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| 1. **Title of mission:**

District Youth Councils (DYC’s) Workshop in Kenema  | 1. **Country**

Sierra Leone |
| 1. **Participants:**
2. Anthony Koroma –Commissioner NAYCOM
3. Ann-Marie Bassie-Programme Analyst UNDP/YEEP
4. Momodu Wudie –Programme Manager- NAYCOM
5. Yusuf Kamara – M&E Officer, NAYCOM
6. Executive Members from each of the 14 District Youth Councils (DYC’s)
 | 1. **Travel period:**

September 09/09/2015 -***Return*** September 12/09/2015 Three days |
| 1. **Overview:**

 The UNDP/YEEP provided financial and technical support in 2012 through the National Youth Commission (NAYCOM) for the establishment of fourteen District Youth Councils (DYC’s) country wide. The National Youth Commission has now been fully represented in the regional headquarter towns of Makeni, Bo and Kenema. NAYCOM is mandated by an Act of Parliament to develop youth potential and creativity for national development. The act specifically mandates NAYCOM to establish District Youth Councils (DYCs) and District Youth Advisory Committees (DYACs) in all local council areas. Through support from UNDP and the World Bank, NAYCOM has now established all the 14 District Youth Councils.In a bid to strengthening the capacity of DYCs for effective management of projects with regards to their operational activities, NAYCOM conducted a two-day workshop in Project Cycle Management to improve the resource mobilization techniques, project implementation and monitoring skills, to enable participants contribute positively to the enhancement of their communities and also in national development programmes. The workshop training took place in Kenema on Thursday, 10 September, 2015 to Friday, 11th September, 2015. The mission undertaken was to attend/witness the workshop training of the 14 District Youth Council representatives.  The training activity is part of the UNDP/YEEP support to government through the National Youth Commission in strengthening and enhancing the effective operation of the DYC’s in their various districts Following the workshop, follow up was made on the BDS activities in Kenema.  |
| 1. **The Workshop.**

The programme was well attended by DYC executive members (4 per district) comprising Chairmen, Vice Chairmen, Secretaries, Assistant Secretaries, Finance Secretaries, Project Officers and Public Relations Officers. The workshop was also graced by staff from UNDP and NAYCOM. The workshop was divided into two sessions. The first session was the formal opening and was chaired by the Regional Coordinator South/East- NAYCOM. Statements were made by UNDP, Chairman, Kenema District Youth Council, Regional Coordinator North- NAYCOM, M&E Manager, NAYCOM and Chairlady of the National Youth Council. The Keynote address was made by the Commissioner, NAYCOM. The central theme of the statements highlighted the major role of DYCS for the advancement of youth issues in the country and capacity building was crucial to strengthening that role.The second session comprised the workshop proper. Presentations were made in Project design cycle, Situation analysis, organizational capacity assessment, Finalizing the focus of the project, project planning frameworks, monitoring and evaluation, project budget, proposal writing. This session was facilitated by the M&E Manager and the Programme Manager, NAYCOM. This session was interactive and based on group work exercises, case studies related to organizational and self-experiences of trainees. In each case, effort was made to relate the concept to the Sierra Leonean situation and challenges of Project Planning, Implementation, Monitoring and Evaluation on the ground |
| 1. **Achievements.**

The desired objectives of the workshop were achieved. At the end of the training programme, participants were:* acquainted with the basics of the project design cycle;
* learned how to conduct a situation analysis, problem analysis and stakeholder analysis;
* understood how to conduct organizational capacity assessment (SWOT analysis, internal analysis and external analysis);
* were able to finalize problem statements and focus of projects;
* able to understand the basic project planning frameworks (the results framework, critical assumptions and project results and activities);
* able to recognize the meaning and usefulness of monitoring and evaluation;
* Were able to construct a simple project budget.

Participant’s evaluation of the workshop rated the training as timely and extremely relevant. Appeal was made to increase the timeframe for such programmes and to provide certificates at the end of such workshops. **BDS Centre- Kenema**The Executive Officer, CEPAD-SL, Mr. Daniel Moiwo informed that the first segment of the BDS training (eighteen weeks) for 25 participants (10 female and 13 male) have been completed. Initially, 15 male beneficiaries started the training but 2 dropped out soon afterwards, one for domestic reasons. Reason is unknown for the other dropout but is being investigated. Next segment of the training will soon commence pending a request to UNDP for funds. IP was advised to speedily submit relevant reports to the effect to expedite the process.**Future planned BDS activities to be undertaken**Undertake second segment training of 25 beneficiaries.1. **Follow-up**:

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| **Action Points** | **Responsible unit/ person and timeline**  |
| Follow up on DYC activities to assess the impact of the workshop training | NAYCOM/UNDP |
| Follow up on BDS training | UNDP |

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| 1. **Recommendation**

Certificates to be provided to DYC participants of the workshop |