

FORM RDRM C

PROPOSAL FOR APPROVAL FOR TAKING UP CONSULTANCY

Please refer to Statutes SA38 for more details

1. TITLE OF PROPOSED PROJECT: KAP Survey of Citizens in Goa - 2022
Assembly Election
2. Principal Consultant
 - a. Name: Prof. RAHUL TRIPATHI.
 - b. Designation: PROFESSOR.
 - c. Department: Political Science.
3. CLIENT:
 - a. Firm: Office of Chief Electoral Officer, Goa.
 - b. Address for Communication: Chief Electoral Officer, Altinho, Goa.
 - c. Contact person in the Organization: Sh. Kunal IAS, CEO, Goa.
4. Names, Designation and Department of the staff members involved in this consultancy (including students)
Prof. Rahul Rahul Tripathi : Head
Dr. Alaknanda Shringare Assistant Professor
5. Name and Address of Outside Expert (if any) involved in the Consultancy
N.A.
6. Whether the Consultancy shall make use of any University facilities such as equipment or laboratory
Laptop / Printer / Internet.
7. Time Schedule
One month.
 - a. Duration (Weeks, months or years)
 - b. Starting Date: 15th July to 15th August.
8. Estimate of Charges
 - a. Honoraria to consultant(s), staff of laboratory and others.
Consultant Share
Other members Share
University Share (as per SA38.2.vii)
 - b. Cost of materials used in carrying out consultancy.
 - c. Computer charges.
 - d. Charges for use of laboratory equipment and instruments.
 - e. T.A./D.A. for visits to sites.
 - f. Administrative/overhead charges to be paid to the University (@15%) 7.5% requested.
 - g. Miscellaneous.

Break-up as
given in the
attached
proposal.

Total Rs. 3,88,504 /-.

9. Give a brief description of the work to be done that includes scope of the work, Receivables from the client and Deliverables to the client. (As annexure I) (Proposal Enclosed)

Declaration by Consultant(s)

- A. I/we shall ensure that the proposed consultancy project does not affect my/our regular academic, research and related activities and other duties which are assigned to me/us by the University.
- B. Number of Consultancies at present with me/each one of us do not exceed four in number.
- C. This is to certify that there is no close relationship between me/us and the client funding the consultancy project, or any vendor to whom payments are to be made from the consultancy project funds, or any such issue leading to conflict of interests.
- D. We have agreed to share the Honorarium as per following distribution.

Name

Proposed share

Not Applicable - Honorarium being given only to students as surveyors & data entry.

- E. I/we undertake to abide by all the provisions of Statute SA-38 in connection with the Consultancy project proposed herewith.

Prof. Rahul Tripathi

Dr. Alaknanda Shringar

Tripathi 9/7/21
Shringar 9/7/21

Signatures of Consultants

(separate forms may be submitted if the consultants are from different department)

Declaration by Head of the Department

- A. For the present consultancy the CLIENT Chief Electoral Officer Goa
has requested the services of Department of Political Science, Goa
University

(letter may be placed for records) and these faculty members may be permitted to take up the consultancy work.

- B. Based on the expertise available in the Department, following member(s) of the Department have been assigned the present consultancy work.

- a. Prof Rahul Tripathi
- b. Dr Ataknanda Shringare
- c.

Dongale HOD 9/7/21

Signature of the Head of the Department

The present consultancy project has been registered in RDRM and the reference number is

GU/D-RDRM/Consultancy/OCEO/Political SC./RT/02/2021-22

Adhikari 13/7/2021
Signature of In-charge RDRM

Approved/Not Approved

Samir Sahni
Vice Chancellor
14/07/2021

Goa University
Dept. of Political Science
Inward No. 228
Date: 6/7/21

Office of the Chief Electoral Officer
Altinho, Panaji-Goa 403 001

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Fax No.:- 0832-2228443

E-mail:- ceo_goa@eci.gov.in, jtceo_goa@eci.gov.in

<http://www.ceogoa.nic.in>

No.:- 5-2-2021/ELEC

Date:- 01/07/2021

To,
Mr. Rahul Tripathi,
Goa University,
Taleigao-Goa.

Sub: Conduct of Baseline / Endline Survey of Knowledge, Attitude and Practices (KAP)

Sir,

I am to refer to your email dated 22nd June' 2021 on the subject cited above and to inform you that the Chief Electoral Officer has approved your proposal to undertake the KAP Baseline and Endline Survey as per the guidelines of Election Commission of India.

You are requested to submit the report before 30th July ' 2021, positively.

Yours faithfully,

(Narayan Sawant)

Additional Chief Electoral Officer

Dr. Alakula,
May kindly prepare
a file on this.

Department of Political Science**Goa University****Baseline & Endline Survey of Knowledge, Attitude and Practices (KAP)****Proposal**

Elections are fundamental to democratic governance. They not only facilitate smooth transfer of power but also provide means to citizens to hold their representatives accountable. Conducting free and fair elections in a country with huge population and geographical diversities is a challenging task. The task of Election Commission of India (ECI) in this regard is commendable. Apart from the conduct of free and fair elections, in recent years ECI have initiated many activities to gauge the voters knowledge, belief, perception, attitude, practices and behaviour towards elections and tried to ease the process of voting so that large number of people can cast their vote. Almost all polling booths are disabled friendly. It also took measures to reduce money power at the time of elections. The enrolment drives and voter campaigns increased voter turnout. These activities increased awareness among the voters about the process of elections in India.

Due to the efforts of office of Chief Electoral Officer, Goa witnessed an increase in the voting turnout in the previous assembly and Loksabha elections. The Department of Political Science has become part of one such activity started by the ECI called SVEEP. The Department was involved in conducting baseline and endline surveys for Loksabha and Assembly elections of Goa in the past. In continuation with this collaboration, the Department of Political Science proposes to conduct the KAP Baseline and Endline Surveys for the Goa Assembly Elections 2022.

Objectives

1. To understand awareness of election process among the voters of Goa.
2. To study the attitude of voters towards election.
3. To examine the behaviour of voters towards registration and voting.
4. To study awareness about ECI's campaign among voters of Goa.

Research Methodology

Goa is divided into two districts, North Goa and South Goa. Data will be collected from 12 Assembly Constituencies, six Assembly Constituencies from each District. From each Assembly Constituency, four Polling Stations (PSs) will be selected and from each Polling Station 15 respondents will be selected for the survey. The Assembly Constituencies and Polling Stations will be selected using stratified random sampling method. Enumerators will use KRIS grid formula. One enumerator will cover two polling stations (30 respondents). The data will be collected from both quantitative as well as qualitative methods. The quantitative method includes survey which will be conducted through a structured questionnaire. Since the information on knowledge, attitude and belief will be collected it is called the KAB tool. The questionnaire will be administered to the registered voters in Goa.

Number of Districts	2
Number of Assembly Constituencies	12
Number of Polling Stations 4X12	48
Number of respondents from each Polling Station	15
Total number of respondents 15X48	720
Total number of Enumerators required for field work	24

Time-Frame (Baseline and Endline Survey)

Particulars	Duration
Workshop for field enumerators	Three days workshop for enumerators 07-07-2021 to 09-07-2021
Survey dates	4 days (10-07-2021 to 14-07-2021)
Data entry & Data Analysis	15 days (15-07-2021 to 31-07-2021)
Report writing	One month
Submission of Baseline Report	15-08-2021

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Budget Estimate (Baseline and Endline)

Particulars	Numbers	Total Expenditure of Baseline survey	Total cost of two surveys (Baseline & Endline)
Snacks, Tea and lunch for Workshop	200X30 =6000 6000X 3days	Rs. 18000	Rs. 36,000
Survey Kit	24X300	Rs. 7,200	Rs. 14,400
Printing and Photocopy	Questionnaires Printing and binding of report copies	Rs. 30,000	Rs. 60,000
Honorarium to Enumerators	900 per day 4 days X 900 = 3600 (1 Enumerator) 24X3600	Rs. 86,400	Rs.1,72,800
Data entry	Rs. 15 per questionnaire 15X720=10,800 (2 Students)	Rs. 21,600	Rs. 21,600
Clerical and Office Assistance	Rs. 7500	Rs. 7,500	Rs. 15,000
Contingency		Rs. 10,000	Rs. 20,000
Total		Rs. 1,80,700	Rs. 3,61,400
University overhead charges (7.5% of total)		Rs. 13,552	Rs. 27,104
	Total		Rs. 3,88,504

In view of the on-going COVID-19 pandemic, necessary and appropriate precautions will be taken during the survey.