

## CIVIC PROJECT ACTIVITY GUIDELINES

### Learning Objectives:

1. The project activity would provide you an opportunity to experience Active Citizenship which is an integral component of Quality of Citizenship for improvement of Quality of Life.
2. Through the project activity you would identify and engage with civic issues in your neighbourhood.
3. You would employ a systemic approach to problem solving – identification of problems, their symptoms, root causes & solutions.
4. You would through the project activity get an exposure to real-life civic issues and would participate to find solutions to the problems.
5. You would interact with residents, shopkeepers, hawkers, offices, your local Corporator/Councillor, Ward Engineer & officials of different agencies responsible for provision of civic amenities like the Traffic Police Dept., the Electricity Supply Agency, the Public Transport Corporation.
6. Based on your analysis of the problems & your interactions as above, you would suggest solutions for resolving the problems that currently impact your quality of life.

### Broad Guidelines of the Project Activity:

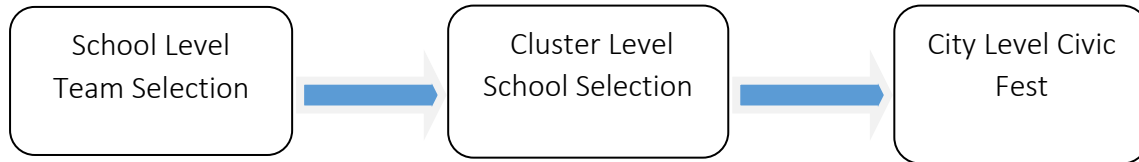
1. Form a team of between 7-10 students.
2. Choose a 250 metre stretch of a road near your home or school.
3. Observe conditions of the road & collect related information, through a Survey Questionnaire, from the affected stakeholders i.e. citizens, shopkeepers, hawkers, offices etc.
4. Analyse information collected.
5. Based on your analysis, choose the top three problems in order of priority.
6. Interact with residents, shopkeepers, hawkers, offices, your local Corporator/Councillor, Ward Engineer & officials of different agencies responsible for provision of civic amenities like the Traffic Police Dept., the Electricity Supply Agency, the Public Transport Corporation to discuss the problems and the proposed solutions to these problems.
7. Describe implementation details of the solution.

**Note (Applicable only for students from Bengaluru & Mumbai):** You can also post the identified civic issues/complaint on [www.ichangemycity.com](http://www.ichangemycity.com) platform and encourage vote-ups from friends and neighbours on the complaints. More the vote-ups, higher the priority for resolution of the complaint.

**Use the Project Submission Form to record all your Project Activity details. This would be the basis for evaluation of your work.**

### Civic Fest Structure:

Once all students have completed their Project Activity & have prepared their Project Reports, these would be evaluated for recognition as below:



1. At the **School Level Selection**, Project Reports of all teams in the School will be evaluated. Based on this evaluation, one team will represent their school at the Cluster Level selection/City Level Fest.  
*Completion Timelines: Sept. 30<sup>th</sup> 2017*
2. At the **Cluster Level School Selection** (where ever Applicable), the Project Report of the selected team from the school will be evaluated along with the project reports of the other participating teams for identifying the school that will be represented at the City Level Fest.  
*Completion Timelines: Oct. 25<sup>th</sup> 2017*
3. The **City Level Fest** would be an oral presentation of the selected teams showcasing the Project Activity work. The top three teams at the City Level Fest would be felicitated for their work.  
*Completion Timelines: Nov. 7<sup>th</sup> 2017*

**PROJECT SUBMISSION FORM**

**Basic Information**

1. City Name: \_\_\_\_\_
2. Bala Janaagraha Facilitator Name: \_\_\_\_\_
3. School Name: \_\_\_\_\_
4. School UID: \_\_\_\_\_
5. Group Name: \_\_\_\_\_
6. Contact Telephone Number: \_\_\_\_\_
7. Group leader's name: \_\_\_\_\_
8. No. of students in the Group: \_\_\_\_\_
9. Names of students:

Sl. No.	Names of Students
1	
2	
3	
4	
5	
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**Step 1: Identify a road for the project activity**

***Choose a 250 metre stretch of a road near your home or school & fill in the following information:***

1. Name & postal address of the chosen road:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. Ward Name where the road is located:

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3. Ward No. of the locality where the road is located:

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4. Name of the Ward Corporator:

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**Step 2: Observe civic issues on the selected road & collect information**





*Fill in the information/tick as applicable on the various categories of civic issues as listed below:*

1. Potholes:

- 1.1. No. of potholes on the selected stretch of road \_\_\_\_\_
- 1.2. Do the potholes obstruct movement of traffic?  Yes  No
- 1.3. Since how long have the potholes not been repaired?  
 Less than 1 month / more than 1 month / Don't know

2. Garbage:

2.1 Size of garbage pile: Tick the applicable image below:

Small	Medium	Large	Extra Large
			
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

2.2 How frequently is garbage cleared from the road?

- Daily  Alternate days  Not regularly

2.3 Does the garbage pile primarily consist of plastic waste?  Yes  No

3. Streetlights:

- 3.1. Total no. of streetlights installed on the road? \_\_\_\_\_
- 3.2. Total no. of streetlights in working condition? \_\_\_\_\_
- 3.3. Are streetlights on during day light hours?  Yes  No

4. Footpath:

4.1. Are footpaths provided along both sides of the road?  Yes  No

4.1.1 If Yes,

- Is the footpath broken or not in some stretches?  Yes  No
- Are there any obstructions on the footpath?  Yes  No

4.1.2 If No,

- Is there a footpath on one side of the road?  Yes  No
- Is there space on the roadside for construction of footpath?  Yes  No

5. Public Toilets:

5.1 Are there public toilets?  Yes  No

5.1.1 If Yes,

- Are there separate toilets for men and women?  Yes  No
- Is it in good condition?  Yes  No

5.1.2 If No,

- Is there space for construction of a public toilet  Yes  No
- How far is the nearest public toilet? \_\_\_\_\_Kms

6. Traffic:

6.1 Is there a requirement for a traffic signal?  Yes  No

6.2 Does the road have zebra crossings?  Yes  No

6.3 Does the road have proper traffic sign boards?  Yes  No

7. Bad roads:

7.1 Are the roads uneven and broken?  Yes  No

7.2 Are the roads tarred completely?  Yes  No

7.3 When was the road tarred last?

- Less than a month ago  More than a month ago  Don't know

8. Bus Shelters:

8.1 Is there a bus shelter?  Yes  No

8.1.1 If Yes,

- Does the bus shelter have seating provision?  Yes  No
- Does it display bus schedules?  Yes  No

8.1.2 If No,

- Is there space for building a bus shelter?  Yes  No
- How far is the nearest bus shelter? \_\_\_\_\_ Kms

### **Step 3: Interview affected stakeholders**

***Interview affected stakeholders for a better understanding of the civic issues observed in Step 2 above. The stakeholders could include residents, shopkeepers, hawkers, offices and other establishments. You could design & use a simple Survey Questionnaire for this purpose. Additionally, you could collect relevant information on the selected road from other sources eg. Newspaper articles, magazines, online resources.***

Mention the following:

1. Total no. of people interviewed:
2. Total no. of responses received from the people interviewed:

*(Attach a sample Survey Questionnaire as Annexure 1)*

### **Step 4: Analysis of collected information**

***Based on the observations & interviews with the affected stakeholders, analyse the information gathered on the above civic issues to identify the top three critical problem areas. You can depict your analysis using graphs, tables, charts, etc.***

*(Attach your graphs, charts, tables etc. as Annexure 2)*

### **Step 5: Identify the top three problems**

***Based on your analysis, choose the top three problems in order of priority. List details relating to these as below:***

1. Problem 1:

1.1 Name the problem: \_\_\_\_\_

1.2 Briefly describe the problem: (max. 50 words)


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1.3 Briefly describe how this affects the different stakeholders of the road as listed below.  
(max. 50 words)

1.3.1 Residents (max. 30 words)

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1.3.2 Shopkeepers (max. 30 words)

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1.3.3 Hawkers (max. 30 words)

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1.3.4 Offices (max. 30 words)

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1.3.5 Other users of the road (max. 30 words)


1.4 What do you think are the root causes for this problem? Root causes could include lack of adequate resources - particularly financial & staffing levels, inferior quality work, improper planning, lack of civic sense. (max. 50 words)


1.5 What are the Solutions proposed for the problem? (max. 100 words)






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2.3 Briefly describe how this affects the different stakeholders of the road as listed below.  
(max. 50 words)

2.3.1 Residents (max. 30 words)

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2.3.2 Shopkeepers (max. 30 words)

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2.3.3 Hawkers (max. 30 words)

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2.3.4 Offices (max. 30 words)


2.3.5 Other users of the road (max. 30 words)


2.4 What do you think are the root causes for this problem? Root causes could include lack of adequate resources - particularly financial & staffing levels, inferior quality work, improper planning, lack of civic sense. (max. 50 words)








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3.3.4 Offices (max. 30 words)

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3.3.5 Other users of the road (max. 30 words)

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3.4 What do you think are the root causes for this problem? Root causes could include lack of adequate resources - particularly financial & staffing levels, inferior quality work, improper planning, lack of civic sense. (max. 50 words)

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### **Step 7: Annexures**

#### ***Attach the following as Annexures:***

1. A sample Survey Questionnaire, as Annexure 1
2. Graphs, charts, tables etc., as Annexure 2
3. Before & After photographs with captions of the problems, as Annexure 3.
4. Letters written to the local Corporator/Councillor, Ward Engineer & officials of different agencies responsible for provision of civic amenities as Annexure 4.
5. Photographs with captions of the meeting with the local Corporator/Councillor, Ward Engineer & officials of different agencies responsible for provision of civic amenities as Annexure 5.
6. Photographs with captions of any awareness campaigns/other initiatives taken specific to the Road Project, as Annexure 6.