



UNITED COLLEGE'S
ANNUAL EXTENSION PROGRAM PLAN – 2081/82

Research & Extension Committee

United College

Kumaripati, Lalitpur

Background

United College (UC) organizes extension activities that hold significant importance for students, faculty, and the institution itself, fostering a holistic educational environment. For students, these activities provide invaluable practical experience, allowing them to apply theoretical knowledge in real-world situations while developing essential skills such as teamwork, leadership, and communication. Engaging in community service enhances their sense of social responsibility, preparing them for active citizenship and professional life. Faculty members benefit by enriching their teaching methods, and boosting their professional satisfaction through meaningful community engagement. Furthermore, colleges gain from improved community relations, which can enhance their reputation and mission as civic leaders. Active participation in extension programs also attracts potential funding and grants, supporting further development of academic initiatives. Additionally, colleges known for their commitment to community service can attract and retain students who value civic engagement, contributing to a vibrant campus culture. Overall, extension activities create a synergistic relationship that not only elevates the educational experience but also strengthens the bond between academic institutions and the communities they serve, ultimately leading to a more informed, engaged, and responsible society.

Purpose

The purpose of extension activities is to link academic learning with real-world application, fostering community engagement and social responsibility. They provide practical experience and skill development for students, promote faculty professional growth, and enhance college-community relations. Ultimately, these activities enrich the educational experience and help develop informed, engaged citizens.

Scope

UC organizes a range of extension programs aimed at fostering community development and enhancing the well-being of local people. These programs include:

S/N	Extension programs
1	Training on disaster management
2	Medical camps
3	Health and hygiene awareness
4	Blood donation camps
5	Environment awareness
6	Adult education and literacy
7	Community development
8	AIDS awareness

Annual Extension Program Plan

In recent years, the need for comprehensive community engagement and education has become increasingly vital in addressing various social, health, and environmental challenges. United College recognizes its responsibility to foster community development and resilience through targeted extension programs. This annual plan outlines a series of initiatives aimed at raising awareness, promoting health, and enhancing the quality of life in surrounding community.

SN	Extension programs	Special occasion	Date
1	Adult education and literacy	International Literacy Day	8 th September 2024
2	Community development	World Tourism Day	27 th September 2024
3	AIDS awareness	World AIDS Day	1st December 2024
4	Training on disaster management	National Earthquake Safety Day	16 th January 2024 or 2 nd Magh 2080
5	Medical camps	World Oral Health Day	20 th March 2024
6	Health and hygiene awareness	World Health Day	7 th April 2024
7	Blood donation camps	World Red Cross and Red Crescent Day	8th may 2024
8	Environment awareness	World Environmental Day	5th June 2024

Details of Annual Extension Program Plan

Extension program plan – 1

Category	Adult education and literacy
Title	Financial Literacy Workshop
Date	International Literacy Day 8 th September 2024
Time	7:00 AM – 10:00 AM
Organizer	United College
Resource person	▪ Local Bank representative or ▪ Financial literacy expert
Purpose	To enhance the financial literacy of adults in the community, empowering them to manage their finances effectively.
Participants	▪ Students ▪ Faculty members ▪ Local entrepreneurs
Resources required	▪ Venue setup (chairs, tables, projector) ▪ Educational materials (handouts) ▪ Refreshments for participants
Venue	Auditorium hall of United College
Process	▪ Registration of participants ▪ Introduction and icebreaker activity ▪ Interactive sessions on budgeting, saving, and investing ▪ Q&A with resource persons ▪ Group discussions and practical exercises
Evaluation	Pre- and post-workshop assessments to measure knowledge gained
Outcomes	▪ Improved understanding of financial concepts ▪ Development of personal budgets by participants ▪ Increased confidence in making financial decisions
Budget	10,000 (Ten thousand) Breakdown: ▪ Materials and supplies: Rs. 3,000 ▪ Refreshment: Rs. 4,000 ▪ Honorarium for resource person: Rs.3,000

Extension program plan – 2	
Category	Community development
Title	Cleaning Campaign for Sustainable Tourism
Date	World Tourism Day 27 th September 2024
Time	7:00 AM – 14:00 PM
Organizer	United College
Partner	Local Tourism related NGO
Purpose	To promote environmental awareness and enhance the cleanliness of tourist sites, fostering sustainable tourism practices.
Participants	- Students of United College - Faculty members of United College - Local community members - Volunteers from partners NGO/s
Resources required	- Cleaning supplies (bags, gloves, brooms, garbage bins) - Refreshments for participants - First aid kit - Banner
Venue	Patan Dhoka, Lalitpur
Process	- Registration of participants - Briefing on safety and cleaning procedures - Group division for different areas to be cleaned - Cleaning activity from 8:00 AM to 12:00 PM - Group discussion and sharing experiences from 12:00 PM to 1:00 PM - Closing ceremony and refreshments
Evaluation	- Participant feedback forms - Before-and-after photographs of cleaned areas
Outcomes	- Improved cleanliness in tourist areas - Increased awareness about sustainable tourism practices.
Budget	10,000 (Ten thousand) Breakdown: - Cleaning supplies: Rs. 5,000 - Banner: Rs.500 - Refreshment: Rs. 4,500

Extension program plan – 3

Category	AIDS awareness
Title	Break the Silence: Learn, Share, Empower
Date	World AIDS Day 1 st Day 2024
Time	7:00 – 9:00 AM
Organizer	Auditorium Hall, United College
Partner	AIDS related NGO (Such as Nepal AIDS Foundation)
Resource person	▪ HIV/AIDS expert ▪ Person living with HIV/AIDS (to share personal experience)
Purpose	To raise awareness about HIV/AIDS, educate participants on prevention and treatment, and create an open dialogue to reduce stigma.
Participants	▪ Students of United College ▪ Faculty members ▪ Local community members
Resources required	▪ Audio-visual equipment (projector, microphones) ▪ Educational materials (handouts) ▪ Refreshments for participants
Venue	Auditorium Hall, United College
Process	▪ Registration of participants ▪ Introduction of resource persons ▪ Presentation on HIV/AIDS followed by Q&A ▪ Personal story shared by a person living with HIV/AIDS ▪ Distribution of educational materials ▪ Networking opportunity after the session
Evaluation	▪ Participant feedback forms ▪ Pre- and post-session knowledge assessment
Outcomes	Increased knowledge about HIV/AIDS among participants
Budget	10,000 (Ten thousand) Breakdown: ▪ Educational materials: Rs. 3,500 ▪ Refreshments: Rs. 4,500 ▪ Honorarium for resource persons: Rs. 2,000

Extension program plan – 4

Category	Disaster management.
Title	Workshop on Earthquake preparedness and response
Date	National Earthquake Safety Day January 16, 2024 (2 nd Magh 2080)
Time	7:00 – 10:00 AM
Organizer	United College
Partner	With earthquake specialized institution such as National Society for Earthquake Technology-Nepal (NEST).
Resource person	Specialist in earthquake and response
Volunteers	Students of United College
Purpose	The training aims to educate the students, faculty members, parents, and community people about earthquake preparedness and response, addressing the increasing need for disaster resilience in the region. The workshop will focus on: ▪ Understanding earthquake risks ▪ Effective preparedness strategies ▪ Emergency response techniques
Participants	▪ Students and faculty members of United College ▪ Parents and interested community members
Resources required	▪ Audio-visual equipment (Projector and sound system) ▪ Training materials (Handouts)
Venue	United College
Process	1. Pre-workshop preparation ▪ Confirm resource person and agenda. ▪ Arrange venue and set up equipment. ▪ Distribute promotional materials to encourage participation. 2. Workshop activities ▪ Opening remarks and introduction. ▪ Presentation by the resource person on earthquake preparedness. ▪ Interactive session with Q&A. ▪ Group discussions and role-playing exercises. ▪ Distribution of training materials. 3. Post-workshop ▪ Provide contact information for further inquiries.
Evaluation	▪ Participant feedback ▪ Knowledge assessment (Pre and post workshop quiz puzzle)
Outcomes	Increased awareness of earthquake risks and preparedness measures.
Budget	Rs. 10,000 (Ten Thousand) ▪ Training materials: Rs. 5,000 ▪ Refreshments: Rs. 3,000 ▪ Promotional materials: 1,500

Extension program plan – 5

Category	Medical camp
Title	Dental and skin care camp
Date	World Oral Health Day 20 th March 2024
Time	7:00 AM – 14:00 PM
Organizer	United College
Partner	Local dental and skin care institution/s
Resource person	Specialists in dental and skin care
Volunteers	Students of United College
Purpose	To provide free dental and skin care consultations and treatments to students, faculty members, parents, and the community, promoting health awareness and encouraging preventive care practices.
Participants	- Students and faculty members of United College - Parents and local residents seeking dental and skin care services
Resources required	Stall: For setting up consultation areas Medical supplies: Dental tools, skin care products Equipment: Examination chairs and portable dental equipment Promotional materials: Banners to advertise the event Refreshments: Light snacks for participants and volunteers
Venue	Playground of United College
Process	Pre-camp preparation - Confirm resource persons and their availability. - Arrange venue and necessary equipment. - Distribute promotional materials to inform the community. - Set up appointments or a registration process for attendees. Camp activities - Opening remarks and introduction of specialists. - Individual consultations for dental and skin care. - Distribution of educational materials and health tips. - Provision of basic treatments (e.g., cleanings, skin assessments). Post-camp - Collect feedback from participants. - Share health tips through newsletters or social media.
Evaluation	Participants' feedback
Outcomes	Increased awareness of dental and skin health.
Budget	30,000 (Thirty thousand) Breakdown: - Medical supplies: Rs. 12,000 - Equipment rental: Rs. 6,000 - Stall setup: Rs. 4,000 - Promotional materials: Rs. 2,000 - Refreshments: Rs. 6,000

Extension program plan – 6

Category	Health and hygiene awareness
Title	Handwashing: A Key to Health
Date	World Health Day 7 th April 2024
Time	7:00 AM – 14:00 PM
Organizer	United College
Partner	Local Health Institution/NGOs focused on health and hygiene
Resource person	Specialists in public health and hygiene education
Volunteers	Students of United College
Purpose	To educate students of United School Pre-School about the importance of handwashing as a critical practice for preventing illness and promoting health.
Participants	- Students of United School Pre-School - Parents and community members
Resources required	- Posters and handouts on proper handwashing techniques. - Projector and sound system for presentations. - Soap, water, and handwashing stations for demonstration
Venue	United School Pre-School
Process	1. Pre-Camp Preparation: - Confirm resource persons and finalize the agenda. - Arrange the venue and set up necessary equipment. - Distribute promotional materials to inform students, parents, and community members. 2. Camp Activities: - Opening remarks and introduction. - Interactive presentations on the importance of handwashing and hygiene. - Demonstration of proper handwashing techniques. - Fun activities and games to engage children in learning 3. Post-Camp: - Collect feedback from participants and parents.
Evaluation	Observation on participation and interaction during activities
Outcomes	Increased awareness of proper handwashing techniques among children and parents.
Budget	10,000 (Ten thousand) Breakdown: - Educational materials: Rs.3,000 - Audio-video equipment: Rs. 2,000 - Supplies for demonstration: Rs. 2,500 - Refreshments: Rs. 2,500

Extension program plan – 7

Category	Blood donation camps
Title	Life savers: Blood donation camps
Date	World Red Cross and Red Crescent Day 8th may 2024
Time	7:00 AM – 14:00 PM
Organizer	United College
Partner	Local Blood Bank or Red Cross Society
Resource person	Medical professionals and trained staff from the blood bank
Volunteers	Students of United College
Purpose	To encourage voluntary blood donation among students and faculty members, raising awareness about the importance of blood donation and its impact on community health.
Participants	▪ Students and faculty members of United College ▪ Local community members (if space allows)
Resources required	▪ Blood donation kits, sterile needles, and safety equipment. ▪ Snacks and drinks for donor's post-donation. ▪ Banners about blood donation.
Venue	United College's playground
Process	1. Pre-camp preparation ▪ Confirm partnership with the local blood bank or Red Cross. ▪ Arrange the venue and set up donation stations. ▪ Distribute promotional materials to inform about the event. 2. Camp activities ▪ Registration process for donors. ▪ Blood donation sessions conducted by trained medical staff. ▪ Post-donation care with refreshments provided. 3. Post-camp ▪ Collect feedback from participants and partners.
Evaluation	▪ Donation metrics - Participants' feedback
Outcomes	Increased awareness of the importance of blood donation within the college and community.
Budget	10,000 (Ten thousand) Breakdown: ▪ Medical supplies: Rs.2,000 ▪ Promotional materials: 1,500 ▪ Miscellaneous expenses: 6,500

Extension program plan – 8	
Category	Environment awareness
Title	Park Clean Up Day
Date	World Environment Day 5 th June 2024
Time	7:00 AM – 11:00 AM
Organizer	United College
Purpose	To promote environmental awareness and encourage community participation in keeping public spaces clean, fostering a sense of responsibility towards the environment.
Participants	- Students and faculty members of United College - Interested local community
Resources required	- Gloves, garbage bags, brooms, and dustpans. - Posters to raise awareness about the event. - Water and snacks for volunteers.
Venue	Jawalakhel Chowk, Lalitpur
Process	Pre-clean-up preparation - Promote the event through posters, social media, and word of mouth. - Arrange for cleaning supplies and refreshments. Clean-up activities - Gather participants at Jawalakhel Chowk for registration. - Distribute cleaning supplies and explain safety protocols. - Conduct the park clean-up, encouraging teamwork and collaboration. - Collect waste and dispose of it properly. Post-clean-up - Provide refreshments and collect feedback on the event.
Evaluation	Measure the amount of trash collected to evaluate the impact of the clean-up.
Outcomes	- Increased awareness of environmental issues among participants. - Cleaner public spaces contributing to community well-being.
Budget	10,000 (Ten thousand) Breakdown: - Cleaning supplies: Rs. 4,000 - Promotional materials: Rs. 1,000 - Refreshments: Rs. 5,000