _____ State _____ Zone _____

Date of Establishment of NYK _____

Name of the Youth Coordinator: _____ Date of Joining the Kendra _____
if joined in the middle, then mention the name of the previous YC with his present posting _____

No. of NYC Volunteers deployed: _____

Total funds Received for Core Programmes from NYKS : _____ Total funds Utilized for Core Programmes : _____

Total funds credited in District NYK Account for programmes undertaken in Coordination & with other Deptts/Agencies : _____

Total funds Utilized for Coordination & Convergence Programmes : _____

Total No. of Blocks in District: _____ Total No. of Bocks where Core Programmes and activities were organized: _____

Total No. of Revenue / habituated Villages in the District: _____ Total No. of district NYK affiliated Youth Clubs: _____

No. of Youth Clubs whose Profile has been updated (based on the Proforma -4) on NYKS website: _____

No. of self supporting Youth Clubs: _____ No. of Youth Clubs reporting their activities: _____

No. of Mentor Youth Clubs (MYCs): _____ Total No. of Members of MYC trained: _____

No. of Youth Clubs covered under : 1. Core Programmes: _____ 2. Coordination Programmes: _____ 3. Voluntary Basis Programmes : _____

4. Total No. of Youth Clubs covered under 1+2+3: _____

Details of Youth Clubs at a glance

Sr. No.	Category /sub-category wise Details of Youth Clubs/ Mahila Mandals affiliated with District NYKs	Total No. of Youth Clubs as on 31-03-2015	Membership in Youth Clubs																					
			SC			ST			Minority			OBC			Differently Abled Persons (Physically Challenged)			Others/ Gen.			Total			Grand Total
			M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	
1.	No. of Youth Clubs excluding Mahila Mandals and Sports Clubs																							
	• Registered																							
	• Unregistered																							
2.	No. of Mahila Mandals																							
	• Registered																							
	• Unregistered																							
3.	No. of Sports Clubs																							
	• Registered																							
	• Unregistered																							
G. Total																								

District Advisory Committee on Youth Programme(DACYP) Formed (Yes/No) _____ **If no, please give reasons** _____

Total Membership of the DACYP: _____ Male : _____ Female _____ No. of Meetings of DACYP held during the year 2014-2015 _____

Number of times Members of Parliament were invited to DACYP _____ Number of times MLAs were invited to DACYP _____

Number of times Members of Parliament attended DACYP _____ Number of times, MLAs attended DACYP _____

Number of MPs/MLAs to whom minutes of DACYP has been sent _____

Number of Public Representatives invited to DACYP _____ Number of Public Representatives attended the DACYP _____

Name & Address of Youth Club Awardee (2014-15):-_____

Name of the Collaborating Agencies / Departments _____

Involvement/ Participation of Public Representatives and Officials in NYKS Core Programmes and Coordination Activities

(a) Number of Public Representatives attended/ involved in NYK Programmes / Activities during 2014-15

Central Govt Minister (s): _____ State Govt. Minister (s): _____ Member(s) of Parliament : _____ MLA & MLCs: _____
Zilla, Block & Gram Parishad /Pr mukh: _____ Others, if any: _____

(b) No. of State Govt. and District Administration Officials attended/ involved in NYK Programmes and activities during 2014-15 : _____

No. of Programmes /Activities attended by DD/ ZD _____

No. of Youth got employment/self Employment after training during 2014-15 : Male _____ Female _____ Total _____

Sources from which the information on employment was collected _____

Annexure- 1
From District NYK to Zonal Office

Nehru Yuva Kendra Sangathan

Annual Progress Report for the Period: From 01-04-2014 to 31-03-2015 (FOR CORE PROGRAMMES only)

Name of District.....Name of Youth Coordinator/ Dy. Director..... Name of the Zonal Director:.....

Sr. No	Name of the programme	Programme Unit	Physical Targets		Resource Mobilization from other Departments and Agencies **			Name of Deptt. / Agencies coordinated	Name & Designation of V/ps attended Programme (e.g. Hon'ble MP/MLAs, officials of Development Deptts., Agencies and other	No. of Youth Clubs Participated	Number of Participants/Beneficiaries from NYK affiliated Youth Clubs and Mahila Mandals																					
			Set (annual)	Achieved	Fund raised for activity	Trainers and Experts invited (Man days value in Rs.)	Name of Resource Persons, Trainers and Experts				Material, equipments, transport, etc. (Value in Rs.)	SC			ST			Minority			OBC			Differently Aabled Persons (Physically Challenged)			Others/ Gen.			Grand Total		
												M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	Total
1.	Youth Club Development Programme	No. of Progs.																														
		No. of Youth Clubs Activated																														
		No. of New Youth Clubs formed																														
		No. of Youth Clubs updated their profile and uploaded on NYKS website																														
2.	Training on Youth Leadership and Community Development (TYLCD)	No. of Progs.																														
		No. of Progs. Organized by trained youth under TYLCD as a follow up*																														
3.	Theme based Awareness and Education Programme	No. of Progs.																														
		Themes covered (issues taken up)																														
		No. of Progs. Organized by trained youth as a follow-up*																														
		No. of Rural youth linked with skill training for their livelihood as a follow up*																														

Nehru Yuva Kendra Sangathan
Annual Progress Report for the year 2014 – 2015

(for Core Programmes and Coordination Activities)

Progress Report of the **State/UT** _____ **w.e.f. 01 – 04 – 2014 to 31 –03 – 2015**

Number of Kendras in the State/UT : _____ Zone _____

Name of the Zonal Director : _____ Date of Joining in the Zone _____

if joined in the middle, then mention the name of the previous Zone along with his/her present posting _____

No. of NYC Volunteers deployed: _____

Total funds Received for Core Programmes from NYKS : _____ Total funds Utilized for Core Programmes : _____

Total funds credited in District NYKs Account for programmes undertaken in Coordination & with other Deptts/Agencies : _____

Total funds Utilized for Coordination & Convergence Programmes : _____

Total No. of Blocks in District: _____ Total No. of Bocks where Core Programmes and activities were organized: _____

Total No. of Revenue / habituated Villages in the District: _____ Total No. of district NYKs affiliated Youth Clubs: _____

No. of Youth Clubs whose Profile has been updated (based on the Proforma -4) on NYKS website: _____

No. of self supporting Youth Clubs: _____ No. of Youth Clubs reporting their activities: _____

No. of Mentor Youth Clubs (MYCs): _____ Total No. of Members of MYC trained: _____

No. of Youth Clubs covered under : 1. Core Programmes: _____ 2. Coordination Programmes: _____ 3. Voluntary Basis Programmes : _____

4. Total No. of Youth Clubs covered under 1+2+3: _____

Details of Youth Clubs at a glance

Sr. No.	Category /sub-category wise Details of Youth Clubs/ Mahila Mandals affiliated with District NYKs	Total No. of Youth Clubs as on 31-03-2015	Membership in Youth Clubs																					
			SC			ST			Minority			OBC			Differently Abled Persons (Physically Challenged Persons)			Others/ Gen.			Total			Grand Total
			M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	
1.	No. of Youth Clubs excluding Mahila Mandals and Sports Clubs																							
	• Registered																							
	• Unregistered																							
2.	No. of Mahila Mandals																							
	• Registered																							
	• Unregistered																							
3.	No. of Sports Clubs																							
	• Registered																							
	• Unregistered																							
	G. Total																							

:

No. of District NYKs formed District Advisory Committee on Youth Programme(DACYP) _____ If any of the kendra not formed DACYP, please give reasons _____

Total Membership of the DACYP: _____ Male : _____ Female _____ No. of Meetings of DACYP held during the year 2014-2015 _____

Number of times Members of Parliament were invited to DACYP _____ Number of times MLAs were invited to DACYP _____

Number of times Members of Parliament attended DACYP _____ Number of times, MLAs attended DACYP _____

Number of MPs/MLAs to whom minutes of DACYP has been sent _____

Number of Public Representatives invited to DACYP _____ Number of Public Representatives attended the DACYP _____

No. of Youth Club Awardee (2014-15):-----

Name of major Collaborating Agencies / Departments _____

Involvement/ Participation of Public Representatives and Officials in NYKS Core Programmes and Coordination Activities

(c) Number of Public Representatives attended/ involved in NYK Programmes / Activities during 2014-15

Central Govt Minister (s): _____ State Govt. Minister (s): _____ Member(s) of Parliament : _____ MLA & MLCs: _____

Zilla, Block & Gram Parishad /Pramukh: _____ Others, if any: _____

(d) No. of State Govt. and District Administration Officials attended/ involved in NYK Programmes and activities during 2014-15 : _____

No. of Programmes /Activities attended by DD/ ZD _____

No. of Youth got employment/self Employment after training during 2014-15 : Male _____ Female _____ Total _____

Sources from which the information on employment was collected _____

Annexure - I

From Zonal Office to NYKS Hqr.

Nehru Yuva Kendra Sangathan

Annual Progress Report for the Period: From 01-04-2014 to 31-03-2015 (FOR CORE PROGRAMMES only)

Name of Zone.....Name of Zonal Director..... No. of States.....No. of UTs.....

No. of Kendras in the Zone Report based on the No. of KendrasNo. and Name of Defaulter Kendras

Sr. No	Name of the programme	Programme Unit	Physical Targets		Resource Mobilization from other Departments and Agencies *			Name of Dept. / Agencies coordinated	Name & Designation of VPs attended Programme (e.g. Hon'ble MP/MLAs, officials of Development Depts., Agencies	No. of Youth Clubs Participated	Number of Participants/Beneficiaries from NYK affiliated Youth Clubs and Mahila Mandals																				
			Set (Annual)	Achieved	Fund raised for activity	Name of Resource Persons, Trainers and Experts invited	Material, equipments, transport, etc.				SC			ST			Minority			OBC			Differently Abled Persons (Physically Challenged Persons)			Gen./Others			Grand Total		
											M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T
1.	Youth Club Development Programme	No. of Progs.																													
		No. of Youth Clubs Activated																													
		No. of New Youth Clubs formed																													
		No. of Youth Clubs updated their profile and uploaded on NYKS website																													
2.	Training on Youth Leadership and Community Development (TYLCD)	No. of Progs.																													
		No. of Progs. Organized by trained youth under TYLCD as a follow up*																													

Sr. No	Name of the programme	Programme Unit	Physical Targets		Resource Mobilization from other Departments and Agencies *			Name & Designation of VIPs attended Programme (e.g. Hon'ble MP/MLAs, officials of Development Depts., Agencies Name of Deptt. / Agencies coordinated	No. of Youth Clubs Participated	Number of Participants/Beneficiaries from NYK affiliated Youth Clubs and Mahila Mandals																															
			Set (Annual)	Achieved	Fund raised for activity	Name of Resource Persons, Trainers and Experts Invited	Material, equipments, transport, etc.			SC			ST			Minority			OBC			Differently Abled Persons (Physically Challenged Persons)			Gen./Others			Grand Total													
										M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T											
3.	Theme based Awareness and Education Programme	No. of Progs.																																							
		Themes covered (issues taken up)																																							
		No. of Progs. Organized by trained youth as a follow-up*																																							
		No. of Rural youth linked with skill training for their livelihood as a follow up*																																							
4.	Promotion of Sports (Sports material to Youth Clubs)	No. of Youth Clubs																																							
		Type of sports material distributed to Youth Clubs																																							
		No. of Sports activities organized as a follow up*																																							
4 (b)	Cluster of Youth Clubs Level Inter Youth Club Sports Meet	No. of Youth Clubs																																							
		Type of sports events organized																																							
		No. of Sports Meets organized																																							
		No. of Sports persons participated																																							
4 (c)	District Level Inter Youth Club Sports Meet	No. of Youth Clubs																																							
		Type of sports events organized																																							
		No. of Sports Meets organized																																							
		No. of Sports persons participated																																							

Sr. No	Name of the programme	Programme Unit	Physical Targets		Resource Mobilization from other Departments and Agencies *			Name & Designation of VIPs attended Programme (e.g. Hon'ble MP/MLAs, Officials of Development Depts., Agencies Name of Deptt. / Agencies coordinated	No. of Youth Clubs Participated	Number of Participants/Beneficiaries from NYK affiliated Youth Clubs and Mahila Mandals																	
			Set (Annual)	Achieved	Fund raised for activity	Name of Resource Persons, Trainers and Experts invited	Material, equipments, transport, etc.			SC	ST	Minority			OBC			Differently Abled Persons (Physically Challenged Persons)			Gen./Others			Grand Total			
												M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M
5.	Skill Up-gradation Training Programme (SUTP) for young Women and Men	No. of Training Progs.																									
		• 3 months duration for Women																									
		• 2 months duration for Women																									
		• 3 months duration for Men																									
		• 1 month duration for Men																									
		No. of Women																									
		No. of Men																									
No. of Women made aware and educated in identified areas mentioned in the Guidelines																											
No. of Men made aware and educated in identified areas mentioned in the Guidelines																											
6.	Promotion of Folk, Art and Culture	No. of Progs.																									
7.	Observance of Days of National and International Importance	No. of Progs.																									
		Name of the day(s), observed																									
8.	District Youth	No. of Progs.																									

Sr. No	Name of the programme	Programme Unit	Physical Targets		Resource Mobilization from other Departments and Agencies *			Name of Deptt./ Agencies coordinated	Name & Designation of VIPs attended Programme (e.g. Hon'ble MP/MLAs, officials of Development Deptts., Agencies)	No. of Youth Clubs Participated	Number of Participants/Beneficiaries from NYK affiliated Youth Clubs and Mahila Mandals																				
			Set (Annual)	Achieved	Fund raised for activity	Name of Resource Persons, Trainers and Experts Invited	Material, equipments, transport, etc.				SC			ST			Minority			OBC			Differently Abled Persons (Physically Challenged Persons)			Gen./Others			Grand Total		
											M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T	M	F	T
12.	Meetings of State Advisory Committee on Youth Programme(SACYP)	No. of Meetings																													
13.	Planning, Review and Follow-up meeting	No. of Meetings																													

- It may be noted that these are not one time activities, therefore, it is expected to be undertaken during different months of the financial year and reported accordingly.
- The duration of the programme organized were the same as mentioned in NYKS Annual Action Plan 2014-15
- The District NYK wise information and particulars of beneficiaries/participants e.g. Name, Age, Residential Address, Contact Number, etc. are being kept in respective District and Zonal NYKS Office's Records for Physical Verification and Cross Checking. And it is certified that the same is being followed and ensured.
- *Please convert the resource mobilization obtained in kind, equipments, transport, human resource, etc. into amount as per state/local market rate.
- Certified that the report given above and fund and resource mobilization information is true and correct.

Note : Please use the same proforma.

*Certified that the figures given in the report are true and correct

Prepared by : Name and Designation.....

Signature.....

Date : _____

(Name.....)

Signature of the Zonal Director with Office Stamp

Nehru Yuva Kendra Sangathan
COORDINATION ACTIVITIES (Annual Progress Report from 01-04-2014 to 31-03-2015)

Programmes other than NYKS Core Programmes, organized in coordination with other Departments and Agencies by raising local resources and funds.

Name of District Youth Coordinator No. of Blocks in the District..... No. of NYC Volunteers.....

S.No.	Name of the prog. organized	Prog. Unit	No. of Youth Clubs involved	Name of collaborating agency / deptts.	Name of place/ village where prog. organized	Name & Designation of VIPs and dignitaries attended prog.**	Dates of prog./ activity		Resource Mobilization			Physical		Number of participants / Beneficiaries											
							From	To	Funds raised for activity (in Rs.)	No. of Resource Persons, Trainers and Experts invited	Material, Equipments, Transport, etc.	Target (Annual)	Achieved	SC		ST		Minority		OBC		Gen.		Total	
														M	F	M	F	M	F	M	F	M	F	M	F
1.	Linking Youth Club Members with Employable Skill Development Trainings	No. of Youths																							
2.	Formation of SHGs	No. of SHGs																							
3.	Sapling Plantation	No. of Plants																							
4.	Collection of Polythene Bags to generate awareness and facilitate in protecting environment	No. of villages																							
5.	Eradication of weeds e.g. (Gajar Ghas, Lantana, water, Hyacinth) in villages	No. of villages																							
6.	Motivation resulting into construction of Toilet	No. of Toilets constructed																							
7.	Blood Donation	No. of Blood donors																							
8.	Enrollment of Voluntary Blood Donors and their Blood Grouping	No. of Youths																							
9.	Motivated Girls and their Parents to postpone her marriage till attaining 18 yrs.	No. of girls																							
10.	Immunization of Pregnant Mothers	No. of Mothers																							

S.No.	Name of the prog. organized	Prog. Unit	No. of Youth Clubs involved	Name of collaborating agency / deptts.	Name of place/ village where prog. organized	Name & Designation of VIPs and dignitaries attended prog.**	Dates of prog./ activity		Resource Mobilization			Physical		Number of participants / Beneficiaries											
							From	To	Funds raised for activity (in Rs.)	No. of Resource Persons, Trainers and Experts invited	Material, Equipments, Transport, etc.	Target (Annual)	Achieved	SC		ST		Minority		OBC		Gen.		Total	
														M	F	M	F	M	F	M	F	M	F	M	F
11.	Motivated and Facilitated Institutionalized Deliveries	No. of women																							
12.	Motivated Immunization of Children (0-5 yrs)	No. of Children																							
13.	Cataract (Eye) operations	No. of Persons																							
14.	Providing access of iron Folic Acid Tablet to Adolescent Girls	No. of Girls																							
15.	Health Check-up Camps (DOTs, Hypertension, Diabetics and others)	No. of Camps																							
16.	Enrollment of children in schools	No. of Children																							
17.	Facilitating into getting Voters ID Card	No. of Youths																							
18.	New Youth Clubs and Mahila Mandals formed	No. of Youth Clubs																							
19.	Youth Clubs and Mahila Mandals further revitalized/ strengthened	No. of Youth Clubs																							
20.	Youth Clubs and Mahila Mandals current status verified and updated in the revised prescribed proforma	No. of Youth Clubs																							
21.	Youth Clubs and Mahila Mandals updated Profile based on revised prescribed proforma uploaded online	No. of Youth Clubs																							
22.	Enrolment of new members with due representation of Women, SC, ST, OBC, Minority and Physically Challenged	No. of new members enrolled																							
23.	Other Programmes as per local need and priority may be added in the Plan with targets																								

** Please convert the resource mobilization obtained in kind, equipments, transport, human resource, etc. into amount as per state/ local market rate.

** Enclose one page write-up (neatly typed) for each project mentioned above separately with press clippings and action photographs.

** VIPs and Dignitaries (Hon'ble Ministers, MPs, MLAs, Heads of PRIs, Officers of Development Departments, Agencies, District Administration, etc.

** Certified that the report given above and fund and resource mobilization information is true and correct

Note : Please use the same proforma.

Signature

District Youth Coordinator with Office Stamp

Prepared by ACT: Name and Signature

Date _____

Nehru Yuva Kendra Sangathan

COORDINATION ACTIVITIES (Annual Progress Report from 01-04-2014 to 31-03-2015)

Programmes other than NYKS Core Programmes, organized in coordination with other Departments and Agencies by raising local resources and funds.

Name of Zonal Director No. of District NYKs..... No. of Blocks..... No. of NYC Volunteers.....

S.No.	Name of the prog. organized	Prog. Unit	No. of Youth Clubs involved	Name of collaborating agency / deptts.	Name & Designation of VIPs and dignitaries attended prog.**	Resource Mobilization			Physical		Number of Participants / Beneficiaries																	
						Funds raised for activity (in Rs.)	No. of Resource Persons, Trainers and Experts invited	Material, Equipments, Transport, etc.	Target (Annual)	Achieved	SC		ST		Minority		OBC		Gen.		Total							
											M	F	M	F	M	F	M	F	M	F	M	F						
1.	Linking Youth Club Members with Employable Skill Development Trainings	No. of Youths																										
	Formation of SHGs	No. of SHGs																										
	Sapling Plantation	No. of Plants																										
	Collection of Polythene Bags to generate awareness and facilitate in protecting environment	No. of villages																										
	Eradication of weeds e.g. (Gajar Ghas, Lantana, water, Hyacinth) in villages	No. of villages																										
	Motivation resulting into construction of Toilet	No. of Toilets constructed																										
	Blood Donation	No. of Blood donors																										
	Enrollment of Voluntary Blood Donors and their Blood Grouping	No. of Youths																										
	Motivated Girls and their Parents to postpone her marriage till attaining 18 yrs.	No. of girls																										

- ** Please convert the resource mobilization obtained in kind, equipments, transport, human resource, etc. into amount as per state/ local market rate.
- ** Enclose one page write-up (neatly typed) for each project mentioned above separately with press clippings and action photographs.
- ** VIPs and Dignitaries (Hon'ble Ministers, MPs, MLAs, Heads of PRIs, Officers of Development Departments, Agencies, District Administration, etc.
- ** Certified that the report given above and fund and resource mobilization information is true and correct

Note : Please use the same proforma.

Signature

Zonal Director with Office Stamp

Prepared by Dealing Hand: Name & Signature

Date _____

