



## EFFICIENT AND ACCOUNTABLE LOCAL GOVERNANCE (EALG) PROJECT

### ANNUAL PROGRESS REPORT January–December 2018



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## List of Acronyms

AVC	Activating Village Court
CSOs	Civil Society Organizations
DC	Deputy Commissioner
DDLG	Deputy Director, Local Government
DF	District Facilitator
DLG	Director, Local Government
LG	Local Government
LGD	Local Government Division
LGIs	Local Government Institutions
M&E	Monitoring and Evaluation
MoU	Memorandum of Understanding
NGOs	Non-Government Organizations
NILG	National Institute of Local Government
NPD	National Project Director
PM	Project Manager
PSC	Project Steering Committee
SC	Standing Committee
SDC	Swiss Agency for Development and Cooperation
SDGs	Sustainable Development Goals
UNDP	United Nations Development Programme
UNOs	Upazila Nirbahi Officers
UP	Union Parishad
UZP	Upazila Parishad

## 1. Executive Summary

UNDP in collaboration with SDC and Danish International Development Agency (DANIDA) is supporting Upazila Parishad and Union Parishad through a combined project titled Efficient and Accountable Local Governance (EALG) with the aim to strengthen the capacities of local government institutions and other stakeholders to foster participatory local development service delivery for the SDGs.

The year 2018 was the beginning year of the project. In this period, some start-up activities were conducted during the initial months and then several programmes were implemented at central and field level. The start-up activities included: setting up of office at NILG campus with a formal allotment; signing of MoU with NILG for conducting training/events; nominating NPD and two DNPDs by LGD; recruiting all project staffs (19); holding the first and second PSC meetings at LGD; opening of bank account at central and field level; organizing national and field level inception workshops; revising annual work plan; and developing number of concept notes/guidelines for implementing programmes at Districts, Upazila and Union levels etc. During this reporting period, the project could utilize 94 % of its resources allocated for this year.

The project has developed the Master Trainers' pool of the senior government officials who have provided training at the relevant functionaries of selected UPs and UZPs. Most of the elected representatives and officials of UZPs and UPs have been provided training and orientation on relevant issues such as SDGs, gender awareness and analysis, leadership, and rules and regulations of LGIs. The project organized two meetings of the Project Steering Committee and one meeting of the Project Board/Project Implementation Committee. The project introduced research grant for the young researchers to encourage them to conduct research on local government issues.

Citizens' engagement has been enhanced through the meetings of Ward Shavas in the selected UPs. Women Development Forums (WDF) have become more active through workshops and trainings to the elected women representatives. Through these programmes and events, many positive improvements have been witnessed in the selected UPs and UZPs in terms of interaction with citizens, enhancement of leadership skills, improving transparency and service delivery system.

The project has countered several challenges at central and field levels and mitigative measures have been undertaken to overcome those challenges. Coordination and interactions have improved with the senior management of LGD at central level, DDLGs at field level, and UNDP for smooth implementation of the project.

## **2. Brief description of the Project**

Strengthening local governance has been a key focus area for not only the government of Bangladesh, but also for different donor agencies. Considering the importance of the issue, UNDP has been working to strengthen the local governance system in Bangladesh for more than a decade. UNDP led supporting projects to the LGIs which have played an important role in reforming the governance and management of the Union Parishad (UP) and Upazila Parishad (UZP). UNDP in collaboration with SDC and DANIDA, through EALG project, is now providing support to the UZP and UP to improve their service delivery, transparency and accountability to the people in the respective areas.

### **Objective:**

**Strengthen the capacities of local governments and other stakeholders to foster participatory local development service delivery for the SDGs** (especially achieving the goals and targets of 1, 1.3, 4, 5, 6, 11-b, 15, and 16.7). This project has the following three components;

- 1. Inclusive and Accountable Upazila Parishad (IAUZP)**
- 2. Sustainable and Democratic Union Parishad (SDUP)**
- 3. Policy for Effective Local Governance (PELG)**

**1. Inclusive and Accountable Upazila Parishad (IAUZP):** This component emphasizes on strengthening the capacities of Upazila Parishad to improve service delivery. It would enable strengthening governance framework of Upazila Parishad for inclusive, effective and accountable planning process. Moreover, it tends to improve the financial management of Upazila Parishad for funding absorption capacity and accountability, strengthened downward accountability of the UZP Committees through effective and inclusive public engagement mechanisms and practices, and will strengthen ability of women Upazila Parishad members to fulfil their roles and duties in council activities.

**2: Sustainable and Democratic Union Parishad (SDUP):** This component focuses on enhancing capacities of Union Parishad for participatory local development. It attempts to: i) strengthen the capacity of the Union Parishads to provide pro-poor, effective and accountable services; ii) make the Union Parishads (UP) more climate resilient through prioritizing resilience measures in the UP development plan; and iii) empower and institutionalize the space for the poor and marginalized citizens, specially women, to be more actively engaged in the decision-making process of UP.

**3: Policy for Effective Local Governance (PELG):** This component will provide policy support to the Government of Bangladesh for establishing effective local government irrespective of tiers. The PELG will provide policy support to the Government of Bangladesh for establishing effective local government. This component has been designed to address local governance policy issues irrespective of local government tiers. This component will deliver its support in accordance with AIUZP and SDUP.

## **3. Start-Up activities of the EALG Project in 2018:**

**Signing of Technical Assistant Project Proposal (TAPP) of EALG Project:** The TAPP of EALG project was approved on 9 April 2018 by Planning Commission. In order to obtain the approval on the project

document, the preparatory activities were carried out in collaboration with the Local Government Division to comply with the requirements of the Planning Commission.

**Office Set-up:** The office was set up with a formal allotment at the 3<sup>rd</sup> floor, NILG campus, 29 Agargaon, Sher-e-Bangla Nagar, Dhaka at the beginning of 2018. The project conducted a number of renovation activities and set up a training room at the project office. Several equipment of erstwhile UPGP projects including seven vehicles were transferred to further strengthen the efficiency of project office.

**Nominating NPD and two DNPDs by LGD:** For the smooth implementation of the project, one National Project Director (Mr. Amitavh Sarker, Joint Secretary, LGD) and two Deputy National Project Directors (Md. Iftikher Ahmed Chowdhury, Deputy Secretary, LGD and Mohammad. Zahirul Islam, Deputy Secretary, LGD) were nominated by LGD on May 2018.

**Recruiting all Project staffs (19):** Fifteen project staffs were recruited during the mid-year. They were; Project Coordinator (1), Capacity Development and Gender Officer (1), Knowledge Management and Communication Officer (1), Monitoring & Evaluation and MIS Officer (1), Program Assistant (1), Admin Assistant (1), Finance Assistant (1) for central level and District Facilitators (8) for eight districts under eight divisions. In addition, four drivers were recruited by the project to support the PMU. The project outsourced firm to provide drivers for the field offices.

**Opening of bank account:** One separate bank account was opened for the project at central level in Dhaka and eight separate bank accounts were opened in eight districts for conducting necessary financial transactions.

**Signing of MoU with NILG:** A MoU was signed on 11 July 2018 to make collaboration with National Institute of Local Government (NILG) to conduct some special trainings/events of EALG project.

#### 4. Planned Results for 2018 and Progress

TABLE -1		
EALG: January-December Period Progress against Planned Results 2018		
Component 1: Inclusive and Accountable Upazila Parishad (IAUZP)		
Planned Result-2018	Key Planned Indicators	Progress
Output 1: UZP Committees strengthened their horizontal coordination with line departments and oversight capacity and upward accountability with the District Development and Coordination	Awareness programme to address SDGs target	Sixteen awareness programmes were conducted in sixteen pilot Upazilas on SDGs, where 873 (male-627, female-246) participants attended.
	Annual coordination workshop at district level	Five annual coordination workshops were organized at district level where 435 (male-291, female-144) participants attended.
	Six monthly review meeting with UZPs at district level	Eight six-monthly review meetings were held with UZPs at district level in eight districts where 593 (male-514, female-78) participants were present.
	Coordination Meeting with UGDP/LGSP and other relevant actors at district level	Six coordination meetings were held with UGDP/LGSP and other relevant actors in six districts where 258 (male-219, female-39) participants attended.

	Periodical coordination meeting with field staff of line agencies at UZP level	Sixteen periodical coordination meetings were held with field staffs of line agencies at UZP level where 488 (male-375, female-113) participants attended.
	ToT for developing Master Trainer on SDGs with govt. officials	3 batches ToT for developing Master Trainer on SDGs and gender analysis with govt. officials were organized at Dhaka where 106 gov't officials attended.
	Periodical coordination meeting with Project Staff	One periodical coordination meeting with Project Staffs was held on 21-22 November at BCDM, Savar, Dhaka.
Output 3: Downward accountability of the UZP Committees is strengthened through effective and inclusive public engagement mechanisms and practices	Installation of billboard on SDGs at UZPs	A total of 15 billboards on SDGs were installed at 15 pilot Upazilas.
Output 4: The ability of women Upazila Parishads members to fulfill their roles and duties in council work strengthened	Gender awareness and analysis training for male councilors/ representatives from selected UPs & UZPs	Two-day training on gender awareness were organized for male representatives of selected UPs and UZPs. A total of 41 batches of training were held where 1,921 (male-1,868, female-53) participants attended.
	Activation of WDF in selected UZPs	Sixteen workshops were held to activate WDF in selected 16 UZPs. A total of 706 (male-125, female-581) participants participated.
	Training for elected women representatives of selected UZPs and UPs to improve leadership skills	Twenty batches training were organized at Dhaka with 716 elected women representatives of selected UZPs and UPs to improve leadership skills.
	Awareness campaign on gender equality at UZP level	Sixteen awareness campaigns were conducted to address violence against women (VAW) at UZP level where 2461 (male-969, female-1,492) participants attended.
<b>Component 2: Sustainable and Democratic Union Parishad (SDUP)</b>		
Output 1: Capacity of targeted UPs is significantly strengthened to provide democratic, transparent, accountable, responsive and pro-poor services	Technical assistance to hold Ward Shava for selected UPs	1263 Ward Shavas were held in selected UPs. Total participants were 126,634 (male-81,084, female-47,550).
	Inception workshop on EALG at National level	One inception workshop on EALG project was organized at National level at Dhaka. A

		total of 398 (male-374, female-24) participants were present in the workshop.
	Inception workshop of EALG at district level	Eight inception workshops on EALG were held at 8 districts. Total participants were 998 (male-864, female-134).
	Advance Training to UP Secretaries on Planning, Management and Administrative Process	Six batches training for UP Secretaries on Planning, Management and Administrative Process were held. A total of 231 UP Secretaries (male-222, female-09) participated in the training.
Output 2: UPs are increasingly investing in climate resilience by identifying and prioritizing resilience measures in the UP-development plan and their implementation	Organize six-monthly review meeting with UPs at UZP level	Fourteen six-monthly review meetings with UPs at UZP level were held. A total of 1070 participants (male-791, female-279) attended in the meetings.
Output 3: Poor and marginalized citizens, including women, are empowered to make decisions on local development and political participation	Installation of billboard on SDGs at UP level	A total of 221 billboards on SDGs were installed at 221 selected UPs during the reporting period.
<b>Component 3: Policy for Effective Local Governance (PELG)</b>		
Output 2: Public engagement strategies of UP/UZP/ZP have become strengthened through overcoming institutional and structural challenges	Dialogue on activating Ward Shavas and open budget with youth and CSOs	Eight dialogues on activating Ward Shavas and open budget sessions with youth and CSOs were held. A total of 669 participants (male-498, female-171) were present in the dialogue sessions.
	MoU with four reputed research institutes to conduct research on local government issues by engaging young researchers.	Four separate MoUs were signed with four reputed research institutes (NILG, BARD, IBS, CGS) to conduct research on local government issues by engaging young researchers of different public universities, to coordinate the research activities and to manage the EALG research grant.



## 5. Output-wise Progress against Planned Activities

### Component 1: Inclusive and Accountable Upazila Parishad (IAUZP)

#### **Output 1: UZP Committees strengthened their horizontal coordination with line departments and oversight capacity and upward accountability with the district development and coordination**

##### **Organize awareness programme to address SDGs target**

The objective of the activity was to introduce the LG officials on SDGs so that the UP and UZP can develop and revise their annual and five-year plans considering the SDGs targets. Sixteen awareness programmes were completed during the reporting period. A total of 873 participants (male-627, female-246) attended in the one-day awareness programme at Upazila level. The participants of the awareness programmes were UZP Chairs, UNOs, UZP Vice-Chairmen, line department officials, Municipality Mayors, UP Secretaries, CSO representatives, freedom fighters<sup>1</sup>, youth, NGO representatives, representatives from local print and electronic media and representatives from other projects of UNDP Bangladesh.

Number of participants attended by category													
UNOs	UZP Chairs	UZP Vice-chairs	Municipality Mayors	Line Department Officials	UP Chairs	UP Secretaries	Local Media representatives	CSO representatives	Freedom Fighters	Youth	NGO representatives	UP Female Members	Total
16	15	29	4	251	149	131	36	31	17	24	26	144	873

##### **Periodical coordination meeting with Project Staff:**

One project coordination meeting was held at BCDM, Savar, Dhaka on 21-22 November 2018. NPD, DNPDs, DDLGs of different districts, Policy Specialist, of UNDP, all the staff members of EALG Project were present in the meeting. The project progress, challenges and lessons learned were shared to devise strategies to overcome the challenges and to design activities for the remaining period of the year.

##### **Annual coordination workshop at district level**

Five annual coordination workshops were organized at district level where a total of 435 participants (male-291, female-144) including govt. officials, UP, UZP, ZP and Municipality functionaries, NGO, CSO, CBO representatives, freedom fighters, youth and representatives from local print and electronic media attended the workshops. The workshops covered the progress, achievements and challenges of selected UPs and UZPs in the current fiscal year. The individual UPs and UZPs also presented their monitoring reports during the event. The program also identified overlapping and coordination gaps among various development schemes undertaken by UP, UZP and ZP in the ground. The participants also shared the good practices and lessons learned for strengthening team building efforts towards attaining results.

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<sup>1</sup> People who fought for country's independence during the liberation war in 1971 and received certificates from the competent authority are the 'freedom fighters'.

Number of participants attended by category													
Gov't officials	UP Chairs	ZP Chairs	Municipality Mayors	UZP Chairs	UZP Vice Chairs	WDF members	NGO representatives	CBO representatives	CSO representatives	Freedom Fighters	Youth	Local Media representatives	Total
71	134	4	1	12	26	125	18	5	8	5	11	15	435

### Organize six monthly review meeting with UZPs at district level

Eight bi-annual review meetings with UZPs at district level were held during this reporting period. A total of 592 participants (male-514, female-78) were present in the meetings. The objectives of the meetings were to review the progress of UZPs & UPs activities, discuss the lessons learned, identify the challenges, fix up the strategy for improvement and prepare the next bi-annual planning.

Number of Participants attended by category													
Gov't officials	UP Chairs	UP Secretaries	ZP Chairs	UZP chair	Municipality Mayors	UNOs	UZP Vice-chairs	Representatives of different projects					Total
								LGSP	UGDP	Logic	AVC	Others	
58	220	226	2	15	2	12	19	7	12	4	8	8	592

### Coordination Meeting with UGDP/LGSP and other relevant actors

Six coordination meetings with UGDP/LGSP and other relevant actors were held during this reporting period. A total of 258 participants (male-219, female-39) were present in the meetings. The objectives of the meetings were to review the progress of different projects implemented by LGD, discuss about the lessons learned, identify the areas of overlapping and challenges and prepare strategy for effective synergies among the projects.

Number of Participants attended by category									
UZP Chairs	UNOs	UP Chairs	Different representatives						Total
			NGO	LGSP	UGDP	Logic	AVC	Other	
39	39	100	40	6	17	4	5	8	258

### Periodical coordination meeting with field staff of UP line agencies at UZP level

Sixteen periodical coordination meetings with field staffs of line agencies at UP level were held in this reporting period. The meetings were useful to review the progress of different departments, identify the gaps, discuss about the lessons learned and prepare the next six-monthly planning. A total of 488 participants (male-375, female-113) were present in those meetings. The participants of the meetings were line department officials transferred to UPs, UP chairmen, UP female members, UP Secretaries and representatives of other projects of UNDP.

### **Conduct ToT for developing Master Trainers with Govt. officials on SDGs and Gender Analysis**

The objectives of the activity were to provide training to selected government officials on SDGs and gender awareness and analysis so that they can orient respective UP and UZP functionaries at field level. A four-day (two days on SDGs & two days on gender) ToT (Training of Trainers) for the capacity development of Master Trainers was organized at NILG, Dhaka, where a total of 106 participants attended. The participants of the training were DDLGs, UNOs, Family Planning Officer, Youth Development Officer, Agriculture Officer, Women Affairs Officer, Social Service Officer, (Secondary) Education Officer and District Facilitators of EALG Project. After returning to the field, the Master Trainers conducted Gender Awareness and Analysis Training for male representatives, and they are expected to conduct a training on SDGs in 2019.

### **Output 3: Downward accountability of the UZP Committees is strengthened through effective and inclusive public engagement mechanisms and practices**

#### **Installation of billboard on SDGs at UZP level**

The objective of the activity is to increase the visibility of seventeen SDGs among UP and UZP functionaries and community members to enhance their awareness on SDGs. A total of 15 billboards were installed at 15 Upazila premises during the reporting period.

### **Output 4: The ability of women Upazila Parishads members to fulfill their role and duties in council work strengthened**

#### **Provide gender awareness and analysis training for male councilors/representatives from selected UP & UZP**

A training programmes at district level were organized for the male representatives of UZPs and UPs to enhance their gender sensitivity in line with LGI activities. The Master Trainers conducted the training sessions where the Deputy Commissioners and other senior Government officials also delivered speeches to encourage the participation. A total of 41 batches of training were organized at field level where 1,921 elected representatives attended.

Number of Participants attended by sex		Number of Participants attended by category						Total
Male	Female	UZP Chairs	UZP Vice-chairs	UP Chairs	UP members	UP Secretaries	Others	
1,868	53	3	6	162	1,540	173	37	1,921

#### **Activation of Women Development Forum (WDF) in selected UZPs**

Sixteen activation workshops were organized at UZP level in order to strengthen the wider participation of women in UP and UZP development interventions. The workshop emphasized the WDF members on their active engagement at LGIs affairs, enhance their leadership skills, increase their coordination and networking skills with different stakeholders on the ground of empowering women and gender responsive LGIs. A total of 706 (male-125, female- 581) participants attended the program. The workshop resulted with a six-monthly action plan by WDF.

Number of participants attended by category												
WDF member (UP level)	WDF member (Paurasha va level)	WDF Chair (UZP vice chair, female)	Different representatives									
			CSO	CBO	NGO	Female	LGSP	UGDP	Logic	AVC	Other projects	Media
433	24	14	53	26	39	33	5	10	2	4	11	52

### Training for elected women representatives of selected UZPs and UPs to improve leadership skills

With a view to enhancing leadership skills of elected women representatives of selected LGIs, a two days residential training were organized at NILG, Dhaka during this reporting period. A total of 20 batches training programmes were organized with 716 female participants from UPs and UZPs under the project areas. After completing the training, the participants acquired knowledge on challenges and potentials of the women representatives in the activities of the LGIs and in the Women Development Forum (WDF) as well as their roles and responsibilities for women development and mobilization of rural women.

### Component 2: Sustainable Union Parishad (SDUP)

#### **Output 1: Capacity of targeted UPs is significantly strengthened to provide democratic, transparent, accountable, responsive and pro-poor services**

##### **Provide technical assistance to hold Ward Shava for selected UPs**

A total of 1261 Ward Shavas in the selected UPs were held during in this period. A total of 126,634 participants (male-81,084, female-47,550) attended with representatives from the UP Chairmen and members, standing committee members, local elites, students, farmers, fishermen, home makers, youths, day laborers and marginalized population. The objectives of organizing these Shavas were to prioritize the development schemes by reflecting citizens' demand and develop annual plans for the UPs through bottom-up decision-making process.

Number of participants attended in Ward Shava by category											
UP Chairs	UP members	Teachers	Students	Youth	Journalists	Religious leaders	NGOs	Housewives	Farmers	Ultra-poor	others
330	2,116	2,919	12,369	17,704	380	4,167	773	22,006	39,821	17,874	6,175

##### **Inception workshop on EALG at National level**

In order to share the project goals, outputs activities, strategy and progress among the project stakeholders and to inaugurate the project by the Honorable Minister of Local Government, Rural Development and Co-operatives (MoLGRDC), a national level inception workshop was held on 13 September 2018 at DPHE building, Kakrail, Dhaka. Dr. Zafar Ahmed Khan, Senior Secretary, LGD, MoLGRDC was the chair of the program and Khandker Mossaraf Hossain, MP, Honorable Minister, MoLGRD was the chief guest of the program. Ms. Beate Elsaesser, Deputy Head of Mission and Director of Cooperation of

the Embassy of Switzerland; Ms. Refika Hayta, Deputy Head of Mission, Embassy of Denmark; and Mr. Sudipto Mukerjee, Country Director, UNDP Bangladesh were the special guests in the program. Different government and non-government high officials, Chairmen and Vice Chairmen of UZPs, Chairmen of different UPs from 240 Union Parishads, officials of UNDP and development partners, representatives of print and electronic media, and other stakeholders were present in the workshop. A total of 398 (male-374, Female-24) participants attended the program.

### **Inception workshop on EALG at district level**

During the reporting period, 8 inception workshops were held on 8 selected districts where 998 participants (male-864, female-134) participated. The objective of this activity was to share the project goal, outputs, activities, progress and strategy among the stakeholders and to receive feedback on the project intervention. The participants of the programs included the DC, ADC, Chairman and Chief Executive Officer of Zilla Parishad, Civil Surgeon, heads of district level departments including health, agriculture, engineering, women and children affairs, social welfare; UNOs of different Upazilas, Chairmen and Vice Chairmen of UZP, Chairmen and members of UPs and representatives of civil society, NGOs and print & electronic media.

<b>Number of Participants attended by category</b>																	
District level officials	UP Chairs	UP Secretaries	ZP Chairs	Mayors	UNOs	UZP Chairs	UZP Vice-Chairs	Academicians	Representatives							Others	
									NGO	CBO	CSO	LGSP	AVC	UGDP	Other LGIs		Local Media
103	238	234	4	5	59	54	101	17	32	15	23	8	7	8	4	41	45

### **Provide advanced training to UP Secretaries on Planning, Management and Administrative Process**

six batches of training were conducted for UP Secretaries on planning, management and administrative process. A total of 231 UP Secretaries (male-222, female-9) were present in the training. The objective of the training was to enhance skills of UP Secretaries related to their job responsibilities, so that they can better deal with the parishads in an efficient and effective manner. Upon the completion of the training, the participants acquired knowledge on UP Act, procedures for developing and implementing development schemes of UPs, data management, public procurement, planning and budgeting for UPs, collection of holding tax and other dues.

### **Output 2: UPs are increasingly investing in climate resilience by identifying and prioritizing resilience measures in the UP-development plan and their implementation**

#### **Organize bi-annual review meeting with UPs at UZP level**

Fourteen bi-annual review meetings in UPs at UZP level were held where 1,070 participants (male-791, female-279) attended. The participants of the meetings were UZP Chairmen and Vice Chairmen, UNOs, UZP officials such as Family Planning officer, Agriculture Officer, Primary Education Officer, Public Health

Engineer, Assistant Engineer of LGED, Woman Affair Officer, Youth Development Officer, Livestock and Fisheries Officer, Rural Development Officer, and Ansar & VDP Officer. UP Chairmen and members, UP Secretaries and representatives of other projects of working with LGIs in those areas also attended the meetings. The objective of the meeting was to review the progress of UP activities, discuss the lessons learned, identify the challenges, generate the strategy for improvement and prepare the next bi-annual planning.

Number of Participants attended by category												
UNOs	UZP Chairs	UZP Vice-Chairs	Line Department Officials	UP Chairs	UP Secretaries	Female UP Members	Representatives of different project					Others
							LGSP	AVC	UGDP	Logic	Other LGIs	
16	14	25	229	225	232	233	7	6	9	2	8	64

**Output 3: Poor and marginalized citizens, including women, are empowered to make decisions on local development and political participation**

**Installation of billboard on SDGs at UP Premises**

The objective of the activity was to disseminate the messages of SDGs among mass people and to enhance awareness of grassroot people on SDGs. A total of 221 billboards were installed at UP level during this reporting period.

**Component 3: Policy for Effective Local Governance (PELG)**

**Output 2: Public engagement strategies of UP/UZP/ZP have become strengthened through overcoming institutional and structural challenges**

**Dialogue on activating Ward Shava and Open Budget Session with youth and CSOs**

Eight dialogue sessions with youth and CSOs were held during this period with the objective of developing strategies for activating Ward Shavas of UPs and Open Budget Sessions for UZP by effective participation of youth and CSOs. A total of 669 participants (male-498, female- 171) attended the sessions. Through these dialogue sessions, the youth and CSOs were oriented about the activities of the UPs and UZPs and the importance of the Ward Shava and the Open Budget Session.

Number of Participants attended by category											
UZP Chairs	WDF Chairs	UP Chairs	Youth	CSO members	Representatives						Others
					Local Media	LGSP	AVC	UGDP	Logic	Other LGIs	
9	14	227	232	114	26	6	7	8	2	3	21

### **Provide research grants to the relevant institutes (NILG, IBS, BARD & CGS) for encouraging young researchers to conduct researchers on LGIs:**

Four separate MoUs were signed with four reputed research institutes – National Institute of Local Government (NILG), Bangladesh Academy for Rural Development (BARD), Institute of Bangladesh Studies (IBS), Centre for Governance Studies (CGS) – to conduct research on local government issues by engaging the young researchers of different public universities. According to the MoU, the research institutes will conduct selection of the researchers, review and scrutinize the research proposals, conduct training on research methodologies and manage and coordinate the research grants. Total of 52 young researchers were awarded with research grants through this process against 32 proposals during the reporting period.

### **Holding Project Steering Committee (PSC) meetings of the Project:**

The first and second meeting of the Project Steering Committee (PSC) of EALG project were held on 28 June 2018 and 5 December 2018 respectively at the Conference Room of the Local Government Division. The first meeting was chaired by Ms. Roksana Kader, Additional Secretary as designated by the LGD Secretary and the second meeting was chaired by the then Senior Secretary to Local Government S.M. Ghulam Farooque respectively. NPD and DNPDs of EALG project, representatives from different ministries and departments and representatives from SDC, DANIDA and UNDP, and relevant staff members of EALG project were present in both meetings. The first meeting has approved the working areas (UPs and UZPs), the Annual Work Plan (AWP), holding of Inception Workshop in national and district level, guided the project management regarding partnership with NILG and relevant institutes for capacity development, formulation of Policy Advisory Group (PAG) and asked to explore opportunities to support the host community in Cox's Bazar. The second meeting also guided the project to expand its activities in Cox's Bazar to support host community; revitalize the PAG, discussed about the importance of full time DDLG in project areas and decided to communicate Ministry of Public Administration (MOPA) to deploy full time DDLG in EALG project areas. In addition, project management team was advised to strengthen monitoring and develop monitoring tools to support DDLGs in monitoring activities as well as organizing joint monitoring visits to improve the performance of LGIs.

### **Holding First Project Board/ Project Implementation Committee (PIC) Meeting**

The first meeting of the Project Board/ Project Implementation Committee of EALG project was held on 20 December 2018 at the meeting room of EALG Project office, NILG Building, Agargaon, Dhaka. The meeting was chaired by Mr. Amitavh Sarker, Additional Secretary, Local Government Division and NPD of EALG project. DNPd of EALG project, representatives from different ministries and departments and representatives from SDC, DANIDA and UNDP, and relevant staff members of EALG project were present in the meeting. The meeting guided the project team to accomplish planned activities in time and strengthen the field monitoring capacity from both the district and Project Management Unit (PMU). It has decided to plan and organize training for the UP Secretary and requested NILG to conduct the foundation training for new Secretaries and consider Secretaries of EALG priority areas. It has asked Project Management Team to plan the skills training for income generation targeting women representatives and WDF members. In addition, it has decided to expedite and complete the preparatory work prior to start implementation of project activities in Cox's Bazar. The PIC has approved the plan and budget of the project.

### **Holding Staff Induction Meeting:**

The staff induction meeting of EALG project was held on 2-3 August 2018 at BCDM, Savar, Dhaka. The meeting was chaired by Mr. Amitavh Sarker, NPD of EALG Project. Both the DNPDs of EALG project, DDLG

of eight districts, head of Democratic Governance Cluster and Policy Specialist of UNDP, PMU staffs and all the eight District Facilitators were present in the meeting. The participants were oriented on the project and its goals, objectives, theory of change, outputs, activities, implementing methodologies and its result frame-work. Annual work plan of the project was also finalized through the meeting.

## 6. Financial Delivery of the Project in this period:

Jan -December 2018			
Activity	Budget for 2018 (USD)	Expenditure (Jan-Dec 2018) (USD)	% of expenditure
Activity 1	557,249	456,651	82%
Activity 2	672,527	769,208	114%
Activity 3	18,152	17,648	97%
Activity 4	295,859	211,693	72%
<b>Total</b>	<b>1,543,787</b>	<b>1,455,200</b>	<b>94%</b>

## 7. Results in this reporting period:

- Master Trainers’ pool developed involving 106 government officials from different departments in project districts and EALG District Facilitators to cascade different trainings e.g. SDG awareness to LGI representatives; the master trainers are found active in conducting different training programmes at Upazilas and in District level;
- Improved institutional capacity of UPs and UZPs through community participation in prioritizing development interventions;
- Women representatives became more active in different activities of the UPs and UZPs after receiving the leadership trainings;
- Women Development Forums (WDFs) were activated as a platform for elected women representatives and the WDFs successfully addressed the violence against women and girls;
- Marginalized group including poor, women, and youth participated actively in Ward Shavas and contributed towards the participatory planning;
- Sharing of scheme information for local development and budget within the community improved the transparency of LGIs;
- Through EALG activities – such as Ward Shava, various training, awareness programme as well as capacity building activities – created positive competitiveness among the pilot UPs/UZPs and beyond;
- Public representatives became more capable of making their SDG-oriented plans through localization of SDGs; and
- UP Secretaries have become more efficient in dealing with the UP planning and budgeting activities and in organizing different events. (e.g. Ward Shava, meetings for the UPs)



## **8. Challenges in this period:**

- Absence of full-time DDLGs in all districts hindered the implementation of project activities;
- Additional efforts for implementing project activities within a short time due to upcoming National Parliament Election;
- Delay in receiving project vehicles for DDLGs from previous project affected project activities at the field level;
- Transfer of DDLGs, UNOs and UP Secretaries and delay in replacement delayed the project implementation;
- As the Upazila Parishads were at the end of their tenure and election was due for many of the Upazila Parishad, the representatives were a bit reluctant to participate in different programs; hence the project had to wait for the newly elected representatives.

## **9. Lessons learned in this period:**

- Leadership of DDLG is critical for smooth implementation of project activities at field level;
- Involvement and having guidance of the senior government officials including the Divisional Commissioner, Deputy Commissioner and DLG in project events increased confidence of LGI representatives;
- Leadership training for elected female representatives enabled space for interactive discussions on gender equity and increased allocation for addressing women issues and needs in local context seems much;
- The performance of UP depends largely on the performance of the UP Secretary. In absence of full-time Secretaries, UPs can't perform smoothly;
- The project developed several guidelines which helped the LGIs in organizing meetings, Shavas and other events in more efficient and effective ways.

## **10. Conclusion:**

Despite delayed start, the EALG project has attained significant progress within this reporting period. Through implementation of several activities and engagement of stakeholders, the project has demonstrated good initial results for improving governance system amongst the selected LGIs. The project has been working closely with the Local Government Division, relevant stakeholders at central and field levels to accomplish its planned activities and attain its expected results.