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**SAJHEDARI BIKAAS PROGRAM**

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Contracting Officer Representative  
Meghan T. Nalbo

Submitted to the DEC by

**Nick Langton, Chief of Party, Sajhedari Bikaas Program**  
PACT Inc. Nepal  
Sushma Niwas,  
Sallaghari, Bansbari, House No 589  
Budhanilkantha Sadad, Kathmandu, Ward No 3  
Post Box No. 24200,  
Kathmandu, Nepal

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# SAJHEDARI BIKAAS: Partnership for Local Development

Q1 FY 2014 – Quarterly Report #3  
October 1, 2013 – December 31, 2013





# CONTENTS

<b>KEY ACRONYMS</b> .....	<b>iv</b>
<b>EXECUTIVE SUMMARY</b> .....	<b>v</b>
<b>1.0 POLITICAL &amp; DEVELOPMENT ENVIRONMENT</b> .....	<b>1</b>
1.1 NATIONAL TRENDS .....	1
1.2 OPERATIONAL SPACE .....	2
<b>2.0 ACTUAL VS. PLANNED ACCOMPLISHMENTS</b> .....	<b>3</b>
2.1 M&E ACCOMPLISHMENTS.....	3
2.1.1 Indicator Summary.....	3
2.1.2 Baseline Survey .....	7
2.1.3 SMS Violence Reporting System .....	10
2.1.4 Performance Based Management System Database.....	10
2.1.5 Ongoing Support to Partners .....	11
2.1.6 Revision of Program Strategies based on Monitoring Findings .....	11
2.2 OBJECTIVE A: ESTABLISH AND IMPROVE THE ENABLING ENVIRONMENT FOR COMMUNITY DEVELOPMENT .....	11
2.2.1 Result 1: Early responses that address the causes and consequences of instability are institutionalized .....	11
2.2.2 Result 2 – Enduring solutions to the problems that drive conflict are adopted .....	14
2.3 OBJECTIVE B: IMPROVE COMMUNITIES’ ABILITY TO ACCESS RESOURCES FOR DEVELOPMENT .....	17
2.4 OBJECTIVE C: IMPROVE COMMUNITIES’ ABILITY TO EFFECTIVELY IMPLEMENT INCLUSIVE DEVELOPMENT PROJECTS .....	17
2.5 OBJECTIVE D: INCREASE THE ABILITY OF EXISTING AND NEW GOVERNMENT UNITS TO FUNCTION EFFECTIVELY .....	18
<b>3.0 CHALLENGES &amp; CONSTRAINTS – INTERNAL</b> .....	<b>19</b>
3.1 STAFFING .....	19
3.2 LOCAL PARTNERS .....	19
<b>4.0 ANTICIPATED CHALLENGES &amp; CONSTRAINTS – EXTERNAL</b> .....	<b>20</b>
4.1 PROTESTS & POLITICAL CAMPAIGNS.....	20
4.2 SECURITY & SAFETY CONCERNS .....	20
<b>5.0 FINANCIAL REPORT</b> .....	<b>21</b>
5.1 MAJOR CATEGORY EXPENDITURES.....	ERROR! BOOKMARK NOT DEFINED.
5.2 STATUS OF EXPENDITURE FUNDS TOWARDS M&E PURPOSE .....	ERROR! BOOKMARK NOT DEFINED.
5.3 LOE UTILIZATION SUMMARY STATUS.....	ERROR! BOOKMARK NOT DEFINED.
<b>ANNEX 1: First Quarterly Conflict Assessment</b> .....	<b>25</b>
<b>ANNEX 2: PSA Rapid Assessment Report</b> .....	<b>26</b>
<b>ANNEX 3: Success Stories</b> .....	<b>34</b>
RAMBHAROSE CHAUDHARY, KAILALI .....	34
PRAMOD LOHAR, KAILALI.....	35
ASMITA NEPALI, DANG.....	36

# TABLES

<b>Table 1:</b> Indicator Summary For Q1 FY 2014.....	3
<b>Table 2:</b> Q1 FY 2014 Financial Report Summary per Invoice Categories.....	21
<b>Table 3:</b> M&E Expenditures.....	22
<b>Table 4:</b> LOE Utilization for Q1 FY 2014.....	22
<b>Table 5:</b> Staff Recruitment Matrix.....	23

# FIGURES

<b>Figure 1:</b> Ethnicity Breakdown of Household Respondents .....	7
<b>Figure 2:</b> Status of cases registered in CMCs .....	13

# KEY ACRONYMS

ADR	Alternative Dispute Resolution
CA	Constituent Assembly
CBO	Community Based Organization
CeLRRd	Center for Legal Research and Resource Development
CMC	Community Mediation Center
CMU	Community Management Unit
CPN-M	Communist Party of Nepal – Maoist
CPN-UML	Communist Party of Nepal – United Marxist Leninist
CSO	Civil Society Organization
EA	Equal Access
FGD	Focus Group Discussion
FM	Frequency Modulation
FY	Fiscal Year
GBV	Gender-based Violence
GIS	Geospatial Information System
IFES	International Foundation for Electoral Systems
InSTEDD	Innovative Support to Emergencies, Diseases and Disasters
IP	Implementing Partner
LNGO	Local Non-Governmental Organization
LOE	Level of Effort
LYG	Local Youth Groups
M&E	Monitoring and Evaluation
MJF-D	Madheshi <i>Janadhikar</i> Forum- Democratic
NC	Nepali Congress
NGO	Non-Governmental Organization
NLRF	National Land Rights Forum
NN	<i>Naya Nepal</i>
OPI	Organizational Performance Index
PBMS	Performance-based Management System
PR	Proportional Representation
PSA	Public Service Announcement
RCA	Rapid Conflict Assessment
RFA	Request for Applications
RLG	Radio Listener Group
RSAC	Radio Strategic Advisory Committee
SB	<i>Sajhedari Bikaas</i>
SMS	Short Messaging Service
SSMK	<i>Saathi Sanga Manka Kura</i>
STTA	Short Term Technical Assistance
TBD	To be determined
UCPN (M)	Unified Communist Party of Nepal (Maoist)
USG	United States Government
WEG	Women’s Economic Group
YAATra	Youth Advocacy for Accountability and Transparency

# EXECUTIVE SUMMARY

This was a busy quarter for *Sajhedari Bikaas* (SB) with the deepening of partner programs, activities surrounding the Constituent Assembly (CA) elections in November, fieldwork for the baseline survey, and a successful leadership transition. Highlights of the quarter included:

1. SB completed field work for the baseline survey and will finish the final baseline report by the end of January 2014. Preliminary findings include:
  - Only 7% of the household respondents claimed to have participated in the VDC-level planning process last year.
  - Of the 3,063 respondents who received services from their VDC offices last year, 92% were either highly satisfied or satisfied.
  - 7% of the total respondents reported 680 conflicts/disputes within their households within the last year.
  - Around 89% of total youth respondents were not involved in any youth group; of those who were involved in youth groups, 70% had not participated in the planning process.
  - 79% of respondents thought their communities were heading in the right direction—with women being the most positive (82%) and men being less so (74%).
2. SB made progress on the Short Messaging Service (SMS)/ Geospatial Information System (GIS) reporting system, designed to track conflict trends to enhance programmatic activities quickly. The server set-up for the SMS Violence Reporting System is underway with the design partner, Innovative Support to Emergencies, Diseases and Disasters (InSTEDD), due to visit Nepal by the end of January to establish the system in Nepalgunj and train staff on its use.
3. SB finalized requirements for building a central, integrated online Performance-based Management System (PBMS) Database as a management tool for monitoring program impact and progress on indicators, and providing data to USAID.
4. SB staff monitored the progress of field activities, ensuring that partners met their contractual obligations. The team provided partners with technical assistance and ongoing support, building their capacities regarding report writing, integration and usage of monitoring and evaluation (M&E) findings, and financial procedures.
5. SB continued its work on the quarterly conflict assessments, which examine trends in tensions, conflicts, and insecurity in the project's six districts. The first Quarterly Conflict Assessment was completed and is attached as **Annex 1** of this report. The data collection for the second Quarterly Conflict Assessment is completed, and data will be analyzed in early 2014. In addition to the regular questions regarding conflict, the survey used in the second Assessment contained questions on the elections that took place in November 2013, exposing the factors that contributed to the elections having been conducted largely peacefully.

6. Progress was made on the Alternative Dispute Resolution (ADR) and Community Mediation activities. These activities provided mechanisms for the peaceful resolution of disputes, promoting dialogue within communities. During this reporting period, 592 new Community Mediators were trained and 28 new Community Mediation Centers (CMC) were established in the six project districts. In October 2013, Dr. Laura McGrew conducted an assessment of gender-based violence (GBV) that made a number of important recommendations for improving the Community Mediation activities to better address GBV. These will be incorporated into future trainings, materials, and practices.
7. SB published an open Request for Applications (RFA) in September 2013 inviting experienced local non-governmental organizations (LNGOs) to be considered as implementing partners for the women's economic group (WEG) component of the project. SB shortlisted 16 applicants for technical review and nine were further selected for assessment utilizing Pact's Management Capacity Assessment Test. SB aims to contract WEG LNGOs by early February 2014.
8. SB made progress on its youth engagement activities. Local Youth Groups (LYGs) have now been formed in the 58 VDCs of the six project districts, and 57 Community Management Units (CMUs) have been established. These CMUs will participate in VDC councils and play an active role in monitoring and assessing the effective implementation of VDC programs. SB conducted six three-day trainings (one in each district) on Life Skills, Civic Engagement, and Local Development, as well as six trainings on Governance, Accountability, and Human Rights, for members of LYGs. Similarly, the project conducted six one-day workshops on Youth Advocacy for Accountability and Transparency (YAATra) for members of LYGs. A total of 515 participants took part in these youth-related trainings and workshops.
9. Media activities during this reporting period include 18 30-minute episodes of '*Naya Nepal*' (NN) produced and broadcast via 17 radio stations, many of which focused on the November 19<sup>th</sup> Constituent Assembly election. Two 45-minute '*Saathi Sanga Manka Kura*' (SSMK) episodes were also produced and broadcast from 17 radio stations. The SSMK episodes included a special interview with the American Ambassador to Nepal, Peter W. Bodde, and an episode discussing the role of young people after the CA election. Similarly, SB worked with eight local partner FM radio stations to produce and broadcast 88 30-minute episodes of '*Sajhedari*,' which focused on locally important themes and reporting. In the lead-up to the elections, SB broadcast Public Service Announcements (PSAs) aimed at motivating women, members of the *Dalit* community, and people with disabilities to participate in the CA elections. A rapid assessment with six Focus Group Discussions (FGDs) was conducted to evaluate the effectiveness of the PSA campaign and gain feedback for improvements. SB continued building the capacity of Radio Listeners' Groups (RLGs) during this quarter, and the RLGs kept providing feedback in order to monitor and improve radio programming. Finally, the project held a five-day 'Themes of Governance' training event for 16 participants from the local partner FM radio stations.

# 1.0 POLITICAL DEVELOPMENT ENVIRONMENT



## 1.1 NATIONAL TRENDS

This reporting period (October-December 2013) centered on the second Constituent Assembly (CA) Election. Soon after the election date was confirmed for November 19, 2013, there were active discussions within and between the political parties about whether to accept or oppose the elections. While the four major political parties – the Unified Communist Party of Nepal (Maoist) (UCPN [M]), Nepali Congress (NC), Communist Party of Nepal-United Marxist Leninist (CPN-UML), and the *Madheshi Janadhikar Forum-Democratic* (MJF-D) – accepted the announcement, other national level and regional level parties opposed it. In preparation for the elections, political parties in the *Sajhedari Bikaas* (SB) implementation districts intensified their activities in the district headquarters.

The 33-party alliance led by the CPN-M continued its anti-poll campaign throughout the pre-election period. They conducted a series of nation-wide protests against the election process, including strikes, torch rallies, and other mass meetings. In the Mid-West and Far-West regions, they also reportedly led door-to-door campaigns in an attempt to dissuade people from participating in the elections, conducted group orientations, formed “youth squads” or “task forces”, and burned copies of the elections code of conduct. Similarly, the alliance obstructed the government’s citizenship and voter registration campaign by preventing people from easily accessing registration sites and by destroying mobile camp equipment. There were calls for general strikes aimed at blocking the transportation of voter ballot boxes and stymying the voter education campaign, threats made to parties’ election candidates and voters, the detonation of explosives at public places, and the looting the ballot papers. These and other such events affected field mobilization of both SB and its partners’ staff, and delayed some of the planned activities.

The project districts remained largely peaceful during the election itself and the vote counting that followed. Despite allegations of election fraud by the UCPN-M (and other smaller parties), and demands for an independent commission to investigate, the district chapters of the parties did not organize protest programs at the local level. The most notable incidents involved instances of intra-party disputes and tension over the finalization of the proportional representation (PR) candidate lists. For example, some Dang District CPN-UML leaders stated that they will boycott the central level decision on the nomination of the PR candidates, because they do not include district leaders. Likewise, the Nepal Student Union (a sister organization of the NC) in Bardiya District padlocked the party office for a prolonged period, alleging that the party selected a PR candidate “close” to the party president rather than a dedicated party member.

A “four point agreement” signed on December 24, 2013 by eight political parties is expected to achieve a breakthrough in the political deadlock that followed the election, paving the way for the formation of a new government and CA, and the re-commencement of drafting a new constitution. The details of how the parties will implement the agreement are expected to be negotiated once the CA opens.

## **1.2 OPERATIONAL SPACE**

### **Continued demands for proper rehabilitation of *Kamlaris***

Following a series of protests during May-June this year by the United Committee for the Elimination of *Kamlari* Practice (UCEKP), the government signed a 10-point agreement on June 7, 2013 that included commitments to address *Kamlari* issues. These included agreeing to announce the end of the *Kamlari* system within one month, formation of a committee to rescue all *Kamlaris*, carrying out investigations, and providing compensation and rehabilitation support to former *Kamlaris*. However, frustrated with the sluggish implementation of the agreement, 12 organizations jointly submitted a new memorandum to the Kailali CDO and DEO on December 29, 2013 demanding implementation of the 10-point agreement, as well as calling for the District Administration Office to rescue *Kamlaris* and begin implementing support to freed *Kamlaris*. According to the organizations working on *Kamlari* issues, the government is not adequately implementing the Freed *Kamlari* Rehabilitation Guideline of 2011 or the Guidelines on Education for Freed *Kamlaris* of 2012.

### **Land related grievances in Banke, Bardiya, Dang, and Surkhet Districts**

In the months prior to the CA elections, various landless groups in the Mid-Western Region submitted demands related to their land rights. Recently, the National Land Rights Forum (NLRF—an association of landless people in Banke, Bardiya, Dang, and Surkhet Districts) announced plans to escalate their protests to put pressure on any new government. NLRF representatives are frustrated with legal processes that prevent landless tenants from applying for the ownership of land, particularly the Fifth Amendment to the Land Reform Act that requires consent from landlords to establish the rights of a tenant. Many applications remain pending simply because landlords are absent on appointed court dates. "As soon as the government forms, we will strongly put forward our demand to the government and may protest, if necessary" an NLRF representative stated.

More than 5,000 families across 69 settlements in the Banke National Park Buffer Zone Area, and other forest areas of Banke District, are at risk of eviction after the current winter season. Banke’s Chief District Officer formed a Forest Encroachment Control and Management Taskforce in August 2013, which decided to go ahead with the eviction of occupying families immediately after the CA election. Already five families have been evicted from the area without the government providing alternative arrangements for their resettlement, despite the families’ claims to have lived in the area since 1987. If their claims are true, the government’s actions contradict the Forest Encroachment Control Strategy 2011 as well as a November 2008 agreement with the NLRF. “Eviction and resettlement in a new location simply does not refer to the physical settlement, but also the psychological attachment and livelihood of the population... We would definitely protest if the government starts to evict us," remarked a person living in one of the settlements in the Banke Conservation Area.

# 2.0 ACTUAL VS. PLANNED ACCOMPLISHMENTS

## 2.1 M&E ACCOMPLISHMENTS

### 2.1.1 Indicator Summary

TABLE 1: INDICATOR SUMMARY FOR Q1 FY 2014

Indicators	Type	Yr1: Target (Dec'12-Dec'13)	Progress Last Quarter (Oct-Dec'13)	Yr1: Achievement	Target: Yr2 Jan-November 2014)	Remarks
<b>Goal: Targeted Communities are empowered to better direct their own local Development</b>						
<b>Objective A: Enabling environment for community development established</b>						
<b>IR A1: early responses that address the causes and consequences of instability are institutionalized</b>						
Proportion of all mediation cases opened during the preceding quarter that were settled within 3 months	Outcome	50%	57%	58%	60%	Out of 180 cases registered this quarter, 98 cases have been resolved this quarter
F: Number of new groups or initiatives created through USG funding, dedicated to resolving conflict or the drivers of conflict	Output	58	28	36	22	Remaining 22 CMCs will be established by March 2014
F: # of groups trained in conflict mitigation/resolution skills or consensus building techniques with USG assistance	Output	58	28	42	16	The remaining 16 mediation trainings will be held by March 2014
Number of new cases of individual/group conflict mediations opened during the reporting period	Output	720	180	189	3786	Target was not met due to delays in the formation of CMCs
F: Number of conflict/fragility early warning systems, conflict assessment or response mechanisms supported by USG assistance	Process	3	2	2	5	1 conflict assessment and 1 GBV assessment were conducted. Although the second conflict

						assessment began this quarter, this was not completed.
<b>IR A2: enduring solutions to the problems that drive conflict are adopted</b>						
Proportion of supported economic groups that provide more than 5 loans per year to their members	Outcome	50%	0%	0%	50%	Women economic groups activities will start in March 2014
Proportions of DNGOs that have an improved Organizational Performance Index (OPI) score	Outcome	0	0%	0%	60%	This activity is planned for August 2014
Number of youth who have started a business or found a job through the YI activities	Outcome	0	0	0	25	Planned for mid-2014
Proportion of supported FM radio stations that produce quality radio programs pertaining to local government, youth, women, disadvantaged groups	Outcome	50%	0%	0%	60%	The 8 EA partner FM radio stations produced local episodes of <i>Sajhedari</i> as planned. The score card to track episode quality was developed, but has yet to be used. We have conducted a progress assessment and plan to submit a report by the end of January 2014. The EA score card will be used to track quality of local programming in Year 2 more consistently.
Number of new/existing women's economic groups formed during the reporting period	Output	15	0	0	116	Women economic groups activities will start in March 2014
Number of economic group participants who received training on business and accounting	Output	500	0	0	2320	Women economic group activities will start in March 2014
Number of Youth Groups and CMUs that have been established/revived/operational in the reporting period	Output	124	115	115	9	58 Local youth groups and 57 CMUs established. Remaining groups will be established in March 2014.

Number of people who have been trained on the different YI training programs	Output	3506	515	540	1755	25 executive board members; 182 on governance training; 177 trained in life skills; and 156 on YAATra
Proportion of VDCs who have youth groups/CMUs who participate in the VDC planning process	Outcome	50%	0%	0%	70%	The youth groups were established in December 2013
F: Number of media stories disseminated with USG support to facilitate the advancement of reconciliation or peace processes	Output	130	108	129	203	
F: # of non-state news outlets assisted by USG	output	16	16	16	16	8 FM radio stations supported for production and additional 8 supported for broadcast
F: Number of USG supported events, trainings, or activities designed to build support for peace or reconciliation among key actors of conflict	Output	500	313	432	1500	The target could not be met due to delay in the implementation of activities in Year 1.
Number of new radio listener groups established	Output	50	0	51	75	
<b>Objective B: Communities access resources for development</b>						
<b>IR B1: Inclusive community strategic planning processes are established</b>						
Number of local key stakeholders (community leaders, local government officials), trained in inclusive participatory planning	Output	150	0	0	1450	This activity will start in year 2 once governance LNGOs are on board
<b>IR B2: Community development plans are established</b>						
Proportion of village development plans with a functional sustainability plan that adheres to locally agreed upon standards	outcome	0	0	0	30%	This activity will start in year 2 once governance LNGOs are on board
Number of Ward Citizen Forum meetings that review the village development plan to ensure equitable distribution of local resources	output	0	0	0	522	This activity will start in year 2 once governance LNGOs are on board

<b>F: Number of awards made directly to local organizations (cross-cutting indicators)</b>	Output	9	0	0	9	Governance and WEG LNGOs will all be on board by February 2014
<b>IR B3: Community based organizations advocate for needed resources for financial, technical and commodity support</b>						
Proportion of village development plans that include a fundraising plan	outcome	0	0	0	50%	This activity will start in year 2 once governance LNGOs are on board
Number of micro grants provided for community development	output	30	0	0	100	This activity will start in year 2 once governance LNGOs are on board
<b>Objective C: Communities implement inclusive development policies effectively</b>						
<b>IR C1: Mechanisms for transparent administration of funds is institutionalized</b>						
Number of individuals who received USG assisted training, including management and fiscal skills	output	500	0	0	3020	This activity will start in year 2 once governance LNGOs are on board
<b>F: Number of people affiliated with NGOs receiving USG supported anti-corruption training</b>	Output		0	0	700	This activity will start in year 2 once governance LNGOs are on board
Proportion of community projects that are allocated to women, youth or marginalized groups	outcome	30%	0	0	50%	This activity will start in year 2 once governance LNGOs are on board
<b>IR C3: systems for sustainability are established</b>						
Proportion of user groups that improve their organizational capacity	outcome	0	0	0	50%	This activity will start in year 2 once governance and WEG LNGOs are on board
<b>Objective D: Local government units function effectively</b>						
<b>IR D1: Local government officials effective carry out their mandate</b>						
F: # of sub-national entities receiving USG assistance that improve their performance (government OPI)	Outcome		0	0	5	The activity is planned for year 2

Number of VDCs that have run the local governance barometer as a self-assessment tool	output	0	0	0	5	The activity is planned for year 2
Number of VDC officials trained and/or mentored in public administration, inclusive management, planning and implementation of VDC plans	output	200	0	0	1450	The activity is planned for year 2
<b>IR D2: Local government units and CBOs/CSOs collaborate to identify local development priorities</b>						
Number of times technical assistance is provided to local government ministries	output	2	0	0	4	The activity is planned for year 2
Proportion of Ward Citizen Forums (UGs/CBOs, CSOs) who have tracked their budget allocation	outcome	30%	0	0	70%	The activity is planned for year 2
<b>Cross-Cutting Indicators</b>						
F: Proportion of female participants in USG-assisted programs designed to increase access to productive economic resources (assets, credit, income or employment)	Output	0	0	0	50%	This is planned for year 2 once WEG groups are formed

### 2.1.2 Baseline Survey

SB partner Interdisciplinary Analysts completed the field work for the baseline survey during this reporting period, and the final baseline report will be completed by the end of January 2014. With USAID approval of the final study protocol and study tools on November 20, 2013, the field work began on November 22<sup>nd</sup> and was completed on December 20<sup>th</sup>. The project utilized the mobile technology platform Mobenzi, which integrates Geospatial Information System (GIS) capability, to conduct household surveys. The data was collected via mobile phones with GPS capabilities and compiled in a cloud-based database.

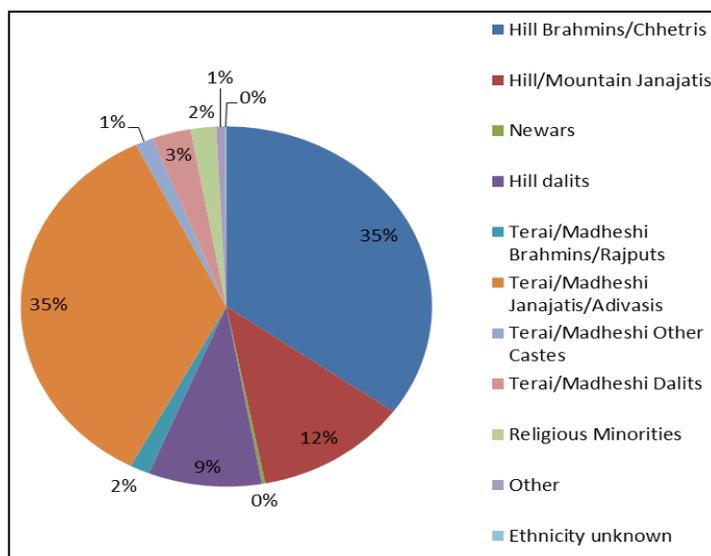


FIGURE 1: ETHNICITY BREAKDOWN OF HOUSEHOLD RESPONDENTS

The baseline survey was originally

planned to target only 115 intervention VDCs within the six project districts. However, the protocol was revised in August 2013 to include 66 additional control VDCs, of which 16 belong to Salyan and Rolpa Districts. The household survey was administered to 7,560 respondents (2,520 men, 2,520 women, and 2,520 youth), and surveys were also administered to 1,080 WCF members and 181 Community Awareness Center members from over 350 wards of 181 VDCs spread across eight districts. This totals over 8,500 respondents.

### **Preliminary Findings of the Baseline Survey**

#### **1. Participation in the Planning Process:**

- Only 7% of overall household respondents participated in the VDC-level planning process last year. Disaggregated, participation was recorded as 4% among youth, 5% among women, and 12% among men. The majority of those who didn't participate (79%) stated that they either did not know that there was a planning process, or were not informed about the planning meetings. Only 22% of the respondents knew about the VDC-approved projects implemented in their wards. Of these respondents, 42% stated that projects were transparently managed, 21% stated that the completed projects were of poor quality, and 28% stated that there was corruption involved in the implementation of the projects.
- At the VDC level, only 19% of respondents felt that the use of VDC funds in their community was transparent.

#### **2. VDC Service Delivery:**

- Of the 3,063 respondents who received services from their VDC offices last one year, 92% were either highly satisfied or satisfied with the services.
- In terms of the effectiveness of VDC services, 60% of respondents felt these were either very effective or effective.
- In terms of presence of VDC secretaries, 2% said they were never available, 29% said they were rarely available, 18% said they were often available, and 18% said they were always available; the remaining respondents said they did not know.
- More than 35% of youth and women did not know about the availability of the VDC secretaries in their VDC offices, while only 21% of men did not know about this.

#### **3. Local Conflict/Dispute Management:**

- 7% of the total respondents reported about 680 conflicts/disputes within their households last year. Of these, 37% were related to marriage or domestic disputes while 45% were resource-related (land, forest, water, and property issues).
- 42% of conflicts/disputes cited by respondents were managed by the conflicting parties on their own (satisfaction level over the outcome: 87%); 12% were managed through locally important persons/community leaders (satisfaction level over the outcome: 91%); 6% through police (satisfaction level over the outcome: 56%); and only 1% through the Community Mediation Centers (satisfaction level over the outcome: 55%). Similarly, in 24% of cases nothing was done to manage the conflict.
- Of those cases brought to the Community Mediation Centers (CMCs), 66% were related to land, forest, water, and property issues, while 22% were related to marriage or domestic disagreements.

#### 4. Youth and Women Engagement:

- Around 89% of total youth respondents were not involved in any youth group. Of those who were involved in youth groups, 70% had not participated in the planning process.
- Among women respondents, 67% were not members of any savings and/or credits groups, only 12% were members of agriculture groups, and 20% were members of community forest and user groups. Of those who were members of these groups, only 4% were executive committee members.
- Although 85% of the youth respondents were not involved in any income-generating activities, only 28% wished to go outside of their village for employment.

#### 5. Community Development and Community Engagement:

- 79% of respondents thought that their communities were heading in the right direction—with women being the most positive (82%) and men being less so (74%).
- 13% of total respondents said that their VDCs were very effective in encouraging development in their communities, while 61% stated they were somewhat effective. Of all the respondents, youth were the most positive towards VDCs with 17% considering VDCs being most effective in encouraging local development.
- 34% of the male respondents had attended meetings of a political party or political organization, while only 8% of women had done so. However, only 50% of the male respondents had attended community improvement committee meetings, while 74% of youth and women had done so. Similarly, 57% of female respondents said that they had tried to solve problems in their communities, compared with 26% of male respondents.

#### 6. Media:

- 26% of respondents said they listen to the local FM or radio stations daily or weekly. However, amongst female respondents this figure was only 13%.
- 44% of respondents cited radio as a main source of information on topics related to local governance, democracy, federalism, and inclusion. Others cited peers (29%), television (25%), newspapers (11%), and non-governmental organizations (NGOs)/community based organizations (CBOs) (3%) as sources of such information.
- Around 20% of respondents claimed that their local FM stations broadcast information related to local governance, democracy, federalism, and inclusion daily or weekly. Of these, 18% rated the coverage as fair, 17% as good, and only 2% as excellent.
- Regarding quality of coverage on issues related to youth, women, or marginalized groups by local radio stations, 20% of respondents said it was fair, 18% said it was good, and 3% said it was excellent.

#### 7. Trust towards Local Institutions:

- 62% of respondents felt that the development programs in the VDCs are designed as per the needs of local people, while 81% had trust and confidence in their VDCs. Similarly, 25% of the respondents highly trusted VDC secretaries and 60% trusted their secretaries to some extent.
- Around 80% of respondents trusted police with resolving conflict; 76% trusted courts; 81% trusted CMCs; and 85% trusted their VDC secretaries.

### **2.1.3 SMS Violence Reporting System**

SB's partner InSTEDD continued the development of the project's combined Short Messaging Service (SMS)/ GIS reporting system for rapidly reporting and mapping conflict data. Once this system is operational, conflict incidents qualified by type, intensity, and recurrence will be transmitted to the system's server by various SMS reporters and integrated into the GIS system. This ability to map incidences of conflict will allow SB to: (1) track trends of conflict that can have a potential impact over the life of the project, (2) direct more in-depth quarterly and annual conflict assessments based on the results of the SMS reports, and (3) establish a linkage with the Alternative Dispute Resolution (ADR)/Community Mediation methodology.

As of the writing of this report, server set-up for the SMS Violence Reporting System is underway. Once the set-up is completed, InSTEDD will visit Nepal by the end of January 2014 to establish the system in Nepalgunj and train staff on its use. SB plans to pilot the system by February 2014, limiting the administrative function to internal staff. In the pilot phase, SB will roll out the system in six VDCs in six districts and train 162 Community Mediators on system use. It will assess the accuracy and reliability of SMS reports, analyze the requirements of conducting "data audits," and determine if the administrative function could be handed over to the implementing partners (IPs). Based on these findings, the project anticipates handing over the reporting functions to 2,000 SMS reporters, mostly registered Community Mediators of the Center for Legal Research and Resource Development (CeLRRd) and Community Reporters of Equal Access, during Year 2.

### **2.1.4 Performance Based Management System Database**

During this reporting period, SB finalized requirements for building a central, integrated, online Performance-based Management System (PBMS) Database as a management tool for monitoring program impact and progress on indicators, and providing real-time access to data for USAID (and project staff) via the database's online platform. The proposed PBMS Database will have the following functions:

1. A GIS function to produce printed and electronic maps showing the location of program activities, grants, program impact, and other relevant information;
2. An events calendar that will include all program events and travel;
3. Data on beneficiaries disaggregated by caste, gender, age, institutional affiliation, ethnicity, geographical data, and other data as per the Performance Management Plan;
4. Data on outputs from each partner and how they fit into the U.S. Foreign Assistance Framework Program Areas, Elements, Sub-Elements, and Indicators (F-indicators);
5. Standard formats for all reports and program policies;
6. Fields that will allow for coding each activity against cross-cutting themes and sectors;
7. All reporting, monitoring, and evaluation documents produced, including a methodology for data collection;
8. All management, procurement, and financial deliverables, as well as standardized formats for and a library of all reporting deliverables;
9. Linkage to SB's complementary SMS/GIS conflict monitoring system;
10. Other fields as determined in consultation with USAID/Nepal.

At the writing of this report, SB is negotiating with potential database developers to establish the system. It is anticipated that the interface of the database will be developed by mid-March and the

system rolled out by the end of March 2014. In the pilot phase, the PBMS database will be restricted to internal staff, but the partners will have flexibility to import and export related information, thereby reducing multiple entries of similar information in different systems.

### **2.1.5 Ongoing Support to Partners**

During this reporting period, SB focused on monitoring the progress of field-level activities and helping partners meet their contractual obligations. Technical assistance and ongoing support provided by the team included building the capacities of partner staff on timely report writing, use of monitoring and evaluation (M&E) findings, and financial procedures. An integrated orientation, covering the topics of the program, M&E, grants, and finance was organized for the regional and district staff of Youth Initiative to improve their overall capacity on project management.

### **2.1.6 Revision of Program Strategies based on Monitoring Findings**

During this reporting period, SB ensured that the findings of ongoing field-level monitoring activities were utilized to revise program strategies. Some key revisions made to the program strategies during this quarter included:

- Based on the findings of partners' reporting and data use, SB realized the need to organize an intensive workshop focusing on data use and report writing. The M&E unit will organize this workshop in mid-January 2014.
- During the baseline survey, the completed surveys were not being uploaded to the online system on a regular basis. During the monitoring visit, it was observed that in some cases this problem was related to lack of mobile network coverage, while in some cases it was related to the field staff being unaware of the uploading protocol. The findings were communicated to the implementing partner (Interdisciplinary Analysts), after which more regular uploads were received from field staff.
- The assessment conducted by Dr. Laura McGrew in October 2013 identified a number of areas for improvement of Community Mediation activities regarding gender-based violence (GBV). These are discussed in the ADR Activities section under 2.2 Objective A. At the writing of this report, SB partner CeLRRd is in the process of revising the existing training packages which will be implemented during 2014. SB is also considering development and dissemination of a special curriculum for training Community Mediators on the handling of GBV cases.
- One of the key findings over this reporting period was the need to strengthen and integrate the media components with IP field-level activities. Accordingly, SB formed a Radio Strategic Advisory Committee (RSAC) that will function as a guiding body to improve the integration of media activities into the broader *Sajhedari* framework. The RSAC meetings will be held quarterly and attended by SB's implementing partners.

## **2.2 OBJECTIVE A: ESTABLISH AND IMPROVE THE ENABLING ENVIRONMENT FOR COMMUNITY DEVELOPMENT**

### **2.2.1 Result 1: Early responses that address the causes and consequences of instability are institutionalized**

## Conflict Assessments

*GIS/SMS Reporting for Conflict Assessments:*

See “2.1.3 SMS Violence Reporting System.”

### *Quarterly Conflict Assessments*

During this reporting period, Saferworld finalized the first Quarterly Conflict Assessment, which examined trends in tensions, conflicts, and insecurity identified in the Rapid Conflict Assessment (RCA). The data collection for the second Quarterly Conflict Assessment was completed, and data will be analyzed in early 2014.

The data for the first Quarterly Conflict Assessment was collected in September, in the period leading up to elections. In total, 60 Key Informant Interviews were conducted at the regional and district levels, and 12 Focus Group Discussions (FGDs) were carried out, two in each of the districts. Due to a specific interest in sharing election-related findings before the submission of the final Conflict Assessment report, Saferworld submitted a short summary report with election-related findings to Pact on November 4, 2013; the full report was submitted shortly after, on November 15. The assessment found little change, overall, in tensions, conflicts, and insecurity since the RCA was carried out in February/March 2013. The full report is included as **Annex 1**.

Data for the second Conflict Assessment was collected in December 2013 and will be analysed in early 2014. As agreed with Pact, the methodology and general questions for this, and subsequent, Conflict Assessments remains the same as for the first Assessment to ensure consistency, except that election-related questions were revised to follow-up on the post-election context. The new questions focused on assessing people’s perceptions of the election process and the roles various groups played. Questions were developed collaboratively with senior technical staff from Pact, USAID partners focusing on elections, and our USAID COR.

Initial feedback from the second Conflict Assessment was shared by the research team, indicating that a number of factors contributed to the elections having been conducted peacefully:

- Less inflammatory rhetoric was used, especially on identity issues, compared with previous elections.
- A strong public desire for peaceful elections discouraged the usage of violence by political parties during campaigning.
- Voter identification cards helped reduce violence during vote casting as people were not able to cast multiple votes.
- Many potential ‘trouble makers’ were involved in election campaigning rather than with inciting violence or engaging in other activities that would have threatened security.
- High levels of election-related security provisions and the increased presence of the Nepal Police, Armed Police Force, and Nepal Army also contributed to overall improved security.

## ADR Activities

### Community Mediator Network

CeLRRd continued to establish the framework for, and implement, Community Mediation and ADR activities. These activities provided a mechanism for the peaceful resolution of disputes before they could potentially escalate to a higher level, and they promoted dialogue within communities, which is important for the achievement of Objective A. Furthermore, during Year 2 Community Mediation activities will contribute to Objective C by helping to resolve disputes related to resource allocation, so as to make community development projects more effective.

During the reporting period, 21 VDC-level consultations were held with local stakeholders such as government officials, political leaders, WCF coordinators, teachers, peace committee coordinators, social workers, and Dalit and Janajati network representatives. Local stakeholders were informed about the mediation program and the dispute resolution process. These programs also focused on creating a favorable environment for the selection of Community Mediators. Local government representatives showed positive attitudes towards the mediation program in their respective VDCs and stated their commitment to supporting the Community Mediation Centers in the future.

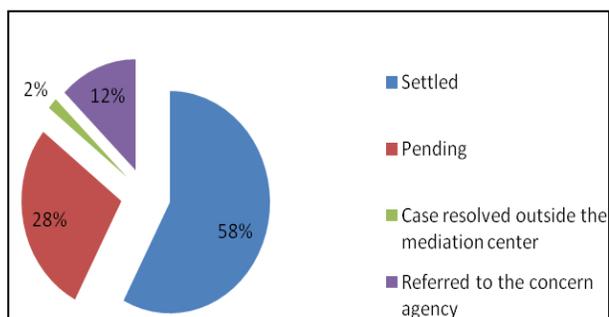


FIGURE 2: STATUS OF CASES REGISTERED IN CMCS

A total of 180 disputes were registered in CMCs established in different VDCs throughout the project's six districts during the reporting period. Of these disputes, 98 were settled by Community Mediators, while others are still pending, were settled by other community leaders, or were referred to concerned government agencies. Some of the most frequent causes of disputes were domestic violence, land-related issues, and verbal abuse.

### Community Mediation Centers

CeLRRd established 28 new Community Mediation Centers in the targeted VDCs in all six project districts. Community Mediators now operate through these new Community Mediation Centers. Eighteen social marketing events were held in order to raise awareness about newly-established Centers, the services they offer, and their approach. Door-to-door visits were made by Community Mediators to gain the trust of local residents as well as traditional leaders, and to distribute promotional materials.

### ADR Capacity Building

A total of 592 Community Mediators from 25 VDCs in the six project districts received the eight-day Basic Mediation Training. The new Mediators were selected using Gender Equality and Social Inclusion methods and in consultation with VDC secretaries, local political party representatives, social workers and other concerned stakeholders. The trainings prepared participants for the specific requirements of mediation work and focused on creating favorable environments to establish CMCs.

The CMCs held 11 quarterly practice-sharing meetings for Community Mediators at the VDC level. These meetings provided an opportunity to share best practices, identify challenges and receive suggestions and feedback.

#### *Review and Reflection Workshops*

Review and reflection workshops were held, including six at the district level and one at the regional level, in order to monitor ongoing activities. These workshops served as forums for CeLRRd staff to share achievements, lessons learned, challenges, and recommendations for future activities.

#### *Violence Against Women Assessment:*

In October 2013, Dr. Laura McGrew conducted a GBV assessment. This assessment found that GBV was prevalent in project areas, and while numerous parties are involved in formal or informal mediation, there is no standardized approach, and little coordination of services, in facilitating conflict resolution. Furthermore, the assessment found that many cases that were essentially criminal in nature were being mediated by non/semi-skilled mediators. Dr. McGrew's report recommended clarifying the Community Mediators' roles and responsibilities and the differences between criminal and civil cases, and incorporating this information into subsequent training modules, calling for more support of the Mediation Act and more recognition of community-based mediation in the courts. The assessment also recommended paying close attention to the Community Mediator selection processes to ensure they are participatory, representative, and inclusive. Lastly, the assessment called for the creation of confidential spaces for GBV mediation and possibly specialized GBV mediators. These specific recommendations, along with others included in the assessment, will be incorporated into basic mediation training, refresher training, and mediation training materials. The draft report has been submitted to the USAID for comment and feedback.

## **2.2.2 Result 2 – Enduring solutions to the problems that drive conflict are adopted**

### **Establishment and Expansion of New Women's Economic Groups**

SB published an open Request for Applications (RFA) in September 2013 inviting experienced local NGOs to be considered as implementing partners for the women's economic groups (WEGs) component of the project. WEG LNGOs will engage in small-scale lending and profit management activities throughout the target districts using Pact's WORTH model, a literacy-led approach for women's economic empowerment. SB shortlisted 16 applicant NGOs for technical review and 9 were further selected for assessment using Pact's Management Capacity Assessment Test. SB will contract WEG LNGOs by early February 2014.

### **Youth Engagement**

Youth Initiative (YI) continued its work to form, train, and mobilize Local Youth Groups (LYGs) and Community Management Units (CMUs) during the reporting period. YI formed/reformed LYGs in the 58 VDCs of the six project districts. Each VDC-level group has at least a 15-member committee with representation from all wards in the VDC, and is inclusive in terms of gender and social representation. A total of 1,294 LYG members were engaged in all six districts. LYGs will be involved in the local-level planning process in their VDCs, such as by representing youth concerns at Ward-level meetings.

YI also formed 57 CMUs in project VDCs. Each CMU consisted of members from LYGs and other diverse representatives from society. CMUs participate in VDC councils and play an active role in monitoring and assessing the effective implementation of VDC programs. YI had planned to form 58 CMUs, but due to the transfer of VDC secretaries, formation of one CMU at Kachanapur VDC in Banke was postponed. The remaining CMU will be established in the next quarter.

YI conducted six three-day trainings (one in each district) on Life Skills, Civic Engagement, and Local Development for members of the Local Youth Groups. The trainings involved many interactive activities related to problem solving, decision making, critical and creative thinking, communication skills, self-awareness, stress management, civic engagement, and local development. A total of 177 youth (including 75 females) took part in the trainings.

Similarly, YI conducted six trainings on Governance, Accountability, and Human Rights for members of LYGs. A total of 182 members (including 79 females) participated in the trainings, gaining basic knowledge related to good governance, social accountability, corruption and transparency, human rights, the 14-step participatory planning process, and local government bodies and their roles. The trainings were held while the VDCs were preparing for their local planning process, making them especially timely and relevant.

Finally, YI conducted six one-day workshops (one in each district) on Youth Advocacy for Accountability and Transparency (YAATra) for members of LYGs. Participants and facilitators identified various forms of corruption and discussed methods to promote transparency and accountability, and to increase youth participation in local governance. A total of 156 youth took part in the workshop.

## **Media Campaigns**

### *Central Level Radio Programming Production and Broadcast*

During this reporting period, 18 30-minute episodes of 'Naya Nepal' (NN) were produced and broadcast via 17 radio stations, including Radio Nepal. The majority of the content for NN productions during this period focused on the CA election, and some episodes focused on voter education and post-election expectations. In an effort to incorporate voices from the hard-to-reach and marginalized communities, Equal Access (EA) produced two "outdoor community productions" in the Indrapur and Narayanpur VDCs in the Banke and Kailali Districts respectively. These productions included the participation of community members, local government officials, and other local leaders. Discussions were held on a selected theme: the Nepal government's annual planning cycle (the 14-step participatory planning and budgetary process). These outdoor community discussions were recorded and incorporated into the NN radio episodes. These productions provide a platform for otherwise voiceless community members to articulate their needs and problems as well as their successes at the regional and national levels.

Similarly, two 45-minute 'Saathi Sanga Manka Kura' (SSMK) episodes were produced and broadcast from 17 radio stations as part of the SB project. Prior to the CA election, the SSMK radio program featured a special interview with the American Ambassador to Nepal, Peter W. Bodde. Ambassador Bodde candidly shared his views on why youth participation in the elections is important, and how voting rights are a tool to strengthen democracy and the democratic process. Following the election, SSMK produced an episode discussing the role of young people after the CA election. The two SSMK episodes also discussed youth participation in local development and included interviews with members from the Youth Initiative Banke District chapter.

One-thousand six-hundred and sixty-seven (1,667) listeners' feedback to NN and SSMK were recorded during this quarter. Following the broadcast of the radio programs, listeners sent their comments, queries, and concerns via mobile text messages (i.e. SMS), phone calls, emails and the social media pages of NN and SSMK.

Over 200 phone calls were recorded via 'Interactive Voice Responses' through which listeners gave general feedback to the NN radio program, shared opinions, and posed questions about the elections, the right to information, and local development.

#### *Local Level Radio Programming Production and Broadcast*

EA worked with eight local partner FM radio stations to produce and broadcast 88 30-minute episodes of 'Sajhedari.' Programming focused on budget allocation to local development bodies or institutions (especially to address women and youth issues), the importance of CA elections, and people's expectations from the CA. The episodes produced during this quarter placed emphasis on community development and specifically targeted women, youth, and local and community-level policy makers. The *Sajhedari* radio program producers belonging to Jagaran FM in Surkhet and Radio Mahakali in Kanchanpur participated as observers in the NN outdoor community productions in Surkhet and Kanchanpur, respectively. They have since been conducting similar outdoor recording of the *Sajhedari* radio program.

#### *Content Advisory Group Meetings*

On December 20, 2013, EA conducted a Content Advisory Group meeting in Kathmandu to plan themes and content for the next quarter of NN and SSMK radio episodes, which was attended by experts and stakeholders. As themes for next quarter, the Group recommended local development participatory planning and the budgeting process in accordance with the Nepal government's fiscal year planning cycle.

#### *Election-Related Public Service Announcements*

In coordination with the International Foundation for Electoral Systems (IFES) Nepal, EA's 16 local partner FM radio stations broadcast Public Service Announcements (PSAs) targeted toward motivating women, members of the Dalit community, and people with disabilities to participate in the CA elections. The script and audio recording in Nepali were provided by IFES. Each FM station broadcast the PSAs up to three times per day for three days in the lead-up to the elections. EA's Community Action Researchers and Community Reporters monitored the PSA broadcasts to ensure that they were completed in accordance with the agreed schedule.

EA conducted a Rapid Assessment, which included six FGDs, to evaluate the effectiveness of this media campaign. The FGDs were made up of members of the target groups. A large number of participants mentioned that the radio PSAs provided them with useful information and helped enhance their understanding of the value of elections and their participation in them. Please refer to **Annex 2** for the report of the Rapid Assessment conducted to assess the effectiveness of the PSAs.

### *Radio Listener Groups (RLGs)*

A total of 51 Radio Listener Groups (RLGs) continued their activities during this quarter. In December, EA trained 26 new RLG facilitators from throughout the six project districts, 92% of whom were from marginalized groups. The training focused on the facilitation and leadership skills required to lead an RLG, and included practical exercises. A total of 249 RLG meetings were attended by 2,383 listeners (including 1,759 women) this quarter to discuss issues incorporated within the NN, SSMK, and *Sajhedari* episodes. RLGs are scattered in various wards of the SB project VDCs in the six districts.

### *'Themes of Governance' Capacity Building Training*

As part of EA's objective to build the capacity of local FM radio stations, EA organized a five-day 'Themes of Governance' training event for 16 participants (including four women) with one participant from each partner FM radio station. These trainings covered methods on: creating an open space for positive dialogue between local media and government bodies; promoting wider and more inclusive public participation in local community development and governance processes; and highlighting 'success stories' related to governance in order to encourage replication of such practices across and beyond the SB districts. The training took place in Nepalgunj, with practical exercises in Indrapur VDC, Banke district.

## **2.3 OBJECTIVE B: IMPROVE COMMUNITIES' ABILITY TO ACCESS RESOURCES FOR DEVELOPMENT**

Objective B is designed to establish inclusive strategic planning processes, assist communities with the creation of strategy development plans, and improve access to a diverse range of resources for development assistance. Through partner LNGOs, SB will provide technical assistance, training, and/or material support to strengthen communities' abilities to identify diverse resources and equitably allocate local resources to the benefit of different segments of the community. SB issued an RFA inviting LNGOs with governance experience to be considered as partners for implementing Objective B activities, and identified seven LNGOs for further review during the reporting period. Awards will be made by mid-January 2014.

## **2.4 OBJECTIVE C: IMPROVE COMMUNITIES' ABILITY TO EFFECTIVELY IMPLEMENT INCLUSIVE DEVELOPMENT PROJECTS**

Under Objective C, SB will provide technical assistance, resources, and training to institutionalize mechanisms for the transparent administration of funds, adoption of inclusive management systems, and the establishment of systems to promote sustainable development results. As with noted above, the LNGOs for implementation of this objective were identified during this reporting period and awards will be made by mid-January 2014.

## **2.5 OBJECTIVE D: INCREASE THE ABILITY OF EXISTING AND NEW GOVERNMENT UNITS TO FUNCTION EFFECTIVELY**

Objective D activities provide technical assistance, material support, and training to improve the ability of local government officials to carry out their mandates and respond to local demands. This involves strengthening collaboration among Civil Society Organizations (CSOs), CBOs, and local government units so as to identify local development priorities and support community engagement in local government budgeting and planning processes.

To conceptualize the Objective D Strategy, SB prepared and submitted the “Objective D Strategy Paper” to USAID for review and comment. This Strategy Paper serves as a roadmap for near-term programming and as a guide for future investment in local governance processes and institutions.

The Strategy is sufficiently flexible to adjust to evolving political events and to incorporate lessons learned throughout project implementation. It will be responsive to government and development partner interventions, ensuring maximum coordination and collaboration of investments in the target districts. Lessons learned during the implementation process and opportunities for scaling-up will be identified and presented to USAID for consideration as appropriate.

### **Perception Survey on VDC Service Delivery, Federalism and Decentralization**

During this reporting period, SB finalized a contract with Inter-Disciplinary Analysts to conduct its first perception survey of VDC service delivery, federalism, and decentralization. This survey, and subsequent surveys, will provide a valuable source of information about changes over time in public perceptions of local bodies’ services, participation of local citizens in community development and local government activities, and the role that CSOs play in strengthening the interface between citizens and their governmental bodies. SB will use the results from these surveys to adjust programming and resource allocation by targeting those areas that need them the most.

The surveys will be administered to approximately 1,200 respondents (age 16 and above) spread across 115 intervention VDCs in the six project districts. SB will continue to use the mobile platform for data collection, allowing for real-time monitoring of field-level activities, and will utilize a mix of quantitative and qualitative analytical methods. Household surveys using pre-coded, structured questionnaires will be followed by FGDs. The household surveys will attempt to assess citizens’ perceptions of local government bodies’ service delivery and trends and attitudes towards decentralization and federalism, while FGDs with key government stakeholders will be conducted to understand the challenges and gaps between the supply and demand of local service delivery. The study protocol and study tools will be finalized by mid-January 2014, while the actual field work will commence during the first week of February, with the final report completed by March 2014.

# 3.0 CHALLENGES & CONSTRAINTS – INTERNAL

## 3.1 STAFFING

One of SB's challenges has been the recruitment and retention of high quality staff, both national and international. This is due in part to difficult living conditions in Nepalgunj and competition with other Kathmandu-based agencies. During this quarter, local staff salaries were reviewed against the new USAID Local Compensation Plan and adjusted as necessary. Pact worked with USAID on enhancing provisions to attract and maintain expatriate staff, including the addition of R&R allowances. A new, qualified Chief of Party began work on November 22, 2013. Other vacant and new positions are currently under recruitment.

## 3.2 LOCAL PARTNERS

The process of selecting local implementing partners took longer to accomplish than planned, but SB will have all of its 7-10 LNGO partners onboard by mid-January, and the 3-5 WEG partners on board by early February. With local implementing partners in place, activities under Objectives B and C can begin apace.

# 4.0 ANTICIPATED CHALLENGES & CONSTRAINTS – EXTERNAL

## 4.1 PROTESTS & POLITICAL CAMPAIGNS

During the coming months, it is anticipated that protests and various events associated with the upcoming drafting of the constitution in Kathmandu could have an impact on SB operational space. Government officials will continue to be engaged in forming the new government, and once the new government is established there will be transfers of senior-level and junior-level government staff from local bodies. Some of the relationships that SB has established will have to be re-established when this occurs.

## 4.2 SECURITY & SAFETY CONCERNS

As witnessed during the previous Constituent Assembly, the debate over federalism divided major castes/ethnic groups, and political violence occurred, politicizing different parts of Nepal, including the Mid- and Far-West regions. SB expects similar political developments during the coming months, possibly affecting field mobility and disrupting implementation of planned activities. Identity-based tensions among communities and groups in the SB working areas may also negatively affect the prospects for development initiatives to be truly inclusive and collective in their approach. Armed outfits are likely to re-emerge in some areas. Extortion could be another challenge for SB partners, especially the LNGOs and VDC staff.

Activities could also be affected by disenfranchised groups, including the landless, *ex-Kamaiyas*, and victims of slavery. In response, activities will aim to find local solutions that meet the legitimate needs of excluded groups, encouraging them to adopt non-violent means of demanding their rights. SB will attempt to bring relevant issues to the attention of local government and opinion makers through formal planning and grievance response mechanisms. Training of Community Mediators in group mediation techniques will also provide a mechanism to resolve issues underlying potential unrest.

# 5.0 FINANCIAL REPORT

## 5.1 MAJOR CATEGORY EXPENDITURES

Below is a summary of expenditures for this reporting period (October 1, 2013 – December 31, 2013).

*Sajhedari Bikaas* recruited six positions in October and November. By the end of this quarter, three were hired, two were sent in December to USAID for the required approval, and the remaining two positions were posted and are currently closed and in the vetting process.

Consultancies in the first quarter addressed Conflict Mitigation and the transition of the Chief of Party position.

**TABLE 2: Q1 FY 2014 FINANCIAL REPORT SUMMARY PER INVOICE CATEGORIES**

Item	Oct-13	Nov-13	Dec-13 <sup>1</sup>	Q1 FY2014 Total	Cumulative
Personnel	25,271.86	34,150.04	36,992.94	96,414.84	<b>394,621.53</b>
Fringe Benefits	6,467.68	5,529.33	6,880.25	18,877.26	<b>110,973.79</b>
Consultants	2,767.87	55,324.03	21,869.04	79,960.94	<b>308,714.54</b>
Travel	5,153.37	8,313.27	14,500.91	27,967.55	<b>161,507.43</b>
Allowances	1,610.48	11,798.95	1,188.74	14,598.17	<b>50,072.55</b>
Equipment & Supplies	1,728.82	9,766.86	10,199.47	21,695.15	<b>160,217.77</b>
Contractual	0.00	55,412.02	132,128.34	187,540.36	<b>861,159.71</b>
Other Direct Costs	4,063.04	16,670.26	7,234.72	27,968.02	<b>180,372.20</b>
Indirect Costs	14,118.94	44,959.36	35,605.60	94,683.90	<b>448,696.13</b>
Fixed Fee	9,168.24	8,806.19	8,382.87	26,357.30	<b>104,215.10</b>
<b>TOTAL</b>	<b>70,350.30</b>	<b>250,730.32</b>	<b>274,982.88</b>	<b>525,713.20</b>	<b>2,780,550.75</b>

## 5.2 STATUS OF EXPENDITURE FUNDS TOWARDS M&E PURPOSE

Below please find the current status of funds expended through the end of this reporting period for Monitoring and Evaluation activities. The primary costs centered on the baseline survey activities. The field work was implemented and completed within this quarter.

<sup>1</sup> The December 2013 actual expenditures will be reported by January 28, 2014, and therefore this column contains accruals.

**TABLE 3: M&E EXPENDITURES**

<b>Direct Costs</b>	
Personnel	7,436.76
Fringe Benefits	2,509.14
Allowances	38.69
Travel	946.96
Equipment & Supplies	13,292.77
Contractual	37,269.69
Other Direct	88.67
<b>Subtotal Direct Costs</b>	<b>61,582.68</b>
Indirect Costs	7,832.37
<b>TOTAL</b>	<b>69,415.05</b>

### 5.3 LOE UTILIZATION SUMMARY STATUS

A total of 887.26 days were utilized during this reporting period, per the LOE Table. At the end of Year 1 and 82% of Year 1 LOE has been utilized.

**TABLE 4: LOE UTILIZATION FOR Q1 FY 2014**

	Oct. 2013	Nov. 2013	Dec. 2013	Q1 FY 2013 Total LOE	Budgeted LOE	Remaining LOE
<b>LTTA – Expat (USN)</b>	37.50	31.94	46.19	<b>115.63</b>	3,250.00	<b>2,587.00</b>
<b>LTTA – CCN</b>	215.00	243.50	230.00	<b>688.50</b>	16,900.00	<b>14,401.37</b>
<b>STTA</b>	56.13	21.00	6.00	<b>83.13</b>	1,950.00	<b>1,603.28</b>
<b>TOTAL</b>	<b>308.63</b>	<b>296.44</b>	<b>282.19</b>	<b>887.26</b>	<b>22,100.00</b>	<b>18,591.28</b>

### Staffing Matrix

In this quarter, *Sajhedari Bikaas* recruited and hired a Human Resources Manager, an Office Manager, a Grants Specialist and a WEG Program Manager, and submitted several additional requests to USAID to hire a Senior Regional Program Manager, Grants and Contracts Manager and GIS Officer/Consultant. Finally, we are in the final process of recruiting an M&E Officer/Consultant, and a Director of Grants and Contracts.

**TABLE 5: STAFF RECRUITMENT MATRIX**

Position	Target Start Date	Recruit Status	Name
Chief of Party	11/22/2013	Hired	Nick Langton
Deputy Chief of Party	01/08/13	Hired	Rakesh Karna
Regional Program Manager	TBD	Vacant	Awaiting USAID Approval
Regional Program Manager	TBD	Vacant	TBD
Operations Manager	06/05/13	Hired	Mary Giudice
Program Specialist, Local Governance	04/01/13	Hired	Lilaraj Limbu
Program Specialist, Engineer	03/18/13	Hired	Dinesh Mandel
Program Specialist, Conflict Mitigation	03/15/13	Hired	Reena Chaudhary
Performance Based Monitoring System (PBMS)	03/04/13	Hired	Raju Kandel
Monitoring and Evaluation Specialist	04/10/13	Hired	Sudan Shivakoti
GIS Officer	01/13/14	Hired	Nim Bahadur Thapa Regmi
Director of Grants & Contracts	TBD	Vacant	In process
Grants Specialist	06/10/13	Hired	Suresh Sarki
Director of Coordination	01/29/13	Hired	Ram Paudel
Grants Specialist	10/23/13	Hired	Birendra Chaudhary
Director of Finance	01/08/13	Hired	Arun Prasad Shrestha
Finance Manager	03/18/13	Hired	Surya Upadhyaya
Finance Officer	10/23/13	Hired	Topendra Basnet
Finance Assistant	05/06/13	Hired	Rita Diwan
Administrative Officer	12/16/13	Hired	Prakash Sunar
Administrative Officer	TBD	Vacant	In process
Administration Assistant	04/23/13	Hired	Ameeruddin Ansari
Receptionist	07/08/13	Hired	Swechchha Shrestha
Driver	05/10/13	Hired	Dulari Tharuni
Driver	08/01/13	Hired	Karna Bahadur Lopchan
Driver	08/26/13	Hired	Tika Ram Sunar
Driver	08/01/13	Hired	Rajendra B.K.
WEG Manager	10/17/13	Hired	Bhagwati Sharma Bhandari
Office Manager	10/17/13	Hired	Ananta Sharma
HR Manager	11/11/13	Hired	Anju Lamichhane
IT Officer	10/25/13	Hired	Bal Kumar Khatri
Cleaner / Cook	08/01/13	Hired	Nanda Gharti Magar
Cleaner	08/01/13	Hired	Sunita Tharu
Grants and Contract Manager	TBD	Vacant	Awaiting USAID Approval

M&E Officer	TBD	Vacant	TBD
Communication Manager	TBD	Vacant	TBD

# ANNEX 1: FIRST QUARTERLY CONFLICT ASSESSMENT

Please see the (separately) attached document.

# ANNEX 2: PSA RAPID ASSESSMENT REPORT

On the effectiveness of Radio Public Service Announcements to promote the participation of women, members of the Dalit community and people with disabilities in Nepal's Constituent Assembly Elections held on November 19, 2013

December 27, 2013



("75% Voters Turnout in Banke & Bardiya, Greater People's Participation" – Shadhab Daily, November 20, 2013)

## 1. Background & Executive Summary

This is a report of a rapid assessment conducted by Equal Access (EA) from November 20 to 26, 2013 to assess the effectiveness of promotional radio Public Service Announcements (PSAs) designed to encourage the participation of marginalized communities and populations (namely women, members of the Dalit community and people with disabilities) in the Constituent Assembly (CA) election held on November 19, 2013. The PSAs were designed and produced by International Foundation for Electoral Systems (IFES) Nepal and broadcast by EA in collaboration with its 16 partner FM radio stations in the six Sajhedari Bikaas (SB) project districts in the Nepali language. The PSAs were each one minute long and were broadcast for 3 days from November 12 – 14, 2013. Each FM radio station broadcast the PSAs about 9 times per day, leading to a total broadcast count of 432. The broadcasting FM radio stations included:

**Table #1: PSAs Partner FM Radio Stations**

Districts	S. No.	FM Stations
Dang	1	Radio Prakriti FM 93.4 MHz, Tulsipur
	2	Swargadwari FM 102.8 MHz, Ghorahi
	3	Radio Nayayug FM 107.3 MHz, Lamahi
Surkhet	4	Radio Bheri FM 98.6 MHz, Birendranagar
	5	Jagaran FM 90.8 MHz, Birendranagar
Banke	6	Radio Krishnasar FM 94 MHz, Nepalganj
	7	Radio Pratibodh FM 102.4 MHz, Kohalpur
Bardiya	8	Radio Himal FM 92.8 MHz, Nepalganj
	9	Radio Gurbaaba FM 106.4 MHz, Basgadhi
	10	Radio Babai FM 106 MHz, Gulariya
Kailali	11	Radio Ramgyanu FM 89 MHz, Tarataal Sanoshree
	12	Tikapur FM 101 MHz, Tikapur
	13	Dinesh FM 93.8 MHz, Dhangadhi
Kanchanpur	14	Radio Kailali FM 103.7 MHz, Sukhad
	15	Radio Mahakali FM 96.2 MHz, Mahendranagar
	16	Shuklaphata FM 99.4, Mahendranagar

The PSAs intended for women and members of the Dalit community were in the form of songs that urged them to cast their votes to ensure that issues related to them are properly addressed in the new constitution. The PSA intended for people with disabilities used a dialogue format, providing information about services made available by the government to ensure that polling on Election Day was accessible for people with disabilities.

Despite fears of obstruction and violence by forces boycotting the November 19 CA elections, the election was successfully conducted throughout the country, marking an important event in the history of the democratic process for Nepal. Following the poll, the Nepal Election Commission declared the voter turnout to be 78.3% (<http://election.gov.np/CA2070>).

To assess the effectiveness of the PSA campaign, 6 Focus Group Discussions (FGDs) were held, one in each of the SB project districts. The FGDs were made up of people from the target groups - women,

members of the Dalit community and people with disabilities. In total, 64 participants took part in the FGDs, of which 49 (76.6%) were female.

The following were the key findings of the rapid assessment:

- The majority of participants indicated that the PSAs were effective in encouraging and motivating the target populations / communities to cast their votes.
- FGD participants generally felt that a majority (roughly over 60%) of the women, members of the Dalit community and people with disabilities in their respective VDCs had listened to the EA election PSAs.
- In the same manner, they estimated that over 40% of the target population had been motivated by the PSAs to cast their votes in the CA elections.
- On being asked what influenced them most to cast their votes, 31.1% specifically cited the 'recent radio PSAs'.
- Among all the EA partner FM radio stations, Krishnasar FM (13.8%), Bheri FM (12.8%) and Tikapur FM (12.8) were found most popular.

The FGDs generated the following recommendations and suggestions for future PSA campaigns:

- The PSAs should be produced in different local languages (Tharu, Awadhi, Doteli and Madheshi).
- The PSAs should be aired on television channels.
- Slightly earlier interventions and longer periods of such media campaigns could be very effective in reaching and penetrating all the areas of the region.
- In the future, more time should be given to plan and execute the assessment.

## **2. Methodology**

To assess the effectiveness of the PSA campaign, a rapid assessment was conducted after the election from November 20 – 26, 2013. The rapid assessment was carried out by EA staff members based in Nepalgunj, who facilitated six FGD sessions, one in each of the project districts.

EA staff were instructed to include 3-10 women, 3-10 members of the Dalit community and 3-10 people with disabilities in each FGD. The criteria for selection made it mandatory for only those who had cast their votes upon listening to the election PSAs to be included in the FGDs.

Each FGD session was attended by two EA staff – one facilitator and one note-taker, who documented the sessions with camera and audio equipment. Facilitators used a pre-designed checklist as a guideline for conducting the sessions, which is included at the end of this document. Each session lasted for a maximum of two hours. Besides the FGDs, the EA Community Action Researchers in each district also monitored the broadcast of PSAs in order to ensure the FM stations met contractual agreements.

### 3. Findings

#### 3.1 Broadcast Monitoring Records

The monitoring of the broadcast of the PSAs did not indicate any serious flaw in the quality, length and frequency of the PSAs broadcast by the EA partner FM radio stations. To the contrary, all partner FM radio stations were found to be prompt in the broadcast of the PSAs.

The total count of election PSAs broadcast by the EA partner FM radio stations was 432 (16 FM station x 9 times / day x 3 days = 432) in accordance with contractual arrangements. Some of the FM radio stations even exceeded the required broadcast count; for example, Nayayug FM in Dang broadcasted the PSAs 11 times per day. The broadcasts were made from November 12 to 14, with hourly broadcasts commencing as early as 5 AM and continuing until 10 PM.



An FGD session

#### 3.2 FGD Participants Profile

A total of 64 participants took part in the FGDs, of which 49 (76.6%) were female. The participants came from the six SB project districts and the PSAs' target groups - women, members of the Dalit community and people with disabilities. Despite planning to include equal participation from all three groups, it was difficult to identify people with disabilities and as a result, only four participated in the FGDs. Likewise, only 15 participants representing the Dalit community were included. The majority (62.5%) of the FGD participants were from the age group 16 to 25, followed by age group 26 to 40 (28.1%).

#### 3.2 Reach and Coverage of the PSA

FGD participants estimated that a majority (roughly over 60%) of the women, members from the Dalit community and people with disabilities in their VDCs had listened to the EA election PSAs. In the same manner, they estimated that over 40% had been motivated by the PSAs to cast their votes in the CA elections.

#### 3.3 Voting Influencing Factors

When asked who or what influenced them most to cast their votes, 45.4% of FGD participants indicated political parties and their campaigns, followed by 31.1% who specifically cited the 'recent radio PSAs'.

**Table #2: Influencing/Motivating Factors to Vote**

Particulars	Dang	Surkhet	Banke	Bardiya	Kailali	Kanchanpur	Total	%
Political Party	10	8	9	12	14	6	59	45.4%
Recent radio PSA in particular	7	6	3	9	12	4	41	31.1%
TV	3	2	0	0	10	2	17	13.1%

<b>Others (Organizations)</b>	0	5	0	0	0	4	9	6.9%
<b>Newspaper</b>	0	2	0	0	2	0	4	3.1%
<b>Total (Respondents)</b>	<b>20</b>	<b>23</b>	<b>12</b>	<b>21</b>	<b>38</b>	<b>16</b>	<b>130</b>	<b>100%</b>

### 3.4 Most listened-to radio stations

FGD participants were asked to indicate on which FM radio station they had heard the PSAs. Krishnasar FM (13.8%), Bheri FM (12.8%) and Tikapur FM (12.8%) were the most popular among the FGD participants, as seen in the table below.

**Table #3: PSA Listeners by FM Stations**

Districts	FM Stations	Listeners	%
Dang	Radio Nayayug	11	11.7%
Surkhet	Radio Bheri	10	10.6%
	Jagaran FM	7	7.4%
Banke	Krishnasar FM	13	13.8%
	Pratibodh FM	4	4.3%
	Himal FM	2	2.1%
Bardiya	Bheri FM	12	12.8%
	Tikapur FM	9	9.6%
Kailali	Tikapur FM	12	12.8%
Kanchanpur	Shuklaphata FM	6	6.4%
	Mahakali FM	4	4.3%
	Dinesh FM	4	4.3%
<b>Total:</b>		<b>94</b>	<b>100.0%</b>

### 3.4 Dissemination of PSA Message

All FGD participants (100%) said that they had shared the information from the PSAs on the CA elections and its importance with their fellow citizens. This suggests that the PSA message was disseminated widely among the target populations.

### 3.4 Quality of PSAs Message or Content

FGD participants made the following statements upon being asked the one thing they liked most about the PSAs:

- The simplicity of the PSA message meant it was easily understood by the general public.
- Language and music background were excellent.
- Very informative.
- The PSAs were a motivational factor for voting.
- It was important to encourage women, members of the Dalit community and people with disabilities to cast their votes to ensure their issues are addressed in the new constitution.

When asked about the one thing they disliked most about the PSAs, the following interesting statements were made:

- PSAs should have encouraged all citizens to participate in the elections and not just women, members of the Dalit community and people with disabilities.
- PSAs had incomplete information for people with disabilities as they did not indicate where people with disabilities might find the vehicles to take them to the polling booths.

Participants made the following key suggestions to improve such PSAs in future:

- Broadcast the PSAs on television as well, as there are many people who watch television more than they listen to the radio.
- The PSAs should be aired well ahead of the election date, preferably during the voters' registration time.
- Besides the PSAs, other campaigns such as street dramas and pamphlet distribution might have helped.
- Different strategies of intervention should be devised for people with disabilities and those from the Dalit community since they might not be wealthy enough to own or have access to a radio set.
- The three types of PSAs should be combined as one.
- The PSAs should be prepared in other Madheshi languages as well.

#### **4. Challenges**

The following challenges and difficulties were faced by EA staff conducting the FGD:

- Participants were unfamiliar with the FGD format and in some cases uncomfortable at first.
- The timing of the FGDs was poor; they were conducted right after the election, when people were more interested in attending victory rallies and parties.
- It was difficult to locate people with disabilities who had listened to the PSA.

#### **5. Suggestions & Recommendations**

EA could improve future PSA campaigns by producing PSAs in different local languages (e.g. Tharu, Awadhi, Doteli and Madheshi). This will ensure that they reach a wider audience and may result in them being better-received locally. Similarly, EA should consider FGD participants' suggestion that PSAs should be broadcast from the various television channels (however, due to various logistical reasons, this may not be possible). A more feasible method of reaching a wider audience would be to begin interventions slightly earlier, and broadcast the PSAs for longer, as many FGD participants suggested. Besides such PSA campaigns, participants also recommended a more thorough voter's education campaign. Finally, future rapid assessments like this one should be better timed so that they are held when more participants for FGDs are available (rather than immediately after the elections, when potential participants would rather celebrate). Furthermore, more time should be given to conduct the assessments to allow staff to find participants who better represent the target groups.

**Sajhedari Bikaas Project  
Equal Access  
Election Campaign PSAs (Women, Dalits and Differently-able)  
FGD Checklist**

(Organize minimum of 3 to maximum of 10 women, similarly 3-10 Dalits and 3-10 differently-able person, who have gone for casting vote after listening to our election PSAs, in a group for the FGD -- 6 districts x 1 FGD = 6 FGDs. Make sure that camera and zoom/audio recorder is ready for the session. Verify thumb ink mark of each of them prior to including them in the FGD as to ensure that they have in fact casted vote. Conclude the discussion within maximum of 2 hours' time. Change the tone, terms and language of facilitation as per the local context without disclosing this checklist to the participants. If possible please provide tea and snacks to participants before or after the FGD.)

-----  
Date of FGD: ..... Ward/VDC: ..... District: .....

FGD Facilitator's Name: .....

FGD Rapporteur's Name (Community Action Researcher/ Community Reporter):  
.....

- 
- 1. Welcome and arrange the group in circle and place the zoom/audio recorder at the center**
  - 2. After introduction session brief the group about the objective of the discussion**
  - 3. Compile the participants profile (age, gender, ethnicity, religion, occupation, education, ward, VDC, district and disability if any)**
  - 4. Commence the discussion after turning on the audio recorder and compile the following information:**
    - Approximately, how many women are there in this VDC: .....
    - Among them roughly, **percentage** of women could have listened to our women PSA for election: .....%
    - Among this group how many women were motivated by our PSA to vote: .....
    - Approximately, how many Dalits are there in this VDC: .....
    - Among them roughly, **percentage** of Dalits could have listened to our Dalit PSA for election: .....%
    - Among this group how many Dalits were motivated by our PSA to vote: .....
    - Approximately, how many differently-able people are there in this VDC: .....
    - Among them roughly, **percentage** of them could have listened to our disable PSA for election: .....%
    - Among this group how many differently-able were motivated by our PSA to vote: .....
  - 5. From which radio stations they mostly listen to our recent PSA?**
    - a): .....

- b): .....
- c): .....

**6. Did they share the information among their colleagues and same group of people?**

- a. Number of participants said yes: \_\_\_\_\_
- b. Number of participants said no: \_\_\_\_\_

**7. What they think were the most facilitating factors for them to take part in this election process?**

- a): .....
- b): .....
- c): .....

**8. What were the most difficult or challenging thing for them to go to cast their votes?**

**Women:**

- a): .....
- b): .....

**Dalits:**

- a): .....
- b): .....

**Differently-able:**

- a): .....
- b): .....

**9. What was the one thing they liked most about this PSA?**

Explain: .....  
 .....

**10. What was the one thing they disliked most about this PSA?**

Explain: .....  
 .....

**11. Was there any room of improvement in this PSA? If yes, what are they as per the majority voice?**

**Women Election PSA:**

- a): .....
- b): .....

**Dalits Election PSA:**

- a): .....
- b): .....

**Differently-able Election PSA:**

- a): .....
- b): .....

**12. Before concluding the session, thanks all the participants for coming to the FGD.**

**Please Note:** After the FGD, try to obtain as much quotes from them as possible in regards to the radio PSA be it positive, negative or indifferent (use separate sheet of paper to write it down with their name, occupation, ward/VDC, district). The quotes can also be collected from other community people.

# ANNEX 3: SUCCESS STORIES

## RAMBHAROSE CHAUDHARY, KAILALI



"How is win-win possible in mediating disputes?" was the first question Rambharose Chadudhary, 59, asked at a consultation meeting in his VDC in Kailali. For more than a decade, he has been playing an active role as a traditional leader, known as *badghar*, in his Tharu community, often mediating disputes. He believed that in disputes, it is inevitable that one party should lose and another should win; this was the basis of his practice. He was interested in expanding his knowledge about mediation and so he participated in the Basic Mediation Training with full enthusiasm.

After participating in the Training, his concept of a zero-sum game regarding disputes changed. At the beginning of the training, he was still skeptical of the program's modern mediation theory, asking, "How can you say that a win-win situation is possible? In a dispute there are two parties, where one is the victim and the other is the perpetrator. Until the victim is given justice, his or her rights will be violated." However, after completing the 8-day Basic Mediation Training session, he said "my concept has been changed and I am convinced regarding the modern theory for disputes resolution. The process and steps during the training have helped me to internalize the matters taught. I found the role play session especially helpful."

The modern mediation theory promotes peace and dialogue within communities by supporting and strengthening traditional justice and mediation mechanisms.

He concluded with the statement, "We, the traditional leaders at first saw mediation theory as separate from us, but after the training I think it can be a real supporter of the traditional justice mechanism. If we can utilize the skills we gained, we will be able to establish peace and harmony in our communities."

## PRAMOD LOHAR, KAILALI



Pramod Lohar, 33, lives in Dhansingpur VDC-2, Kailali. He comes from the Dalit community, and he is a person with a disability (he lost one eye and lacks clear vision in the other eye). However, his disability has not been a constraint for him in serving his community but rather has proved to be his strength. It gave him a sense of the importance of helping others, orienting him towards social service; eventually he became a mediator in the informal traditional process in his own community. In the traditional process, mediation is seen as a process of making people compromise by accepting a course of action given by the mediator.

He said “I had never heard of community mediation before I participated in the VDC consultation meeting. The consultation meeting itself was a great platform to discuss about the importance of the program and its impact on the community....” He added that he had never heard of any organization doing this kind of activity, seeking the participation of every caste, ethnicity and gender, before CeLRRd came to his VDC. After the consultation meeting piqued his interest, he attended the

eight-day Basic Mediation Training in order to become a Community Mediator. After the session, he said “my thinking has changed and I am convinced regarding the modern theory for disputes resolution. The training has helped me to internalize the concepts, especially the role play session.”

Participants from different castes, religions and communities are sought as Community Mediators. All participants are treated equally, helping them gain self-confidence so that they can effectively carry out work in their communities.

He added, "Community mediation helps to establish peace and harmony among the people of a community by helping them decide themselves through facilitation, which is the real beauty of the modern mediation process.”

## ASMITA NEPALI, DANG



Asmita Nepali is a 16 year-old from Tarigaun-3, Haripaura, Dang. She comes from a poor family in the Dalit community. She is a student and also a member of the VDC-Level Local Youth Group of Tarigaun established through YI. Before joining the Group, she had never had the opportunity to attend any VDC-level organizational activities. Thus, she was understandably nervous when she participated in her first Local Youth Group Formation meeting. After becoming a member of the Group, she participated in the Life Skills, Civic Engagement and Local Development Training organized by YI in

Tulsipur, Dang from 15-17 December 2013. When she came for the first day of the training, she was looking nervous because there were so many new people.

She was not able to introduce herself to the group or to share her views with other participants, and spent much of the first day standing to the side while the other participants did activities. Gradually she became involved in the group work, especially during the team building and life skills sessions. She started to speak up to the other

Youth engagement activities help foster confidence and leadership skills, better enabling young people to actively participate in local development and governance processes.

participants and the trainer, and also felt confident to present the group work. On the third day, she undertook the role of team leader, performed a dance, and encouraged other participants to sing and dance during the break time between sessions. The change in her confidence was remarkable and she said it was one of the biggest changes in her life; she also said she was happy and committed to work in the youth network. Asmita said, “Now I can advocate for youth and act on something for my society. The VDC level youth network is a great platform for me to gain experience.”

**U.S. Agency for International Development**  
1300 Pennsylvania Avenue, NW  
Washington, DC 20523  
Tel: (202) 712-0000  
Fax: (202) 216-3524  
[www.usaid.gov](http://www.usaid.gov)