



The Kerala State Women's Development Corporation Ltd.
(Department of women and child development, Govt of Kerala)

GUIDELINES

WOMEN CELL 2021 - 22

Introduction

Women play many roles in their lives, that of a daughter, sister, wife, daughter-in-law, mother, friend, colleague, professional and the list is never ending. With addition of roles, comes addition of responsibilities and women have to handle everything in a very dignified manner. The modern day woman is more aware of the society around her and believes in her strengths, handles her weaknesses with grace, identifies the goodness in things and is socially responsible towards her duties. If the women are provided all essential helps in their younger age itself, then they will make contributions for social, economic and environmental progress.

“The youth in India is not useless, they are **used less**

And the youth in India is not careless, but they are **cared less**”

These words of our former honourable President, the missile man, Dr. A.P.J Abdul Kalam is very meaningful. Youth, the energetic group of the society and the change agents are the real asset of the nation. They can challenge stereotypes, embrace good practices and bring about a meaningful change in social behaviours and attitudes. Aiming to rediscover the strength which lies inside young women, KSWDC proposes to start a **WOMEN CELL- for a Cause** in 80 Colleges all over in Kerala.

WOMEN CELL aims at making women aware of their rights and duties. It also provides a platform for women to share their experiences/views about gender inequalities, their status in society and suggest ways to empower themselves. The objective of the Women Cell is to intellectually enrich and uplift women students. The Women Cell will be the face of KSWDC in colleges.

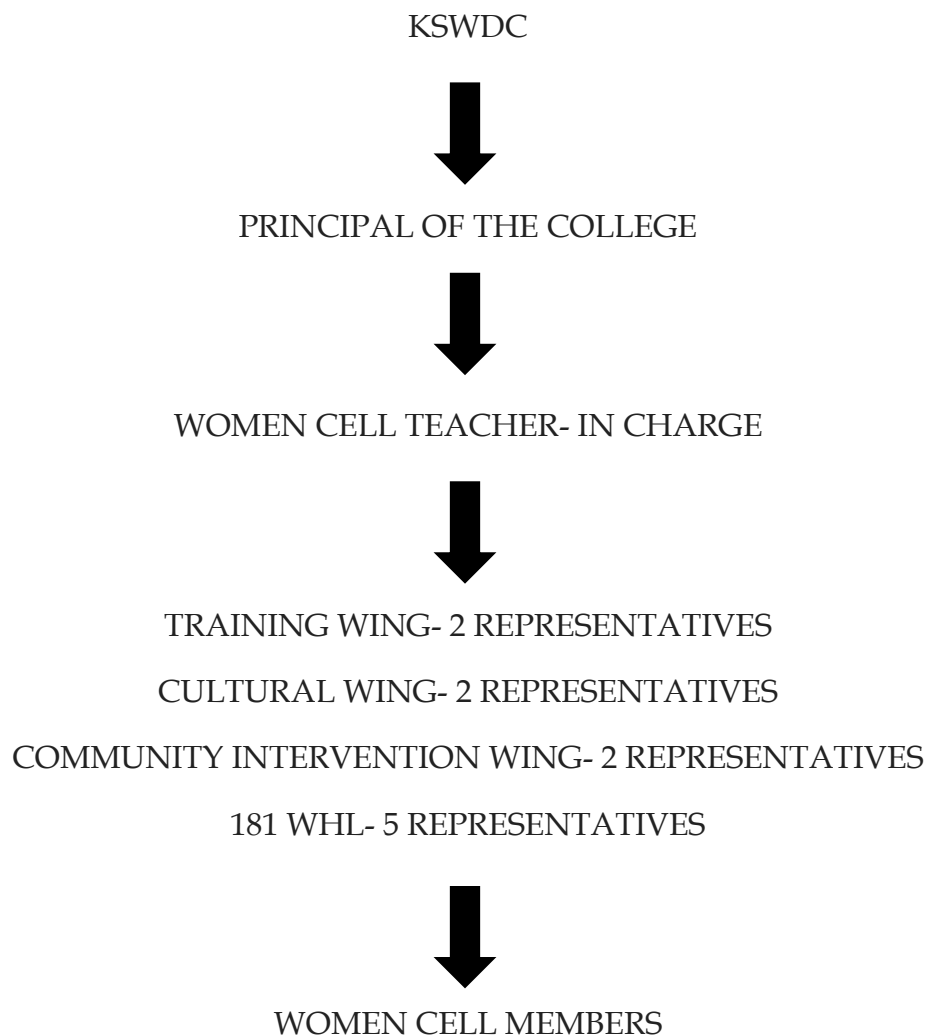
Objectives of Women Cell

- To encourage greater participation and to develop responsible and value oriented leadership in women students.
- To enhance the self-esteem and self-confidence among women students, faculty and staff in the college.

- To provide training for women so that they become empowered in their young age thereby making them self- sustainable in the society.
- To promote intellectual and cultural activities for the overall personality development of students.
- To equip the students to the maximum for the betterment of the society.

Structure of Women Cell

The structure of Women Cell is hierarchical and creates within itself a system of accountability and responsibility. The Women Cell will be structured as follows:



The Principal of the College will have to select the Women Cell teacher- in charge and the Name, Designation, Contact number and the mail id shall be forwarded to KSWDC. The Women Cell teacher- in charge will have to select 2 student representatives as office

bearers to conduct programmes under Training Wing, Cultural Wing, Community Intervention Wing and 5 Volunteers for the promotion of 181 WOMEN HELPLINE. Those names are to be forwarded to KSWDC. A minimum of 50-100 students can be the members of Women Cell and the details of the members are to be maintained and to be furnished when requested. Women Cell will be monitored by the Principals of the respective colleges and the overall monitoring will be done by KSWDC.

General Guidelines

Scrutiny and Sanction of the Proposal

KSWDC will call for proposals from each colleges and will scrutinize each programmes proposed. After scrutinizing, KSWDC will issue a sanction letter.

Condition of Grants

Each college will be given Rs.25,000/- for the functioning of the Women's Cell for an academic year. The allocated amount of Rs.25,000/- will be released in two installments.

- 40% of the grant will be released to the college after the sanctioning of the project.
- The final installment of 60% will be paid only after the receipt of the report of the activities, photos, manuscript, original bills and statement, Utilization Certificate certified by an external auditor.
- Women Cell teacher-in charge is requested to follow the expenditure slab provided below.

Sl.No	Particulars	Amount
1	Honorarium and TA to Resource Persons	3000
2	Printing, Stationery and Documentation	2000
3	Refreshments	1500
4	Communication and Transportation	2000
5	Sound system	1000
6	Banners and certificates, installation of complaint box	3000
7	CA Certification charges	1000

Sl.No	Programmes and Activities	Amount
1	Training Wing	16500
2	Cultural Wing	5000
3	Community Service Wing (Donation should not be met)	3500

- Any unspent amount of the fund shall be refunded to KSWDC by the college immediately.
- Acknowledgement of the 1st and final installments shall be done within 7 days of its receipt.

Financial Assistance to 1 student: The Women Cell of each college will be awarded a scholarship of Rs.5000/- to 1 women student (except final year students) with an exceptional academic- extra-curricular record and with an annual income below Rs.1 lakh. The Principal of the college is entitled to recommend the student and to ensure the submission of the necessary supporting documents, given below, to KSWDC. The scholarship request to be forwarded soon after the receipt of 1st installment and once the account payee cheque being received, the acknowledgement of the same shall be done within 7 days. The cheque shall be handed over to the student on any open event.

- Covering letter from the Principal recommending the names of the students
- Income certificate from the Village Officer certifying the annual income of the family is below Rs.1,00,000.
- Certificates and mark lists
- Bank Account details of the student.

Programmes and Activities of Women Cell

A. TRAINING WING

Women Cell shall organize Training Programmes, Seminars, Open Forums under Training Wing.

The Teacher-in Charge shall ensure the mandatory inclusion of 1 programme each from the sections given in the list of programmes proposed by KSWDC.

Following are the proposed programmes under Training Wing:

1. **ACADEMIC/PERFORMANCE SUCCESS PROGRAM TOPICS**
 - A. Time/Stress Management
 - B. Interview Techniques and Group Discussion
 - C. Personality Development
 - D. Motivation
 - E. Presentation Skills
 - F. Career Guidance and Career Counselling
 - G. Emotional Intelligence
 - H. Effective Communication
 - I. Positive Mental Attitude

2. SOCIAL BELONGING OR SOCIAL ENGAGEMENT PROGRAM TOPICS

- A. Healthy Relationships
- B. Relationship Violence
- C. Social Commitment
- D. Team Building
- E. Assertiveness
- J. Social Skills Training
- K. Moral, Cultural and Social Values in Family

3. GENDER AWARENESS

- A. Welfare Programmes For Women, Children, Youth
- B. Laws for The Protection and Care of Women and Children
- C. 181 Women Helpline
- D. Status and Role of Women/Changing Role and Status of Women in Kerala
 - Women and Family
 - Women and Religion
 - Women and Education
 - Women and Economy
 - Women and Media
 - Women and Environment
 - Women and Health

4. ATHLETICS/ SELF DEFENCE/OTHER WELLNESS TRAINING PROGRAMMES

Participation in physical activity can assist in the social development of young people by providing opportunities for self-expression, building self-confidence, social interaction and integration. It is also suggested to include self defence training, fire and safety training, and first aid training for young women.

B. CULTURAL WING

Cultural Wing under Women Cell should always include a social theme. A Chinese proverb very aptly states, "Teach me, and I will forget. Show me, and I might remember. Involve me, and I will never forget." Through cultural performances, different social themes to be conveyed are explored, shaped and symbolically represented.

Following are the programmes the Cultural Wing of Women Cell is expected to organize.

1. Theme Dance
2. Theme shows
3. Street play
4. Mime show
5. Flash Mob
6. Film/Documentary Screening

7. Exhibitions/ Fund raising programmes for community intervention/ Charity Donations

PUBLISHING MANUSCRIPT

Women Cell members can publish their creative writings. The manuscript should include the following:

- Title
- Principal's message
- WC Teacher Co-ordinator's message
- Editorial
- Articles and art

The Manuscript shall be forwarded to KSWDC and one copy of it is to be maintained in the College library.

C. COMMUNITY INTERVENTION WING

One of the major focuses of women cell is to conduct community intervention programs. Currently, the youth volunteering scenario thrives as independent volunteering within the community where the different needs are aplenty but involvement still needs to be worked on. An initiative to help others will mould young minds as responsible individuals. As community volunteering is a grounding experience and especially for young women it helps shaping them as matured and responsible individuals.

Following are the proposed activities.

1. Visit to old age homes/orphanages/ correctional setting
2. Conducting Camps- Blood donation/ Diabetes/ Eye Check up
3. Social good campaigns/ Rallies
4. A session on child- development topic in a School.

Installation of Complaint Box

KSWDC also suggests that each Women Cell may install a complaint box in their college. The students who cannot raise their issues in public can post their complaints or concerns in the complaint box. The complaints which need high attention may be referred to KSWDC by the Women Cell Teacher in-charge.



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WOMEN CELL PROPOSAL 2021-2022

Name of College:

Women Cell Teacher-in Charge:

Contact Number:

Email ID:

Sl.No	WOMEN CELL ACTIVITIES	Estimated Budget (in Rs.)
A	TRAINING WING	
1	Academic/Performance Success Program Topics	
2	Social Belonging Or Social Engagement Program Topics	
3	Gender Awareness	
4	Athletics/ Self Defence/ Other Wellness Training Programmes	
B	CULTURAL WING	
1	Manuscript	
C	COMMUNITY INTERVENTION WING	
	TOTAL EXPECTED EXPENDITURE	

PTO

Address of College:

Bank Account details

NAME OF THE BANK	
ACCOUNT NUMBER	
TYPE OF ACCOUNT	
IFSC	
BRANCH NAME AND CODE	

Principal

Signature & Date

Seal