

## APPENDIX S1

### SEMI-STRUCTURED PROFORMA

#### [Review of Income Generation Programs (IGP)]

- Name of center, Place, Date of visit
- Details about the center:
  - ✓ Type – Government/Private/NGO
  - ✓ Location – Rural/Urban
  - ✓ Diagnosis of clients involved – Mental illness/ Developmental disabilities
  - ✓ Clientele that is involved – Residential/Daycare
  - ✓ Average number of clients involved in IGP
  - ✓ Age group of clients involved in IGP
  - ✓ Distinct units to facilitate IGP
  - ✓ Involvement of family members in IGP
- Details of IGP:
  - ✓ List of IGP of the center
  - ✓ Criteria for selecting an activity
  - ✓ Procurement of raw materials
  - ✓ Strategy of pricing of products
  - ✓ Mechanism of sales
  - ✓ Advertisement and marketing strategies
  - ✓ Accounting of IGP
  - ✓ Funding for IGP
  - ✓ Partnerships with other organizations
  - ✓ Average input costs/month
  - ✓ Average sales/month
  - ✓ Demand for products
  - ✓ Do all products get sold?
  - ✓ Who buys the product?
  - ✓ Why do they buy this product?
- Challenges faced in IGP
- Details about the staff involved in IGP:
  - ✓ Staff members involved in IGP
  - ✓ Is the instructor/ vocational trainer permanent or on a contractual basis?
  - ✓ Qualification of instructor/ vocational trainer
  - ✓ Number of clients supervised by each trainer
- Incentives shared with the client:
  - ✓ Type of incentive - cash, tokens, cheque, etc.?
  - ✓ Amount & frequency of distribution of incentives
  - ✓ Method of arriving at incentive shared