



PROJECT PRAPOSAL

Foundation Training Programme for Class - IV

**CONCEPT PAPER
PROGRAMME BUDGET
TRAINING OF TRAINERS
COURSE GUIDE
&
COURSE BUDGET**

By

State Training Planning & Evaluation Agency, (STPEA)

***Yashwantrao Chavan Academy of Development Administration
(YASHADA), Pune – 411007***

CONCEPT PAPER

Foundation Training Programme for Class - IV

Introduction: State Training Policy 2011 specifically lies down that the training will be imparted to all civil servants – At the time of entry into service. Civil servants at grass-root level play an important role in the social & economic development. The vision of Foundation Training Programme for cutting-edge employees is to empower them with the necessary knowledge, skill & attitude (Developing suitable competencies) that can easily boost-up the entire service delivery of government institution/departments to the citizen.

The Programme:

Part A: 03 Days - Training on Generic Competencies

Part B: 01 Days - Field visit & Or Health check-up Camp

Part C: 02 Days - Training on Building organizational awareness and subject specific Orientation

Programme Planning:

Number of District Identified: - 36 Districts

Number of Foundation Training Batches to be Organized per District: - 04 Batches

Total Number of Batches of Foundation Training to be Organized: - 144 Batches

Batch Size: - 40 Trainees

Target population of Foundation Training: - 5760 Trainees

Number of Trainers Identified per District: - 06 Trainers

Target population of Trainers: - 216 Trainers

Batch Size of ToT: - 36 Trainees

Number of ToT to be Organized: - 06 Batches

Venue of the Training: District Administrative Training Institute

PROGRAMME BUDGTE

Sr. No. (A)	Name of Training (B)	Number of Courses (C)	Number of Trainees (D)	Duration (E)	Per Day Per Trainee Charge (F)	Total Training Amount $D * E * F = (G)$
1	Foundation Training (Generic)	144	5760	03	1000/-	1,72,80,000/-
2	Foundation Training (Field Visit)	144	5760	01	1000/-	57,60,000/-
3	Foundation Training (Building organizational awareness and subject specific Orientation)	144	5760	02	1000/-	1,15,20,000/-
4	Training of Trainers	06	216	03	2000/-	1,29,60,000/-
					Total	4,75,20,000/-

TRAINING OF TRAINERS

Objectives Training of Trainers

- 1) To illustrate how perception & assumption can affect behavior & communication
- 2) To build communication skill
- 3) To inculcate respect for time
- 4) To develop sensitivity towards gender & identity
- 5) To develop an understanding of learning styles & behavioral preferences
- 6) To encourage sincerity, commitment & ethical decision making

Time-table of Training of Trainers

Day	Title of Topic	Duration	Resource person
Day I	Introduction to Training	09.45 am to 11.15 am	PMTs
	Introduction to Program	11.30 am to 01.00 pm	PMTs
	Teaching Methods	02.00 pm to 03.30 pm	PMTs
	Group discussion on Process Sheet preparation	03.45 pm to 05.15 pm	PMTs
Day II	Draft Process Sheet preparation By PTs	09.45 am to 11.15 am	PRTs
	Draft Process Sheet preparation By PTs	11.30 am to 01.00 pm	PRTs
	Process Sheet Finalization By PTs	02.00 pm to 03.30 pm	PRTs
	Process Sheet Finalization By PTs	03.45 pm to 05.15 pm	PRTs
Day III	Teaching by PTs	09.45 am to 11.15 am	PTs
	Teaching by PTs	11.30 am to 01.00 pm	PTs
	Teaching by PTs	02.00 pm to 03.30 pm	PTs
	Future Plan of Action	03.45 pm to 05.15 pm	PMTs, PRTs & PTs

COURSE GUIDE

Titel of the Programme: Foundation Training Programme for Class – IV

Target Group:

- After 23rd September 2011 recruited government Class-IV functionaries of all departments.
- Those who have received no training since recruitment
- Belong to Group D
- have high interaction with citizen

Aim of the Programme:

- To build capacity of functionaries at the cutting-edge level.
- To promote good-governance and citizen-centricity.
- To improve Public Services Delivery.
- To target attitudinal orientation, motivation, upgrade skill and knowledge.
- To develop generic and domain specific competencies
- To bring about a significant positive change in values and culture of the organizations.

Objectives and Embedded Competencies: Part A: Generic Competencies

1. To build a citizen centric and inclusive attitude
 - 1.1 People First: Responds Sensitively to the needs of the Citizens
2. To develop empathy and sensitivity in public interface
 - 2.1 Integrity: Acts Ethically
 - 2.3 Empathy: Understand unspoken content
3. To increase accountability and increase ownership
 - 2.4 Takes accountability: Delivers Results consistently
 - 4.3 Initiative and drive: Takes actions on immediate priorities
4. To develop effective communication skills of listening, speaking and presentation

- 4.11 Communication skills: Listens attentively and presents information clearly
- 5. To improve interpersonal skills
 - 4.9 Developing others: Expresses positive expectations of others
 - 4.11 Communication skills: Listens attentively and presents information clearly
- 7. To promote team cohesion in diverse attributes (Attitude, Skills, Behaviour, Beliefs)
 - 4.12 Team-work: Cooperates with Others
- 8. To equip with conflict resolution skills
 - 3.1 Consultation and consensus building: Open to Consultation and Presents Views in a Concise Manner with the help of Data
 - 3.2 Decision making: Follows Guidelines Effectively
- 10. To promote time management skills
 - 3.2 Decision making: Follows Guidelines Effectively
 - 4.5 Planning and coordination: Organizes and Schedules Own Work
- 11. To foster self-reflection/metacognition
 - 4.10 Self-awareness and self-control: Is Aware of Self and Restrains Emotional Impulses
 - 2.2 Self Confidence: Acts confidently within job role
- 12. To develop skills for Stress Management and build competencies
- 13. To encourage the importance of personal and workplace hygiene (Swachh Bharat Abhyan)To equip with conflict resolution skills

Objective: Part B: Field Visit

- 1) To familiarize the trainees with local socio- economic & cultural environment
- 2) To observe issues, challenges & problem faced by local population
- 3) To explore best practices & Solutions to improve public service delivery

Objectives: Part C- 5 Days: Training on Build organization awareness and subject specific orientation

1. To develop an understanding of the organisation's mandate, structure, policies, processes, norms and its interface with other organisations.
1.3 Organizational awareness: Understands Formal Structure
2. To align attitude & interest with the needs & goals of the organizations
1.4 Commitment to the organization: Aligns Self with the Organization
3. To give an overview of domain and service specific functions of the officers/staffs
1.3 Organizational awareness: Understands Formal Structure
4. To develop domain and service specific competency sets for efficiency and improve Public Service Delivery in consultation with stakeholder.
4.1 Result Orientation: Focuses on doing what is Expected
4.2 To encourage application of general competencies in their Job-functions.

Programme Duration and Design:

1. Duration: One week
2. Three distinct 3-1-2 Day modules where:
3. Part A: 3-days Generic Competencies Module
4. Developed on the basis of Generic Modules prepared by a group of resource persons (master trainers and experts on generic domain areas) and to be delivered in association with ATIs
5. Part B: 1-day of NGO and field/site visits & or Health check-up Camp
6. Part C: 2-days Domain Specific Module (organization awareness and subject specific orientation like *Work Skill-Handling of Various office relate instruments, Personal Skill, Personal financial management, Health management and Visit to Government Institutes / Department – Civil Hospital, Rural Hospital, RTO, Labour Office, Nagar parishad, Nagar Palika, Gram Panchayat etc.*)

Course Style:

- Trainee-centered
- Learning by doing
- Emphasis on application
- Peer-learning
- Individual/Team activities
- Supported/Supplemented by Visuals, Exercises and Reading Material

Since the Course is intensive, it is residential. Accordingly, to obtain full benefit from the Course, it is expected that the participants pay full attention and time to Course activities

Facilitators:

- Experienced Master Trainers
- Experts on generic and domain areas of YASHDA

Facilitation Guideline:

- Complete understanding and knowledge about the vision, modalities, design and the content of the programme
- Thoroughness with the resources and tools
- Ability to follow the session plan
- Ability to adopt an effective style with reference to the audience
 - ▶ Multi-sensory training for lasting impact which includes content, activities, discussions, displays, creative tasks etc.
 - ▶ Clear directions and expectations for each activity
 - ▶ Handling questions, disagreements, varying energy levels
 - ▶ Planning time for maximum effectiveness
- Capability to adopt a mix of participatory and authoritative style of delivery
 - ▶ Clear understanding of one's strengths and limitations so that methodologies can be built to use both efficiently-voice and body language
- Capacity to create a congenial atmosphere

A successful session/workshop is contingent on the level of preparedness and collectedness the facilitator maintains. Requisite knowledge, skills and attitude in each session ensures effectiveness. Each workshop is learning for the facilitator to deliver effective training sessions

COURSE OBJECTIVES:

A: 1. Motivation

At the end of the session, participants will be able to –

- Explain the importance of ‘motivation’

A: 2. ‘The System’ and employee’s role

At the end of the session, participants will be able to –

- Describe ‘The System’
- Explain employee’s role in the ‘big picture to individual’

A: 3. Self-Reflection

At the end of the session, participants will be able to –

- Describe ‘self-reflection’
- Relate himself with ‘self-reflection’

A: 4. Personal and organizational values

At the end of the session, participants will be able to –

- Explain ‘personal’ and ‘organizational’ values

A: 5. Qualities of an excellent employee

At the end of the session, participants will be able to –

- Explain the qualities of an excellent employee
- Clarify the relationship between ‘dos’ and don’ts of an excellent employee

A: 6. Swachh Bharat Abhyan

At the end of the session, participants will be able to –

- Explain the concept of ‘Swachh Bharat Abhiyan’
- Apply the larger vision of the mission in their personal and work life

A: 7. Feedback

At the end of the session, participants will be able to –

- State the importance of giving and receiving feedback

A: 8. Behaviour

At the end of the session, participants will be able to –

- Identify the implications of verbal/non-verbal behaviour in fostering relationships
- Differentiate between ‘hearing’ and ‘listening’
- Display ‘listening’ and ‘active listening’ skills

A: 9. Communicate Better

At the end of the session, participants will be able to –

- Demonstrate the use of ‘verbal’ and ‘non-verbal’ communication

A: 10. Personality of a State Government employee

At the end of the session, participants will be able to –

- Identify the factors contributing to developing personality

A: 11. E-Governance and ICT

At the end of the session, participants will be able to –

- Explain ‘E-Governance’
- Explain the role of ICT
- Explain ways and means of finding innovative solutions to citizen-related issues through e-governance

A: 12. Time Management

At the end of the session, participants will be able to –

- Explain ‘Time Management’ techniques

A: 13. Team Work

At the end of the session, participants will be able to –

- Demonstrate the team-building skills

A: 14. Route to Resolve

At the end of the session, participants will be able to

- Demonstrate Negotiation Skills

A: 15. Emotional Quotient

At the end of the session, participants will be able to

- explain the factors helpful in working with emotional intelligence

A: 16. Right to Information (RTI)

At the end of the session, participants will be able to

- Explain the salient features of RTI
- Explain ‘transparency’ in administration
- Explain ‘Accountability’ in administration

A: 17. Resilience

At the end of the session, participants will be able to

- Describe Stress Management techniques
- Explain the concept of ‘Resilience’

A: 18. Goal Setting

At the end of the session, participants will be able to

- Define Goals
- Describe SMART Goals
- Explain steps for setting SMART Goals
- Explain benefits of goal setting

B: 1. Citizen Centeredness

At the end of the session, participants will be able to

- To familiarize the trainees with local socio- economic & cultural environment
- To observe issues, challenges & problem faced by local population
- To explore best practices & Solutions to improve public service delivery

C: 1. Organizational Awareness

At the end of the session, participants will be able to

- Describe Organisation's mandate, structure and its interface with other organisations

C: 2. Personal & Work Skill

At the end of the session, participants will be able to

- State the important section of Domestic violence act & Sexual harassment at work place
- State importance of personal skill in life
- State importance of Work skill
- Use Xerox machine, Fax machine,
- Use Computer for Scanning
- Use Phone/ mobile for effective communication
- Send E-mail using mail merging

C: 3. Health Management

At the end of the session, participants will be able to

- State the importance of health management

C: 4. Personal Finance Management

At the end of the session, participants will be able to

- State the importance of personal finance management.

Assessment

Assessment will be carried out at 3 levels in the programme

7. A complete module on giving and taking Peer Feedback which will be introduced on day 1 .The participants will reflect and note feedback on each day and on day 3 will engage in a positive feedback sharing session
8. Informal feedback through the course of the programme will be taken from participants
9. An experience sharing workshop will be held with all stakeholders, core team members to share the learnings form the programme on content, facilitation and implementation.

Time-table:

Given below is an indication of how the various learning activities are scheduled into 06 days of the Course. Participants can expect some ‘own-time work’ in the evening.

DAY & TIME	CONTENT	OBJECTIVES
Day 1 09.00 to 17.30	Registration / Inauguration/ Introduction Nav Nondani / Udghatan / Olakh	
	Motivation (Karya Prerana-Siddhi)	A: 1
	‘The System’ and Employee’s role as well as Self-Reflection (Mi, Maze Vichar, Maze Achar, Mazya Bhavana, Mazya Kruti, Maze Kutumb, Maze Karyalay, Maza Bhartiya Samaj, Mazi Bhumika V Kartvye)	A: 2 & 3
	Qualities of an excellent employee & Personal and Organizational Values (Mi, Mazya Jivanache Tatvadnyan, Guntant Karmacharyachi Sakalpana)	A: 4 & 5
	Swachha Bharat Abhiyan (Mazi Viyaktik Swachhata, Adivsachi V Samudayik Swachhata, Mazya Karyalayachi Swachhata, V Deshachya Drustine Swachhateche Mahatwa)	A: 6
	Feedback (Pratyabharan)	A: 7
Day 2 09.30 to 17.30	Recap of the day -1 (Aadhichya Diwsachi Ujalni)	
	Behaviour & Communicate Better (Maze Vartan, MaziVartanuk V Maza Sanwad)	A: 8 & 9
	Personality of a State Government Employee (Sarkari Karmcharyache Vyaktimatva)	A: 10
	E-Governance and ICT (Mahiti V Sanwad Tantradnyanachi Olakh)	A: 11
	Time Management & Team Building (Veleche Vyavsthapan V Gat Bandhni)	A: 12 &13
Day 3 09.30 to 17.30	Recap of the day -2 (Aadhichya Diwsachi Ujalni)	
	Route to resolve & Emotional quotient (Tadjod, Bhavanank, Bhavnanche Vyavasthapan)	A: 14 & 15
	Right to Information (RIT) (Mahiticha Adhikar)	A: 16

	Resilience (Tan-Tanavache Vavasthapan)	A: 17
	Goal Setting & Briefing for NGO/Village/ Office Visit (night stay at village - Day 3) (Dheya Nirdharan)	A: 18
Day 4 09.30 to 17.30	Recap of the day -3 (Aadhichya Diwsachi Ujalni)	
	NGO/Village/ Office Visit & or Health check-up Camp at Civil Hospital or Primary Health Centre (PHC) (Bhet VAarogya Taspasni)	B: 1, 2,3 & Or C:4
Day 5 09.30 to 17.30	Debriefing of the Visit (day -4) (Aadhichya Diwsachi Ujalni)	
	Organizational / Departmental Orientation (Mi, Maze Karyalay, Maza Vibhag, Maza Sevabhav V Mazy Deshache Nagrik)	C: 1
	Domestic violence act & Sexual Harassment at work Place (G harguti Hinsachar Kayada, Kamachya Thikani Laingic Atyachar Kayda)	C:2
	Work Skill – Personal (Viaktik-Kaushale) & Film: Namya, Pandharichi Wat	C: 2
	Work Skill – Technical –How to handle various Instruments (Demonstration) (Tantric- Kaushale)	C: 3
	Work Skill – Technical - Film: Instruments (Tantric- Kaushale)	C: 3
Day 6 09.30 to 17.30	Recap of the day -5 (Aadhichya Diwsachi Ujalni)	
	Health Management (Mi V Maze Kutumba – Aamcha Ahar, Vihar, Savayi V Arogya) Film: Aarogyam Dhan Sampada	C: 4
	Personal Finance Management Film: (Arthkranti)	C: 5
	Feedback Sharing, Review of Course, IRQ (Pratyabharan, Chintan V Manan)	
	Network and Continuous Learning (Gumphan V Nirantar Adhyan)	

COURSE BUDGET

Sr. No. (A)	Name of Training (B)	Number of Trainees (D)	Duration (E)	Per Day Per Trainee Charge (F)	Total Training Amount $D * E * F = (G)$
1	Foundation Training (Generic)	40	03	1000/-	1,20,000/-
2	Foundation Training (Field Visit)	40	01	1000/-	40,000/-
3	Foundation Training (Building organizational awareness and subject specific Orientation)	40	02	1000/-	80,000/-
				Total	2,40,000/-



प्रकल्प प्रस्ताव

वर्ग – ४ च्या कर्मचा-यांसाठी पायाभूत प्रशिक्षण कार्यक्रम

कन्सेप्ट पेपर

कार्यक्रम अंदाजपत्रक

प्रशिक्षकांचे प्रशिक्षण

कोर्स गाईड

व

प्रशिक्षण अंदाजपत्रक

द्वारा

राज्य प्रशिक्षण नियोजन व मूल्यमापन यंत्रणा, (राप्रनिमूयं)

यशवंतराव चव्हाण विकास प्रशासन प्रबोधिनी (यशदा)

पुणे- ४११००७

कन्सेप्ट पेपर

वर्ग — ४ च्या कर्मचा-यांसाठी पायाभूत प्रशिक्षण कार्यक्रम

प्रस्तावना : सर्व कर्मचा-यांना त्याचा सेवत प्रथम प्रवेश होतांना पायाभूत प्रशिक्षण देण्यात यावे असे राज्य प्रशिक्ष धोरण २०११ मध्ये स्पष्टपणे नमूद करण्यात आलेले आहे. सामाजिक व आर्थिक विकासामध्ये हे कर्मचारी अत्यंत महत्वाची भूमिका निभावू शकतात.पायाभूत प्रशिक्षण देण्यामागिल दुरदृष्टी अशी आहे की, जनतेशी ज्या कर्मचा-यांचा प्रत्यक्ष संबंध येतो त्या कर्मचा-यांना आवश्यक ज्ञान, कौशल्य व दृष्टीकोन देवून त्यांना सक्षम करणे. जेणेकरून शासनाच्या विभागांच्या / संस्थांच्या सेवेत सुधारणा होण्यासाठी चालना मिळेल.

कार्यक्रमाचे स्वरूप:

भाग-ए: ०३ दिवस — सर्वसाधारण ज्ञान, कौशल्य व दृष्टीकोण संबंधित प्रशिक्षण

भाग-बी: ०१ दिवस — आरोग्य तपासणी / क्षेत्रीय भेट

भाग-सी: ०२ दिवस — विभाग / संस्था, पद व जीवनाशी संबंधित ज्ञान, कौशल्य व दृष्टीकोण संबंधित प्रशिक्षण

कार्यक्रमाचे नियोजन:

निवडलेल्या जिल्हयांची संख्या- ३६ जिल्हे

प्रति जिल्हा आयोजित करावयाच्या पायाभूत प्रशिक्षण कार्यक्रमांची संख्या- ०४ प्रशिक्षण कार्यक्रम

एकूण आयोजित करावयाच्या पायाभूत प्रशिक्षण कार्यक्रमांची संख्या- १४४ प्रशिक्षण कार्यक्रम

प्रत्येक प्रशिक्षण कार्यक्रमात सहभागी प्रशिक्षणार्थींची संख्या — ४० प्रशिक्षणार्थी

कार्यक्रमात एकूण सहभागी प्रशिक्षणार्थींची संख्या — ५,७६० प्रशिक्षणार्थी

जिल्हानिहाय निवडावयाच्या प्रशिक्षकांची संख्या — ०६ प्रशिक्षक

कार्यक्रमात एकूण सहभागी प्रशिक्षकांची संख्या — २१६ प्रशिक्षक

प्रत्येक प्रशिक्षकांच्या प्रशिक्षण कार्यक्रमात समाविष्ट प्रशिक्षकांची संख्या — ३६ प्रशिक्षक

आयोजित करावयाच्या एकूण प्रशिक्षकांच्या प्रशिक्षण कार्यक्रमांची संख्या — ०६ प्रशिक्षकांचे प्रशिक्षण कार्यक्रम

प्रशिक्षणाचे ठिकाण: जिल्हा प्रशासकीय प्रशिक्षण संस्था (सर्व)

कार्यक्रमाचे अंदाजपत्रक

अ. क्र. (१)	प्रशिक्षणाचे नाव (२)	कार्यक्रमांची संख्या (३)	प्रशिक्षणार्थींची संख्या (४)	प्रशिक्षणाचा कालावधी (५)	प्रति दिवस प्रति प्रशिक्षणार्थी खर्च (६)	एकूण खर्च $४*५*६ =$ (७)
ऐ	पायाभूत प्रशिक्षण (भाग-१)	१४४	५७६०	०३	१०००/-	१,७२,८०,०००/-
बी	पायाभूत प्रशिक्षण (भाग- २)	१४४	५७६०	०१	१०००/-	५७,६०,०००/-
सी	पायाभूत प्रशिक्षण (भाग- ३)	१४४	५७६०	०२	१०००/-	१,१५,२०,०००/-
डी	प्रशिक्षकांचे प्रशिक्षण	०६	२१६	०३	२०००/-	१,२९,६०,०००/-
					एकूण	४,७५,२०,०००/-

प्रशिक्षणाचे वेळापत्रक

प्रशिक्षणाचा दिवस व वेळ	विषयाचे विवरण	उद्दिष्टे
दिवस पहिला ०९.०० to १७.३०	नाव नोंदणी / उद्घाटन/ परिचय	
	कार्य प्रेरणा – सिध्दी	ऐ: १
	मी , माझे विचार, माझे आचार, माझ्या भावना, माझी कृती, माझे कुंटुब, माझे कार्यालय, माझा भारतीय समाज, माझी भूमिका व कर्तव्ये.	ऐ: २ व ३
	मी, माझ्या जीवनाचे तत्वज्ञान व गुणवंत कर्मचा-याची संकल्पना	ऐ: ४ व ५
	स्वच्छ भारत अभियान- माझी वैयक्तीक स्वच्छता, अधिवासाची व सामुदायीक स्वच्छता, माझ्या कार्यालयाची स्वच्छता व देशाच्या दृष्टीने स्वच्छतेचे महत्व	ऐ: ६
	प्रत्याभरण (फिडबॅक)	ऐ: ७
दिवस दुसरा ०९.३०ते १७.३०	पूर्वीच्या दिवसाची उजळणी	
	माझे वर्तन, माझी वर्तणुक व माझा संवाद	ऐ: ८ व ९
	सरकारी कर्मचा-याचे व्यक्तीमत्व	ऐ: १०
	माहिती व संवाद तंत्रज्ञानाचा ओळख	ऐ: ११
	वेळेचे व्यवस्थापन व गट बांधणी	ऐ: १२ व १३
दिवस तिसरा ०९.३० ते १७.३०	पूर्वीच्या दिवसाची उजळणी	
	तडजोड, भावनांक, भावनांचे व्यवस्थापन	ऐ: १४ व १५
	माहितीचा अधिकार	ऐ: १६
	ताण-तणावाचे व्यवस्थापन	ऐ: १७
	ध्येय निर्धारण, भेट कार्यक्रमाचा प्रवास	ऐ: १८
दिवस चौथा ०९.३०ते १७.३०	पूर्वीच्या दिवसाची उजळणी	
	भेट कार्यक्रम व आरोग्य तपासणी	बी: १, २,३ व किंवा सी:४
दिवस पाचवा ०९.३०ते १७.३०	पूर्वीच्या दिवसाची उजळणी	
	मी, माझे कार्यालय, माझा विभाग/माझी संस्था, माझ्या देशाच्या नागरिकांप्रती माझा सेवाभाव.	सी: १
	घरगुती हिंसाचार कायदा व कामाच्या ठिकाणी लैगिक अत्याचार कायदा	सी:२
	वैयक्तीक कौशल्ये व चित्रपट – नाम्या, पंढरीची वाट	सी: २
	तंत्रिक कौशल्ये - प्रात्याक्षिकासह	सी: ३

	तंत्रिक कौशल्ये व चित्रपट – उपकरणांची हाताळणी	सी: ३
दिवस साहवा ०९.३० ते १७.३०	पूर्वीच्या दिवसाची उजळणी	
	मी व माझे कुटुंब – आमचा आचार, विचार, सवयी व आरोग्य चित्रपट – आरोग्यम् धन संपदा	सी: ४
	आर्थिक व्यवस्थापन (वैयक्तीक) चित्रपट – अर्थक्रांती	सी: ५
	प्रत्याभरण (फिडबॅक) चिंतन व मनन	
	सहसंबंधांची गुंफन (नेटवर्क) व निरंतर अध्ययन	

कोर्स बजेट

अ. क्र. (१)	प्रशिक्षणाचे नाव (२)	प्रशिक्षणार्थींची संख्या (४)	प्रशिक्षणाचा कालावधी (५)	प्रति दिवस प्रति प्रशिक्षणार्थी खर्च (६)	एकूण खर्च $४*५*६ =$ (७)
ऐ	पायाभूत प्रशिक्षण (भाग-१)	४०	०५	१५००/-	३,००,०००/-
बी	पायाभूत प्रशिक्षण (भाग- २)	४०	०२	१५००/-	१,२०,०००/-
सी	पायाभूत प्रशिक्षण (भाग- ३)	४०	०५	१५००/-	३,००,०००/-
				एकूण	७,२०,०००/-