WinVinaya Foundation

Enabling an Inclusive Society

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Employability Training Program

For Persons with Disability

Proposal by

WinVinaya Foundation

To

American India Foundation (AIF)

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Revision History

Version	Effective Date	Brief Description of Change	Reference for Change
1.0	03-May-2022	First Version	N/A
1.1	23-May-2022	Second Version	• Included the specific number of candidates under – o Gender Diversity o Locomotor vs non locomotor disabilities • Changed the program period from July 2022 to March 2023. Accordingly, the commercials is also updated.

1 Background

American India Foundation (AIF) intends to sponsor employment training program and is looking for a partner who can source and train 75 persons with different disabilities in various courses which will enable them to join the industry workforce.

2 Introduction about WinVinaya Foundation

WinVinaya Foundation, a Charitable Trust was registered in Feb 2016 by Sivasankar (Shiva) Jayagopal who is an IT Veteran with 30+ years in IT and Seethalakshmi (Akila) who has 17+ years of experience working with Persons with Disabilities. Our primary aim is to empower Persons with Disabilities, economically disadvantaged and women to earn a decent income and lead a life with dignity by providing life skills and resources. We operate a center in Bengaluru and a center in Tirupur.

Even though there are 30 Lakh NGOs in India, we are among the handful of NGOs who provide **Niche Skills and Industry Ready training to PWDs** including neuro diversity candidates + Persons from economically weaker section (EWS) + Women, focus on Innovation, and invest in their entire life cycle - School/ College/ Adults looking for jobs. We have trained 500+ candidates (Persons with Disabilities, Women) coming from 12 states of India – in **Full Stack Software Development, Software Testing, Microsoft Power Platform (Power BI & Power Automate), Core Banking, Financial Accounting** skills which helps them get into high end job roles and not merely vocational roles which is the differential factor between WinVinaya and other organizations working in this area. To date, we have placed 250+ candidates across the major disability categories.

3 WinVinaya's Delivery Approach

WinVinaya proposes its delivery approach along with the process, and commercials for sourcing PWD candidates, screening and training the selected candidates. The candidates will be selected across diverse disabilities. The project duration is from May 2022 to Mar 2023 **(about one year)** and the number of candidates who will be trained is **75** of which 19 candidates will be women. The candidates will be chosen across disabilities with maximum of 40 candidates who have locomotor disabilities. We have a **placement goal of 53 (works out to about 70%)** candidates in different companies.

WinVinaya InfoSystems, a private limited company and a sister concern of WinVinaya Foundation, delivers innovative products, software engineering solutions and services to various clients including customers in BFSI sector. It recruits persons with disabilities for various projects.

Under this program, 19 candidates (about 25%) of those who get trained could be placed as Paid Interns in WinVinaya InfoSystems as part of the placement goal of this program.

3.1 Sourcing of Candidates

WinVinaya will source, screen and shortlist the candidates (PWDs) based on the job description provided by various corporates who are looking for hiring persons with disabilities.

- WinVinaya has a database of candidates who can be trained.
- WinVinaya collaborates with colleges, NGOs, specialists, social media, and alumni to source the candidates.
- The candidates will be primarily freshers looking for a job.

- Based on the eligibility criteria (age limit, marks) and type of disabilities (hearing impaired, speech impaired, vision impaired, dwarfism, locomotor disability, acid attack survivors, leprosy cured persons, persons with blood disorder, etc...), the candidates will be sourced.
- The candidates will be sourced across different educational background – STEM, non-STEM and Diploma.

3.2   Screening & Career Counselling

WinVinaya will conduct an assessment for the shortlisted candidates to select the candidates for the training.

- WinVinaya will do a pre training assessment of the candidates through a combination of online aptitude/ English/ technical questions, mock interview questions to assess their current knowledge levels, interests, readiness for jobs.
- Pre training assessment results help us to choose the appropriate training methodology, duration and make it more effective as per the skill of the candidates.
- WinVinaya will do career counseling session for each candidate to understand the interests of the students and map them to related roles.

3.3   Training & Skilling

Training in WinVinaya Foundation will be holistic and includes Quality Training in Technical/Domain Training, Soft Skills, English Speaking (where applicable), Reading, Writing & Listening which will help them gear up in this era of Globalization and instill in all candidates the hunger to learn more and learn it right.

WinVinaya Foundation launched **WinVinaya Academy** (WVA), India's First Digital Learning Academy designed for Persons with Disabilities in April 2020. WVA has courses in Java, SQL, HTML5, CSS3, English, Core Banking, Excel, Word, Microsoft Power BI, Agile Basics and Soft Skills. WinVinaya Academy has the capability for online assessments, and we will be using that. This platform is available on the cloud where candidates can learn anytime, anywhere. More details about WVA are present in Appendix 2.

- WinVinaya will be using WinVinaya Academy (Digital learning platform designed for Persons with Disabilities), presentations, videos, and audios for providing the training
- Training curriculum includes theoretical sessions, assignments, case studies and practices.
- The duration of training for each batch is about 12 to 14 weeks.
- WinVinaya integrates games for various team building exercises.

WinVinaya will provide blended learning to the candidates – a combination of Digital Learning along with daily mentoring by WinVinaya's trainers. Apart from the technical skills specific to the job roles, training also includes common courses like communication skills and soft skills.

Various Training Programs in WinVinaya:
- Full Stack Software Development (HTML5, CSS3, Java, SQL, JavaScript)
- Software Test Automation (Manual Testing, Automation)
- Software Accessibility Testing (Manual Testing, Accessibility Testing)
- Business Process Automation - Core Banking Basics, Financial Accounting, Tally Basics, MS Excel and MS Word, Process Automation Tool (Microsoft Power Automate), Data Visualization Tool (Microsoft Power BI)

Basic English Communication and Soft Skills will be common across all the above courses. The training course curriculum is available in Appendix 1.

WinVinaya will conduct **2 mock interviews** – typically one in the middle of the training and another at the end of the training. This helps in assessing the domain skills, soft skills, and English communication skills of the candidates in an interview setting, which helps them in clearing real-time interviews.
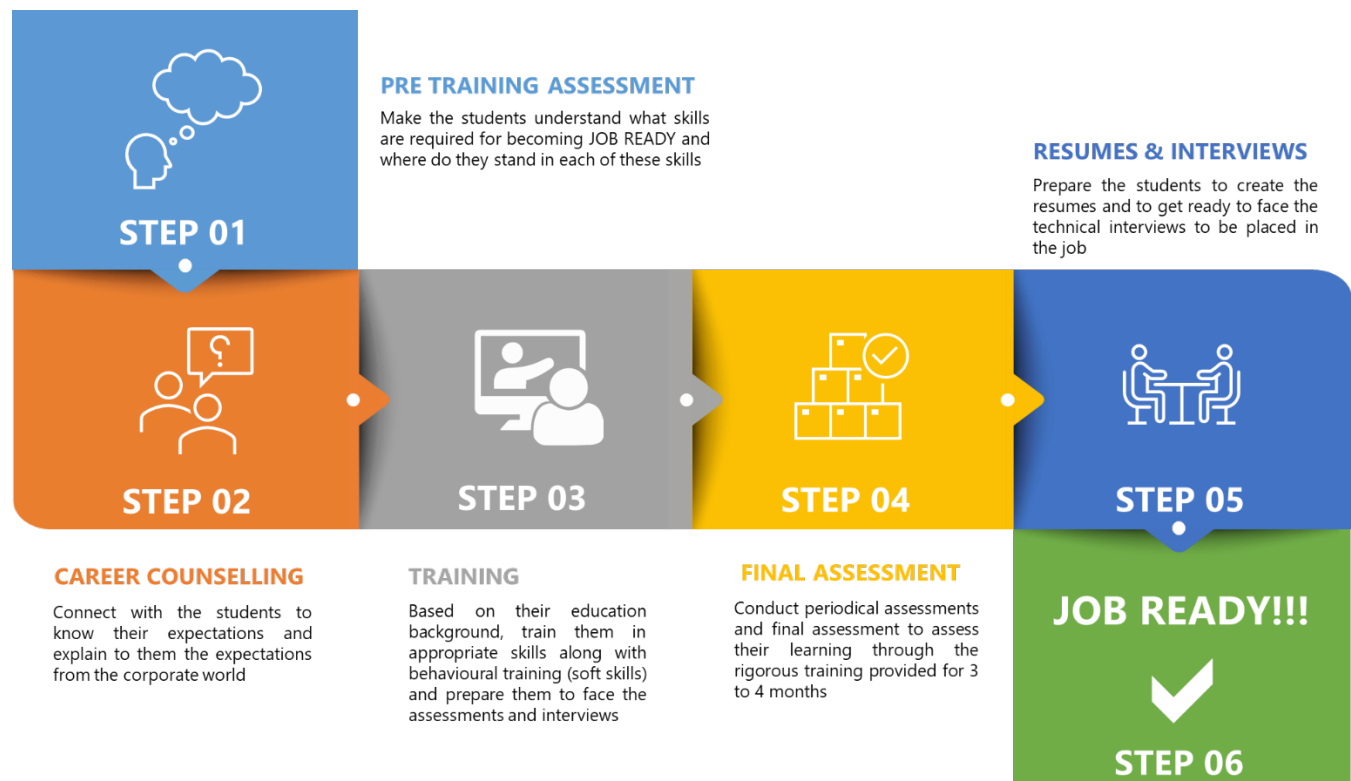
3.4   Training Location

Due to pandemic, operating the training center in full strength is uncertain since the situation is very dynamic and fluid. There is still a lot of hesitation from the candidates in attending physical classes. Hence, we recommend that we do a blended model with the combination of Digital Learning and Remote Coaching (through Zoom) as the mode of training. Where possible, we will explore touch-point classes for a section of candidates who are willing to come to our Bengaluru Campus. This will NOT be mandatory for the students.

3.5   Placement

After the training is completed, the trained candidates will appear for interviews. WinVinaya will focus on specific placement needs from various corporates, will effectively map candidates to the requirements and facilitate the right placement. **American India Foundation (AIF) can immensely help in the placement of the candidates by connecting WinVinaya to potential employers**.

Once a candidate is placed in a company, WinVinaya will submit any one of the following as proof of their placement to AIF –

- Offer Letter from the company
- Email Confirmation* from the company about the recruitment of the candidate
- Email Confirmation* from the candidate after joining the company

PRE TRAINING ASSESSMENT

Make the students understand what skills are required for becoming JOB READY and where do they stand in each of these skills

STEP 01

RESUMES & INTERVIEWS

Prepare the students to create the resumes and to get ready to face the technical interviews to be placed in the job

STEP 02

STEP 03

STEP 04

STEP 05

CAREER COUNSELLING

Connect with the students to know their expectations and explain to them the expectations from the corporate world

TRAINING

Based on their education background, train them in appropriate skills along with behavioural training (soft skills) and prepare them to face the assessments and interviews

FINAL ASSESSMENT

Conduct periodical assessments and final assessment to assess their learning through the rigorous training provided for 3 to 4 months

JOB READY!!!

STEP 06

3.6 Mock Interview by Experts

Expert volunteers from various companies participate in Mock Interviews, provide the requisite guidance to the candidates to succeed. Their inputs on what they are doing well and what they need to improve along with tips to improve has made a very big difference for the candidates to do well in interviews.

3.7 Post Placement Support

WinVinaya believes that our part does not end just with placing the candidates. Through our experience we have realized that both companies and candidates need some support, mentoring to ensure that the inclusive journey is successful. We provide post placement support to the company and the candidates recruited for minimum 3 months. Please note that some companies may choose to refuse the post placement support, in which case we provide post placement support only to the candidates.

3.8 Sensitization of Companies

WinVinaya conducts Sensitization Workshops through which we sensitize leaders, managers, team members, Support Teams on the best practices in integrating PWD's in the workplace. This has helped companies succeed in recruiting the candidates, be successful in embracing them and integrating them into the company.

4   Volunteering Opportunities

The employees of AIF are most welcome to volunteer and support our initiatives and enable PWDs to lead a life with dignity. There are multiple ways in which volunteers can make a positive impact.

During the training, two hours a week is assigned to conduct soft skills workshops, give speeches and seminars in various motivational, functional, technical topics that will aid the candidates to prepare themselves to become job ready candidates. Some examples for these sessions are given below that can be conducted by the volunteers.

Mock Interview

Conduct Mock Interviews/ External Interviews and help our candidates and students get ready for their JOB INTERVIEWS

Quizzes and Tests

Help our candidates with Online Quizzes for Technical Knowledge, Problem Solving, Critical Thinking etc

A Day in a Corporate – Workshops

Conduct – 'A Day in a Corporate' workshops to explain how the corporate world is – by strengthening the candidates' understanding of the corporate sector

Corporate Expectations – workshops

Conduct workshops of 'Corporate Expectations' from both professional and personal point of view

Soft Skills Workshops

Conduct Workshops and Seminars on Confidence building, Crisis Management, Converting Challenges into Opportunities, Working with Dilemmas, Team building, Conflict resolution, Communication Skills etc

Inclusive Events

Organize and be part of INCLUSIVE Co-curricular Events with our candidates, parents and employees – on variety of themes

Trends and Current Affairs – sessions

Conduct – Virtual and Offline sessions on Current Affairs, Current Market Trends, Employability Trends etc

Speeches and Seminars

Organize Speeches and short term workshops on various topics of interest in 21st century world and many more

5 Dependencies

WinVinaya requests American India Foundation (AIF) to provide 1 month from the date of disbursement of the first tranche to start the training.

6 Commercials

The project cost estimate is **₹ 51,048** per candidate. Hence, the overall cost estimate for sourcing, training and placement assistance for 75 candidates is **₹38,28,600/-**.

The budget breakup for the project period is available in Appendix 3. The breakup of payment terms is as follows:

a) June 6, 2022 – 25% of the overall cost as advance prior to project commencement (Within 7 days of MoU signing) – First tranche
b) Oct 14, 2022 – 20% of the overall cost after 19 candidates training and certification – Second Tranche
c) Dec 23, 2022 – 15% of the overall cost after 38 of candidates training, certification and 13 of candidate to be placed – Third Tranche
d) Feb 24, 2023 – 15% of the overall cost after 56 of candidate training, certification and 26 candidates to be placed – Fourth Tranche
e) Apr 7, 2023 – 25% of the overall cost after 75 of candidate training, Certification and 53 candidates to be placed – Fifth Tranche

The invoice/RIR will be raised at specific intervals mentioned above. Payment is to be made by electronic transfer within 7 days of raising the Invoice / RIR.

7 Thanks for the Opportunity

Based on our experience, we are confident that we would be able to execute this project as per the expectations of American India Foundation (AIF) in the journey of bringing a positive change in the lives of Persons with Disability.

WinVinaya takes this moment to thank the American India Foundation (AIF) for providing this opportunity for creating a positive impact on our society. Please watch the videos of the success stories of some of our candidates in Appendix 4. We hope to create more such success stories for the candidates supported by American India Foundation (AIF).

Appendix 1: Course Curriculum

Curriculum for Full Stack Software Development

Course	Description
HTML5 & CSS3	How does the internet actually work?, How do websites work?, Introduction to HTML, HTML Tags & Attributes, Boiler Plates in HTML, How to structure text in HTML, HTML Lists, HTML Image Elements, HTML links and Anchor tags, HTML Tables, HTML Divisions (div), HTML Forms Introduction to CSS, Inline CSS, Internal CSS, External CSS, How to Debug CSS, Syntax, Selectors, Classes vs IDs, Tables, Cursors, Box model, Favicons, Display Property, Static and Relative Positioning, Absolute Positioning, Web Design, Validators and Media Types
Java	Introduction to Java, Language Fundamentals & Data Types, Java Operators, Java Controls, Strings, Arrays, OOPS, Collection Framework, Exception Handling, File Handling in Java, Threads
MySQL	Introduction to Database, SQL Command Sets, DDL Commands, DML Commands, Clauses, Aggregate Functions, Joins, Date Functions
JavaScript	JS Basics, JS Control Statements, JS Objects, Number, Boolean, JS Strings, JS Arrays, JS Functions and Events, JS Date, Math, RegExp & Validations, JS DOM Events and Event Listeners, JS Error Handling, JS Multimedia & Image Map

Curriculum for Software Test Automation

Course	Description
Manual Testing	Testing Fundamentals, Test Design Techniques, Test Management
HTML5 & CSS3	HTML Tags, Elements, Attributes, HTML Forms, CSS Basic styles, Inline CSS, Internal CSS, External CSS, Syntax, Selectors, Classes vs IDs
Test Automation	Introduction of Automation Testing, Automation Framework, Selenium, Selenium Grid, Junit, TestNG, Xpath, Build Automation using Apache Maven

Curriculum for Software Accessibility Testing

Course	Description
Manual Testing	Testing Fundamentals, Test Design Techniques, Test Management
HTML5 & CSS3	HTML Tags, Elements, Attributes, HTML Forms, CSS Basic styles, Inline CSS, Internal CSS, External CSS, Syntax, Selectors, Classes vs IDs
Accessibility Testing	Basics of web sites, web apps, mobile apps; Basics of Software Testing - Different types of testing, what is Accessibility testing, STLC basics, Test Automation; Basics of HTML5 and CSS3; Accessibility guidelines; Introduction to WCAG 2.1; Tools used for Accessibility testing

Curriculum for Business Process Automation

Course	Description
Core Banking	What is a Financial Transaction, History of Banking, What is a Financial Institution, What is Banking, Depositing and withdrawing money, Types of deposits, What is core banking, CASA, What is money laundering, Money laundering laws in India, The internet and money laundering, How are financial institutions used for money laundering, AML measures in Financial Transactions, Origin and Concept of KYC, What is KYC, Purpose of KYC guidelines, KYC norms and obligations of customer, KYC norms and AML standards that banks must follow
Accounting	Importance/Objectives of accounting, Different Users - External & Internal Users, Meaning of Accounting – Recording, classifying, summarizing, analyzing, and reporting of transactions. Systems of accounting, Accounting terms, Accounting Equation, Classification of accounts, Golden Rules of accounting, Journal, Ledger, Trial balance, Cash Book, Cash flow & Fund flow, Final Accounts - Trading Account, Profit/loss account, Balance Sheet, Process in Purchasing goods
Tally Basics	Company creation, Ledgers, Types of Vouchers (contra, sales, purchase, payment, receipt), view balance sheet, GST Entry, TDS Entry
MS Word	MS Word Tutorial, Text Basics, Proofing Features, Formatting Text, Formatting Paragraph, Modify Page Layout, Working with Tables, Inserting Illustrations, Working with Lists, Using Word Art, Shortcut Keys
MS Excel	Introduction to Excel, Excel Basics, Merge & Wrap Text, Format Cell in Excel, Fill Handle, Sort & Filter, Conditional Formatting, Formulas and Calculation, Comments, Charts in Excel, Pivot Tables, V Lookup, H Lookup, Data Validation, Index & Match Functions, Count Function, IF Function, AND Function & OR Function, Text Functions, Date & Time Functions, Modify Workbook Views, Custom View, Hyperlink, Printing & Print Preview, Freeze Panes, Group & Ungroup
Power Automate	Introduction to Power Automate, Meeting Notifications, Automat when new mail arrives, Automate a Google Calendar update with Excel, Automate an email with attachment
Power BI	Microsoft Power BI introduction, Power BI Charts, Practice preparing Power BI Charts, How to publish it and later try modifying data when the dashboard is live

Curriculum for English Communication

Course	Description
English	Nouns, Verbs, Questions, Adjectives, Pronouns, Prepositions, Tenses, Sentences, Conjunctions, Vocabulary, Reading Comprehension, Word Family (Prefix, Suffix), Writing – Cause & Effect, Professional English - Email Writing, Work Status, Messaging, Texting, Form Filling

Curriculum for Soft Skills

Course	Description
Soft Skills	Icebreaking and Expectation setting, College to Career, Art of Listening & Communication, Professional Etiquettes & Behavior, Building Relationships at Work, How to be a good team player, How to write your resume, How to prepare for an interview

Appendix 2: WinVinaya Academy - India's First Digital Learning Platform for PWDs
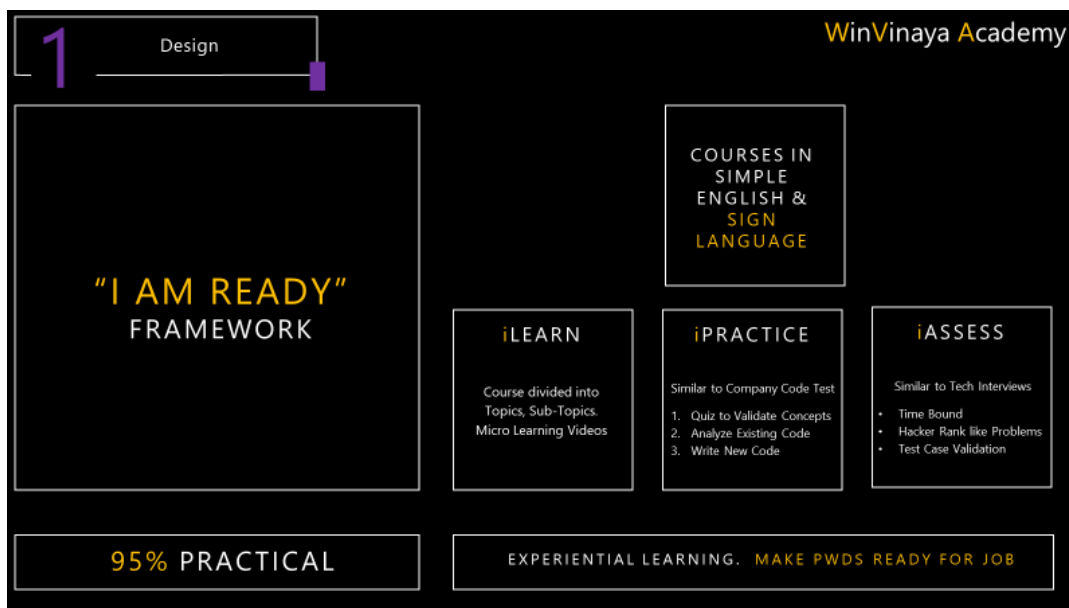
Most of the PWD candidates that WinVinaya Foundation has trained in the past are graduates and come from small towns or villages and their knowledge of English is NOT great. There is almost no digital courses available in Sign Language which makes it exceedingly difficult for the deaf to learn and be at par with others in the industry. In addition to that, almost all of them lack the "Application of Knowledge" which companies expect from their recruits.

To address these challenges effectively, we launched WinVinaya Academy.

Design of WinVinaya Academy

In WinVinaya Academy, courses are built on "I Am Ready" Framework. We believe that the courses should have a razor sharp focus on helping the candidates get "Ready for jobs" and not just for academic learning.

Less than 5% of the Digital Content are Video Based Learning. 95% of the content are practical. Courses are presented in Simple English and Sign Language (wherever possible).
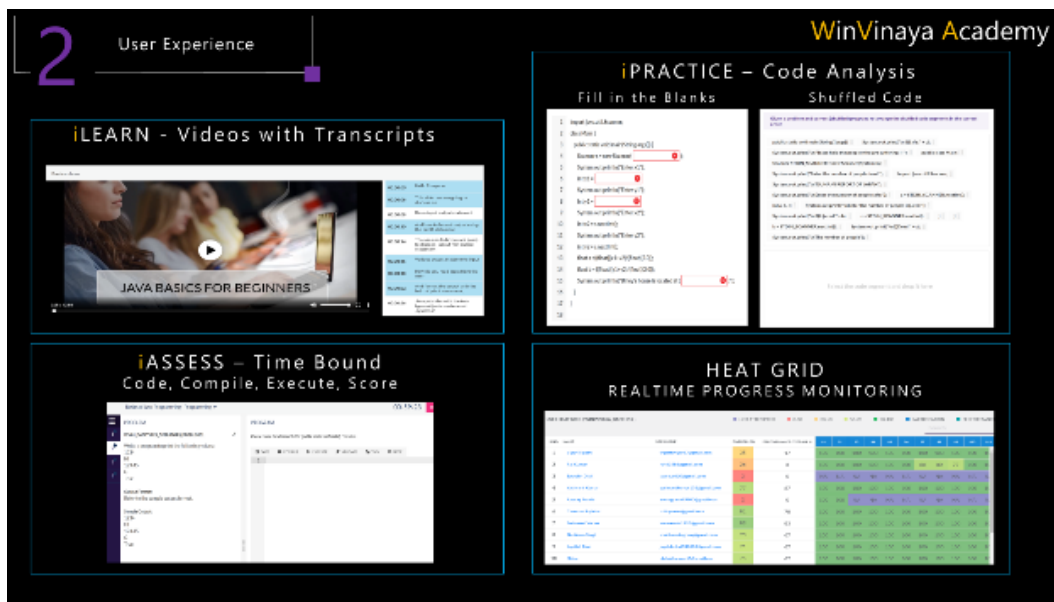

User Experience of WinVinaya Academy

Every course has 3 modules –

- iLearn (with Micro Learning Videos)
- iPractice (For example, for Java: Quiz, Existing Code Analysis, New Code writing with in-built compiler)
- iAssess (For example, for Java: Within a specified duration, candidates should write new Code for few problems)

Since many IT companies conduct online test, technical interview and then HR interview – Quiz, Code Tests in WinVinaya Academy help them be better prepared for Online Test and Technical Interviews.

In addition to this, trainers can monitor the progress of the candidates through multiple reports – including a Heat Grid which shows the completion % of the candidates – where they are doing well and where they need help. This helps the trainers to coach them accordingly.
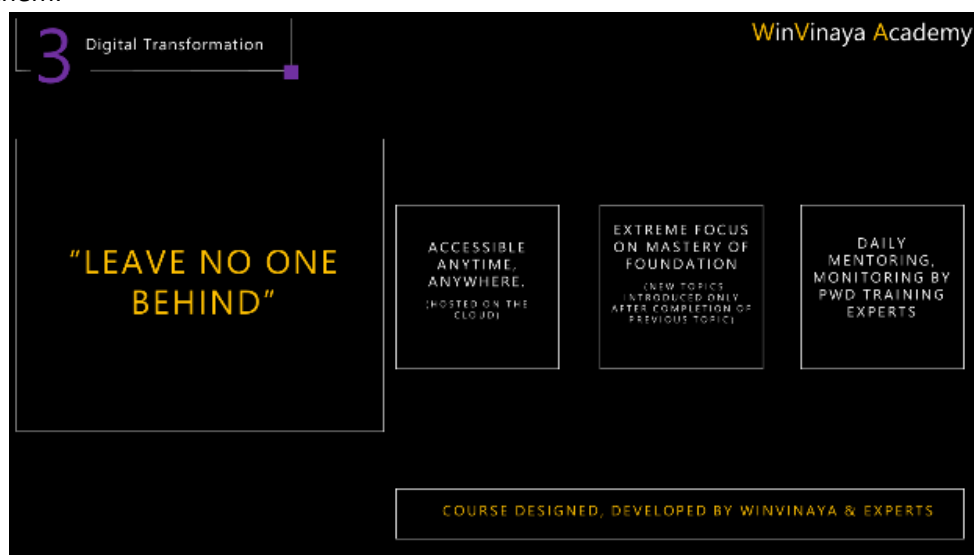
Digital Transformation through WinVinaya Academy

We believe in the Mantra "Leave No One Behind." WinVinaya Academy is hosted on the cloud and is accessible anytime, anywhere.

We noticed that some of our candidates connect to WinVinaya Academy in the night, when their network connection is better, or they borrow laptops from their friends at night. In a traditional instructor led training, this would have been difficult for some of the candidates to learn in daytime.

In WinVinaya Academy, each course is divided into multiple topics. To ensure that the candidates learn the fundamental topics very well before they move to advanced topics, we open only few topics at a time. This immensely helps the candidates succeed.

We believe that one size does not fit all, and that Digital Platform alone will NOT solve all the issues in learning. Hence, we have blended learning, where trainers monitor the progress of the candidates daily and have regular calls to coach them.

Appendix 3: Details of the Project Budget

Months	COST CATEGORY				
	Rental	Training - Trainer Budget	Training License for English	Project Management	Total
July, 2022	₹ 15,000	₹ 3,45,000	₹ 35,400	₹ 30,000	₹ 4,25,400
Aug, 2022	₹ 15,000	₹ 3,45,000	₹ 35,400	₹ 30,000	₹ 4,25,400
Sep, 2022	₹ 15,000	₹ 3,45,000	₹ 35,400	₹ 30,000	₹ 4,25,400
Oct, 2022	₹ 15,000	₹ 3,45,000	₹ 35,400	₹ 30,000	₹ 4,25,400
Nov, 2022	₹ 15,000	₹ 3,45,000	₹ 35,400	₹ 30,000	₹ 4,25,400
Dec, 2022	₹ 15,000	₹ 3,45,000	₹ 35,400	₹ 30,000	₹ 4,25,400
Jan, 2023	₹ 15,000	₹ 3,45,000	₹ 35,400	₹ 30,000	₹ 4,25,400
Feb, 2023	₹ 15,000	₹ 3,45,000	₹ 35,400	₹ 30,000	₹ 4,25,400
Mar, 2023	₹ 15,000	₹ 3,45,000	₹ 35,400	₹ 30,000	₹ 4,25,400
Total Budget	**₹ 1,35,000**	**₹ 31,05,000**	**₹ 3,18,600**	**₹ 2,70,000**	**₹ 38,28,600**

Appendix 4: Few Success Stories of WinVinaya's candidates

1) **Success Story of Anoop**

   Anoop is a Hearing & Speech Impaired person from Kerala. He uses Sign Language to communicate. Even though there are 400+ educational institutions for the deaf in India, almost 95% of them do not have qualified sign language instructors. In other words, we are NOT educating the deaf in an effective way.

   Anoop experienced this the hard way.   But then, Anoop is a strong willed, smart, hard working person. Watch this video to see how Anoop transformed his life - Success Story of Anoop

2) **Success Story of Lohith**

   Lohith is a Person with Low Vision from Karnataka.   He wanted to do Engineering, which includes design drawings, practicals, labs… Some raised questions if that is the right course for him. He took it as a challenge and completed Mechanical Engineering.

   He then decided to explore the IT sector. He got himself trained in software development and landed a job in a top MNC. When there is a will, there is a way. Watch his story - Success Story of Lohith

3) **Success Story of Jayashree**

   Jayashree is a Person with Locomotor Disability from Karnataka.   When she was born, her parents were very worried about the future of their girl child with disability. It was NOT easy to get school admission.

   Fast Forward - Jayashree completed MCA. She fine-tuned her skills and is now working in a top MNC & is the primary bread winner of her family - A Person with Disability supporting people without disabilities. Watch her story of GRIT – Success Story of Jayashree