

Volunteering projects 2015, Sri Lanka

About our partner in Sri Lanka

Our partner in Sri Lanka is a non-political, non-racial and non-sectarian organization working for peace, harmony and well-being of mankind. According to the principles of United Nations, SUNFO is a non-profit NGO. SUNFO programs and activities are mainly focused on child welfare, youth development, International relations, women empowerment, elderly services and inter-cultural learning and exchanges. SUNFO supports poverty eradication, achieving Millennium Development Goals and Post/2015 policy and advocacy consultations and mobilizations in Sri Lanka. SUNFO was inaugurated on 22 May, 1999 under the patronage of Hon, speaker of the Parliament of Sri Lanka and with the blessings of United Nations Resident Coordinator.

SUNFO promotes global understanding by providing opportunities to the youth and others to work in different cultural contexts to appreciate Inter-cultural learning. Thereby, reducing boundaries and bringing people to work together in harmony by understanding the Inter-cultural aspects focusing towards development of people and society through youth mobility and volunteerism. SUNFO hosted South Asian Peace Youth Camp in Sri Lanka in 2012 where over 300 overseas delegates attended. SUNFO has been actively involved in National and International youth activities, workshops and conferences in Sri Lanka and overseas. During last 15 years over one million children, youth and citizens have been participating in SUNFO activities, programs, mobilizations and projects from Sri Lanka and overseas.

Areas of Interest

Youth Projects : youth leadership, experimental learning and training, youth motivation and social inclusion, HIV/AIDS, drug prevention, counselling, sports.

Peace Projects : meditation, yoga, learning inter-religious traditions, inter-racial harmonization, campaigns.

Construction Projects : construction of houses, water supply schemes, painting buildings, maintenance work.

IT Projects : web development, graphic designing, project reports, social media, networking, IT trainings.

Environmental Projects : bird Watching, animal care, sea turtle conservation, rain water harvesting, agriculture, environment protection, water and sanitation, plantation, environment education, climate change issues, fishing, lagoon improvements.

Child Development Projects : children homes, orphanages, disabled homes and pre-schools.

Cultural Projects : traditional folk dance, art, drama & cultural education.

Educational Projects : teaching English, French, Korean and Italian Languages, skill trainings.

Women Projects : skill development, handicraft, women empowerment, cooking, migrant workers, livelihood.

What is needed to be an LTV/MTV?

We welcome anybody who is interested to participate in our voluntary programs regardless of age, sex, religious belief, ethnicity or sexual orientation.

But we encourage volunteers to be :

1. Open Minded

It is essential to be open to new ideas, situations, morals, values and ways of doing things. Things may be different from what you are used to or your existing expectations. If you remain “open minded” then you will have new opportunities. Broadening one’s mind is a prerequisite and the heart of inter-cultural exchange.

2. Flexible

Remaining flexible to ideas, people, situations is very important. While working at development projects, you will be dealing with people with different culture. Having a flexible approach is often the best way to deal with such situations.

3. Creative

Innovating and adopting a creative approach to your volunteering placement and work maintains motivation and prevents from routine. When you start to think creatively it is amazing what can be achieved.

4. Committed

As we are a voluntary organization committed in bringing international volunteers and local communities together, we understand that sometimes it will be challenging for you to adjust to the local conditions. For this reason, we expect you to realise that this requires a strong commitment towards your program. However, we also feel that by completing your program, you have a lot to gain personally in terms of experience and understanding yourself better.

How does it work?

The LTV/MTV program at SUNFO is structured as following :

Application : Volunteers must apply to our partner organizations in their own country.

Placements : We will complete the placements of volunteers within a week after receiving the application. Volunteers can apply for an LTV/MTV program for a minimum of two weeks.

Information : SUNFO will send the required Information to the volunteers - including a pre-arrival letter, project profile, info sheet, general information and travel details. This information will be sent to the volunteers at least two weeks in advance.

Arrival : Volunteers must arrive to Sri Lanka on 1st or 3rd Monday of each month, or the day before. You can arrive to Bandaranaike International airport, Katunayake and from their by Taxi Cab/bus/train to SUNFO Center at Moratuwa. Specific information regarding your arrival will be sent to you in the pre-arrival letter.

Registration : Your registration will be completed during the first or second day of arrival. This will consist of understanding and signing a contract and collecting the participation fee. Please note that if you have applied for more than three months, the fee for the first three months is collected at the beginning of the project. If you have applied for less than three months, then the entire participation fee will be collected in the beginning itself. Please make sure that you have the currency converted to Sri Lanka Rupees that you have the full amount available with you. You will have to produce two photocopies of your passport and of your visa.

Projects : Following the orientation week, volunteers will join their respective projects in different locations, depending on the placement.

Monitoring : Each volunteer is allocated a local SUNFO Coordinator on his/her arrival, to assist and support the volunteer in their project, and monitors the progress during their voluntary service.

Get-together : Once a month SUNFO organizes a get-together for all volunteers to discuss their progress, share their experiences and challenges encountered. It is a great opportunity to reconnect with volunteers and to use them as a resource network on how to act within their own projects.

Final evaluation : Volunteers are expected to complete and submit a Final Feedback report and Final Evaluation report at the end of their volunteering program in Sri Lanka. This details their work, progress, problems, solutions and suggestions for future volunteers and SUNFO .

Orientation week

The program will start with a week-long orientation. Depending on where a volunteer's project is located, the Orientation will be held either in Moratuwa or Elpitiya. The schedule is flexible but the Orientation week usually contains the following :

- Program Introduction : Topics include aims of the program, way of working, finances, reporting and documentation, rules and expected behaviour.
- Sri Lanka : Topics include culture, religion, habits, customs, history, geography, social issues etc.
- Language Skills : Sri Lanka uses 2 official languages (Sinhala & Tamil), and International Language (English). We will start with teaching the local language – Sinhala or Tamil. Do not forget that English is widely spoken throughout the country. However, we urge you to learn and speak the basic local language, since this will open more doors for you.
- Projects: We will give you an overview of the projects of SUNFO and an explanation and presentation of your particular placement. There will also be Project visits, where you will have the opportunity to conduct activities as a group and meet current volunteers in other projects who can share their experiences.
- Safety : Topics include Health, Women safety, Travel guidelines, and an introduction to SUNFO Emergency Action Plan (EAP).
- Information : Lots of new things will be introduced to you including some sessions on yoga, cooking and Hindu philosophy.
- Local sightseeing : meeting people will make you feel right at home. You will have the opportunity to visit market places, Sri Lankan homes and natural sites in groups or individually during the free time.
- Do's and Don'ts : there are some simple rules, which can help you have a smooth integration with each other and with the local people. This will also help overcome your culture shock!
- Intercultural Session : Do not forget to bring items from your home (photos, music, food, handicrafts, etc.) that might help you present your country and your culture to other volunteers as well as to the local people and SUNFO Staff.
- Group games and discussions will be the methodology adopted during the orientation week, to make the theoretical sessions as dynamic and participatory as possible.

Volunteers will have to stay together in the SUNFO-house in Moratuwa or Elpitiya in the Orientation week. You will stay in shared bedrooms, and will take all three vegetarian meals together.

Get Together

SUNFO organizes a Monthly Evaluation and reflection meeting for all volunteers. This is an occasion for volunteers to come together for a day to exchange their experiences, have fun and relax. These meetings will take place in different

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locations and will have different topics and activities. It is a very good opportunity to meet and get to know the other volunteers as well as SUNFO staff team. There will be one-to-one sessions between the volunteer and the coordinator to discuss the progress and to resolve any issues and challenges faced.

Final Evaluation

A Final Evaluation will be carried out at the end of the program term and a personal meeting will be held between the volunteer and the SUNFO Coordinator. The Final Evaluation/Report outlines the work done by the volunteer where you can share your experiences (good and bad ones!) and complete a feedback form. The Final Evaluation serves as a guideline for future volunteers and for SUNFO to improve upon the quality of its projects. SUNFO will provide each volunteer with an official Certificate of Appreciation to formally attest their international voluntary experience. It will also be the time to say goodbye to all those who have made your experience in Sri Lanka a memorable one.

Costs Involved

SUNFO is a non-profit organization and does not depend on external funding. All costs of SUNFO are sustained through the participation fees from volunteers. Therefore volunteers are expected to pay the participation fee mentioned below besides all their personal costs needed to travel, visa, health & travel insurance, clothing, toiletry, laundry and other personnel needs. Also volunteers are responsible for their own expenses for any weekend tours and meals during Saturdays/Sundays to explore Sri Lanka.

We compelled to charge a fee as follows (depending on the exchange rates):

Registration Fee (one time ONLY) : SL Rs.7000.00 (About Euro 50)

Participation Fee :

For two weeks or part of it : SL Rs. 28,000.00 (About Euro 200)

For a one month or part of it : SL Rs. 42,000.00 (About Euro 300)

For each additional month or part of it : SL Rs.35,000.00 (About Euro 250)

The participants are required to pay the Registration Fee & Participation Fee in cash on the first day of their arrival at the accommodation house on their arrival. Project related travel expenses shall be reimbursed to volunteer each month with a maximum cap of SL Rupees 1000.00. Leisure travel and personal expenses during free time are not covered in participation fee.

If you have applied for more than three months, only the first three months fee is collected in the beginning.

If you have applied for less than three months, the entire participation fee is collected in the beginning.

Remember that the participation fee is non-refundable. Please decide the duration of your program carefully while you are applying.

What does our program participation fee cover?

We are a non-profit organization, and therefore we have kept our prices as affordable as possible.

Our income is spent as follows (from the most to the least expensive item):

1. Project development : this is the money that is spent to set up projects and travel to the different locations. Some projects require more investment than others.
2. Orientation week, Get-together and Evaluation for volunteers : the expenses related to food, accommodation, transportation, and activities organized during these events.
3. Volunteers hosting payments : we pay for the food, accommodation, transportation for participants, which differs from project to project.
4. Office expenses : including salaries, telephone, internet, postage, photocopy, printing, stationery, electricity, gas, food and telephone allowance for staff, and office equipment.

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5. Scholarships for SUNFO representatives sent to projects abroad : SUNFO sends local volunteers abroad on sponsored voluntary programs and camps.
6. Donations to local social projects : apart from supporting local organizations by the placement of volunteers and by organizing short-term work camps.
7. Local transportation costs for staff to visit volunteers and projects : in order to visit their volunteers, SUNFO coordinators have to travel regularly to the locations of the project.
8. International travel costs to attend Conferences and international meetings : SUNFO sends representatives to statutory meetings and conferences to interact with its worldwide partners and develop its activities.
9. International membership fees : annually SUNFO has to pay a fee to remain a member of international networks and platforms of like-minded organizations.
10. Promotional material and website costs
11. Staff Trainings of SUNFO.

Visa Requirements

Normally one month tourist visas could be obtained online and on arrival at the Colombo International airport with a fee about US \$ 30. This visa later could be extended up to 3 months (maximum).

Any volunteer expected to stay more than three months has to be applied before their arrival at the nearest Diplomatic mission of Sri Lanka in their home country or nearest country.

We will provide necessary information and assistance once we receive the application of intended volunteers.

Accommodation and meals

Accommodation for volunteers can be at the project houses at Moratuwa or Elpitiya in sharing dormitories/room. Volunteers would be provided simple healthy 3 vegetarian meals per day (Breakfast, Lunch, Dinner) in local style for 5 days per week. Any other extra food and beverage costs are the own responsibility of volunteers. Supermarkets and restaurants are available in 10 minutes walking distance from the accommodation places. Nice beaches such as Mt.Lavinia, Hikkaduwa, Ambalangoda) are not very far from volunteers accommodation houses. Volunteers are expected to keep clean rooms, kitchen, toilets and garden while using facilities.

Other important instructions

Smoking and drinking is not allowed in Sri Lanka in most public places and our project locations.

Smoking and drinking is allowed only in designated areas of the accommodation houses without inconvenience to other volunteers and staff.

Important notes :

Volunteers are expected to take extra care of their own valuables such as laptops, cameras, jewellery and money in public and other common places.

Volunteer behaviour will directly reflect SUNFO and their country image within local community, hence good work ethics are highly desired and expected.

Follow suitable dress code when visiting Projects and Religious places such as Temples.

Volunteers will be involved in project activities around 4-7 hours daily for 5days in the week in an arranged schedule depending on the project requirements.

Please remember the following :

Your actions will directly or indirectly affect the reputation and image of SUNFO.

It is important to respect the local culture/values and traditions and the religious beliefs and practices of the local people.

Be aware that the living conditions are many times different than at home (no warm water, no air conditioning, no easy access to international phone or internet, no easy transportation at all times, mosquitoes...etc)

To make a serious effort in integrating into the local community.

It is easy to de-motivate other volunteers through careless complaining. You can avoid this by expressing yourself to your SUNFO coordinator, who is there to support you.

It is important to support SUNFO in our programs and projects, to be committed and show responsibility.

Inter-cultural exchange is a complex process but highly rewarding.

Projects

EDUCATIONAL PROJECTS

01.Project Name: Teaching Pre-school/Kinder Garden kids of Age 02-04 years old

Project Code: SUNFO/V/EDU/01

Project Locations : Moratuwa and Karandeniya, Sri Lanka.

Period: 01 May- 31 July,2015 and 01 September-10 December.2015

Activities: Normally pre-school operates Monday-Friday from 7.30AM-12.30PM. Afternoon may spend for preparation of next day study programs. Volunteers will assist teachers while working with small kids by teaching, playing and socializing with kids. Further volunteers may engage planning and organizing educational, sports and fun activities for kids.

02.Project Name: Teaching ENGLISH – (Non Formal Education)

Project Code: SUNFO/MTV/EDU/02

Project Locations: Moratuwa and Karandeniya, Sri Lanka.

Period: 01 January,2015 to 31 December,2015

Activities: Teaching basic spoken English for school students, youth and others who are generally not from English speaking families. Classes may fixed in morning/afternoon/evenings.

03.Project Name: Teaching FRENCH – (Non Formal Education)

Project Code: SUNFO/MTV/EDU/03

Project Location: Moratuwa, Sri Lanka.

Period: 01 January,2015 to 31 December,2015

Activities: Teaching basic spoken French for school students, youth and others who are generally not from French speaking families. Classes may fixed in the morning/afternoon/evenings

04.Project Name: Teaching ITALIAN – (Non Formal Education)

Project Code: SUNFO/MTV/EDU/04

Project Location: Moratuwa, Sri Lanka.

Period: 01 January,2015 to 31 December,2015

Activities: Teaching basic spoken Italian for school students, youth and others who are generally not from Italian speaking families. Classes may fixed in morning/afternoon/evenings.


CHILD DEVELOPMENT PROJECTS

05.Project Name: Children Home Care Project

Project Code: SUNFO/V/CD/05

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Project Location: Karadeniya, Sri Lanka.

Period: 01 January, 2015 to 31 December, 2015

Activities: This project is only for Female Volunteers and they will live in a SUNFO Children Home where about 20 school going girls age 05-18 are residing. Will engaged in all general activities such as housekeeping, Cooking, Gardening, Sports, leadership and moral development of inmates.

06. Project Name: Shanty Children Upgrading Project

Project Code: SUNFO/V/CD/06

Project Location: Moratuwa, Sri Lanka.

Period: 01 January, 2015 to 31 December, 2015

Activities: There are many low income level families living in shanty houses built along railway lines and canal reservations. Many children of those places do not have proper parental care, love, food and other basic necessities. Volunteers will be involved in visiting them, spending time while playing with them, guiding and educating them about good habits and social values.

YOUTH DEVELOPMENT PROJECT

07. Project Name: Youth Leadership project

Project Code: SUNFOV/YD/07

Project Location: Moratuwa, Sri Lanka.

Period: 01 January, 2015 to 31 December, 2015

Activities: Volunteers will be engaged with local youth teams and planning and implementing various service activities such as Youth Social work, Youth workshops, youth Seminars, Youth fund raising, youth campaigns, youth exhibitions, youth adventure, youth sports and youth cultural programmes and events.

CONSTRUCTION PROJECTS

08. Project Name: Construction Volunteerism Project

Project Code: SUNFO/V/CV/08

Project Location: Karadeniya & Moratuwa, Sri Lanka.

Period: 01 January, 2015 to 31 December, 2015

Activities: Volunteers will be involved in available construction projects such as buildings, paintings, renovations, parapet walls, land preparations, water supply etc.

IT PROJECTS

09. Project Name: Graphic Designing Project

Project Code: SUNFO/V/IT/09

Project Location: Karadeniya & Moratuwa, Sri Lanka.

Period: 01 January, 2015 to 31 December, 2015

Activities: Designing of Graphic arts for books, banners, leaflets and magazines, preparation of project presentations, reports and short video films. It is necessary to bring own laptop and cameras by volunteers.

10. Project Name: Social Media and Web Development Project

Project Code: SUNFO/V/IT/10

Project Location: Karadeniya & Moratuwa, Sri Lanka.

Period: 01 January, 2015 to 31 December, 2015

Activities: Creating websites, social media promotions, preparation of project reports, photo albums, video films and advertisement clips... It is necessary to bring laptop and cameras by volunteers. Volunteers will be serving with SUNFO to improve its IT capacities and assisting general office IT works.

ENVIRONMENTAL PROJECTS

11. Project Name: Plantation and Village environmental Project

Project Code: SUNFO/V/EP/11

Project Location: Karandeniya Sri Lanka.

Period: 01 January, 2015 to 31 December, 2015

Activities: Organic farming, Tea, rubber, paddy and cinnamon plantation life experiences.

12. Project Name: Lunawa Environmental Beach and Lagoon Project

Project Code: SUNFO/V/EP/12

Project Location: Moratuwa, Sri Lanka.

Period: 01 January, 2015 to 31 December, 2015

Activities: SUNFO Center at Moratuwa bordering Lunawa Lagoon, which is one of the biggest lagoon in Colombo District. The migratory birds that took asylum on the branches of trees which made the area attractive was lost and aquatic life in the lagoon threatened due to pollution. But recently the Lunawa lagoon and surrounding areas have been developed making the lives of more than 18,000 families comfortable by Water Supply and Drainage Ministry. Volunteers will be engaged in organic Farming, Beach cleaning, Bird watching, Lunawa Lagoon environmental research, Observation of traditional fishing community life (both inland and ocean). Further volunteers will get an opportunity to organize and participate Climate Change actions.

PEACE PROJECT

13. Project Name: Inter-religious Peace & Harmony Project

Project Code: SUNFO/V/PP/13

Project Location: Moratuwa, Sri Lanka.

Period: 01 January, 2015 to 31 December, 2015

Activities: Sri Lanka is a multi-religious country of Buddhism, Christianity, Hinduism and Islam while majority are Buddhists. Volunteers will be visiting different historical religious places (Christian, Hindu, Buddhist and Islam) and identifying similarities, methods of co-existence in peace & harmony. SUNFO has built a monument symbolizing 11 world major religions and Mahatma Gandhi non-violence Statue at Moratuwa. Volunteers will be engaged in organizing peace workshops, talks, activities with Mahatma Gandhi Peace & non-Violence Monument programmes of SUNFO.

CULTURAL PROJECT

14. Project Name: Local Cultural Awareness Project

Project Code: SUNFO/V/CP/14

Project Location: Moratuwa, Sri Lanka.

Period: 01 January, 2015 to 31 December, 2015

Activities: Many Cultural training centres and groups are linked with SUNFO. Volunteers will be engaged in cultural training programs of local cultural dance, art, music, handicraft and dramas. Volunteers will get an opportunity to learn Sri Lankan traditional cultural items while assisting cultural programs. Observing traditional cultural processions of Temples, Kovils and other religious places volunteers will learn about rich ancient South Asian cultural practices.

OTHER PROJECTS

15. Project Name: Old Age Home/ Geriatric Care

Project Code: SUNFO/V/OP/15

Period: 01 January, 2015 to 31 December, 2015

Activities: SUNFO helps many projects by sending volunteers to old age homes where the elderly are neglected and forgotten by the mainstream of society. Geriatric care and concern for the older people is becoming more important today.

Working at an Old Aged home can be quite a challenging task. The work will include interacting with the old people and basic support towards the staff in their daily routine. Volunteers will take part helping in the daily activities, medical care, special programs for physical exercise, and giving company to the elderly.

This project is for those who are willing to work with old people and also for those who like this kind of work.

**If you have any questions about the projects, do not hesitate
to contact us!**

SVI : info@servicevolontaire.org or visit our website:

www.servicevolontaire.org