



**PROJECT DOCUMENT COVER PAGE**

UNDEF Project Number: UDF-VAN-06-122

Executing Agency Project Number: #122

Project Title: Extension of Workshops on Active Citizenship to Improve Governance

Country/Region: Vanuatu

Executing Agency: UNDP

Implementing Agency(ies): 1. Transparency International Vanuatu

Duration: Two years

Project Start Date: 01/02/2007

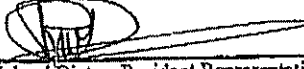
Project End Date: 31/12/2008

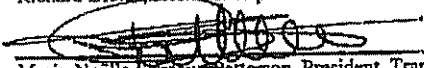
Funding Round and Year of Grant: First Funding Round, 2006

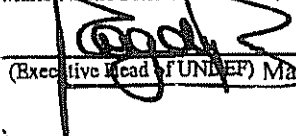
Amount of UNDEF Grant in USD: \$ 107,776

**Project Summary:**

Transparency International Vanuatu (TIV) is an accredited member of Transparency International, a global coalition fighting corruption. In partnership with the trained local members of the Pacific Regional Rights Resources Team (RRRT) – (a UNDP project which provides training, technical support, policy and advocacy advice in human rights to promote social justice and good governance throughout the Pacific) - ~~the project is an extension of TIV's civic awareness activities which are currently being conducted throughout Vanuatu. As a result of the workshops, feedback demonstrates a strong need for similar workshops to be run on Vanuatu's more remote islands. Access to education and information is a major stumbling block in Vanuatu due to its wide geographical spread and high cost of transportation. This project will ensure that those citizens who have limited or no access to media and information are educated and informed about their role in civil society. This in turn will produce more participatory active citizenship throughout Vanuatu.~~ The project is an extension of TIV's civic awareness activities which are currently being conducted throughout Vanuatu. As a result of the workshops, feedback demonstrates a strong need for similar workshops to be run on Vanuatu's more remote islands. Access to education and information is a major stumbling block in Vanuatu due to its wide geographical spread and high cost of transportation. This project will ensure that those citizens who have limited or no access to media and information are educated and informed about their role in civil society. This in turn will produce more participatory active citizenship throughout Vanuatu.

  
 Richard Dictus, Resident Representative UNDP Fiji Multi-country Office 14/12/06  
date

  
 Marie-Noelle Perréut-Peterson, President, Transparency International Vanuatu 18/12/06  
date

  
 (Executive Head of UNDEF) Magdy Martinez-Soliman 17/01/2007  
date



## **2. EXECUTIVE SUMMARY**

This project emphasizes democratic participation and accountability and fits squarely within the aims of UNDEF to translate democracy into a practical solution for the people of Vanuatu to have their voices heard. Teaching civic education makes citizens more knowledgeable about the democratic system and their own cultural system and helps to build a bridge between the two systems. Once citizens are aware of their rights and duties, it enables them to become more active and participate in society for the good of the country. As a result, there will be increased civic engagement and greater government transparency and accountability from a more knowledgeable, skilled, empowered, better disposed and more demanding and participatory population.

This project targets the 78 percent of the population that live in the outer islands of Vanuatu and are "distanced" from central government. It seeks to ensure that they are educated and informed about their role in civil society. This project will contribute to the development of a social environment where citizens are more active and responsible and have a better understanding of their rights, their duties and of the legitimate role their leaders should play. Such a development will make Vanuatu a more transparent society where citizens know more about the way they are governed. Such a change will, in turn, create a greater sense of obligation on the part of politicians and public servants whose policies and actions will be more visible to citizens.

## **3. SITUATION ANALYSIS, PROJECT STRATEGY AND SUSTAINABILITY**

### **a. Situation Analysis**

Vanuatu is an island country consisting of over 80 islands with a population of around 200,000. With its small fragile economy, Vanuatu is the third poorest country in the Pacific having been classified as an LDC since 1995 with a per capita GDP of less than US\$1,276. The Human Poverty Index (HPI) ranks Vanuatu number 13 of 15 Pacific Island Countries and 140 on the UNDP Global Human Development Index (HDI). Vanuatu was also ranked the most vulnerable state of 110 small developing countries by a 1998 Commonwealth Secretariat report.

The social and political structures of the Vanuatu Island societies are extremely complex and vary from Island to Island and even from village to village. Customs and cultures of the people vary from one island to another, and even within societies. People speak over 100 languages, with their own variety of dialects, which carry with them their own ethnic and cultural values, history, pride and identity. Further to this language complexity, the country is politically and religiously divided. The fragmentation of the country with its complex social structure presents practical difficulties in governance.

There continue to be concerns about instability in Vanuatu. In an unstable civil and social environment the poorer sections of society are often further disadvantaged as essential services are disrupted. Vanuatu continues to have difficulties delivering effective, accountable and transparent government, particularly given the context that almost 80 percent of the population lives in the remote outer islands. This difficulty is perhaps the single greatest constraint on economic growth and the attainment of improved living standards.

Vanuatu gained its independence from the former British/French condominium in 1980. Whilst on paper Vanuatu has a good institutional framework, in reality these formal institutional structures, including legal and political structures, are irrelevant to the day-to-day lives of many people and also not well known. There is both a lack of knowledge of the new system put into place at Independence and growing disillusionment with the system of politics. This is reflected, in part, with the decline in voter turnout in national and

provincial government elections. Moreover, citizens do not place any burden of expectation on their leaders or the government. There has been relatively little outcry about improper activities on the part of those who are supposed to be involved in “public service”. Where such outcry does occur, it is almost always limited to urban areas, whereas the majority of the country’s population lives in the remote outer islands.

Due to the geographical spread of Vanuatu’s islands, education and information rarely reaches the more remote communities. In order to address this situation, TIV believes that civic education in the outer islands is essential. This project seeks to ensure that important information about the way Vanuatu’s government works, its Constitution and other governance related issues is distributed to those who have limited or no access to all forms of media.

#### **b. Project Strategy**

Civic education is intrinsically linked with broader governance and poverty reduction agendas. It also enables a linkage across a broad range of other priority human development areas. It:

- Provides the foundation for empowering citizens to take part in the development and governance of their country;
- Provides the foundation for learning about effective participation in democratic and development processes at both local and national levels;
- Transforms people’s lives and therefore forms a core part of the democratic governance and poverty reduction agendas;
- Enables citizens to exercise their civil, political, economic and social rights;
- Outlines the advantages of good governance and describes corruption and its social and economic effects;
- Brings greater transparency and accountability; and
- Stimulates, enhances and deepens civic engagement.

This project targets the 78 percent of the population that live in the outer islands of Vanuatu and are “distanced” from central government. It seeks to ensure that they are educated and informed about their role in civil society. It is important for all citizens to have an understanding of their role and responsibilities in society as members of the community and to put pressure on their leaders to reach the objectives of good and ethical governance in accordance with the Leadership Code Act. This project will contribute to the development of a social environment where citizens are more active and responsible and have a better understanding of their rights, their duties and of the legitimate role their leaders should play. Democratic self-government means that citizens are actively involved in their own governance. It is a fundamental human right to be able to participate in government decision making. As this happens the whole society will benefit from a clearer understanding of the rights and obligations of citizens and of the way Vanuatu’s government and its legal system are intended to operate. Such a development will make Vanuatu a more transparent society where citizens know more about the way they are governed. Such a change will in turn create a greater sense of obligation on the part of politicians and public servants whose policies and actions will be more visible to citizens. To achieve this, the project seeks to adopt the following strategies:

#### **Training of Trainers**

In partnership with the provincial government and trained paralegals of the Pacific Regional Rights Resources Team (RRRT)—a UNDP project which provides training, technical support, policy and advocacy advice in human rights to promote social justice and good governance throughout the Pacific—TIV shall conduct a Training of Trainers (TOT) workshop which aims to develop a core of trainers/facilitators in Vanuatu and within the provinces. At least 6 potential candidates shall be identified per province and selected by a committee composed of RRRT, TIV and the provincial government using a set of criteria. The 6 identified candidates are expected to become the focal points in the province, distributed in the different islands/villages. They are expected to facilitate the workshops and encourage ongoing discussions in the community. These individuals will also serve as information points and links between citizens and TIV and other relevant organizations.

### **Local Level Workshops on Good Governance**

A series of 60 workshops in 6 provinces shall be conducted to raise people's awareness and understanding of good governance and the people's role in ensuring effective governance. The project expects to have a minimum of 30 participants in each workshop, which would result in a total of 1,800 people trained by the end of the project. The workshops are based on a small book in Bislama: "*Vanuatu, Raet mo Diuti blong mi hemi Laef blong mi*". This book is a translation/adaptation of the Civic Education Manual for year 7 & 8 students produced by TIV in 2004. A full copy of the three-day program is attached to this document. To date, TIV has trained a total of 187 participants and distributed 1,450 books on Civic Education.

Expected participants for the workshop would include the Area Secretaries of the provinces, Chiefs, women representatives, community leaders, NGOs and other representatives. It is expected that each participant returns to their community and distributes civics booklets and imparts knowledge of active citizenship and corruption. All practical details (i.e. logistics, transport, communications) are prepared with the local authority at the Provincial level as they know the place better and are able to help with in-kind contributions, such as transport and accommodation. By using local facilitators, local considerations such as festivals and cultural sensitivities can be taken into consideration when planning and implementing the workshops.

### **Production and Dissemination of Information Materials**

As part of the project a booklet on corruption, which outlines the different types of corruption, how to resist it and proposed initiatives to fight it, will be developed. Copies of the corruption booklet, the Civics Education book, the Constitution, and the Leadership Code shall be disseminated to the participants. A series of posters on democracy and good governance principles will also be printed for distribution. These materials will remain with the participants and their community for future reference and reading.

Furthermore, the TOT manual, which shall serve as a guide for the facilitators in conducting the workshops, shall be developed and distributed to the "trainees"

### **c. Sustainability**

These workshops form part of TIV's overall civic education awareness program. With the support and involvement of the Ministry of Education, TIV has already produced, printed and distributed civic education material for years 7-8 in the Vanuatu education system. TIV intends to embark on the production of three sets of similar materials for years 1-13. These materials will ensure there is a long-term accumulation of knowledge about systems of governance to complement the awareness among adults proposed in the awareness raising workshops.

The TOT in each of the 6 provinces and their assignment as focal points is an important part of the project because 78 percent of the population lives outside Port Vila and Luganville, Vanuatu's two main cities. The network of trainers/facilitators developed during these workshops will spread the impact well beyond the workshop participants and ensure there is an ongoing flow of information to and from the islands. Lastly, the production, translation into local language, and dissemination of information materials will help sustain the activities and also hopefully encourage community-initiated information sharing activities in the villages

## **4. GENDER AND MARGINALIZED OR VULNERABLE GROUPS**

Greater participation of women in democratization is a fundamental objective of this project. In conducting prior workshops, it was noted that there was a severe lack of female attendees. Accordingly, a strong emphasis has been placed on increasing the attendance of female participants. By liaising with the Provinces and the Vanuatu National Council of Women and encouraging female participation, this will ensure more gender equity (50/50) at the workshops. The participation of women at the workshops is crucial to improve female participation in decision-making both at the local and national level. Moreover, in the TOT, the project will make sure that 50 percent of the participants are female. This is also a way of empowering women and building their capacities as facilitators and leaders in their community.

## 5. RESULTS FRAMEWORK; OUTCOMES, OUTPUTS AND ACTIVITIES

See Annex I.

## 6. MANAGEMENT ARRANGEMENTS AND PARTNERSHIP INFORMATION

The United Nations Democracy Fund is housed within the United Nations Fund for International Partnerships (UNFIP). The Executive Director of UNFIP and ex-officio member of the Democracy Fund's Advisory Board provides management oversight to the Democracy Fund. Financial and administrative services are provided to the Democracy Fund by UNFIP.

Executing Agency: UNDP Fiji Multi Country Office  
Implementing Agency: Transparency International Vanuatu

The Executing Agency is responsible for the overall management of the project and will bear all financial, monitoring, evaluation and reporting responsibilities to the UN Democracy Fund. The Executing Agency is also responsible for contracts with the Implementing Agency involved in the project. The Executing Agency will receive the grant in full and manage any financial disbursements to the Implementing Agency as per implementation arrangements or payment schedules concluded between them.

The Implementing Agency is responsible for the overall implementation of the project and will bear monitoring, evaluation and reporting responsibilities to the Executing Agency. The Implementing Agency will bear the main substantive responsibility in achieving the results of the project. They will ensure that implementation is carried out in accordance with the project agreement and in keeping with the work plan for the project.

Contact information for project partners are as follows:

<u>Executing Agency</u> United Nations Development Programme (UNDP), Fiji MCO Tower 6 Reserve Bank Building Pratt Street, Private Mail Bag, Suva, FIJI <a href="http://www.undp.org.fj">www.undp.org.fj</a>	<u>Person Responsible for Execution:</u> Richard Dictus Title: Resident Representative E-mail: <a href="mailto:richard.dictus@undp.org">richard.dictus@undp.org</a> Telephone/Fax: +679 3312500/ +679 3301718
<u>Implementing Agency</u> Transparency International Vanuatu PO Box 355 Port Vila, VANUATU TI website: <a href="http://www.transparency.org">www.transparency.org</a>	<u>Person(s) Responsible for Implementation:</u> Ms. Marie Noelle Ferrieux Patterson Title: President Telephone/Fax: Ph: +678 25715 Fax: +678 25716 E-mail: <a href="mailto:tiv@vanuatu.com.vu">tiv@vanuatu.com.vu</a>  Ms. Blandine Boulekone Title: Office Manager Telephone/Fax: Ph: (+678) 25715 Fax: (+678) 25716 E-mail: <a href="mailto:tiv@vanuatu.com.vu">tiv@vanuatu.com.vu</a>

## 7. OTHER DONORS OR SPONSORS

N/A

## **8. MONITORING, EVALUATION AND FINANCIAL REPORTING**

In partnership with RRRT and UNDP, an M&E plan shall be developed with qualitative and quantitative inputs to assess the projects impact and effectiveness. Regular monitoring and an end-term assessment will evaluate the impact of this project over time, which is in accordance with the UNDEF M&E guidelines. TIV will monitor the project activities through field visits and by reviewing audience and workshop participant feedback. An evaluation form will be completed by each workshop participant. These will then be analysed by TIV staff and suggestions and comments will be incorporated into future workshops. A report will be made incorporating these comments at the conclusion of each island visit. Donor reporting will be conducted yearly showing a summary of participant's feedback, budget analysis, etc. The budget also provides for an external, independent auditing agency to assess the workshops for one week. This will be done at the end of the first year so that any recommendations made by the agency can be incorporated into the remaining workshops.

## **9. LEGAL COMMITMENTS**

Signature of this project document commits all parties to abide by the following:

- a. The Executing Agency agrees to be responsible for the overall management of the project and will bear all financial, monitoring, evaluation and reporting responsibilities to the Democracy Fund as per the UNDEF Monitoring, Evaluation and Reporting Guidelines. The Executing Agency also agrees to be responsible for contracts with all implementing agencies or individuals involved in the project.
- b. The Executing Agency agrees to undertake best efforts to ensure that none of the funds received from UNDEF are used to provide support to individuals or entities associated with terrorism and that the recipient of any amounts provided by UNDEF do not appear on the list maintained by the UN Security Council Committee established pursuant to Security Council Resolution 1267 (1999) and that this undertaking form part of any and all sub-contracts entered into by the grantee.
- c. As per ECOSOC Resolution 1996/31 on consultative relationship, as well as the UNDP criteria for associated NGOs, the aims and purposes of all Executing and Implementing Agencies are in conformity with the spirit, purposes and principles of the Charter of the UN.
- d. All CSO and NGO partners to this project have been recognized nationally or internationally and, where applicable, comply with existing national legislation regarding formal registration and public accountability.
- e. All CSO and NGO partners to this project have statutes or by-laws providing for a transparent process of decision-making, election of officers and members of the Board, and the CSO has authority to speak for its members through its authorized representatives.
- f. All funds will be transferred from UNDEF to the designated Executing Agency in US Dollars. Any onward payments made in currencies other than US Dollars will be determined by applying the rate of exchange in effect on the date of payment. Should there be a change in the rate of exchange prior to the full realization of the project, which may affect the ability to carry out project activities, the Executing Agency or Implementing Agency (ies) will be expected to adjust project design so as to stay within available resources.
- g. All financial accounts and statements shall be expressed in US Dollars.
- h. Any interest income attributable to the utilized portion of the grant will be credited to the project account.
- i. All parties agree to take all necessary measures to facilitate evaluations as and when required by UNDEF or a third party on its behalf.
- j. All parties agree to provide financial expenditure reports and certified financial statements as per the UNDEF Monitoring, Evaluation and Reporting Guidelines available on the UNDEF web site.

## **10. BUDGET**

See attached Excel document.

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**ANNEX I: RESULTS FRAMEWORK**

**UNDEF Project Title:** UDF-VAN-06-122 Extension of Workshops on Active Citizenship to Improve Governance

**Intended Outcome:** To contribute to the development of a social environment in Vanuatu where citizens are more active and responsible and have a better understanding of their rights, their duties and of the legitimate role their leaders should play. Such a development will make Vanuatu a more transparent society where citizens know more about the way they are governed. Such a change will in turn create a greater sense of obligation on the part of politicians and public servants whose policies and actions will be more visible to citizens. Specifically, the project intends to achieve the following outcomes:

1. Increased awareness and understanding of citizens rights and their role in ensuring effective democratic governance;
2. Greater community participation for democratic governance;
3. A sense of nationhood and ownership of the democratic system in Vanuatu; and
4. Improved transparency and accountability due to citizen's demand for good governance.

**Outcome Indicators:**

1. Positive increases in participants' knowledge and understanding of democracy based on pre- and post-workshop evaluations;
2. Greater voter turnout at provincial and national elections;
3. Greater participation of citizens in the outer islands in government processes (participation in consultations and decision making processes); and
4. Greater voice of citizens in making government officials accountable.

Intended Outputs	Key Activities	Timeframe								Responsible Party(ies)	Budgetary Inputs
		Q1 '07	Q2 '07	Q3 '07	Q4 '07	Q1 '08	Q2 '08	Q3 '08	Q4 '08		
<p>1) Core of trainers/facilitators trained to facilitate workshops and be the focal points in the provinces.</p> <p>Number of volunteers trained. Skills developed and capacities built.</p>	<p>1. Development of content and structure of training of trainers (TOT) workshop.</p> <p>2. Selection of 6 suitable RRRT candidates to be Focal Points, therefore one from each Province.</p> <p>3. Attendance by selected candidates at the TOT workshop in Port Vila conducted by TTV.</p>	X								Transparency International Vanuatu RRRT	459,860 vatu US\$4,380



Intended Outputs	Key Activities	Timeframe								Responsible Party(ies)	Budgetary Inputs	
		Q1 '07	Q2 '07	Q3 '07	Q4 '07	Q1 '08	Q2 '08	Q3 '08	Q4 '08			
<p>2) Local level workshops on good governance conducted.</p> <p>a) 60 workshops completed.            b) Participation and attendance            c) Number/percentage of women attending/participating in the workshops.            4) Increase awareness and understanding of concepts based on evaluation results.            5) Concrete strategies/plans developed on promoting citizen participation in governance.</p>	<p>1. Conduct 3-day workshops for 30 participants based on existing content in 60 areas (60 workshops x 30 participants = 1,800 total participants); planning to be established with the local authorities)            2. Report of each workshop            3. Compile evaluation forms and report of the 60 workshops.            4. Compile financial report.</p>									X	TIV RRRT Provincial government	6,686,070 vatu US\$63,676
<p>3) Production and Dissemination of Information Materials.</p> <p><u>Bislama Civic Education Book</u></p> <p>Number of books printed &amp; distributed.</p>	<p>1. Re-printing of Bislama Civics book.</p>	X									Transparency International Vanuatu	505,625 vatu US\$4,815
<p><u>Leadership Code and Constitution</u> printed in Bislama.</p> <p>Number of books printed &amp; distributed.</p>	<p>1. Translation of Leadership Code and Constitution into Bislama.            2. Printing of Leadership Code and Constitution.</p>	X									Transparency International Vanuatu	505,625 vatu US\$4,816





Intended Outputs	Key Activities	Timeframe								Responsible Party(ies)	Budgetary Inputs
		Q1 '07	Q2 '07	Q3 '07	Q4 '07	Q1 '08	Q2 '08	Q3 '08	Q4 '08		
Booklet on different types of corruption and how to prevent it printed in Bislama.	1. Develop content of booklet. 2. Translate into Bislama. 3. Printing of booklet.	X								Transparency International Vanuatu	605,625 vatu US\$5,768
Number of books printed & distributed.											
Posters on good governance and democracy.	1. Develop content of posters in Bislama. 2. Printing and laminating of posters.	X								Transparency International Vanuatu	405,625 vatu US\$3,863
Number of posters printed & distributed.											
4) Acquire equipment required to carry out the workshops.	1. Obtain quotations for equipment 2. Acquire equipment	X	X							Transparency International Vanuatu	629,370 vatu USD5,994
5) Monitoring and evaluation	1. Monitor and evaluate the workshops ensuring any improvements are effectively incorporated into the workshops 1. Process financial information on a regular basis. 2. Prepare a detailed financial report on expenditure.	X	X	X	X	X	X	X	X	Transparency International Vanuatu	979,780 Vatu USD9,332
Administrative Overhead Fee (5%)	1. Administer project	X	X	X	X	X	X	X	X	UNDP Multi Country Office	5,38879 Vatu USD5,132
<b>TOTAL:</b>										<b>USD107,776</b>	

**UNDEF PROJECT BUDGET IN US DOLLARS**

**Executing Agency:** UNDP Vanuatu  
**Project Title:** Extension of Workshops on Active Citizenship to Improve Governance  
**Start Date:** 01-Feb-07  
**End Date:** 31-Dec-08  
**Executing Agency Project Number:** Project 528  
**IMIS Project ID:** IO15  
**UNDEF Project Number.:** UDF-VAN-06-122

**Project Budget**

Project Budget Lines	Object of Expenditure	Project Budget		
		I	II	III
		Total	Year 1	Year 2
		US\$	US\$	US\$
<b>1</b>	<b>Salaries</b>			
a	International Professionals	0	0	0
b	National Professionals	8,100	4,178	3,922
c	Administrative Assistants	0	0	0
d	Others	0	0	0
	<b>Total</b>	<b>8,100</b>	<b>4,178</b>	<b>3,922</b>
<b>2</b>	<b>Travel</b>	<b>6,415</b>	<b>3,888</b>	<b>2,527</b>
	<b>Total</b>	<b>6,415</b>	<b>3,888</b>	<b>2,527</b>
<b>3</b>	<b>Contractual services</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>4</b>	<b>Meetings and Training</b>			
a	Seminars, Workshops, Trainings & Meetings	53,541	28,151	25,390
b	Study Tours	0	0	0
	<b>Total</b>	<b>53,541</b>	<b>28,151</b>	<b>25,390</b>
<b>5</b>	<b>Project Equipment</b>			
a	IT Equipment	2,429	2,429	0
b	Other Equipment	3,565	3,565	0
	<b>Total</b>	<b>5,994</b>	<b>5,994</b>	<b>0</b>
<b>6</b>	<b>Advocacy</b>			
a	Publications, Pamphlets & Brochures	19,262	19,262	0
b	Other Media (including web sites)	0	0	0
	<b>Total</b>	<b>19,262</b>	<b>19,262</b>	<b>0</b>
<b>7</b>	<b>Monitoring and Evaluation - Note 1</b>	<b>9,332</b>	<b>4,666</b>	<b>4,666</b>
	<b>Total</b>	<b>9,332</b>	<b>4,666</b>	<b>4,666</b>
<b>8</b>	<b>Miscellaneous</b>			
a	Rent	0	0	0
b	Supplies	0	0	0
c	Sundry - Note 2	0	0	0
	<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>9</b>	<b>Total Project Cost (TPC)</b>	<b>102,644</b>	<b>66,139</b>	<b>36,505</b>
<b>10</b>	<b>Admin. Overhead Fee @ 5% of TPC - Note 3</b>	<b>5,132</b>	<b>3,307</b>	<b>1,825</b>
<b>11</b>	<b>Total UNDEF Grant Award - Note 4</b>	<b>107,776</b>	<b>69,446</b>	<b>38,330</b>

- Notes:** Budget lines may be added and all line items should be rounded off to the nearest dollar. Please note yellow cells are formulas and should not be altered.
- All projects are entitled to 10% of the project budget to cover the cost of monitoring and evaluation activities, to be capped at \$25,000.
  - Miscellaneous expenses include bank charges, expendable office supplies, telephone lines/fax charges, freight, postage, etc.
  - This fee must be calculated at 5% of the Total Project Costs NOT 5% of the Total UNDEF Grant Award
  - This line item must not exceed the total UNDEF grant award

Minutes of Local Project Appraisal Meeting  
For Workshops on Active Citizenship to Improve Governance Project  
Held at 10.00am on 12<sup>th</sup> December, 2006  
At the UNDP Conference Room, Tower 6, RBF Building, Suva.

**In attendance:** Richard Dictus (RR); Ruth Verevukivuki; Claire Thoms; Sandra Bernklau; Helga-Bara; Brian Lenga; Peter Muller; Ben Blake.

**Introduction & Project presentation:**

1. Presentation on the Project was done by Claire Thoms Governance Analyst giving the background of the project, project summary and strategy, logistical arrangements, Results Framework and budget.
2. It was noted that Transparency International Vanuatu submitted this project to UNDEF for funding. The initial submission whilst had UNDP's signature on it had no other contribution at this stage from UNDP. Funding has been approved in principle however UNDEF asked for some changes and clarification. UNDP have come in at this stage in accordance with UNDEF funding requirements as executing agency.

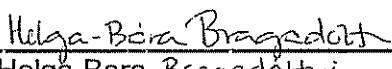
**Discussion and recommendations**

3. There was a lot of discussion and input from the LPAC team and are summarized below.
4. It was noted by Claire that the Project document with changes requested by UNDEF needed to be sent back to UNDEF and advised that this be done as soon as possible. The logistical changes and inputs from the LPAC team to be discussed with TIV whilst waiting for funding from UNDEF.
5. there was some confusion on how many Focal Points there were going to be so clarification sought with TIV 6 or 36?: This has been clarified and there will be 6 focal points in total one for each province.
6. Risk analysis: this section to be elaborated on, as the following issues were raised:
  - Have to be careful that messages are not misunderstood, misinterpreted, that when Focal Points return to the communities the message is consistent and need to show how the project can monitor this.
  - Need to ensure that information gained on civic education doesn't cause any tension with the relationship between local government and communities due to the increase in civic awareness. The project doesn't show any mechanisms in place to deal with this and to discuss with TIV ways that this can be addressed. Such as the skills to now advocate for change in a positive way, as opposed to giving them information which could cause frustration if they are not shown how to use this new information. **Risk Mitigation:** Since the LPAC meeting this issue has been discussed with TIV for their response and TIV has advised that they currently work with the Provinces and have a very good working relationship and partnership with them. For example the Provinces have input by providing free conference rooms and accommodation to participants for the workshops on civic education. Also that this is the first step in civic education and awareness, it gives them a

basic understanding of civics' such as what is corruption etc. Prior to these workshops being developed a needs assessment was done with communities and was designed based on what the communities needed and wanted. At present they are the only NGO going this deep into communities and this project was written following the numerous requests of the rural people to have this kind of activity.

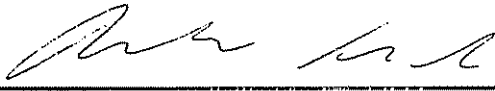
- Suggestion that a training needs analysis would probably be a good idea to see what each province really needs in terms of civic education but also how they would then use this knowledge afterwards. A way of solving this would be to have focus group discussions possibly in Port Vila with civil society/govt based on experiences of similar organizations. **Feedback from LPAC meeting:** At present this is beyond the scope of this project as this is probably the first time these communities are having any form of civic education training. These workshops will be further developed on feedback from the workshops as been the case so far with existing workshops. **Risk Mitigation** However it may be possible to incorporate into the workshops specific skills training to use this knowledge further or look at how the focal points in each province can be trained/used to help with this.
- Risk that one person has the institutional knowledge for this project and if she leaves then what will happen to the project
- 7. **Sustainability& partnerships:** In the project document it is not clear of partnerships if any with existing civil society when in discussions during the LPAC meeting it became known that they are in fact working with Vanuatu Rural Development Training Council Association (VRDTCA) and women's councils.
  - To look at the possible link with the rural training centers (RTC) as they are doing Human Rights training and would like to do more of this training especially on civic education. This link may meet the need for more substantial partnerships and sustainability capacity built after the project.
  - Talk with Wan Smol Bag theatre to see what work they are doing on Civic education – how does this overlap with TIV civic education work. This may also be areas of collaboration. Since the LPAC meeting feedback from TIV has been that TIV is the only NGO at present making contact with some of these communities however are happy to partner with anyone that wishes to do so. On the note of Wan Smol Bag, TIV advises that Wan Smol Bag is not going as deep into the community as TIV due to the costs involved. TIV also do not get a real evaluation of Wan Smol Bag activities.
  - Outline more clearly the partnership between TIV and provincial government.
- 8. **Results Framework**
- 8. The cost saving of contribution in kind from RRRT needs to be better articulated, i.e. joining of RRRT's training etc by TIV with potential focal points.
- 9. In the results framework also each time RRRT is mentioned VRDTCA needs to be mentioned as well as this is RRRT's partner on the ground.
- 10. The description of the training in the Train the trainers is not enough and the process and partnerships needed to be more clearly articulated.

11. Monitoring and Evaluation- Question was raised if the funding was sufficient for this. Query on the effectiveness of posters was made and if more funds were needed then possibly money could be taken from here along with the suggestion of communities making their own posters which brings more ownership and meaning.
12. Clarification sought on what equipment needed to be procured for the project: OHP projector, generator, camera, and laptop.
13. Recommended changes to wording of intended outcomes and outcome indicators so that it shows capacity built or skills built. In particular the following two:-
  - "Greater participation for democratic governance" to read "Building skills of the rural community for participation for democratic governance"
  - "Greater voice of citizens in making government officials accountable"; to read " Rural communities proactively engaged in making government officials accountable. Eg. Demand for & participate in local meetings with government officials"

  
 Helga-Bara Bragadóttir  
 LPAC member's endorsement of mins:

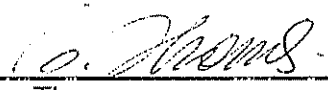
20/12 2006

Date

  
 Ruth Verevukivuki  
 LPAC member's endorsement of mins:

20/12/06

Date

  
 Claire Thoms  
 LPAC Chairperson endorsement of mins:

21/12/06

Date