



Sheltered Workplace for  
Intellectually Challenged Adults

---

# ANNUAL REPORT



2022-2023

**USHERING GOOD TIDINGS  
IN THE NEW YEAR!**

## TABLE OF CONTENTS

---

<b>PAGE NOS.</b>	<b>TOPICS COVERED</b>
<b>03</b>	<b>Founder Trustees share</b>
<b>05</b>	<b>About Kshitij</b>
<b>06</b>	<b>Developmental activities for adult wards</b>
<b>11</b>	<b>Enriching interactions with other agencies</b>
<b>14</b>	<b>Capacity building of the team</b>
<b>15</b>	<b>Operational Updates</b>
<b>19</b>	<b>Trustees and Team</b>
<b>20</b>	<b>Gratitude to Donors and Supporters</b>
<b>21</b>	<b>Connect with Kshitij</b>

---

## Founder Trustees Share

Greetings!

It has been a fulfilling journey of perseverance, dedication, mutual support, and challenges, to make Kshitij the organization it is now. With the support of two sheltered workplaces, it has grown from working with four intellectually challenged adult wards during inception, to twenty-five such wards now. Adult wards who were in their adolescent years at that time, are now in their forties. Kshitij is like a second home to them, as they share their joys and sorrows, work and play together. The last two years of challenge were handled by them with patience and resilience. Emerging stronger from their experiences during the Covid-19 lockdown, they resumed their work with enthusiasm.

A significant transition was the shifting of Kshitij operations from the rental premises at Vora Brothers at Opera House, to Radhe Vallabh Co-Op. Housing Society in the same area. Thanks to the generosity of Mr. Kishore Mariwala (of Mariwala Charity Trust), the availability of these larger premises, with amenities and infrastructure suited to our different areas of work, has been of utmost value. Another timely blessing was the donation of furniture and office equipment by ICICI Securities Primary Dealership Ltd., giving a further boost to our functioning effectively in the new premises. transition

Before the onset of Covid-19, Kshitij had plans of starting a well-equipped section for confectionery and snacks, thereby expanding its cooking unit. This dream took shape when Kshitij launched a wide range of cookies in different flavours this year, with initial training provided by Ms. Sabina Gupta. Response to this product has been amazing and we look forward to taking this project to new heights. New varieties of chocolates were introduced during Christmas, with stockings being added to our existing range of handicraft products. Efforts to produce and market Kshitij products thanks to our loyal patrons and the opportunities provided by corporates and NGOs brought in good dividends.

However, it is a challenging task to raise funds to meet the evolving needs of our adult wards and the organization. The longstanding contribution by the Executors of the Estate of late Freny K. Parekh has provided significant support to adult wards from underprivileged backgrounds. Jai Vakeel Foundation and Tobaccowala Foundation have been instrumental in providing the crucial backing for adult wards with autism, and other special adult wards from difficult socio-economic backgrounds.

As the adult wards as well as their parents or guardians are growing older, we are concerned about their future and realize the need to make them as independent as possible. Hence our focus continues to be on training them to be efficient in activities of daily living and those promoting their mental and physical well-being. Therapeutic support is also provided whenever necessary. Our autism program, based on the individual needs of adult wards with autism is ongoing. Family members of our wards are happy witnesses to better communication skills and lowered anxiety levels of our adult wards.

Social bonding amongst our special adult wards is a natural outcome of their working and enjoying together. It is also promoted through various in-house events, exposure to activities of external agencies, and Kshitij's annual excursion and outstation picnic. The latter was like a breath of freedom for our wards and their family members, after a long hiatus of the past two years.

This year we further strengthened the Kshitij team with Ms. Alpa Mazumdar joining as Head Coordinator and Ms. Meherangiz Baria joining as Manager, Communication and Outreach. The Advisory Team continued to provide invaluable support and guidance to the team, besides exploring new ideas for enhanced functioning of the organization.

We are most grateful to all our donors, patrons, teachers, support team, consultants, and volunteers, for their multifarious contributions. We believe that it is the trust of our supporters that motivates us to continue striving for a fulfilling future for our adult wards. We look forward to continue enjoying this trust in the years to come!



## About Kshitij

Formed in 1997, Kshitij is a Mumbai-based NGO that has been at the forefront of training and gainfully engaging adults with intellectual challenges, arising out of autism, Down syndrome, and brain damage, amongst others. It aims at enabling such adults to live a life of self-reliance and dignity, by enhancing their skills, capacities, and emotional health. Kshitij runs two sheltered workplaces – one at Opera House with thirteen intellectually challenged adult wards, who are engaged in preparing confectionery and savories and doing block printing and/or stencil painting on handicrafts. The other one is at Mumbai Central with twelve adult wards, engaged in similar work related to handicrafts. Of these, six are adults with autism who are also provided suitable interventions through our Autism Program.

Besides the above functional skill training program, our adult wards are trained in activities of daily living to develop their self-reliance and build their self-confidence. Therapeutic activities and counseling is provided for their holistic well-being. Kshitij workplaces have become not only places of staying productively occupied, but a safe space and a second home to them. Special adults hailing from difficult socio-economic backgrounds in the Mumbai Central BMC school are provided the benefit of our programs, with sponsorship support. Kshitij continues to strive for a socially inclusive society wherein special adults from any background get the opportunity to learn and grow and ultimately contribute to society in their own ways!

## Vision and Mission

### Vision

Kshitij envisions being a professionally managed, self-sustaining and role model organization working for the welfare and well-being of adults having intellectual disabilities.

### Mission

- To give meaning and respect to the lives of intellectually challenged adults by progressively enhancing their emotional health, self esteem in order that they live an independent life through job-specific skill development
- To operate sheltered workspaces that provide a long-term “learn and earn” environment for intellectually challenged adults and a platform for bonding
- To equip the adults, in terms of knowledge, skills and attitude and give them the confidence to integrate with mainstream society

## Developmental Activities for Adult Wards

Kshitij is constantly striving to enable self-reliance and holistic well-being in our adult wards. Most of our adults with intellectual challenges have made remarkable progress in the skill set required for making chocolates, cookies, snacks, and work on handicrafts, with the functional skills training provided to them.

Enabling activities for enhancing their other skills for the social, functional, cognitive, and physical development of our adult wards, also forms an important part of our interventions and was undertaken through:

### a. Storytelling sessions for social skills and behaviour modification

A need for generating awareness in the adult wards about appropriateness of behaviour was felt, as some of them were inclined to behave in an innocently demonstrative manner. We started storytelling sessions this year in a bid to bring about positive changes in such conduct. Most of our wards could relate to the subtle messages given through the interesting sessions and looked forward to participating in them.



### b. Supervised shopping for functional learning



The adult wards enthusiastically looked forward to their weekly shopping experience, at Reliance Mart, situated close to our workplace at Mumbai Central. This initiative is helping them in honing their functional skills, as they go through

the process of identifying, locating, and selecting the product of their choice. Accompanied by their teachers during these visits, the adult wards are encouraged to make payment for the items, thereby learning accurate usage of currencies in smaller denominations.



### c. Recreation and stimulation for fitness of body and mind

Sports and games conducted weekly kept our adult wards excited and active. The open courtyard of the Municipal School building being conducive to the same, they eagerly awaited cycling, playing cricket, and exercising in the premises. Fun learning activities like solving mazes and puzzles, building blocks, and the like, meant for developing their cognitive skills, were thoroughly enjoyed by most of them.



### d. Occupational Therapy for physical and cognitive development

Occupational Therapy (OT) helps our adult wards cope with changes, both physical and cognitive, besides improving their hand-eye coordination. Some of them were provided OT and professional training in Activities for Daily Living (ADL) at the Enliven Therapy Centre. Their team worked in collaboration with parents of our adult wards, to develop functional goals like understanding money transactions and fine-tuning ADL skills like shaving, brushing teeth, and the like. OT sessions done through individual and group therapy helped in strengthening the sensory processing, motor planning, visual processing, sequencing, and transitioning skills of our adult wards.



Barun and Rajiv undergoing OT sessions with Dr. Hemal Parekh and Dr. Divya Uniyal

### **e. Cooking for self-reliance**

Practice in cooking basic items as one of the activities for daily living continued, in order to stand the adult wards in good stead in the future. Making tea, sandwiches, lime sherbet, Maggi, popcorn, and the like, helped in improving their sense of judgement and sharpened their motor skills.



**Adil chopping vegetables**



**Hetal making sandwiches**



**Kiran preparing tea**

### **f. Computers for additional vocational skills**

Our wards are less than none and some of them were provided basic training in using the computer. Learning to type using the keyboard and navigating their way through the 'Paint' program was quite a gratifying achievement for them!



**Priyanka, Vrishin and Hetal engrossed in developing computer skills**

### **g. Autism program for adults with autism**

Kshitij runs an inclusive educational program that caters to the special needs of adult wards with autism. The program consisting of visual schedules and structured teaching provides predictability and helps to reduce their anxiety and anger. Communication boards and assistive technology continue to assist the non-verbal adult wards in expressing themselves and improving their communication with their peers and others. The program has resulted in a positive impact on the self-esteem and daily living skills of the six adult wards currently covered under it.



## h. Celebration of Significant Days to Promote Social Bonding



**Autism Day**



**International Yoga Day**



**Independence Day**



**Ganesh Chaturthi**



**Gokulashtami celebrations, with some students of Mumbai Central BMC school joining in...**

## Celebration of significant days to promote social bonding (contd.)



**Teacher's Day**



**Children's Day**



**Gharo Ghari Tiranga at Mumbai Central BMC school**



**Christmas**

Outings always provide a chance to our adult wards to experience the thrill of freedom in the open surroundings amidst nature. Their happiness doubled when they tried out exciting experiences at Mumbai's famous Hanging Gardens. A day joyfully spent in the outdoors with their colleagues, it was a memorable trip!



**Excursion to Hanging Gardens**



**Picnic at Mahabaleshwar**

Everyone looked forward to a break amidst nature, especially after the long confinement imposed due to Covid-19. It was therefore a much awaited and exciting time for our wards, their parents and teachers, as they relaxed, bonded and played there!

## Enriching Interactions with Other Agencies

### a. Cooking Competition Organized by the Association for the Welfare of Persons with a Mental Handicap in Maharashtra (AWMH Maharashtra)

A cooking competition for preparing salads and desserts organized by AWMH, found four of our adult wards enthusiastically taking part in it. Needless to say, they were thrilled to receive their Certificates of Participation from the Inner Wheel Club which sponsored this event!



Rohan



Rinku



Harshal



Hetal

### b. Christmas Workshop Held by Atlas Skilltech Institute



A five-day Christmas workshop with an energetic & creative group of students from the Atlas Skilltech Institute set the ball rolling for fun



learning for our wards! An enjoyable start with board games for enhancing their cognitive skills and action games for their gross motor skills, they were followed by many creative and fun activities.

Our adult wards had a great time with fluid art, yoga, music, Zumba, and more...!

The cherry on the cake was the ILLENIUM inter-collegiate fest organized by them at NSCI Dome. Our wards performed with zest, joyfully showcasing their dancing skills. Besides getting patronage for our products, we also got a chance to market them in the stall provided gratis by the organizers.



### c. Session Held by Action For Autism (AFA)

We were happy to have **Priti Sivach, Head of adult services** at Action for Autism (AFA)- New Delhi, visit Kshitij. With over seventeen years of experience in the field of



autism, she held a session with the staff on behaviour management and creating support systems for adult wards with autism.

### d. Workshop on Waste Management Organized by the NGO 'Change is Us'



'Change is Us' is an NGO promoting social causes related to Sustainable Development Goals (SDG), towards peace and prosperity for people and the planet. With emphasis on conservation of the environment, sessions held on dry and wet waste management were an eye-opener for our adult wards.



### e. Visit to S P J Sadhana School



A visit to the school provided an opportunity for our adult wards to view their annual exhibition and enjoy some activities.

## f. Collaborations in Exhibiting Products

We feel privileged to have our regular patrons purchase our products, whose proceeds help support our activities. Marketing our products at exhibitions held by corporates and NGOs also helps in augmenting our income. This year Kshitij participated in exhibitions organized by My Financial Advisors(MFA), Shapoorji Pallonji, Axis Bank, Godrej Industries Ltd., National Stock Exchange, ICICI Lombard, Atlas Skilltech Institute, DesignOne, Wework Pvt. Ltd., Master Chef Sanjeev Kapoor, Jain Women's Association, Lala Lajpatrai College and at ShreepatiArcade (c/o Shweta Zaveri). We continue to be thankful to the Forum for Autism (FFA) for continuing to provide us the opportunity to exhibit our products. *We are thrilled to share that the adult wards who have started accompanying us to various exhibitions, have turned out to be the finest brand ambassadors of our products!*



**Dipen, Vikram and Radhika at the exhibition organized by Shapoorji Pallonji Group**



**Radhika, Vrishin, & Vikram at the Jain Women's Association exhibition, with Jackie Shroff**



**Satyu at the exhibition held by Forum for Autism**



**Rajiv and Priyanka at the Axis Bank exhibition**

## Capacity Building of the Team

Kshitij has been at the forefront of helping special adults reach their full potential. Our teachers play a significant role in this process, which is paved with numerous challenges. Enhancing the skills of our teachers through workshops and sessions is an ongoing process, to ensure that they can be the best support to our adult wards with autism.

### a. Training of Teachers

An online workshop was conducted for our teachers by **MANN – Centre for Individuals with Special Needs**. Half-hour sessions held bi-weekly, provided salient training regarding their Individual Education Plan (IEP) - a software related to educating autistic and intellectually challenged adults.

### b. Training for Cooking and Baking Programs

A two-day workshop was held for teachers as well as adult wards by **Ms. Sabina Gupta**. The focus being on preparation of sweet and savory cookies, healthy cookie-making techniques were taught to the group. The workshop gave an impetus to start preparing cookies in our fully functional cooking and baking unit.



### c. Teacher's Training in Art and Craft

**Kinnari Sanghvi**, our teacher of over twenty years, availed the opportunity of undergoing part-time training in Fevicryl's Teacher Training Course for four days. Decoupage art, applique art, art with cello tape technique, stencil making, 3D outlining embroidery stitches, tie and dye techniques, blue pottery, dot painting, stain glass painting, kalamkari art, lippan art, fluid art, impasto art, were some of the techniques learned.

## Operational Updates

### a. Relocation to new premises

Kshitij's cooking unit has been functioning from the Vora Brothers premises at Opera House, for the last four years. While we managed there despite the constraints of space, it was a major boost to our cooking processes after shifting to larger premises at Radhe Vallabh CHS, in January 2023. We were able to subdivide our cooking units into appropriate sections in the new place, making optimum use of the different equipment used for making chocolates, cookies, and snack items. We are immensely thankful to **Mariwala Charities** for their generous support in enabling us to make this move. We are certain that this step will go a long way in enhancing the productivity of Kshitij and its capacity to provide quality services to all its stakeholders. Another plus point resulting from this change was that we were able to start the process of integrating adult wards based in our Mumbai Central premises, with those in our Opera House premises. A bigger group is usually a more productive one and we are hopeful that this kind of integration will lead to better bonding and learning amongst its members.

A major windfall received in the form of appropriate furniture, which included storage overheads, workstations, filing cabinets, tables, chairs, sofa sets, and more, from **ICICI Securities Primary Dealership Ltd.** in September 2022, could gainfully be put to best use in the new location. We are most grateful to the donors for this timely support that enabled Kshitij to start functioning efficiently in the new premises.



Pooja performed by our senior parent Rashmiben Jerajani, alongside trustees, adult wards & staff



**Happy to have founder parents (late) Tushar and Neeta Shah and Mrs. Mona Shashi Hirawat, owner of the new premises, grace this occasion**

Adult wards from our workplace at Mumbai Central started going to the new premises during alternate weeks, from January. They started learning different skills like wrapping chocolates, making boxes, weighing ingredients, chopping dry fruits, and the like. Their interaction with the adult wards at Opera House workplace has helped them to improve their own social skills. On the other hand, the sensitivity and understanding of the adult wards at Opera House have deepened towards the adult wards with autism. They have also started becoming more confident in their interactions with them.

### **b. Opening of fully operational cooking and baking unit**

This year Kshitij introduced healthy and tasty chivda made with special flattened rice (poha) that remains crisp. This snack item has garnered an amazing and sustained response from all directions.



**Adil preparing the Chivda**



**Priyanka and Nidhi working on the Chakli machine**

A chakli machine added this year, kind courtesy of the **Executors of the Estate of late Freny Parekh**, helped to speed up and ease the process of preparing chaklis, one of Kshitij's popular products.



An industrial oven, another timely addition to our cooking and baking unit, provided a great boost to enhance the culinary skills of our adult wards. Equipped with the newly learnt skills from Sabina Gupta's workshop, Kshitij was happy to launch cookies as another new product. This led to our adult wards learning and lending their skills in their preparation, right from the stage of kneading the dough, to the stage of packing the finished product. Another positive side-effect of the entire process was that our adult wards imbibed the concept of units through the usage of weighing machines.



**Priyanka grating cheese for the cookies**



**Vikram and team making the cookies**



**Dipen getting ready to bake the cookies in the Industrial Oven**



**Cookies ready to be delivered**

Initially introduced in limited flavours, the flavours were later expanded to include choco dip, ginger, cinnamon, coriander cheese, sesame jaggery, ajwain, and methi. It has been exciting to witness the excellent response to the cookies, to which we hope to continue adding new flavours.

**c. Addition to human resources:** We welcome **Ms. Alpa Mazumdar** in our midst, who joined Kshitij as Head Coordinator in July 2022. Having completed a certificate course from the Asian College of Teachers, she comes with ten years' experience of working as a Special Educator for children with intellectual disabilities, in the Vocational Department of a Special School. At Kshitij she has been ably coordinating with our adult wards & their parents, teachers, support staff, and volunteers, to provide appropriate interventions for skills training & holistic development of our adult wards.

We also welcome **Ms Meherangiz Baria** who joined our team in March 2023, as Manager - Communication and Outreach. With a background of commerce, law, social work, and counseling, she brings in twenty years' experience of working in the social welfare sector in diverse capacities. At Kshitij she has started strengthening the aspects of publicity & promotion, documentation and networking.

**d. Bidding goodbye to our ward:** We bid goodbye to **Satyesh**, a 48 years old borderline intellectually challenged adult ward. He had to stop attending our programs after his family members shifted to a distant suburb, making it difficult for him to commute the long distance to Kshitij. The warm hugs and demonstration of affection from his colleagues were evidence of Satyesh's well-loved status in the Kshitij family.

**Bidding adieu to Satyesh with a...**



**Handshake from Hiral**

**Certificate from the Trustees**

**Warm hugs from Saurabh**

### **e. Farewell to our Founder Trustee**



**Mr. Tushar Shah**, fondly known as Tusharbai, was one of the Founder Trustee Parent and the first President of Kshitij. Humble and soft-spoken, he was like the backbone of the organization. In the initial period, he provided job work of assembling bottles. He continued to back Kshitij as it expanded its horizons and helped to resolve any challenges it faced. Despite his medical issues, Tusharbai continued to support and encourage Kshitij till the end. We pray for his peaceful journey in the Higher world.

## Trustees and Team

### Trustees

Bharati Gandhi : **President**

Kiran Malkani : **Treasurer**

Beena Modak : **Secretary**

Neela Bhatia : **Trustee**

(Late)Tushar Shah: **Trustee**

Mahesh Gandhi : **Trustee**

Anil Mehta : **Trustee**

### Team

#### TEACHERS

Alpa Mazumdar: **Head Coordinator**

Sharmila Bhagtani: **Coordinator, Autism Unit**

Bharti Dhruv

Vidya Samel

Kinnari Sanghvi

Priyanka Basuraja

Krunali Gharat

Bhavana Kalangutkar

#### ADMINISTRATIVE SUPPORT

Archana Sinha: **Program Manager** (Resigned Dec.22)

Meherangiz Baria: **Manager, Communication & Outreach (Part-time)**

Nilima Budhdeo: **Marketing Coordinator**

Meenakshi Rane: **Accountant**

#### Other staff:

Devram Kohli

Lata Dhaygude

Kiran Parte

Suraj Kijabile

Prakash Gholap

## Gratitude to Donors and Supporters

We are happy to express our wholehearted gratitude to all our donors and supporters for their thoughtful and generous contribution to Kshitij. Their support motivates us to continue do our best in enabling a brighter future for our special adult wards.

### Donors

V and Smt. K.V.Mariwala Charity Trust	Executors to Estate of late Freny K. Parekh
Gandhi Charity Trust	The Tobaccowala Foundation
Shroff Family Charitable Trust	Jai Vakeel Foundation
Elektromag Joest Vibration Pvt. Ltd.	Inner Wheel Club of Bombay Harbour Charities
Ajit Jivanram Bang	Alpa Vora
ASM Logistics	Atul Gupta
Catalyst Corporate Services	Deepak Chhibba
Kirit N Garodia	Kyamas Ardeshir Palia
Lalit Jayavanth Rao	Laxmibai Dwarkadas Charity Trust
Minal K Gupte	MIV Investment Services Pvt. Ltd.
Overseas Traders	Praful D. Nayak
Rajiv Jain	Sandeep Mathur
Saunil Bipin Shah	Seema Moti Malkani
Sheetal Patkar	Shivangi Sheth
ICICI Securities Primary Dealership Ltd.	Vidya P. Hattangadi

### Supporters

Forum For Autism (FFA)	Sabina Gupta	Margaret Mehta
MANN	Asha Gandhi	Shweta Zaveri
My Financial Advisors (MFA)	Anuradha Shah	Meena Udyavar
AWMH Maharashtra	Yasmin Sarkari	Jyoti Khemani
Atlas Skilltech Institute	Vrushabh Jain	Shashi Lulla

## Connect with Kshitij

F6/F7, 1st Floor,  
Gilder Road Municipal School,  
Mumbai Central. Mumbai - 400008, Maharashtra, India  
Telephone: +91-9930038094

Patel Chambers (Sheth House)  
c/o Dr. Vibhas Modak Clinic, 1<sup>st</sup> floor,  
Opposite Royal Opera House,  
Charni Road (East),  
Mumbai 400 004, Maharashtra, India  
Telephone: +91- 9930038096

Email: [info@kshitij-ngo.org](mailto:info@kshitij-ngo.org)

Web: [www.kshitij-ngo.org](http://www.kshitij-ngo.org)

Facebook: <https://www.facebook.com/kshitijmumbai/>

Instagram: @kshitij.ngo

Twitter: @NgoKshitij

Linkedin: <https://www.linkedin.com/feed/>