

**CLEAN CAMPAIGN JANAKPUR  
(Clean Camp)**

**Project Proposal**

Submitted by;  
**Support Nepal**  
Janakpurdham, Dhanusha,  
Nepal

16 April, 2004

## **PROJECT DOCUMENT**

### **16 April, 2004**

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## LIST OF ABBREVIATIONS

AE	Alternative Energy
CAP	Community Action Plan
CBCDC	Community Based Child Development Centre
CBSWMS	Community Based Solid Waste Management System
DADRP	Drug Abuse Demand Reduction Project
DH	Dhanusha district
DPHO	District Public Health Office
EMIS	Environment Management Information System
ESF	Environment Support Fund
HMG	His Majesty Government
HRG	High risk group
IEC	Information, Education and Communication
IRC	Information and Resource Centre
MEMSC	Municipal Environment Management Support Committee
MESP	Micro Enterprise Support Fund
MH	Mahottari district
MoMEM	Manual on Municipal Environment Management
MOPE	Ministry of Population & Environment
NEFEJ	Nepal Forum for Environment Journalists
NGO	Non government organization
NGOCC	NGO Coordination Committee
PMES	Participatory Monitoring and Evaluation System
PSI	Population Services International
SEAP	School Environment Action Plan
SEC	School-based Environment Club
SMD	Social Marketing Distributors
UNICEF	United Nations Children Fund
VBD	Vector Borne Disease
VDC	Village Development Committee
WMSC	Ward Management Support Committee

## 1. INTRODUCTION OF SUPPORT NEPAL

A little more than seven years ago, "Sahara Nepal", which translates into English as Support Nepal (SUPPORT), was born. SUPPORT was initiated on 30 October 1996 (14<sup>th</sup> of Kartik 2053 BS) as a forum of concerned youth volunteers who felt the urgency to act together to serve for their own community welfare.

SUPPORT is a non-partisan, non-profitable, apolitical and secular forum of young volunteers that come together in a participatory and an inclusive way for development, particularly poverty-focused community driven activities. It is registered NGO with HMG/Nepal.

The goal of SUPPORT is to serve to effect a more peaceful and independent environment in which effective social, economic, and political development can occur in Nepal.

### 1.1 Objectives of SUPPORT.

SUPPORT serves with the objective of;

- 1.1.1 Promotes health and sanitation practices to the poor and deprived ones.
- 1.1.2 Promotes Alternative Energy Technologies (AET) and environment conservation with emphasis on implementing the concept of environment and development as the inseparable part of sustainable development.
- 1.1.3 Bridges the gap made by digital divide by promoting the access of ICT (Information & Communication Technology) to the people having no capacity and/or nil access.
- 1.1.4 Promotes volunteerism as the best means of skill development as well as employment generation and maintain solidarity for one world.

### 1.2 Activities of SUPPORT regarding Waste Management

In its relatively short intervention in Municipal Waste Management (MSW) field, SUPPORT has been successful in carrying the following activities;

- 1.2.1 10 interactions regarding Municipal Solid Waste Management (MSWM) involving representatives of almost all walks of life – 3 December 2002 – 28 November 2003.
- 1.2.2 Organized one Exposure Visit to Biratnagar and Dharan to experience the know-how of MSWM system and Health-care Waste Management (Medical Waste Management). – 6 February 2003– 8 February 2003
- 1.2.3 A pilot project on Municipal Solid Waste reaching over 700 households and 100 students of ten local schools in Janakpur Municipality. – 15 January 2003 – 31 August 2003.
- 1.2.4 Municipal Sanitation Week which was a joint initiative of Support Nepal, Janakpur Zonal Hospital, Janakpur Municipality, Drinking Water and Sanitation Division Office/Dhanusha, Peace Corps Volunteers (PCV), Israeli Backpackers Contribution (IBC), Ram Youth Committee, Mahabir Youth Committee, and Cow Protection Forum/Janakpur. This joint initiative was first of its own kind in Janakpur Municipality that consisted of varieties of activity ranging from interactions to community clean up during the whole Fourth National Sanitation Week . - 19 May 2003 – 25 May 2003.
- 1.2.5 Provided hundreds of Waste Bin and Container in busy public places including Janakpur Zonal Hospital for proper waste disposal.
- 1.2.6 Published quarterly environment magazine named "Paribartan" with Sanitation & Environment Special edition. – 29 January 2003 – 28 April 2003.

- 1.2.7 Conducted three sample survey;
  - i) Health-care Waste Practice in Janakpur in 10 different health institutions.
  - ii) Municipal Waste Practices in Ward No. 4 & 5 within Janakpur Municipality.
  - iii) Status of sweepers of Janakpur Municipality. (200 dalits)
- 1.2.8 Organized two Zonal Hospital Clean Up days. – 11 July 2003 – 19 September 2003.
- 1.2.9 Organized one community clean up day in Ward No.14/ Janakpur Municipality on the occasion of Clean Up the World Day. – 11 11 September 2003.
- 1.2.10 Contributed to publish municipal manual for urban environmental improvement.
- 1.2.11 Initiated Clean Campaign – for cleaner city, healthier citizen.

SUPPORT has also served as a platform from which concerned individuals/institutions have found resources for their various sanitation initiatives. SUPPROT members/volunteers have participated in sanitation rallies, initiatives, and some have been sharing experience and skills individually and institutionally to influence an engendering process within formal sectors of the local government bodies, relevant non-government organizations (NGOs) including international non-government organizations (INGOs) like Peace Corps Volunteers (PCV), Israeli Backpackers Contributions (IBC) and Clean Up the World/ Australia. Although SUPPROT itself is just intervened the waste management services, its volunteers have noteworthy experience in MSWM work and sanitation practicing effort in Nepal and abroad. Mainly because of the utmost enthusiasm and background of its volunteers, SUPPORT also has extensive related networks and sharing with institutions all over the world, and can influence and impact on municipal waste management practice.

At this stage, with its experience gained over the years and institutional growth and maturity, SUPPROT is now capable of intervening in the areas of municipal waste management with partner organization, mainly Janakpur Municipality.

## 2. BACKGROUND RATIONALE

Named after the legendary King *Janak*, Janakpur was the capital of the ancient Indian Kingdom *Mithila*, the native country of Goddess *Sita*, the wife of the Hindu God *Rama* and the heroine of the great Hindu epic *Ramayana*

Janakpur has become a great pilgrimage site for Hindu today. Thousands of Hindu devotees come here every year to pay their respect to the god and goddess of this place. Besides the religious importance, Janakpur is also the centre for the revival of the ancient *Mithila* art and craft. As a tradition, Mithila women have always been decorating the walls of their houses with paintings depicting figures from Hindu mythology in abstract forms, sometimes resembling a *mandala*.

The town, once, was considered the cleanest and healthiest place among other plains in Nepal. But, now the scenario has dramatically opposite and discouraging. Like other cities of least-developed countries, Janakpur is also not remained untouched by urban problems like rapid and uncontrolled urbanization, poverty, migration, unemployment and the worst forms of child labour. Once beautiful and clean, the town is one of the most polluted cities in Nepal.

The dense clusters along with the low social, educational and economic status of its residents has resulted in an unhealthy community in which to live. The public roadways are the only place the residents have to dispose of household waste so the streets are covered with litter. This condition produces a perfect breeding ground for bacteria and other disease causing organisms. The small

children have nowhere else to play except in the dirty streets and they become ill because of it. The drainage problems are made worse by lack of a waste management programme since the drains are always full of trash and can not flow properly. Living in a filthy community has been shown to increase stress among the inhabitants and contribute to mental depression, alcohol and drug abuse. These conditions lead to wide spread cynicism among the population, and to general disapproval of government and social institutions among the residents. This is an overall poor quality of life indeed.

### **3. CLEAN CAMPAIGN JANAKPUR**

Clean Campaign Janakpur (Clean Camp) is a programme to be initiated by Support Nepal in direct co-ordination with Janakpur Municipality and SusDev (a network of local NGOs). The project will be implemented for 12 months. The project will focus; (i) on the realization of community participation for urban environment, especially solid waste management and, (ii) strengthen municipal capacity to develop community-municipal understanding where both parties benefit from each other and thus exercise good-governance.

The experience from the pilot project on Municipal Solid Waste Management (MSWM) conducted by Support Nepal, with financial support of ESF/NEFEJ, MOPE/HMG Nepal, and Finland Embassy/ Kathmandu, brought the stark reality of the environment problems that the local communities are facing, particularly the vulnerable groups (municipal sweepers, children engaged in rag picking, women and elderly citizen living nearby polluted areas). The need to respond in such problem was also equally evident, particularly as Support Nepal began to be directly involved in supporting environmental sanitation interventions which influence the municipality to consider the waste as one of the major environment challenge for local development.

The key finding of our pilot project was the fact that there lies a big gap between the local citizen and government, i.e. municipality. Although municipal services are for its citizens, there is considerable lack of understanding and spirit of mutual cooperation between them. Effective community participation requires capacity to be built in some specified and solid means for carrying participation forward. Our project, therefore, consider the actors and organizations involved in establishing the participation of the poor in the delivery of service and infrastructure, those actors working at the municipal-community interface. The capacity building requires to develop a sustainable municipal-community interface include;

- ✓ Strengthening the municipal interface and capacity.
- ✓ Strengthening the community interface and capacity.
- ✓ Establishing and promoting the community based organizations/ non government organization.

By focusing activities on the issues of promoting and strengthening community-municipal interface, Support Nepal plans to act as mediator and facilitator in the area of realizing and managing solid waste as a major environment challenge. It also plans to establish network of community groups/ organizations and linking them with municipality.

#### **3.1 GOAL OF THE PROGRAMME**

Overall goal of the programme is to contribute to sustainable environment development in Janakpur Municipality

#### **3.2 OBJECTIVES**

The main objectives of the programme are to;

- 1) Develop a sustainable municipal-community interface to establish and promote community-based solid waste management (CBSWM) system.

- 2) Develop support system to help the vulnerable groups to practice safer and healthy working environment.
- 3) Create awareness on environment sanitation.
- 4) Mainstream gender in all aspects of project planning, implementation and monitoring of urban environment project

### 3.3 ACTIVITIES

In order to achieve the goal of contributing to sustainable environment development in Janakpur Municipality, the following activities will be implemented under each of the four stated objectives. These activities are tentative and broad; there will be enough flexibility and detailed activities will be planned together with stakeholders.

To facilitate a smooth implementation of the activities of this project, Support Nepal, in direct co-ordination with Janakpur Municipality and SusDev and in consultation with stakeholders, will develop project operational guidelines. The guidelines will contain among other things, details regarding community level strategies, activities, roles and responsibilities of various stakeholders and staffs, monitoring mechanism and financial procedures. The guidelines will help create uniformity in understanding of the project and its planning and implementation procedures among Support Nepal's staffs and stakeholders. The guidelines will also work as a basis reference material for the orientation and training programmes at lower level. However, the guidelines will not restrict creativity and flexibility at the community level in planning and implementation of the project activities.

**Objective #1: To develop a sustainable municipal-community interface to establish and promote community-based solid waste management (CBSWM) system.**

S.N.	Specific Objective/ Components	Activities
1	Develop the commitment and responsibility of the municipal authorities and stakeholders.	<ul style="list-style-type: none"> <li>✓ Formation of Municipal Environment Management Support Committee (MEMSC) involving municipal authority and primary stakeholders.</li> <li>✓ Two-day workshop of MEMSC to come up with collective strength and collaborative efforts.</li> <li>✓ Formulation and production of Manual on Municipal Environment Management (MoMEM)</li> <li>✓ Development of Environment Management Information System (EMIS)</li> <li>✓ Formation and Operation of Information and Resource Centre (IRC) to function as the space for learning and sharing.</li> </ul>
2	Activate the local people to become partners in a democratic development/ decentralized development process.	<ul style="list-style-type: none"> <li>✓ Formation of 16 Ward Management Support Committees (WMSC).</li> <li>✓ Three-days training to WMSC members about <i>management, planning, environment sanitation and community mobilization</i>.</li> <li>✓ Initiation of community meetings in 16 wards to have broader community participation and prioritize the needs.</li> <li>✓ Preparation of Community Action Plan (CAP) and incorporation in Ward Action Plan (WAC).</li> <li>✓ Initiation and operation of pilot project in two communities; one in poor and the other in rich communities. The community will be selected on the basis of participation, need, feasibility, cost-effective and involvement of women and marginalized section of the population.</li> </ul>
3	Develop the capacity of municipal officials/staffs to work with the people	<ul style="list-style-type: none"> <li>✓ One workshop with Ward Chairmen and Secretary</li> <li>✓ Three-days training to municipal staffs engaged in MSWM and related environmental activities.</li> </ul>

	in partnership.	✓ ✓	Exposure visit to Hetauda Municipality. Set up of Participatory Monitoring & Evaluation System (PMES).
4	Mobilize the expertise of the private sector through voluntary assistance	✓	One workshop with private sector through Janakpur Chamber of Commerce to promote private sector's involvement in urban environment management.
5	Mobilize non-government organizations to assist in the new approach to development	✓	Two Coordination meeting with NGOs; one in local level and one in central level
6	Promote youth role in urban cleanliness.	✓ ✓ ✓ ✓ ✓	Formation of 10 School-based Environment Club (SEC) Training to club members Training to Environment teachers and Principals to encourage them to list environmental activities into their priority list. Preparation of School Environment Action Plan (SEAP) Operation of monthly activities related to school/community's environment sanitation.

**Objective # 2: To develop support system to help the vulnerable groups to practice safer and healthy working environment.**

S.N.	Specific Objectives/ Components	Activities
1	Ensure the status of health and security to the municipal sweepers and rag pickers.	✓ Establishment of "Emergency Support Fund (ESF)" with the locally collected resources. ✓ Provision of "Health Insurance" to the municipal sweepers and rag pickers.
2	Improve economic status of the vulnerable groups (municipal sweepers and rag pickers).	✓ Two skill development training. ✓ Provision of "Micro-enterprise Support Fund (MESF)" to provide loan on nominal interest rate to initiate micro-enterprise.
3.	Increase the percentage of literacy among the vulnerable groups.	✓ Operation of Non-formal classes to the municipal sweepers, rag pickers and other poor but illiterate segment of the community. ✓ Admission of the children of municipal sweepers in formal school.

**Objective # 3: Create awareness on environment sanitation.**

S.N.	Specific Objectives/ Components	Activities
1	Production of Information, Education and Communication (IEC) materials.	✓ School-based Drawing Competition about environment sanitation to encourage school children to take part in awareness campaign through innovative drawings. ✓ Selection of best drawing. ✓ Publication of leaflet, flyers and posters.
2	Advocacy through journals	✓ Media campaign through local journals. ✓ Publication of monthly print journals and e-newsletter.
3.	Advocacy through drama	✓ 16 street dramas; one in each ward. The drama is considered as a direct and clear means of communication to spread the key message in local language.
4.	Coordination and	✓ Host and maintain one web-site with project information



	Networking		and development of activities. This will also help linking with international community having same objectives.
5.	Increase participation of all community members in local environment sanitation practice	✓ ✓ ✓ ✓	Four Community Clean Up Day will be organized. Two Municipal Clean Up Day will be organized. Two Environment Awareness rallies will be organized. 12 monthly interactions will be organized on different topics related to the project.

**Objective # 4: Mainstream gender in all aspects of project planning, implementation and monitoring of urban environment project.**

S.N.	Specific Objectives/ Components		Activities
1	Promote women's role in decision-making	✓ ✓	16 Ward Management Support Committees (WMSC) will be chaired by women representative/ member of the community. 10 school-based environment groups will be chaired by young women.
2.	Improve the economic well-being of the poor and marginalized women.	✓ ✓	Women of marginalized section of the community will get top priority in skill development trainings. One paper recycling factory will be in operation by women.
3.	Improve the education and personal hygiene of the women in project area	✓ ✓	Non formal education classes will be for illiterate women. Personal hygiene and other health related training; i.e. family planning, early marriage and child-bearing, sexual health will be given to them.

### 3.4 PRINCIPLES, APPROACHES AND STRATEGIES OF SUPPORT NEPAL

Support Nepal strongly believes in the following principles and these principles guide the planning and implementation of this programme;

1. **All actors who is engaged or can influence in urban environment must be identified and facilitated.** Stakeholders' identification should be based on community level rather than municipal level.
2. **Community participation must be the hub in urban environment practice, especially in community-based solid waste management.** The meaning of participation should be based on local economic, social and cultural status. Their participation and involvement should be sought after in policy making process since the beginning.
3. **Women and children must get top priority** Their involvement in the programme is more crucial.

**Support Nepal's working approaches.**

The following are the approaches of Support Nepal;

***Consensus building***

Support Nepal firmly believes that all stakeholders must be identified and its approach to work is to build consensus among all stakeholders on this. Local municipality is the place where a citizen can exercise his/her rights and get the right response. For this to happen, Support Nepal works closely with the stakeholders in generating discussion in un-confrontational manner. Support Nepal is fully aware that community members and municipal staffs are not well comfortable to this principle due to political and religious aspects and there will be resistance from many of them. However, Support Nepal knows that they come to understand the value of community-municipal collaboration and ultimately agree to work together once they find opportunities to discuss the issue candidly. Gradually and ultimately a societal norms is established to promote collaborative efforts for common but difficult development challenge.

***Creating demand***

Once all stakeholders come to consensus, the demand from both side (community and municipality) goes up. The municipality takes interest in community participation. On the other side, the communities not only demand for better and healthier environment but also become willing to contribute.

### ***Community ownership***

The process as described above will result in the internalization of the values and norms related to identifying and promote community role in sustainable urban environment management system. This will result in the ownership of the concept by the communities. The communities feel that it is their duty to help municipality improve the services and infrastructure that is, ultimately, for them. In other words, making Janakpur environmentally-sound becomes everybody's responsibility and everybody feels pride in making their place a cleaner and healthier one to live in. Such ownership ultimately leads to the sustainability of the programme.

### ***Inclusion***

In Janakpur Municipality, there is a considerable population of disadvantaged groups. Mushhars, Doms, Khatwes, Dhobies are communities which are at the lowest rung of the social and economic ladder. The sweepers of the municipality, especially the women are obliged to live a life not better than hell. Every effort will be made to include them into the mainstream of the project. For this, extra effort is needed from everyone like community leaders, local CBOs, NGOs, and the municipality to make the inclusion strategy a successful one.

### ***Decentralized Management***

Support Nepal empowers the local community from planning to implementation phase. Their involvement will be identified and promoted at community/ ward level. Such structure of the programme helps identifying and implementing appropriate project at the appropriate level. Also this helps in understanding the real issues and reflecting them in its programme.

### ***Facilitating Change***

Support Nepal works as facilitator and catalyst and not as the service provider. Even if the government institutions are largely dysfunctional and irresponsible to the needs and aspirations of the people, Support Nepal believes that it should not jump into the service delivery. Rather, it should activate the communities and make the service providers responsive to the needs of the people.

## **STRATEGIES**

The following working strategies will be adopted to achieve the project objectives;

### ***Resource mobilization***

Support Nepal adopts two prolonged strategy for resource mobilization. It will make efforts to generate resources at the local level. Local resources such as service fee, barren land, voluntary service, and others will be identified and their potential for local resource generation will be examined. The dependency on the external agencies will be reduced to the possible extent. Support Nepal will also direct its effort towards government agencies and lobby strongly for bringing government resources to the municipal and community level.

### ***Strengthening of municipal capacity***

As stressed earlier, Support Nepal believes that there should be no structures parallel to the government structures for service delivery. Support Nepal will, therefore, concentrate on the capacity building measures of both the service recipients and the providers (in our case, the community and the municipality). Community groups/ CBOs in one-side and Ward office/ Municipality on the other will receive support from Support Nepal in this connection. It will review; plan and monitor project activities together with government institutions and share the findings and learning in larger forums among NGOs and government institutions.

### **Partnership and collaboration**

Support Nepal will build and nurture partnership with other institutions for achieving the objectives of the project. It will build partnership not only with government institutions but also other local groups such as political parties, CBOs, local informal groups, NGOs, and trade union.

### **Bottom up planning**

While carrying out planning activities, it will be top priority not to impose ideas and plan from the top/municipal level. Efforts will be made to involve communities as far as possible in the planning process. Such involvement not only brings about ownership of the activities, but also enhances the capacity of the communities to plan, implement and monitor development activities which ultimately to empowerment of the communities. The planning and implementation process will be in line with the spirit of the government's Local Self-Governance Act of 2055 and all activities of the project will be reflected in the respective Ward plan and Municipal plan. Community-based Solid Waste Management plan will be part of the plan of the municipal fiscal year plan.

### **Use of local role models**

Support Nepal has experienced that there are always some role models in each community. Support Nepal believes that these role models should be used at the community level. These role models are found to be effective in convincing and persuading communities, as the communities can relate themselves with the local role models. Support Nepal, therefore, will facilitate, backstop and promote these role models in the implementation of the project activities so that other community will be inspired to replicate.

Sharing of experiences with stakeholders and likeminded persons and institutions will be done on a regular basis at community, ward, and municipal level. This will help in the dissemination of information and learning from each other.

## **3.5 RESULTS**

By the end of the project period, the following results will be attained against each objective;

<b>Objectives</b>	<b>Results</b> <i>By the end of the project, the following results will be achieved in the work area.</i>
Develop a sustainable municipal-community interface to establish and promote community-based solid waste management (CBSWM) system.	i) 144 members from 16 WMC trained and mobilized to advance their community/ward. ii) 80 municipal staffs (involved in waste management) trained and mobilized. iii) 110 school children from 10 school-based youth groups trained and mobilized to help in better community. iv) One network of 20 stakeholders trained and mobilized for supervising and monitoring the project v) A network of 16 WMCs trained, empowered and mobilized for helping municipality for effective service delivery.
Develop support system to help the vulnerable groups to practice safer and healthy working environment.	i) One non-formal class providing adult literacy to 30 sweepers operated. ii) 30 sweepers had health insurance facility. iii) 85% of municipal sweepers had better and improved living condition. iv) One paper recycling factory established and operated providing job to 15 marginalized women.
Create awareness on environment sanitation.	i) 35% to 65 % of pollution, regarding solid waste, in Janakpur Municipality reduced.
Mainstream gender in all	i) 35% -65% of community groups consisted of women.

aspects of project planning, implementation and monitoring of urban environment project.	ii) 16 ward management committees ran under the direct supervision of women. iii) 10 school-based youth groups directed and ran under girls.
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### 3.6 MONITORING, REPORTING, AND EVALUATION

Support Nepal's staff at municipal, ward, and community level will regularly carry out monitoring of the project activities. However, every effort will be made to involve concerned line agency staffs, ward office municipality and community groups in the monitoring process. The capacity of the community will be build for monitoring purpose. Donor Agency will also monitor the project regularly. Support Nepal will conduct program review meetings with Donor Agency on quarterly basis. In all planning review and evaluation activities all stakeholders will participate. Quarterly reports will be made and submitted to Donor Agency for information and comments.

One Environment Monitoring & Evaluation System (EMES) will be developed and established at the municipal, resource centre and school levels and its proper use for planning and monitoring of this project will be ensured. Under this system each community groups will be monitored and efforts will be made to reach all stakeholders and vulnerable groups.

An independent evaluation (mid-term and final) will be conducted towards middle and the end of the project respectively. The findings and recommendations of mid-term evaluation will be used in planning and implementation of the project in the remaining period of the project.

### 3.7 INSTITUTIONAL ARRANGEMENTS

#### 3.7.1 Roles of Support Nepal

The program will be implemented in 16 wards of Janakpur Municipality. The role of Support Nepal will primarily be that of a:

##### 1. Facilitator

Support Nepal does not create structures parallel to existing government structures. It works as a facilitator. It works closely with the communities to organize them and mobilize them. Support Nepal will assist municipality and community in project identification, participatory needs assessments and micro-planning in the project development stage and training in management or technical skills in implementation stages.

##### 2. Mediator

This is the key role that Support Nepal plays in the development of partnerships between the community and municipality. Support Nepal helps facilitate initial discussions, develop community confidence, and trust and provide a supporting framework for community action.

##### 3. Co-coordinator

Support Nepal coordinate in planning and management of services and infrastructures. And it develops sensible and effective systems at the neighborhood level and to work with municipalities to ensure successful integration into broader service network.

##### 4. Capacity Builder

Support Nepal will build the capacity of the communities and service providers particularly Ward Offices, community groups, schools and municipality in understanding various issues surround urban environment and community participation. In other words their capacity to deal with environmental challenges will be built and strengthened. Capacity building process will lead to the sustainability of the activities of the action program.

#### **4. Dispute Resolution**

Support Nepal assists both the community and the municipality to understand and communicate requirements, and if necessary, assist in negotiation and dispute resolution processes amongst the community and between the community and the municipality.

##### **3.7.2 Expected roles of Donor Agency**

- ✓ Assist Support Nepal in collecting information, success models related to the programme.
- ✓ Support in flexible money and technical Support Nepal
- ✓ Support in planning, monitoring and evaluation, reporting.
- ✓ Assist in organization development.
- ✓ Assist in simplifying reporting system (simple, effective, less time consuming)
- ✓ Influence to government/donors

##### **3.7.3 Expected roles of Janakpur Municipality**

- ✓ Carry out joint program planning, implementation, monitoring and supervision.
- ✓ Circulation by municipality on resource mobilization (Infrastructure), information, special provision and facilities to the poor segment of the community.
- ✓ People-friendly policy formulation and enforcement.
- ✓ Garbage collection and transportation.
- ✓ Provision of land fill site.

##### **3.7.4 Expected roles of SusDev**

- ✓ Help Support Nepal in group formation and mobilization
- ✓ Help Support Nepal in awareness raising activities
- ✓ Assist in NGOs/CBOs coordination and networking.

##### **3.7.5 Expected roles of Municipal Environment Management Support Committee (MEMSC)**

- ✓ Assist the project for effective implementation.
- ✓ Assist the municipality to formulate and enforce people-friendly policies.
- ✓ Suggest the municipality on environmental aspects.
- ✓ Assist in monitoring.
- ✓ Increase the involvement of the stakeholders and widen the network.

##### **3.7.6 Expected roles of Ward Management Support Committees (WMSC)**

- ✓ Assist Ward Office in increasing the community participation.
- ✓ Assist in community groups/ CBOs formation and operation.
- ✓ Assist in Community Action Plan (CAP) preparation.
- ✓ Assist Ward Office in Ward Action Plan (WAP) preparation.
- ✓ Assist Ward Office in formulating and enforcing people-friendly policies.
- ✓ Assist in monitoring.

##### **3.7.7 Expected roles of School-based Environment Club (SEC)**

- ✓ Assist in making school environment-friendly and clean
- ✓ Conduct environment related activities to raise awareness about littering in school and in community.
- ✓ Assist in monthly newsletter publication.

- ✓ Helping in conducting rallies and community clean up days.

### **3.7.8 Expected roles of Information and Resource Centre (IRC)**

- ✓ Function as the hub for documentation and information.
- ✓ Publish monthly newsletter and e-bulletin.
- ✓ Host and maintain web-site and regular update.
- ✓ Conduct required research and disseminate information.

## **3.8 STRUCTURE OF SUPPORT NEPAL**

In the planning, implementation, monitoring and evaluation of the project activities, the following staffs of Support Nepal will be involved. The staffs will be based at two levels; Municipal and ward level. The functions of each of the team and their composition are provided below:

### **Municipal team;**

- ✓ Policy level decision and planning
- ✓ Programme implementation and management.
- ✓ Finance and Program monitoring
- ✓ Reporting
- ✓ Human Resource Development and institutional development
- ✓ First hand documentation of field experience.
- ✓ Networking with municipal level line agencies, coordination and networking.

### **Ward team**

- ✓ Support ward level program planning and implementation
- ✓ Reporting Ward Office/ resource centre and community groups.
- ✓ Coordination and meeting at clusters, schools, resource centre, and community level.
- ✓ Community mobilization
- ✓ Involve in monitoring

### **At the Municipal level**

1. Programme Officer
2. Admin/Finance Officer
3. Research and Monitoring Officer
4. Office Assistant.

### **At the Ward level**

1. Field coordinator
2. Social mobilizers 2 persons
3. Support Staff 4 persons (Paid-volunteers)

## **3.9 BUDGET REQUIREMENTS**

A number of institutional development activities will also be implemented in order to enhance planning, implementation, monitoring and fund raising capacity of Support Nepal. Funding base will be diversified as far as possible. Support Nepal's dependence on Donor Agency for resources will be gradually and steadily reduced.

A brief description of the budget is given below. For details, please see the attached sheet.

S.N.	ACTIVITIES	TOTAL	LOCAL CONTRIBUTION	REQUESTED AMOUNT	REMARKS
1	Formation of MEMSC	1000	1000		
2	Two-day workshop	37000	4000	33000	
3	Production of manual (MoMEM)	10000		10000	
4	EMIS development	10000		10000	
5	IRC formation and operation	194000	68000	126000	
6	Formation of 16 WMSCs	16000	16000		
7	Three days training to 16 WMCs members (114 persons in 4 groups)	164550	14750	149800	
8	Community meetings	16000		16000	
9	Preparation of CAP	32000		32000	
10	Initiation of two pilot project	91000	12000	79000	
11	Workshop of ward chairmen	11850	500	11350	
12	Training to Municipal sweepers	118375		118375	
13	Exposure visit to Hetauda	19500		19500	
14	Setup PMES	10000		10000	
15	Workshop with private sector	20250		20250	
16	Coordination meeting with NGOs	20250		20250	
17	Formation of 10 SEC	10000	10000		
18	Training to SEC members	41125		41125	
19	Training to Teachers	16125	1000	15125	
20	Preparation of SEAP	10000	10000		
21	Monthly school activities	5000		5000	
22	Establishment of "Emergency Fund"	20000	20000		
23	Provision of Health Insurance	80000	50000	30000	
24	Two skill development training	15000	5000	10000	
25	Provision of MESP	50000		50000	
26	Non formal class for 10 months	79200		79200	
27	School admission	30000	15000	15000	
28	Drawing competition	2000	2000		
29	IEC materials publication	29000		29000	
30	Media Campaign	15000		15000	
31	Monthly Newsletter publication	60000	10000	50000	
32	Web-site hosting and update	20000	5000	15000	
33	16 street dramas	80000		80000	
34	Clean Up Day	50000	30000	20000	
35	Rallies	10000		10000	
36	Monthly interactions	24000		24000	
37	Paper recycling factory operation	372000		372000	
38	Health training to women sweepers	5000		5000	
39	Staff Salary	666000	60000	606000	
40	Monitoring & evaluation	32000		32000	
	<b>SUB TOTAL</b>	<b>2493225</b>	<b>334250</b>	<b>2158975</b>	
	10% Overhead cost	2158975 X 10%		215897.5	
	<b>NET TOTAL NRs.</b>			<b>2374872.5</b>	
	<b>NET TOTAL US \$</b>			<b>33215</b>	

(If 1US \$ is equivalent to NRs. 71.50)

### **3.10 SUSTAINABILITY OF THE PROGRAMME**

#### **3.10.1 ORGANIZATIONAL SUSTAINABILITY**

##### **Increase financial sustainability**

1. Develop strategic plan (fund raising and marketing) for financial sustainability (organize study visit, marketing of Mithila art, promotion of recycled paper products and other micro-enterprises)
2. Initiate trust fund scheme/create seed money
3. Diversify funding base by 30% within project period
4. Establish Resource Centre

##### **Human Resource Development**

Raise competency of the staffs on following fields through in house and out side training workshops/visits

1. Report writing/proposal development
2. Marketing/public relation
3. Fund raising
4. Policy analysis and research
5. Develop expertise on Information and technology for information management.

##### **Promotional Activities**

1. Friends of Support Nepal
2. Home Page
3. Develop Organizational Profile (Nepal information box)

All the activities for the sustainability of the organization will be organized in association of stakeholders and the organization itself.

#### **3.10.2 SUSTAINABILITY OF THE PROJECT**

Sustainability is the continuation of the project results even after the project is phased out. Support Nepal believes that once people understand the importance of clean the healthy environment, they will do so even Support Nepal discontinues its support. Hence for sustainability of the project impact, efforts will be made to make communities and the municipality realizes and changes their behaviour towards clean and healthy environment and their collective strength as well as initiation. This approach will be applied to the other side as well: school environment management and street light and other related with urban environment. As the strategy is to work closely with schools, Ward Office, municipality, resource centre, in the formulation and implementation of CAP and SEAP, the capacity of schools and Ward Offices/Community groups will be built and strengthened to continue what will be initiated by the project. They can also approach other projects or agencies to support their initiatives and activities.

### **3.11 ASSUMPTION**

The project will be implemented and will achieve its objectives and results if the security situation is conducive to work in the program areas. In other words, the works will be carried out smoothly if the present armed conflict and political instability and confusion turn into a lasting peace and there is no opposition to the activities to be implemented by Support Nepal in direct coordination with Janakpur Municipality. At the time natural disaster or emergency caused by the man, regular works and activities



may have to be stopped temporarily. However, promoting local people's role in the project activities is more likely to be completed peacefully.

### **3.12 TIMING**

The project starts from the Nepali fiscal year 2061/62 (July 2004) and is expected to run for one year from the date of initiation.

### **3.13 CONCLUSION**

Municipal authorities remain the single most important influence on whether conditions will improve, remain the same or deteriorate for much of the urban population. But it is not only in what these authorities do or do not do but also in what they allow and support other groups to do. In particular, in how much they can work with the lower-income groups within their city, including the inhabitants of illegal or informal settlements and their community organizations. Many of the most remarkable and cost-effective responses to a lack of infrastructure and services have been achieved by partnerships between municipal authorities and lower-income groups. But the responsibilities of developing such responses depends on the quality of the relationship between the municipality and low income groups.

The need for establishing municipal-community partnership is very apparent in Janakpur for local urban environment management. Anyone can see the need just walking through the streets. The children playing in the filthy streets, the overflowing drains blocked with waste materials, and the general appearance of an unhealthy community is easy to see.

Municipal effort to solve this problem is insufficient and inefficient. Community participation is just a matter of discussion in the formal meetings and workshops. A collective effort and common spirit is needed to solve the widespread problem of this environmental problem; solid waste. By bridging these two, we can give the local communities and the municipality a chance to improve the quality of lives, and the knowledge and confidence to better their environment in other ways through selfreliance and community action.

With the financial support of Donor Agency and in direct co-ordination with Janakpur Municipality, Support Nepal can mobilize these communities and empower the Ward authorities to join hands with the local residents to clean up the streets and start disposing household waste in a responsible manner. We are asking for help to help municipality make Janakpur a decent place to live.