

Reinforcing women of the Chepang community as Change agents for promoting local governance in Nepal

PROGRESS UPDATE

January – April 2015

1. SITUATION UPDATE

Massive earthquake devastation

The **2015 Nepal earthquake** (also known as the Gorkha earthquake) that occurred at 11:56 am Nepali Standard Time (06:11:26 UTC) on 25th April with 7.8 moment magnitude (Mw) lasting nearly twenty seconds as well as the aftershock of 6.6 hit after and hour has tremendously ruined the country. Red Cross Report has indicated that death toll in the country has reached more than 8500 and the number of people injured has reached over 15,000. Chitwan is also one of the affected districts but it is not much impacted as Gorkha, Sindhupalanchowk, Kathmandu, Bhaktapur and Lalitpur.

Training of Trainers (ToT) on “Social Accountability and Social Mobilization” has been initiated on the same date but these participants were supported and provided consent to continue their participation to encourage their leadership promotion process. We are feeling proud that these women change agents have been very active in assessing situation of their villages and brief update is entirely based on their reporting:

VDC	Total Houses	Number of Affected Houses				Number of people casualties
		Total	Fully Destroyed	Repairable	Less damage	
Chandibhanjang	847	600 (71%)	300 (35%)	200 (24%)	100 (12%)	2 dead (1 Chepang)
Lothar	766	457 (60%)	298 (39%)	159 (21%)		1 Chepang
Korak	1161	485 (42%)	290 (25%)	195 (17%)		
Shaktikhor	1909	398 (21%)	47 (2%)	200 (11%)	151 (8%)	
Siddhi	651	258 (40%)	70 (11%)	153 (24%)	35 (5%)	
Kaule	963	35 + (4%+)	35+	NA	NA	
Total	6297	2233 (35%)	1040 (17%)	907 (14%)	286 (5%)	3

Previously it has been planned that village level cascade trainings will be completed by the end of May 2015. However, the devastation in nearly 35% of the households in the project areas will further slower the pace of the training events. We will be confirming the potential dates of the village level cascade training (6 events) at earliest.

To be on safer side, we hereby request for approval from UNDEF in delaying following activities that require local stakeholders and huge community engagement:

- 1.6.3 Organize sensitization events (4 events) amongst selected Influential male leaders and develop their joint commitment of action
- 2.1.3. Organize training program for local government officials
- 3.1.4. Organize consultative meetings to finalize the policy brief (6 events in all the villages)
- 3.1.5. Finalize and widely disseminate Policy Brief

2. MANAGEMENT UPDATE

Approval from Social Welfare Council (SWC) and information to District Development Committee

Social Welfare Council has provided approval to move ahead the project on 31st March 2015. It provided us the full liberty to move ahead full swing including planning for external stakeholders engagement. However, we had presented on Annual Planning Meeting of District Development Committee (DDC), Chitwan along with linkage building with Village Development Secretaries of all these six villages to ensure proper support from local government agencies.

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Picture: Approval letter from Social Welfare Council

Recruitment of full time project team members

Recruitment of the team members took relatively long time than anticipated. In terms of finding best Project Coordinator, second round of selection was conducted. Mr. Janak Karki and Ms. Manisha Bhattarai are recruited as the Project Coordination and Learning, Monitoring & Evaluation Officer respectively.

Identification of Kathmandu Secretariat Site, Central Office and Field Site

The board meeting has decided that Kathmandu Secretariat Site will be based in South Asia Partnership (SAP) Nepal as part of their support to the project. Besides, SAP Nepal has also agreed to support DEC Nepal in national advocacy and linkage based on its previous linkage with Ministry of Women, Child and Social Affairs as well as on web portal update and other knowledge management interventions. The SAP Nepal representative have also supported in linking with Social Welfare Council member that has eased out relatively faster approval process. It has also been agreed that it will provide a meeting venue for organizing meeting of DEC Nepal Board Members.

DEC Nepal's Central Office will be based on SAPDEC venue. It has been realized that there should be field site for the project team for close interaction with Chepang women. Therefore, in the reporting period a site office has been established in Shaktikhor for providing close mentoring support to these Chepang women.

Procurement of equipments

Procurement committee has initiated process of collecting quotations for the purchase of equipments. The procurements of computers and camera has been completed.

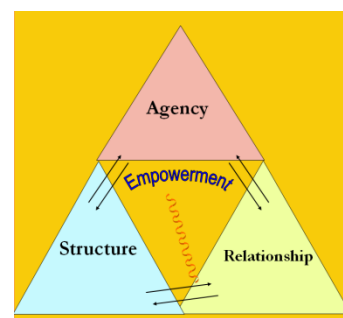
3. KEY PROJECT UPDATE

Output 1.1. Project Operational Guideline Prepared

Project Operational Guideline has been prepared together with Project team members in the leadership of the Project Director. Most of the content has been derived from the proposal. However, some of the areas like strategic approaches has been elaborated.

Adopting women empowerment framework

Women from the Chepang community will have access to decision making process, which directly impacts their empowerment, livelihoods and well-being. In the empowerment framework, it will cover changes in the following three areas: (a) Agency: change in individual capacity, leadership, self-esteem and aspirations, (b) Structure: change in national, social and local laws and norms, values and behaviors, and (c) Relationship: change in the way women and men, people and policy makers interacts with each other. Participating in the planning and decision making process, these communities will not only advocate on their issues, but will also have opportunity to collaborate with Influential male



leaders on pro-people development plans and increasing social harmony in the society. The concerns raised and reflected by these groups in the planning process will impact positively on new generations of these groups. Capacity building and awareness coupled with networking will be key project level strategies for strengthening these marginalized sections of society.

There should be proper analysis done in the area of Chepang women's engagement in public domains and their ability to influence decisions. Based on CARE's empowerment framework the contextual analysis framework can be presented as:

Agency	Structures	Relations
How do Chepang men and women, boys and girls make use of public spaces? What are reasons for this? What roles are Chepang women taking in various village, district level decision making process in different institutions (both formal and non formal)? Are Chepang women and girls in leadership positions? If yes, where are they leading? What strategies do Chepang women employ to gain access to services and rights and enhance their leadership role? Who do they negotiate with? What personal skills, abilities, information, knowledge or attitudes will a Chepang man or woman need to be able to access services and rights and meaningfully participate in decision making processes? What have Chepang women done collectively to promote equality in access to services and rights as well as improve their meaningful engagement in decision making processes?	How are Chepang women and men represented as participants within markets, community forums, cultural rituals, government, etc.? To what level are Chepang women and women's interests represented in each of these spaces? What are policies, programs or strategies that promote Chepang women's participation in public policy, planning and decision-making? What happens to Chepang women or girls who are seen in public spaces? What are the consequences for safety and security or reputation? Are adequate services equally accessible to Chepang women, men, girls and boys? (types of services may include education, health, financial, legal)	Do family members or neighbors encourage or support participation in decision making positions/ processes? Do husbands support wives? Do parents support daughters? How do power dynamics in the household or community prevent or facilitate meaningful participation in community forums? Do women support one another across classes or caste or ethnicity? Which social support networks facilitate meaningful participation and leadership opportunities in public forums by Chepang community members? How effectively do Cheapng men women leaders negotiate their interests and remain accountable to Chepang communities?

Mobilizing influential male leaders

Mobilization of influential male leaders both Chepang and non- Chepang to increase the leadership role of marginalized Chepang Women will be another strategic approach of the project. These influential male leaders will contribute in raising the agenda of Chepang women in local planning process including budgeting. Empowerment framework can also be adopted in reviewing the male leader engagement.

Agency	Structures	Relations
What roles are influential leaders playing to ensure that Chepang women are taking up leadership role and actively engaged in decision making positions and processes in different institutions (both formal and non formal)?	What roles are played by influential male leaders in raising agenda and interest of Chepang women in public spaces and decision making spaces they represent?	How these influential leaders convince family members or neighbors to encourage or support Chepang women's participation in decision making positions/ processes?
Is there any specific strategies adopted by these influential male leaders?	How are these influential leaders influencing policies, programs or strategies that promote Chepang women's participation in public policy, planning and decision-making?	How these leaders support social networks to play active role in strengthening meaningful participation and leadership opportunities in public forums by Chepang community members?
What personal skills, abilities, information, knowledge or attitudes is required for these influential leaders?	How these leaders have played role in ensuring Chepang women, men, girls and Boys are access to services equally? (types of services may include education, health, financial, legal)	How these leaders also supporting Chepang men women leaders negotiate their interests and remain accountable to Chepang communities?

Increasing accountability of concerned government stakeholders

Another key strategy will be increasing accountability of the concerned government stakeholders as well as other service providers to be more aware of the concerns and agendas of Chepang Women while formulating local budgets. Tokenism participation should be replaced with meaningful engagement of poor people in development planning. The project will aim at developing regular dialogue between marginalized Chepang women and the decision makers, government and development stakeholders mainly at local level to bridge the current wider gap in order to strengthen mutual trust and cooperation.

The Development Exchange Center Nepal (DEC Nepal) will play an intermediary role and give utmost priority to the engagement of target beneficiaries and government stakeholders in the entire process of project activities for their increased ownership. In this way, this approach of engaging marginalized Chepang women in the community level development planning process

will be institutionalized and continued even after completion of the project by other development actors.

Learning and sharing knowledge

Learning will be a continuous process and therefore, there will be periodic documentation of these experiences. The learning document will be shared with other actors so that some of the approaches can also be replicated in other parts of the country.

Besides, the operational guideline also comprised of details of activities, risks mitigation strategy, sustainability and brief information on Monitoring, Reporting and Evaluation. The Learning, Monitoring and Evaluation Officer has also initiated the process of preparing M&E Plan.

Output 1.2. Training Manual on Social Accountability and Leadership Promotion prepared

Training need assessment format was developed both in English and Nepali versions. Mr. Janak Karki, Project Coordinator visited all the project sites and collected information based on the assessment format. Information collection visits was conducted jointly with representatives from National Chepang Association Nepal. It has been realized that there should be increased partnership with the association in future so that this project will be owned and later up continued by the Association.

Similarly, expertise of SAP Nepal in the field of Social Accountability and Knowledge Management would be expedited for increased effectiveness of the project interventions. We have received technical insights from SAP Nepal team members as well as board members of DEC Nepal in drafting the training manual covering areas like Gender, Women Empowerment, Social Accountability Tools and Social Mobilization as identified in the training need assessment.

The consultant has also being hired for preparing some illustrations on the social accountability and social mobilization. It has been found that illustrative training manual will be more useful for these Chepang women so that they can use the same content for their village and community level awareness and advocacy endeavors.

Output 1.3. Eighteen women Local resource Persons trained on Social Accountability and Leadership through 1 Training of Trainers (TOT)

Eighteen potential Local Resource Persons were identified in consultation with local development stakeholders including National Chepang Association Nepal. In order to identify the best candidate, the Project Coordinator, Mr Janak Karki visited all the program areas and interacted with potential women leaders to identify the best fit for the project.



Development Exchange Center (DEC-Nepal) organized a four days Training of Trainer (ToT) program from April 25-28, 2015 in SAPDEC Sauraha, Chitwan in financial assistance from United Nation Development Fund (UNDEF), USA in collaboration with National Chepang Association of Nepal and South Asia Partnership (SAP) Nepal (SAP).

Altogether 21 participants from 6 Chepang dominant VDCs of Chitwan district- Siddhi, Korak, Kaule, Chandibhanjyang, Shaktikhor and Lothar- attended the training. Of these 18 were Chepang women selected on the basis of their education and active association with village development groups, and 3 were potential influential Chepang men, who were associated with Village Development Committee and were members of National Chepang Association of Nepal. All the resource persons and facilitators for the training were from SAP Nepal and DEC Nepal except for a guest speaker from a District Development Committee.

Despite of the earthquake all sessions of the training program was held smoothly. The organizers consulted with the National Chepang Association, participants as well as some of the family members of the affected areas regarding the continuation of the training in this havoc situation. It was very encouraging to find that the family members of these women provided full support and motivated us to continue this process of strengthening leadership of these women members for enabling them to act as change agents.

The objectives of the training were five-fold: 1. To enhance leadership skills of selected Chepang women facilitators for social mobilization; 2. To enhance knowledge and skills of Chepang women to participate in various dimensions of Local Self Governance; 3. To increase participation of Chepang women in local planning and implementation process; 4. To Increase regular communication and coordination between Chepang women and Local Government; 5. To increase accountability among stakeholders and service receivers for promotion of local good governance.

On the opening day District Development Committee Representative, District Women and Child Development Official, VDC Secretaries and media personnel were present in the inauguration session of the training along with resource persons and facilitators.

The four day training program was focused on five themes: 1. Women Leadership and Gender Equality 2. Good Governance and Development 3. Social Accountability 4. Social Mobilization 5. Plans and Policies of Government

Women Leadership and Gender Equality : Ms. Shikha Shrestha, Chairperson of DEC-Nepal, adopted a participatory approach and tried to explain women empowerment framework, gender equity and equality, access and control over resources and women leadership along with stages of participation in a simpler forms using illustrations and games. She emphasized that there should be increased commitment from women themselves to demonstrate themselves as change agents and family, community as well as government should play an enabler role for strengthening these women leaders.

Good Governance and Development : Mr. Janak Karki , Project Coordinator, DEC Nepal initiated with a good video on child marriage. He briefly covered aspects of good governance like Accountability, Transparency, Rule of Law, Equity and Equality, Legality. He also shared about different facets of development namely : human, infra-structure and economic development.

Social Accountability: Mr. Narendra Joshi ED from SAP Nepal discussed about 21 tools of Social Accountability. Among them he highlighted mainly on 1.Community Score Card 2. Public Hearing 3. Social Audit. Group exercise was conducted to prepare a draft community score card for accessing accountability status of Chepang women, networks and civil society as well as local government stakeholders in strengthening chepang women. The community score card comprised different indicators covering areas of : a. Participation b. Transparency c. Rules and Regulations and d. Monitoring and Evaluation. The draft community score clearly identified that more efforts should be done by Chepang women.

Social Mobilization: Mr. Janak Karki, Project Coordinator DEC, Nepal, highlighted the importance of social mobilization and discussed about its components including Reflect Model. He asked the participants to repeatedly chant a slogan 'I am the change agent' a number of times. This was aimed at inspiring and convincing the participants that they can bring the change in their community. Participants were asked to list good qualities to be a social mobilizer

Participants were thoroughly briefed about the concept to form 'Chepang Women Advocacy Forum'. Such forum would help to advocate issues concerned with empowering Chepang women. Participants were advised to form five different chepang women's groups in each VDC with minimum 25 members in each group. In this way a total of 125 members would be formed in each VDC and 750 members in six VDCs.

Local Planning Process of the Government : Mr. Bishnu Kumar Shrestha, a guest speaker from District Development Committee, made presentation on Plans and Policies of the government. He discussed various issues of government like centralization and decentralization approach,

their advantages and disadvantages, local governance and more. He clarified how the 10 percent budget allocated for women and another 10% for children and 15% for others have been deviated in other activities due to lack of information in Chepang women about these budgets. He encouraged the participants to keep track of these budgets and demand projects for their community benefit.

Management part was seen strong in this training program, a separate caretaker was provided to look after individual infants. This helped mothers of infants concentrate on the training. The training program focused more on participatory approach with lots of group work, role play and interactions. Most of the participants were active and showed maximum involvement throughout the training. The evaluation report prepared and readout by nominated participants every next day in the training hall proved their good understanding level and increasing level of communication and public speaking. These gestures are proof the participants have potential to be a good social mobilizer if they are provided a proper guidance. At the end of the program the participants were distributed Participation Certificate with commitment to share their learning in their respective community. Before separating participants and trainers sang group songs, committing to work together and help each other to empower the community.

DEC Nepal feels proud to share that these Chepang women have already played a catalytical role in coping with the disastrous event in their community. They have shown pro-active engagement in collecting and updating the information about the damage in the community and community members.



Output 1.6: Four sensitization events held for Influential male Influential leaders on their role in raising concerns of Chepang women

The Project Coordinator has met with several government line agencies including District and Village Development Committees, I/NGO stakeholders like Heifer International, Diyalo Pariwar, etc and media representatives for identifying influential male leaders for the project. Some of the potential influential leaders were identified and they were provided opportunity to attend “Community Driven Development” organized by People Development Training Center, Bala Vikasa in collaboration with SAP Nepal at SAPDEC, Chitwan. It is one of the very good international training and it has been anticipated that this exposure will contribute in their increased knowledge and commitment towards empowering chepang women.

Three male representatives of National Chepang Association Nepal and VDC Secretaries were invited in the ToT. It has contributed in increasing linkage and networking with these influential leaders who have already initiated the process of providing support to these selected Local Resource Persons during disaster management.

Output 3.1. One policy brief on building a common perspective on local governance promotion from the Chepang Women's Empowerment perspective developed and disseminated

A draft framework of Policy Brief has been prepared and shared for comments and suggestions in DEC Nepal. It has been decided that the task force of Policy Brief Preparation will comprise members from DEC Nepal, National Chepang Association of Nepal, SAP Nepal, media representatives, Heifer International, local government representative.

Due to huge engagement of local government stakeholders in disaster relief and rehabilitation works, the training, consultation meetings will be slightly delayed.

Please refer Table 1 for progress review of other activities to be completed in first and second quarters (January – June 2015).

Table 1 : Brief Progress review (Quarter I and II)

Outputs	Key Activities	Progress update	Traffic Light
1.1. Operational Guideline	1.1.1 Identification of key approaches and interventions to be included in the operational guideline	Identification of key approaches like women empowerment and influential male leader engagement.	Completed
	1.1.2. Prepare Operational Guideline in participatory manner in leadership of the Project Director	Operational Guideline has been finalized from the DEC Nepal team and submitted to UNDEF.	Completed
1.2. Training Manual on Social Accountability and Leadership Promotion prepared	1.2.1 .Conduct a rapid training needs assessments of Chepang Women	Training need assessment format was developed and information was collected by the Project Coordinator with support from National Chepang Association.	Completed
	1.2.2 Prepare training materials	Based on identified training needs, training materials have been developed on gender, women empowerment, social accountability, leadership and social mobilization	Draft materials pre-tested
	1.2.3. Prepare Draft Training Manual based on the training and provide to Local Resource Persons	Draft Training Manual has been prepared in Nepali version covering areas mentioned in section 1.2.2	Draft completed
1.3. Eighteen women Local resource Persons trained on Social Accountability and Leadership through 1 Training of Trainers (TOT)	1. 3.1 Identify 18 potential Local Resource Persons preferably from Chepang women to act as "Mobile Trainers"	Eighteen potential Local Resource Persons are identified in consultation with local development stakeholders including National Chepang Association Nepal	Completed
	1.3.2 Conduct TOT (1 event)	SWC Approval has eased out the process for enabling us to organize this event with external stakeholder presence in the inauguration. We are grateful for support of UNDEF team in providing us consent in shifting this training date.	Completed
1.4: Six Cascade Training events held by Local Resource Persons in their respective villages	1.4.1. Local Resource Persons organize cascade training to their respective villages (6 events)	Initial process of consultation has been initiated with different stakeholders. This process has now been affected by the massive earthquake. We presume that this process will be slightly delayed than planned so anticipate request from UNDEF in providing approval for the same. However, we will try our best to complete these events as per plan.	Initial discussion started
	1.4.2. Mobilization of Local Resource Persons to increase leadership skills of Chepang women in organizing awareness campaigns and knowledge	Local Resource Persons have played a pivotal role in collecting information on status of earthquake havoc in the program areas. They have also contributed in the process of consoling other chepang women.	Process initiated

Outputs	Key Activities	Progress update	Traffic Light
	sharing events at village and district levels.		
	1.4.3. Provide regular guidance to Local Resource persons	The Project Team has initiated providing guidance to these selected resource persons so that they can act as change agents in the society.	Process initiated
1.5 : Facilitation of establishment of 30 Women Chepang Action Fora (WoCAFs) by LRPs	1.5.1. Identify at least 30 sites for organizing REFLECT model based discussion centers comprising each of 25 Chepang Women (750 women)	Local Resource Persons have initiated this process. However, this process has been slightly affected by the disastrous earthquake as most of the Chepang communities are busy in reconstructing their houses.	Process initiated
	1.5.2. Organize REFLECT model based Women Chepang Action Forum (WoCAF) in these selected 30 sites by Local Resource Persons	Initiation process will be slightly affected but events will be completed within planned period.	On track
	1.5.3. Prepare Pre and Post Community Score Card regarding participation of Chepang Women in Development Process	It has been planned that this process will be done in the WoCAF forum. Preliminary analysis will be completed within set timeframe.	On track
1.6: Four sensitization events held for Influential male Influential leaders on their role in raising concerns of Chepang women	1.6.1 Review Operational Guideline specially guidance note on Influential male leader engagement	Operational Guideline has elaborated aspects of Influential leader engagement	Completed
	1.6.2. Identify potential Influential male leaders who can play a strong role in changing the power dynamics of Chepang women	Initiated process of selection, it is anticipated that this process will be completed within planned timeframe. Some of the key representatives from National Chepang Association Nepal has also being engaged in ToT.	On track
	1.6.3 Organize sensitization events (4 events) amongst selected Influential male leaders and develop their joint commitment of action	Due to massive earthquake all these leaders are busy in re-settling their communities. In this scenario, we are presuming that these events will be slightly delayed.	Delayed
	1.6.4 Influential male leaders providing mentoring support, counseling and political networking assistance to Chepang women	Representatives of National Chepang Association Nepal and VDC Secretaries have already initiated the process of providing support to these selected Local Resource Persons.	Process initiated
	1.6.5. Follow up on subsequent engagement of these male leaders in raising concerns of Chepang women	The Project Team has initiated the process of following up with some of the male leaders.	Process initiated
2.1: Training event for 25 local	2.1.1 Design the format, content and	Discussion has been initiated but now entire process	Delayed

Outputs	Key Activities	Progress update	Traffic Light
government officials organised	materials for the training and sensitisation programs in consultation with Local Resource persons	halted as the local government officials are extremely busy in disaster management.	
	2.1.2 Liaise with key stakeholders from local governments, CSOs to ensure participation in program.	Process initiated but it is difficult to find time for the same.	Delayed
	2.1.3. Organize training program for local government officials	Due to disaster, it will not be appropriate for organizing this event in this quarter. Therefore, request for support from UNDEF in providing consent in delaying this event for next quarter.	Delayed
2.2. 24 sensitization events for local government officials and local development actors (CSOs and media) held on the importance of participation of Chepang women in local development planning processes	2.2.1. Prepare sensitisation event format and reference materials	Process has been initiated and completed within set time frame.	On track
	2.2.2. Identify event participants representing government officials, local political and community leaders, development actors representing NGOs and media stakeholders	Preliminary discussion has been initiated so it will be completed as per anticipated timeline.	On track
	2.2.3 Conduct sensitisation programs in 6 villages (24 events)	Even though these events will be slightly late in initial phase but the final events will be completed within set time frame.	Completion as per time frame
2.3. One exposure inter-village visit conducted	2.3.1 Review Project Operational Guideline mainly the guidance note on format of exposure visit (inter village) and selection criteria for selecting best performing government stakeholders with input from key stakeholders.	Operational Guideline incorporated the section on exposure visit management.	Process initiated
	2.4.3. Formation of Selection Committee for identifying best performing government stakeholders	It will be done simultaneously while selecting key influential leaders.	Discussion initiated
3.1 One policy brief on building a common perspective on local governance promotion from the Chepang Women's	3.1.1 Review Project Operational Guideline mainly the guidance note on framework for policy brief	Initial process of consultation with Chepang women and development stakeholders. Draft Policy Brief Framework has been prepared and disseminated for suggestions and comments.	Process initiated

Outputs	Key Activities	Progress update	Traffic Light
Empowerment perspective developed and disseminated			
	3.1.2. Develop 4- member task force	Preliminary discussion initiated for developing task force comprising of Project Team members as well as other external four stakeholders representing DEC Nepal, Local Government Stakeholder, Media and Development Agency.	Process initiated
	3.1.3. Draft Policy Brief based on project insights and previous experiences	Process has been initiated and draft will be completed by this quarter. We are thankful to UNDEF in accepting our request for delaying this event by a quarter.	Slightly delayed
	3.1.4. Organize consultative meetings to finalize the policy brief (6 events in all the villages)	It has been planned to organize these events in these coming months, it seems that it will be difficult to gather local stakeholders and development actors. In this context, we request for approval in delaying completion of these events by earliest of third quarter.	Slightly delayed
	3.1.5. Finalize and widely disseminate Policy Brief	It will be finalized after 3.1.4 so this activity will also be slightly delayed.	Slightly delayed
3.2. Twelve network meetings organised by WoCAFs	3.2.1. Review Project Operational Guideline mainly guidance note on Chepang Women's Network Promotion	Incorporated section on Operational Guideline.	On track
3.3. Six campaigns organised by WoCAFs	3.3.1. Review Project Operational Guideline mainly the guidance note on campaign guideline for developing common approach	Operational Guideline has been prepared with the section on campaigns management.	On track
	3.3.2. Review Project Operational Guideline mainly the guidance note on small grants guideline for providing grant to best campaigns of WoCAF	It will be completed on time.	On track
3.4. 100 radio programmes broadcast	3.4.1. Review Project Operational Guideline mainly the guidance note to finalize Terms of Reference for Media Engagement	A term of Reference for Media Engagement has been prepared.	On track
	3.4.2. Identify potential media partner	Preliminary screening has been initiated and will be completed by this quarter.	Delayed
	3.4.3. Prepare and disseminate radio programs focusing both on awareness	The process of broadcasting awareness radio programs will be initiated within this quarter as per plan.	On track

Outputs	Key Activities	Progress update	Traffic Light
	and policy agenda (100 episodes)		
3.6. Prepared and disseminated a project learning document	3.6.1. Prepare Learning Document	Learning, Monitoring and Evaluation Officer has been designated for initiating the process of documentation.	On track
	3.6.3. Update existing web portal of DEC Nepal	Contracted SAP Nepal for updating the web portal and knowledge management support.	Process initiated

	Completed
	On track
	Delayed and request for approval from UNDEF

Annex 1. Training Need Assessment

TRAINING NEED ASSESSMENT SURVEY FORMAT

SECTION A: INFORMATION OF CHEPANG WOMAN

A1. Name :

A2. Address: Village Ward No

A3. Contact Number:

A4. Age Below 15 years 15- 25 25- 35 Above 35 years

A 5. Marital status: Married Unmarried Single Woman

A 6. Educational status:

Cannot read and write Literate Upto 8 class

SLC passed Intermediate Graduate and above

SECTION B: CAPACITY BUILDING AND NETWORKING EXPOSURES

B1. Attended training or capacity building interventions

Yes No

B2. Number of trainings attended: 1-3 4-5 More than 5

B3. Areas of training and capacity building

Saving & Credit Income Generation Skills Public Speaking

Advocacy Any other, please mention

B4. Member of any networks, formal or informal

Yes No

If yes, which are those?

B5. Decision making member (Chairperson, Secretary or Treasurer) of any networks, formal or informal

Yes No

If yes, which are those?

B6. Received any support from family members and neighbors for strategic engagement in decision making positions?

Yes No

If yes, which are those?

Motivation Shared responsibilities Networking Capacity Building Others

SECTION C : ENGAGEMENT IN LOCAL GOVERNANCE AND PLANNING PROCESS

C 1. Attended any local development planning process

Yes No

C2. Raised voice to incorporate budget in local plans

Yes No

If yes, what are those budget allocated for

Road construction Education Health Agriculture

Any other, please mention

C3. Aware of any policies and legal frameworks supporting economic, social and political empowerment of Chepang women

Yes No

If yes, what are those?

SECTION D: CAPACITY BUILDING NEEDS

Please select these training needs in priority

Priority	Area of capacity building
	Public Speaking
	Negotiation and convincing
	Budget tracking and analysis
	Women leadership development
	Local Development Planning
	Social Accountability Tools: Community Score Card, Public Hearing and Social Audit
	Governance: Transparency, Participation, Accountability, Ownership
	Media partnership
	Tapping funds from local government
	Working with NGOs
	Engagement in networks
	Leading groups and team
	Situation and issue analysis
	Health and nutrition
	Any other, please mention