

# Community Peace Fund Establishment Guide

## Introduction

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Peace initiatives often struggle with sustainable funding, particularly in low-resource regions where external donors are limited and conventional financing mechanisms may be inaccessible. The Community Peace Fund (CPF) model addresses this challenge by enabling communities to pool, manage, and allocate their own resources for peacebuilding activities. This guide provides step-by-step instructions for establishing and maintaining community-managed peace funds that can operate even in contexts with minimal external support.

## Purpose of This Guide

This guide helps communities and facilitators to:

- Establish transparent, community-owned financing mechanisms for peace initiatives
- Design culturally appropriate fund governance adapted to local contexts
- Develop practical management systems that work in low-literacy settings
- Create sustainable funding sources that reduce dependency on external donors
- Build financial management capacity for long-term peace infrastructure

## Who Should Use This Guide

- Community leaders and peace committee members
- Civil society organizations working on peacebuilding
- Local government representatives interested in supporting peace initiatives
- Traditional and religious leaders engaged in conflict resolution
- Women's groups and youth organizations active in peace work

# PART I: UNDERSTANDING COMMUNITY PEACE FUNDS

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## What is a Community Peace Fund?

A Community Peace Fund is a locally managed financial mechanism that pools resources from community members and, when available, external sources to support peacebuilding activities. Unlike conventional donor funding, CPFs emphasize community ownership, transparent local governance, and sustainable resource mobilization appropriate to the context.

## Core Principles of Community Peace Funds

1. **Community Ownership:** The fund is governed, contributed to, and managed by community members.
2. **Transparent Governance:** Decision-making processes and financial management are visible and accountable to all community members.
3. **Inclusive Participation:** Fund governance includes diverse community representatives, especially women, youth, and marginalized groups.
4. **Cultural Appropriateness:** Fund structures adapt to existing community practices and values rather than imposing external models.
5. **Sustainable Design:** The fund balances immediate peacebuilding needs with long-term resource sustainability.
6. **Conflict Sensitivity:** Fund operations avoid reinforcing existing tensions or creating new conflicts.

## Types of Community Peace Funds

Community Peace Funds can take several forms depending on local needs and capacities:

### 1. Village Peace Funds

Small-scale funds managed at the village level, typically supporting local mediation, dialogue, and reconciliation activities. These funds often operate with minimal written documentation and rely heavily on community trust systems.

**Example:** In South Sudan, the Mundri Peace Committee established a village fund where community members contributed small amounts monthly, enabling rapid response to emerging conflicts between farmers and cattle herders.

## 2. Networked Peace Funds

Connected funds across multiple communities that pool resources for addressing broader peace challenges, often with a coordinating committee and more formalized management.

**Example:** The Women's Peace Hut Network in Liberia connects multiple community-level funds to address cross-border conflicts and enable knowledge sharing between communities.

## 3. Revolving Peace Funds

Funds that provide recoverable grants or zero-interest loans for peace-positive economic initiatives, with repayments maintaining the fund for future activities.

**Example:** In Colombia, post-conflict communities established revolving funds that supported joint business ventures between former adversaries, with profits partially reinvested in community peace activities.

## 4. Resource-Based Peace Funds

Funds linked to natural resource management that allocate a percentage of resource revenues to peacebuilding activities across community lines.

**Example:** In the Philippines, the Mindanao Trust Fund allocates a portion of resource development revenues to support peace initiatives in conflict-affected communities.

# PART II: ESTABLISHING YOUR COMMUNITY PEACE FUND

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## STEP 1: Conduct a Resource Mapping Assessment

Before establishing a CPF, assess your community's resource landscape:

## A. Identify Existing Resources

- **Financial Resources:** Evaluate current sources of community income and savings
- **Physical Resources:** Catalog community spaces, tools, and materials that can support peace activities
- **Human Resources:** Map skills, knowledge, and experience available in the community
- **Social Resources:** Document social networks, traditional institutions, and community practices that can be leveraged

## B. Analyze Resource Flow Patterns

- How do resources typically flow through the community?
- What existing saving or resource-pooling practices exist?
- Are there seasonal variations in resource availability?
- Which community members control different types of resources?

## C. Assess Community Confidence

- How comfortable are community members with collective financial management?
- What existing mechanisms build trust in resource sharing?
- What past experiences with community funds have succeeded or failed?

**TOOL 1.1:** Resource Mapping Template **TOOL 1.2:** Community Trust Assessment Questionnaire

## STEP 2: Design Fund Governance Structure

Create transparent governance mechanisms appropriate to your context:

### A. Establish a Fund Management Committee

- Select 5-9 committee members representing diverse community sectors
- Ensure at least 50% women and youth representation

- Include both traditional leadership and marginalized group representatives
- Consider rotating committee membership to build broad capacity

## B. Define Roles and Responsibilities

- **Chairperson:** Coordinates overall fund operations
- **Treasurer:** Manages fund resources and maintains records
- **Secretary:** Documents decisions and activities
- **Community Liaisons:** Communicate with broader community
- **Conflict Resolver:** Addresses disputes related to the fund

## C. Develop Decision-Making Processes

- Establish clear criteria for funding decisions
- Create simple, transparent application procedures
- Define voting or consensus mechanisms for approvals
- Set up conflict of interest protocols

## D. Create Accountability Mechanisms

- Regular public reporting on fund status
- Community verification of funded activities
- Feedback channels for community members
- Periodic rotation of committee members

**TOOL 2.1:** Fund Committee Selection Guide **TOOL 2.2:** Role Description Templates **TOOL 2.3:** Decision-Making Flowchart **TOOL 2.4:** Accountability Framework

# STEP 3: Develop Resource Mobilization Strategies

Design approaches to generate and sustain fund resources:

## A. Community Contribution Systems

- **Regular Contributions:** Small, frequent donations from community members
- **Special Event Fundraising:** Community gatherings with fundraising components
- **In-Kind Contributions:** Non-monetary resources that support peace activities
- **Labor Contributions:** Volunteer time allocated to peace initiatives

## B. External Resource Leveraging (When Available)

- **Matching Funds:** External sources that match community contributions
- **Seed Funding:** Initial external support to establish the fund
- **Technical Assistance:** Non-financial support to strengthen fund management
- **Government Resources:** Local government budget allocations when possible

## C. Self-Generating Mechanisms

- **Peace Enterprise:** Revenue-generating activities that support the fund
- **Investment Returns:** Simple investment of fund resources for growth
- **Service Fees:** Nominal fees for conflict resolution services (where appropriate)
- **Resource Sharing Agreements:** Allocations from community resource revenues

**TOOL 3.1:** Contribution System Design Template **TOOL 3.2:** Resource Diversification Planning Matrix **TOOL 3.3:** Peace Enterprise Assessment Guide

# STEP 4: Establish Financial Management Systems

Create practical systems for managing fund resources:

## A. Develop Record-Keeping Systems

- Design simple, accessible financial records
- Create pictorial records for low-literacy contexts
- Establish regular record updating procedures
- Develop secure record storage methods

## B. Set up Resource Storage and Protection

- Identify secure storage options for fund resources
- Establish dual-control access mechanisms
- Create backup systems for record protection
- Address seasonal or conflict-related security risks

## C. Design Monitoring and Reporting

- Develop simple financial reporting templates
- Create visual reporting formats for community sharing
- Establish regular reporting schedules
- Design participatory monitoring approaches

## D. Plan for Growth and Development

- Create procedures for fund expansion
- Develop systems to track long-term impact
- Establish mechanisms to adjust governance as needed
- Build capacity for increased management complexity

**TOOL 4.1:** Simplified Bookkeeping Templates **TOOL 4.2:** Pictorial Record-Keeping Guide **TOOL 4.3:** Visual Reporting Formats **TOOL 4.4:** Participatory Monitoring Methods

# STEP 5: Launch and Operate the Fund

Implement processes for effective fund operations:

## A. Community Introduction and Launch

- Hold a community-wide launch event
- Conduct educational sessions on fund purpose and operations
- Create visible symbols and artifacts representing the fund
- Establish regular communication channels about the fund

## B. Application and Selection Processes

- Develop simple, accessible application formats
- Create clear, transparent selection criteria
- Establish regular review cycles
- Design feedback mechanisms for applicants

## C. Distribution and Verification

- Establish transparent resource distribution methods
- Create simple documentation of resource use
- Develop community verification processes
- Design impact tracking mechanisms

## D. Learning and Adaptation

- Schedule regular reflection meetings
- Create mechanisms to adjust procedures as needed
- Document lessons learned
- Share experiences with other communities

**TOOL 5.1:** Fund Launch Planning Guide **TOOL 5.2:** Application and Selection Templates **TOOL 5.3:** Distribution Documentation Forms **TOOL 5.4:** Learning and Adaptation Workshop Guide

# PART III: CASE STUDIES AND ADAPTATIONS

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## Case Study 1: Women's Peace Huts in Liberia

Following Liberia's civil war, women established Peace Huts across the country to resolve conflicts and prevent violence. Each Peace Hut maintains a small community fund through:

- Weekly contributions from women's group members (25-50 Liberian dollars)
- Proceeds from community gardens maintained by members
- In-kind contributions of food and materials for mediation sessions
- Rotating volunteer time for Peace Hut staffing



Fund operations feature:

- Monthly transparent reporting during community meetings
- Pictorial records maintained by elected treasurers
- Verification of fund use by community elders
- Fixed allocations for different types of peace activities

**Results:** Peace Huts have sustainably operated for over 15 years, resolving hundreds of local conflicts with minimal external support. The fund model has been replicated in over 40 communities across Liberia.

## Case Study 2: South Sudan Cattle Camp Peace Funds

In pastoralist communities of South Sudan, traditional cattle camps established peace funds to address recurrent conflicts over grazing rights and cattle raiding. These funds operate through:

- Contributions of one cow per season from each family group
- Allocation of milk products from designated "peace cattle"
- Labor contributions for protection and conflict mediation
- Designation of grazing areas for "peace herd" maintenance

Fund governance includes:

- Elder oversight combined with youth implementation
- Seasonal fund replenishment aligned with migration patterns
- Traditional accountability rituals during camp gatherings
- Conflict resolution services exchanged between neighboring camps

**Results:** Where implemented, these funds reduced cattle raids by over 60% and established sustainable cross-camp peace mechanisms that function with zero external funding.

## Case Study 3: Colombia's Victim-Led Reconciliation Funds

In post-conflict Colombia, communities established reconciliation funds managed by conflict victims to support healing and reintegration. These funds feature:

- Equal contributions from victims and former combatants
- Percentage allocations from productive projects

- Municipal matching contributions
- Memory and reconciliation events with donation components

Fund governance emphasizes:

- Equal representation of all conflict-affected groups
- Transparent criteria prioritizing reconciliation impacts
- Public accountability sessions in community squares
- Graduated fund growth as trust develops

**Results:** These funds have supported over 200 reconciliation initiatives, gradually transitioning from external seed funding to 80% local resources within three years.

## Adapting to Specific Contexts

### High-Conflict Environments

- Emphasize neutral fund governance with cross-group representation
- Implement additional security measures for fund resources
- Consider external neutral custodianship during acute conflict
- Prioritize low-visibility operations when needed

### Very Low-Resource Settings

- Focus on in-kind and labor contributions rather than cash
- Implement time-banking systems instead of monetary exchange
- Utilize existing traditional resource pooling mechanisms
- Start with small-scale, high-visibility initiatives to build confidence

### Urban Contexts

- Leverage neighborhood associations and formal structures
- Connect with local businesses for sustainable support
- Utilize digital tools where appropriate for transparency
- Address higher mobility and looser community bonds

## Post-Disaster Settings

- Coordinate with humanitarian response mechanisms
- Focus initially on peace-humanitarian integration
- Address immediate trauma alongside longer-term needs
- Recognize resource fluctuations during recovery phases

## PART IV: TOOLS AND TEMPLATES

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### Financial Tools

- Basic Fund Ledger Template
- Pictorial Transaction Record
- Visual Fund Status Display
- Contribution Tracking Form
- Resource Use Verification Form

### Governance Tools

- Committee Selection Process Guide
- Role Description Cards
- Decision-Making Criteria Worksheet
- Community Reporting Template
- Fund Rules Template

### Management Tools

- Fund Establishment Checklist
- Meeting Documentation Format
- Problem-Solving Flowchart
- Phase Growth Planning Guide

- Annual Assessment Template

## Learning and Adaptation Tools

- Reflection Workshop Outline
- Impact Story Documentation Form
- Adaptation Decision Tree
- Cross-Community Learning Exchange Guide
- Fund Evolution Planning Template

## PART V: TROUBLESHOOTING AND FREQUENTLY ASKED QUESTIONS

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### Addressing Common Challenges

#### Challenge: Low Initial Participation

- **Strategy:** Start with small, achievable initiatives that demonstrate visible impact
- **Strategy:** Leverage respected community figures as early adopters
- **Strategy:** Create multiple contribution levels to accommodate different capacities
- **Strategy:** Focus initially on in-kind contributions before monetary ones

#### Challenge: Trust and Transparency Concerns

- **Strategy:** Implement dual-approval systems for any resource use
- **Strategy:** Conduct regular public verification of fund activities
- **Strategy:** Create visual record systems visible to all community members
- **Strategy:** Rotate responsibilities to build broad ownership

#### Challenge: Resource Fluctuations

- **Strategy:** Establish minimum operating reserves
- **Strategy:** Develop seasonal planning aligned with resource availability
- **Strategy:** Create flexible contribution options during scarcity periods
- **Strategy:** Implement resource diversification approaches

## Challenge: Power Dynamics and Capture

- **Strategy:** Establish explicit representation requirements
- **Strategy:** Create decision accountability mechanisms
- **Strategy:** Implement term limits for fund leadership
- **Strategy:** Separate custodianship from decision-making

## Challenge: External Stakeholder Relations

- **Strategy:** Clearly communicate community ownership to external actors
- **Strategy:** Develop protocols for accepting external support without dependency
- **Strategy:** Create demonstration events that showcase local leadership
- **Strategy:** Document and share impact to build external recognition

## Frequently Asked Questions

### Q: How much money do we need to start a Community Peace Fund?

A: Community Peace Funds can start with minimal financial resources. The key is establishing the governance systems and beginning with whatever resources—financial or non-financial—the community can mobilize. Some successful funds began with as little as \$50 USD equivalent, while others started entirely with in-kind contributions before adding financial components.

### Q: Who should control the fund resources?

A: Fund resources should be managed by a diverse, representative committee rather than individuals. Many successful funds use dual-control mechanisms where at least two people must approve any resource use, combined with regular community verification.

## **Q: How do we prevent existing conflicts from affecting the fund?**

A: Design the fund governance to intentionally cross conflict lines, with representation from all community sectors. Establish clear, neutral criteria for resource allocation and maintain transparent operations visible to all community members. Consider trusted third-party involvement during initial phases if tensions are high.

## **Q: How can we involve external donors without creating dependency?**

A: Establish clear fund governance before seeking external support. Consider matching models where external funds supplement rather than replace community contributions. Develop phase-out plans for any external support from the beginning, with transparent timelines shared with all stakeholders.

## **Q: How do we measure the fund's impact on peace?**

A: Combine simple quantitative metrics (number of conflicts addressed, participation levels, resource mobilization) with qualitative approaches (peace impact stories, community perception surveys, joint activities across conflict lines). Focus on changes in relationships and community cohesion alongside more tangible outcomes.

# **Conclusion**

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Community Peace Funds represent a powerful approach to sustainable peacebuilding financing in low-resource contexts. By mobilizing and managing local resources through transparent, inclusive mechanisms, communities can reduce dependency on external support while building lasting peace infrastructure. Each fund will develop uniquely according to local context and needs, but the core principles of community ownership, transparent governance, and sustainable resource mobilization remain constant. As your fund develops, continue learning and adapting while sharing your experiences with others embarking on similar journeys.

# Appendices: Community Peace Fund Establishment Guide

## List of included appendices:

- Appendix A: Fund Establishment Checklist
- Appendix B: Sample Fund Constitution
- Appendix C: Visual Training Materials
- Appendix D: Alternative Contribution Systems
- Appendix E: Additional Resources and Support

## Appendix A: Fund Establishment Checklist

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Use this comprehensive checklist to track your progress in establishing a Community Peace Fund. Mark each step as "Complete," "In Progress," or "Not Started." This checklist can be printed and posted in a community space to make the process transparent to all community members.

### Phase 1: Preparation and Planning

- ☐ Community consultations conducted with diverse groups
- ☐ Resource mapping assessment completed
- ☐ Existing community practices for resource sharing documented
- ☐ Potential committee members identified
- ☐ Initial peace priorities identified through community dialogue
- ☐ Potential conflicts or sensitivities around fund establishment identified
- ☐ Community approval for fund establishment confirmed

### Phase 2: Fund Design

- ☐ Fund purpose and scope defined and documented

- ☐ Fund governance structure designed
- ☐ Committee roles and responsibilities defined
- ☐ Decision-making procedures established
- ☐ Contribution mechanisms designed
- ☐ Resource allocation criteria developed
- ☐ Record-keeping system created
- ☐ Accountability mechanisms established
- ☐ Fund constitution or rules document drafted

## Phase 3: Establishment and Launch

- ☐ Committee members selected through inclusive process
- ☐ Committee members trained on roles and responsibilities
- ☐ Initial resources mobilized
- ☐ Secure storage for resources established
- ☐ Record-keeping materials prepared
- ☐ Launch event planned
- ☐ Community-wide communication conducted
- ☐ Fund constitution or rules approved by community

## Phase 4: Initial Operations

- ☐ Regular committee meeting schedule established
- ☐ First community contributions collected
- ☐ Initial record-keeping procedures implemented
- ☐ First funding decisions made transparently
- ☐ Community reporting mechanism implemented
- ☐ Feedback system established
- ☐ First activities supported by the fund
- ☐ First community verification conducted



## Phase 5: Consolidation and Growth

- ☐ First comprehensive report to community delivered
- ☐ Adjustment to procedures based on initial experience
- ☐ Long-term sustainability plan developed
- ☐ Connections with other community peace funds established
- ☐ Growth targets established
- ☐ Additional contribution sources identified
- ☐ Impact measurement process implemented
- ☐ One-year operational plan developed

## Appendix B: Sample Fund Constitution

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### COMMUNITY PEACE FUND CONSTITUTION

[Insert Community Name] Peace Fund

#### 1. NAME AND PURPOSE

The name of this fund shall be the [Community Name] Peace Fund (hereinafter referred to as "the Fund"). The purpose of the Fund is to mobilize, manage, and allocate community resources for activities that prevent conflict, build peace, and promote reconciliation in our community.

#### 2. OBJECTIVES

The objectives of the Fund are to:

- Support community dialogue and mediation processes
- Promote peace education and awareness
- Facilitate reconciliation between conflicting parties
- Strengthen traditional and innovative conflict resolution mechanisms
- Address root causes of tensions within our community
- Build capacity for sustainable peacebuilding

### 3. MEMBERSHIP

Membership in the Fund is open to all community members who:

- Reside in or have strong ties to [Community Name]
- Support the purpose and objectives of the Fund
- Commit to making regular contributions according to their ability
- Agree to abide by the rules and procedures of the Fund

### 4. FUND COMMITTEE

4.1 Composition: The Fund shall be managed by a Committee consisting of [number] members, with the following representation:

- At least [percentage]% women
- At least [percentage]% youth (ages [age range])
- Representatives from each [geographical/ethnic/religious] section of the community
- Both traditional and formal leadership represented

4.2 Selection: Committee members shall be selected through [describe selection process, e.g., community election, consensus nomination, combination of appointed and elected positions].

4.3 Term: Committee members shall serve for a period of [length of term], with possibility of [renewal conditions]. Terms shall be staggered to ensure continuity.

4.4 Roles: The Committee shall include the following positions:

- Chairperson: Coordinates Committee activities and facilitates meetings
- Secretary: Maintains records and documentation
- Treasurer: Manages Fund resources and maintains financial records
- Community Liaisons [number]: Communicate with different community sectors
- [Other roles as appropriate]

4.5 Meetings: The Committee shall meet [frequency] and may call additional meetings as needed. A quorum of [number/percentage] members is required to make decisions.

### 5. RESOURCE MOBILIZATION

5.1 Contribution Types: The Fund shall accept the following types of contributions:

- Regular monetary contributions [specify frequency and suggested amounts]
- In-kind contributions of goods and materials
- Volunteer time and labor
- [Other contribution mechanisms]

5.2 External Resources: The Fund may accept resources from external sources, provided:

- The acceptance does not create community dependency
- The resources support community-identified priorities
- Transparent reporting on external resources is maintained
- [Other conditions]

## 6. FUND MANAGEMENT

6.1 Resource Storage: Fund resources shall be kept [describe storage system, e.g., community bank account, secure box, designated custodian].

6.2 Record Keeping: All Fund transactions shall be recorded in [describe record-keeping system] and updated [frequency].

6.3 Dual Control: Access to Fund resources shall require the presence of at least [number] Committee members, including the Treasurer and one other designated member.

6.4 Regular Reporting: Fund status shall be reported to the community [frequency] through [describe reporting mechanisms].

## 7. RESOURCE ALLOCATION

7.1 Eligible Activities: The Fund shall support activities that:

- Directly contribute to conflict prevention or resolution
- Promote peace and reconciliation
- Address root causes of community tensions
- [Other criteria]

7.2 Application Process: Community members may apply for support through [describe application process].

7.3 Decision Making: Funding decisions shall be made through [describe decision-making process] based on the following criteria:

- Alignment with Fund objectives
- Potential impact on community peace
- Inclusion of diverse community members
- [Other criteria]

7.4 Conflict of Interest: Committee members shall declare any conflict of interest and recuse themselves from decisions directly affecting their interests or close relations.

## **8. ACCOUNTABILITY**

8.1 Community Verification: All funded activities shall be verified by [describe verification mechanism].

8.2 Public Records: Fund records shall be available for inspection by any community member during [specify times/conditions].

8.3 Regular Audits: The Fund shall be audited [frequency] by [describe audit mechanism].

8.4 Feedback Mechanism: Community members may provide feedback or raise concerns through [describe feedback mechanism].

## **9. DISPUTE RESOLUTION**

9.1 Committee Disputes: Disputes within the Committee shall be resolved through [describe process].

9.2 Community Concerns: Concerns raised by community members shall be addressed through [describe process].

9.3 Mediation: Unresolved disputes shall be referred to [specify neutral third party] for mediation.

## **10. AMENDMENT PROCESS**

This constitution may be amended through [describe amendment process, ensuring broad community participation].

## 11. DISSOLUTION

In the event the Fund ceases operations, all remaining resources shall be [describe disposition plan].

## ADOPTION

This constitution was adopted by [Community Name] on [date] through [describe approval process].

Signatures/Thumbprints: [Provide space for relevant signatures]

## Appendix C: Visual Training Materials

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### C-1: Pictorial Fund Management Guide

#### Resource Tracking Symbols

! [Description: Simple hand-drawn illustrations showing different resource types with symbols:]

##### Money Contributions

- Coin symbol: Small monetary contribution
- Multiple coins: Medium monetary contribution
- Paper money: Large monetary contribution

##### In-Kind Contributions

- Grain bag: Food contributions
- Tools: Equipment contributions
- House: Space contributions

##### Time Contributions

- Clock symbol: Meeting attendance
- Handshake: Mediation services
- Megaphone: Community outreach

## Visual Record-Keeping Template

![[Description: Simple hand-drawn template with rows and columns:]]

### Row Headers:

- Calendar image (Date)
- Person figure (Contributor)
- Resource symbols (Contribution Type)
- Arrow-in symbol (Resources In)
- Arrow-out symbol (Resources Out)
- Balance scale (Remaining Resources)
- Handshake (Activity Supported)

**Sample Entries Using Symbols** [Rows showing sample transactions using the symbols]

## Pictorial Decision-Making Flowchart

![[Description: Simple flowchart using images:]]

- Community meeting image → Application form image
- Application form → Committee discussion (group of people)
- Committee discussion → Decision tree (Yes/No paths)
- Yes path → Handshake and resource transfer
- No path → Feedback loop and revised application

## C-2: Visual Committee Role Cards

**Chairperson Card** [Drawing of person facilitating a meeting]

- Leads meetings (meeting symbol)
- Ensures all voices heard (multiple speaking figures)
- Coordinates committee actions (coordination symbol)
- Represents fund to external stakeholders (bridge symbol)

**Treasurer Card** [Drawing of person with secure box]

- Keeps records (book symbol)
- Secures resources (lock symbol)
- Reports on fund status (presentation symbol)
- Verifies transactions (checkmark symbol)

#### **Secretary Card** [Drawing of person writing]

- Documents meetings (writing symbol)
- Maintains fund records (filing symbol)
- Tracks applications (form symbol)
- Shares information (communication symbol)

#### **Community Liaison Card** [Drawing of person talking to groups]

- Gathers community input (listening symbol)
- Shares fund information (speaking symbol)
- Mobilizes participation (group symbol)
- Collects feedback (two-way arrow symbol)

## **C-3: Community Reporting Visual Aids**

#### **Fund Status Thermometer** [Drawing of thermometer-style indicator]

- Shows total resources collected
- Indicates resources allocated
- Displays remaining balance
- Marks fund growth targets

#### **Peace Activity Impact Chart** [Drawing of village scene with transformation indicators]

- Before/after illustrations of community changes
- Peace symbols showing progress
- Problem symbols showing issues addressed
- Connection lines showing relationship improvements

#### **Contribution Participation Map** [Drawing of community map with participation indicators]

- Household symbols across community areas

- Colored markers showing participation levels
- Arrows showing resource flows
- Circle symbols showing activities funded

## Appendix D: Alternative Contribution Systems

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### D-1: Time Banking System

**Overview:** The Time Banking system allows community members to contribute their time and skills to peace activities, earning "time credits" that can be exchanged for support when needed. This system is particularly valuable in extremely resource-constrained contexts where monetary contributions are difficult.

#### Key Components:

1. **Time Credit Unit:** One hour of service equals one time credit
2. **Skill Inventory:** Community-wide mapping of available skills
3. **Service Exchange Board:** Public display where needs and offerings are posted
4. **Time Credit Ledger:** Record of credits earned and spent
5. **Peace Service Priority List:** Activities that specifically earn peace-related credits

#### Implementation Steps:

1. Conduct community-wide skill and need mapping
2. Establish time credit governance committee
3. Create simple physical or digital recording system
4. Launch with high-visibility peace services
5. Conduct regular trading sessions or posting updates
6. Hold periodic community reviews of system fairness

#### Example Activities:

- Mediating a community dispute (3 credits)
- Providing venue for peace dialogue (2 credits)
- Facilitating youth peace education (2 credits per hour)
- Serving as neutral observer (1 credit per hour)



- Creating peace messaging materials (2 credits)

### **Success Factors:**

- Transparent governance with diverse representation
- Regular public accounting of credits
- Balance between peace-specific and general community services
- Mechanism to prevent system domination by certain individuals
- Integration with existing traditional exchange practices

## **D-2: Resource-Based Contribution System**

**Overview:** This system links peace fund contributions to the management of community resources, creating sustainable funding streams from shared resources while simultaneously addressing resource-based conflict triggers.

### **Resource Integration Models:**

1. **Harvest Peace Portion:** A small portion of communal harvests designated for peace fund
2. **Resource User Fees:** Nominal fees from using community resources allocated to peace
3. **Peace Management Zones:** Specific areas whose productivity supports peace activities
4. **Conflict Resource Premium:** Additional contribution from high-conflict potential resources

### **Implementation Considerations:**

- Establish clear, transparent connection between resource and peace
- Ensure contribution level is sustainable and not burdensome
- Create inclusive management connecting resource users and peace stakeholders
- Develop specific resource-peace linkages in contribution messaging
- Prioritize conflict-prevention use of funds for resource-related tensions

### **Example Applications:**

- **Water Sources:** Small user fee directly supporting water-conflict mediation
- **Grazing Lands:** Designated "peace cattle" whose products support fund
- **Community Forests:** Percentage of sustainable harvest supporting peace
- **Market Spaces:** Minimal peace-contribution integrated into market fees
- **Transport Routes:** Token contribution from transporters for route security

## D-3: Celebration and Ceremony Contribution System

**Overview:** This system integrates peace fund contributions into community celebrations, ceremonies, and cultural events, creating natural and culturally-resonant opportunities for resource mobilization.

### Integration Approaches:

1. **Peace Blessing Component:** Dedicated ritual within ceremonies for peace contributions
2. **Celebration Peace Pledge:** Expected contribution during community celebrations
3. **Ceremony Peace Service:** In-kind services for ceremonies that generate peace fund support
4. **Gratitude Offerings:** Portion of ceremony gifts designated for community peace
5. **Peace Recognition Moments:** Special acknowledgment of peace contributors during events

### Cultural Considerations:

- Respect traditional ceremony integrity while creating space for peace
- Ensure contributions feel voluntary rather than obligatory
- Create visible connection between ceremony success and community peace
- Design culturally appropriate recognition for contributors
- Maintain celebration spirit while addressing serious peace needs

### Example Applications:

- Weddings: Small percentage of gifts contributed to peace fund
- Harvest Festivals: Peace fund contribution integrated into thanksgiving
- Religious Ceremonies: Peace offering component added to traditional practices
- Naming Ceremonies: Peace blessing gift as part of child's community welcome
- Year-End Celebrations: Peace gratitude practice with practical contribution

## D-4: Hybrid Physical-Digital Contribution System

**Overview:** For communities with partial connectivity and mixed technology access, this hybrid system combines physical and digital tools to maximize participation while building toward more efficient systems.

## System Components:

1. **SMS Contribution Tracking:** Simple text message receipt and record system
2. **Paper Backup Documentation:** Physical records maintained alongside digital
3. **QR-Code Transaction Sheets:** Printable codes that connect to digital records when available
4. **Intermittent Synchronization:** Regular process to align physical and digital records
5. **Accessible Verification Mechanisms:** Multiple ways to check contribution status

## Implementation Approaches:

- Train diverse community members in both physical and digital methods
- Establish regular synchronization schedule based on connectivity patterns
- Create redundancy in record-keeping to prevent data loss
- Design graceful degradation capability if digital systems fail
- Develop progressive complexity that grows with community digital literacy

## Example Applications:

- Rural-Urban Connected Communities: Digital records in town, paper in villages
- Seasonal Connectivity Areas: Physical records with periodic digital backup
- Youth-Elder Collaboration: Digital-savvy youth supporting elder record verification
- Mixed-Literacy Settings: Visual physical records with simple digital interfaces
- Refugee/IDP Contexts: Portable records with secure digital backups

# Appendix E: Additional Resources and Support

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## E-1: Partner Organizations and Networks

### Global Networks:

- **Global Partnership for the Prevention of Armed Conflict (GPPAC)**
  - Regional networks across the world
  - Resources on local peacebuilding
  - Website: [www.gppac.net](http://www.gppac.net)

- **Peace Direct**

- Focus on locally-led peacebuilding
- Funding opportunities for local initiatives
- Website: [www.peacedirect.org](http://www.peacedirect.org)

- **Life & Peace Institute**

- Research and resources on community peacebuilding
- Training materials on conflict transformation
- Website: [life-peace.org](http://life-peace.org)

## **Regional Resources:**

- **Africa:**

- West Africa Network for Peacebuilding (WANEP)
- Nairobi Peace Initiative-Africa (NPI-Africa)
- African Centre for the Constructive Resolution of Disputes (ACCORD)

- **Asia:**

- Alliance for Conflict Transformation (ACT)
- Centre for Peace and Conflict Studies (CPCS)
- Initiatives for International Dialogue (IID)

- **Latin America:**

- Serapaz (Services and Advice for Peace)
- CRIES (Regional Coordination of Economic and Social Research)
- Red Latinoamericana de Mujeres Constructoras de Paz

- **Middle East and North Africa:**

- Arab Network for Peacebuilding
- Search for Common Ground MENA
- Forum for Development, Culture and Dialogue

## **Faith-Based Resources:**

- Religions for Peace
- Interfaith Mediation Centre

- World Council of Churches - Just Peace Initiative

## E-2: Digital Resources (Low-Bandwidth Accessible)

### Mobile Applications:

- **Kobo Toolbox**
  - Free data collection tools
  - Works offline with synchronization
  - [www.kobotoolbox.org](http://www.kobotoolbox.org)
- **Ushahidi**
  - Crowdsourcing and mapping platform
  - Crisis response tools
  - [www.ushahidi.com](http://www.ushahidi.com)
- **Frontline SMS**
  - Text messaging for community engagement
  - Works without internet
  - [www.frontlinesms.com](http://www.frontlinesms.com)

### Online Learning:

- Peace Direct's Local First Toolkit
- United Nations Peacebuilding Fund Learning Portal
- Conciliation Resources Accord Series

### Downloadable Resources:

- UNDP Conflict Prevention Toolkit
- WHO Community Engagement Toolkit
- Berghof Foundation's Berghof Handbook for Conflict Transformation

## E-3: Simplified Fund Accounting Templates

**Basic Fund Ledger** [Simple table with the following columns:]

- Date
- Description
- Money In
- Money Out
- Balance
- Verified By

**Monthly Summary Sheet** [Simple table with the following rows:]

- Starting Balance
- Total Contributions
- Total Expenditures
- Ending Balance
- Number of Contributors
- Number of Activities Supported
- Signature of Treasurer
- Signature of Chairperson
- Signature of Community Verifier

**Contribution Tracking Sheet** [Simple table with the following columns:]

- Date
- Contributor Name
- Contribution Type
- Value (if non-monetary)
- Received By
- Verification Signature

**Expenditure Tracking Sheet** [Simple table with the following columns:]

- Date
- Purpose
- Amount
- Authorized By
- Received By
- Community Benefit

- Verification Signature

**Activity Impact Record** [Simple table with the following columns:]

- Activity Date
- Activity Description
- Resources Used
- People Participating
- Immediate Results
- Follow-up Needed
- Verified By

## E-4: Simplified Monitoring and Evaluation Tools

### Community Peace Perception Survey

*Instructions: Read these questions in community gatherings or to individuals. Record responses using tally marks or symbols.*

1. Compared to [time period], how peaceful is our community now?
  - Much more peaceful
  - Somewhat more peaceful
  - About the same
  - Somewhat less peaceful
  - Much less peaceful
2. How well are conflicts being resolved in our community?
  - Very well
  - Fairly well
  - Neither well nor poorly
  - Fairly poorly
  - Very poorly
3. How confident are you that our community can resolve conflicts peacefully?
  - Very confident

- Somewhat confident
- Not sure
- Somewhat doubtful
- Very doubtful

4. How effective is our Community Peace Fund in supporting peace?

- Very effective
- Somewhat effective
- Neutral
- Somewhat ineffective
- Very ineffective

5. How fair is our Community Peace Fund in representing all community members?

- Very fair
- Somewhat fair
- Neutral
- Somewhat unfair
- Very unfair

### **Most Significant Change Story Collection**

*Instructions: Ask community members to share stories about the most important change they have seen from peace fund activities. Record brief versions using this format.*

1. Who is telling this story? [Name, age, role in community]
2. What was the situation before? [Brief description]
3. What peace fund activity was involved? [Brief description]
4. What change happened? [Brief description]
5. Why is this change important? [Brief description]
6. Who else saw or can confirm this change? [Names]

### **Simple Peace Indicator Tracking**

*Instructions: Update these indicators regularly during community meetings. Use tally marks, colors, or simple numbers depending on literacy levels.*

1. Number of conflicts addressed this month



2. Number of people participating in peace activities
3. Number of cross-community activities conducted
4. Number of different groups represented in peace activities
5. Number of contributions to the peace fund
6. Number of conflicts that became violent
7. Number of successful mediations
8. Number of youth involved in peace activities
9. Number of women in peace leadership roles
10. Number of traditional leaders supporting peace initiatives

### **Visual Community Peace Map**

*Instructions: Create a large map of the community. Use colored pins, stickers, or symbols to indicate:*

- Green: Areas of improved peace
- Yellow: Areas of ongoing tension
- Red: Areas of conflict concern
- Blue: Locations of peace activities
- Star: Peace fund-supported initiatives
- Circle: Community gathering spaces
- Triangle: Successful conflict resolution sites

Update the map monthly during community meetings, keeping previous months' data for comparison.

## **E-5: External Funding Transition Planning**

### **Dependency Reduction Plan Template**

#### **Current Status:**

- Current external funding percentage: \_\_\_\_\_%
- Types of external support: \_\_\_\_\_
- Current community contribution levels: \_\_\_\_\_

#### **Transition Goals:**

- Year 1: External funding reduced to \_\_\_\_%, community funding increased to \_\_\_\_%
- Year 2: External funding reduced to \_\_\_\_%, community funding increased to \_\_\_\_%
- Year 3: External funding reduced to \_\_\_\_%, community funding increased to \_\_\_\_%

### **Strategies for Increasing Internal Resources:**

1. [Strategy 1 with specific targets]
2. [Strategy 2 with specific targets]
3. [Strategy 3 with specific targets]

### **Strategies for Decreasing External Dependency:**

1. [Strategy 1 with specific steps]
2. [Strategy 2 with specific steps]
3. [Strategy 3 with specific steps]

### **Communication Plan for Stakeholders:**

- How transition will be communicated to external funders: \_\_\_\_\_
- How transition will be communicated to community: \_\_\_\_\_
- How progress will be reported: \_\_\_\_\_

### **Risk Mitigation:**

- Potential challenges: \_\_\_\_\_
- Contingency plans: \_\_\_\_\_
- Adjustment mechanisms: \_\_\_\_\_

### **Skills Development Needed:**

- Resource mobilization training for: \_\_\_\_\_
- Financial management skills for: \_\_\_\_\_
- Sustainability planning capabilities for: \_\_\_\_\_

### **Monitoring Transition Progress:**

- Monthly tracking indicators: \_\_\_\_\_
- Quarterly evaluation measures: \_\_\_\_\_
- Annual dependency assessment: \_\_\_\_\_

### **External Partnership Evolution:**

- Changing relationship with donors: \_\_\_\_\_
- New forms of non-financial support: \_\_\_\_\_
- Knowledge exchange opportunities: \_\_\_\_\_