

## HIVOS APPLICATION FORM, A

### Part I General information on the organisation

<b>Name Organisation</b>	Public Affairs Centre			
<b>Name Project/Programme</b>	Right to Information Empowerment Programme			
<b>Address</b>	422, 80 Feet Road, 6 <sup>th</sup> Block Koramangala, Bangalore – 560095, India			
<b>Country</b>	India			
<b>Contactperson</b>	Dr Gopakumar K Thampi, Sabine Benzing-Balzer, Sheila Premkumar,			
<b>Telephone</b>	+91 80 25630925, +91 9844309733			
<b>Fax</b>	+91 80 25537260, 25520246, 25525452, 25525453			
<b>e-mail</b>	<a href="mailto:pacindia@vsnl.com">pacindia@vsnl.com</a> / <a href="mailto:pafindia@vsnl.net">pafindia@vsnl.net</a>			
<b>website</b>	<a href="http://www.pacindia.org">http://www.pacindia.org</a>			
<b>Date of foundation, by whom</b>	23 June 1994			
<b>Legal status/entity organisation since (date)</b>	Society			
<b>Number of staff (specify for F/M, paid/voluntary)</b>		Female	Male	total
	Paid	11	9	20
	Voluntary	0	0	0
	Total	11	9	20

**state names, functions and expertise/qualifications/experience of staff (10 functions at the most)**

The Public Affairs Centre will appoint *Sabine Benzing-Balzer* as a full-time Programme Coordinator for the Right to Information Empowerment Programme. The responsibilities of the Programme Coordinator will include: designing and updating the interactive programme's website, conducting research on right to information issues, drafting and publishing a comparative study of best practice examples and a compilation of instruments in the field of right to information, designing and organising training programmes and workshops, advising on strategic litigation in the field of right to information and evaluating the project itself. *Sheila Premkumar*, Senior Programme Officer at the Public Affairs Centre, will establish an "Anti-corruption and Right to Information Helpline", co-ordinate an Audit of Right to information provisions in the public sector in Karnataka, support citizen action and raise capacity of civil society on right to information in Karnataka. *Dr. Gopakumar K. Thampi*, Executive Director of the Public Affairs Foundation, will provide continuing *pro-bono* advisory support to the project. Additional trainers and consultants will be appointed according to the requirements of each training programme and workshop.

**Sabine Benzing-Balzer** is *Research Consultant* at the Public Affairs Foundation in Bangalore. In this function she is mainly involved in research and capacity building projects in the field of right to information, "corruption as a human rights issue" and "human rights approach to good governance". Sabine previously worked as a Legal Intern at the United Nations Environment Programme in Geneva, as an Intern at the Umweltbundesamt (Federal Environmental Agency) in Berlin, as a Research Assistant at the European University Viadrina in Frankfurt (Oder), as a Professional Support Lawyer in the European and Public Law Department of the international law firm Lovells in Frankfurt/Main and as a Legal Researcher in the International Advocacy Department of Minority Rights Group International in London. In these positions she contributed to several international research and capacity building projects. Sabine holds a German law degree (Staatsexamen) and a Master's degree (LL.M.) in International Public Law from the Raoul Wallenberg Institute of Human Rights and Humanitarian Law in Lund, Sweden.

**Sheila Premkumar** is *Senior Programme Officer* at the Public Affairs Centre in Bangalore. She is currently the Team Leader for the Citizen Action Support activities of the Public Affairs Centre. Her work includes managing the team's work on electoral interventions, capacity building and training; dissemination of information, advocacy efforts and campaigns with civil society groups. Sheila has several years of experience in networking with different stakeholders and mobilising groups for collective action. Sheila holds a Masters degree in Business Administration and has earlier worked with the Public Sector Undertaking Bharat Heavy Electricals for eight years.

**Gopakumar K. Thampi** is *Executive Director* of the Public Affairs Foundation in Bangalore and former Head of the Asia Desk at the Transparency International Secretariat in Berlin. Gopakumar's professional career encompasses inter-disciplinary work profiles in the areas of governance, public accountability and corruption, public policy reforms, civil society interventions, conflict resolution, entrepreneurship and strategic management. In this respect, he gained considerable expertise in capacity building and awareness raising programmes. These initiatives have been carried out in association with international foundations and development agencies, national and regional governments, and civil society organisations. Gopakumar holds a doctoral degree in Entrepreneurial Studies and post graduate qualifications in Economics, Journalism, as well as Conflict Resolution.

**MAIN OBJECTIVES OF YOUR ORGANISATION** are in the field of (mark with X):

- |   |   |
|---|---|
| <input type="checkbox"/> Economy                                | <input type="checkbox"/> AIDS   |
| <input type="checkbox"/> Arts & Culture                         | <input type="checkbox"/> Environment & Sustainable Development.             |
| <input checked="" type="checkbox"/> Gender, Women & Development | <input checked="" type="checkbox"/> Other: Good governance, Anti-Corruption |
| <input checked="" type="checkbox"/> Human Rights                |   |

**SECTORS OF ACTIVITY** that the funds are requested for (mark with X):

- |  |   |
|--|---|
| <input type="checkbox"/> Economy                     | <input type="checkbox"/> AIDS                                   |
| <input type="checkbox"/> Arts & Culture              | <input type="checkbox"/> Environment & Sustainable Development. |
| <input type="checkbox"/> Gender, Women & Development | <input checked="" type="checkbox"/> Other : Anti-Corruption     |
| <input checked="" type="checkbox"/> Human Rights     |   |

Please mark with X if the funds are requested especially for support of ICT initiatives

Previous contacts with Hivos (if applicable):

No

**Name Organisation: Public Affairs Centre**

## **Part II Information on policy and programme**

### **1. Mission and Problem analysis**

Please state the mission of your organisation.

The mission of the Public Affairs Centre is to improve the quality of governance by strengthening civil society in its interface with the state. Bad governance and corruption is being increasingly regarded as one of the root causes of all evil within our society and the creation of the Public Affairs Centre is a response to the growing demand for sustainable and responsive models of good governance.

The Public Affairs Centre and its' sister organisation the Public Affairs Foundation are dedicated to improving the quality of governance on regional and national level in India and in other developing countries. Public Affairs Centre's focus is primarily on areas in which citizens and civil society organisations can play a proactive role in improving governance. In this respect, the Public Affairs Centre undertakes and supports research, disseminates research findings, facilitates collective citizen's action through awareness raising and capacity building activities and provides advisory services to state and non-state agencies in tandem with the Public Affairs Foundation. It networks with other like-minded groups for linking knowledge and citizen action. The Public Affairs Centre is widely known for pioneering "Citizen Report Cards", their flagship product used to improve public services, as well as their work on electoral transparency, the support of local right to information advocacy initiatives (e.g. KRIA Katte), the promotion of "Children's Movement for Civic Awareness" and the recently launched "Coalition Against Corruption". These initiatives in strengthening civil society are viewed by the Public Affairs Centre as a critical precondition for the effective utilisation of new legal or governance instruments in order to promote participatory democracy, development and human rights protection.

Please give a short analysis of the main problems your organisation aims to address, including your vision on the underlying causes.

The Public Affairs Centre is promoting governance which is participatory, is based on the rule of law and protects human rights, is consensus oriented, transparent, accountable, effective and efficient, responsive, equitable and inclusive. This assures that corruption is minimised, the views of minorities are taken into account and that the voices of the most vulnerable in society are heard in decision-making. Public Affairs Centre is also responsive to the present and future needs of society.

In the international development debate it is undisputed that the rule of law, conducive policy frameworks and capable public institutions are key to human rights protection, poverty alleviation and sustainable development. This was also acknowledged at the Millennium General Assembly of the United Nations in New York in September 2000, where the United Nation's member states endorsed the goal of halving extreme poverty by 2015 and explicitly included good governance as a means to reach this goal in the Millennium Declaration.

The problems encountered in developing countries in connection with democracy, human rights and good governance are both many and varied. In some countries, there are great shortcomings in the democratic legitimacy or state action (e.g. Nepal, Bangladesh). Large sections of the population – women, the poor, ethnic or religious minorities, the rural population – are disadvantaged in terms of their participation in the political process, and in the benefits of development. Sometimes, there is a shortage of trained personnel within the state authorities, and both the rule of law and legal certainty are lacking. Problems encountered typically in developing countries are also poor framework conditions for the private sector, centralistic, inefficient administrative structures, and the spread of corruption.

On this background it should be clear that good governance is an ideal which is difficult to achieve in its totality. Very few countries and societies have come close to achieving good governance in its

totality. However, to ensure sustainable human development, actions must be taken to work towards this ideal with the aim of making it a reality.

## 2. Goals and Results of the organisation

Please describe the main goals and strategy of your organisation in relation to the problem(s) as analysed above. Indicate also at which levels you work (locally, nationally, internationally) Please give examples.

The focus of the Public Affairs Centre is mainly on areas in which citizens and civil society organisations can play a proactive role in improving governance. Through advisory services, capacity building training programmes and workshops, citizen action support activities and research projects the Public Affairs Centre aims at improving governance, reduce corruption and promote human rights.

With this in mind, we are for example promoting the following good governance, anti-corruption, and human rights instruments:

### Citizen Report Cards:

The Citizen Report Card, pioneered by the Public Affairs Centre, Bangalore, is a simple but powerful tool to provide public agencies with systematic feedback from users of public services. Citizen report Cards gain such feedback through sample surveys on aspects of service quality that users know best, and enable public agencies to identify strengths and weaknesses in their work.

Some important characteristics of Citizen Report Cards are:

- **A “bottom-up” approach to reform measures:** This approach is effective in identifying key constraints that citizens (especially the poor and underserved) face in accessing public services, and benchmarking the quality and effectiveness of public services staff.
- **The use of quantitative and statistical methods:** Data is collected via a random sample, and is then aggregated and used as a basis to analyse public services. Quantitative data is used to assess overall service delivery, as well as specific aspects of public services.
- **Simple and unambiguous measures of satisfaction:** Citizen Report Card surveys ask individuals to rate each public service in quantitative terms. But these surveys also glean information on a number of components of each service, in order to recognise the underlying reasons for collective opinion.
- **The recognition of the importance of citizens’ thoughts on policy:** The Citizen Report Card survey asks questions not only about the current state of public services, but also about what policies the users themselves would like to see implemented.
- **Credibility and reliability.** By using a carefully designed methodology and by surveying a diverse sample of users, Citizen Report Card findings are met with a high level of confidence.

Citizen Report Cards can be utilised for a number of purposes, as described below:

- **As a diagnostic tool:** Citizen Report Cards provide information on more than just total satisfaction and its components. It can help in identifying gaps and inequalities in service delivery, as well as in assessing citizens’ awareness of their rights and responsibilities.
- **As a means to improve accountability:** Citizen Report Cards can potentially reveal areas where the institutions responsible for service provision have not fulfilled their obligations, and translate findings into ‘rights based’ advocacy statements and positions.
- **To benchmark changes:** When conducted periodically, Citizen Report Cards can track variations in service quality over time, which can generate pressure on poor performers to improve the quality of services.
- **To reveal hidden costs:** A powerful outcome of Citizen Report Cards is the generation of user feedback on hidden costs like bribes. Furthermore, the nature of corruption (whether bribes are paid voluntarily or extorted) and the size of payments can be effectively highlighted and tracked. Feedback can also be used to estimate the amount of private resources spent to compensate for poor service provision (e.g. water purifiers, voltage stabilisers, private tuition, etc.).
- **A self examination on the part of government:** Citizen Report Cards provide valuable information to the government itself. Institutions undertaking a programme to improve services

could use such projects to evaluate their own performance and to determine the types of changes that are necessary.

Citizen Report Cards can have a number of positive effects:

- **Stimulating reforms:** Through their carefully designed methodology, their use of a rating scale to quantify user satisfaction, and their inter-agency comparisons, Citizen Report Cards have a unique ability to engender change.
- **Activating stakeholder responsiveness:** Public agencies have used Citizen Report Card findings to trigger further studies and strategise internal reforms, and senior leadership have used them to simply and effectively monitor the effectiveness of service delivery across wide areas
- **Raising public awareness:** Citizen Report Card findings are always placed in the public domain and disseminated widely through the media. Because of their specific findings and the novelty of their methods, they are particularly useful and attractive for the media. Media and researchers link issues of poor public services to Citizen Report Card findings, and use them as a reliable basis for raising issues and proposing change.
- **Mobilising state-public partnerships:** Civil society organisations can bring together government and civil society by means of seminars and meetings. In doing so, they not only help government to receive and act on the recommendations of these organisations, but also help civil society to understand the constraints under which service providers' function. Together they are better able to address the needs of citizens with regard to public services.

#### **Citizen Charters:**

One of the main reason for the lack of public accountability and corruption in developing countries is the lack of transparency in the functioning of public agencies. Citizens are often unaware of the quality and modalities of public services. The resulting asymmetry of information creates a fertile ground for corruption and abuse of public power. Among the reforms adopted in India to tackle this problem was the introduction of citizens charters in 1997. A citizen charter is a brief public document that gives essential information about the services provided by the public agencies and the manner of accessing them, coupled with details of the procedures for grievance redressals. The underlying concept is that when empowered with such information, citizens will be able to hold the state and its agencies 'accountable'. Currently, there are some 767 citizens' charters in operation in India. Despite the fact that citizens' charters offer considerable scope to enhance transparency and accountability of public service providers, a systematic and comprehensive review on the effectiveness of the charters in India is yet to be undertaken.

During the year 2005, the Public Affairs Centre undertook a preliminary review of eight citizen charters of the Government of Karnataka. The review disclosed that the charters do not generally satisfy the essential design criteria, nor do they provide adequate information on the standards of services and the grievance procedures. On the positive side, however, the staff of the agencies concerned had a satisfactory level of awareness of the charter system. Nevertheless, the objective of increasing transparency in service provision was not achieved due to major flaws in the design and implementation of the citizen charters.

In light of the above, the Public Affairs Centre started in January 2006 to carry out a national review of citizen charters with the following objectives:

- to analyse and evaluate the citizen charters prepared by the central and state governments / public agencies against internationally recognised criteria and related principles;
- to examine the extent to which charters have been implemented in practice and the outcomes in terms of transparency and effectiveness;
- to disseminate the findings widely and to initiate a national dialogue with the government of India in order to identify the actions required to meet gaps (if any).

**Anti-corruption helpline:**

In face of the widespread petty corruption in public agencies in India the Public Affairs Centre established in December 2005 together with Swabhimana, the Association for Voluntary Action and Services (AVAS), the Consumer Rights Education and Awareness Trust (CREAT) and the Consumer Care Society the Coalition Against Corruption (CAC). The main objective of the CAC is to set up a helpline in order to provide assistance to citizens in the redressal of their complaints and grievances relating to petty corruption. The project aims at addressing petty corruption in public agencies and departments by putting social and moral pressure on the impugned agencies (and corrupt officials) through the following citizen-friendly process:

- The affected citizens may register their complaints with the Coalition Against Corruption via the helpline.
- The Coalition Against Corruption will forward the complaints to the appointed nodal officers in the departments and agencies concerned for remedial action.
- The Coalition Against Corruption will follow up the complaints in case responses are not available after a reasonable time or are not satisfactory. The complainants will be appropriately informed of the progress of their cases.
- With the help of the media the Coalition Against Corruption will make information about the nature of complaints and action taken public.

**Children's Movement for Civic Awareness:**

The Children's Movement for Civic Awareness is a joint initiative of the two non-governmental organisations Public Affairs Centre and Swabhimana based on the belief that children are powerful messengers of change. This Initiative is committed to develop a model for civic and environmental education of children, in form of Civic Clubs, which can be implemented in any part of the country.

Initially Civic Clubs were launched in 14 schools of Bangalore in the year 2000 - in the meantime the Children's Movement for Civic Awareness has established Civic Clubs in over 180 schools in Bangalore, Hubli Dharwad, Mumbai and Bidar.

The Children's Movement for Civic Awareness aims at educating and engaging young people in the process of reclaiming civic virtues. In this respect the objective of Civic Club activities are:

- to sensitise the school children to civic and environmental issues, to increase their knowledge on these issues and to carry out projects with the children in the civic and environmental field, e.g. Children Citizen Report Cards;
- to raise awareness among others in the school, such as teachers, on civic and environmental problems and solutions and to spread this awareness to the family members and friends of the school children;
- to energise a civic education curriculum in schools;
- to create a core of active citizens in society.

Members of the Children's Movement for Civic Awareness are:

- Private Schools;
- Aided Schools including Government & Corporation Schools.

**Electoral transparency:**

India is widely known as the "world's largest democracy" and elections are often described as the "keystone" of this democracy. However, the past few decades have witnessed a rapid deterioration in India's democracy. All over the country democratic processes and institutions have come to be

characterised by a lack of transparency and accountability. The abuse of financial and political power, the increasing criminalisation of politics, the rise of cast-ism and asymmetric information flows have frustrated citizens and alienated them from the electoral system. Ills plaguing the Indian society have been attributed to those in power, namely the politicians and the bureaucracy. On the one hand, the political institutions seldom reflect the mandate of the people and therefore lack democratic legitimacy. On the other hand, it can be argued that the root cause of the crisis is the apathy, indifference and illiteracy of Indian citizens.

It is in this context that the Public Affairs Centre's non-partisan election campaigns and interventions aim at:

- enhancing transparency and accountability in the electoral process;
- facilitating informed choices among voters;
- enhancing citizen participation during electoral revisions;
- increasing voter turnout at the polls;
- securing the rights of voters and
- promoting free and fair conduct of elections.

Beginning as a small but proactive citizen's initiative to stimulate informed choices during the Bangalore Municipal Elections in 1996, the Public Affairs Centre has since striven to enhance transparency, accountability and citizen participation in the electoral processes. The Public Affairs Centre's Campaigns, in collaboration with citizen groups and other non-governmental organisations, have endeavoured to stimulate informed choices in Parliamentary, Assembly, Urban Local Body and, very recently, Gram Panchayat elections. Following the success of the Public Affairs Centre's "Informed Choices Campaign" in Bangalore, the campaign for electoral reforms soon spread to various parts of the country and has assumed a national character. Several civil society groups, notably the Association for Democratic Reforms, the People's Union for Civil Liberties, Catalyst Trust, Lok Satta and Agni, to name a few, continue to actively pursue the common goal of cleansing the electoral process by engaging various stakeholders in the government for reforms, others have created a groundwell of public opinion and participation in the election process.

Over the years, the Public Affairs Centre has initiated several regional and national campaigns, both independently and by networking with like-minded organisations. The dissemination of relevant information, the participation in the process of revision of electoral rolls, the application of innovative tools and creative use of the media have been some of the key strategies used by the Centre in this context. Although, by and large, the impacts of these initiatives remain intangible, they have contributed to a more efficient and citizen-friendly system, a more responsive official machinery, and the encouragement of groups across India to take similar initiatives.

### **Right to Information:**

The right to information is a new instrument with the potential to serve as a powerful tool for democracy, good governance and the fulfilment of human rights in developing countries. A number of Asian developing countries are in the process of discussing, developing, adopting or implementing right to information laws. In this context, the Indian Right to Information Act (Act No. 22 of 2005) came into force on 12 October 2005. This Right to Information Act provides for a procedural right to information. It entitles citizens to seek information which is held by or under the control of public authorities. The right to information puts public authorities under the corresponding obligation to meet the information request of the citizens, unless previously defined exceptions apply, and furthermore obliges public authorities to proactively provide certain key information, even in the absence of a request.

This new right to information legislation is of critical importance to the Indian citizens and, if improved and enforced effectively, can be the impetus for civil society organisations in other Asian developing countries to advocate for a similar right to information legislation and its implementation.

The importance of the right to information was already recognised in United Nations General Assembly Resolution 59 (I) of 14 December 1946, stating:

*"Freedom of information is a fundamental human right and [...] the touchstone of all the freedoms to which the United Nations is consecrated."*

Abid Hussain, the United Nations Special Rapporteur on Freedom of Opinion and Expression, elaborated on this statement in paragraph 35 of his 1995 Report to the United Nations Commission on Human Rights, stating that:

*"Freedom will be bereft of all effectiveness if the people have no access to information. Access to information is basic to the democratic way of life."*

These citations highlight the importance of the right to information at a number of different levels: as a fundamental human right in itself, for the fulfilment of other human rights (e.g. freedom of expression, right to food, right to education, right to health, etc.) and as an underpinning of democracy and good governance.

The utilisation of the right to information as a tool for democracy, good governance and the fulfilment of economic and social rights is of particular importance in India and other South Asian developing countries.

- **Right to information as a tool for strengthening democracy:** The right to information facilitates citizens' participation in public affairs by providing relevant information to the citizens who are empowered to make informed choices and better exercise their democratic rights.

This is of particular relevance in light of recent political and governance reforms in India that followed the 73<sup>rd</sup> and 74<sup>th</sup> Amendments to the Constitution in 1993. These reforms focus on decentralisation and strengthening of local governance and aim at the participation of citizens in general and marginalised groups of citizens in particular. In this context, a three-tier system has been established – at the village, intermediate and district level – and the states are required to delegate a range of competences and functions to lower level bodies along with the resources to finance them. Institutions of decentralisation, local governance, and rural development are likely to bring policy formulation, service delivery and resource management within the purview of the citizens. The right to information can be utilised to facilitate this process. Local governance institutions are more likely to act in accordance with the wishes of the electorate if they know that their actions can be constantly scrutinised by citizens.

- **Right to information as a tool for good governance and against corruption:** In order to make governance more transparent and to effectively hold the government accountable, citizens must be able to access information held by public authorities.

Corruption thrives on secrecy. Individuals and institutions become corrupt only when there is no public scrutiny of their actions. The more they operate in the public gaze the less corrupt (and more efficient) they are likely to be.

In this respect, the right to information can be utilised as a tool to fight the widespread corruption in India. In 2005, India received a score of just 2.9 (out of a maximum of ten) in Transparency International's Corruption Perceptions Index, ranking it 88<sup>th</sup> out of 158 countries. This reflects the serious corruption problem in India - a problem that affects not only businesspeople, but a wide range of individuals. In India, tax revenue meant for investment in public services is an attractive target for abuse. In addition, Indian citizens - especially the poor ones - frequently face corruption in public service delivery via the solicitation of bribes or speed money.

- **Right to information as a tool for the fulfilment of economic and social rights:** The right to information can be utilised to challenge the denial of access to education, health care, food supply, etc., as well as discrimination against marginalised groups in the provision of these basic public services or the low quality of basic public services in general.

For example, in India a significantly smaller proportion of very poor people have easy access to health care compared to the rest of the population. In particular, poor women face problems in the

utilisation of health services. Reasons for this are: burdensome distances to health facilities, shortages of health personnel and medicines, absences of doctors, poor quality of services, lack of hygiene, the non-responsive behaviour of health staff and corruption.

A precondition for the utilisation of the right to information for these purposes is the enactment of a detailed procedural right to information law, which is in line with international standards and inspired by the principle of maximum disclosure of information, coupled with its effective implementation and enforcement.

India's new Right to Information Act No. 22 contains a procedural guarantee of the right to information and can therefore be considered a good starting point for the empowerment of citizens in their relationship with the state.

Nevertheless, in order to be more effective, the Indian Right to Information Act needs to be improved in the following areas:

- whistleblower protection - it is advisable to include a whistleblower protection provision in the new Right to Information Act No. 22. Those who know best what is going on inside a governmental institution are the civil servants who work there. The information that a government chooses to release to the public may not be the whole truth. This is particularly the case where wrongdoing, such as corruption or serious mismanagement is taking place. Therefore, it is important that the right to information includes the right of civil servants to disclose information about any possible wrongdoing on the part of the institution they work for;
- amendment of the Official Secrets Act of 1923 – the Official Secrets Act severely conflicts with the Right to Information Act No. 22 and needs therefore to be amended.

In India, a promising strategy to improve right to information legislation and to secure its effective implementation and utilisation as a tool for democracy, good governance and the fulfilment of other human rights is the engagement of civil society organisations. The engagement of civil society has already proved to be effective in the pre-legislation stage - civil society was the leading champion and engine for the adoption of the Indian Right to Information Act No. 22. Building on to this, civil society organisations can play many effective roles:

- advocating for the improvement of the existing right to information law;
- using strategic litigation in order to promote the improvement of right to information law, its broad interpretation and its implementation and enforcement;
- helping to build awareness among citizens of their right to information and its utilisation as a tool for the fulfilment of human rights and for good governance;
- helping to put some pressure on the civil service to implement and enforce the right to information and to promote within the civil service the notion that official information belongs to the people. This can be done through advocacy work and advisory services in the development of citizen charters, etc.

In order to facilitate this engagement of civil society organisations or human rights activists there is a critical need for information tools and strategic capacity building, such as basic training programmes or workshops on advocacy strategies and strategic litigation on the new instrument.

The Right to Information Empowerment Programme intends to facilitate the effective engagement of active citizens, civil society organisations, human rights activists and development experts in the field of right to information, through awareness raising and capacity building activities.

The Public Affairs Centre focuses its' activities on local civil society in Bangalore and Karnataka whereas the Public Affairs Foundation focuses its activities on other parts of India and on other developing countries.

What are the successes / results your organisation has achieved in the past? Please provide concrete data and numbers.

In the last years the Public Affairs Centre has successfully implemented a number of good governance, anti-corruption and human rights projects, including the following:

**Projects implemented in 2003 – 2004:**

<b>Project Area</b>	<b>Project Theme</b>	<b>Role of the Public Affairs Centre</b>
Advisory services	Strengthening municipal financial administration in Tumkur	Technical consultant for the reform of financial systems in urban local governments with focus on an increased role for the political representatives and trainer for elected representatives in using the reports generated by the fund based accounting system
Advisory services	People`s voice project, Ukraine	Technical consultant for citizen report card projects in the Ukraine
Advisory services	Support of pilot social accountability initiatives in Africa	Technical consultant for citizen report card initiatives in the African region
Advisory services	Pilot project for citizen report cards in Vietnam	Designing a strategic framework to implement citizen report card surveys in Vietnam
Capacity building and workshops	National conference on best practices for better governance in India	Designing and conducting a workshop for leading institutions working on civil society led initiatives for good governance and to facilitate an exchange of experience in the field of good governance
Capacity building and workshops	District level capacity building for civil society organisations	Designing and conduction a series of workshops to improve awareness and capacity among NGOs in Karnataka in the field of right to information and electoral interventions
Citizen action support	Campaign for flood free Bangalore	Promoting a campaign for investments in storm water drains and a platform for citizens living in flood prone areas of Bangalore to assess services and seek redress in a timely manner
Citizen action support/ Research	Implementation audit of the Karnataka Right to Information Act	Conducting a comparative assessment of performance of diverse public agencies in the field of right to information
Citizen action support	Support of Swabhimana projects	Supporting Swabhimana projects such as the "Guide to Active Citizenship"
Citizen action support/ Capacity building	Dissemination of "Voter`s Guide"	Developing a "Voter`s Guide" providing information to citizens on the steps to discharge their duties and powers as voters in a simple and non-partisan manner.  Translating the Voter`s Guide into several languages.  Disseminating the "Voter`s Guide"
Citizen action support/ Capacity building	National campaign on voter motivation	Developing and conducting a campaign in order to motivate voters to participate in the 2004 Lok Sabha elections
Citizen action support	Electoral interventions in Karnataka	Developing and conducting a pilot campaign to implement the mandatory disclosure provision, followed by an audit of the same
Citizen action support/ Capacity building	Support of Children`s Movement for Civic Awareness projects	Establishing Children Civic Clubs in schools in Bangalore
Research projects	Mellennial Survey of Public Services in India	Conducting a survey on public services in India and producing a film on the citizen report card approach
Research projects	Citizen report card	Conducting the 3 <sup>rd</sup> citizen report card project on public

	on public services in Bangalore	services in Bangalore
Research projects	Citizen report card on public services in Bhubaneswar	Initiating a citizen report card project on public services in Bhubaneswar
Research projects	Approaches to cost effective sampling strategy for citizen report card surveys	Undertaking research and analysis
Research projects	Impact of women leaders in Panchayats on quality of rural services	Undertaking research and analysis
Research projects/ Capacity building	Web based tools for citizen report cards	Developing a web based training tool
Research projects/ Capacity building	Case study and learning exercise on citizen report cards	Designing and conducting a pan- Asian training programme in Manila

#### Projects implemented in 2004 – 2005:

Project Area	Project Theme	Role of the Public Affairs Centre
Capacity building and workshops	Follow up national workshop on good governance initiatives in India	Designing and conducting a workshop for leading institutions working on civil society led initiatives for good governance to facilitate an exchange of experience in the field of good governance
Capacity building and workshops	District level capacity building for civil society organisations	Designing and conducting a series of workshops to improve awareness and capacity among NGOs in Karnataka in the field of good governance (in Udupi, Mangalore, Bidar) and right to information (in Dharwad, Shimoga, Udupi, Mangalore, Davangere, Bijapur and Bidar districts)
Capacity building and workshops	Regional capacity building workshop on good governance for civil society organisations in Orissa	Designing and conducting a workshop to raise awareness and capacity among NGOs in Orissa in the field of good governance
Citizen action support	Quit Corruption Contest	Conducting a "Quit Corruption Contest" among 423 public entities in Karnataka
Citizen action support/ Research	Right to information campaign	Capacity building, advocacy work and legal action in order to increase awareness on right to information in Karnataka in civil society and state institutions in the framework of the KRIA Katte Forum
Citizen action support	Support of Swabhimana projects	Supporting Swabhimana projects, such as the "Pilot Project of Integrated Solid Waste Management", translating the "Guide to Active Citizenship" into Kannada and disseminating it
Citizen action support	Audit of citizen charters in Karnataka	Conducting a comparative assessment of citizen charters in Karnataka
Citizen action support/ Capacity building	National campaign for electoral awareness	Conducting a campaign in order to motivate voters to participate in the 2004 Lok Sabha elections
Citizen action support/ Capacity building	Campaign for fair and informed elections in Karnataka	Analysing affidavits filed by candidates and sharing the information with voters in partnership with local NGOs.  Establishing a helpline in order to help voters to register their names on the voter's list
Citizen action support/ Capacity building	Parinamakari Panchayati – strengthening	Conducting training programmes for women candidates to promote their nomination;

	community participation in gram panchayat elections	<p>verification of electoral roll;</p> <p>scrutiny of the affidavits of the contesting candidates and organising Mukha-mukhi;</p> <p>conducting a public meeting with the candidates to inform about their plans and priorities for the panchayat;</p> <p>advising the State Election Commission.</p>
Capacity building	Training programme for newly elected Gram Panchayat members	Conducting training programmes for newly elected Gram Panchayat members in a few Gram Panchayats to improve their knowledge about their powers, duties, etc.
Citizen action/ Capacity building	Strengthening community participation in Zilla and Taluk Panchayat elections	Conducting training programmes for the Public Affairs Centre`s partner NGOs in 9 districts to carry out activities like mobilising eligible voters, training of women candidates, etc.
Citizen action support/ Capacity building	Support of Children`s Movement for Civic Awareness projects	Establishing Children Civic Clubs in schools in Bangalore and Mumbai
Research/ Capacity building	Improving the quality of health services for the urban poor in Bangalore	Technical consultancy to strengthen the Board of Visitors
Research projects	Decentralised governance: citizen report card on service delivery by Panchayats	Conducting a citizen report card project on service delivery by Panchayats
Research projects	Citizen report card on public services in Bhubaneswar	Continuing the conduction of a citizen report card project on public services in Bhubaneswar
Research projects/ Capacity building	Web based training tool for citizen report card surveys	Improving the web based training tool

### 3. The Activities

Please describe in detail the planned activities for which Hivos funding is asked.

- What are the objectives that are to be achieved with each of the activities?
- What are the expected results of each of the activities? Please provide concrete data and numbers.

The Public Affairs Center intends to establish a Right to Information Empowerment Programme.

#### Objectives:

The Right to Information Empowerment Programme aims at facilitating the effective engagement of civil society organisations in the field of the right to information. Through awareness raising and capacity building activities the following objectives are envisaged:

- the improvement, implementation and enforcement of the new Right to Information Act No. 22 in India;
- the development, adoption and implementation of right to information legislation in other South Asian developing countries, e.g. Bangladesh, Nepal, Pakistan and Sri Lanka;
- the increased utilisation of the right to information as a tool for democracy, good governance, against corruption and the fulfilment of other human rights, such as freedom of expression, the right to food, the right to education, the right to health, etc.

#### Activities:

The following activities will be implemented to achieve the project objectives:

- designing a right to information website containing information on international and national right to information standards, procedural aspects of the right to information, best practice examples, non-governmental organisations active in the field of right to information and training programmes. This website will be designed as an active web portal with space for civil society organisations, active citizens, human rights experts and development experts to discuss, document and share emerging practices and experiences on an ongoing basis;
- initiating and monitoring an on-line discussion forum, using wiki technology, on selected right to information issues for civil society organisations, engaged citizens, human rights activists and development experts (as part of the website);
- establishing a "Anti-corruption and Right to Information Helpline", which citizens can use to complain about illegal gratification, bribes or speed money demands by public authorities in Bangalore; as well as to ask questions on right to information application procedures and to report problems in respect to this new legal instrument. The complaints received will be forwarded to the agencies for investigation and redress.
- conducting and publishing a comparative study on best practice examples in developing countries, including elaborate right to information legislation and litigation, effective implementation strategies, and successful activities of civil society organisations in the field of right to information;
- developing and publishing a compilation of instruments to strengthen right to information legislation and its implementation. This compilation will include a whistle blower protection model for South Asian right to information legislation and citizen charter models, which focus on the promotion of right to information implementation;
- conducting an implementation-audit on right to information provisions in the public sector in Karnataka with the help of volunteers - this audit will focus to 75% on the urban sector (Bangalore) and to 25% on rural districts ( Bellary Town Municipality); organising 1 public meeting in Bellary Town Municipality and 1 public meeting in Bangalore to disseminate the findings among civil society and public authorities;
- undertaking a field assessment on civic action, which aims at ascertaining the capacity building needs in the field of right to information. This will include the following field visits: 1) a 5-day visit to the non-governmental organisation Parivartan in Delhi and the Mazdoor Kisaan Shakti Sangathan (MKSS) movement in Rajasthan, and 2) a visit to selected regional right to information initiatives in Karnataka;
- designing, organising and conducting an initial 3-day training programme for 15 participants from Indian civil society organisations, to be held in Bangalore. The training programme's main focus will be on advocacy and strategic litigation towards improving the Right to Information Act No. 22 and its implementation;
- designing, organising and conducting an initial 3-day training programme for 18 participants from selected Bangladeshi and Nepali civil society organisations, to be held in Dhaka. The training programme's main focus will be on advocacy and strategic litigation for the adoption of procedural right

to information laws in Bangladesh and Nepal. The participating civil society organisations will be selected jointly with *Transparency International Bangladesh* and *Transparency International Nepal*, whom the Public Affairs Centre selected as the lead partner organisations for the Right to Information Empowerment Programme;

- designing, organising and conducting an initial 3-day training programme for 18 participants from selected Sri Lankan and Pakistani civil society organisations, to be held in Colombo. The training programme's main focus will be on advocacy and strategic litigation for the improvement and implementation of the Pakistani Right to Information Ordinance of 2002 and the Sri Lankan Draft Freedom of Information Act of 2004. The participating civil society organisations will be selected jointly with *Transparency International Sri Lanka* and *Transparency International Pakistan*, whom the Public Affairs Centre selected as the lead partner organisations for the Right to Information Empowerment Programme;
- designing, organising and conducting a pan-South Asian follow-up workshop for 15 participants from Bangladeshi, Indian, Nepali, Pakistani and Sri Lankan civil society organisations on the implementation of advocacy and public interest litigation strategies in their respective countries. This workshop is intended to promote an ongoing exchange of experiences with right to information projects among the participating civil society organisations;
- supporting citizen action and raising capacity of civil society in the field of right to information in Karnataka through two 2-day district level workshops for 40 participants and an orientation session for the 15 implementation-audit volunteers;
- supporting and advising civil society organisations or lawyers in India and Sri Lanka on right to information test cases, which have the potential to set a strong legal precedent for the protection of the right to information. Through a call for cases on the right to information website civil society organisations and lawyers will be invited to seek the strategic litigation support of the Public Affairs Centre for their test cases. Test cases will be selected on an ongoing basis.

#### **Results:**

The successful completion of the activities mentioned above will lead to the following outputs:

- a right to information website;
- a right to information on-line discussion forum;
- a anti-corruption and right to information helpline;
- a study of best practice examples in the field of right to information in developing countries;
- a compilation of instruments to strengthen the right to information legislation and implementation;
- an implementation-audit of right to information provisions in the public sector in Karnataka publicly disseminated;
- increased capacity among civil society organisations from the five South Asian countries on advocacy work and strategic litigation in the field of right to information through training programmes, workshops and training materials;
- increased capacity among civil society organisations from Karnataka in the field of right to information and the empowerment of civil society members to participate as volunteers in the conduction of the implementation-audit ;
- strategic litigation support through advice notes for right to information test cases.

Please include a timetable, stating begin date, end date and main events.

The project will be implemented within a timeframe of 19 months.

Start date: 1 September 2006

End date: 31 March 2008

The table below provides a tentative work plan, sorted by activity:

Activity	Output	Timeframe			
		1 <sup>st</sup> quarter	2 <sup>nd</sup> quarter	3 <sup>rd</sup> quarter	4 <sup>th</sup> quarter
Designing and updating a right to information website	Establishment of website	X Designing	X Up-dating	X Up-dating	X Up-dating
Initiating and monitoring an on-line right to information discussion forum as part of the right to information website	Establishment of on-line discussion forum		X Initiating	X Monitoring	X Monitoring
Initiating and monitoring an anti-corruption and right to information helpline, with main focus on awareness rising about the existence of the helpline	Establishment of helpline and increased awareness about the existence of the helpline	X Initiating	X Monitoring	X Monitoring	X Monitoring
Undertaking a field assessment of civic action on the right to information	Clarification of capacity building needs and utilisation of this knowledge in the design of the training programmes	X			
Conducting and publishing a comparative study on best practice examples in the field of right to information in developing countries	Publication of the study			X	X
Developing and publishing a compilation of instruments to strengthen right to information legislation and its implementation.	Publication of the compilation				X
Conducting and publishing an audit on right to information provisions in the public sector in Karnataka.  Dissemination of the findings in 2 public meetings	Publication of the audit in English and Kannada  Dissemination of the findings in 2 public meetings			X	X
Designing, organising and	Production and	X			

conducting an initial 3-day capacity-building training programme for Indian civil society organisations on advocacy and strategic litigation in the field of right to information, to be held in Bangalore	distribution of Training manual  Completion of capacity- building training programme for Indian civil society organisations				
Designing, organising and conducting an initial 3-day capacity-building training programme for Bangladeshi and Nepali on advocacy work and strategic litigation in the field of right to information, to be held in Dhaka	Production and distribution of Training manual  Completion of capacity- building training programme for Bangladeshi and Nepali civil society organisations		X		
Designing, organising and conducting an initial 3-day capacity-building training programme for Sri Lankan and Pakistani civil society organisations on advocacy work and strategic litigation in the field of right to information, to be held in Colombo	Production and distribution of a training manual  Completion of capacity-building training programme for Sri Lankan and Pakistani civil society organisations		X		
Organising, designing and conducting a 2-day follow-up workshop for Bangladeshi, Nepali, Indian, Pakistani and Sri Lankan civil society organisations on the implementation of advocacy and public interest litigation activities in their countries, to be held in Bangalore	Production and distribution of workshop material  Completion of South Asian implementation workshop on right to information activities				X
Supporting citizen action and raising capacity of civil society in the field of right to information in Karnataka	Completion of 2 capacity building programmes and an orientation session for the volunteers participating in the implementation-audit		X	X	X
Supporting and advising civil society organisations or lawyers in right to information test cases	Issuance of a call for cases  Production of strategic litigation advice notes			X	X

#### 4. The Budget and Funding Plan

Please provide us with the overall budget for all the operations of your organisation, for the period for which funding is asked. The budget must include the requested Hivos grant, own income sources, and contributions by other donors, specified per year.

Budget for 2006-2007 (01/04/2006 – 31/03/2007)

<b>Opening Balance</b>	<b>Amount in Indian Rupees</b>
Cash	5,000
Bank	250,000
Deposits	2,500,000
Bonds	8,887,000
Mutual Funds	9,000,000
Advance	50,000
<b>Total</b>	<b>20,692,000</b>

<b>Expenditure</b>	<b>Amount in Indian Rupees</b>
Overall Expenditure for PAC Programmes (excluding RTI EP)	4,929,000
Costs of the 19 months Right to Information Empowerment Programme (including staff expenditure, administration expenditure and institutional overheads)	4,337,049
Staff Expenditure	2,760,000
Administration Expenditure	1,579,997
Capital Expenditure	10,455,000
<b>Total</b>	<b>24,061,046</b>

<b>Income</b>	<b>Amount in Indian Rupees</b>
Grant Income	5,800,000
Requested Hivos grant	4,337,049
Other Income	3,700,000
Returns on Investment	2,500,000
<b>Total</b>	<b>16,337,049</b>

<b>Closing Balance</b>	<b>Amount in Indian Rupees</b>
Cash	10,000
Bank	150,000
Deposits	2,000,000
Bonds	8,887,000
Mutual Funds	110,000,000
Advance	60,000
<b>Total</b>	<b>121,107,000</b>

For detailed budget information please compare attachment.

If Hivos funding is asked for specific project-activities (not constituting all the operations of the organisation) please answer also to the next question.

Please provide us with a detailed sub-budget for the activities described in 3 with:

- the expected income (include all (expected) funding sources)
- the expenditures (distinguish between capital investments per year, and running costs per year)

This budget must be clearly deducible from the overall organisation budget, referred to above.

#### Overall Budget for the Right to Information Empowerment Programme (19 months)

Budget Items	Estimated Costs in Indian Rupee (Rs.)
<b>Project direct costs</b>	
<b>Salary and professional fees</b>	
<ul style="list-style-type: none"> <li>• Right to Information Coordinator at Rs. 25,000 per month for 19 months, for 100% of professional time</li> </ul>	Rs. 475,000
<ul style="list-style-type: none"> <li>• Senior Programme Officer at Rs. 6,000 per months for 19 months, for 20% of professional time to coordinate the regional activities</li> </ul>	Rs. 114,000
<ul style="list-style-type: none"> <li>• 4 Trainer at Rs. 2,000 per day for 11 training/ workshop days</li> </ul>	Rs. 88,000
<b>Studies</b>	
<ul style="list-style-type: none"> <li>• Study on best practice examples in the field of right to information in developing countries (approximately 100 pages in A4 format)</li> </ul> <p>Research material: Rs. 5,000</p> <p>Printing costs for 200 copies: Rs. 60,000</p>	Rs. 65,000
<ul style="list-style-type: none"> <li>• Compilation of instruments strengthening right to information legislation and implementation: model whistleblower protection law, model citizen charters, etc. (approximately 70 pages in A4 format)</li> </ul> <p>Research material: Rs. 5,000</p> <p>Printing costs for 200 copies: Rs. 42,000</p>	Rs. 47,000
<ul style="list-style-type: none"> <li>• Implementation audit of Right to information provisions in the public sector in Karnataka (75% in Bangalore – urban, 25% in Bellary Town Municipality - rural)</li> </ul> <p><u>Urban implementation-audit:</u></p> <p>Conveyance costs for 30 volunteers: Rs. 45,000 (1,500 x 30)</p> <p><u>Rural implementation-audit:</u></p> <p>Conveyance costs for 15 volunteers: Rs. 15,000 (1,000 x 15)</p> <p>Publication costs for 150 copies in Kannada and 150 copies in English in A5 format: Rs. 25,000</p> <p>1 public meeting in Bellary Town Municipality and 1 public meeting in Bangalore to disseminate the findings among civil society and public</p>	Rs. 105,000





Professional fees for 2 Kannada speaking trainers: 10,000  Travel costs for 2 trainers: Rs. 6,000  Accommodation and food costs for 2 trainers: Rs. 5,000 (2,500 x 2)  Accommodation and food costs for 20 participants: Rs. 10,000 (500 x 20)  Venue costs (conference room, audiovisual equipment, lunch/ tea/ coffee): Rs. 20,000  <u>Second 2-day capacity building programme combined with an orientation workshop for implementation-audit volunteers:</u>  Preparation of training modules: Rs. 10,000  Training programme material printing costs (45 sets): 4,500  Professional fees for 2 Kannada speaking trainers: 10,000  Travel costs for 2 trainers: Rs. 6,000  Accommodation and food costs for 2 trainers: Rs. 5,000 (2,500 x 2)  Accommodation and food costs for 20 participants: Rs. 10,000 (500 x 20)  Venue costs (conference room, audiovisual equipment, lunch/ tea/ coffee): 20,000	Rs. 65,500
<b>Website/ on-line discussion forum</b>  IT Support for the establishment of the right to information website and the online-discussion forum	Rs. 50,000
<b>Anti-corruption and right to information helpline</b>  <ul style="list-style-type: none"> <li>• Advertisement in vernacular magazines: Rs. 50,000</li> <li>• Information Boards in front of offices of public service providers and hoardings in public spaces: Rs. 50,000</li> </ul>	Rs. 100,000
<b>Sub-total project direct costs</b>	<b>Rs. 3,658,080</b>
<b>Project support costs</b>	
Rent for office space	Rs. 225,888
Salary for 1 junior accountant for 4 months	Rs. 48,000
Salary for 1 senior accountant for 3 months	Rs. 77,400
Salary for 1 administrative assistant for 4 months	Rs. 49,600
Salary for 1 Office Assistant for 6 months	Rs. 35,800
Audit fees	Rs. 4,115
Power & Water	Rs. 60,000
Insurance	Rs. 3,166
Postage & Courier	Rs. 15,000
Stationary	Rs. 20,000
Communication (telephone, fax, internet usage etc)	Rs. 65,000
Maintenance & repairs	Rs. 75,000

<b>Sub-total project support costs</b>	<b>Rs. 678,969</b>
<b>GRANT TOTAL</b>	<b>Rs. 4,337,049</b>

**Budget information for the first budget period from 1 September 2006 to 31 March 2007 (7 months):**

<b>Budget Items</b>	<b>Estimated Costs in Indian Rupee (Rs.)</b>
<b>Project direct costs</b>	
<b>Salary and professional fees</b>	
<ul style="list-style-type: none"> <li>Right to Information Coordinator at Rs. 25,000 per month for 7 months, for 100% of professional time</li> <li>Senior Programme Officer at Rs. 6,000 per months for 7 months, for 20% of professional time</li> <li>4 Trainer at Rs. 2,000 per day for 6 training/ workshop days</li> </ul>	<p>Rs. 175,000</p> <p>Rs. 42,000</p> <p>Rs. 48,000</p>
<b>Field assessment of civic action on right to information</b>	
<ul style="list-style-type: none"> <li>5-day field trip to Delhi (Parivartan) and Rajasthan (MKSS movement) Travel expenses: Rs. 17,000 Accommodation/ Per diem: Rs. 12,500 (2,500 x 5)</li> <li>Field trips within Karnataka Travel expenses: Rs. 2,000</li> </ul>	Rs. 31,500
<b>Training programmes/ Workshops</b>	
<p>Please note that we will only request the payment of the actual travel costs, which might be lower than the travel costs indicated below.</p> <ul style="list-style-type: none"> <li>3-day capacity-building training programme for Indian civil society organisations in Bangalore Training material printing costs (25 sets): Rs. 4,250 Venue expenses (conference room rent, technical equipment): Rs. 60,000 Travel costs for 15 participants: Rs. 210,000 (14,000 x 15) Airport transfer: Rs. 12,000 (800 x 15) Accommodation and food costs for 15 participants: Rs. 202,500 (4,500 x 15 x 3)</li> <li>3-day capacity-building training programme for Bangladeshi and Nepali civil society organisations in Dhaka Training material printing costs (27 sets): Rs. 4,590</li> </ul>	<p>Rs. 488,750</p> <p>Rs. 672,490</p>

<p>Venue expenses (conference room rent, technical equipment): Rs. 60,000</p> <p>Travel costs for 18 participants:</p> <p>9 Bangladeshi participants: Rs. 9,000 (1,000 x 9)</p> <p>9 Nepali participants: Rs. 121,500 (13,500 x 9)</p> <p>Airport transfer: Rs. 10,400 (800 x 13 for 9 participants + 4 trainer)</p> <p>Accommodation and food costs for 18 participants: Rs. 243,000 (4,500 x 18 x 3)</p> <p>Travel costs for 4 trainer: Rs. 152,000 (38,000 x 4)</p> <p>Accommodation costs for 4 trainers: Rs. 72,000 (4,500 x 4 x 4)</p> <ul style="list-style-type: none"> <li>District level capacity building training programme</li> </ul> <p><u>First 2-day capacity building programme:</u></p> <p>Preparation of training modules: Rs. 10,000</p> <p>Training programme material printing costs (45 sets): 4,500</p> <p>Professional fees for 2 Kannada speaking trainers: 10,000</p> <p>Travel costs for 2 trainers: Rs. 6,000</p> <p>Accommodation and food costs for 2 trainers: Rs. 5,000 (2,500 x 2)</p> <p>Accommodation and food costs for 20 participants: Rs. 10,000 (500 x 20)</p> <p>Venue costs (conference room, audiovisual equipment, lunch/ tea/ coffee: Rs. 20,000</p>	Rs. 65,500
<p><b>Website/ on-line discussion forum</b></p> <p>IT Support for the establishment of the right to information website and the online-discussion forum</p>	Rs. 50,000
<p><b>Anti-corruption and right to information helpline</b></p> <ul style="list-style-type: none"> <li>Advertisement in vernacular magazines: Rs. 20,000</li> <li>Information Boards in front of offices of public service providers and hoardings in public spaces: Rs. 20,000</li> </ul>	Rs. 40,000
<b>Sub-total project direct costs for the first 7 months</b>	<b>Rs. 1,613,240</b>
<b>Project support costs for the first 7 months</b>	
Rent for office space	Rs. 83,222
Salary for 1 junior accountant for 1 month	Rs. 12,000
Salary for 1 senior accountant for 1 month	Rs. 25,800
Salary for 1 administrative assistant for 1 month	Rs. 12,400
Salary for 1 Office Assistant for 2 months	Rs. 11,933
Audit fees	Rs. 1,516
Power & Water	Rs. 22,105

Insurance	Rs. 1,167
Postage & Courier	Rs. 5,526
Stationary	Rs. 7,368
Communication (telephone, fax, internet usage etc)	Rs. 23,947
Maintenance & repairs	Rs. 27,632
<b>Sub-total project support costs for the first 7 months</b>	<b>Rs. 234,616</b>
<b>GRANT TOTAL FOR THE FIRST 7 MONTHS PERIOD</b>	<b>Rs. 1,847,856</b>

**Budget information for the second period from 1. April 2007 – 31 March 2008 (12 months):**

<b>Budget Items</b>	<b>Estimated Costs in Indian Rupee (Rs.)</b>
<b>Project direct costs</b>	
<b>Salary and professional fees</b>	
<ul style="list-style-type: none"> <li>Right to Information Coordinator at Rs. 25,000 per month for 12 months, for 100% of professional time</li> </ul>	Rs. 300,000
<ul style="list-style-type: none"> <li>Senior Programme Officer at Rs. 6,000 per month for 12 months, for 20% of professional time</li> </ul>	Rs. 72,000
<ul style="list-style-type: none"> <li>4 Trainer at Rs. 2,000 per day for 5 training/ workshop days</li> </ul>	Rs. 40,000
<b>Studies</b>	
<ul style="list-style-type: none"> <li>Study on best practice examples in the field of right to information in developing countries (approximately 100 pages in A4 format)  Research material: Rs. 5,000  Printing costs for 200 copies: Rs. 60,000</li> </ul>	Rs. 65,000
<ul style="list-style-type: none"> <li>Compilation of instruments strengthening right to information legislation and implementation: model whistleblower protection law, model citizen charters, etc. (approximately 70 pages in A4 format)  Research material: Rs. 5,000  Printing costs for 200 copies: Rs. 42,000</li> </ul>	Rs. 47,000
<ul style="list-style-type: none"> <li>Implementation-audit of Right to information provisions in the public sector in Karnataka (75% in Bangalore – urban, 25% in Bellary Town Municipality - rural)  <u>Urban implementation-audit:</u>  Conveyance costs for 30 volunteers: Rs. 45,000 (1,500 x 30)  <u>Rural implementation-audit:</u>  Conveyance costs for 15 volunteers: Rs. 15,000 (1,000 x 15)  Publication costs for 150 copies in Kannada and 150 copies in English in A5 format: Rs. 25,000  1 public meeting in Bellary Town Municipality and 1 public meeting in Bangalore to disseminate the findings among civil society and public</li> </ul>	Rs. 105,000

<p>authorities: Rs. 20,000 (10,000 x 2)</p>	
<p><b>Training programmes/ Workshops</b></p> <p>Please note that we will only request the payment of the actual travel costs, which might be lower than the travel costs indicated below.</p> <ul style="list-style-type: none"> <li>3-day capacity-building training programme for Sri Lankan and Pakistani civil society organisations in Colombo</li> </ul> <p>Training material printing costs (27 sets): Rs. 4,590</p> <p>Venue expenses (conference room rent, technical equipment): Rs. 60,000</p> <p>Travel and visa costs for 18 participants:</p> <p>9 Sri Lankan participants: Rs. 9,000 (1,000 x 9)</p> <p>9 Pakistani participants: Rs. 229,500 (25,500 x 9)</p> <p>Accommodation and food costs for 18 participants: Rs. 243,000 (4,500 x 18 x 3)</p> <p>Travel and visa costs for 4 trainer: Rs. 66,000 (16,500 x 4)</p> <p>Accommodation and food costs for 4 trainers: Rs. 72,000 (4,500 x 4 x 4)</p> <p>Airport transfer: 10,400 (800 x 13)</p> <ul style="list-style-type: none"> <li>2-day follow-up workshop for Bangladeshi, Indian, Pakistani and Sri Lankan civil society organisations in Bangalore</li> </ul> <p>Workshop material printing costs (25 sets): Rs. 4,250</p> <p>Venue costs (conference room rent, technical equipment): Rs. 40,000</p> <p>Travel costs for 17 participants:</p> <p>5 Indian participants: Rs. 70,000 (14,000 x 5)</p> <p>3 Bangladeshi participants: Rs. 114,000 (38,000 x 3)</p> <p>3 Nepali participants: Rs. 76,500 (25,500 x 3)</p> <p>3 Pakistani participants: Rs. 75,000 (25,000 x 3)</p> <p>3 Sri Lankan participants: Rs. 49,500 (16,500 x 3)</p> <p>Airport transfer: 13,600 (800 x 17)</p> <p>Accommodation and food costs for 17 participants: Rs. 153,000 (4,500 x 17 x 2)</p> <ul style="list-style-type: none"> <li>District level capacity building training programme on right to information</li> </ul>	<p>Rs. 694,490</p> <p>Rs. 595,850</p>

<u>Second 2-day capacity building programme combined with an orientation workshop for implementation-audit volunteers:</u>  Preparation of training modules: Rs. 10,000  Training programme material printing costs (45 sets): 4,500  Professional fees for 2 Kannada speaking trainers: 10,000  Travel costs for 2 trainers: Rs. 6,000  Accommodation and food costs for 2 trainers: Rs. 5,000 (2,500 x 2)  Accommodation and food costs for 20 participants: Rs. 10,000 (500 x 20)  Venue costs (conference room, audiovisual equipment, lunch/ tea/ coffee): 20,000	Rs. 65,500
<b>Anti-corruption and right to information helpline</b>  <ul style="list-style-type: none"> <li>Advertisement in vernacular magazines: Rs. 30,000</li> <li>Information Boards in front of offices of public service providers and hoardings in public spaces: Rs. 30,000</li> </ul>	Rs. 60,000
<b>Sub-total project direct costs for the second 12 month period</b>	<b>Rs. 2,044,840</b>
<b>Project support costs for the second 12 months</b>	
Rent for office space	Rs. 142,666
Salary for 1 junior accountant for 3 months	Rs. 36,000
Salary for 1 senior accountant for 2 months	Rs. 51,600
Salary for 1 administrative assistant for 3 months	Rs. 37,200
Salary for 1 Office Assistant for 4 months	Rs. 23,867
Audit fees	Rs. 2,599
Power & Water	Rs. 37,895
Insurance	Rs. 1,999
Postage & Courier	Rs. 9,474
Stationary	Rs. 12,632
Communication (telephone, fax, internet usage etc)	Rs. 41,053
Maintenance & repairs	Rs. 47,368
<b>Sub-total project support costs for the second 12 months</b>	<b>Rs. 444,353</b>
<b>GRANT TOTAL FOR THE SECOND 12 MONTHS PERIOD</b>	<b>Rs. 2,489,193</b>