

Semi Annual Report

January 2010 to June 2010



People's Reporting Centre (PRC)

Strengthening Partnership Between People
and Local Elected Bodies for better
Management of Union Parishad in Bangladesh



Funded By
DANIDA/HRGG-PSU



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0. Executive Summary

Democracywatch has been implementing ‘People’s Reporting Centre: Strengthening Partnership between People and Local elected Bodies for better management of Union Parishad in Bangladesh’ at 28 unions in Bangladesh since March 2006 which will continue till December 2010. The objective of the project is to let the poor and disadvantaged people gain access to better services concerning health, education, agriculture and alternative dispute resolution. Moreover, the project will ensure people’s participation in budgeting, planning, implementation and monitoring of UP activities and get people’s organization such as Citizen Committees, Civil Society Organizations (CSOs) and Community Based Organization (CBOs) involved in the monitoring process of the project. The project will contribute towards establishing an accountable and transparent Union Parishad in the project areas. There is scope for strengthening of institutional capacity of Democracywatch and Partner NGOs while implementing the Project.

Key developments: Democracywatch has undertaken a number of activities during the last six months which has enhanced people’s participation in UPs development and financial planning. Without the any assistance of PRC 15 UPs conducted participatory budgeting. These UPs have identified their local needs through ward level pre-budget meetings. Citizen committee members met regularly and put forward their recommendations to UP through ward level 56 Monthly meetings as well as 84 coordination meetings. UP representatives, standing committee members, representatives from service delivery bodies and CC members took part in these meetings. PRC coordination meetings are significant as this is a multi-stakeholder forum to discuss local problems and needs. During the reporting period the organization successfully facilitated the process of resolving 39 local disputes of which many were on land, early marriage, dowry and domestic violence against women. Local community people received information on holding tax, service delivery, resource mobilization and importance of participatory open budget through 252 yard meetings.

Problems and proposed solutions: If we broadly analyze the problems that we experienced during the reporting period were as follows,

1. Programme level: DW could not undertake some activities of which the many were national level programmes. Some planned events had to postponed due to delay in fund clearance by NGOAB. All the undone activities are planned to be carried out in the ongoing phase.
2. Management level: PRC Project is ending this year therefore some field level staff have lost their inspiration. DW management is taking required initiatives to motivate staff.
3. Policy level: UP representatives do not have enough knowledge about new UP Act 2009 as many of them did not receive the copy of act yet. UPs are not interested to initiate the implementation of the act as they did not receive any direction from the government. We have conducted orientation for the elected representatives in 27 UPs and a number of them are keen to start new initiatives.

1. Introduction:

In Bangladesh, a decentralized system of Local Government (LG) based on the decentralization of powers, authorities and functions always remained a cherished goal of the people. During last one decade, local government and issues related to local governance have become the central focus of discussion and debate among the civil society activists, local government officials, researchers and other critical stakeholders including the elected office bearers of the Local Government Institutions (LGI).

After long time Upazila chairman and vice chairman have taken over their duties through election held in 22nd January 2009. Besides in the first parliament session a bill on Upazila act 1998 amended for further implementation has passed with absolute support. A few article consequently 25(1), (2), 27(4) and 42(3) stated that Upazila Parishad must take the advice of MPs, inform them on any dealings with government, each and every meeting resolution should be sent to the MP along with the government and it is mandatory for the Upazila to take MPs advice for any development planning.

In the meantime the cabinet has approved Union Parishad Act. According to the Act government repeated the provision to make MPs advisor. Moreover, the Parliamentary Committee has already finalized the Municipality Act. This act is similar to Upazila Act where two posts of deputy Mayor have been introduced and the Member of Parliament designated as an adviser.

At this point critics labeled LGs that exists today as extensions of the national government with guided and limited local participation. Consequently, local government units have continued to be institutionally and financially weak, poorly managed and lacked social and political credibility in the eyes of the community.

Democracywatch believes that good governance can only be achieved through a strong local government with the contribution and participation of the local people. With a view to establish a society where people are able to exercise their democratic rights in all spheres of life irrespective of their socio-economic, cultural and political identity or status the organization is working in this sector seriously. After the short journey of PRC, Democracywatch gained enormous experiences and learning, which are portrayed in this report.

2. Overall Project development

2.1 Evaluation of the pertinence of the project strategy, and eventual need for adjustments

Strategic focuses of the PRC project are,

- i) Sensitize and encourage community to participate in UP financial and development planning thus improve grassroots level service delivery and accountability of elected officials to their electorates,
- ii) Enhance multi party interaction with UP (interaction between UP, community, local administration, service delivery bodies, CBO, CSO and media),
- iii) Determine policy issues and conduct advocacy campaign to pave the ways for transparent and accountable LGI, and
- iv) Learn from the experiences of implementation and enhance organizational capacity of Democracywatch and local partner NGOs.

Having a close look into the critical issues of LG in Bangladesh the PRC project has been developed and achieved some success in increasing public awareness about the functions of LG, initiating community participation in UP planning and decision making thus improving institutional image of LGI, improving management and institutional capacity, enhancing women's participation and determining legal and policy issues that hinder the process of decentralization. We believe with some modifications PRC can be a model for all the UPs in Bangladesh.

2.2 Overall progress in relation to immediate objectives

During the reporting period field level implementation are as follows: Jessore 100%, Nilphamari 100%, Gazipur 99% and Dinajpur 91%.

An overview in relation to the overall progress of the project is as follows:

Planned Outputs	Programme achieved (January-June '10)
<p>Output 1</p> <p>UP standing committees and officials are capacitated for involving citizen committees and general people to identify and address problems through participatory analysis, planning and budgeting.</p> <p>1.1 Developed strong and effective networks among UP standing committees, Govt. service providers and other stakeholders at local level for creating access to health, education agriculture and legal services for the poor and disadvantaged women, men and children.</p>	<p>We have completed 93.75% activities under output 1</p>
<p>Output 2</p> <p>Developed and well-functioned PRC as a platform where LEB,</p>	<p>We have completed 95.31% activities under</p>

CC and general citizens can identify issue, make effective plan to address the problems and implement programme in a participatory process.	output 2
2.2 Mobilized and sensitised mass people, Community based organizations, civil society organizations, local media for demanding transparency and accountability of UP through their participation.	
Output 3 3.1 Identified gaps and limitations in policy, system and practices of LGI	We have completed 52.38% activities under output 3
Output 4 Institutional capacity of DW as Human Rights organization has been developed and continued planned project activities	We had two activities under output 4 which will be done during this quarter.

2.3 Overall status on expenditure

Head	Amount (BDT)
Total Budget for January-June 09	7,042,835
Previous Unspent Balance	2,810,064
Fund Received during the Period	4,608,190
Total Expenses	5,064,926
Unspent Balance	2,353,328

2.4 Overall evaluation of achievements in relation to expenditure

Head Expenses	Amount (BDT)
Programme Personal	99%
Administrative Personal	100%
Activity and Running Cost	65%
Recurring Cost	85%
Audit Expenses	100%

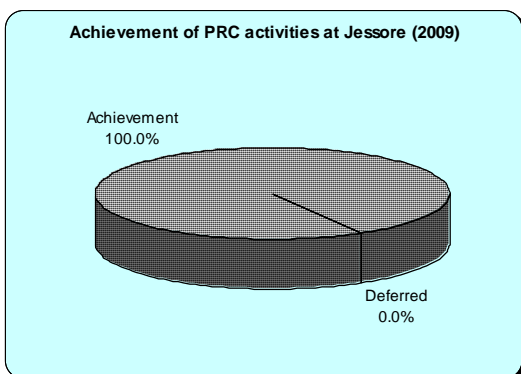
3. Achievements

Analysis of outputs and expenditure.

3.1 General Project Status and Performance

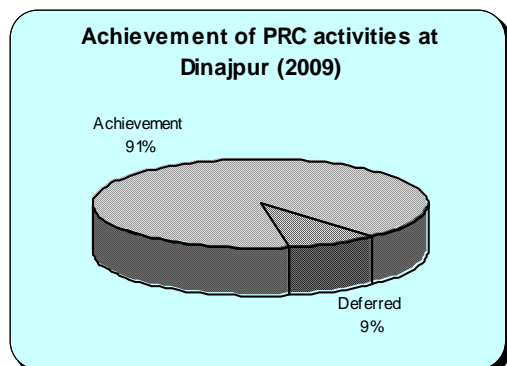
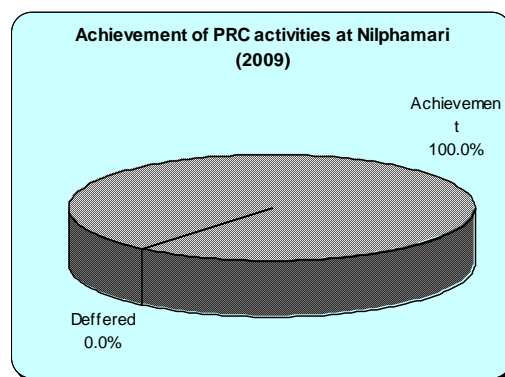
Achievement of PRC (January-June 10)				
SLNO	Area	Target Activities	Achievement	Deferred
1	Jessore	278	278	0
2	Dinajpur	79	72	7
3	Nilphamari	94	94	0
4	Gazipur	75	74	1
5	Dhaka	44	9	35
	Total	570	527	43

The overall performance of the project in terms of programme implementation at field level is satisfactory. According to our monitoring report 92% of the target activities have been achieved during the last six months period as per target plan. The overall performance is shown in the following pie chart:



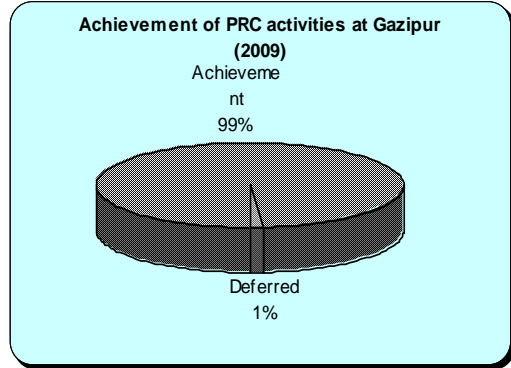
A total number of 278 events were planned for implementation in 15 unions of Jessore district over a period of six month (January – June 2010). 278 events have already taken place. It should be mentioned that in Jessore we have achieved 100.0% of total target which evident the satisfactory progress of implementation of the project.

100% of the targeted activities in the project areas at Nilphamari district have been completed during this period. Out of 94 events, a number of 94 events have been held by Democracywatch and its partners.

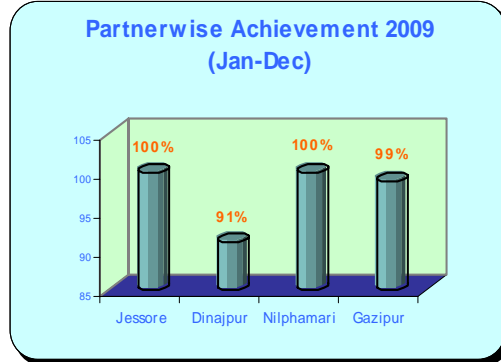
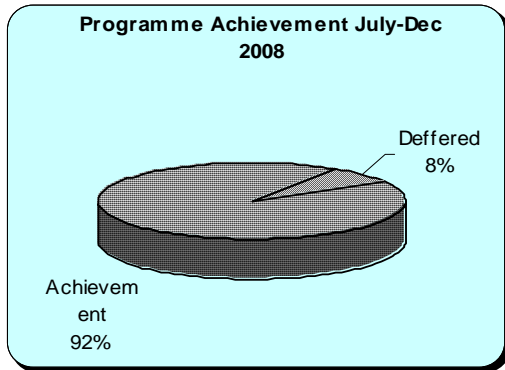


91% of the targeted activities in the project areas at Dinajpur district have been completed during this period. Out of 79 events, a number of 72 events have been held by Democracywatch and its partners over the last six month. The target plan for next period (July to December, 2010) has been

prepared in view of the pending events of the previous six months. A total number of 75 events have been designed for 4 unions of Gazipur; within this period 74 activities have been carried out.



Out of 570 events, we have organized 527 events at field level which is 92% of total targets.



3.2 Achievements in terms of output

Output

- 1.1 UP standing committees and officials have taken effective measures for involving citizen committees and general people to identify and address problems through participatory meeting, planning and budgeting.

Achievements

This year Democracywatch have not target on participatory budget declarations. Without any assistance from Democracywatch, UPs to organize 15 open budget sessions in two districts. Within this period a number of fourteen open budget sessions were conducted in the project areas at Jessore district. A series of budget sessions were held on 20 May 2010 at Chacra, on 23 May at Upashahar Union, on 26 May at Lebutola and Haibatpur Union, on 27 May at Fathepur and Narendrapur Union, on 30 May at Ramnagar Union, on 31 May at Arabpur Union, on 2 June at Noapara and Churamonkathi Union, on 10 June Kachua union, on 12 June Kashimpur union and on 29 June at Ichali Union of Jessore. An open budget sessions were conducted at Palsha Union on 20 May 2010.



Pre-Budget at Ghoraghat UP in Dinajpur

Prior to conducting the participatory budget 15 pre-budget sessions were organized where elected chairman, local people, elite, teachers, women representatives, doctors, local journalist and many. Other representatives from different professional groups were present to identify and prioritize their problems. On the basis of the problems and priorities identified, a draft budget was prepared for UP's consideration. The whole exercise was participatory. This is how the process of UP budget-making has been more transparent which has been appreciated by local community.

A Brief Analysis and Impact

Participatory budget declaration is one of the most important tasks of UP which entails projection of income and expenditure of UP before the people. This process ensures transparency and accountability which prerequisite for good governance. Considerable proportion of budget allocation has been used in poverty eradication and human development such as education, agriculture and health. The entire process of budget discussion and question & answer session has contributed to promoting participation of people. The extent of participation by UP functionaries in the project and their understanding about the project has been remarkable. This year UPs conducted Open budget session of their own initiatives. It is a remarkable change in PRC project area.

Output

- 1.2 Strong and effective networks among UP standing committees, public service providers and other stakeholders at local level for facilitating access to health, education agriculture and legal services for the poor and disadvantaged women, men and children developed.

Achievement

- Out of targeted 84 Coordination Meeting Conduction (CMC) of Union Parishad, 84 Coordination Meeting have been held in last six months of which 45 have been held in Jessore, 12 in Gazipur, 15 in Nilphamari and 12 in Dinajpur.
- Out of targeted 46 Alternative Dispute Resolution (ADR) by Union Parishad, 39 ADR have been completed in last six months of which 6 are in Gazipur, 8 in Nilphamari, 3 in Dinajpur and 22 in Jessore. Early marriage, dowry and domestic violence against women were major problems.
- Out of targeted 28 workshops with LEB, 27 LEB have been conducted in this quarter of which 15 have been conducted in Jessore, 5 in Nilphamari, 4 in Dinajpur and 3 in Gazipur. LEB workshop at Baria in Gazipur could not be conducted due UP audit and other emergency engagement of the UP representatives.



Coordination Meeting at Bulakipur UP at Dinajpur



LEB Workshop at Kawltia UP at Gazipur

A Brief Analysis and impact

Democracywatch conducts these activities incorporating all stakeholders of UP so that everybody is informed and willing to take part in UP functions. Government officials such as education officer, block supervisor, member of the standing committee and citizen committee used to attend the meeting.

Output-2:

- 2.1 A well-functioning PRC emerges as a platform through which LEB and general citizens can work together to identify factors causing violation of basic human



Monthly Meeting at Ghoraghat UP at Dinajpur

rights of people especially of women and children.

Achievements

Out of targeted 56 monthly meeting, all 56 meetings have been held of which 8 were held in Gazipur, 10 in Nilphamari, 8 in Dinajpur and 30 in Jessore.

2.2 Mass people, Community based organizations, civil society organizations, local media have been sensitized and mobilized in order to arouse and promote people's demand on ensuring transparency and accountability of UP and improving better service delivery to the poor.

Achievements

- 28 spot campaigns have been undertaken in the project areas. UP level ward shava was major issue of the spot campaigns.
- 28 Video shows were undertaken to raise awareness of people about their rights and responsibilities towards UP.
- During the reporting period, local community determined local problems and needs which are considered in the budget for 2010-2011. Citizen committee members took important role in order to incorporate local needs in the UP budgets. All targeted 252 yard meetings have been held.



Spot Campaign at Singra UP in Dinajpur



Yard Meeting at Palsha UP in Dinajpur

A Brief Analysis and impact

Through these campaigns local communities were aware about the functions of union parishad, standing committee, local justice, human rights and good governance.

Case Study

A village named Pachbaria of Noapara Union at Jessore Sadar. Bacchu is a simple day labourer in that village. Since 2006 citizen committee member Bacchu got many training and developed himself from Janoganer Darber. He tried to enlighten himself by attending training and other events. For this purpose he gets Shariful, Moshiyer, Babu and Rubel beside him. They all made a boys club. Their ideal is to reduce early marriage in the society. Initially they started activities in their own ward Noapara 3 no. ward.

In the ward shava he proposed to form parents' forum. They have started door to door campaign to conscious the parents. In addition, that they planned to provide training to Kazi with UP intervention. This is how they are trying to establish social awareness and consensus against early marriage.

Output-3:

3.2 Micro issues are raised in macro level on local government and pro-poor issues.

Achievements

- Two roundtable debate/discussion meeting have been organized in PRC working area (10th May Jessore, and 29th June Gazipur). Total 129 Participants including vice chairman, women vice chairman as sub district body responsible for service delivery, Upazilla level service delivery government official (health, education, family planning, agriculture), UP chairman, member, women member, secretary, citizen committee member, civil society organization representatives, journalists, political party representatives and CBOs actively participated.

In all the meetings the discussion was lively by the participants and several issues both local and national level reform were identified and discussed. Among the issues some are commonly discussed in every session which as follows:

- There is lack of supervision and monitoring from the government and concern ministry about the distribution of safety net programs.
- There is corruption from the ministry to grassroots level government officials but elected LG officials have to take all the blames on their shoulder as people directly deal with them.
- Should prioritize the list of beneficiaries that are discussed in ward shava.
- Local elites and political activists manipulating the distribution of Test Relief, VGD and VGF etc.



Participatory debate Meeting on 'Role of UP on safenet programme management' at Gazipur

- Full authority of the social safety net programs (from planning/ designing to distribution) to be handed over to the local government.

Four Seminars on policy advocacy were organized in Dhaka on different policy issues that affect local government functioning in Bangladesh. On 14 January 2010 Democracywatch organized a policy advocacy seminar on “Local Government (Union Parishad) Act, 2009: expectation and reality” at NILG auditorium. Honourable Chair of the Parliamentary Standing Committee for the Ministry of Land Mr. A K M Mozammel Haque, MP chaired the meeting where Honourable Member of the Parliamentary Standing Committee for the Ministry of LGRD & Cooperatives Mr. Monowar Hossain Chowdhury, MP was present as special guest.



Policy advocacy seminar on “Local Government (Union Parishad) Act, 2009: expectation and reality” at NILG auditorium.

Also representatives from local government association, international development partners, government officials, civil society representatives and activists were present in the meeting.

Some important recommendations were:

1. In order to make the government officials responsible to UPs, Annual Confidential Report (ACR) need to written by the UP Chairmen
2. There is no need for the article 34 of UP Act for temporarily suspension of UP chairman and members.
3. All of the local government institutions need to be function under a uniformed act/ mother law.
4. Government has to initiate the process to hand over government officials under UP according to Article 63 and third schedule.
5. Government has to circular immediate direction to form ward shava (article 4), publish citizen charter (article 49), conduct open budget in line with priorities set by ward shava before 60 day of ending fiscal year (article 57), ensure right to information (article 78)
6. Prepare all the important rules without delay.

Democracywatch organized a discussion meeting on “Important agendas for devolution of power to local government institutions and the role of LG Associations” held on 19 April 2010 at 10:30 am at National Press Club VIP Lounge. Purpose of the meeting was to analyze individual demands/ recommendations of local government associations



Role of local government associations in strengthening Local Government

and to determine common agendas for future advocacy. Leaders of Municipal Association of Bangladesh (MAB), Bangladesh Upazila Chairman, Vice Chairman Okkyo Parishad, and Bangladesh Union Parishad Forum (BUPF) actively participated in the discussion; Professor Mohammad Mobbhat Khan, Department of Public Administration chaired the meeting where Dr. Tofail Ahmed,

Some important recommendations were:

1. An umbrella law with precise specification of jurisdiction would be effective rather than separate laws for individual local government units
2. A separate budget for local government institutions should be passed in the parliament by the minister of local government
3. For infrastructural development at local government level, Multi Donor Trust Fund (MDTF) needed to make transparent, accountable, and effective.
4. In order to increase revenue all the resources to be handed over to local government bodies.
5. Honorarium for elected LG representatives has to be realistic.
6. Government may think of bringing elected representatives under the coverage of life insurance.
7. Keeping the spirit of the constitution in mind government should initiate the process to bring government officials under elected representatives.

On 12 May 2010 Democracywatch organized a seminar on “Empowerment of elected women representatives in local government” at the institute of diploma engineers, Dhaka. During the implementation of PRC in 28 UPs we have observed that despite having the provisions for women to be elected directly and in reserved seats they are unable to play effective role in decision making due to weak legal framework and matriarchic values in the society. Also women representatives face obstacles from their male counterpart. Women are deprived although there is provision for them to play important role in project implementation committees. A few women have contributions in protecting dowry, early marriage and domestic violence against women. Keeping this context in mind DW organized this seminar to address the social and political issues for the empowerment of women in local government institutions.

Dr. Selina Hayat Ivy, Mayor of Narayangonj Paurashava presented the keynote paper. Mrs. Durafshan Chowdhuri of UNDP-UNCDF, Advocate Rokshana Khandaker, Executive Director of Khan Foundation, Professor Shamim Al Razi, Secretary General of Municipal Association of Bangladesh, Kartick Chandra Mondal, Programme officer of Danida were present and took part in the discussion.



Empowerment of elected women representatives in

Poverty and natural disaster are major challenge for development and severely affect human life in Bangladesh. Government has initiated a number of social safety net programs as a strategy to fight poverty and natural disasters. Main purpose of these safety net programs is to safeguard our disadvantaged citizens from all social, economical and natural disasters. Approximately 48 social safety net programs are being implemented by various ministries and departments of which most of them are implemented by Local Government Institutions. We often get information about corruption, irregularities and political influence during the implementation and management of social safety net programs. In this context Democracywatch organized a seminar on “Implementation and management of social safety net programs and the role of Union Parishad” held on 1 June 2010 at 3:00 pm at National Press Club VIP Lounge.

Elected local government officials, policymakers, researcher, academia, media professionals and NGO professionals were present in the seminar. Professor Muzaffar Ahmed, Member of TIB Trustee Board and Chairperson of SUJON chaired the seminar where Mr. A K M Mozammel Haque, MP and Chairman of the Parliamentary Standing Committee for the Ministry of Land was present as the chief guest. Among others Mrs. Sharifa Khan, Deputy Secretary for the Ministry of Commerce and Mr. Munir Chowdhury, Deputy Secretary for the Ministry of Food and Disaster Management; Dr. Tofail Ahmed, Professor Zarina Rahman Khan and Dr. Akhter Hussain addressed the audience as special guests.

- A national Press conference was held at reporter’s unity on Union Parishad Act 2009. UP chairman, civil society and journalists were present in the press conference.
- Four local level press conferences were organized in Jessore, Dinajpur, Gazipur and Nilphamari in which our local partner NGOs gave a briefing about project activities of current phase. Moreover, UP open and participatory budget was another important issue of discussion in the press conferences.



National Press conference on Union Parishad Act 2009

3.3 Discussion and analysis of progress and setbacks

Democracywatch has undertaken a number of activities during the last six months which has enhanced people’s participation in UPs development and financial planning. Without the assistance of PRC 15 UPs conducted participatory budgeting in 2010-2011. These UPs have identified their local needs through ward level pre-budget meetings. Citizen committee members met regularly and put forward their recommendations to UP through ward level 56 monthly meetings and 84 coordination meetings. UP representatives, standing committee members, representatives from service delivery bodies and CC members took part in these meetings. PRC coordination meetings are significant as this is a multi-stakeholder forum to discuss local problems and needs. This is a significant changes of UP, they are now use to

conduct Open budget of their own initiatives. During the reporting period the organization successfully facilitated the process of resolving 39 local disputes of which many were on early marriage, dowry and domestic violence against women. Local community people received information on holding tax, birth registration and importance of participatory open budget through 252 yard meetings.

UP elected representatives are not keen to initiate new programmes as their tenure is over and election is due.

3.4 Influence of external factors (Risks and assumptions)

1. In some cases Upazilla chairman and parliament member influence and politicize UP activities. Political activists are manipulating the distribution of Test Relief, VGD, and VGF etc.
2. As we know some of uncertainty still exists on Upazila system there are some tensions and conflict of interest among local administration, UP representatives and upazilla chairman, vice chairman. In some cases UP chairman were not interested to come in any program as if Upazilla chairman was present.
3. Non-cooperativeness of Upazila Nirbahi Officer (UNO) to support LG strengthening programmes.
4. UP representatives of the opposition party were less interested to actively participate in their duties.
5. Some UP representatives are not much keen to undertake development initiatives as their tenure is ending.

3.5 Evaluation of achievements (outputs) in relation to expenditure

Output	Budget	Expenditure	Percentage (%)
Output 1 UP standing committees and officials are capacitated for involving citizen committees and general people to identify and address problems through participatory analysis, planning and budgeting.	827,000	3,60,562	44%
1.1 Developed strong and effective networks among UP standing committees, Govt. service providers and other stakeholders at local level for creating access to health, education agriculture and legal services for the poor and disadvantaged women, men and children.			
Output 2 2.1 Developed and well-functioned PRC as a platform where LEB, CC and general citizens can identify issue, make effective plan to address the problems and implement programme in a participatory process.	1325,600	6,91,440	52%

2.2 Mobilized and sensitized mass people, Community based organizations, civil society organizations, local media for demanding transparency and accountability of UP through their participation.			
Output 3			
3.1 Identified gaps and limitations in policy, system and practices of LGI	700,000	3,58,969	51%
Output 4			
4. Institutional capacity of DW as Human Rights organization has been developed and continued planned project activities	1,897,780	16,73,616	88%

3.6 Justification of eventual lack of consistency

There were some external and internal factors which hindered the consistent implementation of the project such as,

Although we plan the project activities from January but due to delay in NGOAB approval we receive the funding lately and become overwhelmed of activities both at the field and national levels. Therefore, we could not be on schedule and had to defer a number of activities for next phase.

3.7 Challenges and way forward

1. Programme level: DW could not undertake some activities of which the majority were national level programmes. Some planned events had to postponed due to delay in fund clearance by NGOAB. We will undertake these activities in the ongoing phase considering some external factors.

Activity no.	Activity title	Way forward
3.07	7 ADRs	Added with July-December targets
3.09	Out country exposure visit	We plan to carry out the exposure visit by September 2010.
3.14	PRC approach development	Most of the tasks have been done and this will be completed in ongoing phase.
3.25	Study report publish and distribution	We have started a study on 'UP level resource transfer' and hope to finalize this by ongoing phase.
3.27	National press conference (1)	This event will be organized in current phase.
3.29	Meeting with policymakers (3)	We plan to split this event at the district and national level. At the district level we propose to include local MP, district administration, upazila administration, UP and CC representatives and address local level policy issues. At the national level we propose to meet the Parliamentary Standing Committee members for the Ministry of LGRD&Co.

2. Management level: PRC Project is ending this year therefore some field level staff have lost their inspiration. DW management is taking required initiatives to motivate staff.
3. Policy level: UP representatives do not have enough knowledge about new UP Act 2009 as many of them did not receive the copy of act yet. UPs are not interested to initiate the implementation of the act as they did not receive any direction from the government. We have conducted orientation for the elected representatives in 27 UPs and a number of them are keen to start new initiatives.

4. Implementation mechanisms

4.1 The functioning of steering mechanisms, project management, planning, monitoring and administration.

DW making its entire program related decisions at monthly Project Management Meeting (PMM). The PMM participated by Executive Director, Programme Manager, Programme Coordinator, M&E Coordinator, Finance Manager, 1 Internal Auditor, 1 Accountant, 2 Programme Officers and 3 Assistant Program Officers, 1 Technical Assistant and 1 Driver. Organizational and implementation strategy have been discussed and reviewed from time to time through active participation of PNGOs. Partner organizations used to propose their ideas, views and plans through regular partnership meetings.

For smooth running of the project activities the individual partner usually prepares the work plan, implement and monitor the day to day activities. PNGOs implementing the project with 50 % responsibility of Executive Director in addition to his/her regular work. To run the project they have recruited; 1 Project Coordinator, 1 Programme Officer, 1 Assistant Programme Officer, 1 Union Organizer, 1 Accountant with 50% responsibility and 1 support staff. Alongside partners have been recruited 1 PRC Representative from each new union who communicate and give messages to people about PRC. All recruitments are based on the number of UPs and target activities. Management of each partner will provide on the job/in-house and formal training for staff capacity building. A small team of PRC monitoring the project activities and DW is ensuring the necessary capacity building of the individual partners. Partners report to Program Manager and Program Manager reports to the Executive Director of Democracywatch.

Finance Department of DW is keeping accounts for the expenses and produces financial reports. All financial budgeting and reporting will be coordinated by Finance department of DW in close cooperation with the Programme Manager.

DW prepares and submits the periodic and progress reports and programme completion report to DANIDA.

DW in Dhaka and individual partners operate separate bank accounts for projects. The accounting process is carried out in accordance with financial and administrative guideline of DANIDA

An NGO Bureau enlisted firm of chartered accountant and approved by DANIDA conducts audit financial statement at the end of each year. Draft audit reports are sent to DANIDA and finalized with their recommendation.

Democracywatch has appointed one M & E coordinator with full responsibility of developing comprehensive M&E system, tools and techniques, which are practiced both at Democracywatch and field level. DW on a regular basis monitors the implementation of the individual projects based on the developed monitoring system.

4.2 Progress in relation to donor coordination and harmonization

Programme Officer of DANIDA always use to keeps contact with us to know the status of PRC Project and give his suggestions for programme development.

5. Work plan and priorities for July – December 2010

5.1 Priorities in relation to project development

Our priority activities for July-December phase including potential challenges are as follows,

Priority activities	Potential challenges
Out country exposure visit	PRC project is overwhelmed of activities in the current phase of which most of them are national level advocacy programmes. Therefore we had to delay the exposure visit.
Participatory policy dialogue (1 events)	Due to monsoon and Ramadan we may have to struggle to bring UP chairman and members in Dhaka.
Study report publish and distribution	Conducting study, prepare reports and distribution within Tk. 50,000/- is a challenge.
Meeting with policymakers (3)	Persistent tension and conflict of interests among UP, Upazila Chairman, local administration and local MP may pose as a threat for this even at district level.
Seminar on policy advocacy (4)	Organizing same stakeholders/ participants frequently is a challenge for this activity. Also the Tk. 60,000/- budget is not sufficient considering present inflation.

5.2 Project level work plan with specific targets

People's Reporting Centre (PRC)
Work Plan (Jul - Dec' 2010)

SL	Activities Name	Previous Deferred	5th Year	5th Year Total Target	Jan-June'10 deferred	Jul-Dec Target	Working Areas				
							Dhaka	Jessore	Nilphamari	Dinajpur	Gazipur
	Out put 1										
3.06	Coordination Meeting Conduction	0	168	168	0	84	-	45	15	12	12
3.07	ADR Facilitation	4	84	88	7	49	-	23	7	13	6
3.08	Exposure visit (2 In Country)	0	2	2	1	2	2	-	-	-	-
3.09	Exposure visit (1 Out of Country)	1	0	1	1	1	1	-	-	-	-
	Output 2										
3.14	PRC approach development	1	1	1	1	1	1				
3.15	PRC approach printing (5000 copies)	1	1	1	1	1	1				
3.16	Spot Campaign	0	56	56	0	28		15	5	4	4
3.17	Poster develop, print and disseminate (18000 copies)	0	0	2	0	0					
3.18	Yard Meeting	0	504	504	0	252		135	45	36	36
3.19	Video show of Awareness Raising	0	56	56	0	28		15	5	4	4
3.20	Quarterly/Monthly Meeting with CC	0	112	112	0	56		30	10	8	8
3.21	SAT facilitation	18	5	23	23	23					
	Out put 3										
3.22	Participatory Policy Dialogue	0	1	1	0	1	1				
3.23	Participatory debate & meetings	0	2	2	0	0	0				
3.24	Report published & distibution on Participatory budget	4	1	5	3	5	5				
3.25	Study report published & distribution	3	1	4	3	4	4				
3.26	Local Press Conference	0	4	4	0	0					
3.27	National Press Conference	2	1	3	2	2	2				
3.28	Experience sharing meeting among staffs	0	1	1		1	1				
3.29	Meeting with policymakers	2	1	3	2	3	3				
3.30	Seminar on policy advocacy	6	2	8	0	4	4				
3.31	Develop Advocacy Strategy	0	0	0	0	-					
	Out Put 4										
3.33	Staff (DW and PNGO) Capacity Building	0	0	0		0	0				
3.34	M & E tools develop and print cost	1	0	1		1	1				
3.35	Annual Parnership Meeting	0	1	1		1	1				
3.39	Mid term review & Final evaluation	1	1	2		2	2				

5.3 Budget and disbursement plan

Please see the financial report