

**BASELINE STUDY REPORT
OF
STRENGTHENING THE ROLE OF CIVIL SOCIETY
AND WOMEN IN DEMOCRACY AND GOVERNANCE
(SAMARPAN) Program**

**SUBMITTED TO:
CARE NEPAL, KATHMANDU**

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Study Team

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Abbreviations

AL	Adult Literacy
APS	Annual Program Statement
CAGs	Communication Action Groups
CBOs	Community Based Organizations
CEDPA	Center for Development and Population Activities
CFUGs	Community Forest User Groups
CSGs	Civil Society Groups
DCs	District Coordinator
DCO	District Cooperative Office
DDC	District Development Committee
DEO	District Education Office
DFO	District Forest Office
ENWR	Elected and Nominated Women Representatives
FECOFUN	Federation of Community Forestry Users Nepal
FPP	Forestry Partnership Project
IP	Implementing Partners
LG	Local Government
LSGA	Local Self-Governance Act
NFIWUAN	National Federation of Irrigation Water User Association
NGOs	Non-Governmental Organizations
NRUGs	Natural Resource User Groups
OSP	Outreach School Program
PACT	Private Agencies Collaborating Together
PC	Project Coordinator
SCOs	Saving and Credit Organizations
TOT	Training of Trainers
USAID/N	United States Agency for International Development, Nepal
VDC	Village Development Committee
WDO	Women Development Office
WUAs	Water Users Associations

Executive summary

The study team visited Bardiya, Banke, Kapilbastu and Nawalparasi from 20-30 November and Chitwan from 7-9 December 2002 for collecting data/information for the study.

Purpose: The main purpose of the study is to assess the status of advocacy skill and capacity, democratic norms followed by the natural resource civil society groups (CFUGs, WUAs, SCOs and CAGs), measure the office running capacity of the ENWRs and evaluate the post literacy materials disseminated in the project districts.

Study team composition: The study team consisted of two members, one freelancer consultant and one staff from CARE Nepal.

Methodology used: Team used various methods for the study such as observation, focus group discussion and interview with key informants like federation of CFUGs and WUAs, NGO federation/NGOCC members, intellectuals, women members of SCOs, ex-women representatives and line agency heads.

Study design: Indicators were prepared for the assessment of the status of advocacy skills and capacity, democratic norms followed by civil society groups and office running capacity of ENWRs separately. Mini case studies wherever possible were also collected and incorporated to re-enforces the study.

Weak security situation, limited time and non-existence of local bodies were some of the limitations of the study.

Finding summarization:

Status of Advocacy skills and capacity of target groups: Out of five set indicators (I. Percentage of CSGs familiar with the concerned policies ii. percentage of CSGs recognizing the concerned stakeholders, iii. Percentage of CSGs forwarding issues/problems to the federation and concerned line agencies, iv. Percentage of CSGs participated in LG annual planning process and v. percentage of CSGs aware of their rights, roles and responsibilities), percentage of CFUGs, WUAs and SCOs is not satisfactory in all indicators. But the status is comparatively high in two indicators, (ii) and (v). Comparatively the status is very low in two indicators, (iii) and (iv). When compared the percentage of status among the groups, status of CFUGs is comparatively higher in all the indicators except in indicator (ii) and (iii). Out of 614 CSGs, only 16% have advocacy capacity skill.

Status of democratic norms followed by target groups: Out of five set indicators (i. Percentage of CSGs involving women, poor and DAGs in their executive committee, ii. Percentage of CSGs holding regular meeting, iii. Percentage of CSGs maintaining transparency of activities and financial transactions, iv. Percentage of CSGs making decision on consensus basis and v. Percentage of CSGs follow their operational plan/group regulation), the status is satisfactory in all indicators (in comparison to advocacy status). Among the groups, status of CFUGs in all the indicators is high except the indicator v. where the status of WUAs is seen well. Of the total 614 CSGs, only 36% are practicing democratic norms.

Status of office running capacity of ENWRs: Among 2,485 ENWRs of the study districts, percentage of literate ENWRs is 28. Seventy four percent ENWRs participate in meeting regularly. The percentage of ENWRs is very low in indicators (ii) percentage of ENWRs coming to office other than meeting time, (iii) percentage of ENWRs contacting with line agencies, LG and NGOs for women related issues, and (v) percentage of ENWRs requesting LG for budget allocation for women focussed program. No single ENWR found conducting women related activities in her constituency.

Post literacy materials dissemination: Sufficient information regarding the number of organization and the quantity of post literacy materials, disseminated in the district were not available to the team. The organizations conducting NFE classes and disseminating post literacy materials in the district as informed by the respondent are DEO, CARE Nepal and PACT Nepal. Although the above organizations are disseminating the post literacy materials in the districts, materials on gender, governance and participatory planning process has not been disseminated by any organization in the district.

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1. Introduction

Under the USAID's Annual Program Statement (APS), CARE/Nepal has been implementing a three-year (2002-2005) long "Strengthening the role of civil society and women in democracy and governance" SAMARPAN project in twelve districts namely Kailali, Bardiya, Banke, Surkhet, Dang, Salyan, Pyuthan, Rolpa, Rukum, Kapilbastu, Nawalparasi and Chitwan. These twelve districts form 3 natural geographical clusters i. e Banke cluster consists of Banke, Bardiya, Kailali and Surkhet, Rapti cluster of Dang, Salyan, Pyuthan, Rukum and Rolpa, and Chitwan cluster consists of Kapilbastu, Nawalparasi and Chitwan. Along with CARE Nepal, CEDPA/Nepal, Winrock international and PACT Nepal have also been involving in this project as collaborative partners. The goal of this project is "To contribute to strengthening governance at the local level through increased women's participation and increased advocacy skills and capacity of selected Civil Society Groups (CSGs). Moreover, the project will work with civil society groups and local government agencies of these districts to build up a conceptual understanding of good governance, and develop tools and processes that bring about checks and balances of democratic governance at local level.

Specific objectives of the project:

1: To increase advocacy capacity of selected civil society groups at community and federation level (Result A). It includes:

- ◆ Increased participation of civil society groups in the decision-making
- ◆ Enhanced accountability of local government to citizens
- ◆ Enhanced practice of democratic local governance within target groups and their coalitions
- ◆ Increased partnership between target groups and local government-sound allocation of resources to local development priorities

2: To increase women's participation in elected local government (Result B). It includes:

- ◆ Increased number of women leaders with knowledge and skills to run for elective office
- ◆ Increased number of women representatives capable of effectively participating and influencing local government agendas and plans

3: To increase literacy of women elected representatives and members of advocacy groups (Result D). It includes:

- ◆ Increased availability of appropriate literacy materials
- ◆ Increased literacy of women and members of advocacy groups

4: Special Objectives and Strategies for Rapti Cluster:

Special strategies for Rukum, Rolpa, Salyan, Pyuthan and Dang districts (the Rapti clusters) have been proposed due to the adverse security situation related to the Maoist insurgency:

- a. Broadening the scope and ability of CFUGs to play a greater role in civil society at large and
- b. Documenting and developing strategies and modalities of working (implementing development activities) in conflict affected areas.

At the end of its life (3 years), the project has anticipated of have the certain impacts, which are:

1. Increased participation of civil society groups in the decision-making process of local, district and national government leading to transparency and accountability at all level.
2. Improved local government plans that better reflect the needs, rights and interests of women.
3. Increased literacy and awareness of women representatives and civil society groups enables them to advocate for their needs and rights

The expected outcomes of this project as mentioned in project document are as follows:

- At least 50% of mature civil society groups (CFUGs, WUAs, SCOs, CAGs) and their associations/federations demonstrated increased advocacy by being engaged in policy dialogue at all level
- At least 50% of mature civil society groups (CFUGs, WUAs, SCOs, CAGs) and their coalitions are practicing democratic norms
- At least 50% of mature target groups and their networks/association/federations are planning and implementing development activities in partnership with local government bodies
- 40,000 post literacy materials on gender, governance and participatory planning disseminated
- At least 50% of women candidates running for office in Surkhet and Kailali districts have clearly defined campaign strategy with at least two issues of concern to women communities.
- At least 50% of VDCs and DDCs have developed plans and allocated budget to deal with issues related women's socio-economic development
- At least 8,000 ENWRs and women members of advocacy groups have basic literacy classe

1.1 Objective of the study

The objective of this study is to collect baseline information to prepare the baseline study report to assess the present status of the community groups in advocacy capacity, skill and attitude in following democratic norms and office running capacity of the ENWRs.

The specific objectives of the study are as follows:

1. To measure the status of advocacy capacity of the target groups i.e. CFUGs, WUAs, SCOs, CAGs
2. To assess the status of target groups practicing democratic norms.
3. To measure the status of office running capacity of the ENWRs.
4. To evaluate the post literacy materials developed and distributed by different agencies in the project districts.
5. To recommend partner NGOs based on the criteria provided

1.2 Rationale of the study

The purpose of the SAMARPAN project is to contribute strengthening governance at the local level through increased women participation in local government and increased advocacy skills and capacity of the selected CSGs. Therefore it became urgent to assess the present status of women participation in local government and status of CSGs having advocacy capacity and practicing democratic norms so that the results within the project area could be claimed as the project outcomes. Hence this baseline study is rationalized to establish baseline situation of the project district focusing on the project objectives.

2.0 Methodology of the study

While deciding the methodologies of the study objectives, expected outcomes and universe were considered.

2.1 Basic methodologies

This study depends upon primary and secondary sources of information. Most of the information required for information were collected from informal sources. In specific terms, the following methodologies were used.

2.1.1 Collection and review of secondary information

Secondary information were collected from the different sources like annual reports, progress reports, study reports, acts and guideline from CARE Nepal Kathmandu, SAMARPAN, Forestry Partnership Project (FPP) Nepalganj, and concerned WDO, DFO, DEO and DDC offices.

2.1.2 Consultation with CARE Nepal, SAMARPAN and Forestry Partnership Project staff

Several meetings were held with CARE Nepal, Kathmandu and SAMARPAN project staffs in Nepalganj. During the meeting, discussions were held to establish indicators for measuring and evaluating the status of advocacy and practicing democratic norms by the CSGs.

2.1.3 Field data collection

The stakeholders were selected purposively related with the target CSGs. As many as ex-women representatives and individual groups, which were available and accessible at

the district headquarters, were also visited to get information regarding the office running capacity of ENWRs.

2.1.3.1 Visit DFO, WDO, DEO, DIO, DDC and DCO

In order to get information of the status of CSGs' on advocacy capacity and practices of democratic norms, representatives of all the study districts offices like DFO, DIO, WDO and DCO were visited and interviewed. Similarly information regarding the status of women literacy and dissemination of post literacy materials were collected from the DEO, CARE Nepal and PACT Nepal. Meetings were held with DDC authorities for collecting data and information related to the office running capacity of ENWRs.

2.1.3.2 Visit CFUGs, WUAs, Networking Committee and users of Rapti clusters

Study team visited three CFUGs (Banke-1, Kapilbastu-1, and Nawalparasi-1) and three WUAs (Banke-1, Kapilbastu-1, and Chitwan-1), which were available and accessible in the district headquarters. Study team also had a opportunity to observe a meeting and discussion with the target groups of Rapti clusters. A brief meeting was also hold with Nartee Range Post Level CFUG Networking Committee, Dang.

2.1.3.3 Telephonic interview

In some districts, study team was unable to visit the groups, organization and offices due to their unavailability at the district head quarter. In such case, information were collected through telephonic interview (In Nawalparasi District of NFIWUAN).

2.1.3.4 Interview with FECOFUN and NFIWUAN authorities

Based on pre-decided criteria (table 3) and check list (annex-1) four district level FECOFUN (except Kapilbastu of study districts) and five NFIWUAN were visited for discussion and interview purpose and data/information were collected regarding the existing status of advocacy capacity and democratic norms followed by the CFUGs and WUAs. In order to assess the status of advocacy capacity and democratic norms followed by the district level FECOFUN, authorities of central level FECOFUN were also interviewed during the study.

2.1.3.5 Interview with NGO federation and NGOCC

Since SAMARPAN project is going to implement all its activities in the project districts with the partnership of selected local NGOs, the team also had to recommend three potential local NGOs from each study district. For this purpose, representatives of five NGO federations and two NGOCC (Kapilbastu and Chitwan) were visited and interviewed to collect information regarding the possible local NGO partners.

2.1.3.6 Interview with ex-women representatives

Six ex-women representatives (2 from Banke and Bardiya DDC, 1 from Ramgram municipality Nawalparasi and 3 from VDCs of Bardiya, Banke and Kapilbastu) were interviewed to collect information regarding the office running capacity and literacy status of ENWRs as a whole in program districts.

2.1.4 Data analysis and report writing

Average percentage of status of CFUGs advocacy capacity and practicing democratic norms were calculated from the responses of DFO representatives and district FECOFUN. Where FECOFUN was not available, team had to fully rely on DFO information. Similarly, above percentage of WUAs were calculated from the responses of DIOs and district level NFIWUAN and the percentage of SCOs were calculated from the responses of DCOs, WDO and district cooperative union. Likewise, the average percentage of ENWRs having the office running capacity was also calculated from the responses of ex-women representatives of DDC, VDC, and municipality.

While calculating the percentage of CSGs regarding the status of advocacy skill and capacity, following processes were applied.

- ◆ Calculated the indicator wise percentage
- ◆ Calculated weighted mean of each CSGs, based on the indicator wise percentage
- ◆ Calculated cumulative weighted mean of each indicator based on the indicator wise weighted mean of three CSGs,

The same process was applied in calculating the weighted mean of practicing democratic norms and office running capacity of ENWRs.

2.1.5 Presentation Workshop

On 27th of December 2002, a presentation of the draft report was made in the workshop organized by CARE Nepal inviting project officials, representatives from the PACT Nepal, Winrock International, and CEDPA Nepal, along with the presence of SMT members of CARE Nepal and other interested individuals. The participants made valuable comments and suggestions and are incorporated in the report. Study team also held discussion in Nepalganj with SAMARPAN program team for more refinement of the report.

2.1.6 Final report preparation and submission

The final report was submitted incorporating the comments and suggestions from the presentation workshop.

2.2 Study design process

After consultation with the SAMARPAN program staff as well as CARE Nepal's other staffs, the team designed the study process owing the nature and objectives of the study as follows.

2.2.1 Checklist preparation

Checklist was taken as main tool of the data/information collection from the field. Separate checklists were prepared for conducting discussion on (i) advocacy skill and capacity (ii) practicing democratic norms followed for WUAs, CFUGs and SCOs.

2.2.2 District selection criteria

However the SAMARPAN project has been implementing its activities in the twelve districts extending from Chitwan to west up to the Kailali making three clusters but now the baseline study has been planned only in five districts ie Bardiya, Banke, Kapilbastu, Nawalparasi and Chitwan. This was rigorously discussed in CARE Nepal Kathmandu and schedule was developed based on the consensus between consultant and CARE Nepal for five districts as major samples. Results are inferred here for the twelve districts based on the findings obtained from five districts.

2.2.3 Selection of interviewee stakeholders

As per the Terms of Reference (ToR) the major focused groups were natural resource groups such as the CFUGs, WUAs, SCOs and CAGs. Immediate stakeholders of these groups like DFO, WDO, DIO, DDC, Cooperatives, FECOFUN and NFIWUAN were selected as the major source of information. Similarly, DEOs were selected for the information regarding the status of women literacy and distribution of post literacy materials. NGO federation and NGOCC were also selected as major sources of information for recommending possible partner NGOs.

2.2.4 Mini case studies and statements

Where and whenever possible, the study team tried to collect mini cases and mentioned in the report to re-enforce the major findings.

2.3 Study Limitations

Although there were some limitations of the study the team tried its best to use the maximum opportunities within these limitations. The limitations, which were unavoidable, are as follows.

2.3.1 Weak security situation

Due to the prevailing security problem, study team couldn't go to the interior areas and study was limited within the district headquarter. At the same time, study team couldn't organize big gathering of the user groups.

2.3.2 Non-existence of the elected local bodies

Study team couldn't meet women representatives of the VDC because of the non-existence of the local bodies. Hence team had to entirely depend on the DDC and few ex-women representatives available around the district headquarter to get the information regarding the office running capacity of the women representatives.

2.3.3 Time limitation

The time allocated for the whole study was 40 days and the study team had to visit more than 7 stakeholders in each study district within the allocated time.

2.3.4 Sample districts

According to the TOR, only five districts were selected for the study. Further these districts were also not studied in detail because of the aforementioned limitations.

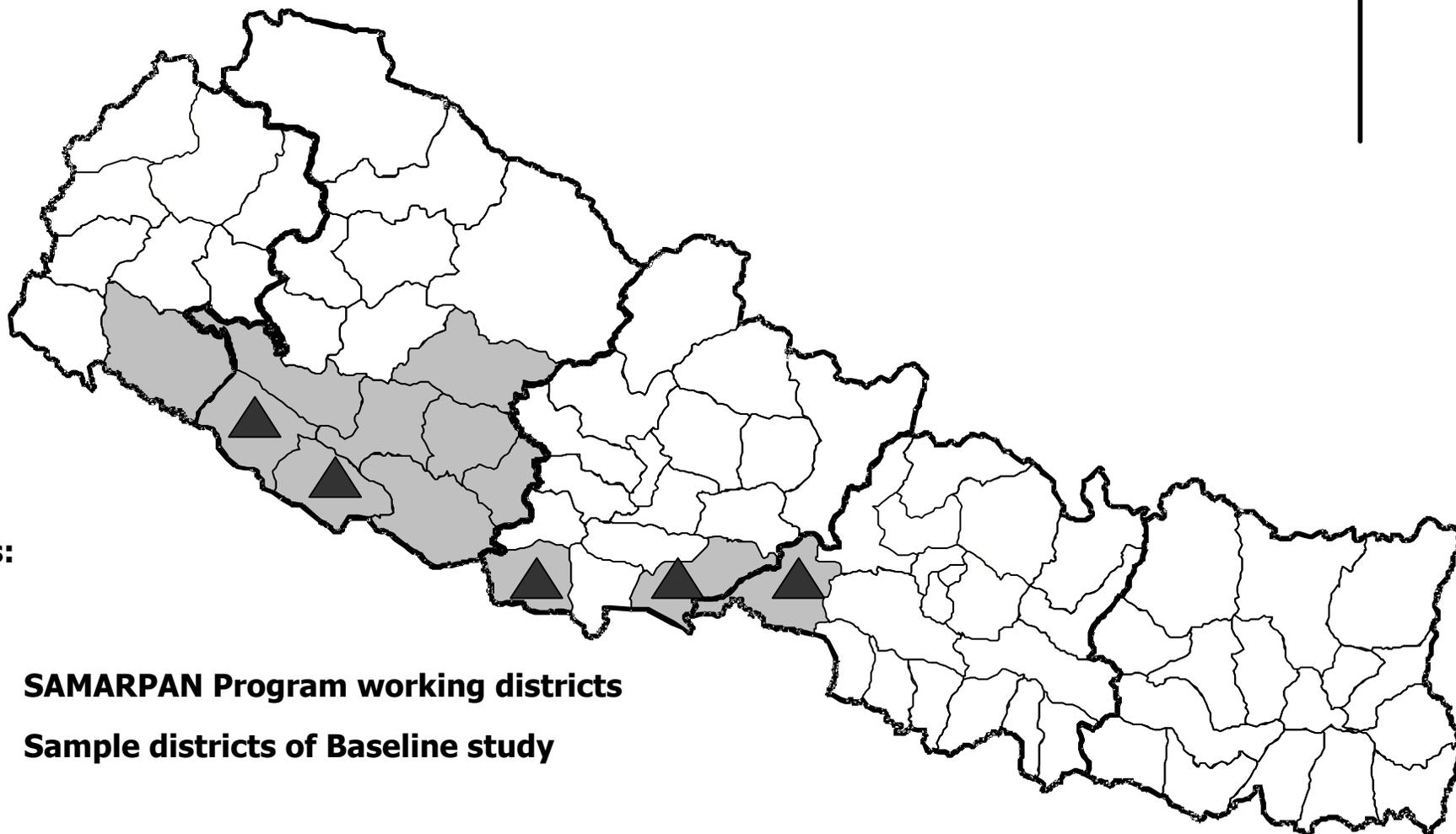
3.0 Geographical location and target groups

CARE Nepal has been implementing SAMARPAN project in 12 districts dividing into three geographical clusters. Out of which this baseline study has only focused 5 districts from Banke and Chitwan clusters namely Bardiya, Banke, Kapilbastu, Nawalparasi and Chitwan as shown in map-1. A brief meeting and visits were also made with available groups of Rapti cluster.

The overall target respondents of the study were civil society groups including natural resource groups at local, districts, national levels, and local government, with particular focus on women representatives. The primary groups were CFUGs, WUAs and SCOs and their associations and federations.

Map 1: SAMARPAN Program and Sample Districts of Baseline Study

N



Legends:



SAMARPAN Program working districts



Sample districts of Baseline study

4.0 Existing CSGs and their status in study districts

Collecting information and experience of various sources, the study team has developed the following criteria for different target groups. The following criteria are taken as matured groups:

The following are the criteria for maturity of CFUGs:

- (a) Have got their forest handed over.
 - (b) Forest is handed over three years ago in tarai and five years ago in hill districts.
- (All of these criteria are necessary for matured group)

The following are the criteria of maturity of Saving and Credit Organizations (SCO):

- (a) Who are registered in district cooperative office.
 - (b) Who are democratically functioning for capital formation and mobilization at community level—regular meeting of executive committee, assembly of general members, regular saving collection, more than 90% recovery of distributed group loan, publicly acceptable auditing, equal rights of general members.
 - (c) Who are continuously functioning at least for last two years at community level.
- (Either (a) or (b) and (c) are necessary as minimum requirements for maturity)

The following are the criteria of maturity of Water User Associations (WUA):

- (a) Who are registered in district irrigation office.
 - (b) Who are democratically functioning for irrigation cannel management—regular meeting of executive committee, assembly of general members, regular payment of water tax, publicly acceptable auditing, and equal rights of general members.
 - (c) Who are continuously functioning at least for last two years at community level.
 - (d) Who are connected/affiliated with district federation.
- (All of these criteria are considered as matured group)

Table: 1 Status of community groups in the study districts.

S N	District	CFUGs		WUAs	SCOs	Total
		Registered	Handed over			
1	Bardiya	131	92	9	5	106
2	Banke	55	45	11	30	86
3	Kapilbastu	27	11	48	28	87
4	Nawalparasi	61	30	34	65	129
5	Chitwan	32	17	126	63	206
Total		306	195	228	191	614

Source: DFO, DIO, District Cooperative Office

Note: The SCOs only registered in the DCOs are mentioned in the above table.

Table 2: Status of ENWRs of the study districts

SN	Districts	Ex- ENWRs	Literacy status (percentage)
1	Bardiya	400	20
2	Banke	510	40
3	Kapilbastu	815	17
4	Nawalparasi	348	35
5	Chitwan	412	40
Total		2,485	28 (weighted mean)

Source: DDC personnel and Ex- women representatives of DDCs, VDCs and municipalities

5.0 Key indicators

In consultation with SAMARPAN program staffs and CARE Nepal's other staffs, the study team developed following indicators separately for assessing status of CSGs advocacy capacity and practicing democratic norms. The monitoring indicators and CSGs's present status on these indicators are as follows.

5.1 Key indicators for measuring the status of advocacy capacity of CSGs

Table 3: Status of advocacy capacity of CSGs

SN	Monitoring indicators	Present status (percentage)
1	% of CSGs familiar with the concerned policies	19
2	% of CSGs recognizing the stakeholder (Line agencies, LG, Federation)	27
3	% of CSGs forwarding issues/problems to the federation and concerned line agencies	5
4	% of CSGs participating in the LG annual planning process	6
5	% of CSGs aware with their right, roles and responsibilities	22
Status of advocacy capacity of CSGs		16

(See, annex-5 and 8 for detail)

5.2 Key indicators for the measuring of status CSGs practicing democratic norms

Table 4: Status of CSGs practicing democratic norms

SN	Monitoring indicators	Present status (percentage)
1	% of CSGs involving women and DAG in their executive committee	28
2	% of CSGs holding regular meetings	34
3	% of CSGs maintaining transparency of activities and financial transactions	34
4	% of CSGs making decision on consensus basis	43
5	% of CSGs follow their operational plans/group regulation	42
Status of CSGs practicing democratic norms		36

(See, annex-9, 10, 11 and-12 for detail)

5.3 Key indicators for measuring the office running capacity of ENWRs

Table 5: Status of office running capacity of ENWRs.

SN	Monitoring indicators	Present status (percentage)
1	% of ENWRs having knowledge of LSGA) and associated rules	25
2	% of ENWRs visiting offices other than meeting time	1
3	% of ENWRs participating meetings regularly	74
4	% of ENWRs contacting NGOs and line agencies for the women related issues	4
5	% of ENWRs requesting to LG for budget allocation for the women focussed program	3
6	% of ENWRs running at least women related one activity within her constituency	0
Status of office running capacity of ENWRs		18

(See annex-13 for detail)

5.4 Key result areas

Table 6: Present status and expected status of CSGs in three key areas.

SN	Key areas	Baseline status (2002)	Expected status (2005)
1	Status of advocacy capacity of CSGs	16%	50%
2	Status of CSGs practicing democratic norms	36%	50%
3	Status of office running capacity of ENWRs	18%	50%

(In this table, the baseline status is taken from table-3, 4 and 5 and the expected result is taken from the project document).

6.0 Major findings

Findings on two key major areas, advocacy capacity and practicing democratic norms of the CSGs have separately been described below. In similar way, status of ENWRs in office running capacity is also described separately under each indicator.

6.1 CFUGs' status on Advocacy capacity and skills against the indicators

Indicator 1: Percentage of CFUGs familiar with CF policies

As reported by the DFO, FECOFUN and some of the CFUGs of the study districts, the knowledge of users in each and every CFUG differed because of the concerned policies affecting them. According to the DFO of Bardiya, most of the CFUGs ordinary members are even not aware of their Forest Operational Plan (FOP). They are more concerned with the collection of fuel wood, grass and animal bedding materials. As reported by the Secretary of Sangrahawa CFUG Kapilbastu, he even does not know about the FOP and constitution of his CFUG. In Banke district the CFUG are even not aware of the fact that they need not any approval from the DFO office to spend their own fund.

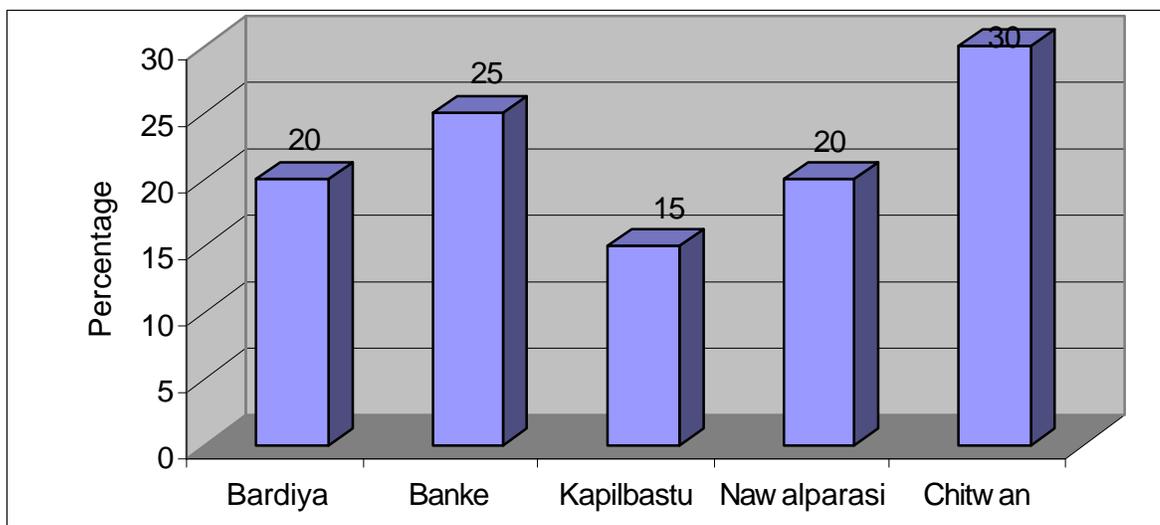


Figure 1: CFUGs familiar with CF policies

According to the chairperson of Bardiya FECOFUN, the forest office mostly prepares the constitution of CFUG consulting with only few members of the CFUGs. So most of the group members are not aware of the rules and regulations and do not understand the constitution and FOP which also affect the ownership of the CFUGs. The case is similar in Nawalparasi where the CFUGs are not clear on the regulation regarding the forest within the red line area (area under the Operational Forest Management Plan). The users are protecting the forest with the constitution prepared and group registered, which is not legal. This case does not exist in Chitwan district. CFUGs of Chitwan district are comparatively more aware of CF policies than that of other four districts.

Indicator 2: Percentage of CFUGs recognizing the stakeholders (DFO, DDC/VDC, and concerned NGOs)

The CFUGs must be aware of their stakeholders in order to get support in solving their problems and getting every thing appropriately done for the protection conservation, management and utilization of their forest. On the basis of the information obtained from the study, it is found that only a few percentages of the members of the executive committee are familiar with the stakeholders of the study districts. Most of the CF users consider DFO and FECOFUN as only the stakeholders. Very few of the CFUGs members take the LG bodies as their stakeholders. Some of the CFUG executive members of Kapilbastu even do not know about existence of FECOFUN in the district. The percentage of CFUGs recognizing the stakeholders is comparatively high in Nawalparasi and very low in Kapilbastu.

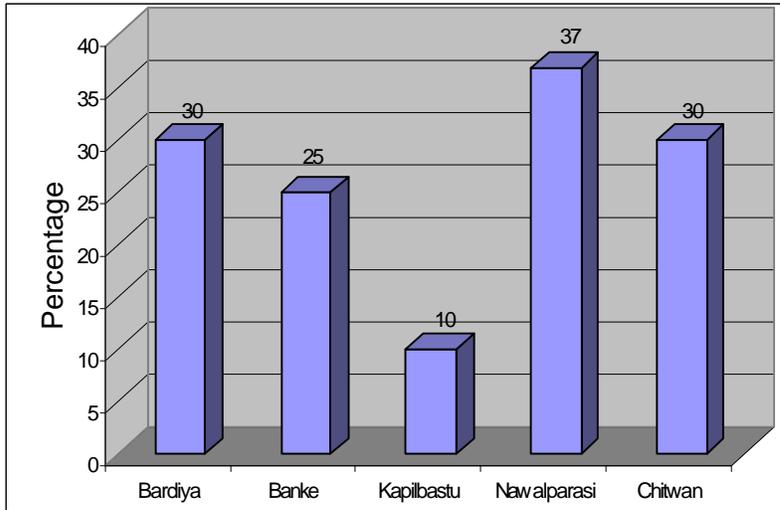


Figure 2: CFUGs recognizing the concerned

Indicator 3: Percentage of CFUGs forwarding issues/problems to the federation and concerned line agencies

Unless the CFUGs know the proper channel and place to present their problem, they will not be able to advocate their problem. Only 0 to 2% of the CFUGs have registered their issues and problems in the FECOFUN. Most of the CFUGs have

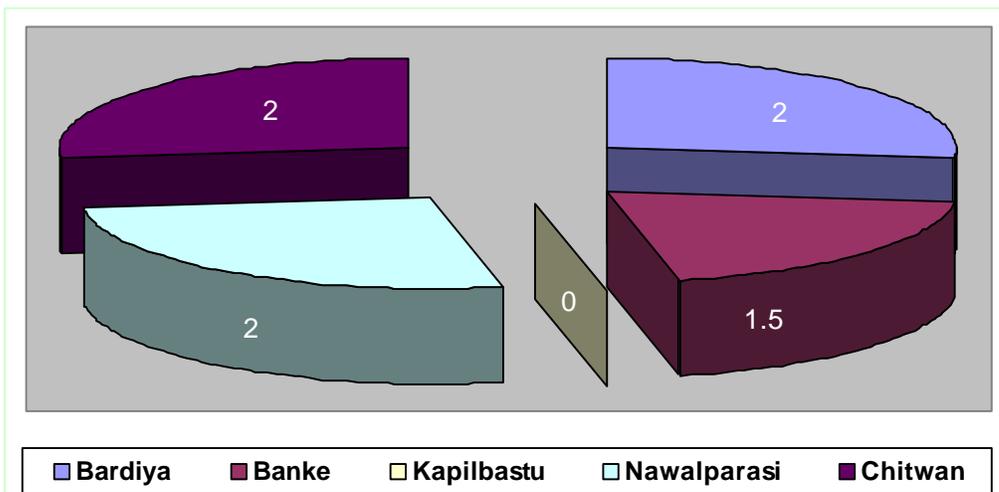


Figure 3: Percentage of CFUGs forwarding issues/problems to FECOFUN and Line agencies

contacted DDC and VDC for their support. The topics presented by the CFUGs are not supposed to be the subject of advocacy rather small problems.

When the team asked executive committee and ordinary member of the group about their problem both of them presented their problems as forest encroachment, forest firing and lack of awareness training. Only a few of the respondents spelled their problems like delay in registering the groups.

The study shows that the CFUG members of the study districts are not much aware of the real problems. In Kapilbastu district, the CFUGs have no FECOFUN at the district level where the BAN TATHA BARAVARAN SAMUHA at the regional level is working as the network. Hence it is very difficult for the CFUGs to contact network for any type of problems they face.

Indicator 4: Percentage of CFUGs participating in the LG annual planning process

Association of the local authorities could be one of the best channels for advocating the needs and problems of the CFUGs at all level. CFUG unless develop relation with the local government and work together, it will be very difficult for them to achieve their objectives.

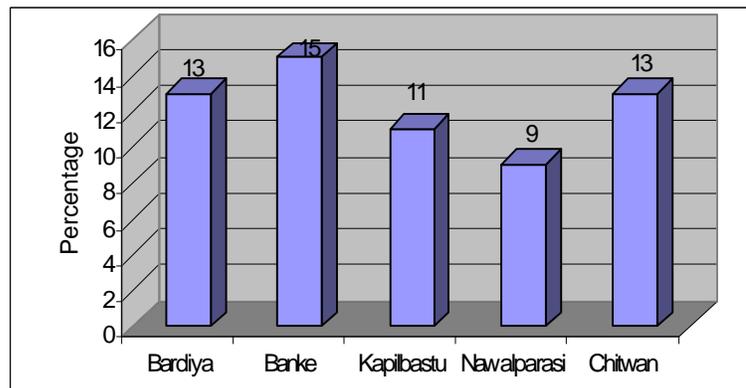


Figure 4: CFUGs participating in LG annual planning process

In the study districts, it is clearly observed that the CFUGs and local government have very weak relation. LDOs of the study districts are not much aware of the FECOFUN and CFUGs. Most of the CFUGs have no relation with

Box1: Postponement of CFUGs' bank account: an issue of advocacy in Banke
 As per the current CF policy, the CFUGs are privileged to spend the group fund independently on the local development activities based on the decision made by the group consensus, including 25% which must be spend on forest development activities just informing DFO. But this policy did not work in Banke district when the DFO issued stay order to postpone the CFUGs' bank account. When team asked DFO regarding the case, he frankly answered that the postponement of the account is made in favor of the CFUGs, because by doing so he protected the interest of majority of the ordinary members from the key elite members.

the VDCs. As reported by the LDO of Banke, DDC has not got any verbal or written proposal from the CFUGs for any support. Study team noticed that some of the CFUGs have strong financial status than that of the VDC. Hence, CFUGs don't feel necessary to contact VDC and develop formal relation. The study shows that the CFUGs have not made any request to participate in the VDC meetings. The district wise percentage shown above in the figure-4 is the percentage of FECOFUN and CFUGs, which have participated in Ilaka level planning workshop. Based on the present findings it appears

that the achievement of third expected outcome is difficult and may need very intensive input as well as certain amendments in existing acts.

Indicator 5: Percentage of CFUGs aware of their roles and responsibilities

As reported by the FECOFUN and DFO of Bardiya, only those members participate in the public meetings who are aware of their rights. All the users in this respect are not in equal footing. The key members and educated users are more aware of rights, roles and responsibilities. The case is similar in Banke but the study team found the level of knowledge among the CFUG members is nominal in Kapilbastu, Nawalparasi and Chitwan. Since CARE Nepal conducted awareness program on FOP and constitution using local resource person (LRP), it has increased awareness among the ordinary users in Banke and Bardiya. As observed in the field the women and DAGs are still not much benefited from the awareness program.

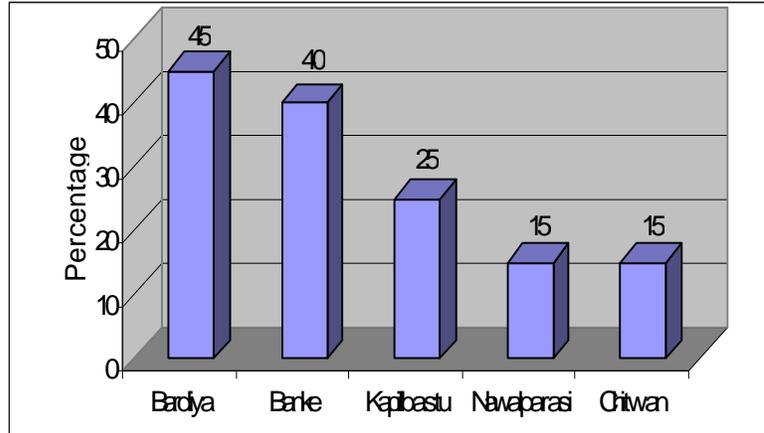


Figure 5: CFUGs aware with their rights, roles and responsibilities.

Box: 2 Case of inadequate knowledge on policy matter

As per the circulation, issued by the government the forests under redline area (OFMP) can't be registered and handed over to the user groups. But the case is different in Nawalparasi district because the district forest office, Nawalparasi according to Mr. Mahendra Prasad Jaysawal, has registered the user groups even under the redline area and gave consent to use the forest. Because the groups were conserving the forest long before the circulation come into existence as community forest. Now the groups are continuously requesting the DFO to hand over the forest not knowing the HMGN circulation about the OFMP. The DFO now is in trouble neither he can hand over the forest to the user groups nor give formal consent to manage

6.2 WUAs' status on Advocacy capacity and skills against the indicators

Indicator1: Percentage of WUAs familiar with the Irrigation policies

Advocacy is a tool used to influence the policy makers to make policies in favor of the real clients. The advocacy technique needs a lot of information and knowledge regarding the present policies and its pragmatic implication.

While assessing the status of advocacy capacity of the WUAs and

federation in the five districts it is

clearly known that the most of the WUAs are mainly concerned with distribution and use of water rather the policies, which affect them. The WUAs of Bardiya districts are comparatively more familiar to the concerned policies because of their regular contact with federation. WUAs of Nawalparasi are less familiar to the policies due to the inactiveness of the federation. In case of Banke, Kapilbastu and Chitwan the WUAs are to some extent aware about the irrigation policies, rules and regulation. The main reason for this is the workshop and training that were conducted by the line agencies and federation. It is also known from the study that the WUAs of the traditional canal and small irrigation systems are less concerned to the rules and policies since they are less affected by it.

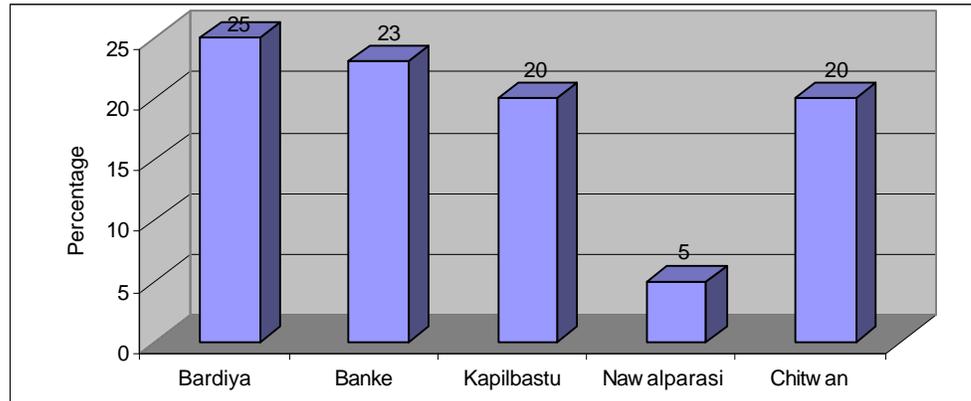


Figure 6: WUAs familiar with the Irrigation policies

Indicator 2: Percentage of WUAs recognizing the stakeholders (DIO, DDC/VDC, and concerned NGOs)

Unless the WUAs and their federation recognize the key stakeholders they will not be able to advocate their concerns, issues and likely to meet the demands.

Figure-7 shows that in the

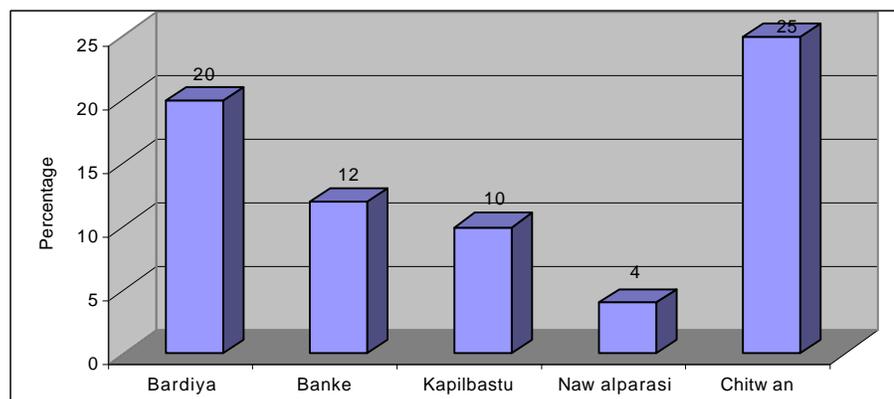


Figure 7: WUAs recognizing the concerned stakeholders

districts where meetings of the association and federation are held regularly and make frequent contact among and between WUAs and federation, the chances of sharing information and recognizing stakeholders is comparatively high.

Moreover the stakeholders' recognition level is not satisfactory in the study districts. WUAs of Nawalparasi have perceived that the district irrigation office is the only one supporting agency for any problem related to irrigation. The district where the recognition level of stakeholder is very low, WUAs seldom think the software program like training as a crucial support.

Indicator 3: Percentage of WUAs forwarding issues/problems to the federation and concerned line agencies

Due to inadequate knowledge and inefficient working procedure most of the WUAs in study areas are not familiar how and where to present their problems. Most of the users present their problem orally in the federation and irrigation office. However, concerned offices often do not record any complains.

The study shows that all the WUAs of the study districts, whichever have registered their problem in the federation have the same nature. In the district, where the WUAs have not registered their problem in the federation and line agencies, even does not know about the existence of the federation in the district. In some cases, WUAs directly go to the irrigation office and put their problems. These types of problems are related to the maintenance, which are never forwarded to the center by the irrigation office.

In most of the study districts, collection of water tax from users was observed as major problem. WUAs of Kapilbastu and Chitwan have requested the respective VDC to support collecting water tax from those users who deny to pay. The VDCs did not take request seriously. Same natures of problem

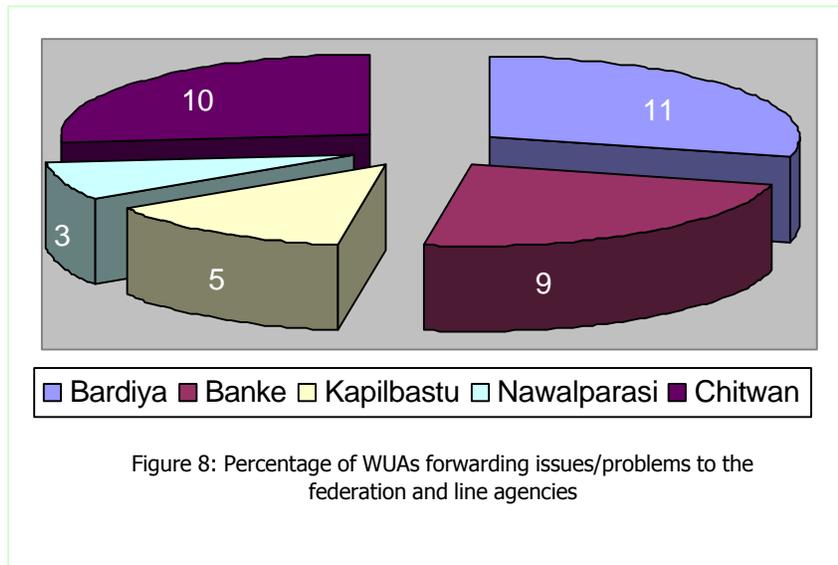


Figure 8: Percentage of WUAs forwarding issues/problems to the federation and line agencies

were noticed in all study districts. As reported by the users of Chitwan, big irrigation structures handed over to the WUAs like Narayani lift irrigation and Gandak irrigation systems are the major problems they are facing. The structures are beyond the management capacity of the WUAs. Even though the concerned WUAs registered these problems in the district irrigation office and also in central level federation. The concerned agencies didn't take these issues seriously. This situation in the district itself assesses the advocacy capacity of the federation at different level.

Indicator 4: Percentage of WUAs participated in the LG annual planning process

DDC, VDC and municipality are the local government bodies responsible for the overall development within their constituency. In order to provide accountable, transparent and efficient services to the people, the local bodies have to extend their hands to the civil society and community groups. In reality, it is a two way process. The WUAs should try to make regular contact with the local bodies and make them feel their own importance.

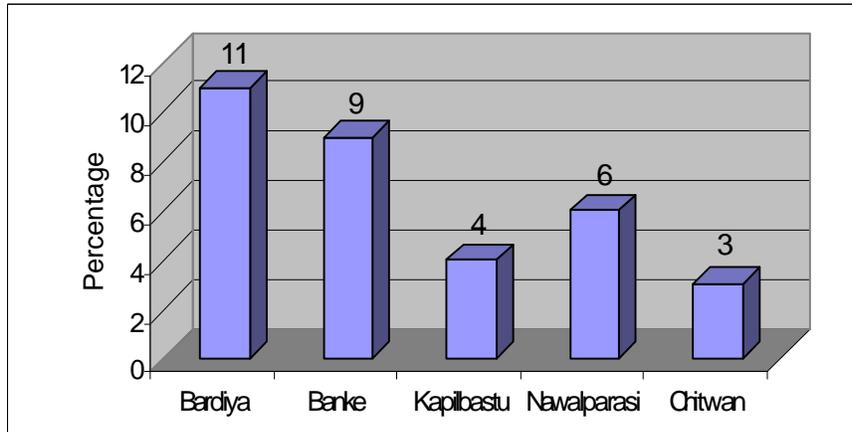


Figure 9: WUAs participating in the LG annual planning process

In the study districts no strong and effective relation between WUAs and local government is seen. The study team noticed in Banke where some VDCs have supported WUAs with little fund to deposit in the irrigation office not as a rule but as a token of VDC member's involvement in the WUAs. VDCs never invite WUAs in their meetings except in the Ilaka level planning process.

Indicator 5: Percentage of WUAs aware of their rights, roles and responsibilities

Most of the WUAs members of the study districts are less aware of their rights, roles and responsibilities. Hence the groups are less interested in advocacy issues. WUAs federation of Chitwan raised the problems related to irrigation to DIO and even forwarded to the Prime Minister. Neither DIO nor the Prime Minister's office took the problem seriously. The chairperson of the federation is not tired of his efforts because he knows it is the right of the WUAs to get problem solved either from the district irrigation office or from the ministry.

Box 3: Lack of alternative knowledge and skill

Husena Tharu "Kula Chaudhary" chief of the Patuwa irrigation committee Thakurdwara Bardiya, is continuously leading the committee for last 60 years. Mr. Husena is well experienced in the maintenance of the canal. Once the dam of Patuwa canal was badly damaged by the flood and no one in association could come with useful/creative idea to reconstruct the dam. Since Mr. Husena Tharu by age was unable to walk to the dam. So the committee hired four people to carry Mr. Husena to the dam, and the dam was reconstructed as per the idea/instruction given by Mr. Husena.

In the study district the advocacy skills of the WUAs is found very low because they are less aware of their right, roles and responsibilities. Only a very small number of the WUAs are taking the support from the line agencies and other government body as their rights. It is clearly known from the study

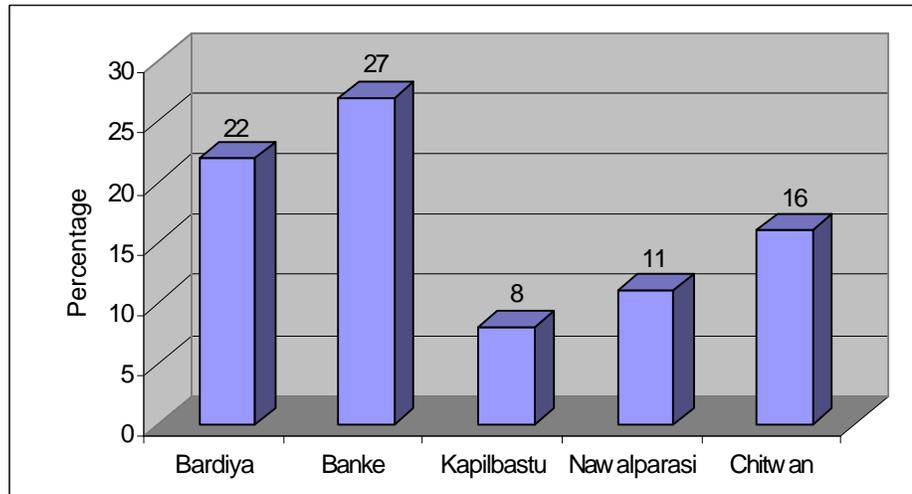


Figure 10: WUAs aware with their roles and responsibilities

districts that unless the WUAs take development activities to the community as their rights rather than charity the advocacy efforts of the groups will not be effective. Nevertheless, the study team found the level of awareness among the members of WUAs of Banke and Bardiya comparatively high than those of other three districts.

6.3 SCOs' status on Advocacy capacity and skill against the indicators

Indicator 1: Percentage of SCOs familiar with the concerned policies

The study team was concerned with the percentage of both the SCOs and its members aware of the concerned policies. As informed by the DCO (District Cooperative Officer) of Chitwan, most of the executive members of the SCOs are aware of the cooperative policies but most of the ordinary members (95%) are not aware of the policies related to the cooperative.

The figure-11 shows the percentage of the SCOs where not only the executive members but also at least fifty percent

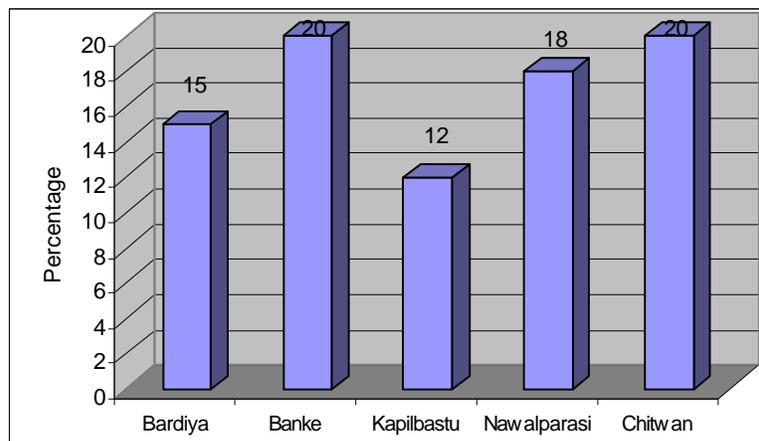


Figure 11: SCOs familiar with the concerned policies

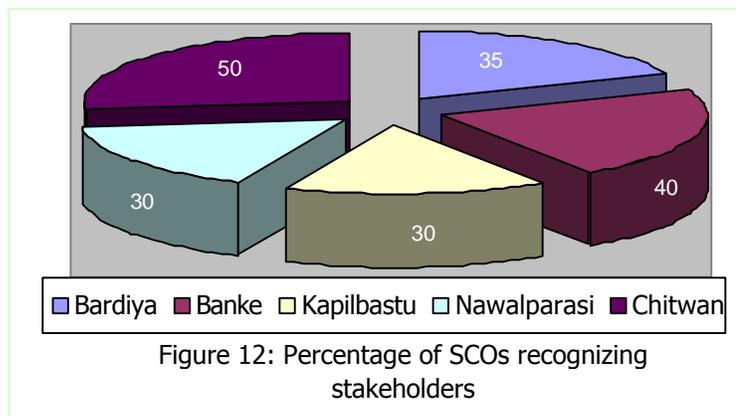
of ordinary members are aware of the policies. The networks at the district levels are conducting very few activities to make the ordinary members aware of the rules, regulations and relevant policies.

Indicator 2: Percentage of SCOs recognizing stakeholders

Knowledge among the SCOs members regarding the policies and stakeholders is the point of departure for the advocacy activities. As known from the study fifty percent of the executive members know some of the stakeholders like district cooperative office, cooperative union and department of central cooperative.

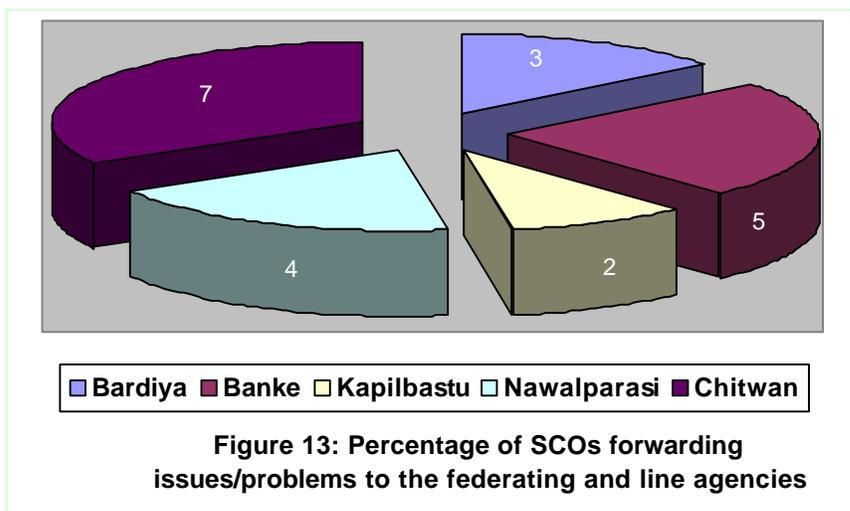
As responded by the DCOs of the study districts, the networks of the SCOs at the district level are not active and have no contact with the concerned SCOs. According to the acting DCOs of Kapilbastu, the district cooperative office is positive to provide technical and advisory support to the SCOs and their network but neither the SCOs nor their network has contacted the district cooperative office. The percentage of the SCOs recognizing the stakeholders is comparatively high in Chitwan and Banke than those of Kapilbastu, Nawalparasi and Bardiya (figure-12).

The SCOs who are directly supported by the NGOs in the district, take the NGOs as only the stakeholder. They never think district cooperative office or district network as their stakeholder. It is also reported by the DCOs of the study districts, that the SCOs directly supported by the NGOs are less sustainable after the support discontinued.



Indicator 3: Percentage of SCOs forwarding issues/problems to the federation and concerned line agencies

More than eighty percent of SCOs as noticed by the respondents, are facing the same type of problem in the study districts. The major problems noticed are; repayment of debts, high interest rate, lack of loan providing institution, very few institution providing awareness training, non-functioning of district level networks and lack of monitoring



mechanisms. Because of the passiveness of the district network, very few of the problems are raised by the SCOs at the district level.

As noticed by the DCO of Chitwan, a very few of the SCOs have contacted DCOs for technical support. As shown in the figure-13, only 3 to 7% of the SCOs have forwarded their problems/issues to the district level networks but the problems aren't attended seriously by the networks.

Indicator 4: Percentage of SCOs participating in the LG annual planning process

As shown by the study, no SCOs have participated in the LG (ward, VDC and DDC) annual planning process formally. Comparatively the SCOs supported by the WDO have good relation with the VDCs. As known from the study, the VDCs within the WDOs program have provided office space for the women SCOs free of cost. Because of the inadequate knowledge of SCOs regarding the roles and responsibilities of the LG bodies, they have never requested the VDCs for any type of joint program. The VDCs also have not shown their interest for the joint program.

Indicator 5: Percentage of SCOs aware of their rights, roles and responsibilities

The understanding level of the SCOs of their rights, roles and responsibilities is comparatively high in Banke and followed by Bardiya and Chitwan whereas the level of understanding is very low in Nawalparasi. The percentage as shown in the figure-14 is drawn from the understanding level of the SCOs ordinary members. But the understanding level

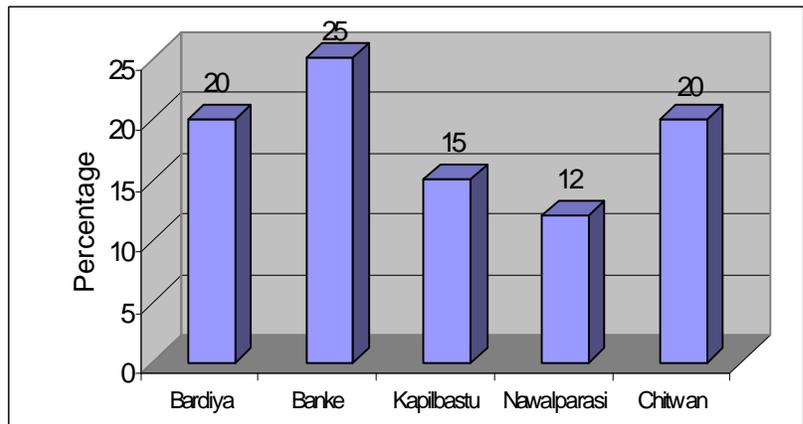


Figure 14: SCOs aware with their rights, roles and responsibilities

of the executive members is comparatively high than those of the ordinary members. Most of the ordinary members of the SCOs even do not know the meaning and importance of cooperatives. Majority of the SCOs members only know the saving date, amount and the interest. Because of the low understanding of rights, roles and responsibilities, the SCOs members are observed very weak in advocacy capacity and skill.

6.4 CFUGs' status on practicing democratic norms against the indicators

Indicator 1: CFUGs involving women and DAG in their executive committee.

The representations of women and DAGs in the executive committee and their participation in decision-making process have been considered as a positive indication of democratic norms followed by the CFUGs.

Based on the information received from the respondents and observation made during the study, the team came to know that the involvement of women in the executive committee is very nominal. No CFUGs in the district have specific criteria and quota for the involvement of DAG in their executive committee. However the forest regulation/directives has clearly defined that each and every CFUGs have to involve at least thirty-three percent women members in their executive committee, but very few of the CFUGs have followed this provision. CFUGs having the required number of women members in the executive committee have

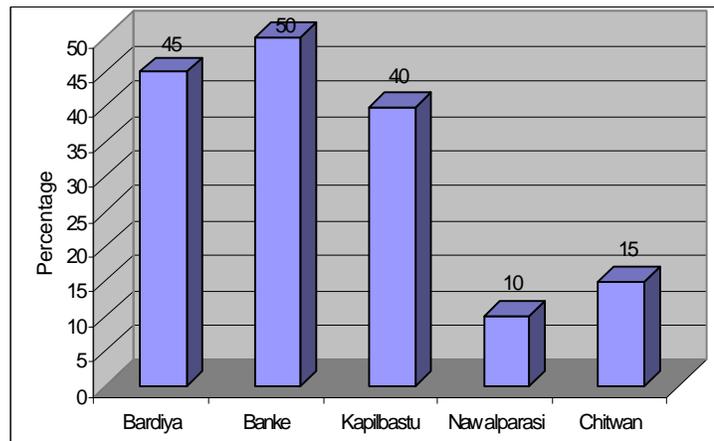


Figure 15: CFUGs involving women and DAGs in executive committee.

also not elected women rather selected. The DAGs representation can only be seen in the committee, where the majority of the CFUGs members are from DAGs.

During the study, the team visited the district FECOFUN Banke where twelve members were attending the meeting but the team could not observe any DAG members there. In Bardiya, among seventeen members of executive committee of FECOFUN there are six women members but only one DAG member observed. As reported by the chairperson of FECOFUN of Chitwan, CFUGs have developed understanding to involve required number of women and DAGs representatives in the executive committee but this is not in the practice in many of the groups. The study team also had a chance to meet the secretary of Sangrahawa CFUG, Kapilbastu who reported that they have no women member in their executive committee. From the information collected, the study team came to know that the representation of DAG and women members is much higher and encouraging in Banke, Bardiya and Kapilbastu than in Nawalparasi and Chitwan (figure-15). Percentage of women members in executive committee is observed 25% at present.

Indicator 2: Percentage of CFUGs holding regular meetings and assemblies

Users were observed more concerned to the collection of fuel wood, grass and animal bedding materials rather than discussing on the policies concerned. According to the

FECOFUN and DFO representatives, the regularity of CFUGs' meeting depended upon the availability of forest products.

The study shows that in general the assembly is held once in a year and some time twice as a regular practice. Thus the general assembly is regular but the executive committee meetings in more than fifty percent of CFUGs are not regular. As responded by the DFO, FECOFUN and CFUGs, all CFUGs call occasional meeting as required. As responded by the individuals and groups during the interaction and discussion, most of the

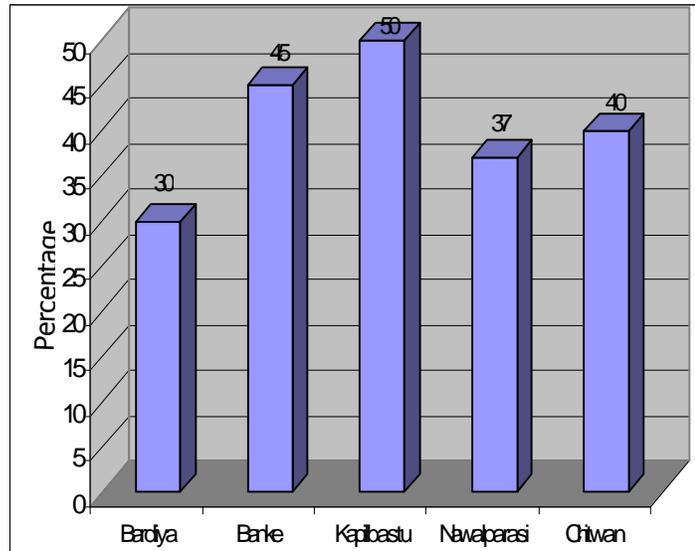


Figure 16: CFUGs holding regular meetings and assemblies.

CFUGs have no regular meetings since last year because of the security problem. Even in those CFUGs where the meetings are comparatively regular not more than sixty percent members participate in the meeting. The study shows that the regularity of the meetings in the study districts is not satisfactory.

Indicator 3: Percentage of CFUGs maintaining the transparency of activities and financial transactions.

All the respondents interviewed during the study expressed the feeling that ninety percent of the CFUGs are facing the problems of record keeping and handling the financial parts. Most of the CFUGs in the study districts are managing their administrative and financial records in their own method. The study shows that the

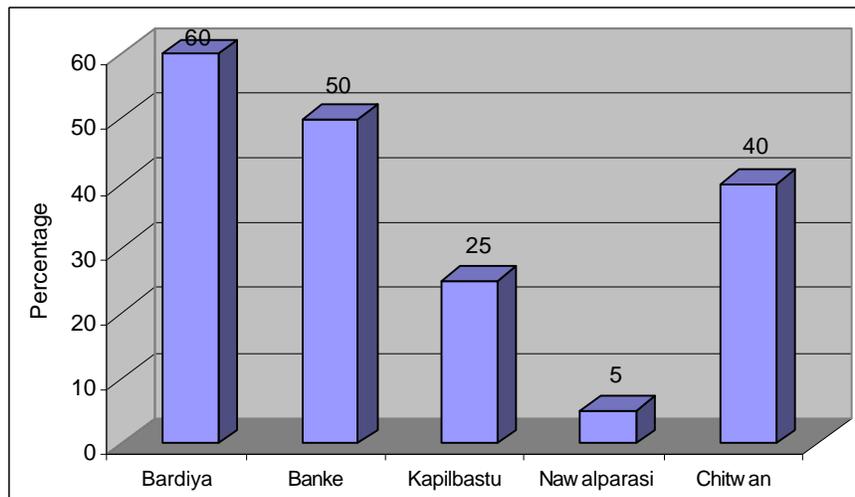


Figure 17: CFUGs maintaining transparency of activities and financial transactions.

consciousness level of the users, regularity of the meeting and level of participation in the meetings always affected the transparency of

administrative and financial activities of the groups. CFUGs of the study districts like Bardiya and Banke have maintained comparatively high level of transparency than other three districts. The level of transparency is very weak in Kapilbastu and Nawalparasi. It is noticed that where the majority of the users are from the homogenous communities, even though the effectiveness of the CFUGs is high the transparency is comparatively low. The case is somehow different in the mixed community CFUGs where the transparency is comparatively high and the effectiveness of the activities is low.

Indicator 4: Percentage of CFUGs making decision on consensus basis

From the information collected during the study, the women and DAGs have rarely participated in the meeting. A large number of the users who attend the meetings even do not understand the objectives and expected output of the meeting and they keep themselves silent. The silence of the users is always taken as their approval of the decision. In the Tharu community aforesaid type of consensus is very high whereas in the mixed community the consensus of the decision is comparatively low. It is well noticed from the study that the decisions made on consensus are also not fully implemented. In average the CFUGs’ decisions implemented in the study districts are only fifty percent. The study shows that the percentage of CFUGs making decisions on consensus is to some extent similar in Bardiya, Banke, Kapilvastu and Nawalparasi but the case is low in Chitwan.

Indicator 5: Percentage of CFUGs following group regulation/operational plan

Operational plan is the major document of the CFUGs, which encompasses the physical condition of forest. It contains management prescription and products distributing system. Once the plan is approved by the DFO, the forest is handed over to the CFUG to manage the community forest on a sustainable way.

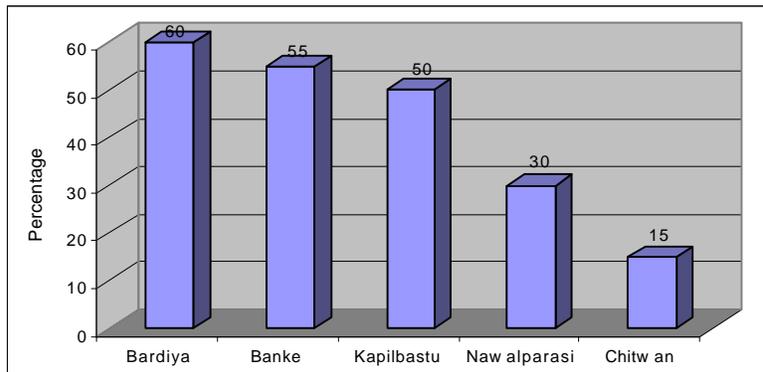


Figure 18: CFUGs following forest operational plan

Likewise the forest operational plan, constitution is another important document, which consists of names, objectives of the groups, executive member selection criteria, and roles and responsibilities of the users. Sources of groups’ fund, fines, reward system and its mobilization process are also clearly encompassed in constitution. Hence activities implemented as stated in the FOP and constitutions are the indicators of the FOP followed by the users.

Most of the DFOs and FECOFUN of the study districts claimed that the majority of the CFUGs follow the Forest Operational Plan and constitution. But when the study team triangulated the reality with CFUGs, the team found that the majority of users do not understand the provisions and prescription stated in the operational plan. The

effectiveness of the FOP depends on the regularity of the meetings, implementation of forest conservation activities, punishment to the rule breakers and, effective mobilization of funds. In these regards status of CFUGs of Bardiya, Banke and Kapilbastu is satisfactory in comparison to the CFUGs of Nawalparasi and Chitwan.

6.5 WUAs' status on practicing democratic norms against the indicators

Indicator1: Percentage of WUAs involving women and DAG in their executive committee.

During the study period, the study team tried to visit groups and federations in the real situation. Therefore the team visited the NFIWUAN in their own office. In the five districts, among the individuals and groups interviewed the study team found very nominal women representatives attending the interview but no DAGs' representation observed.

The study team also got a chance to have a discussion with fifteen NFIWUAN members of Banke where only one women member was attending the meeting who was also the ex-VDC chairperson. Among those fifteen no DAG representation was observed. In Kapilbastu, most of the NFIWUAN members visited were male. Among the twenty members of the

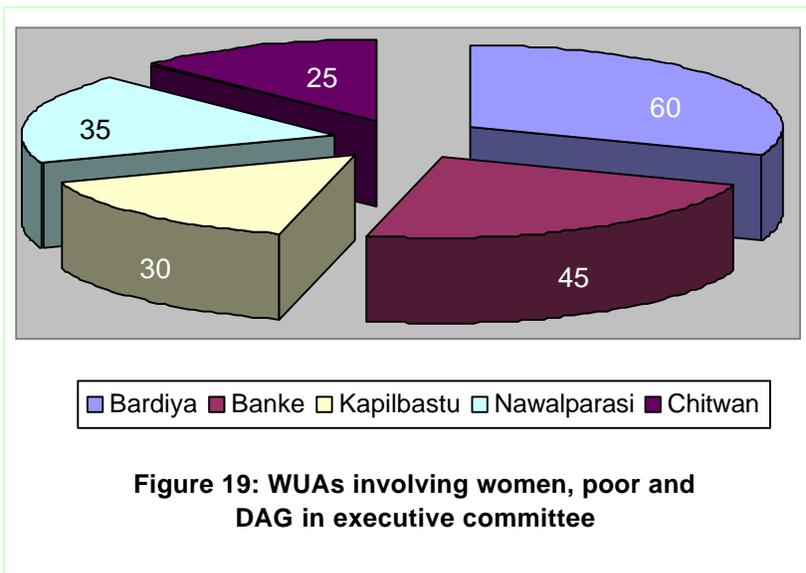


Figure 19: WUAs involving women, poor and DAG in executive committee

Banganga irrigation executive committee all male members were observed. The study team also visited three members of one woman WUA who were from the upper class of the community. The case is not different in Nawalparasi and Chitwan. In Nawalparasi as reported by vice-chairperson of the NFIWUAN, they have both women and DAG representation in the executive committee. In Chitwan district, as reported by the chairperson of the NFIWUAN, secretary of Narayani lift irrigation and engineer of DIO that they have women and DAGs representation in sixty percent of the executive committees. The percentage of women members in the executive committee is observed 30% at present in the study districts.

Indicator 2: Percentage of WUAs holding regular meetings

In the study districts, even though the WUAs have clearly fixed the date and time for the meetings and general assemblies, the WUAs were not found holding the meetings and assemblies regularly in most of the cases. According to the individuals and the associations interviewed the regularity of the meeting depends on seasons. The meetings are more regular and the participation of the users is comparatively high

during the rainy season but it is not the same during the winter season. In Bardiya where there is Kula Chaudhary, a traditional system prevailing, the meetings are more regular because users have to make payment to Kula Chaudhary as his monthly remuneration.

In Chitwan and Nawalparasi, most of CFUGs have not held their meetings and assemblies regularly. According to vice-chairperson of NFIWUAN of Nawalparasi, the

meeting of NFIWUAN is not taking place for last two years and in Chitwan, the meeting of NFIWUAN is not taking place since last three months.

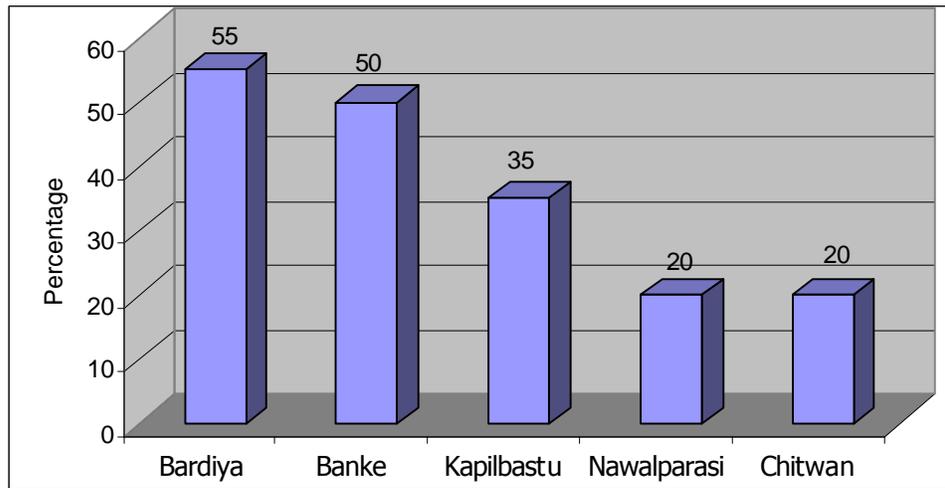


Figure 20: WUAs holding regular meeting

The study team came to know that the meetings in most of the WUAs, dominated by the tarai region people don't take place in time but the case is reverse in the WUAs of hill dominated people. The regularity of the meeting also depends on the source and amount of water available and the agro-farming pattern of the area.

Indicator 3: Percentage of WUAs maintaining the transparency of activities and financial transactions.

Regular meetings, full participation of the users, decisions made on consensus involving all the users are taken as the indicators of transparency. The study shows that WUAs in most of the cases are not capable to maintaining their official records, and the records of financial transaction are also not kept in a proper way. In most

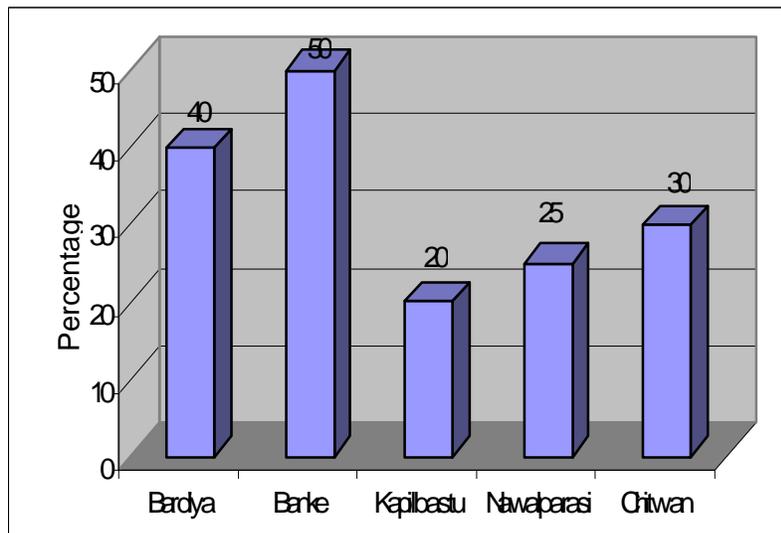


Figure 21: WUAs maintaining transparency on activities and financial transactions

of the cases the WUAs do not have budget to maintain their offices. As reported by the NFIWUAN chairperson of Chitwan district, the federation is unable to call their regular meeting because of the lack of budget. Most of the WUAs are not able to purchase necessary stationery. In Bardiya, where the Kula Chaudhary mostly influences the WUAs, the irrigation systems are comparatively working well but the activities and financial transaction are less transparent. Some of the WUAs are even not able to send invitation letters for the meeting to their members because of the lack of financial resources.

Indicator 4: Percentage of WUAs making decision on consensus basis

Because of the weak management system of the WUA, all the users are not equally benefited in the study districts. Big irrigation structures handed over to the WUAs have always maintenance problems. In such cases, the users who are not benefited from the irrigation facilities

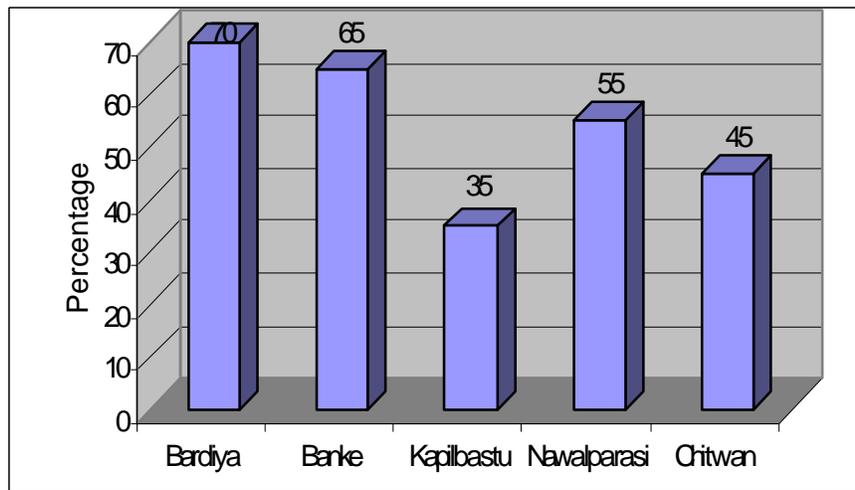


Figure 22: WUAs making decisions on consensus basis

deny to participate in the meeting and always disagree with decision made. Especially the small irrigation structures are comparatively well managed by the WUAs with the active participation of the users and decisions are made on consensus basis. In Chitwan, Nawalparasi and Kapilbastu, the team observed that the decisions made by the WUAs are less based on consensus because of the problems (weak management, non-regularity in meetings and non-practicing of democratic norms) created by the big structure irrigation system.

Indicator 5: Percentage of WUAs following associations' regulation

It is found that the WUAs dominated by the Tharu community have followed the operational plans and groups regulation comparatively well whereas the WUAs of mixed communities are not feeling comfortable in making the plan and regulation operational.

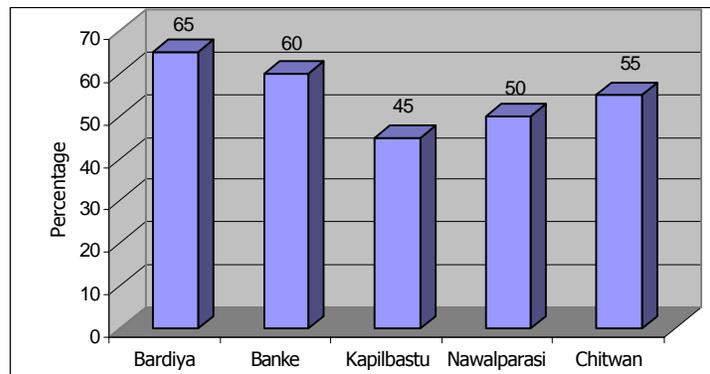


Figure 23: WUAs following associations' regulation

In Kapilbastu, as reported by the district engineer, users having no land within the area are also selected, as the member of the executive committee, but the case is not complained by any one. Especially in Kapilbastu, Nawalparasi and Chitwan, users are reluctant to pay water tax and the WUAs are helpless to collect water tax from these users. In some cases when one farmer irrigates his land, the nearby land also gets irrigated from the seepage water, which can never be checked in any way. The farmers of self-irrigated land are not paying the water tax and also not participating in the meeting. This practice is not helpful to make the regulations operational.

According to the information obtained from the study, the WUAs of small irrigation systems are following the regulation and operational plans comparatively well and maintaining the records and transparency than the WUAs of big irrigation structures.

6.6 SCOs' status on practicing democratic norms against the indicators

Indicator 1: Percentage of SCOs involving women and DAG in their executive committee.

One of the objectives of the SCOs is to improve the economic condition of the weaker sections of the community people through groups' efforts. Unless the women, poor and DAGs are included in the group, the objectives of improving the economic condition of the weaker section of the community mightn't be achieved. But women, poor and DAGs are mostly marginalized in the community development process.

During the study, the team was very much keen to know the status of women and DAGs in the management committee

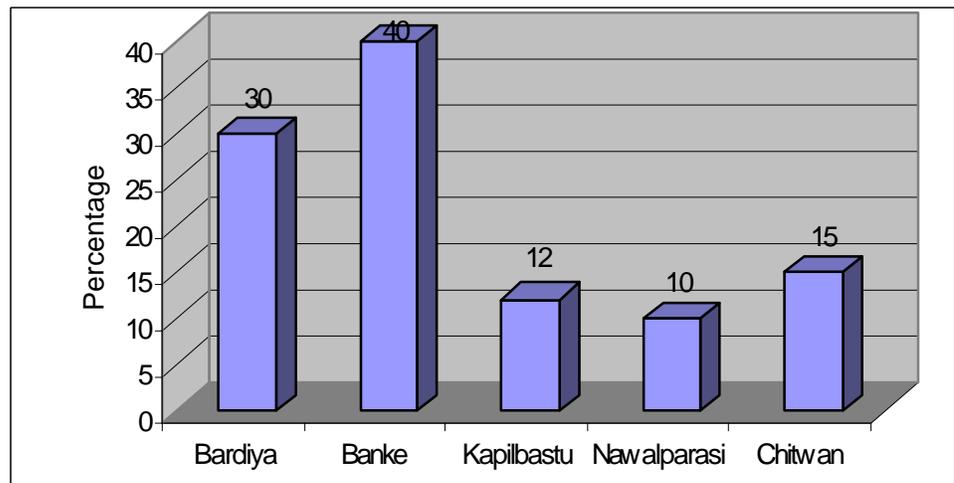


Figure 24: SCOs involving women and DAGs in management committee

of the SCOs. According to the DCO, WDO and SCO managers, the involvement of women, poor and DAGs in the management committee is very low. The cause of low-level involvement as known from the study was the low level of exposure and education among the women and DAGs which reflected into their office running capacity. As the figure-24 shows that the involvement of women and DAGs in the management committee of Banke and Bardiya is comparatively high than those of the other three districts. The educated and so-called leaders of the community occupy most of the management committee's key positions.

Indicator 2: Percentage of SCOs holding regular meeting:

The number of SCOs holding regular meetings in the study districts is also not satisfactory. Because of the passiveness of the management committees, most of the SCOs hold their meeting only when the members

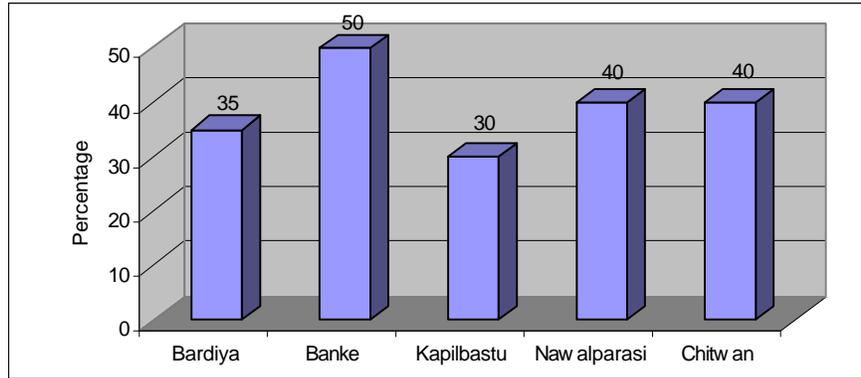


Figure 25: SCOs holding regular meeting

insist them. Although the meeting is held regularly, the participation level of the members is found low. The percentage of the regularity of the meetings in all the study districts is nearly the same. In the district where the number of multipurpose SCOs is high, the regularity of meeting is also high because of the multipurpose nature of the work. Comparatively the meetings of SCOs are more regular in Banke and followed by Nawalparasi and Chitwan then by Bardiya.

Indicator 3: Percentage of SCOs maintaining transparency of activities and financial transactions

The level of transparency maintained by the SCOs of the study districts is also very low (figure-26). When asked to the WDO and DCO for the cause of low transparency, they responded that it is because of the inappropriate record maintained and less participation of the members in the meeting. The study shows that in the multipurpose SCOs, the transparency level is comparatively higher than that of single objective SCOs. The transparency level of SCOs of Chitwan and Banke is comparatively higher because of heterogeneous nature of the SCOs members whereas the level of transparency of Bardiya, and Kapilbastu is low because of the single objective SCOs.

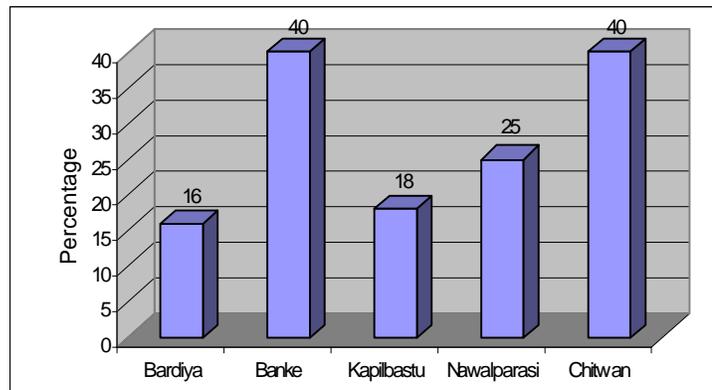


Figure 26: SCOs maintaining transparency of activities and financial transaction

Indicator 4: Percentage of SCOs making decision on consensus basis.

Saving credit organizations are comparatively more sensitive, since they deal with financial matter. Most of the SCOs who conduct regular meetings are noticed that they are trying to make the decisions on the basis of consensus. But because of the less participation of the members, it is always difficult to get consensus on decisions made.

The study shows that the decisions are made on majority basis in most of the meetings.

Decisions, which are made on the consensus basis, are in reality, not the consensus decisions. Unless all the group members participate in the meeting and reflect their consent, decisions can't be called the consensus decision. According to the chairperson of Gularia Cooperative Limited, when common people do not like the agenda of meeting they always keep silent and management committee members take their silence as consent. In the study districts, the study team as informed by the respondent, specially the WDO, because of the low level of awareness among management committee members, they even do not know what is consensus and how to create it. In Banke and Chitwan, the decisions made on consensus basis are comparatively high than those of Bardiya, Kapilbastu and Nawalparasi.

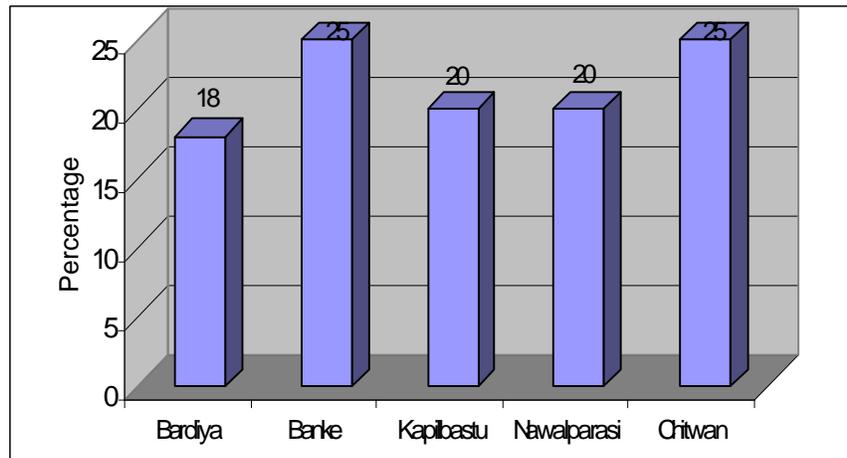


Figure 27: SCOs making decisions on consensus basis

Indicator 5: Percentage of SCOs following committees’ rules and regulation

According to DCO of Nawalparasi, rules and regulations are less followed by the SCOs because they don't know how to put the rules and regulations into practice. As informed by the WDO Banke, most of the SCOs in Banke are not able to follow the rules and regulations because of the lack of ownership of the SCOs among the ordinary members. The DCO of Chitwan and Kapilbastu informed that most of the ordinary member even don' know the basic concept of groups and cooperatives. Comparatively the rules and regulation are followed only in those SCOs where savings and credits are regular and the office running capacity of the manager is efficient.

As shown in the figure-28, the percentage of SCOs following rules and regulations are almost the same in all the study districts but the situation of Bardiya, Banke and Nawalparasi is hopeful. Although the percentage of SCOs following up committee's rules and regulation is found not satisfactory, no organization in the district or the networks of SCOs has seriously initiated in this regard.

6.7 Status of office running capacity of ENWRs

Indicator 1: Percentage of ENWRs having knowledge of LSGA and associated rules

Because of the low literacy rate (28%) of the ENWRs in the study districts, the knowledge regarding the LSGA and even their roles was found very little. The ENWRs at the VDC level, who are found literate also do not acquire and study the act and regulation. Knowledge of the ENWRs on LSGA and regulation of Banke, Nawalparasi and Chitwan is comparatively high than Bardiya and Kapilbastu (Annex-13). The study shows that the knowledge of the ENWRs of Banke, Nawalparasi and Chitwan differed from others because of the training on governance and leadership conducted by DDC for them.

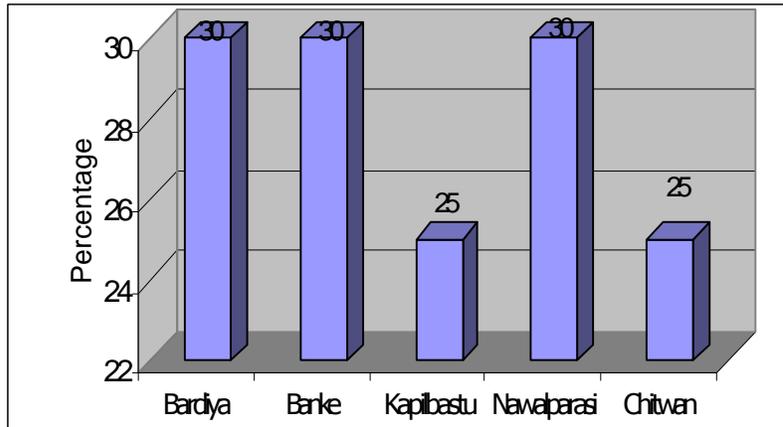


Figure 28: SCOs following committee's rules and regulation

Indicator 2: Percentage of ENWRs visit to the office other than meeting time

The ENWRs of VDCs, Municipality and DDCs visit their office mostly to attend the meetings. But in case of ward members, the percentage of office visit is only 0.9% to 2%. Most of the visits made by the ENWRs are in the request of the community people to recommend for the citizenship and for birth registration. The ENWRs visiting the office for women related issues are observed very low because overall workload of women in Nepal including this program districts is considerably high (18 hours a day). This is the main reason that there are a very few women (average 3%) who can analyze their roles and rights in the communities.

Indicator 3: Percentage of ENWRs participating in the meeting regularly

"100% attendance in the meeting doesn't necessarily mean 100% participation". In the study districts, the attendance of the ENWRs of VDCs, municipalities and DDCs in the meeting is comparatively high (average 35%) but the ENWRs participation in the meeting with written or oral agenda are very low (10%). In the study districts, the ENRs of hill origin communities are reported comparatively more forward than that of the tarai origin

Box 4: Case of level of understanding roles and responsibilities

As noticed by the acting LDO of Kapilbastu, ENWRs of one VDC of the district didn't take part in the village council meetings for three years not knowing their own roles and responsibilities. This reflects the limited knowledge of ENWRs on their roles and responsibilities.

ENWRs. Comparatively the attendance of the women ward member is regular in the meeting but according to the respondent, they seldom participate (express their opinions) in the meeting. While reviewing the opinions of former ENWRs, the general scenario of women's participation in periodic election is that around 30% (out of total women having voting rights) women in these districts cast vote¹.

Indicator 4: Percentage of ENWRs contacting with NGOs and line agencies for the women related programs

In order to get information against the indicator four, the study team contacted different line agencies and NGOs. From the study, team came to know that only the DDC women representatives visited some of the offices and NGOs for women related issues specifically for the NFE classes and skill development training for the women. Banke and Bardiya districts have comparatively high percentage in this regard (Annex 13) than other three study districts. Because of the low contact made with line agencies and NGOs, low percentage of effect is seen in the community on women related development program. In this regards, the ENWRs of hill origin are comparatively more forward than those of the tarai origin. These all are taking place due to inability (average 10%) of women representatives having skills on speaking in public places and forums.

Indicator 5: Percentage of ENWRs requesting LG for budget allocation for the women related programs

Although it is well mentioned in the LSGA and regulation that the DDCs, VDCs and Municipalities have to allocate certain amount of their annual budget for the women development program, in reality, it is less followed by the local governments. ENWRs of Banke and Chitwan, have created pressure on DDCs and VDCs but the pressures are not taken seriously (annex-13). DDC and VDCs were found allocating only nominal budget for the women development program except special program that come from I/NGOs through DDC and VDCs for women.

In most of the civil society organizations, treasurer positions are allocated for women. However, women themselves are not capable (only 2% in average in program districts) to keep proper accounts.

Indicator 6: Percentage of ENWRs conducting at least one woman related program in their constituency

In the study districts, even though some ENWRs have put pressure on the local governments for the allocation of budget in women related program but it was not taken seriously in the LG meetings. According to the ex-women members of the DDC Banke and Bardiya, the DDCs less take their voices seriously because of their small number of representation in the meeting. Hence no women representatives in the district are conducting women related issue based programs.

¹ This figure has to be verified from election records.

6.8 Status of ENWRs literacy skill and post literacy materials, gender, governance and participatory planning tested and disseminated

In order to collect information regarding the ENWRs literacy skill and post literacy materials, the study team visited the concerned agencies like District Education Office (DEO), Women Development Office (WDO), NGO federation, PACT Nepal and CARE Nepal. According to the respondents interviewed, it is found that several organizations are conducting Non-Formal Education (NFE) program in forms of Out Reach School program (OSP), Adult Literacy (AL), Women Education, Children Education and Legal Education classes in the districts. But no single organization, even DEO which is supposed to be the only government body for the development of education in the district, have record of the status and information of the organizations conducting NFE classes in the district. So, study team couldn't get sufficient information of the women literacy status of the districts. According to DEO of the Banke, sometimes the same

group is registered by two different organizations for NFE class. As reported by DEO Banke, PLAN international, GTZ, PACT Nepal and CARE Nepal are conducting NFE classes but no organizations have felt need to coordinate with district education office. He further responded that he is

Box 5: Case study of women empowerment

Bina Gyawali, resident of Guleria-1, age of 35 is an Ilaka level ex-women representative. She got married with Purusthom Gyawali migrated from Gulmi district at the age of 14 when she was reading just in grade 2. Encouraged by her husband, Bina re-enrolled school at the age of 28 and started going to school together with her son. Her tireless effort and husband's support, she succeeded a lot in her life. Her representation, as DDC member is an example of her success. Now she is appearing in the first year exam of Masters Level and she wants to support all the women of the district to stand on their own as she did. When asked about her message to all the women of the country, she answered, unless women are supported by their family she can't contribute anything although she is clever and educated.

unknown about the reading and post literacy materials developed and disseminated by other organizations who conduct the NFE classes in the district.

Looking at the literacy status of the women representative and the women members of the community groups it is very difficult to take the literacy programs as an effective one. The impact of literacy program is being not reflected in the working practices of the women groups. The study approximately estimated that only 3% women in general are able to analyze their roles and rights in the community level. The ENWRs and women members of the community groups are not much aware of the gender, governance and participatory planning. The study team found that the organizations, which are involved in literacy program, have not tested and distributed the post literacy materials on gender, governance and participatory planning.

6.9 NGO recommendation

In order to recommend the names of the NGOs of the study districts, the study team followed the following procedure.

The team developed certain criteria (annex-15) to select appropriate local NGOs as district level implementing partners. The respondents were divided into two groups;

namely the focused group and the ordinary groups for identifying the appropriate local NGOs. DDCs, NGO federation/NGOCC, FECOFUN and NFIWUAN were placed in the focused group and WDO, DEO, DFO and DIO, and ex- women representatives were in the ordinary group.

In the beginning, the study team made clear to all the respondents on the purpose of recommending local NGOs and provided a form. The respondents were requested to fill the form with the names of three most appropriate local NGOs based on the criteria provided. No compulsory provision was made to fill the form for those who were not aware of the local NGOs.

While collecting the names of NGOs from the members of ordinary group the list of NGO selection criteria was read for them and were requested to give some names of appropriate local NGOs based on the criteria. Thus the names of the local NGOs received from the focused groups were also verified with the names provided by the ordinary groups and the other source of information. Finally, the team finalized three NGOs as potential partners in each study district. The names of the recommended NGOs are given in the following table-7.

Table 7: Possible local partners NGO

SN	Districts	Selected NGOs	Remarks
1	Bardiya	1. Tharu Mahila Utthan Kendra, Guleria	
		2. Batawaran Samrakshan Samaj, Bardiya	
		3. FECOFUN, Bardia	
2	Banke	1. Bahumukhi Sewa Kendra, Nepalgunj	
		2. Janajagriti Nepal, Nepalgunj	
		3. Mahila Upakar Manch, Kohalpur	
3	Kapilbastu	1. Kalika Samajik Sewa, Parasi	
		2. Sidhartha Samajik Sewa	
		3. Samajik Jagaran Tatha Bikas Sanstha	
4	Nawalparasi	1. Sahamati, Gaidakot	
		2. Indreni Yuwa Club, Baraghat	
		3. HICODEF Shivamandir-5, Kawasoti	
5	Chitwan	1. Adarsha Nari Samaj, Bharatpur	
		2. Youth Club Narayangarh, Bharatpur-3	
		3. Samudayik Bikas Sangathan	

7.0 Summary of finding

- Community groups formed in self-initiation and functioning democratically are found more effective in using natural resources in a sustainable way.
- Percentage of the group members having knowledge on concerned rules and regulations is very low. Even the executive committee members are not fully aware of the concerned rules, regulation and their roles and responsibilities.

- Most of the CSGs executive committee positions have been found occupied by the local elite and ex-VDC representatives. Very few of the CSGs are found involving the women and DAGs representatives in their executive committee. In most cases the groups have no DAGs and women representatives in their executive committees.
- Awareness and ownership of the project among the users differed from group to group on the basis of products/outputs of the group.
- It is very difficult to assess the capacity of the groups by judging their record keeping system because in some cases, the auditor hired for auditing purpose himself updated the financial records of the groups.
- District level federations do not have sufficient information about their groups. Some of the federations were not able to answer even very common questions related to the groups like the total number of the group due to the lack of regular contact with their concerned groups.
- Most of the critical issues like the maintenance of the huge structure irrigation system, collection of water tax, compulsory participation of the users are not seriously attended. Similarly, hand-over of the forest within the redline areas (Operational Forest Management Plan) and collection of 40% tax from the CFUGs earned by selling timber products other than the users are major issues noticed in the study districts. Postponement of the user's bank account by the DFO is another issues found in the study districts.
- It was very difficult for the study team to find out the offices of the FECOFUN and NFIWUAN in the districts. In Chitwan, even the concerned line agencies couldn't provide the address and names of the key persons of NFIWUAN in the district, which also reflected the weak advocacy capacity and their linkage with stakeholders at the districts.
- Very few of the ENWRs are aware of their roles and responsibilities, because of the low literacy rate. They are not even able to acquire the LSGA and regulation and study it. The male members of the LG body often not appreciate the presence of female members in the meeting.
- Very little participation of the community groups observed in the decision making process of the LG bodies. Very little pressure from the community groups on the local government bodies for the allocation of development budget and other kinds of support noticed.
- No single organization in the district has full records/information about the SCOs working in the districts and their networks.
- A lot of organizations are conducting NFE classes in the study districts, but no single organization could provide full and authentic information about the number groups and contents under the NFE classes. Even the district education office could not provide the full information on NFE classes and post literacy materials developed and disseminated except its own program. No organization in the study districts has

disseminated post literacy materials on gender, good governance and participatory planning.

- DDCs, Line agencies, FECOFUN and federation of WUAs were not able to provide the detail information about the local NGOs actively working in the district.
- According to the result of the study, very weak coordination and information sharing is found between the federations of CSGs and LG bodies.

8.0 Recommendation:

Based on the findings, the study team has drawn some recommendations, which are as follows.

Organize workshop for the line agencies and networks: Most of the CSGs in the study areas are working in their own style, neither the networks nor the concerned line agencies are supporting the CSGs seriously in correcting their mistakes or guiding properly. So, most of the CSGs are concerned with their day-to-day business rather with the advocacy issues and following democratic norms. Hence the team recommends the project to organize workshop for the line agencies and networks to develop monitoring plan and follow up program to monitor and follow up the CSGs activities.

Organize training jointly for LG and CSGs representatives: Most of the CSGs are not familiar with the roles, responsibilities and functioning of the LG bodies and vice versa. It is clearly known from the study that, unless understanding between LG and CSGs developed and both start cooperating each other the objectives of the project, in supporting good governance practice might not be achieved within the project period. Thus, it is recommended that joint training for the representative of LG and CSGs should be organized to make both clear on each others' objectives and to find out the common approach to deal with community development process.

Organize level-to-level training: However few of the CSGs members are aware of the advocacy and democratic norms, the institutional capacity is very weak. In order to strengthen the advocacy capacity and practicing democratic norms, of the groups, it is recommended that at least to develop the team of trainers from the CSGs and make the teams accessible and available from all the CSGs of the district so that these teams can easily train /orient the groups as needed.

Review of the NFE and post literacy materials: It is observed during the study that NFE program and post literacy materials conducted and disseminated in the community have direct impact on the CSGs working procedures. But the materials are less reviewed and adjusted on the basis of the needs and interest of CSGs, especially on the advocacy and good governance area. Hence the study team recommends to organize several meetings of the stakeholders to review the materials and to make contextual adjustment, which might be the best tool for community learning.

Consult potential organizations in selecting women for empowerment program: Because of the non-existence of the elected local government bodies and non-declaration of the election date, it is not easy for the project to produce the outcome related to the ENWRs. So it is highly recommended that selection of the

women for the ENWRS empowerment program should be made in consultation with the local political parties, LG bodies, concerned NGOs and the related CSGs.

Motivate and encourage CSGs to involve women, poor and DAG in the executive committee: The involvement of the women and DAG members in the executive committee of CSGs is observed very nominal. In some cases no women and DAG were observed. Most of the women and DAG members of the executive committee even don't know the purpose of their involvement in executive committee. So it is recommended that the women and DAG members of the executive committee be trained on the right based approach of the development so that they themselves might create their position in the executive committee.

Encourage FECOFUN and coordination committee to develop coordination between them: Although both FECOFUN and coordination committees claim themselves working for the welfare of the CFUGs in Dang and Chitwan districts, confusion among the CFUGs was observed during the study regarding the existence of these networks. Again the coordinating committees have no central level networks and are not ready to join the FECOFUN, which might disturb the advocacy spirit. So, it is suggested to develop coordination between FECOFUN and coordination committee by organizing workshop among the representatives of the CFUGs, FECOFUN and coordination committee on the importance of the networks at different level and their functioning. The case of Banke district regarding the recent coordination between FECOFUN and Coordination committees may be one of the best examples.

Organize awareness training for the community people: During the study, it is observed that most of the CSGs ordinary members are even not familiar with the purpose of their group and their own roles and responsibilities. Some of the SCOs in the study districts were noticed almost dead after one year of their establishment, so it is recommended that before initiating any program, at least, the purpose of the group and their roles and responsibilities should be made clear to all.

Encourage LG bodies and line agencies for budget allocation: Since CSGs have been working in the community as a part of the local government bodies, unless equipped with knowledge and skills on concerned field, it will not contribute to achieve the objectives of the LG bodies and the group itself. Hence the project should organize workshop to motivate local government bodies and concerned line agencies to allocate budget for the capacity building of the civil society groups.

Support to develop project hand over policy: In irrigation system, big structured projects were handed over to the community groups, haven't been managed well because of the inadequate technical and financial capacity of the groups. So the project should support networks and federation at the central and district level to form the appropriate policy regarding the project hand over.

Support CSGs to organize innovative mass learning activities: Although many of the organizations have conducted training and orientation for the different CSGs, the knowledge and skills obtained from the training is less reflected in practice. It is because the training and orientation were less based on the need and demands of the participants. It is observed that the training is not only the means to deliver knowledge and skills for the adults. Hence the study team recommends the project to support CSGs to organize regular mass learning activities like quiz and folksong (dohori song)

competition among and between the groups covering the topic like concerned policies, rules and regulations, rights, roles and responsibilities.

Encourage federations of CSGs and NGOs to establish common information center: From the study, it is known that the information sharing system among the federation of CSGs and NGO is very weak, which has created many problems like inefficient planning process and duplication in development activities. Unless the information shared and they go together in their advocacy effort it might not be taken seriously by the government at different level. Thus the team recommends project to encourage federations of CSGs and NGOs to establish common information sharing center or they can join and share the information system that is already developed within the DDC.

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Checklist for data collection

A. Advocacy status of CSGs:

I. Familiar with concerned policies:

- Knowledge on concerned rules and policies. If yes what are they?
- Knowledge on negative and positive policies- Negative and positive effect?
- Ways and means to pursue the policies.

II. Recognizing stakeholders-

- Name the direct and indirect stakeholders
- List the types of support that can be achieved from the stakeholders
- How can they affect your group
- What are the activities we jointly can conduct?

III. Forwarding issues/problems to the federation and concerned line agencies

- Knowledge on day-to-day problems and issues for advocacy. If yes, what are they?
- What are the present issues that need to be advocated?
- Name of the agencies/organizations that supports to advocate the issues.
- Number of issues registered for advocacy and names of the organization where the issues were registered?

IV. Participating in LG annual planning process

- Knowledge on LG meeting and annual planning process. If yes, provide the date and venue of meeting and planning workshop.
- Knowledge about the roles and responsibilities of LG bodies. If yes, spell at least four.
- Number of meetings and workshop participated and purpose.

V. Awareness on rights, roles and responsibilities

- What are the rights of the group members? Spell
- What are roles you have to play for the welfare of the groups?
- What are the activities group members performing?
- What are roles and responsibilities of the executive members?
- Do you remember any event somebody has broken the rules? If yes, what was that and how was they/he punished.

B. Practicing democratic norms by CSGs

I. Involving women, poor and DAG in executive members

- Total numbers of executive committee members
- Numbers of women and DAG in the executive committee. Give Caste and status in the society
- Knowledge about the purpose of their involvement in the executive committee.
- What are the outputs you noticed out of their involvement

II. Holding regular meeting

- Knowledge about the schedules of the meeting (when and where)
- How often meeting take place
- What percentage of members participate in the meeting
- What are the agenda generally discussed

III. Transparency of activities and financial transactions

- Type of meeting venue. (Open or close)
- Information about the meeting (written, oral or not known)
- Agenda (fixed prior to the meeting by chairperson/secretary, fixed during the meeting by the members)
- Decisions read loudly
- Decisions posted at public places
- Auditing process (spell)

IV. Decisions made on consensus basis

- Percentage of the members usually attend the meeting
- Percentage of the members usually participate in the meeting
- Total numbers of the members
- Percentage of the members accepting the decisions
- Percentage of the members familiar with the decisions made
- Do you remember any member noting the vote of decent? If yes what was the decision.

V. Follow groups operational plan/committees' regulation

- Percentage of members familiar with the rules and regulations. (spell the most important management prescription)
- Percentage of the members aware on their right and responsibilities
- Percentage of decisions implemented
- Percentage of the members satisfy with the working style of executive committee
- Spell the cases of punishment and reward system

C. Office running capacity of ENWRs

I. Knowledge of LSGA and associated rules

- Spell the act and regulation related to the local government bodies
- Spell the roles and responsibilities of the members of LG bodies

- Spell the roles and responsibilities of the LG bodies

II. Visit office other than meeting time

- When and how often the ENWRs visit the office (purpose and agenda)
- What do ENWRs usually do in the office
- Who are the people the ENWRs usually meet in the office

III. Participate meeting regularly

- Spell the importance of the LG body meeting
- Knowledge about the date and venue of the meeting
- Purpose to attend the meeting
- Type of agenda ENWRs put in the meeting (written/oral)
- What are the women related problems ENWRs should raise in the meeting
- Do you remember any women related issues decided by your office within one year onward

IV. Contact NGOs and line agencies for the women related issues

- Which are the NGOs and line agencies in the district related to women development activities
- What do they do
- How often the line agencies and NGOs are visited
- Purpose of visit and type of issues
- What type of support expected and obtained from the NGOs and line agencies

V. Requesting LG for budget allocation for the women focused program

- Knowledge on planning procedure (spell the procedure)
- Knowledge on budget preparation (how and when)
- Knowledge on the process of creating pressure on LG bodies
- Do you remember budget allocated by your office for women related issues within last three years?

VI. Running at least women related one activity within your constituency

- Do you remember any women related program implemented within your constituency in your own effort
- Spell the organization/agencies which supported the program
- Spell your role in that program
- Spell the outcomes from these program

Questionnaire for office running capacity of the ENWR and networks (respondent- DDC/LDO)

1. Do you have records of all the ENWRs in the DDC? If yes give the following information
 - Numbers of ENWRs
 - Literacy rate
 - No of LSGA Acts /Regulations distributed to the LG Bodies representatives
2. Do ENWRs come to DDC/VDC/Municipalities other than the meeting time? If yes, for what purpose?
3. Who are the people ENWRs usually meet in the office?
4. Do the LG Bodies invite ENWRs regularly in meeting? If yes what % of ENWRs participate in the meeting and what are the agendas they usually put?
5. Do DDC/VDC/Municipalities take the agendas put by ENWRs seriously? If yes, can you please spell any agenda decided last year put by the ENWRs?
6. Do you think the agenda put by the ENWRs need based or women related?
7. Do you allocate annual budget for the women development program? If yes, what percentage of the total annual budget?
8. Have you noticed any pressure from the ENWRs on LG? If yes, what type of pressure and was that pressure taken seriously?
9. Do you notice any program individually or jointly conducted by the ENWRs in her constituency within 3 years? If yes what are they?
 -
 -
10. How many ENWRs of what level (DDC/VDC/Municipalities) have raised voices in the public forum for the welfare of the women?

Level	Number

11. Do you know any federations/networks working in the districts? If yes, please give the following information

Name	Working area

12. Do federations invite DDC/VDC/Municipalities in their meeting/assembly? If yes, how often do you participate?
13. Have you invited federations or CSGs in your meetings/or councils? If yes for what purpose
14. Have federations/CSGs requested LG bodies for any type of support? If yes what type of support?
15. Do you remember any support provided by the LG bodies to the CSGs/ federations? If yes what are they?
16. In your opinion what are the problems faced by the ENWRs, NGOs and CSGs in the district? Please provide the information in the following format.

Name	Problems

Questionnaire for assessing the status of CSGs (advocacy capacity, democratic norms)

1. Do you have the records of community groups related to your office? If yes please provide the followings
 - No of the CSGs
 - Their status (registered/handed over)
2. What type of networks they have at the district and central level
 - Type
 - No of membership
 - No of women + DAG
3. Do they come to your office regularly? If yes for what purpose?
4. What type of relation you have with the networks
 - Information sharing
 - Manpower sharing
 - Financial support.
5. Where do the groups contact for any type of support?
 - To your office %
 - Federation %
 - Other place %
6. Are you familiar with the office running capacity of the CSGs? If yes please give the following information
 - % of CSGs keeping the records appropriately
 - % of CSGs holding the meetings and assemblies regularly.
 - % of CSGs involving the women and DAG in their executive committees
 - % of CSGs making decision on consensus
 - % of CSGs implementing their decisions

Questionnaire for assessing the status of NFE program and post literacy materials

1. Do you conduct NFE program in the district?

- Yes-
- No-

2. If yes please provide the following information

Type of NFE classes	Target groups	Type of reading materials

3. Do you prepare and Disseminate post literacy materials?

- Yes
- No

4. If yes please provide the following information

Name of the book/ leaflet	Contains	Quantity	Delivered to (target groups)

5. Do you know the other organization conducting NFE class in the district?

- Yes
- No

6. If yes please provide the following information

Name of the organization	Type of NFE classes	Target groups	Reading materials

7. Do you know any organization disseminating post literacy materials?

- Yes
- No

8. If yes please provide the following information

Name of the organization	Name of the book	Content	Delivered to (target groups)

Status of advocacy capacity of CFUGs

Districts	Indicators				
	% of CFUGs familiar with the concerned policies	% of CFUGs recognizing the stakeholder (Line agencies, LG, Federation)	% of CFUGs forwarding issues/problems to the federation and concerned line agencies	% of CFUGs participating in the LG annual planning process	% of CFUGs aware of their roles and responsibilities
Bardiya	20	30	2	13	45
Banke	25	25	1.5	15	40
Kapilbastu	15	10	0	11	25
Nawalparasi	20	37	2	9	15
Chitwan	30	30	2	13	15
Percentage (weighted mean)	22	28	1.75	13	35

Sources: District Forest Offices and district FECOFUN.

Status of advocacy capacity of WUAs

Districts	Indicators				
	% of WUAs familiar with the concerned policies	% of WUAs recognizing the stakeholder (Line agencies, LG, Federation)	% of WUAs forwarding issues/problems to the federation and concerned line agencies	% of WUAs participating in the LG annual planning process	% of WUAs aware with their roles and responsibilities
Bardiya	25	20	11	11	22
Banke	23	12	9	9	27
Kapilbastu	20	10	5	4	8
Nawalparasi	5	4	3	6	11
Chitwan	20	25	10	3	16
Percentage (weighted mean)	18	18	8	4	14

Sources: District Irrigation Offices and district NFIWUAN.

Annex 7:

Status of advocacy capacity of SCOs

Districts	Indicators				
	% of SCOs familiar with the concerned policies	% of SCOs recognizing the stakeholder (Line agencies, LG, Federation)	% of SCOs forwarding issues/problems to the federation and line agencies	% of SCOs participating in the LG annual planning process	% of SCOs aware with their roles and responsibilities
Bardiya	15	35	3	0	20
Banke	20	40	5	0	25
Kapilbastu	12	30	2	0	15
Nawalparasi	18	30	4	0	12
Chitwan	20	50	7	0	20
Percentage (weighted mean)	18	38	5	0	17

Sources: District Cooperative Office and WDO.

Annex 8:

Status of advocacy capacity of CSGs

SN	Types of CSGs	Total numbers	Indicators					Advocacy capacity status of CSGs
			I	II	III	IV	V	
1	CFUGs	195	22	28	1.75	13	35	16 %
2	WUAs	228	18	18	8	4	14	
3	SCOs	191	18	38	5	0	17	
Percentage (weighted mean)		614	19	27	5	6	22	

Status of CFUGs practicing democratic norms

Districts	Indicators				
	% of CFUGs involving women, poor and DAG in their executive committee	% of CFUGs holding regular meetings	% of CFUGs maintaining transparency of activities and financial transaction	% of CUGs making decision on consensus basis	% of CFUGs following their operational plans
Bardiya	45	30	60	65	50
Banke	50	45	50	65	55
Kapilbastu	40	50	55	60	50
Nawalparasi	10	37	15	60	15
Chitwan	15	40	40	40	40
Percentage (weighted mean)	37	37	48	61	44

Sources: District Forest Office and district FECOFUN.

Status of WUAs practicing democratic norms

Districts	Indicators				
	% of WUAs involving women, poor and DAG in their executive committee	% of WUAs held regular meeting in stipulated date	% of WUAs maintained transparency of activities and financial transaction	% of WUAs making decision on consensus basis	% of WUAs following their operational plans/group regulation
Bardiya	60	55	40	70	65
Banke	45	50	50	65	60
Kapilbastu	30	35	20	35	45
Nawalparasi	35	20	25	55	50
Chitwan	25	20	30	45	55
Percentage (weighted mean)	30	26	24	46	53

Sources: District Irrigation Offices and district NFIWUAN

Annex 11:

Status of SCOs practicing democratic norms

Districts	Indicators				
	% of SCOs involving DAG and women in their executive committee	% of SCOs held regular meeting in stipulated date	% of SCOs maintain transparency of activities and financial transaction	% of SCOs making decision on consensus basis	% of SCOs following their operational plans/group regulation
Bardiya	30	35	16	18	30
Banke	40	50	40	25	30
Kapilbastu	12	30	18	20	25
Nawalparasi	10	40	25	20	30
Chitwan	15	40	40	25	25
Percentage (weighted mean)	17	40	31	22	28

Sources: WDO and District Cooperative Office.

Annex 12:

Status of CSGs practicing democratic norms

SN	Types of CSGs	Total numbers	Indicators					Status of CSGs following democratic norms
			I	II	III	IV	V	
1	CFUGs	195	37	37	48	61	44	
2	WUAs	228	30	26	24	46	53	
3	SCOs	191	17	40	31	22	28	
Percentage (weighted mean)		614	28	34	34	43	42	36 %

Status of office running capacity of ENWRs

Districts	Total no. of the ENWR	% of Literacy* ENWR	Indicators					
			% ENWRs having knowledge on LSGA and associated rules	% ENWRs visit to the office other than meeting time	% of ENWR regularly participating on meetings	% of ENWR contact with line agencies, LG and NGOs for women related issues	% of ENWR requesting LG for budget allocation for women focused program	% of ENWRs conducting women focused at least one activity in their constituency
Bardiya	400	20	10	0.9	65	3	0.9	0
Banke	510	40	30	1	90	10	10	0
Kapilbastu	815	17	13	0.3	60	4	0	0
Nawalparasi	348	35	35	0.5	75	0.8	0.5	0
Chitwan	412	40	35	2	90	0.5	3	0
Percentage (weighted mean)	2,485	28	22	1	74	4	3	0
Status of office running capacity of ENWRs 18%								

Sources: DDC personnel and Ex-women representatives of DDC and Municipality.

*Literacy: Literacy defined here is not only to sign and write their names but also read and write.

Types of NFE classes, reading/post literacy materials and its content

SN	NFE class		Reading materials	Content incorporated	Responsible institution
1	Outreach School Program (OSP)		Naya Phadko	Alphabets, simple words	DEO
2	Women Education Program (WEP)		Mahila Sachharata Pustika ra Gharagan	Environment, health, hygiene	
			Gaunbensi	Sanitation, simple numerical, hygiene	
3	Adult Literacy (AL)		Naya Goreto	Simple words	
			Naulo Bihani	Sanitation, hygiene	
4	Children Education			Meena cartoon	
5	Post Literacy materials		Sabaiko Lagi Shikchha	Environment, nutrition, IGA, simple numerical	
6	Legal Education		Legal right	Women right	WDO
7	Parent Education		NA	Child care, behave and overall development of children	
8	N F E	Basic Class	Naya Goreto I & II	Alphabets, simple words	CARE Nepal
		Advance class	Sarakchhan Sangalo I & II	Environment, micro-enterprises, group strengthening, health	
		Post literacy materials	Poem, story, success story of NFE neo-literate	Comics, women song	
9	NFE		Naya Goreto I & II	Alphabets, simple words	PACT Nepal
	Post Literacy materials		Provides PLM in 4 installment:	First installment: Saving, group formation Second installment: Community bank establishment Third installment: Loan of community bank Forth installment: Enterprenuership	
	Awareness materials for women		leaflet, comics, newsletter (success story of NFE graduates)	Women empowerment	

Checklist for NGO selection criteria

SN	Description	Criteria
1	Date of establishment	At least five years
2	Nature of ongoing activities	Women and DAG focused program
3	Leadership selection criteria	Election based on consensus
4	Number of active members	At least 50
5	Involvement of women and DAGs	At least 33%
6	Involvement in politics	No involvement in politic
7	Possibilities of shared leadership	At least 2/3 members having the quality of leadership
8	Number of permanent staff	At least one
9	Procedure of transparent financial transaction (auditing and publicizing)	Regular auditing and posting decision in public places
10	Numbers and type of partners working with	Working with at least two I/NGOs
11	Existence of office regulation and recruitment policy	Exist
12	Amount of annual budget	At least 10 lakh

PERSONS MET DURING THE STUDY

SN	Name	Designation	Address
Bardiya District			
1	Mr. Soharat Prasad Thakur	DFO	DFO
2	Mr. Narayan Singh Dhami	DEO	DEO
3	Mr. Hari Gyanwali	Chairperson	Ban Tatha Batavaran Sarokar Samuha
4	Mr. Mahesh Chadra Gautam	Secretary	NFIWUAN
5	Mrs. Kalpana Nepal	Office assistant	FECOFUN
6	Mrs. Puspa Rijal	Supervisor	WDO
7	Mr. Dipak Kumar Bhattarai	Supervisor	LDF
8	Mr. Chhaya Datta Pandey	LDO	DDC
9	Mr. Bishnu Pd. Gyawanli	Planning Assistant	DDC
10	Mrs. Bina Gyawanli	Women representative	DDC
11	Mrs. Kamala Adhikari	Chairperson	HIMAWANTI
12	Mr. Kuldeep Paudyal	DC	FPP/Rapti
13	Mr. Nava Raj Dhungana	Chairperson	FECOFUN
14	Mr. Khadananda Tiwari	Chairperson	NGO Federation
15	Mr. Mahamad A. Khan	Secretary	FECOFUN
16	Mrs. Malati Sondari	Women representative	DDC
Banke			
17	Group discussion	FECOFUN executive members	
18	Mr. Diwakar Pathak	DFO	DFO
19	Mr. Cholendra K Pandit	DEO	DEO
20	Mr. Badri Nath Koirala	LDO	DDC
21	Mr. Purna Raj Chuke	Chairperson	NGO Federation
22	Mr. Sarad Paudyal	Program Officer	DDC
23	Mr. Jeevan Bdr Pradhan	Engineer	DIO
24	Mr. Keshav Karki	Engineer	DIO
25	Mr. Salik Ram Dangri	Chairperson	NFIWUAN
26	Group Discussion	WUAs	WUA
27	Mrs. Usha Rawal	WDO	WDO
28	Mrs. Geeta KC	Ex- representative	DDC
29	Mr. Min Bahadur Malla	LDF Secretary	DDC/LDF
30	Mrs. Krishna Joshi Parajuli	District Coordinator	Ngo/cbo
31	Mr. Shreedhar Upadhaya	Chairperson	FECOFUN
32	Mr. Amar Bahadur Bham	Office assistant	DCO
33	Group discussion	NFIWUAN executive committee	
Kapilbastu			
34	Mr. Giri Raj Gyawali	Planning officer	DDC
35	Mr. Ishowri Prasad Paudel	Assistant Forest Officer	DFO
36	Mr. Srivatab	Engineer	DIO
37	Mr. Ram Naresh Pande	Acting District Cooperative Officer	DCO
38	Mr. Mahendra Shrestha	Section Officer	DEO
39	Mrs. Bishnu Paudel	Supervisor	WDO

40	Mr. Guna Khar Gaire	Secretary	NGOCC
41	Mr. Ishowri Pd. Paudel	Chairmen	Self-help promotion Network
42	Mr. Pom Narayan Paudel	Chairperson	NGO federation
43	Group discussion	Banganga WUA executive committee members	
Nawalparasi			
44	Mr. Yagya Prasad Panthi	Planning officer	DDC
45	Mrs. Seeta Shrestha	Ex-ward member	Ramgram Municipality
46	Mr. Ram Hari Gautam	Program Officer	DDC
47	Mrs.Kamala Paudel	Supervisor	WDO
48	Mr. Rudra Paudel	Cooperative officer	DCO
49	Mr. Ramananda Pd. Kurmi	AFO	DFO
50	Mr. Krishna Bahadur Thapa	Ranger	DFO
51	Mr. Mahendra Pd. Jaysawal	Ranger	DFO
52	Mr. Parpati Tiwari	Vice-chirperson	FECOFUN
53	Mr. Thakur Pandey	Chairperson	Sundari CFUG
54	Mrs.Saraswati Adhikari	Vice-chairperson	NFIWUAN
55	Mr. Jageshwar Lal Karna	Engineer	DIO
56	Mr. Ramesh Kumar Pradhan	Engineer	DIO
57	Mr. Kesav Adhikari	Office Secretary	NFIWUAN
58	Mr. Rajendra Pd Sharma	Section Officer	DEO
Chitwan			
59	Mr. Ram Pd. Adhikari	Engineer	DIO
60	Mr. Hari Chandra Pandit	HRDO	DDC
61	Mr. Braj Kishowar Yadav	DFO	DFO
62	Mr. Surya Pd. Bhattarai	Cooperative Officer	DCO
63	Mr. Kapil Kattel	Chairperson	FECOFUN
64	Mrs. Bimala Ranabhat	Supervisor	WDO
65	Mrs. Saraswati Bishowkarma	Women worker	WDO
66	Mr. Gunaraj Pathak	Chairperson	NFIWUAN
67	Mr. Bishnu Paudel	Secretary	NFIWUAN
68	Mr. Kedar Khanal	Chairperson	NGO federation
69	Mr. Rabi Kiran Paudel	Vice-chairperson	NGOCC
70	Mr. Ram Chandra Khaniya	Section Officer	DEO
71	Mr. Mohan Bdr KC	Ex-VDCchairperson	Syalapakha, Rukum
72	Mr. Mohan Budha	Teacher/member	Naudhari CFUG, Rukum
73	Group discussion	Nartee Range post Networking Committee	
CARE staff			
74	Mr. BR Pradhan	PM	FPP
75	Mr. Popular Gentle	RMD specialist	FPP
76	Mr. Gyanendra Joshi	ICDA	FPP, Bardiya
77	Mrs.Saraswoti Khanal	ICDA	FPP, Bardiya
78	Mr. Krishna Bhujel	DC	FPP, Banke
79	Mr. Indra Karki	ICDA	FPP, Banke
80	Ms. Menuka Magar	ICDA	FPP, Banke

Terms of Reference Of Consultant (s) of conducting Baseline survey

1. Background:

Under the USAID's Annual Program Statement (APS), CARE/Nepal has been implementing a three-year (2002-2005) long project "Strengthening the role of civil society and women in democracy and governance" SAMARPAN project in twelve districts namely Kailali, Bardiya, Banke, Surkhet, Dang, Salyan, Pyuthan, Rolpa, Rukum, Kapilbastu, Nawalparasi and Chitwan. These twelve districts form 3 natural geographical clusters ie Banke cluster consists of Banke, Bardiya, Kailali and Surkhet, Rapti cluster of Dang, Salyan, Pyuthan, Rukum and Rolpa, and Chitwan cluster consists of Kapilbastu, Nawalparasi and Chitwan. Along with CARE Nepal, CEDPA/Nepal, Winrock and PACT Nepal have also been involving in this project as collaborative partners. The goal of this project is "To contribute to strengthening governance at the local level through increased women's participation and increased advocacy skills and capacity of selected Civil Society Groups (CSGs). Moreover, the project will work with civil society groups and local government agencies of these districts to build up a conceptual understanding of good governance, and develop tools and processes that bring about checks and balances of democratic governance at local level. By the end of project period (3 years), the project has obligations of producing certain changes (as mentioned below in 3) existing governance pattern. Therefore, it is very important to establish baseline situation of these districts focusing on project's objectives. The project has the following objectives:

2. Specific objectives of the project:

1: To increase advocacy capacity of selected civil society groups at community and federation level (Result A). It includes:

- ◆ Increased participation of civil society groups in the decision-making
- ◆ Enhanced accountability of local government to citizens
- ◆ Enhanced practice of democratic local governance within target groups and their coalitions
- ◆ Increased partnership between target groups and local government-sound allocation of resources to local development priorities

2: To increase women's participation in elected local government (Result B). It includes:

- ◆ Increased number of women leaders with knowledge and skills to run for elective office
- ◆ Increased number of women representatives capable of effectively participating and influencing local government agendas and plans

3: To increase literacy of women elected representatives and members of advocacy groups (Result D). It includes:

- ◆ Increased availability of appropriate literacy materials
- ◆ Increased literacy of women and members of advocacy groups

4: Special Objectives and Strategies for Rapti Cluster:

Special strategies for Rukum, Rolpa, Salyan, Pyuthan and Dang districts (the Rapti clusters) have been proposed due to the adverse security situation related to the Maoist insurgency:

Broadening the scope and ability of CFUGs to play a greater role in civil society at large and

Documenting and developing strategies and modalities of working (implementing development activities) in conflict affected areas.

At the end of its life (3 years), the project has anticipated of have the certain impacts which are:

1. Increased participation of civil society groups in the decision-making process of local, district and national government leading to transparency and accountability at all level.
2. Improved local government plans that better reflect the needs, rights and interests of women.
3. Increased literacy and awareness of women representatives and civil society groups enables them to advocate for their needs and rights

The expected outcomes of this project as mentioned in project document are as follows:

- At least 50% of mature civil society groups (CFUGs, WUAs, SCOs, CAGs) and their associations/federations demonstrated increased advocacy by being engaged in policy dialogue at all level
- At least 50% of mature civil society groups (CFUGs, WUAs, SCOs, CAGs) and their coalitions are practicing democratic norms
- At least 50% of mature target groups and their networks/association/federations are planning and implementing development activities in partnership with local government bodies
- 40,000 post literacy materials on gender, governance and participatory planning disseminated
- At least 50% of women candidates running for office in Surkhet and Kailali districts have clearly defined campaign strategy with at least two issues of concern to women communities.
- At least 50% of VDCs and DDCs have developed plans and allocated budget to deal with issues related women's socio-economic development
- At least 8,000 ENWRs and women members of advocacy groups have basic literacy skills

The above mentioned objectives and outcomes can be categorized into the following broader areas of social change:

- (i) Inclusion of the civil society groups in the decision-making processes of the local district and national government leading to transparency and accountability at all levels.
- (ii) Increased literacy and awareness of women representatives and civil society groups and
- (iii) Improved local government plans that better reflect the needs, rights and interests of women.

Basically, the different training (basic and refresher) on advocacy to be provided to approximately 4,000 civil society groups of 12 districts is the main strategy to achieve the expected outcomes (as mentioned above in 3). The civil society groups include Community Forestry Users Groups (CFUGs), Water Users Association (WUAs), Savings and Credit Organization (SCOs), Communication Action Groups (CAGs) and approximately 100 Federation and Network Groups located in different districts.

To support objective 2, training on Local self-governance, gender sensitive planning and budgeting and advocacy will be given to approximately 950 Elected and Nominated Women Representatives (ENWR) of Surkhet and Kailali districts. Right before the coming election, 3800 registered women candidates will be given orientation on fair election campaign. In addition to create an enabling environment for ENWR to effectively function, approximately 1,395 male representatives and spouses ENWRs will be trained on gender sensitive approach of development interventions.

Besides, number of post literacy classes and related information packages information, Education and Communication (IEC) materials will be developed and used focusing on advocacy. To support the literacy status of ENWR, and members of advocacy groups, groups based post literacy programs, post literacy and neo-literacy materials will be produced and distributed as per community needs.

The assumption is that all these training and IEC materials will help both the civil societies as well as the government agencies personnel to creation of a better linkage wherein both the groups have a clearer understanding of their roles and responsibilities leading to effective governance.

4. General Scope of Work:

It is obvious that CARE Nepal has been working in most of these districts for last 6 years with various development programs including community forestry and different types of literacy programs. Most of the staff assigned for this project has come from other ongoing program. Therefore, The present status of target group population is within the understanding of project staff. There are various databases that Forestry Partnership Project (FPP) has maintained in regard to group status of Rapti cluster including Banke and Bardiya districts. However, a systematic documentation as a baseline is the present need.

Among 12 districts of SAMARPAN Project, Nawalparasi, Kapilbastu and Surkhet are relatively new to CARE Nepal. Due to less or no programs in the past, CARE Nepal does not have systematized database and physical impressions of the group status of these districts. Therefore, target groups assessment and determination of baseline status of targeted civil society organizations of these districts are another area of need.

Similarly, CARE Nepal has planned to carry out all grassroots level training activities and advocacy initiatives by mobilizing local NGOs on partnership basis. According to the project document, CARE Nepal has resources to establish partnership with approximately 9 local NGOs to work in above mentioned 12 districts for the next three years. Therefore, it is a big challenge for the project to select 9 local NGOs (not more than from each district) out of many more NGOs presently working in the districts. Therefore, some outsiders with unbiased perception have to observe the local NGOs based on certain criteria and recommend possible NGOs to partner with for future undertakings. Tentative criteria for NGO selection have been included in annex-1 of this ToR. Based on the above broader needs and general scope of work, the following will be specific scope of work for the documents.

5. Specific of work assigned to the study team

In specific term, the following activities are outlined:

- a. Study general background of CARE Nepal and project document of SAMARPAN to understand the background of this project and setting of SAMARPAN as a development project
- b. Review existing materials-experience of CARE Nepal staff, database used by FPP, case studies, and other reports prepared by FPP. Some reports prepared by Buffer Zone Development Project (BZDP) and IMTP can be reviewed
- c. Design baseline survey- methodology, questionnaire, checklist for focused group discussion, and others-as per its expected outcomes and general scope of work.
- d. Design NGO assessment procedures, refinement of criteria, and prepare different scoring system as necessary.
- e. Conduct field visit at least in five districts (Chitwan, Nawalparasi, Kapilbastu, Banke and Bardiya). Depending upon possibilities, conduct several discussions with NGOs and FECOFUN members of Rapti Clusters and Surkhet.
 - ◆ SAMARPAN project does not have direct government counterpart in the district level. However, this project is closer to District Development Committee (DDC), District Forest Office (DFO) and Women Development Office (WDO). Therefore, consultants are encouraged to meet and discuss with these government agencies in all districts as far as possible.
- f. Carry out several discussions with SAMARPAN team in Nepalganj.
- g. Prepare baseline report to CARE Nepal Senior Management Team (SMT) in Kathmandu.
- h. Present baseline report and present draft report to SAMARPAN (SMT) in Kathmandu.
- I. Incorporate all comments made by SAMARPAN Team and SMT and finalize the baseline report-final submission of report (one hard copy in spiral binding and one soft copy in floppy diskette).

Finally, the baseline report should be able to determine the capacity/status of the natural resource management groups and other targeted civil society organizations based on outcome indicators (as mentioned from (1) to (7) of above 3). Based on the established baseline, the project could be able to report back the achievements periodically.

6. Timeline: November-December 2002

Days during these months can be adjusted depending upon convenient of consultants and project. However, it is an obligatory that the consultants have to produce final report by the end of December 2002.

7. Desired qualification/expertise of the consultants:

The consultants (two consultants) should have knowledge and working experience in similar capacity of social research as capacity assessment of existing user groups of different nature including community forestry user groups. Mainly, it includes:

- Designing groups' capacity assessment tool and techniques and conducting the assessment
- Knowledge and skills of designs survey tools following various levels of indicators set in the project document.
- Excellent skills on personal communication with various user groups and other stakeholders of the project.
- Data tabulation, analysis, and report writing skills in moderately communicable English language

In addition, the following expertise and knowledge are also requisites for the selected consultants:

- Theoretical as well as practical knowledge of social research
- Concept as well as application of Right Based Approach and Advocacy plans preferably at local and district level
- Participatory Rural Appraisal and Appreciative inquiry Approach
- Governance issues and participatory development processes on natural resources management
- General knowledge about CARE International in Nepal and its working modalities in different districts.

8. Expected Outcomes from the study

A final baseline report of SAMARPAN project indicating the present status of groups based on the outcome indicators (as mentioned from 1 to 7 of above3).

List of recommended NGOs for each of five districts (Chitwan, Nawalparasi, Kapilbastu, Banke and Bardiya). Name of three local NGOs of each district in priority basis is expected.

9. Management/supervision/communication/coordination:

The Consultants will work closely with Nani Ram Subedi, Project Manager of SAMARPAN Project. He will consult and coordinate further with Project Coordinator and SMT members of CARE Nepal as and when needed. The consultant will also work in coordination with the collaborating partners like CEDPA, PACT and Winrock International whenever required.

10. Detail plan for overall processes:

Days	Date	Activities
1	7 Nov. 02	Introduction, finalization of ToR, and identification of documents to be reviewed
2-4	8-10 Nov 02	Document study and baseline survey design-preparation of questionnaire, checklist, forms etc.
5	11 Nov. 02	Travel to Nepalganj
6	18 Nov. 02	Meeting with SAMARPAN program Team, refinement to field visit plan
7-8	20-21 Nov. 02	Discussion with various stakeholders of Banke District
9-10	22-24 Nov. 02	Discussion with various stakeholders of Bardia District
11-12	25 Nov. 02	Discussion with people from Rapti cluster (in Nepalgunj)
13	26 Nov. 02	Travel to Kapilbastu
14-15	27-28 Nov. 02	Discussion with various stakeholders of Kapilbastu District Travel to Bhairahawa
16-17	29-30 Nov .02	Travel to Parasi Discussion with various stakeholders in Nawalparasi District Travel back to Bhairahawa
18	1 st Dec.02	Travel back to KTM
19-21	7-9 Dec. 02	Travel to Chitwan Meeting with different stakeholders in Chitwan Travel back to KTM
22-29	10-17 Dec. 02	Preparation of draft report
30	18 Dec. 02	Travel back to Nepalganj
31	19 Dec. 02	Presentation of draft report to SAMARPAN Team
32	20 Dec. 02	Travel back to KTM
33-36	21-24 Dec. 02	Incorporate all the comments and refine the report
37	25 Dec. 02	Presentation of draft report to CARE Nepal SMT
38-39	26-27 Dec. 02	Incorporate comments and produce final copy of report
40	28 Dec.02	Submission of final report to CARE Nepal

Existing mature CSGs in program districts

SN	District	CFUG	WUA	SCO	CAGs	Total	Remarks
1	Kailali	7	6	3	105	121	
2	Bardia	41	9	5	-	55	
3	Banke	20	11	10	-	41	
4	Surkhet	102	-	-	-	102	
5	Dang	194	-	-	-	194	
6	Salyan	205	-	-	-	205	
7	Pyuthan	175	-	-	-	175	
8	Rukum	135	-	-	-	135	
9	Rolpa	133	-	-	-	133	
10	Kapilbastu	7	12	15	-	34	
11	Nawalparasi	23	2	55	-	80	
12	Chitwan	11	21	41	-	73	
Total		1053	61	129	105	1348	

Source: DFO, DIO and DCO