

SAVING FOR CHANGE
PROMOTION and TRAINING of SAVINGS GROUPS
PICTORIAL GUIDE



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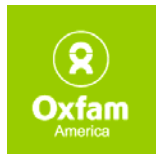
ACKNOWLEDGEMENTS

Many people were involved in the research, design, and field-testing of the *Saving for Change* guides. In particular, we would like to acknowledge the contributions of the organizations CAEB and TONUS, the first organizations to implement *Saving for Change* and provide feedback.

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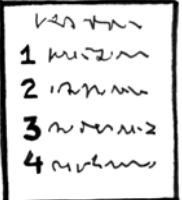
Illustrations: Regina C. Faul-Doyle



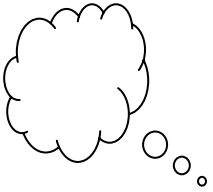

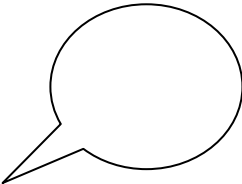


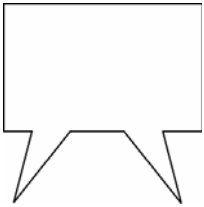


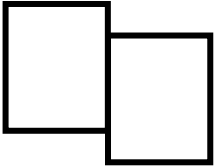
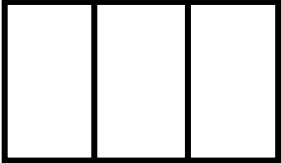
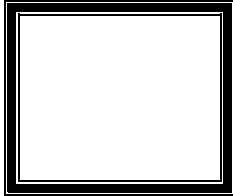
Saving for Change Pictorial Guide Icon/Symbol Legend



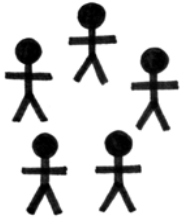
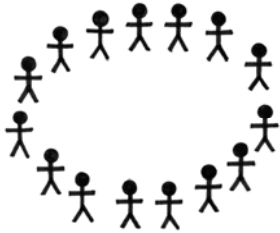

					
1. Savings	2. Loan	3. Loan Payment	4. Interest Payment	5. Loan and Interest Payment	6. Fine

		
7. Attendance	8. Name of Savings Group	9. Social Goal
		
10. Financial Goal	11. Target-number of Members	12. Rules



					
13. Individual Thought/ Memory	14. Group Thought/ Memory	15. Individual Speak/Talk	16. Group Speak/Talk	17. Rule	18. Pledge Commitment

		
19. Sequence of Events, Ideas, Presentations	20. Comparison of Ideas, Events	21. Steps for Loans

				
22. Presentation	23. Paired Discussion	24. Small-Group Discussion	25. Large-Group Discussion	26. Decision/Summary

PROMOTION of SAVINGS GROUPS

1. Present Savings Group activities

Saving



Borrowing





Next meeting activities

Saving



Repaying





Learning Session





2. Discuss importance of a Savings Group

Money for business idea lost



Money for business idea saved





3. Present animator role over time

Animator guides the Savings Group



Animator advises the Savings Group



Animator leaves but visits periodically





4. Prepare for Savings Group formation

Registration



Select meeting day, time, place



TRAINING of SAVINGS GROUPS

1. Check registration  



2. Discuss benefits of Savings Group membership



Savings



Learning Session



Group Membership

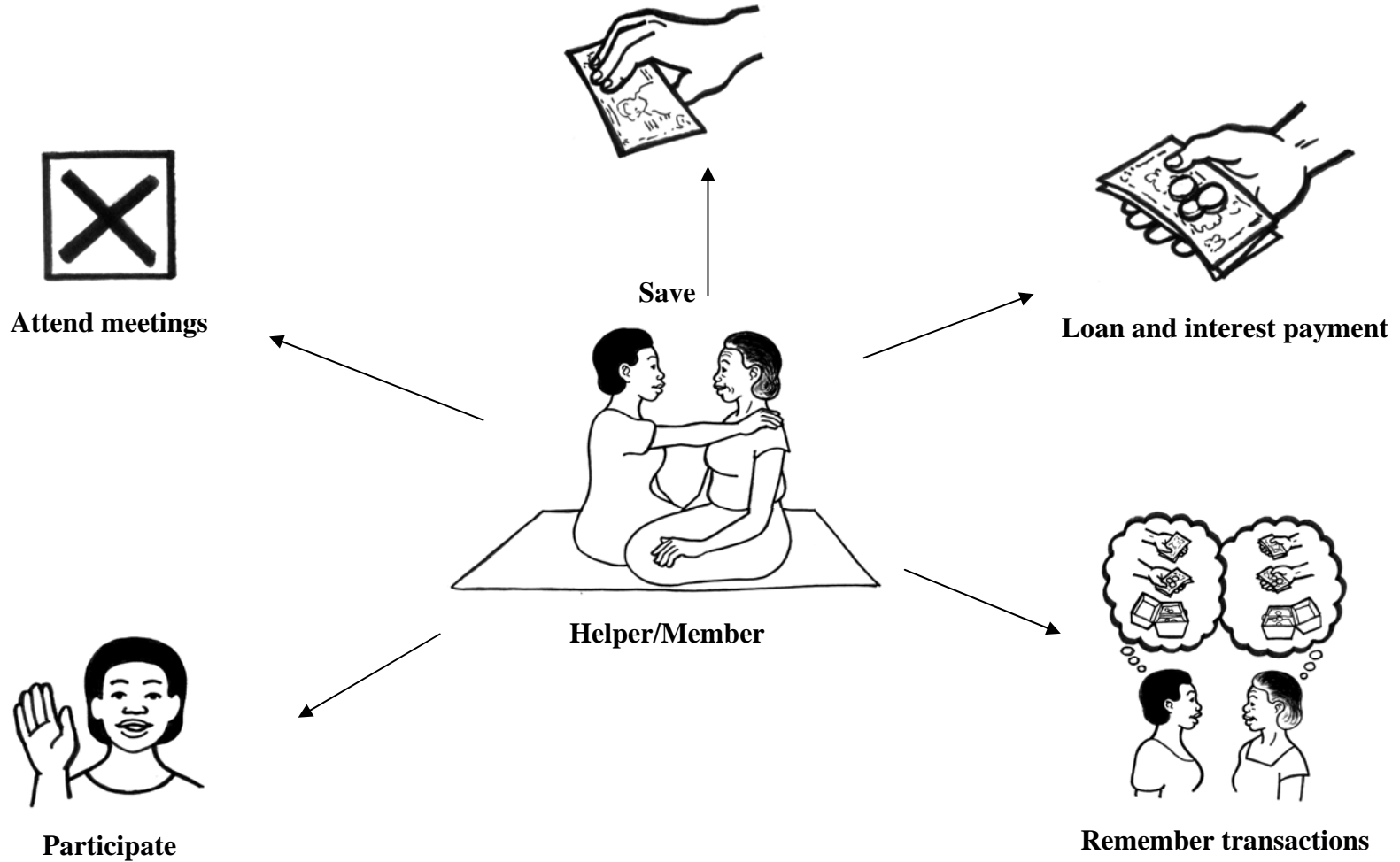


Loans and Repayment



Solidarity

3. Present and discuss member responsibilities



4. Pledge commitment







1. Check attendance 🧑 👍

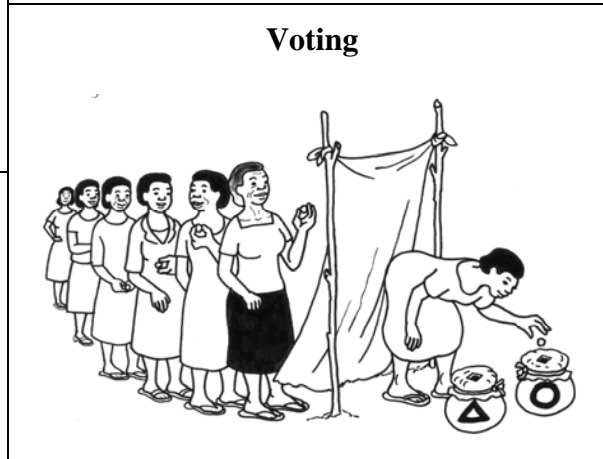


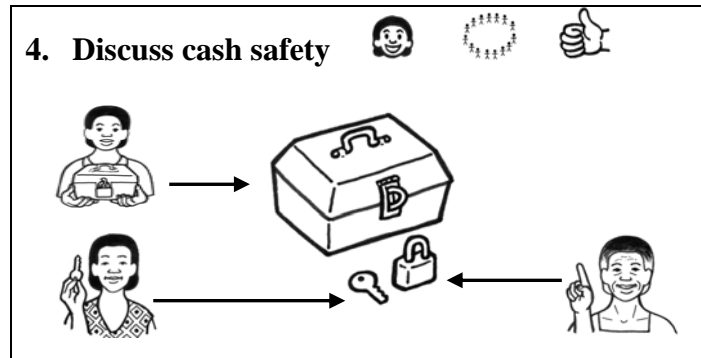
2. Discuss Management Committee responsibilities and qualities



<p>President</p> 	<p>Cashier</p> 
<p>Key Holder</p> 	<p>Cash Box Holder</p> 

3. Elect Management Committee





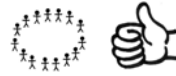
5. Pledge commitment



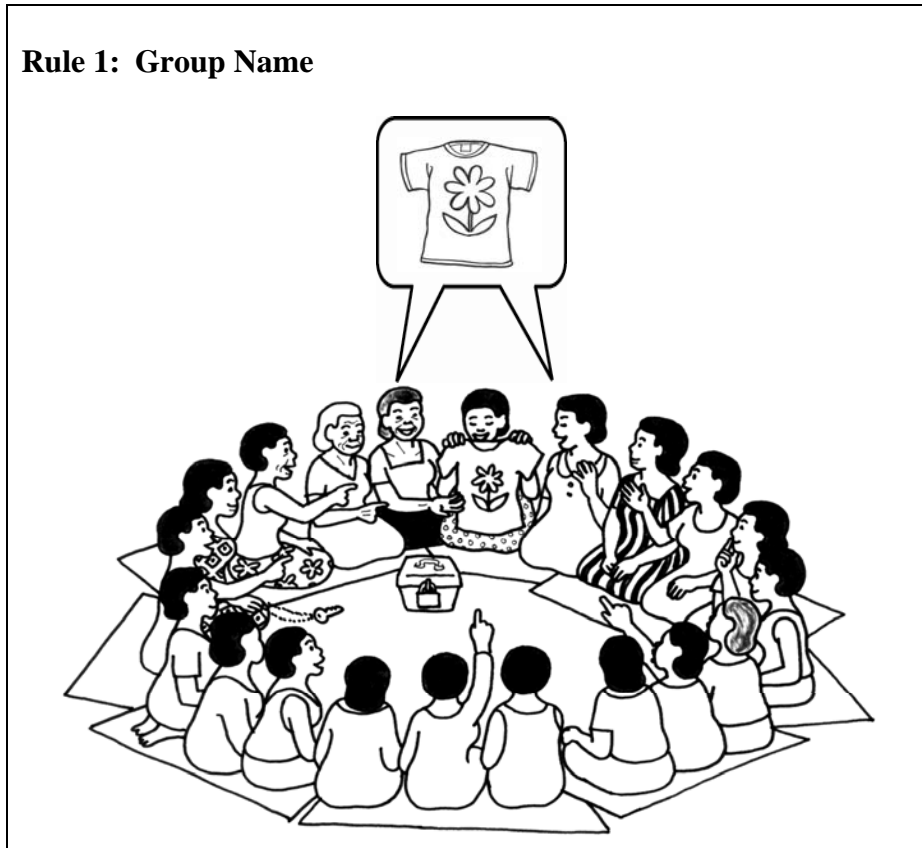
1. Check attendance



2. Decide Savings Group name



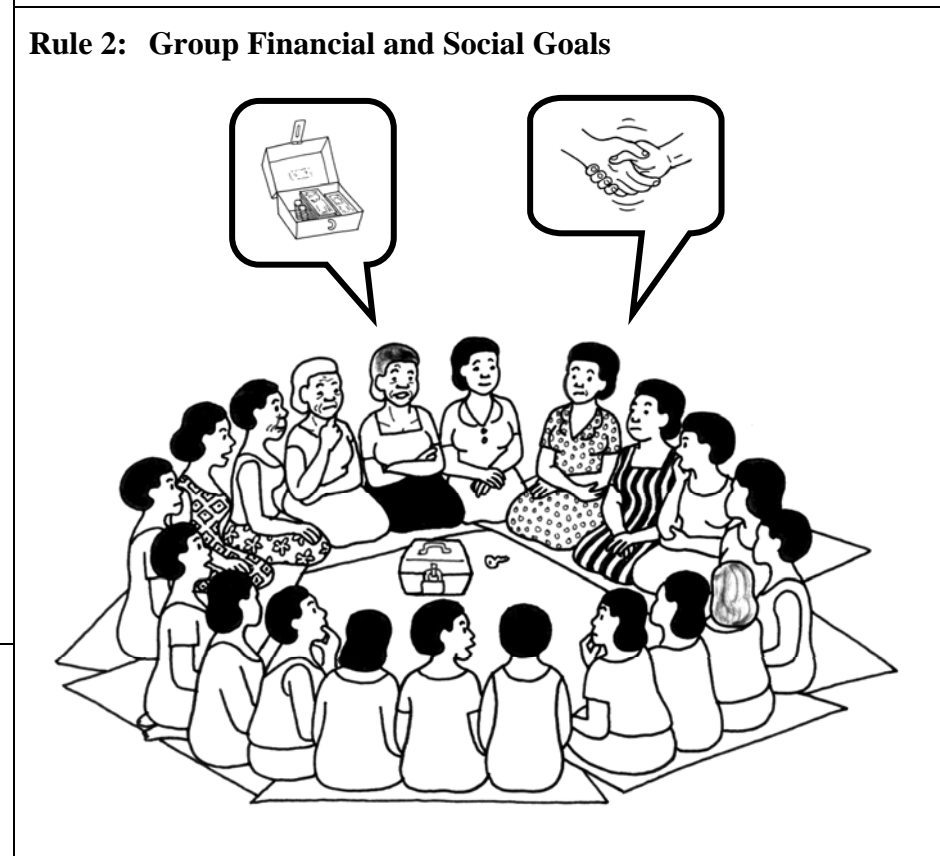
Rule 1: Group Name



3. Decide Savings Group goals



Rule 2: Group Financial and Social Goals



4. Decide target-number of members



Too Few



Too Many



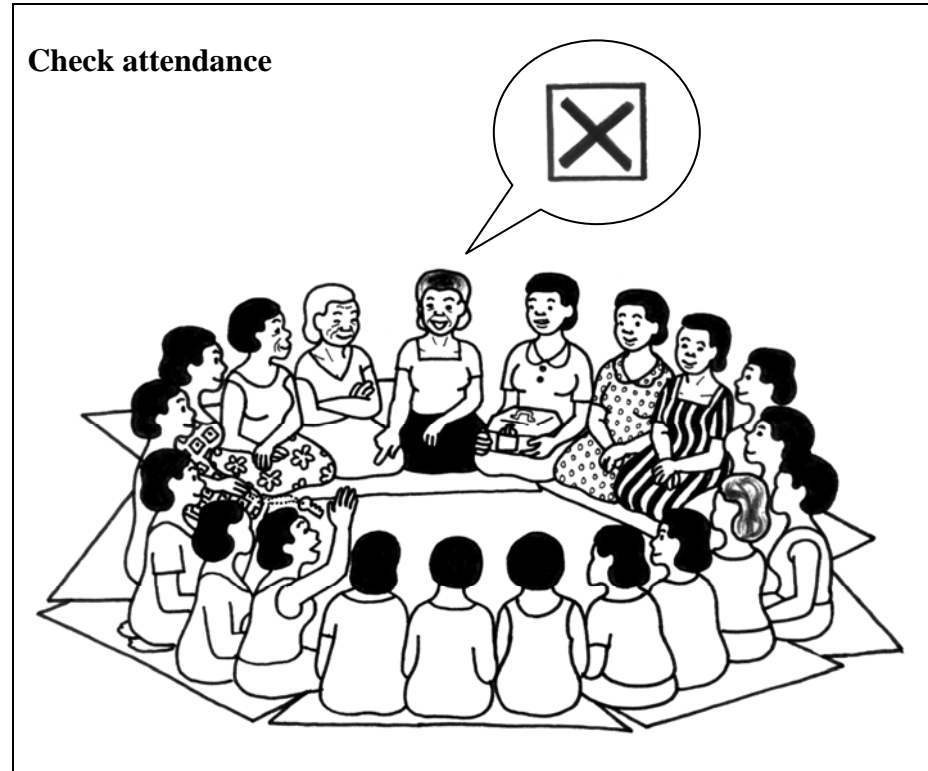
Rule 3: Good Target Size



5. Pledge commitment



1. Start the meeting



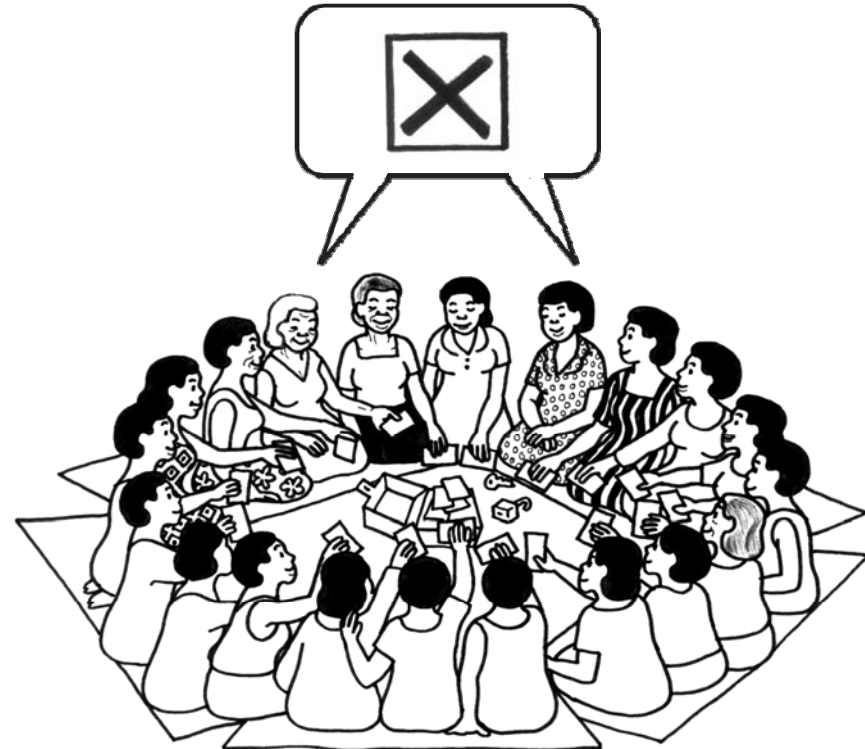
2. Discuss importance of attendance and fines for absence



Many members missing

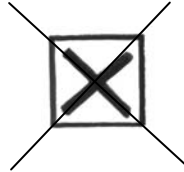


Rule 4: All Members Attend or...





Member not attending



Rule 4: Fine for Absence



3. Identify savings goals and penalties



Importance of a Savings Goal		
A woman is shown from the chest up, holding a banknote. Above her head is a thought bubble containing a drawing of a young girl in a school uniform carrying a book.	A woman is shown from the chest up, holding a banknote. Above her head is a thought bubble containing a drawing of a bicycle.	A man is shown from the chest up, holding a banknote. Above his head is an empty thought bubble.
Rule 5: Savings Goal A speech bubble contains a drawing of a hand dropping a banknote into a box. Below the speech bubble is a group of people sitting in a circle on the floor, some holding up banknotes.		



Fine for missed saving

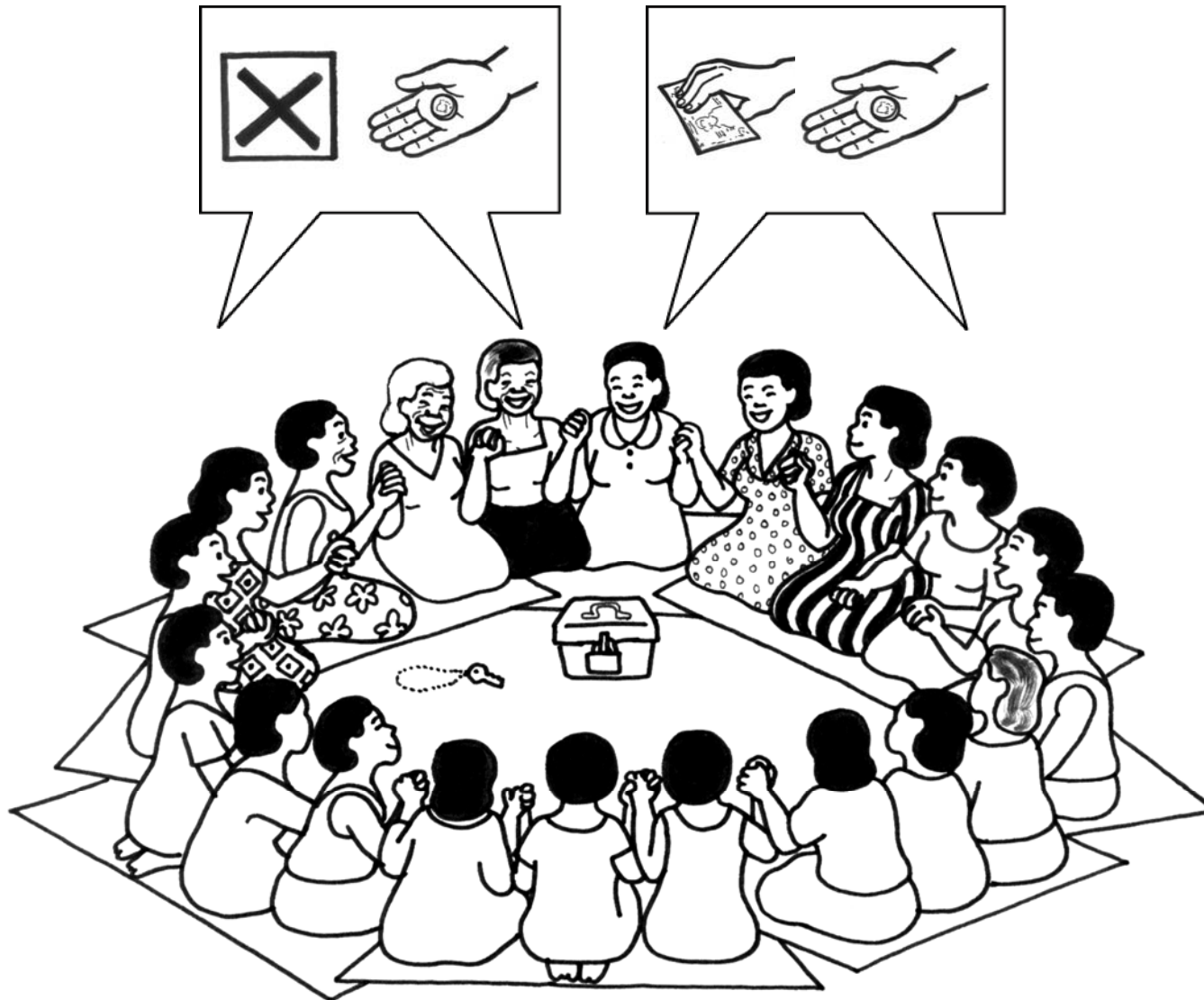
Members not saving



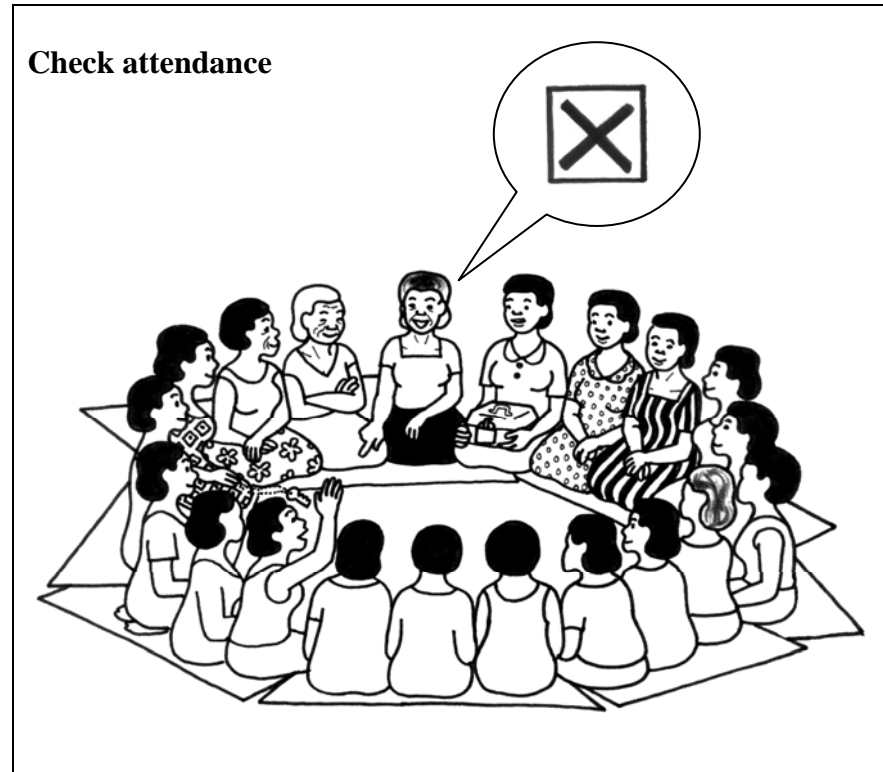
Rule 5: Fine for Missed Saving



4. Pledge commitment

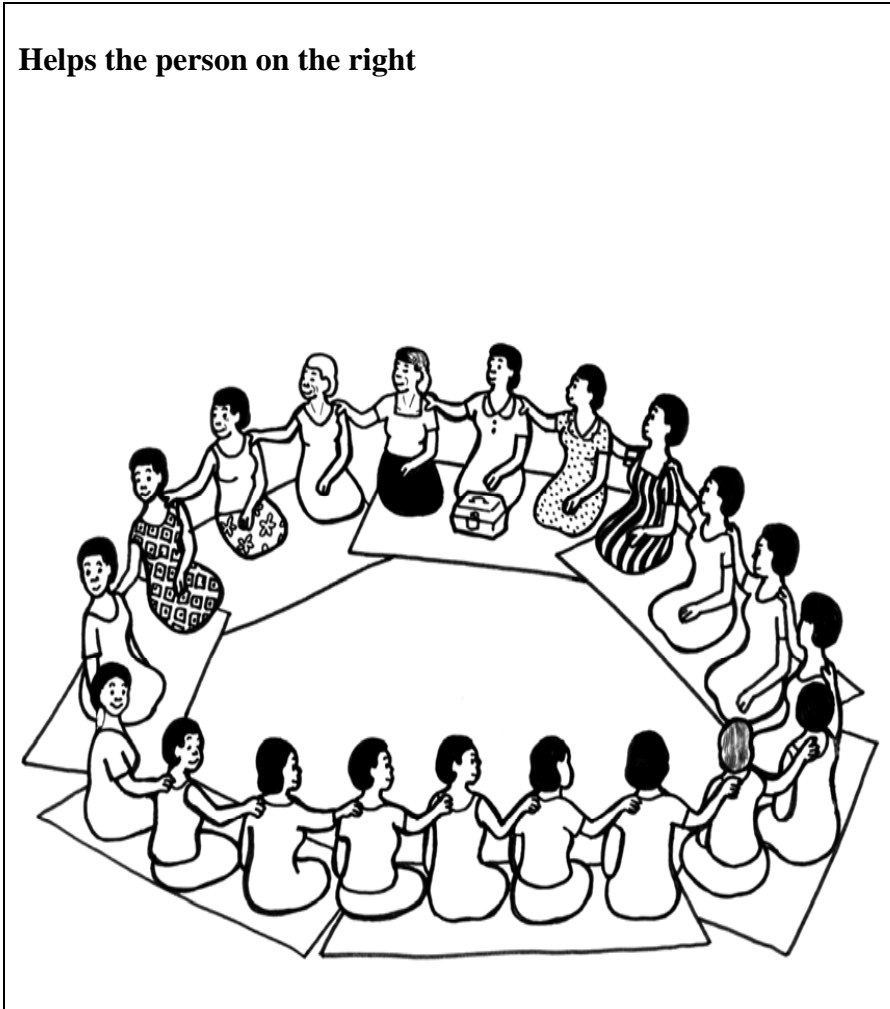


1. Start the meeting

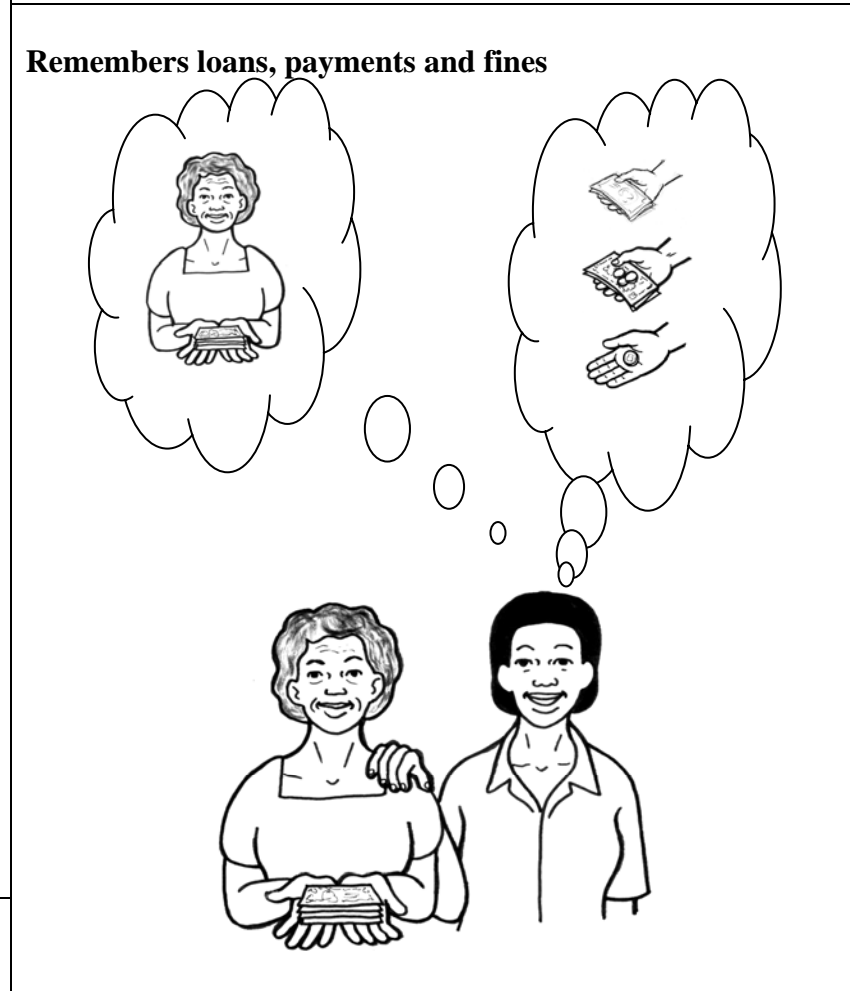


2. Discuss Helper role   

Helps the person on the right

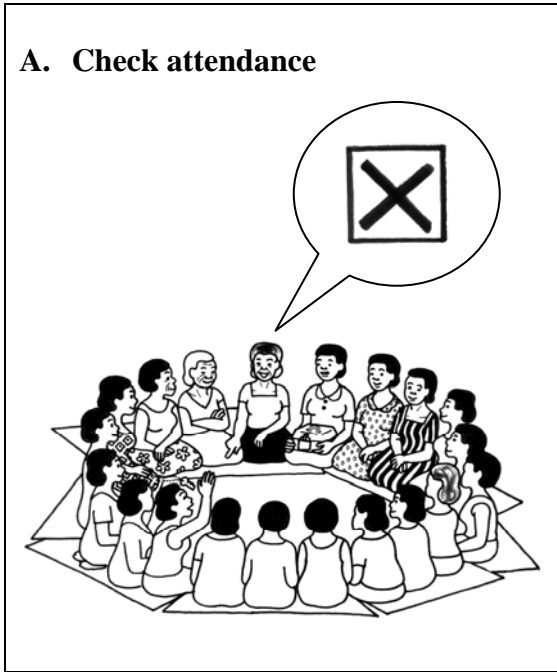


Remembers loans, payments and fines

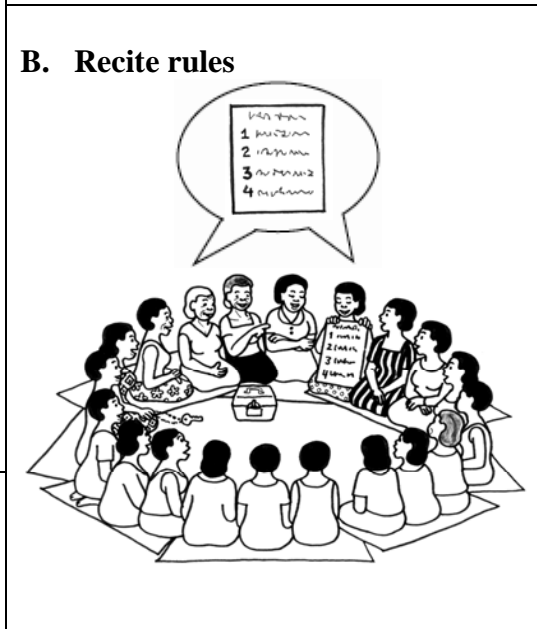


3. Present meeting agenda

A. Check attendance



B. Recite rules



C. Participate in a learning session



D. Open the cash box

Hand over key and cash box



Members call out amount in cash box

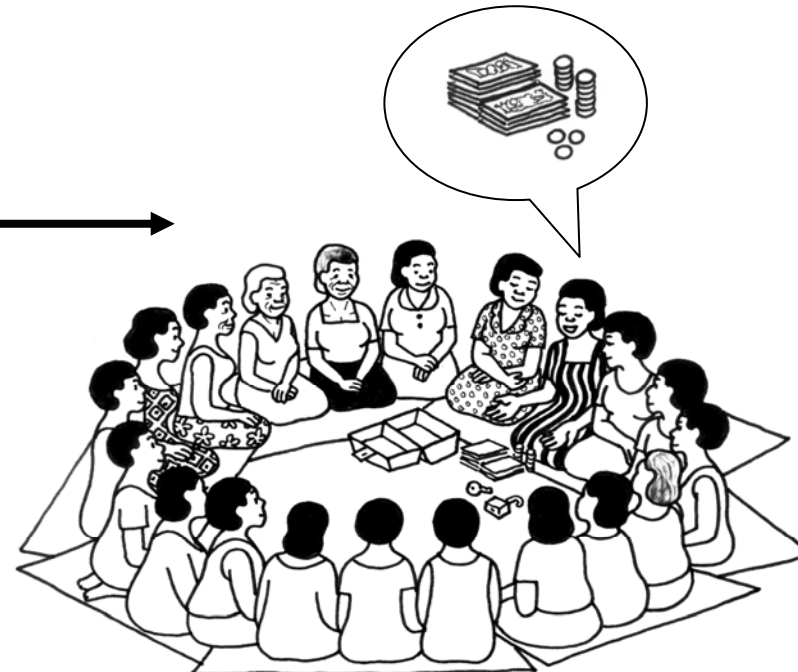




Unlock and open cash box



Cashier counts and announces amount in cash box





E. Collect fines and missed payments

Call out and pay fines and payments



Cashier announces amount collected





F. Make savings payment

Pay savings



Cashier announces savings collected





G. Collect interest and loan payments

Make payments



Cashier announces payments collected





H. Announce amount in cash box

Cashier counts cash

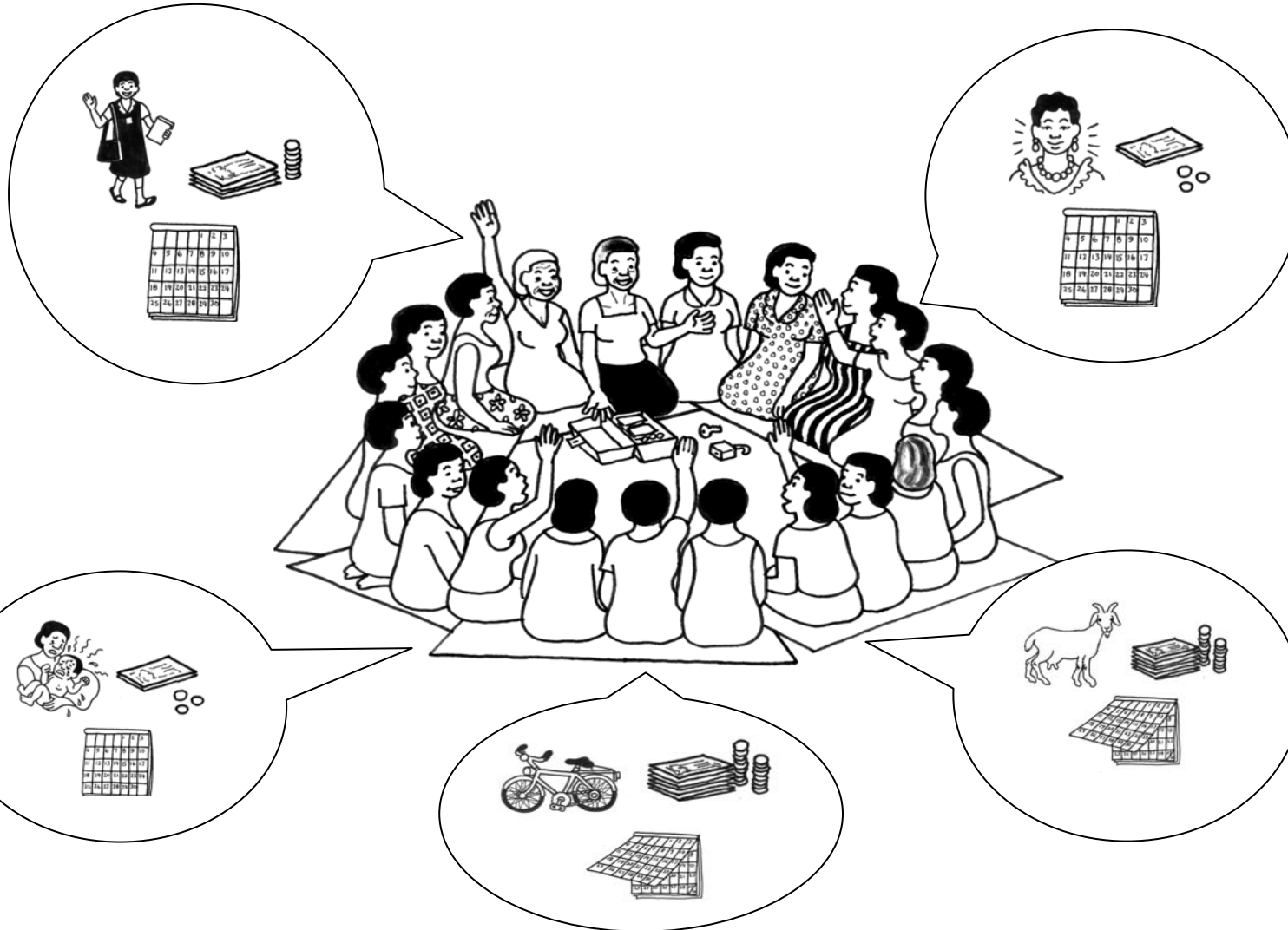


Cashier announces amount of cash





I. Apply for and appraise loans



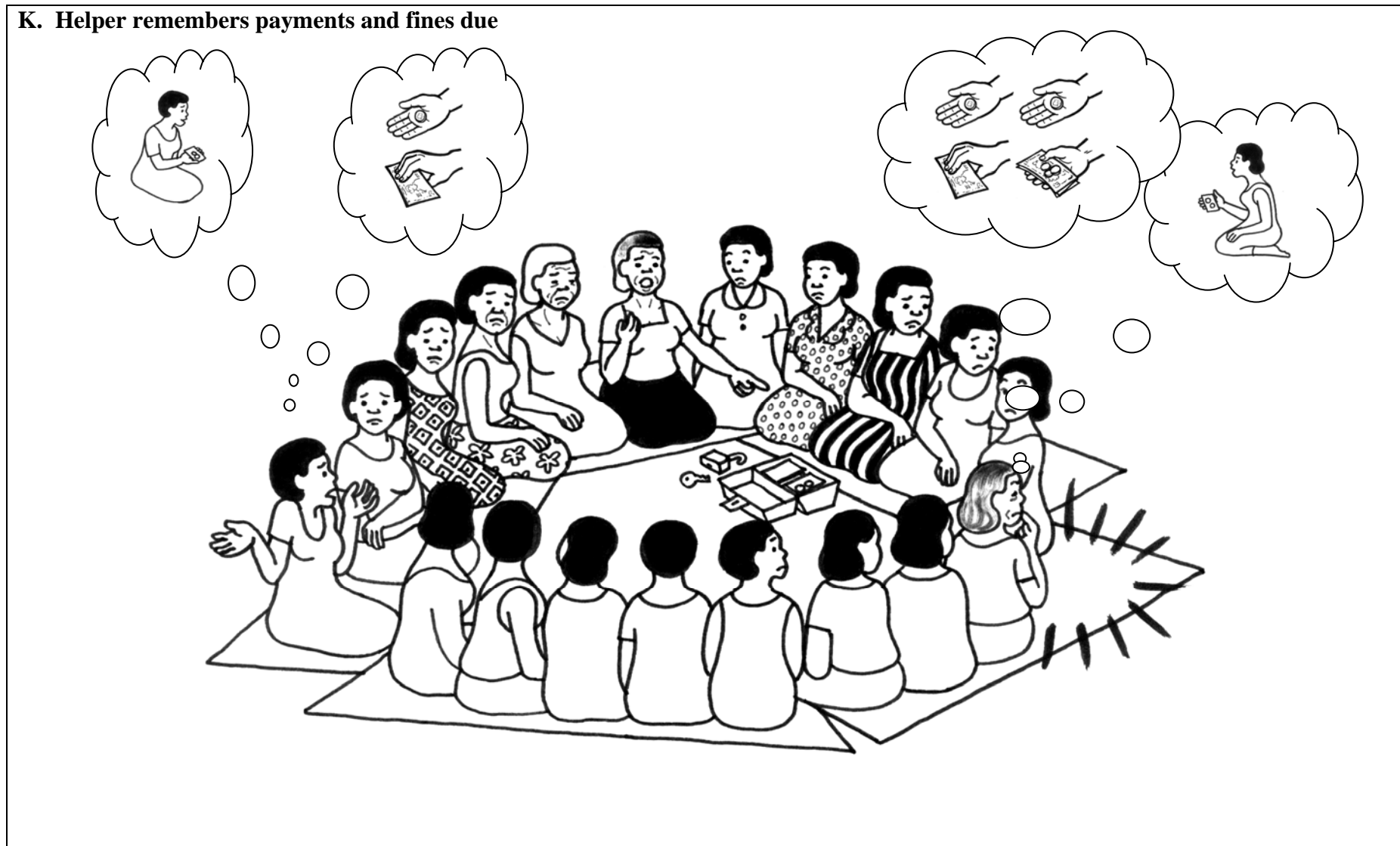


J. Disburse approved loans





K. Helper remembers payments and fines due





L. Count, announce and remember amount of cash

Count and announce amount



Call out amount



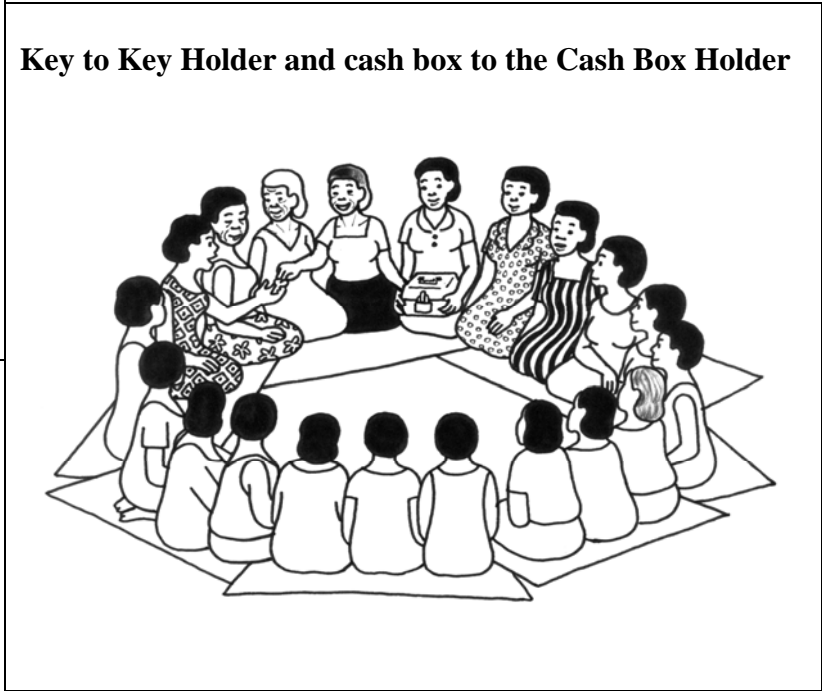
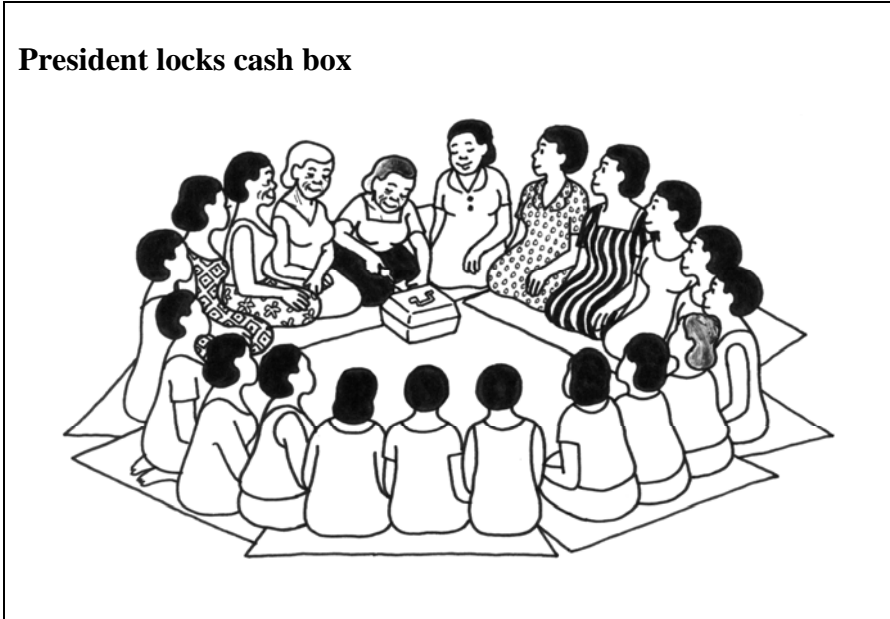
Remember amount

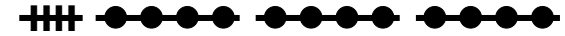




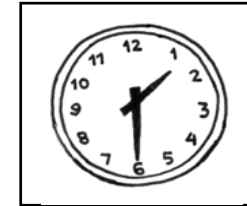
M. Close the cash box

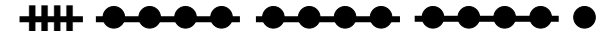
President locks cash box





N. President closes meeting on time





4. Make savings payment

Pay savings



Cashier announces savings collected





Count, announce and remember amount of cash

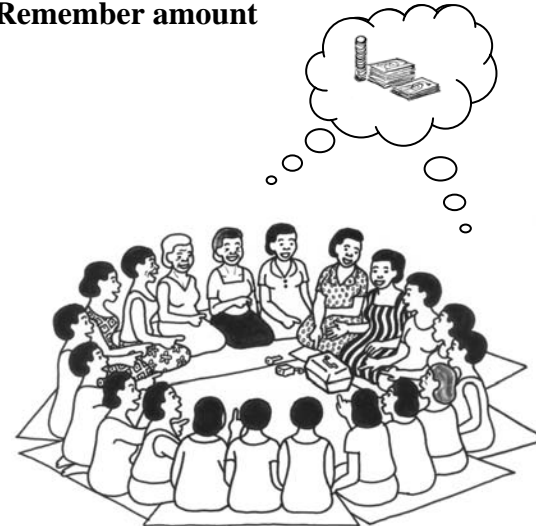
Count and announce amount



Call out amount



Remember amount





Close cash box

President locks cash box



Key to Key Holder and cash box to the Cash Box Holder



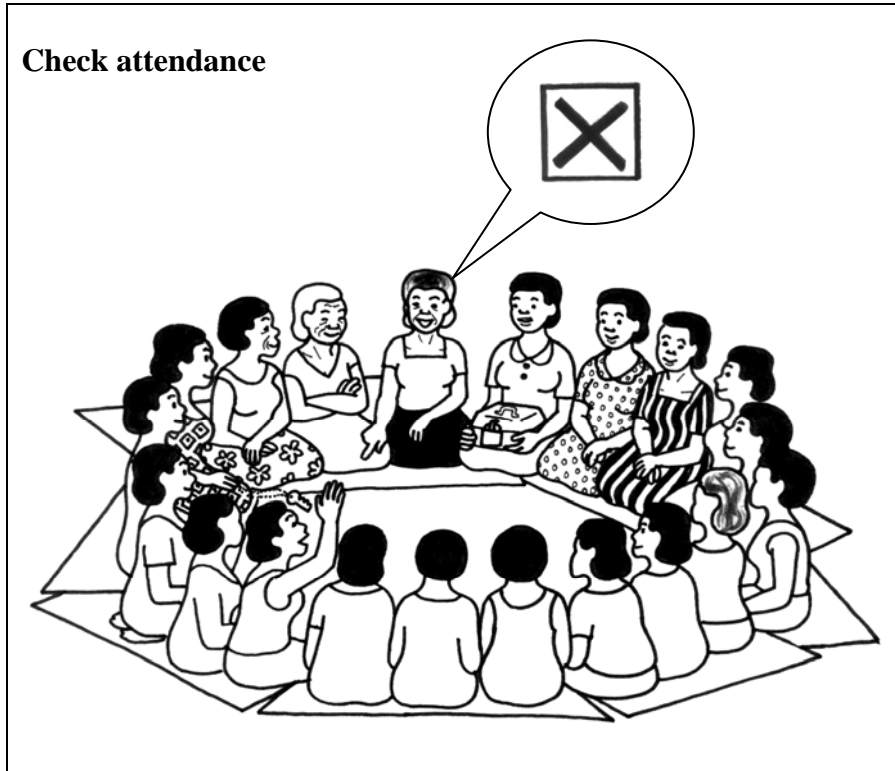


5. Pledge commitment

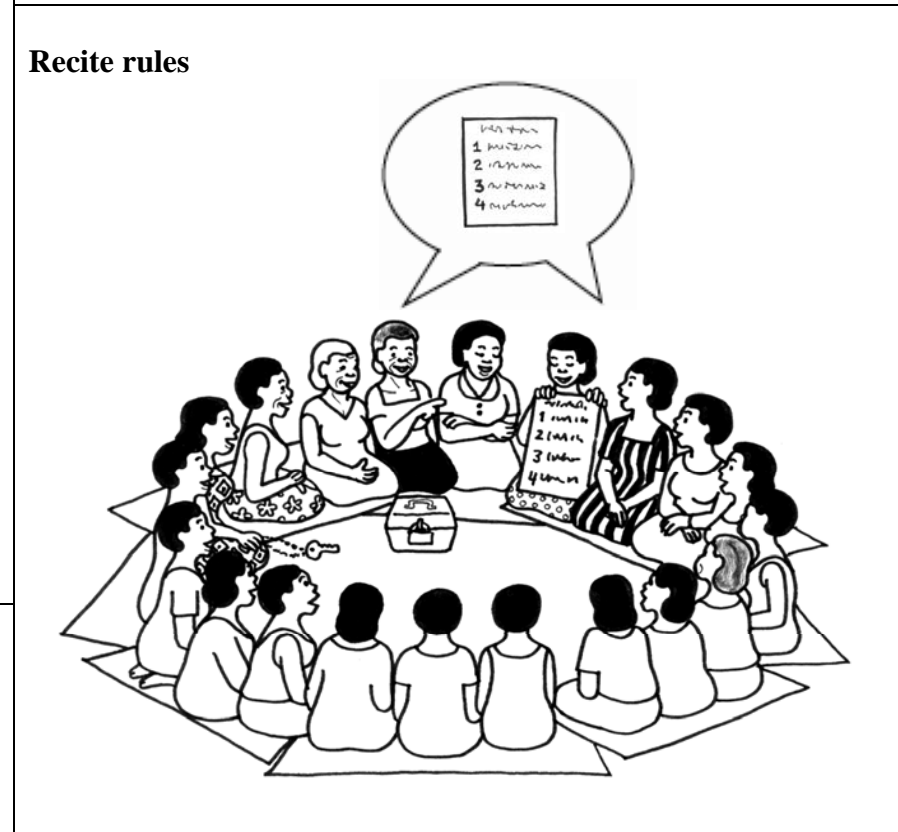


1. Start the meeting

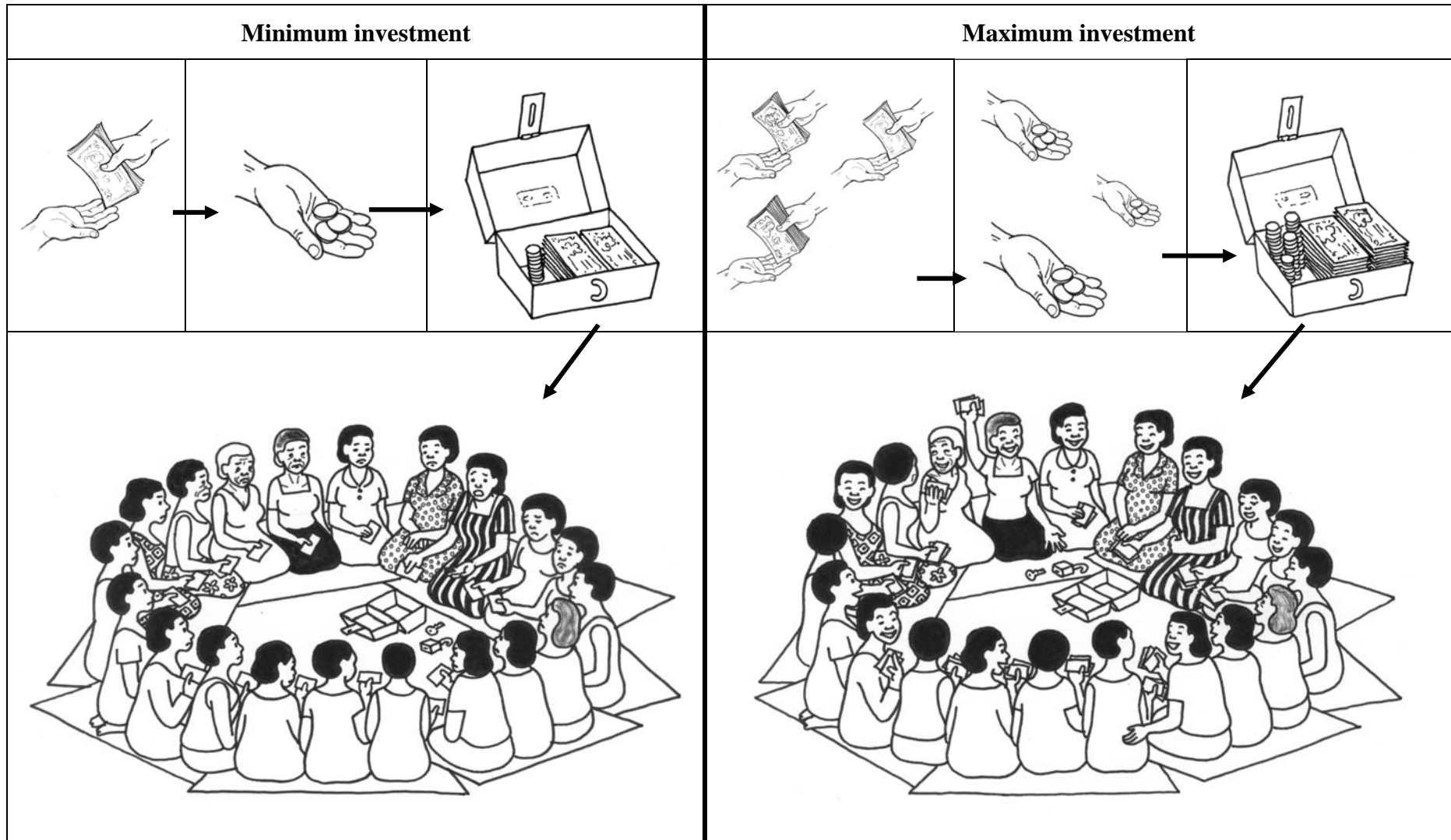
Check attendance



Recite rules



2. Discuss fund utilization



3. Discuss number and length of loans



Make one large loan



Unable to repay large loan



3. Discuss number and length of loans (continued)



Make several modest loans



Able to repay modest loans

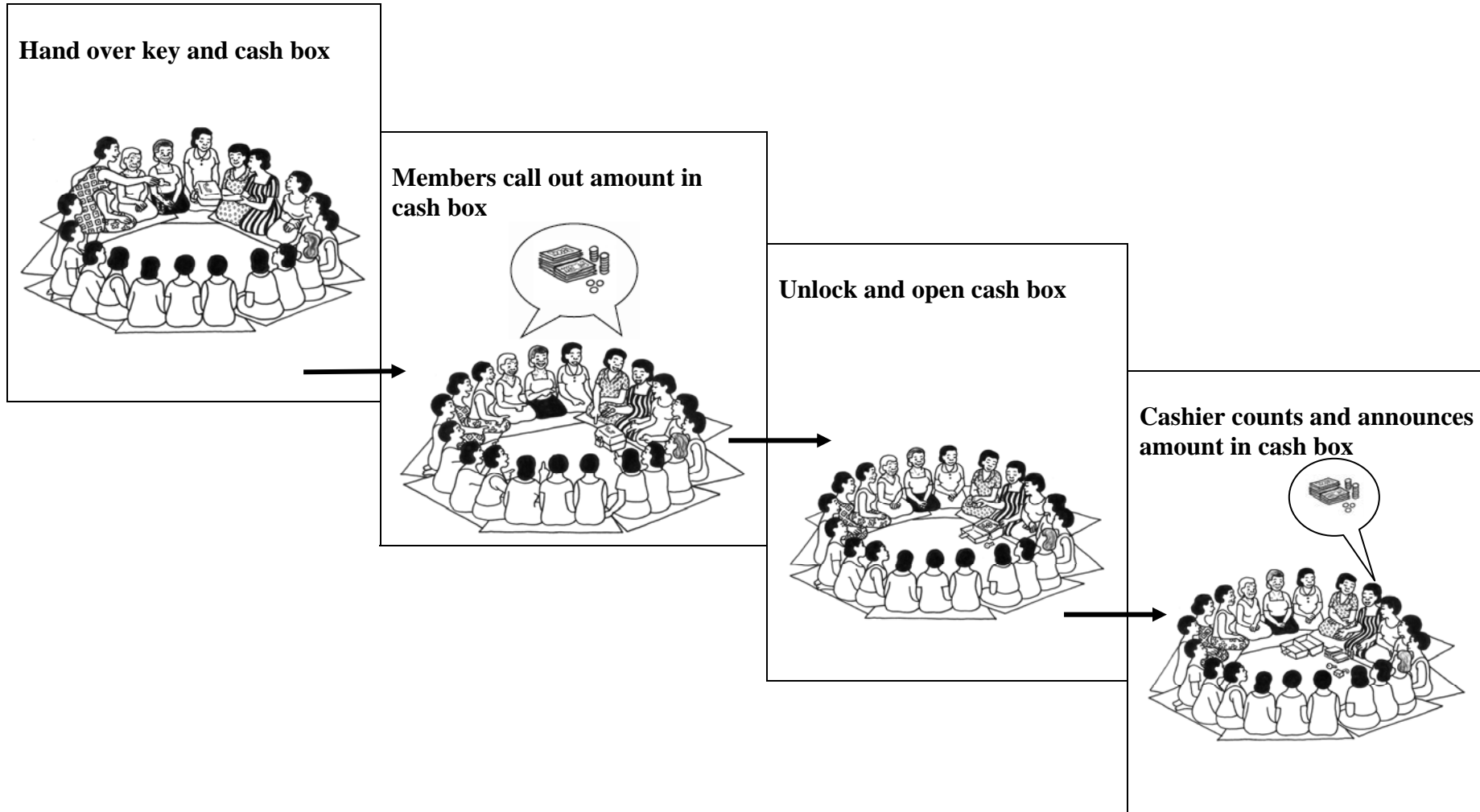


4. Decide Rule 6: Number and Length of Loans



5. Conduct financial operations for a savings meeting

Open the cash box



Collect fines and missed payments

Call out and pay fines and payments

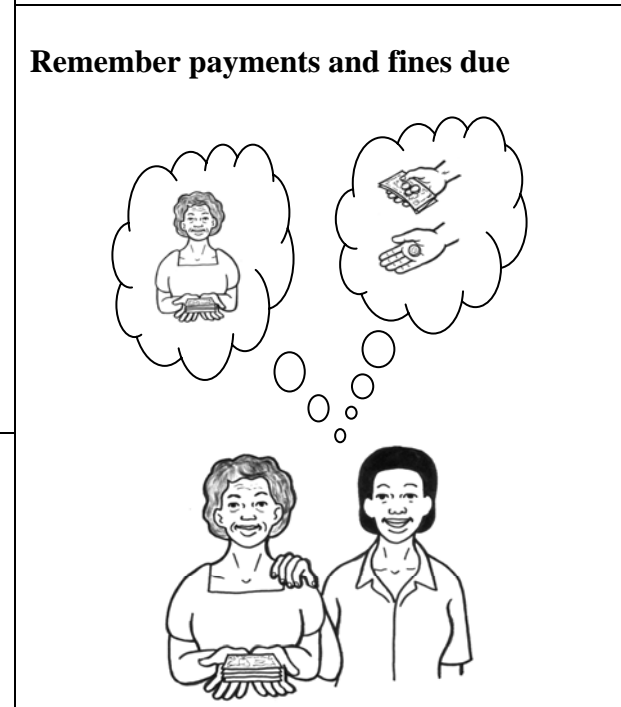
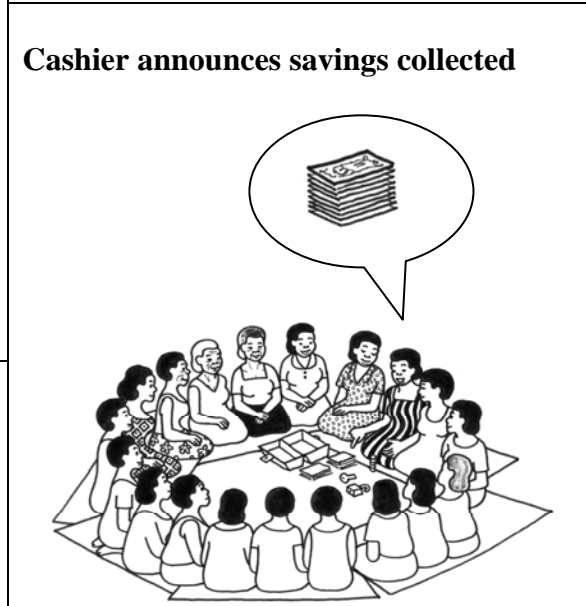


Cashier announces amount collected

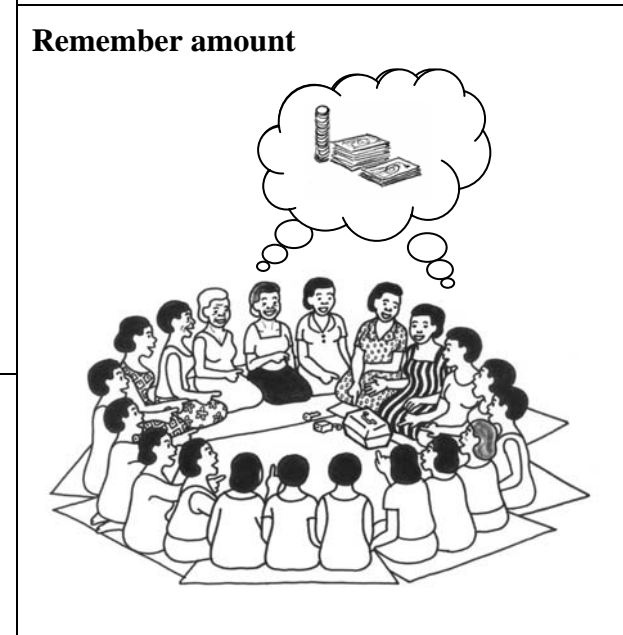
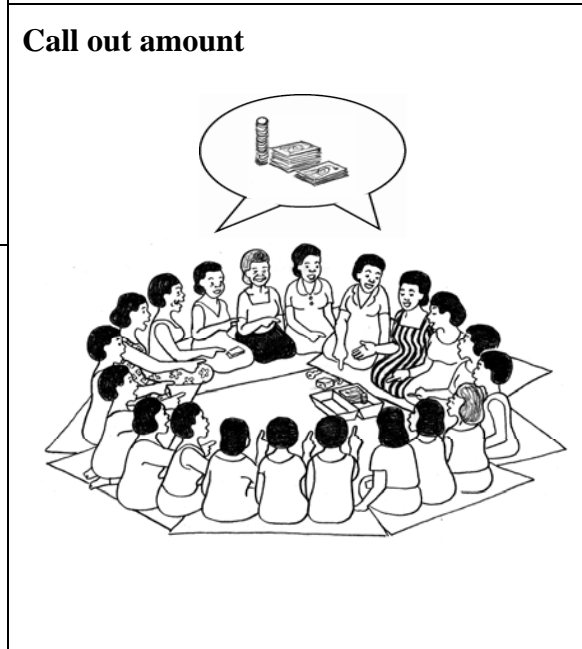




Make savings payment



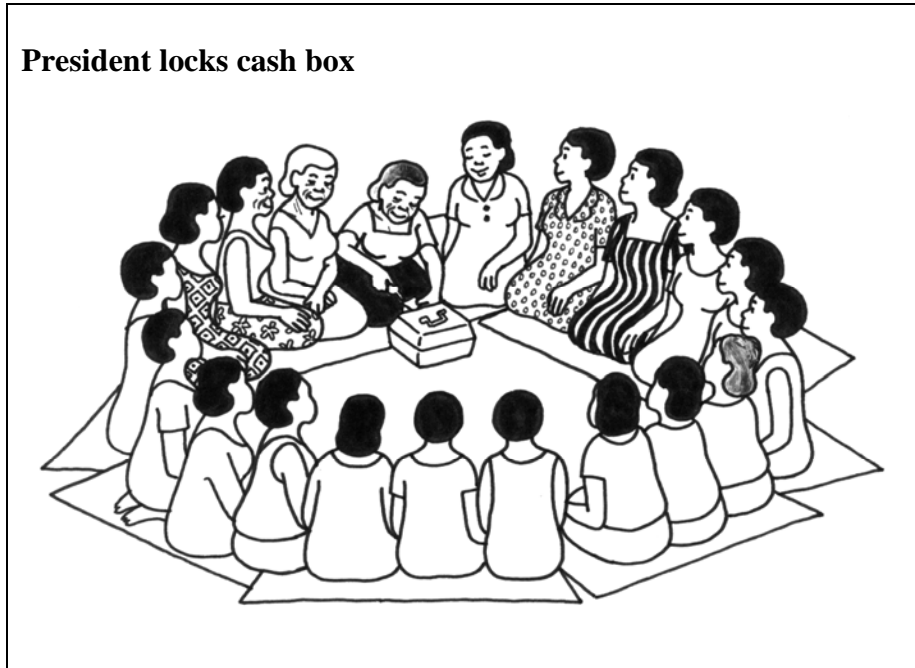
Count, announce and remember amount of cash



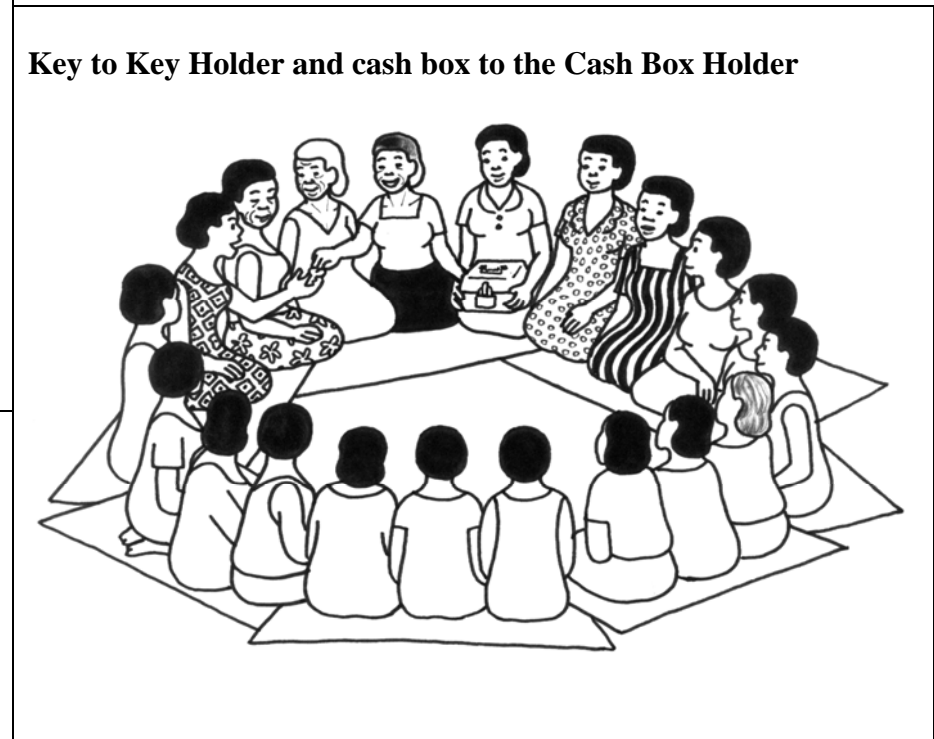


Close the cash box

President locks cash box



Key to Key Holder and cash box to the Cash Box Holder



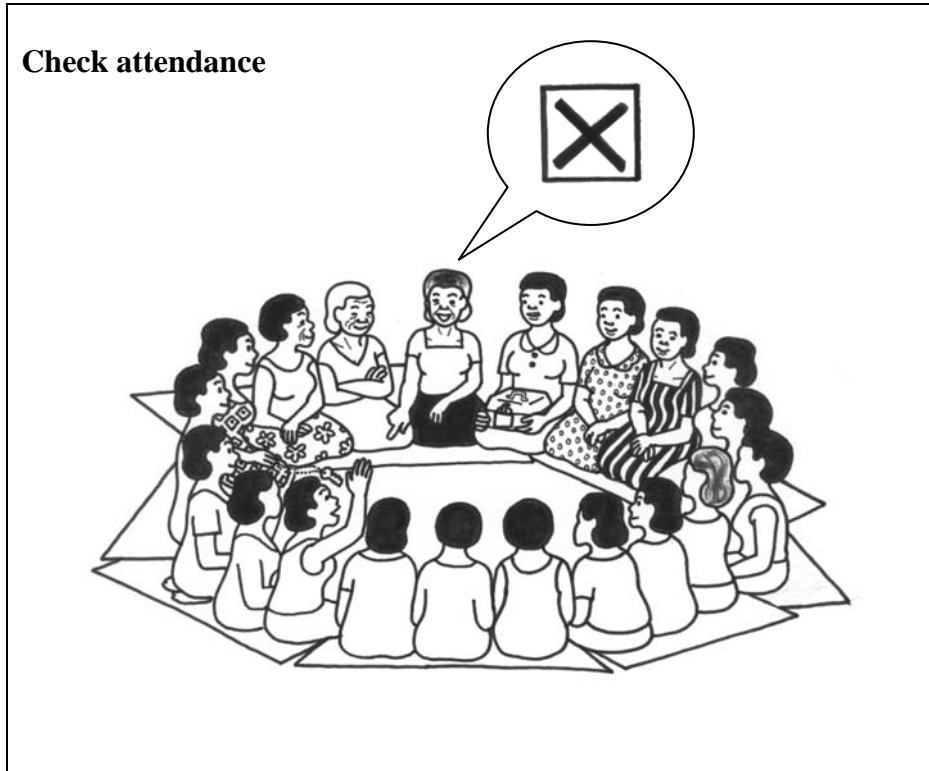


6. Pledge commitment



1. Start the meeting

Check attendance












Recite rules

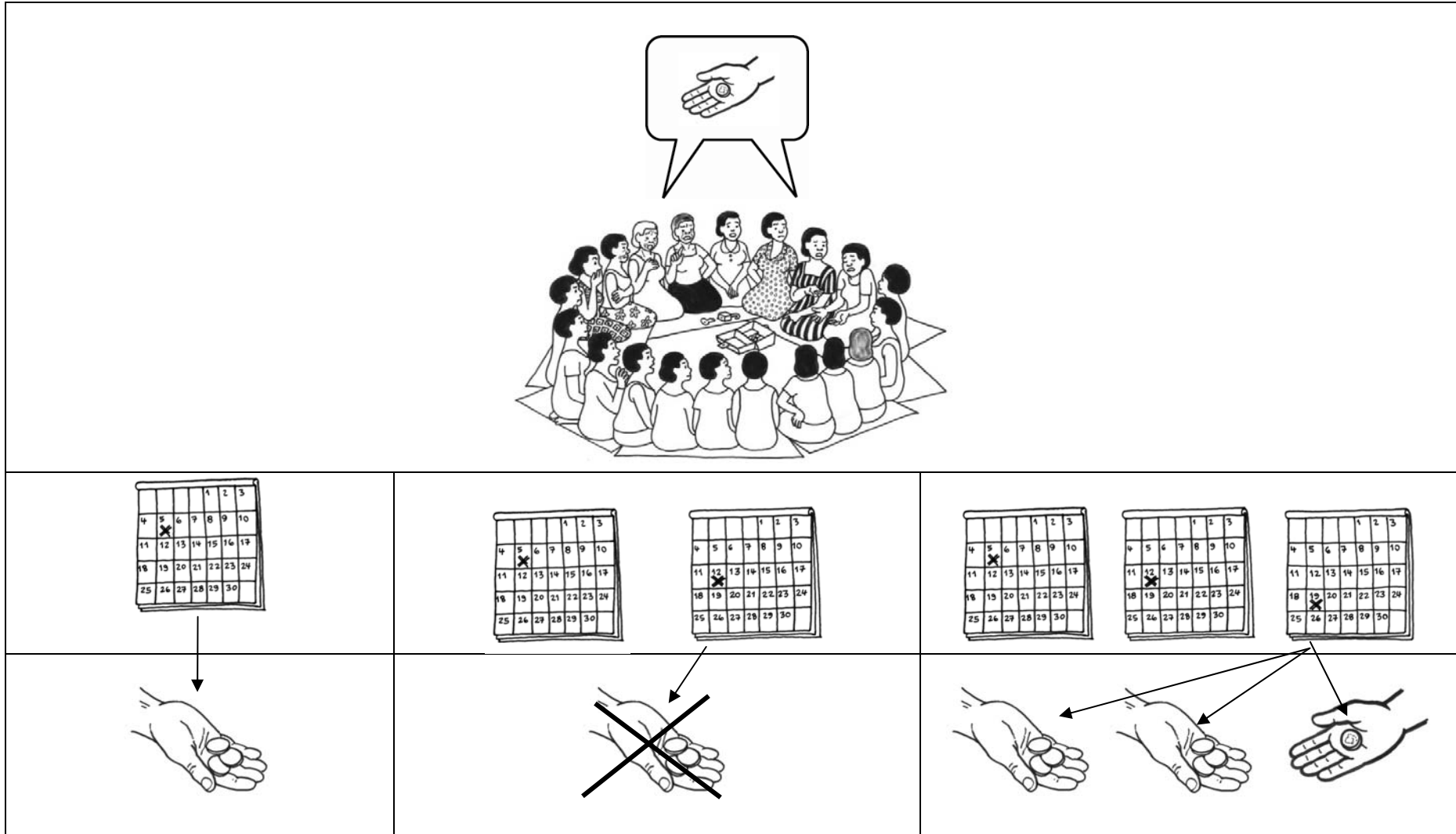


2. Set interest rate



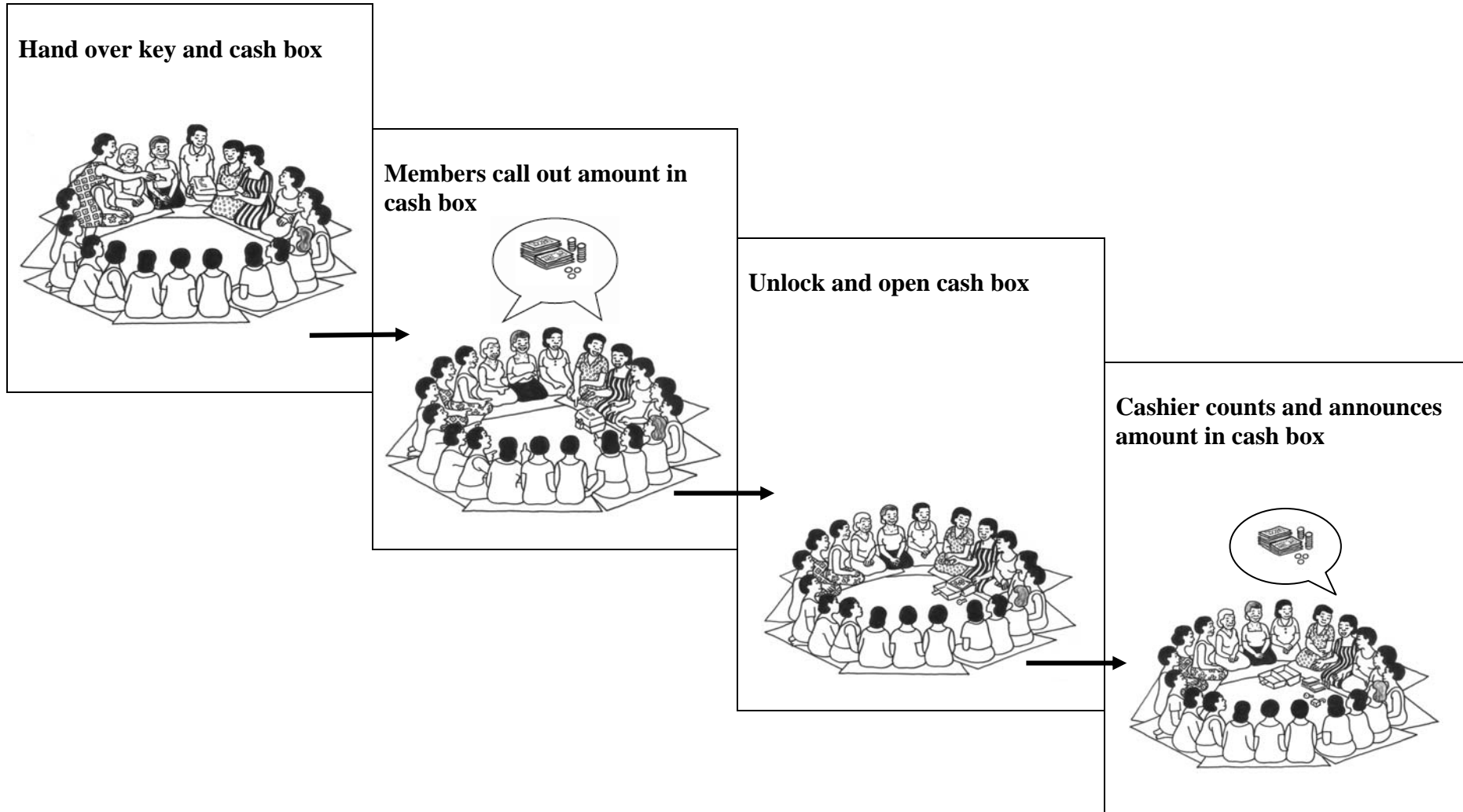
<p>Low Interest Rate</p> 	<p>High Interest Rate</p> 	<p>Rule 7: Modest Interest Rate</p> 
 	 	 

3. Decide Rule 8: Fine for Late Interest and Loan Payments



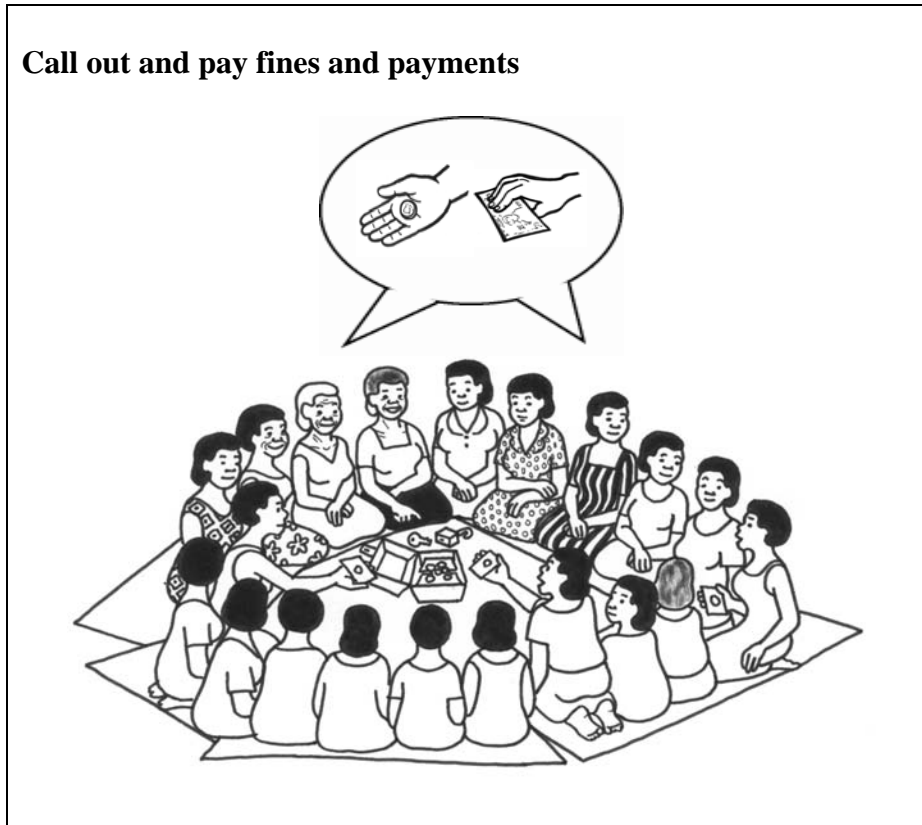
4. Make savings payment

Open the cash box

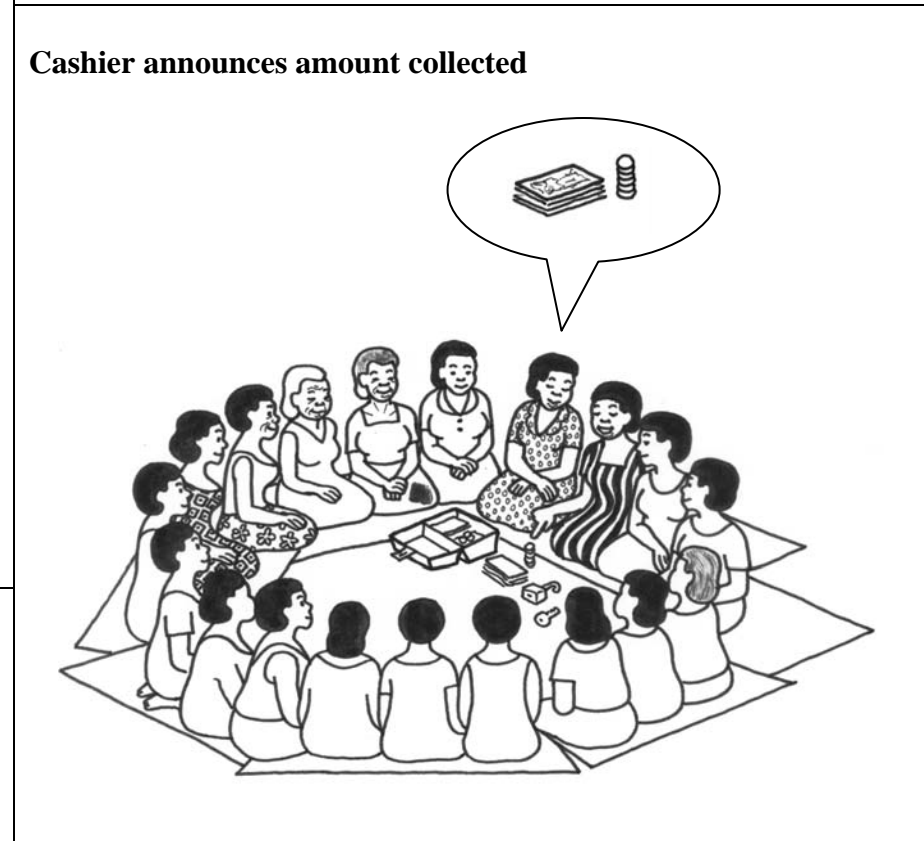


Collect fines and missed payments

Call out and pay fines and payments



Cashier announces amount collected

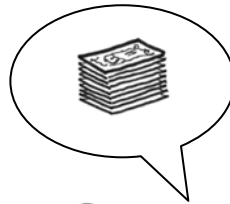


Make savings payment

Pay savings



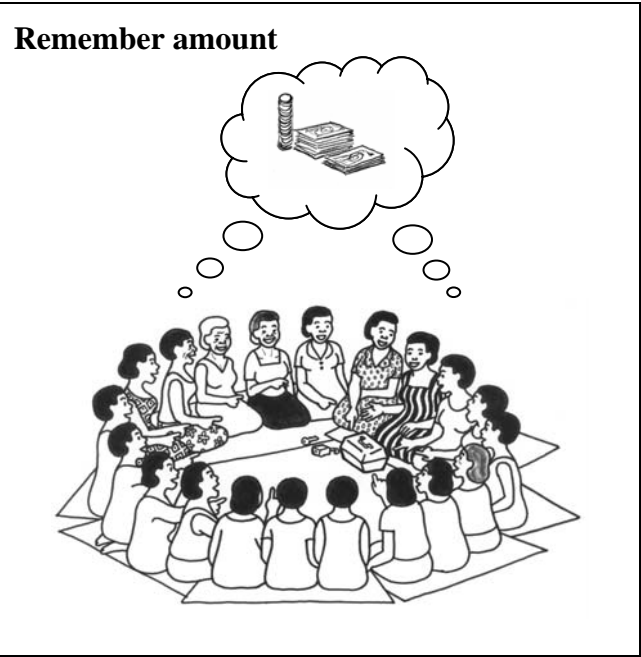
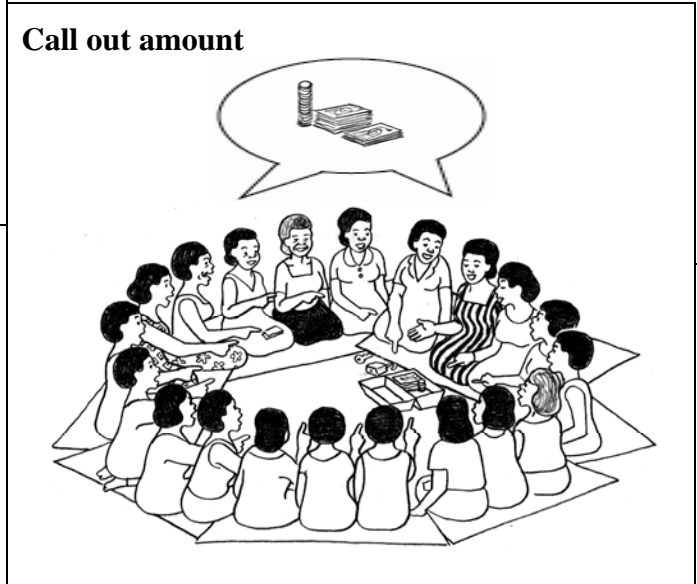
Cashier announces savings collected



Remember payments and fines due



Count, announce and remember amount of cash



Close the cash box

President locks cash box



Key to Key Holder and cash box to the Cash Box Holder

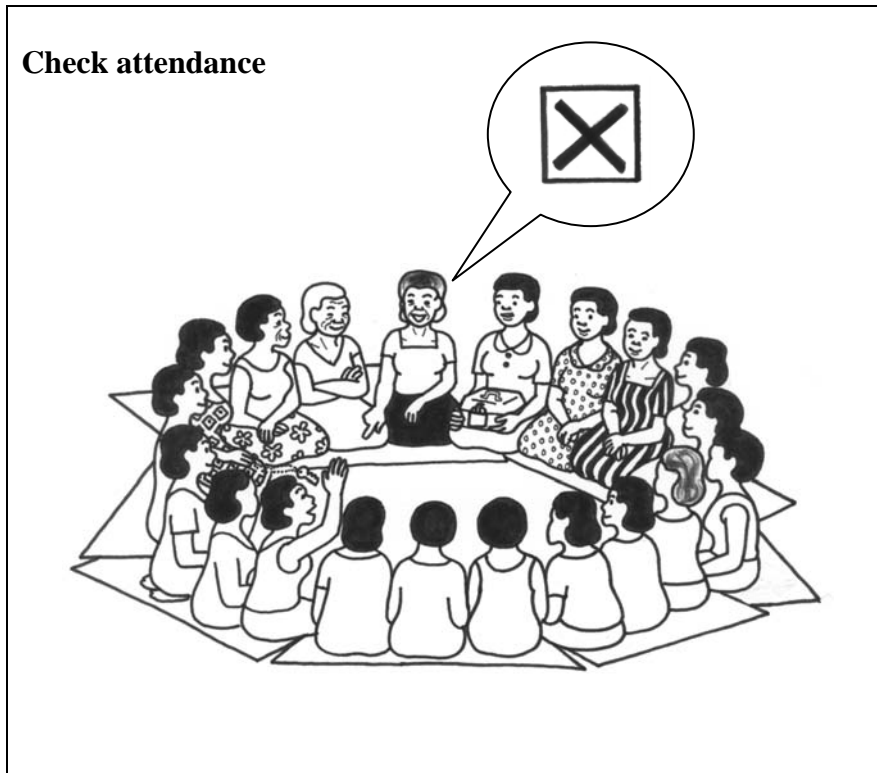


5. Pledge commitment

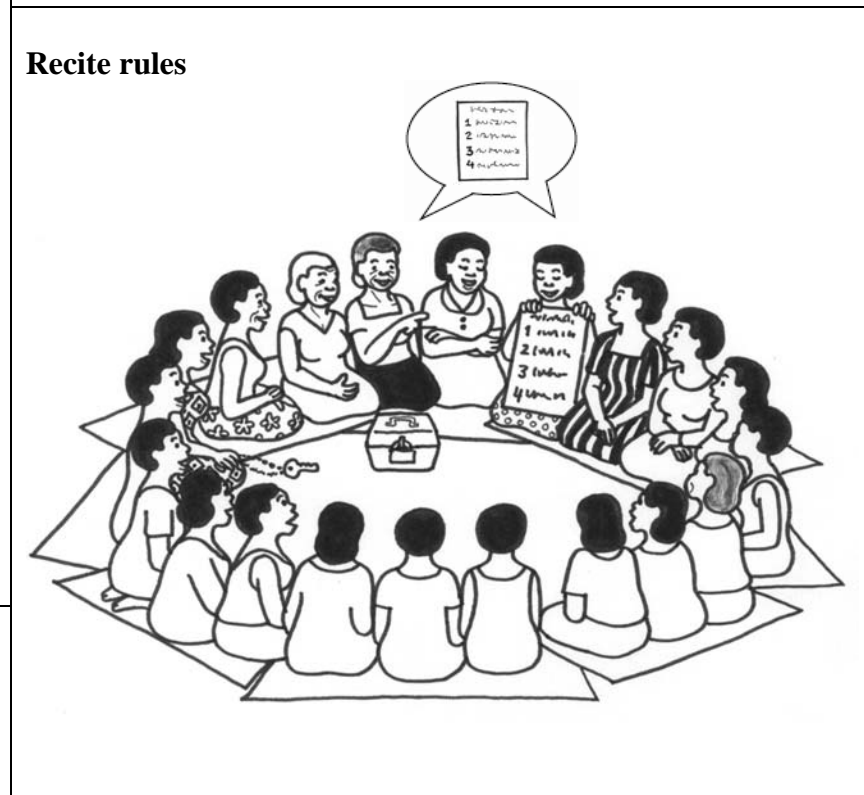


1. Start the meeting

Check attendance



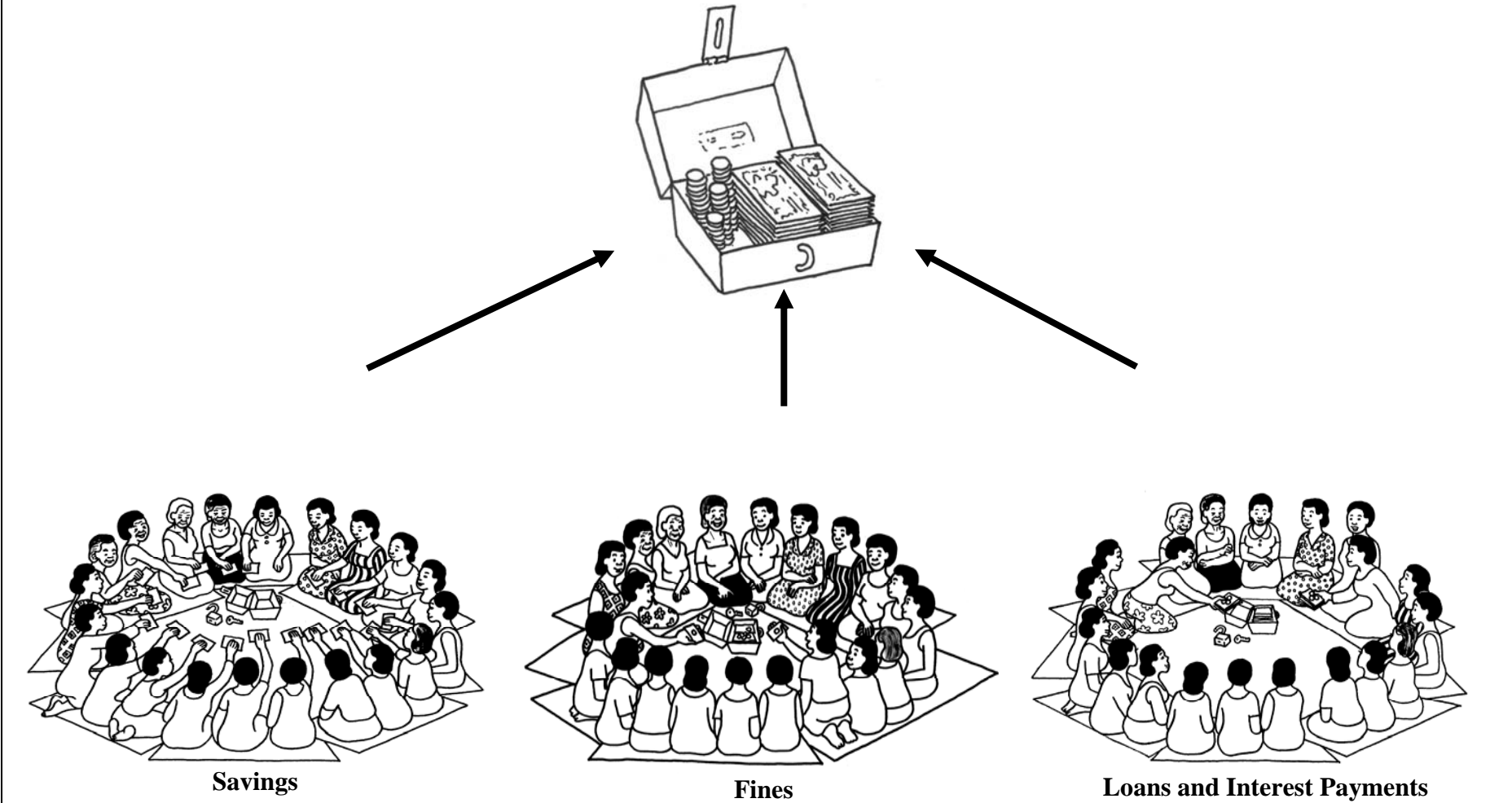
Recite rules



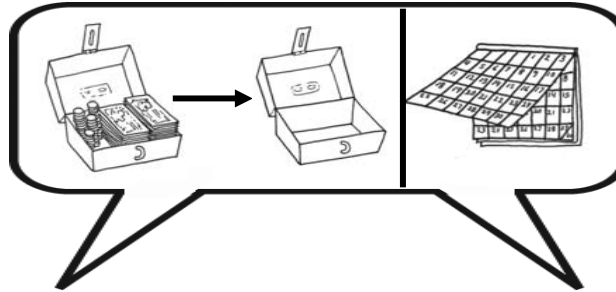
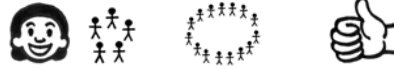
2. Decide distribution of savings and earnings



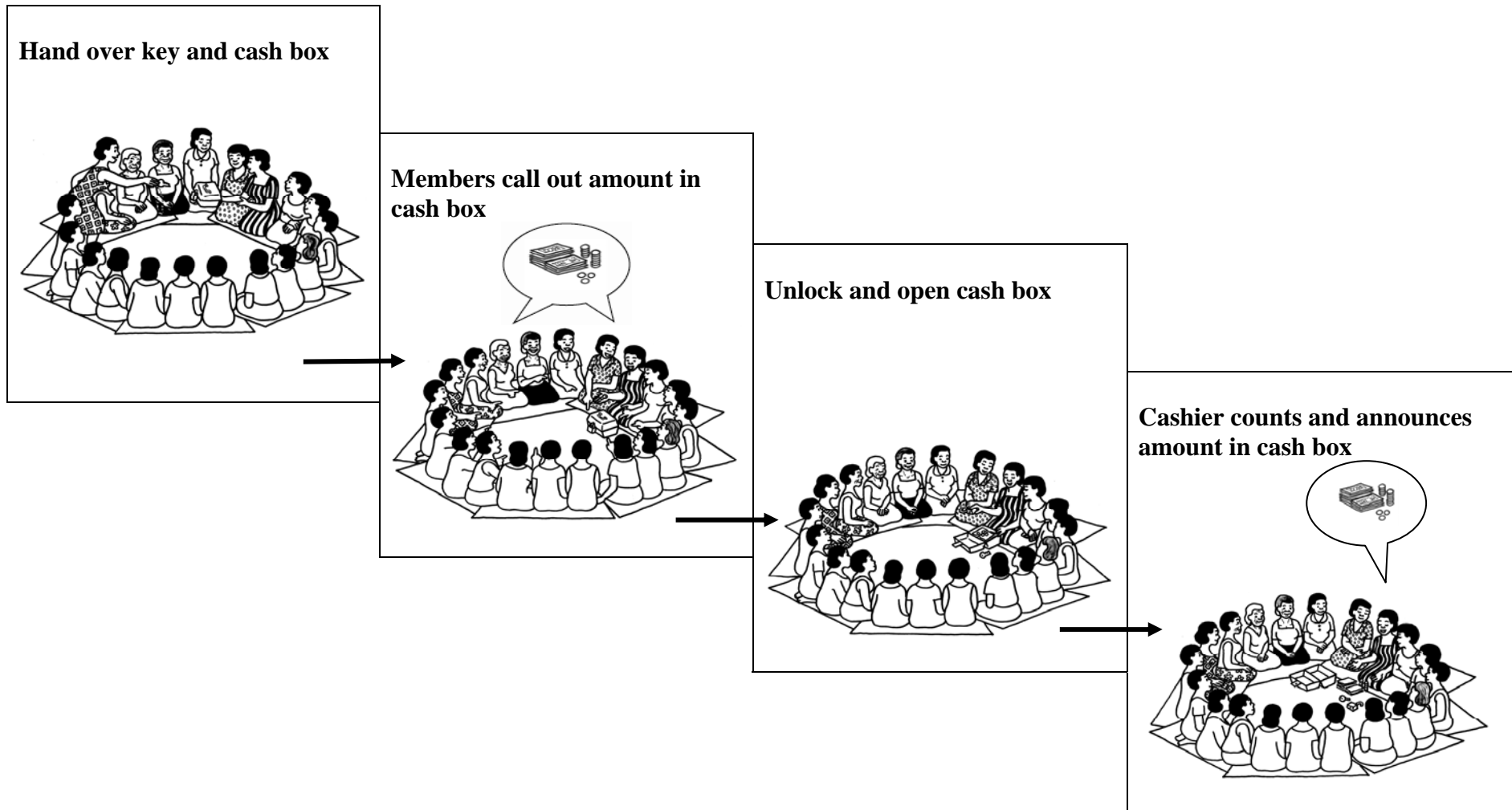
Identify money coming in



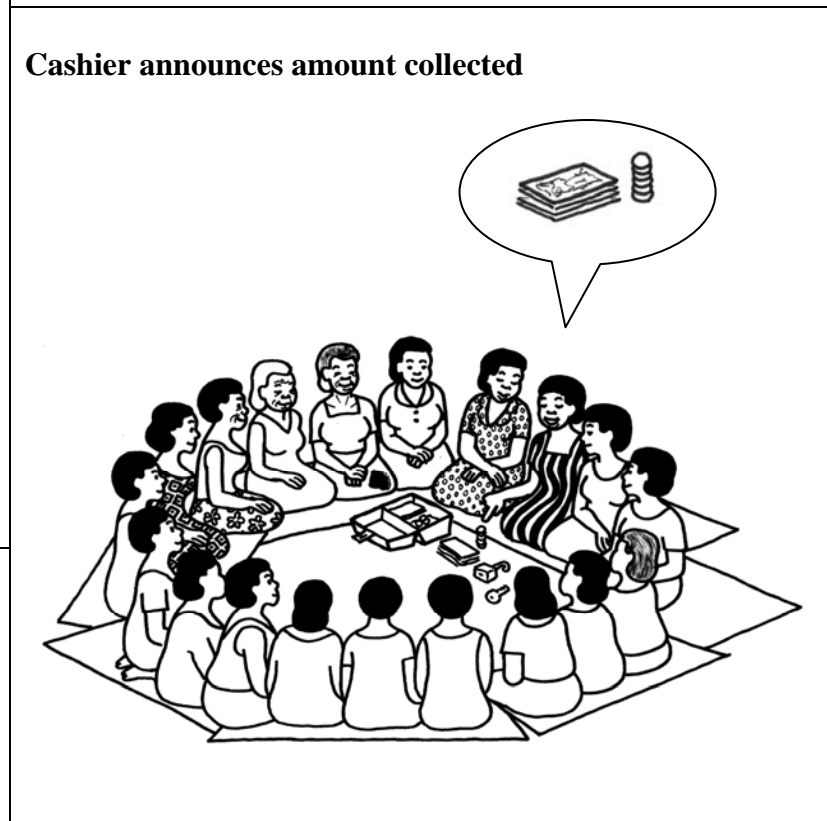
Decide Rule 9: Pay out all of the money regularly



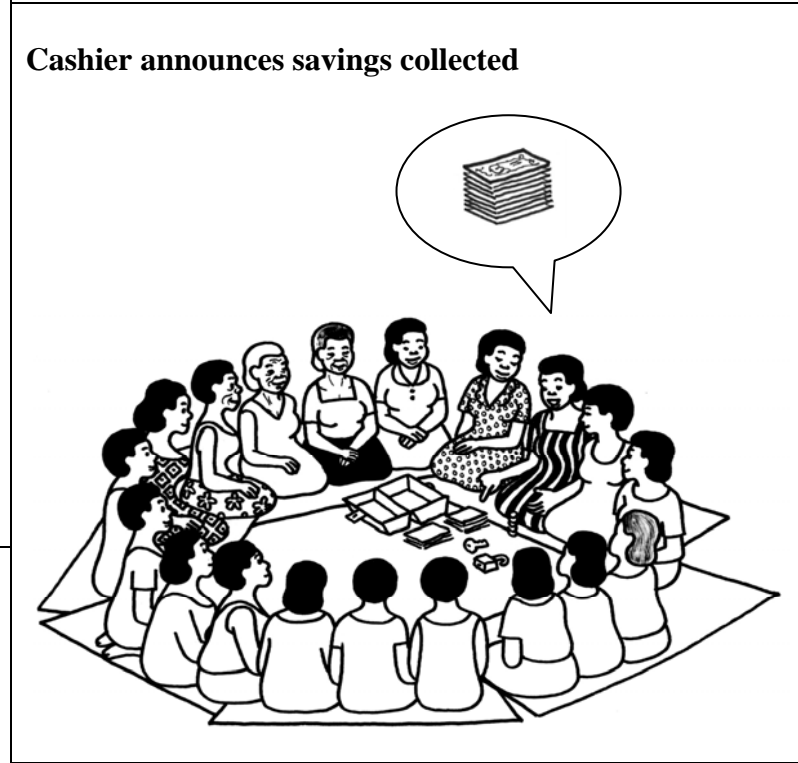
3. Conduct financial operations for a lending meeting



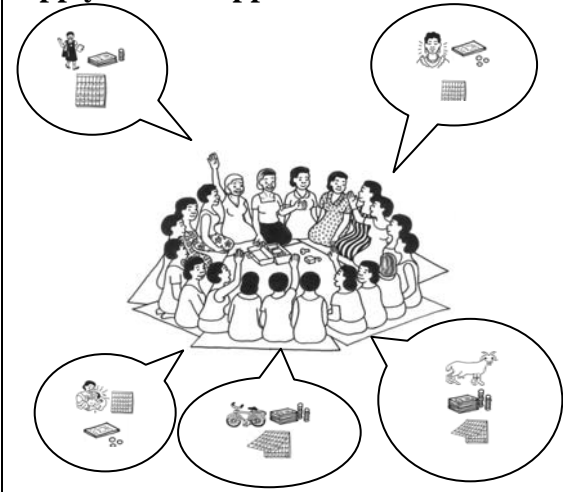
Collect fines and missed payments



Make savings payment



Apply for and appraise loans



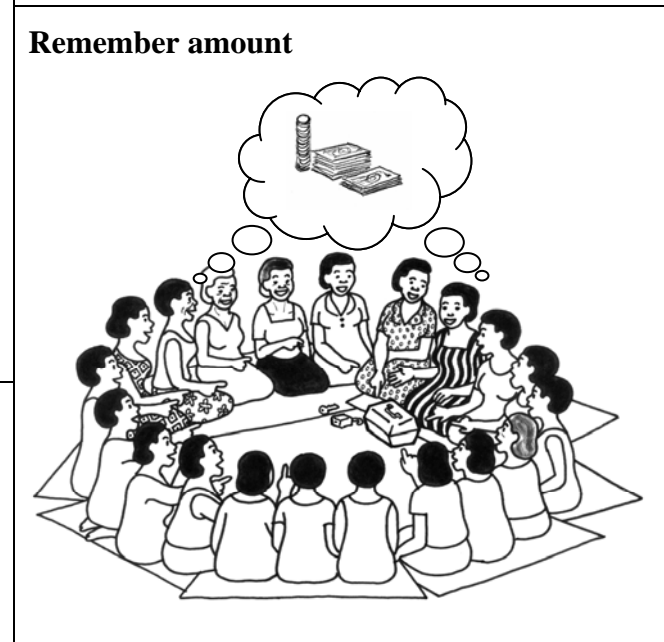
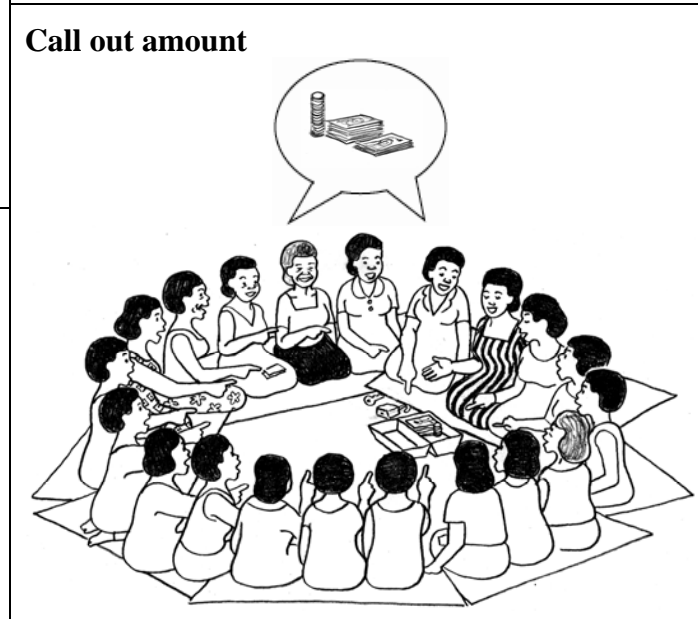
Disburse approved loans



Remember payments and fines due



Count, announce and remember amount of cash



Close the cash box

President locks cash box



Key to Key Holder and cash box to the Cash Box Holder



4. Pledge commitment



