

APRIL 2020**April 6,2020****Face Masks Stitching**

On 6 April 2020 in response to COVID 19, FMA Outreach began the stitching of the Masks in a network with the District Commerce and Industries Centre (DCIC) of the East Khasi Hills. DCIC provided clothes and the sisters, along with the trainees, volunteered their sewing offered their services in stitching in order to meet the shortfall in the event of an emergency. The other Vocational

Training Centres of our province also offered a free service to neighbors, domestic employees, disadvantaged families, staff and pupils, health and social workers in sewing face masks. We've managed to sew 24,196 bits in a short period.

MAY 2020**May 27,2020****Online NDF Meeting**

On May 27, 2020 Sr. Igina Kharjana participated in the online meeting of the National Development Forum (NDF) on the impact of COVID - 19 in the industrial sector and the educational scenario in India and abroad.

JUNE 2020**June 6, 2020****Distribution of food provisions**

The prolonged lockdown has added suffering to the poor and helpless losing hope particularly to those who depend entirely on agriculture and daily wages for their survival. It has generated anxiety and fear for their future as they hardly have anything to survive. In the middle of the unfolding pandemic on the 6 June 2020, FMA Outreach distributed food provision to 30 vulnerable household of Lumshyiap locality and to the poor students as well. Other Institution of our province too have reach out to many poor families. We have provided rations to 10872 persons.



AUGUST 2020

August 10-14, 2020

Orientation programme & re-dimensioning the scope of FMA NDF

A five-day Orientation Program was coordinated by the National Development Forum (NDF) for the SDCs and the Key Team members of the Social Development Office from August 10 to 14, 2020. It's a video conference and it's not possible to get together because of the pandemic. Sr Helen Puweiñ, Social Development Organizer and Sr Garnet Sutnga took part in the BCC conference. The conference was from 3:00 p.m. to 4:30 p.m.

The Objectives of this orientation programme are

1. To provide excellent on boarding to our new SDCs and Core Team members as a process to assist them in assuming their new responsibilities as defined in the documents of the Institute (Cooperation for Development & GMG).
2. To study the scope of the challenges, with all their dimensions, in order to plan long term strategies as responses to the new normal with a host of urgent social, educational, environmental, demographic, and economic troubles.
3. To plan COVID19 response and resilience for the academic year 2020 -2021.

Finally, we came to the conclusion of the Orientation Program on Friday, having had a rich and diverse set of workshops. Another element of the closing ceremony was the gesture of thanks to the facilitator by Sr. Arokia Mary Selvi, National Development Coordinator, NDF. She also took the opportunity to thank all the participants who participated diligently and enthusiastically from the first day to the fifth day, and this initiative motivated, enthused and challenged each one of us to live a new normal life.

August 24, 2020

Online meeting PCI – YAR

Sr. Runita G. Borja FMA, General Councillor for the Ministry of Youth, in collaboration with Sr. Lolia Annie Pfozhumai Neli, Coordinator of the Ministry of Youth, invited all the Provincial Reference persons for Youth at Risk, to an online meeting on 24 August 2020 at 2:00 PM (IST). The Youth Ministry Coordinators were also asked to be present as to emphasize that the canters and works for children, youth and young women at risk are fields of the Ministry of Youth. Sr. Helen Puweiñ, Social Development Coordinator, Sr. Aitihun Mary Lawai, Coordinator of YAR and Sr. Garnet Sutnga took part in the conference.

The aim of this online meeting is to strengthen our communion as an FMA-PCI and with the Institute by sharing our experience of the pandemic and by reshaping our mission for the benefit of Young at-risk children, youth and young women. The seven Provincial Reference Individuals for Youth at Risk presented the report on:

- a) The challenges faced
- b) The opportunities encountered

- c) Responses/Solutions/Good practices during this pandemic and
d) How do we envision the future.

The joining together of the PCI-YAR with the Centre was a tremendous force to move forward with good work and programs on behalf of vulnerable and disadvantaged youth, young people and young women. The exchange of good practice in the various provinces during this pandemic was an excellent experience and learning experience for everybody.

SEPTEMBER 2020

September 14-16, 2020

Project Formulation Training programme



The Training on Project Formulation was organised by the FMA- Outreach for Underprivileged of Women and Children at Bellefonte Community College's conference hall. The training programme began at 9:30 am with the inaugural function. Sr Helen Puweiñ Social Development Coordinator, the organiser of the training programme welcome everybody to the inaugural function. It began with a moment of prayer led by Sr. Igina Kharjana followed by a lamp lighting ceremony by the esteemed guests, Sr. Elizabeth George the Provincial, Rev. Fr. Cyril Tirkey Sdb, Director of Don Bosco Technical School Shillong, the resource person and Sr. Gemima Pohrmen the Provincial Economer. Sr. Euginia Kyntiewlin Susngi, Provincial Secretary, Sr. Christina Kharkongor the animator of Bellefonte community, Sr. Happyline Shadap the animator of the FMA-Outreach, were also present. Sr. Elizabeth George gave a brief speech in which she thanked the Development Office who thought out of the box and is able to hold this event in spite of the pandemic due to COVID -19. She encouraged all the participants not to be defeated by the corona virus. She also said that we are sitting on the gold mine of the young Province where treasures are to be discovered. Sr. Garnet Sutnga the Coordinator of the programme thanked everybody followed by a short break after the inaugural function.



After the short break the resource person, Fr. Cyril Tirkey took over the session by asking the expectations of the participants from this programme. The topics of these three days training programme are: -

- Concept of project, Myth and reality, PCM (Project Cycle Management), Basic Framework, Introductory, Organisational Information, The Context, Needs Assessment, Situation analysis, Problem Tree and Objective Tree.

- Logical framework Analysis, Result Chain, Intervention Logic, LFA- indicators, Means of verification, Assumptions, LFA Activities, Cost, and Intervention Strategies
- Intervention plan- Time line of activities, Staffing, Monitoring and Evaluation System, Sustainability, Replicability, Cross Cutting Themes, Justification and Budgeting

For the group work the participants were divided into three groups of four members each to discuss on three relevant issues of our contemporary society for these three days.

- Self-Employment
- Literacy
- Drug addiction.

Every day the three groups presented their group works immediately after the moment of prayer. After the presentation, the resource person gave a thorough review of each presentation making changes and adjustments where appropriate.



On the Last day at 3:00 pm Sr. Gemima Pohrmen, the Provincial Economer and Sr. Helen Puweiñ, Social Development Coordinator joined the participants. Sr. Helen Puweiñ and Sr. Garnet Sutnga presented the *Two Years' Plan* for social development FMA Outreach. Sr. Helen called on the sisters to take active role in the realization of the program. The sisters too showed active engagement and eagerness.

We ended the program with the vote of thanks from Sr. Aitihun Lawai, the Coordinator for YAR, and a token of appreciation was given to Fr. Cyril. He wished the group good luck and offered his assistance to the sisters whenever there is a need. We are grateful to Sr. Maria Goretti Nongrum the animator of Mawkyndeng community who funded the evening tea.

September 19, 2020

Orientation programme on E- Commerce: Sr. Arokia Mary Selvi, the National Development Coordinator, NDF organised an hour and a half orientation programme on E-Commerce. Sr. Helen Puweiñ, Social Development Co-ordinator, Sr. Garnet Sutnga, Sr. Janicia Nongrum and Sr. Igina Kharjana, VTC in-charge participated the orientation programme. There were two experts in online marketing to share their expertise with the participants. After the presentation on online marketing there was a discussion on this pilot project. The participants indicated that it is important to pursue this project. What is necessary to maintain a close relationship and to serve active customers 24/7 is required. Learning the pros and con of it, some SDCs are for it while some are studying this idea.

OCTOBER 2020

October 20- 21, 2020

Staff orientation to re-imagine the scope of FMA- NDF to meet the challenges of Pandemic and post pandemic times: A two days webinar organised by NDF on Staff

orientation to re-imagine the scope of FMA- NDF to meet the challenges of Pandemic and post pandemic times was held on October 20- 21, 2020 from 3:00pm to 5:00pm. The participants of the programme were Sr. Helen Puweiñ, SDC, Sr. Janicia Nongrum, Sr. Garnet Sutnga and Miss Damonshisha Lyngdoh. The webinar focus on three main objectives are: -

- To share the FMA charisma of the institute, especially Cooperation for Development and GMG and to develop a shared understanding of the common mission with deeper appreciation and clarity of the responsibilities,
- To review, understand and deepen the planned long-term strategies as responses to the new normal and
- To gain clarity on the implementation plans related to COVID 19 response and resilience for the academic year 2020-2021.

Sr. Arokia Mary Selvi, National Development Coordinator (NDF), was the moderator of the webinar on the first day. The webinar began with a prayer from one of the staff of Chennai province followed by a welcome address to all the participants by Sr. Arokia Mary Selvi. After the welcome address Sr. Arokia Mary Selvi asked all the participants to introduce themselves, followed by a brief discussion on the expectation of the webinar. Keeping to the programme schedule Sr. Arokia Mary Selvi preceded with a presentation on the Orientation on the Role of NDFO and SDOs collaboration in fortifying social dimension in the congregation. The participants were also brief on the Vision, Mission and Organogram of NDFO; In particular she stressed the need to encourage Voluntarism focused on diversity, justice and non-violence and to convert our challenges towards growth and development.

The webinar ended with a group discussion, in which participants were divided into groups and three questions were given to discuss

- Sharing by the staff about the challenges posed by pandemic,
- What should be our immediate focus to respond and build resilience during this academic year 2020-21?
- And what are the capacities needed for the staff to face the challenges today.

Sr. Garnet Sutnga was the moderator of the second session on the next day. The webinar began with a note of warm welcome to the resource person and to all the participants of the webinar, followed by a prayer led by Mumbai province. After the prayer moment Sr. Alma, from Kolkata province introduced the resource person, Fr. Joseph Xavier SJ, the Director of Indian Institute, Bangalore and Consultant of NDF after a short prayer moment Sr. Garnet Sutnga the moderator invite Fr. Joseph, the resource person to take up the session.

Fr. Joseph Xavier SJ. Started his session stating that this pandemic time is “*A time to mourn or a time of opportunity*” and that how we collaborate and form partnership is equally important to the activities that we do, after which he asked the participant to describe their current feeling and he proceeded with his presentation on Re-imaging the scope of FMA NDF to meet the challenges of Pandemic and post pandemic times. After the presentation the

floor was open for interaction for the participants to clarify their doubt or provide suggestions.

The webinar concluded with a follow up to the previous session and group discussion. Some of the topic discuss were, Program that can be implemented in each province in 2021- 2022, Collaboration with different sectors, steps to move forward and Skills training program for the staff such as communication, organisational and management skills after which the webinar was concluded with a Vote of thanks from Guwahati province.

Overall, it was an insightful and informative session.

October 30, 2020

An online meeting of the NDF members was held on the 30th of October, 2020 to discuss on the 2 - year plan of the organisation. The meeting focus on the implementation of Sustainable Livelihood Promotion through E-commerce, sustainable agriculture and IGP and Towards Environment Responsibility through 3 R's: reduce waste, reuse resources, and recycle materials for solid waste management, towards environment stewardship and eco-friendly life style. Sr. Helena Puweiñ, SDC, Sr. Garnet Sutnga, Sr. Janicia Nongrum and Miss. Damonshisha Lyngdoh participated in this meeting.

Sr. Arokia Mary Selvi, the National Development Coordinator, coordinate the meeting. She had provided all the participants with a copy of the 2-year plan and asked them to fill in the numbers according to their provinces as there was a shortage of time. Each province will decide on their own regarding the activities, the number of states and district to cover. The budget will be sanctioned by the NDF accordingly.

Number of States and Human resources:

- i. Project Manager (NDF) terms will be changed. Salary 20,000 per month.
 - ii. Two regional Coordinator, one for Southern region and one for Northern region. Salary 18,000 for each staff.
 - iii. One accountant. Salary 15,000 per month
 - iv. Each Province one Co-ordinator: Salary 15,000 per month
 - v. Digital marketing Instructor: Salary 10,000 per month
 - vi. Farmers Club Facilitator: Salary 10,000 per month
 - vii. Facilitator for Women IGP program: Salary 10,000 per month
 - viii. Facilitator for Environment program: Salary 10,000 per month
2. **Role of Consultant:** Divided into two Programmatic Consultant and Organisation Consultant. Organisation Consultant Fr. Joseph Xavier and Programmatic Consultant will be divided into two North and South, North to be chosen from Kolkatta or Guwahati



province and South is to be decided. Consultant Fees yet to decide

3. **News Letter:** Theme “Celebration of the Season of Creation”. Chennai Province to be in charge of the format. Articles to be send from each province by 15th November.

The discussion of the meeting was focus on the need of each province, as per the need arises and clearing of doubts on the different programs but due to network problem, there were issues with the audio, thus, it was decided that the numbers of participants for each of the programs, is to be filled in the given template by each province and send to the coordinator by 11 o'clock on the 31st of October, 2020 and the budget will be decided accordingly.

November 24, 2020

SOFINA PROJECT: At 10 a.m. there was a webinar organised by the NDF, coordinated by Sr. Arokia Mary Selvi, the National Development Coordinator. The key topic of this meeting is the plan for a Sofina Project proposal. Every province is to identify 10 rural school where many students are less fortunate during COVID and post COVID for online learning of the students who need set up of computer systems, WIFI hubs in the schools to provide access for digital learning. Sr. Helen Puweiñ, SDC and Sr. Garnet Sutnga participated in the webinar.