

Activity No. 4.1 Management and facilitation

Activity No. 4.1.1 Organize start up workshop at national and district level

The project has successfully organized a total of nine start-up workshops, one in Kathmandu for four days and eight in project districts (one in each district) for one day with 386 (91 female and 295 male) from different settings during the period of February to March 2010.

Topics/activities covered

The main purpose of the start-up workshop at national level was to enhance capacity of the project team for effective project implementation by deepening understanding and developing synergy on the project matter, whereas the purposes of the workshop in the project districts were to disseminate project information to project stakeholders including the state authorities at district and the target communities, and to explore possibility of collaborations for the project implementation.

A four days start-up workshop started from February 20, 2010 at Hotel Tibet at centre level covered the introduction of the project and its operation modality to harmonize intervention, discussion of the major project components and logical framework, terms and condition of the grants contract, endorsement of project operation guidelines, project finance and staff administration and roles and responsibility of the partners and the project staff in the project were the major ones. It was scheduled for 8:30 am to 5:30 pm daily.



Project startup workshop at Dhading

District start-up workshops held at district headquarters of the respective project districts have focused on introduction of the project and its major components, partnership arrangement and discussion on the possibility of collaborations. On the whole, it was started from 9:00 am and ended at 4:00 pm for one day.

The chairpersons and the senior executive of partner organization, project staff (excluding office assistant and field facilitator from partner IPOs) and the representative of Delegation of the European Union to Nepal have participated in the workshop at centre level. Whereas senior officials of district authorities, security personnel, political leaders and representatives of IPO networks and the target communities were participated in the district start-up workshop.

Reason for modification or delay

None.

Results

A total of nine start-up workshops in Kathmandu and in eight project districts have been successfully conducted. A sizeable number of project stakeholders from different settings such as partner IPOs and their networks, local authorities, public service institutions, security institutions, NGO, political parties, and the target communities have been informed on and familiarized about the project. A total 386 people (91 female and 295 male) have participated in the workshops.

Start-up workshop helped to prepare project staff and the partners on the management and actual field implementation of the project. Workshops were also instrumental to build relationships among the implementing organizations and with project stakeholders such as target communities, local authorities,

political parties, IPOs and their networks in the project area. Brief information on the start-up workshops is provided below:

Table 35: Brief information on the start-up workshops

SN	Location of start-up workshop	Date of execution			
			Female	Male	Total
1	Hotel Tibet, Kathmandu	Feb 20-23, 2010	5	25	30
2	Gorkha, Gorkha	March 01, 2010	20	33	53
3	Pokhara, Kaski	March 03, 2010	4	31	35
4	BensiShar, Lamjung	March 04, 2010	23	55	78
5	Dhulikhel, Kavrepalanchowk	March 05, 2010	10	38	48
6	DhadingBensi, Dhading	March 08, 2010	3	31	34
7	Bharatpur, Chitwan	March 09, 2010	6	25	31
8	Hetauda, Makwanpur	March 10, 2010	11	23	34
9	Dhunche, Rasuwa	March 14, 2010	10	33	43
Total			91	295	386

Activity No. 4.1.2 Form and conduct meeting of project steering committees (PSC) at the lead applicant and 3-IPOs level

Altogether, 37 meeting of project steering committees (PSCs) meetings (six of PSC under the lead and 27 of PSCs under partner IPOs) conducted with 529 (or F 106/M 423) members including the senior project personnel as the facilitators and observers during the project period.

Topics/activities covered

The project has formed a total of four PSCs (one under the lead applicant of the project- IGD and three PSCs under three partner IPOs). Key role of the PSCs was to provide strategic inputs to project for the effective implementation on a regular basis. The PSCs under the lead and the partner IPOs have constituted of seven (PSC under IGD) to nine (PSCs under partner IPOs) members consisting of senior managements, representatives from the government and non-government organizations, IPO networks those are supporting to indigenous right movement and multicultural social milieu.

The meeting of PSC was planned biannual for the PSC under the lead, whereas it was quarterly for the PSCs under Partner IPOs. The PSC under the lead applicant has successfully accomplished its six biannual meetings. Similarly, the PSCs under partner IPOs also have completed their ninth rounds of meeting for 27 quarterly meetings.

Key agendas of PSCs meeting included planning of project activities, review the progress and further planning, facilitate to make decisions in the important matters of the project implementation, provide suggestions and backstop support to the project team, implementing organizations for the project leading towards its expected results.

Project steering committee under IGD

1. Mr. MuktiRijal, Chairman, ED, IGD
2. Prof. Ganesh Man Gurung, PhD
Chairmann, GTNC
3. Mr. Tika Pokhrel, PhD, Chairman, WVAF
4. Hon. Govinda Ram Chepang, Member
CA and Chairman, NCA
5. Ms. Soni Lama, Member Secretary,
NIWF and Council Member, NTGA
6. Ms. Neeti Sherpa, Asst. Director, SWC
7. Mr. Norbu Ghale Buddha, Vice-
chairman, NEFIN
8. Mr. Naryan Prasad Thebe, Sr. Officer,
NFDIN
9. Mr. Gyan B. Yonzon-Tamang, Member
Secretary PC/TL

Besides the scheduled meetings, the project has organized a sizeable number of meetings PSCs in different occasions and managerial purposes to management and run the project.

Reason for modification or delay

None.

Results

The project convened a total of four PSCs (one under the lead and three PSCs under the implementing partner IPOs) with a total of 30 people consisting of senior managements, representatives from the government and non-government organizations, IPO networks those are supporting to indigenous right movement and multicultural social milieu to steer the project operation.

A total of 37 meetings of the PSCs (six biannual meeting of PSC under the lead and 27 quarterly meeting of PSCs under partner IPOs) conducted with 529 (or F 106/M 423) members including the senior project personnel as the facilitators and observers successfully held with meaningful participation of the members and invitees to review progress and provide inputs to the project.

PSC meeting provided an authentic forum to make managerial decisions on the project matter, such as resource planning to accomplish project activities, establish date for the execution of an important activity, etc. The meeting has important forum for sharing progress to get feedbacks and suggestions for the operation of project and project activities.

PSCs also participated in and provided supports to the complementation for important activities, such as policy dialogues, on-the-spot- observation of training programs and important field interventions, formation of and steer committees (i.e., MDT, IDP, selection committees, etc.) under the project, etc. For more detail, *please refer to Annex 27: Membership size of PSCs and meeting*. Brief information on meeting of the PSCs:

Table 36: Brief information on PSC meeting

SN	PSC and executive organization	Target	Achievement	Participants*		
				Female	Male	Total
1	PSC under IGD	6	10	26	138	164
2	PSC under GTNC	9	10	24	75	99
3	PSC under NTGA	9	8	31	91	122
4	PSC under NCA	9	9	25	119	144
	Total	33	37	106	423	529

*figures in cumulative terms

Activity No. 4.1.3 Produce and disseminate project brief/brochure

Total of 3000 copies colourful project brochures (both in Nepali and English languages) have been published in March 2010 and circulated to the project stakeholders.

Topics/activities covered

To provide project information to the project stakeholders and general public, project has published and circulated 3000 project brochures. The brochure contained project information such as overall and specific objectives, major activities with short description, management and facilitation and further

contact address of the project. It also contained name and flag of EU, partnership arrangement and some photo clips of the initial accomplishments of the project.

Reason for modification or delay

None.

Results

A total of 3000 colourful brochures containing project information have published and distributed to the project stakeholders. Brochure has circulated in consultative meeting, training, dialogue and workshops organized by the project and attended by the project implementing organization and staffs.

This year, the lead applicant has already issued 1600 brochures through the partner organizations and IGD itself. The circulation of project brochure has helped to make project stakeholders and general public aware on the project, major project intervention areas, partnership arrangement and funding support at project area in particular and in the country in general.

Activity No. 4.1.4 Produce and circulate visibility materials

Total 5000 stickers (4000 stickers of the EU flag in three different sizes and 1000 EU flag with the logos of the lead and the partners) have produced in February 2010 and displayed in all project assents supported by the EU.

Topics/activities covered

To ensure that the reach out information among the project stakeholders and general public that the project is funded by the European Union, the project has produced stickers with the EU flag and displayed them in each project assets supported by the EU. EU Visual Identity Element described in the Communication and Visibility Manual has followed for the production of stickers. The visibility action also complemented by other visual identity materials (such as name of donor, EU reference number, etc.), banner and print materials in work stations such as project offices, meetings, dialogues, trainings, etc.



Reason for modification or delay

None.

Result

A total of 5000 stickers (4000 stickers of the EU flag in different three sizes and 1000 stickers of the EU flag with the logos of the lead and the partners) have been produced and displayed on the project assets, i.e. furniture, computer, printer, camera and other supplies supported by the project as appropriate to ensure the visibility of the EU in the project. It helped to maintain visibility of the EU in the project and is the graceful way of ensuring EU visibility in the project.

Except from the sticker, the project has been displaying the EU flag and other visual identity materials (such as name of EU as the donor, EU reference number, etc.) in the print materials such brochures, reports, contract agreements, and banner during training workshops, dialogues, and hording board of project office, etc. Brief information on the stickers is provided as:

Table 37: Brief information on the stickers

SN	Type of sticker	Size of ticker (in cm)	Unit
01	the EU flag	12 x 12	1000
02	the EU flag	2 x 2	1000
03	the EU flag	4 x 4	1000
04	the EU flag with partner's logos	12 x 2	2000
Total			5000

Activity No. 4.1.5 Carry out annual audit of project finance

The audit firm, namely SIBAKOTI & ASSOCIATES has carried out project expenditure verifications on an annual basis covering the periods of January - October 2012 for the first time, November 2010 - October 2011 for second time and November 2011 - December 2012 as the final for a total of three expenditure verifications of the project.

Topics/activities covered

The main purpose of the annual audit is to reconcile project accounting and book keeping by verifying expenditures made during different time periods by the project. In accordance with model Terms of Reference of Annex VII, IGD- the lead of the project has assigned a registered audit firm- Sibakoti and Associates to engage in expenditure verification of the project. By understanding of the project, grant contract and operations guidelines formally accepted by the partners, the audit firm started its tasks.

Audit firm has been given full and free access to project and financial documents. The process of expenditure verification included verification of expenditure in reference to accounting records, proof of procurement procedure, proof of approval, receipt, invoice, payroll, bank statement, contract, completion of work, etc. in line with the conditions applying to the grant contract and project operations guidelines with the on-the-spot verifications.

After each field audit, the audit firm has provided draft reports to IGD. Then, IGD organized meetings to share major findings of audits to the partner organizations and the senior project personnel with the aim at verifying the project expenditure in accordance with the policies/guidelines developed by the projects on the basis of the verification referred in article 15.6 of Annex II and the verification referred in article 15.6 of Annex II of the project document. Finally, the audit firm has prepared the verification report as a part of interim reports to the European Union.

Prior to the execution of the verification, the Project Administration and Finance manager (PAFM) has made consultative meeting with the audit form and the partner organizations to ease the process. Briefing sessions on the financial situations of the project, accessibility of financial documents and financial operations guidelines signed by the partners, audit plan were the common issues prior to the expenditure verification.

Reason for modification or delay

None.

Results

The audit firm in close consultation with the IGD has successfully accomplished the expenditure verification for periods of January - October 2012 for the first time, November 2010 - October 2011 for second time and November 2011 - December 2012 as the final for a total of three expenditure verifications

of the project and submitted comprehensive expenditure verification or financial reports to the donors, *please refers to the expenditure verification or financial report prepared by the auditor with this report.*

Activity No. 4.1.6 Carryout the final evaluation of the project

An independent consultant- Mr. Bipin Acharaya and his team has carried out an evaluation of the project to generate accurate and critical values on the efficiency, quality inputs, empowerment, benefits/changes and sustainability of the process as the impacts of the project and submitted a first draft of the report in March 25, 2012.

Topics/activities covered

The evaluation is one of the post project activities with the purpose to generate accurate and critical values on the efficiency, quality inputs, empowerment, benefits/changes and sustainability of the process as the impacts of the project.

The project has developed the terms of reference (ToR) with a call for proposal and circulated to the potential individuals and organizations for the evaluation of the project through electronic mail. On the basis of received proposals, IGD awarded a contract to an independent consultant- Mr. Bipin Acharaya. After the assignment, a couple of consultative meetings were conducted in IGD. Key agendas of the consultative meeting included, introduction and briefing on the project and its progress, make available of project documents, including the interim reports, preparation of checklist/questionnaires and field visit plan.

The consultant has composed a team of four people (including himself) those who have experience of development project assessment and evaluation and developed a plan for carrying out field visit in Chitwan, Kavrepalanchowk and Lamjung of the target communities- the Chepang, Tamangs and Gurungs respectively in consultation with the senior project personnel, including of partner organizations for the evaluation of activities implemented in the target communities.

At least a team of two persons, including the team leader has stationed in the target community and generated data/information. However, the stay of team leader in the target community is shorter than the field researchers. The team leader visited all the selected districts and generated data/information from the district level stakeholders, project personnel and the fields during his stay. The team leader also guided the field researchers to ensure the quality of data/information.

The methods and tools employed in evaluation included project literature review, semi-structured questionnaires, group discussions (i.e., CPG, DCPG, CC, cooperative), key informant interview (training graduates, members of PSC, FTG, FF and the project personnel) and discussion with key stakeholders (i.e. committees of IPOs, VDC and DDC) were major ones.

Reason for modification or delay

None.

Results

The evaluation of the project is in under way by a team of researchers, led by Mr. Bipin Acharaya, an independent consultant having a long-standing experience in the field of development project assessment and evaluation.

The consultant has delivered a first draft of evaluation report in March 25, 2012. To get a preliminary summary of the preliminary report of the project evaluation on the efficiency, quality inputs, empowerment, benefits/changes and sustainability of the process, ***please refer to Annex 28: Executive's summary of final evaluation of the project performance and impact.***

The project will submit the final report of the project evaluation to the EU by the following month.

Activity No. 4.1.7 Conduct dissemination workshop

Conduct dissemination workshop is planned as the post project activity with the purpose to disseminate the project achievements to the project stakeholders and wider actors of development is under plan and will accomplish in June 2013. The workshop will share major achievements, the best practices, key lessons learnt, and critical values on the relevance, efficiency, effectiveness, sustainability and comments provided by the team of an external evaluation.

Other Major Accomplishments (for management and facilitation of the project)

Activity A: Staff recruitment and project team building

In total, 36 fulltime project staffs and 5 parttime experts assigned in the project as per the human resource plan of the projecting the first two months of 2010.

Topics/activities covered

Capacity of project management and operation depends on the availability of professional human resource in the project. Therefore, the project had envisioned a team of professional staffs in the project to manage and attain its results. To make the recruit fair and able to cater competent human resource required by the project, IGD (the lead applicant) had convened a staff selection committee (SSC) consisting of five senior executives from the lead and partner organizations.

The selection committee had developed a set of criteria which comprised of academic qualifications, relevant experiences, understanding of culture and development of IPs, proximity in relation to the target community and project areas for the selection of project staff. IGD on behalf of the project partners made a vacancy announcement to fulfil all the program and administrative positions, except the Field Facilitators and the Office Assistants (respective organizations fulfilled those positions by following the same criteria used by the selection committee) in The Himalayan Times, one of the largely circulated national daily English Newspaper in December 19, 2010.

The selection committee had rigorously worked for short listing of potential candidates and called for interview. With the references of curriculum vitae and the interview, the committee has made a list of finalists in January 4, 2010 and called the inception meeting at IGD.

Results

IGD assigned a total of 36 fulltime staffs and five parttime experts in the project as per the human resource plan of the project.

IGD organized a preliminary introduction to the project to incumbents at IGD of a-half-day. And immediately organized a formal orientation to them for three days during start up workshop in Kathmandu. Brief of project personnel is provided as:

Table 38: Brief on project personnel

A. Program	Number	Workload	Station
01. Project coordinator cum theme leader-culture &livelihoods	1	100%	IGD
02. Theme leader-institution and capacity building	1	100%	WVAF
03. Monitoring and documentation officer	1	100%	IGD
04. Project manager	3	100%	NTGA, GTNC, NCA
05. Capacity building training officer	1	100%	WVAF
06. Project officer	3	100%	NTGA, GTNC, NCA
07. Field facilitator	16	100%	NTGA, GTNC, NCA
B. Administrative and finance			
08. Project administration and finance manager	1	100%	IGD
09. Project finance officer	1	100%	WVAF
10. Assistant administration and finance officer	3	100%	NTGA, GTNC, NCA
C. Assistant/support			
11. Project assistant	2	100%	IGD, WVAF
12. Support staff	3	100%	NTGA, GTNC, NCA
D. Expert (partial)			
13. Executive Director	1	50%	IGD
14. Expert	4	5%	All partners

Activity B: Project office furnishing and operation

All together five (three IPOs with full support and two- IGD and WVAF with 60% support from the project) separate and visible project offices were established and fully functioned in Kathmandu and project area to implement the project.

Topics/activities covered

As envisioned in the project, IGD and the partner organizations established a total of five separate and visible project offices at different locations dedicated to the project. All the offices were equipped and furnished with necessary supports such as office rent, furniture, computer, communication and other necessary consumables. In the office setting process, the project followed lease agreement and other necessary procurement policy, such as demand requisition, quotation/tender and comparative analysis, purchase order, assets/goods registration with identification number and ensuring visibility with the sticker of EU developed by the project.

Results

A total of five project offices, two in Kathmandu and three in the proximity of the project implementation areas were set up separately and visibly. All the offices were equipped, made functional and dedicated to the project operations. Office of IGD, the lead of the project located at Lazimpat, Kathmandu and other project offices, i.e., WVAF at Balkhu, Katmandu, NCA at Bharatpur, Chitwan, GTNC at Bansisahar, Lamjung and NTGA at Anamnagar in Kathmandu, the midpoint of NTGA implementation area.

The lead and WVAF run their offices with 60 per cent rental cost from the project, and remaining project offices of partner organizations, namely NCA, NTGA and GTNC were run with 100 per cent rental cost from

the project. All the project offices have been furnished and equipped by the necessary equipment's and supplies.

After the termination of the project, all the project offices have been closed, and the project handed over following equipment's and supplies procured by the project and all administrative and financial documents related to the project to the respective partners in good conditions. The list of project equipment, supplies & documents handed over by the project is provided as:

Table 39: List of project equipment, supplies and documents handed over by the project

SN	List of equipment, supplies & document	Number/set	Organization possesses
1	Desktop computer	10	lead and partners (2 sets in each one)
2	Laptop computer	5	lead and partners (1 set in each one)
3	Printer	5	lead and partners (1 set in each one)
4	Digital camera	5	lead and partners (1 set in each one)
5	Furniture	12	lead and partners (2.4 sets in each one)
6	Telephone line	3	Partner IPOs (1 set in each one)
7	Digital recorder	1	Partner WVAF
8	Administrative and financial documents	All	lead and partners

Activity C: Formulation of operational guidelines, follow-up and monitoring

IGD, the lead applicant developed and implemented project operation guidelines and monitoring tools for effective facilitation and management of the project.

Topics/activities covered

This project adopted partnership modality in its operations. In partnership, performance of the partners is crucial in implementation, and in generation of results. Basic common understanding, effective and efficient implementation, uniformity in applications of inputs and sharing of information's and practices among the partners are always important to synergize the project efforts to be able to achieve the results. To practice real partnership and make partnership effective in implementation, the project developed and implemented operational guidelines on the project and project finance administration and management, project operations and project monitoring.

Results

Project developed and implemented essential guidelines, such as project operation guidelines, project finance guidelines, project human resource guidelines, project implementation handbook (in local language), activity specific guidelines, follow-up and monitoring system (monitoring flow chart and tools at different levels). Similarly, the project practiced target versus achievement chart (quantitative information on the progress), quarterly progress update and sharing.

Application of project operation guidelines has been considered important to make implementation effective and ensure quality of inputs and results. The application also found helpful to increase understanding and generate information about the all aspects of the project.

The follow-up and monitoring tools such as FAM chart (field activity monitoring chart) used by the field facilitator, helped to generate information on day-to-day operation, the AIM chart (achievement monitoring chart) used by the officer and manager, field visit plan and field visit/monitoring reports, a

structured field visit/monitoring report found to be helpful to generate accurate and critical values on the inputs, process and benefits/changes of the project.

2.3 Please list activities that were planned and that you were not able to implement, explaining the reason for these.

None.

However, a post project activity number 4.1.7 Conduct dissemination workshop with the purpose to disseminate the project achievements to the project stakeholders and wider actors of development is being planned and it will be accomplished in June 2013. The workshop will share major achievements, the best practices, key lessons learnt, and critical values on the relevance, efficiency, effectiveness, sustainability and comments provided by the team of an external evaluation.

2.4 What is your assessment of the results of the Action so far? Include observations on the performance and the achievement of outputs, outcomes and impact in relation to specific and overall objectives, and where the Action has had any unforeseen positive or negative results (please quantify where possible; refer to log frame indicator).

None.

The project was implemented through a resort to consortium philosophy and approach with a view to achieve local ownership, broad-based participation for effective implementation and impact maximization of the activities. IGD led the project and performed the role of coordinator and enabler while the NGO partner WVAf provided technical support for capacity building related activities among others. The three indigenous people's organizations- GTNC, NCA and NTGA engaged in implementing activities in their respective areas in line with the shared responsibilities enshrined in the project document.

The project was implemented in 80 VDCs and at least 10 VDCs have been selected in 8 districts each for project implementation. The partnership agreement (MOU) between the lead and implementing partners constitutes the framework of cooperation and guides the modality of consultation and implementation.

The MOU had been developed in light of the main project document signed between the European Union and IGD, the lead applicant in the project. Regular consultations and decisions through mutual understanding and consensus did characterize the relationships among the project consortiums constituents and stakeholders.

The project actions have been completed by the end of December 2012. Almost all the planned actions have been implemented and outputs have been achieved efficiently. The stakeholders have demonstrated their commitment and responded positively to all the project activities implemented in their respective areas. In many project locations, it is found that the project beneficiaries have owned up the actions and expressed larger commitment to realize their potentials. Moreover, they have taken up actions and initiations on their own indicating that the project activities have got embedded at the target group level and thus sustain.

However, project actions are often found lacking focus and also yielding unintended consequences. They appear to be more event based and episodic tending to contribute to the level of outputs but not the

larger outcomes and impact. The project had implemented awareness and advocacy related actions keeping in view that the new federal republic constitution will be enacted to enhance the rights and entitlements of the indigenous groups, among the others.

The grassroots voices have been channelled to the macro-national level (constituent Assembly), where framework of new constitution has been deliberated upon. The contents and themes of national declaration have been submitted to the relevant committees of the constituent assembly. But the dissolution of the constituent assembly without delivering the constitution was a setback despite the fact that the awareness and knowledge building actions tend to have the everlasting impact.

The other actions of the project are formation of the cultural promotion groups, Folk theatre groups and cooperatives which can sustain as local institutions even after the expiration of the project duration. The project has made a good beginning to empower the indigenous peoples in Nepal. Some follow up actions taking cues from the Project need to be designed and implemented.

Please state potential risk that may have jeopardized the realization of some activities and explain how they have been tackled? Refer to the log frame indicators.

None.

If relevant, submit a revised log frame, highlighting the changes.

None.

Please list all contract (work, supplies, services) above EUR 10,000 awarded for the implementation of the action during the reporting period, giving for each contract the amount, the award procedure followed and the name of the contractor.

None.

2.5 Please provide an update action plan

None. The project is accomplished as per the plan.

3.0 PARTNERS AND OTHER COOPERATION

3.1 How do you assess the relationship between the formal partners of this Action (i.e. those partners which have signed a partnership statement)? Please provide specific information for each partner organizations.

As mentioned earlier, IGD as the lead to facilitate and coordinate the actions while WVAF, NTGA, GTNC and NCA were involved in implementing the project activities at the local level. Role of WVAF was to provide capacity and institution building inputs to the project through capacity building training programs. Other project partners, namely Nepal Tamang Ghedung Association (NTGA), Gurung Tamu National Council (GTNC) and Nepal Chepang Association (NCA) as they are indigenous people's organizations (IPOs), they are the representative organizations of the target groups, had been the front runners to implement actions at the local level.

IGD believed that the smooth implementation of the project actions as attributed to the harmonious and good spirit of relationship among the members of the consortium. IGD was able to foster and maintain good working rapport with and delivered its expertise to all the implementing partner organizations.

Accordingly, World vision Advocacy Forum (WVAF) based in Kathmandu provided technical supports in institution and capacity building training program to the project. Likewise, three indigenous people's organizations (IPOs) stationed in the field, implemented overall project activities in their respective areas as agreed on the partners' MoU.

3.2 How do you assess the relationship between your organization and State authorities in the Action country? How has this relation affected the Action?

The relationship of the organizations (Project) with the state authorities has been maintained at macro, meso and micro levels. At the central level, the project activities have involved the CA members, officials and functionaries of the ministries concerned. The national dialogue brought together intellectuals, state leaders, university professors, SWC representatives and elicits their inputs for the project and its actions. The composition of the project steering constituted a fine balance of the state and non-state actors.

At the district level, district government (DCCs) and relevant line agencies have been coordinated whereas social institutions - NGOs and civil society organizations were well coordinated and informed about the actions of the organization (project). Especially in regard to relationship with DDC there are certain 'ups' and 'downs' because of the frequent changes and transfer of local development officers (LDOs) at the DDCs.

When LDOs who are well coordinated get transferred, same level of familiarity and involvement cannot be had with new appointees. At the micro level, relationship with VDCs and other institutions was fostered and intensified through mutual support and collaboration. The culture promotion groups (CPGs) engaged with local bodies and seek moral and financial supports to implement local actions related to the protection and promotion of local cultures, cultural rights, cultural harmony and cultural heritages.

3.3 Where applicable, describe your relationship with any other organizations involved in the implementing the Action:

The organization (project) has been able to build linkage and rapport with other agencies especially promoting the issues pertaining to enhancing cultural diversity, rights and entitlements. Though no direct relationship/collaboration exists because of the distinct mandate and nature of the EU supported project, sharing of knowledge and experiences at different level was promoted with the network-based organizations like NEFIN, NFDIN, Concerned committees of CA and other government and non-government organizations.

At the beneficiary level, the CPGs promoted by the project have good rapport and linkages with village level government bodies, i.e., VDC, DDC and informal community-based organizations, i.e., mothers' groups and the local committees of IPOs. The CPGs have been made some collaborative efforts for the benefit of their communities.

Association(s), sub-contractor(s) and other third parties involved (including other donors, other government agencies or local government units, NGOs, etc.) (if any)

None.

3.4 Where applicable, outline any links and synergies you have developed with other actions.

No such concrete links and synergies have been fostered with other actions in the target locations of the project.

However, in the recent days, IGD with its partner organizations have made attempted to explore possibilities of funding supports through developing project proposals to scale up viable economic activities initiated by the project and to support unmet needs and aspirations of the target communities whom the project worked with.

3.5 If your organization has received previous EC grants in view of strengthening the same target group, in how far this Action been able to build upon/complement the previous one(s)? (List all previous relevant EC grants).

None.

4.0 VISIBILITY

4.1 How is the visibility of the EU contribution being ensured in the project?

In order to ensure visibility of the EU contribution, the project displayed fixed boards with EU flag and other means of visual identity such as name of the EU, reference number at project offices.

The project displayed stickers of the EU flag on the equipment's or assets such as computer, printer, furniture, etc. generated by the project.

Similarly, banners with EU flag and other means of visual identity such as name of the EU and reference number were displayed in work stations, workshops, seminars, meetings, dialogues, etc. displayed by the project.

The efforts helped significantly to make the project stakeholders, concerned government bodies, general public aware on the contribution of the EU to the project.

Contact Person : Mr. Mukti Rijal

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Location: Institute of Governance and Development (IGD), Lazimpat, Kathmandu Nepal.

Date report due: March, 2013

Date report sent: April 1, 2013

(Due to Saturday and Sunday on March 30 and 31 respectively)