



COMMONWEALTH of LEARNING  
*Learning for Development*

Commonwealth Educational  
Media Centre for Asia

Ref: 06-01-062/Skills  
Dated: Nov 11, 2022  
Budget Code: 23-LH1-162

C23-198

To,  
Tmt. J. Innocent Divya, IAS  
MD, Tamilnadu Skill Development Corporation  
1<sup>st</sup> Floor, Employment Office, Alandur Rd,  
Thiru Vi Ka Industrial Estate, Guindy, Chennai – 600 032  
E-mail: md@tnsdc.in

Re: Online Capacity Building Programme for 10,000 students through Commonwealth of Learning – UdeMy Scholarship programme and 5000 students through Commonwealth of Learning – Grow with Google from various institutions empanelled with TNSDC's initiative NAAN MUDHALVAN across Tamil Nadu.

Dear Tmt. J. Innocent Divya,

As part of Commonwealth of Learning's strategic plan 2021-27, its regional centre, Commonwealth Educational Media for Asia (CEMCA) is supporting Vocational Training Institutions/government agencies in capacity building of youths by upskilling their knowledge and skillsets. In this regard, CEMCA seeks to confirm through this Contribution Agreement ('the agreement') with TNSDC (Tamil Nadu Skill Development Corporation) for conducting Online Capacity Building Programme for 10,000 students through Commonwealth of Learning – UdeMy Scholarship programme and 5000 students through Commonwealth of Learning – Grow with Google from various institutions empanelled with TNSDC's initiative NAAN MUDHALVAN across Tamil Nadu.

#### 1.0 TNSDC's Statement of Work

1.1. Advertise and promote the Commonwealth of Learning – UdeMy Scholarship in various colleges and institutions across Tamil Nadu and on online social media for large enrolment of students in these courses.

1.1.1. Mobilize and provide details of at least 2500 students to CEMCA for registration on the UdeMy platform every 2 months starting from November 2022. A total number of 10,000 Commonwealth of Learning – UdeMy Scholarships will be provided over the year 2022-23. Emphasis is to be given to the enrolment of female and PWD youths for this scholarship.



- 1.1.2. Validity of the scholarship (access to UdeMy platform) will be 60 days for each batch of 2500 students starting from 1st Dec 2022 during which participants can enrol and complete the recommended courses while they will also have access to enrol for additional certification courses on UdeMy platform during the month-long period.
- 1.1.3. Secure active participation of students from various colleges/institutions and motivate them towards completing at least 1-course on the "COL-UdeMy Programme".
- 1.1.4. Ensure at least 80% of the registered participants must complete at least 1 course by providing regular academic and administrative support and counseling.
- 1.2. Advertise and promote the Commonwealth of Learning - Grow with Google programme in various colleges and institutions across Tamil Nadu and on online social media for large enrolment of students in these courses.
  - 1.2.1. Mobilize and provide details of at least 5000 students to CEMCA for registration on the Google platform by 15 December 2022. Emphasis is to be given to the enrolment of female and PWD students for this scholarship.
  - 1.2.2. Validity of the scholarship (access to Google platform) will be 180 days for students starting from 1st Jan 2023 during which participants can enrol and complete the recommended courses while they will also have access to enrol for additional certification courses on the Google platform during the month-long period.
  - 1.2.3. Secure active participation of students from various colleges/institutions and motivate them towards completing at least 1-course on the "COL-Grow with Google Programme".
  - 1.2.4. Ensure at least 80% of the registered participants must complete at least 1 course by providing regular academic and administrative support and counseling.
- 1.3. Facilitate both UdeMy and Grow with Google training programs and provide support in day-to-day administration and follow-up activities with participants as per requirement.
- 1.4. Establish an email-based help desk function to support the academic and administrative requirements of students who join the Scholarship programme by 1<sup>st</sup> December 2022.
- 1.5. Depute a contact point to CEMCA and coordinate with the Resource Person/s to design and conduct the capacity-building programmes as well completing all agreed activities.
- 1.6. Acknowledge COL-CEMCA's contribution to this activity by displaying CEMCA/COL logo in all activities/workshop banners, participation certificates, publications, posters, pamphlets, websites and related news for this activity. The contribution of CEMCA may be displayed in all publications as "With the support of Commonwealth Educational Media Centre for Asia, New Delhi, a regional centre of Commonwealth of Learning" and logo.



- 1.7. Provide news item(s) and photographs related to the activities for sharing on CEMCA website and newsletter.

## 2.0 CEMCA's Responsibilities and Contact Person

- 2.1. CEMCA shall be responsible to:
  - 2.1.1. Conduct a baseline study of the participants to analyze the current situation to identify the starting points for a programme.
  - 2.1.2. Provide 10,000 COL-Udemy Scholarships and 5000 COL-Grow with Google to students nominated by TNSDC and enroll them for courses.
  - 2.1.3. Curate the list of courses on the Udemy platform to offer to the participants in consultation with TNSDC.
  - 2.1.4. Provide expert support from time to time in the listed statement of the work.
  - 2.1.5. Identify, engage, and remunerate Resource Persons to provide mentoring support for participants.
  - 2.1.6. Setup online help desk to support students in enrolment and answer generic queries.
  - 2.1.7. Continuous monitoring and evaluate the progress of the project and organize meetings with TNSDC officials monthly to discuss the status.
  - 2.1.8. Co-certify the participants with TNSDC.
  - 2.1.9. Provide CEMCA Logo and necessary information for the workshop.
- 2.2. CEMCA shall assign Mr. Saurabh Mishra, Programme Officer, (saurabhmishra@col.org) as the staff member with whom the TNSDC shall liaise on matters related to this agreement.

## 3.0 Deliverables and Timeframe

- 3.1. The above agreement shall commence when both parties have signed, and a copy has been returned to CEMCA and will continue in effect until June 30, 2023 with the following specific deliverable and timeline:
  - 3.1.1. Mobilize and provide details of 2500 students to CEMCA for registration on the Udemy platform every 2 months starting from November 2022. A total number of 10,000 Commonwealth of Learning – Udemy Scholarships will be provided over the year 2022-23. A total of 10,000 scholarships will be provided.
  - 3.1.2. Mobilize and provide details of at least 5000 students to CEMCA for registration on the Google platform by 15 December 2022. The course will commence from 1<sup>st</sup> January 2023.



#### **4.0 Gender Equality**

Gender equality is integral to all CEMCA's work and requires that both women's and men's views, interests, and needs shape their work in learning for development. TNSDC agrees that gender considerations shall conform the activities to be undertaken under this agreement.

#### **5.0 Contribution**

5.1. CEMCA will arrange and bear the cost of COL-Udemy and Grow with Google scholarships & certification and Resource Persons honorarium/fees for the classroom training program as per the CEMCA norms. Resource Persons will be paid directly by CEMCA.

5.2. TNSDC will bear the cost of mobilization, facilitating, and monitoring of 15,000 students along with the advertisement of this programme.

#### **6.0 Copyright and Intellectual Property**

6.1. The copyright of any new material developed under this project shall remain with CEMCA.

6.2. CEMCA will ensure that the materials developed under this project are free from third-party copyrights.

6.3. TNSDC agrees to license the work created under a Creative Commons – With Attribution – Share Alike (CC-BY-SA) licence agreement. The full legal code of this copyright contract is available at no cost at: <http://creativecommons.org/licenses/by-sa/4.0/>.

6.4. COL/CEMCA shall hold the unrestricted rights to republish the work in any format at any time including editing the work and associating the work with other work with attribution to TNSDC as per the above CC licence.

#### **7.0 Liability and Insurance**

CEMCA shall not assume any liability for any injuries or damage to TNSDC or its staff and associates incurred during this agreement.

#### **8.0 Termination**

This contract may be terminated by either party before the expiry date of the contract by giving written notice to the other party. The period of notice shall be five days in the case of agreements for a total period of less than two months and ten days in the case of agreements for a longer period.



## 9.0 Confidentiality

Any information of a character confidential to the affairs of COL/CEMCA to which the TNSDC privy because of the work performed under this contract shall be treated as confidential, unless required to do so by law.

## 10.0 Assignment

This agreement may not be assigned to another party without the prior written consent of CEMCA.

## 11.0 Amendments

This agreement may be amended by a letter of amendment specifying all modifications with the written consent of CEMCA and the TNSDC.

To indicate your acceptance of this task and the associated terms and conditions, please initial each page and sign at the last one of this agreement, where indicated, and return me a signed copy by mail.

Sincerely,

*T.K. Kaul*  
(Shri. T.K Kaul)

Head, Admin & Finance, CEMCA

Dated:

(Tmt. J. Innocent Divya)

MD, Tamilnadu Skill Development Corporation

Dated:

Objective	Mean of Verification	Baseline	Output	Target	Outcome	Impact
To learn the foundation of advanced IT technologies by enrolling in different courses on COL-Udemy and COL-Grow with Google Programme.	Dashboard of Udemy and Google.  Inbuilt quizzes and assessments with the course.	20,000	80% of enrolled students for Udemy and Grow with Google scholarship will complete at least 1 course on Udemy and enhance their teaching/learning effectiveness.	15,000	Capacity Building of the youths in Tamil Nadu	Improved learning outcomes including competencies for employment and entrepreneurship and the promotion of gender equality.