



ACTIVITY REPORT SUMMARY SHEET

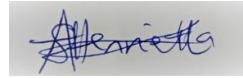


<u>Name of Organization:</u> NATIONAL COMMISSION FOR CIVIC EDUCATION				
<u>Title of Activity:</u> Training of Trainers Workshop on Civic Rights and Responsibilities of Women, Youth and PWDs relative to COVID-19 pandemic	<u>Date(s)/:</u>	9 th -19 th Sept., 2021		
	<u>Venue:</u>	Ketu South, Kasena Nankana West, Jomoro, Sagnarigu and Sefwi-Wiaso		
<u>Name of Work Plan (WP):</u> Project 00133780 – Strengthening Local Capacities for Green and Inclusive Recovery	<u>Implementation Period of entire Project:</u>	July – October, 2021		
<u>UNDAF Output:</u> Conduct TOT for Women, Youth, PWDs groups’ in five districts on their civic rights, duties and responsibilities				
<u>Key Result:</u> Women, Youth and PWDs groups’ in the selected districts have enhanced knowledge on their civic rights, duties and responsibilities to facilitate their participation in the development process				
<u>Applicable Baselines, Indicators & Targets:</u> Output: Increased participation and inclusion of marginalized groups in developing and implementing green recovery plans Indicator : Increased knowledge on the civic rights and responsibilities of marginalized groups Baseline: -N/A Target: Marginalized groups Data source: Training of Trainers Workshop Evaluation report Frequency: Once Responsible: National Commission for Civic Education				
<u>Number of Beneficiaries/Participants:</u> 198 Beneficiaries			<u>Male</u>	
			<u>Female</u>	
	Adults		17	59
	Youth		46	23
	Persons With Disability		36	17
<u>Female-Headed Households</u>	<u>N/A</u>	TOTAL	99	99
<u>Number of Dignitaries (If any) who were present:</u> <ul style="list-style-type: none"> • Ten (10) 				

<u>Role played by UNDP:</u> Sponsor		
<u>Total Budget:</u>	GH¢ 170, 783.00	\$

Name: Henrietta Asante-Sarpong (PhD)

Signature:



Date: 10th December, 2021

	<u>Male</u>	<u>Female</u>
Adults	17	59
Youth	46	23
Persons With Disability	36	17
TOTAL	99	99



ACTIVITY REPORTING FORMAT



1.0 BACKGROUND AND INTRODUCTION:

Persons with special needs such as Women, Youth and Persons With Disability (PWD) are often faced with limited access to resources and excluded from planning and decision-making processes. The lack of access to resources, discrimination against and injustices sometimes meted out to vulnerable groups are likely to be worsened by unforeseen occurrences such as pandemics. Globally, since the onset of the novel coronavirus (COVID-19) pandemic, in the Wuhan city of China, populations across the globe have experienced significant economic meltdowns, health consequences, education and social life disruptions. Thus, as part of measures to help reduce the spread of the virus, countries across the globe adopted non-pharmaceutical interventions such as social distancing, wearing of nose masks, washing of hands, using of alcohol-based hand sanitizer, lockdown, contact tracing and isolation of infected people.

In the case of Ghana, the government instituted lockdowns and closure of borders while citizens were impressed upon to observe all the COVID-19 protocols prescribed by the World Health Organization (WHO). While these universal fit-for-all approaches, albeit yielded some positive results, the civic rights, duties and responsibilities of vulnerable populations and groups in the country were badly affected. For example, the economic activities of women groups, who are largely in the informal sector, were greatly affected due to lockdowns while Persons With PWDs had difficulty in accessing health care due to lack of provisions made for them during period of lockdowns. The pandemic also had a negative impact on access to education, particularly for PWDs. This is because, when schools were closed down and classes were organized virtually, special attention was not given to PWDs, hence limiting their participation and access to education. This affected their fundamental right to education as provided for by the 1992 Constitution of the Republic of Ghana.

In view of the above, the National Commission for Civic Education (NCCE) in collaboration with the United Nations Development Programme (UNDP) under the Green and Inclusive Recovery Project carried out a Training of Trainers (ToT) workshops for vulnerable groups in five selected

districts in Ghana. The workshop focused on the Civic Rights, Duties and Responsibilities of Women, Youth, and PWDs relative to the COVID-19 pandemic. The districts are Ketu South in the Volta Region, Sefwi Wiawso in the Western North region, Sagnarigu in the Northern region, Kassena Nankana West in the Upper East region and Jomoro in the Western region.

The workshops aimed at strengthening the capacities of vulnerable groups in the society, increase their participation and inclusion in planning, budgeting and resource mobilization to better their economic status for effective development. Additionally, the workshops equipped participants with requisite knowledge and skills on their civic rights, duties and responsibilities, the effects of COVID-19 pandemic on their rights, duties and responsibilities and improved their capacity to participate in the COVID-19 response and recovery measures. Finally, the workshops built the capacities of the participants to enable them provide onward teaching and facilitation to their group members. This document presents a report on the ToT workshop activities carried out in all the five districts covered. The report is presented in a concise but comprehensive manner for easy readership. It outlines the purpose and objectives of the workshop, outputs achieved, methodology adopted, target groups and a detailed description of the workshops undertaken. The report also highlights the lessons learnt, opportunities presented, challenges and recommendations for future programs.

2.0 PURPOSE & OBJECTIVES:

The overall objective of the Green and Inclusive Recovery Project (GIRP), is to strengthen the capacity of women and marginalized groups to ensure their participation in planning, budgeting, and resource mobilization for delivering effective, efficient, gender-responsive, youth-sensitive, equitable and sustainable development.

The objective of the ToT workshops, was to equip participants with the requisite knowledge and skills on their civic rights, duties and responsibilities in relation to the COVID-19 pandemic.

Specifically, the workshops sought to:

- Increase participants knowledge and awareness of their civic rights, duties and responsibilities particularly as it relates to fulfilling their tax obligations
- Increase participants knowledge and awareness on how their rights and responsibilities were affected by the COVID-19 pandemic

- Build resilience among vulnerable populations towards their participation in COVID-19 response and recovery measures at the district level
- Enhance participants capacity to hold duty bearers accountable and contribute to peace and social cohesion

3.0 OUTPUT (S) ACHIEVED: (what was achieved at the end of the activity)

At the end of the workshop, participants were equipped with knowledge on;

- Their civic rights, duties and responsibilities
- The effects of COVID-19 pandemic on their civic rights and responsibilities
- COVID-19 response and recovery measures put in place by the Government and the contribution of citizens.
- How to access the various response and recovery measures instituted by the government
- Facilitating onward teaching and dissemination of knowledge to their members

4.0 METHODOLOGY/APPROACH

The TOT workshops was organized using a decentralized approach, where the trainings were held at the respective districts of participants. However, the same standardized teaching, facilitation techniques and materials were used for all TOTs. The pedagogical approach adopted by the Commission in the delivery of the ToT training was a blend of two models; “top-down” and “bottom-up” models.

With regards to the “top-down” model approach; slides and flash cards were used to share knowledge on Civic rights, duties and responsibilities of participant, as enshrined in the 1992 Constitution of Ghana, through a facilitator led teaching approach.

On the “bottom-up’ approach, the resource persons used interactive learning techniques such as videos, slides, flash cards role play and experience sharing in their facilitation. The illustration flashcards carried images and texts on general civic rights, duties and responsibilities of citizens, and the special rights of women, youth and PWDs. The illustration cards served both as a teaching and learning tool and a store of information for wider dissemination of information. Additionally, the participants in all districts were made to watch videos on the impact of COVID-19 on their civic rights and responsibilities.

Further, to ensure consistency in delivery of training content, resource persons from the Commission’s head office were provided with adequate training on teaching materials and all presenters were senior staff who were either Directors at the Head office or officers with ranks not below Senior Civic Education Officer. Additionally, all presenters from the Commission’s head office had a demonstration teaching on the ToT teaching materials and was scrutinized by other staff before the actual presentation was carried out in the field. This was to ensure that, presenters acquainted themselves with the materials and are able to deliver same to participants with ease.

All participants in the five districts thus had a one-day training workshop. In Ketu South, the workshop was organized at the church of Pentecost, Shekinah Assembly, in Aflao. In Sefwi Wiawso Municipality, the workshop was organised at the Queen Elizabeth Hotel. In the case of Sagnarigu, the training was held at the M&J Hospitality, Tamale. At Jomoro Municipal, it was organised at the Half Assini Municipal Assembly hall and in the Kassena Nankana West (KNW) district, participants from various communities across the district were hosted at the Paga Motel, Paga. In all the districts, the workshops were organised in-person.

5.0 PARTICIPATION/ATTENDANCE

The participants for the workshop were drawn from the Ghana Federation of the Disability Organizations (GFD), women leaders such as market queens, queen mothers and leaders of various women’s organizations such as the political parties and religious organizations. The projects was targeted at the vulnerable groups and efforts in reaching them were achieved.

In all, 198 people were reached for the TOT training workshops in all the five districts visited. Of these number, 52.6% were males while 47.4% are females. The detail statistics is provided in table 1.

Table 1: Number of Beneficiaries Reached Desegregated by Sex

NO	NAME OF DISTRICT	MALE	FEMALE	TOTAL	MALE PERCENT	FEMALE PERCENT
1	Ketu South Municipal	23	17	40	57.5%	42.5%
2	Sagnarigu Municipal	23	20	43	53.5%	46.5%

3	Sefwi Wiawso Municipal	22	21	43	51.2%	48.8%
4	Kassena Nankana West	18	18	36	50 %	50 %
5	Jomoro Municipal	13	23	36	36.1%	63.9%
GRAND TOTAL		99	99	198	50 %	50 %

From Table 1, more people were reached in Sagnarigu and Sefwi Wiawso compared to Kassena Nankana West District and Jomoro municipal. In terms of male-female proportions, more males attended the workshops in the Ketu South, Sagnarigu and Sefwi Wiawso municipalities. An equal proportion of males and females attended the workshop in the Kassena Nankana West district

Additionally, in all the five districts, a sign language interpreter for the deaf and dumb participants attended the workshop. Additionally, each workshop activity in the districts attracted dignitaries and the Commission's officers at both the implementing region and district. For example, in the Ketu South district, the Queen mother of Adalakope, Mama Klenam Kumabenu and the Volta Regional Director of NCCE, Mr. Kenneth Kponor attended and participated in the workshop. In the case of Sefwi Wiawso District, the Queen mother of the Sefwi Wiawso Traditional Area, Nana Bomo and a representative of the acting Western North Regional Director of the NCCE, Mrs. Joyce Frimpong, participated in the training workshop. In Jomoro Municipality, the workshop also attracted the Head of governance at the UNDP, Dr. Edward Ampratwum and the Queen mother of Half Assini, Ohemaa Azele Akuba as well as the Regional Director of the NCCE, Western region, Mr. J.Y Ennin. In all the districts, individuals from some media houses were invited to cover the programme.

6.0 DETAILED DESCRIPTION OF ACTIVITY

Generally, the ToT training workshop was a day's activity. In all the five districts, the participants, staff, facilitators and dignitaries were first taken through workshop registration and introduction before the start of the main programme.

The workshop at the Ketu South Municipality, commenced with a welcome message from the Volta Regional Director of NCCE, Mr. Kenneth Kponor. He emphasized that the objective of the Commission's ToT workshop in the municipality was to educate the leaders of the special interest

groups that is the women, youth and PWDs to better understand their rights and responsibilities and how they can cope with the COVID-19 pandemic.

At Sefwi Wiawso, the welcome address was delivered by Mrs. Joyce Frimpong, the Deputy Regional Director of the NCCE in the Western North region. In her address, she underscored the importance of the NCCE's work in national discourse and therefore urged participants to take the opportunity created by the training programme to equip themselves with relevant knowledge in the fight against COVID-19.

In the case of the Jomoro Municipality, the Western Region Director of the NCCE, Mr. Ennin gave the welcome address in which he welcomed participants to the workshop and reiterated the Commission's mandate of working to promote and sustain democracy and inculcate in the Ghanaian citizenry, the awareness of their rights and obligations, through civic education. He further stated that the training workshop in the district was to provide an opportunity for participants to learn more about their rights and responsibilities as Ghanaians and also be aware of the government's COVID-19 recovery plans put in place through the assembly to minimise the impact of COVID-19 on their livelihoods.

At the Kasena-Nankana West District, Mr. Victor Nuworkpor, the Acting Regional Director for the Upper East region, welcomed participants and resource persons to the workshop while in the Sagnarigu Municipality, the NCCE's Northern Regional Director, Mr. Abdul-Razak Saani, gave the welcome address in which he highlighted some of the adverse effects of COVID-19 on the livelihoods of citizens. He expressed sincere appreciation to all stakeholders of the project for organising the ToT training workshop.

In terms of messages from the United Nations Development Programme (UNDP), Dr. Henrietta Asante-Sarpong, Director of Research, Gender and Equality at the NCCE, spoke on behalf of the organisation in three districts; Ketu South and Kassena-Nankana West and the Sagnarigu Municipal. She indicated that the project broadly sought to determine how different actors have been affected by COVID-19 and explore measures for recovery and respond to the pandemic. The actors she mentioned, include the PWDs, women and the youth. She said the purpose of the workshop and the contribution of the UNDP is to help participants understand how one can recover from the pandemic. She concluded that the 'UNDP is providing the NCCE with financial support for the exercise. .

However, at the at Sefwi Wiawso Municipality, the message of the UNDP was also delivered by Mr. Mawuli Agbenu, the Deputy Director of the Research, Gender and Equality department of NCCE. He gave an overview of the Green and Inclusive Recovery project stating that the project was implemented to strengthen local capacities and improve recovery from the COVID-19 impacts. The training programme, according to Mr. Agbenu was implemented to sensitize selected members of special interest groups to serve as ambassadors for the project. In the case of Jomoro Municipality, the message from the UNDP was delivered by the Head of Governance at the UNDP Ghana, Dr. Edward Amratwum. In his address he indicated that since 2016 the UNDP have been championing the Sustainable Development Goals especially goal 16 which aim to promote peace and justice in society. In achieving this goal, Dr Amratwum stated that the UNDP and its partners have come up with different sub targets and indicators. One of this is to empower citizens especially, women, youth and persons with disability to engage the state and also take effective interest in civic roles and responsibilities. He further explained that for the SDG goal 16 to be achieved, it was important to ensure that women, PWDs and young people have access to quality information which can be achieved through training and sustained engagements like the ToT training workshop. He therefore urged all participants to take an active part in achieving the SDG goals.

With regards to the core training, Mrs. Joyce Afutu, the Director of Communications and Corporate Affairs at the NCCE, educated participants on their civic rights and freedoms at the workshop in Ketu South district. According to her, the 1992 Constitution of the republic of Ghana guarantees the rights and responsibilities of every citizen. She further took the participants through the general fundamental freedoms and the duties of a citizen. She indicated that it was the duty of every citizen to promote the prestige and good name of Ghana and respect the symbols of the nation. She concluded her submission by encouraging the participants to protect and safeguard the environment by taking part in communal exercises aimed at protecting the environment. She made the same presentation at the Sagnarigu Municipality and Kassena-Nankana West district where participants were trained on general human rights and freedoms, and the special rights of women, youth and PWDs. Similarly, in the Jomoro Municipal, the ‘Civic rights responsibility of women, youth and PWDs relative to COVID-19 pandemic’ was presented by the Deputy Director of Programmes at the NCCE, Ms Gladys Osman. In her presentation she took participants through citizens’ rights and freedoms, Citizens duties and responsibilities and Citizens tax obligation and

protection of the environment. Similar presentation was made by Mr. Mawuli Agbenu, the Deputy Director of the Research, Gender and Equality department of NCCE, at the Sefwi Wiawso Municipal.

In relation to the effect of the COVID-19 pandemic on the civic rights of youth, women and PWDs and the recovery from COVID-19 pandemic, the Director of Research, Gender and Equality at the NCCE, Dr. Henreitta Asante-Sarpong, educated the participants on that in three districts; Ketu South, Kassena-Nankana West and the Sagnarigu Municipal. In all the five training workshops organised, the participants were made to watch a video on how COVID-19 had affected the rights of women, youth and PWDs. After watching the videos, the participants were subsequently made to identify the effects of COVID-19 pandemic on their civic rights. Generally, diverse responses were given by each group. Table 2, presents the effects of the COVID-19 pandemic identified by the various groups of participants and their recovery mechanisms from videos watched and from group discussions.

In all the districts, Dr. Asante-Sarpong, also took participants through the government programs targeted at vulnerable groups for recovery from COVID-19. She educated participants on the objective of the National Strategic COVID-19 response plan of Ghana which seeks to provide social protection and psycho social support services for vulnerable groups. The participants were encouraged to work in organized groups to be able to access targeted support to improve their income and gain business opportunities. She also implored the participants to strictly adhere to the COVID-19 safety protocols put in place by the government towards an enhanced recovery process.

Table 2: Identification of the Effects of COVID-19 pandemic on Civic Rights and Recovery Measures

DISTRICT	PWDS		YOUTH		WOMEN	
	Effects	Recovery	Effects	Recovery	Effects	Recovery
KASSENA NANKANA WEST	<p>1. Delays in Disability Fund transfers for the last two quarters of 2020 and 2021 due to COVID-19.</p> <p>2. The LEAP programme has also been affected due to COVID-19.</p> <p>3. Organizational meetings were no longer effective.</p> <p>4. PWDs students in the special school could not participate in e-learning.</p> <p>5. Visually Impaired Persons were left alone without guides due to social distancing protocols.</p> <p>6. PPEs were not allocated to PWDs.</p>	<p>1. Engagement in farming activities</p> <p>2. Complementary support from friends and philanthropist</p> <p>3. Resorting to begging</p>	<p>1. The COVID-19 disrupted the social life and physical activities of youth. For example; watching and playing of football.</p> <p>2. The COVID-19 pandemic led to large youth unemployment due to job losses. Most establishments reduced the number of their workers during the pandemic. Teachers with the private schools also lost their jobs due to the closure of schools.</p> <p>3. Businesses of youth particularly those in the informal sector COVID-19 was negatively affected.</p> <p>4. Reports of an increase youth gender based violence, sexual</p>		<p>1. Women businesses became stagnant due to borders closure as a result of the pandemic of COVID-19. There were low profits margins from the sale of goods in the market.</p> <p>2. Sexually abuses to women by husbands during the pandemic.</p> <p>3. Increases in unwanted pregnancies.</p> <p>4. Women could not access inputs (fertilizers and chemicals) to support their farming activities. Some NGOs who support women</p>	<p>1. Women managed the situation by doing petty trading at home and relying on support from well to do families members</p>

	7. Difficult living conditions of PWDs who could not fend for themselves		immoralities, teenage pregnancies, child abuse and drug abuse during the pandemic		<p>farming business could not offer inputs support to them due to COVID-19.</p> <p>5. Family control was difficult during the pandemic.</p> <p>6. Women faced difficulty in catering for their family needs in terms of education and healthcare.</p> <p>7. Inability of trained apprentices (women) to graduate due to the COVID-19.</p> <p>8. Disruption of social and religion life due to closure of churches and mosques and ban of social gathering</p>	
JOMORO	1. Inadequate supply of PPE and loss of jobs affected the lives of PWDs	1. Reliance on family support	1. The education of Youth was badly affected due to closure of schools. It	1. Adoption of e-learning	1. Women, who are largely in the informal sector, were affected by	

			<p>subsequently led to delays in the completion of school.</p> <p>2. Increases in the number of teenage pregnancies due to school closure as a result of COVID-19.</p>		<p>high prices of foodstuff due to closure of borders as a result of the pandemic.</p> <p>2. Their economic livelihood was also affected to due loss of jobs as a result of the pandemic of COVID-19.</p>	
KETU SOUTH	<p>1. The PWDs also identified effects such as the collapse of their businesses leading to loss of income.</p>		<p>1. The youth identified some effects as the collapse of businesses and its resultant increase in unemployment, social services etc.</p> <p>2. Disruption of youth social life such as entertainment due to the ban on social events.</p>		<p>1. The women groups identified their freedom of movement to be affected, as a result of the closure of the borders.</p> <p>2. Women civic rights to life were affected a result of the loss of lives due the pandemic.</p> <p>3. Women civic rights to properties and livelihoods were affected as result of economic livelihood</p>	

					disruption due to the pandemic.	
SAGNERIGU	<p>1. Difficulty in attending group meetings</p> <p>2. Challenge in accessing formal education</p> <p>3. Social distancing restriction affected support received for personal and environmental hygiene</p>	<p>1. Received support from family members and philanthropist for their businesses</p> <p>2. Receipt of Personal Protective Equipment from Municipal Assembly</p>	<p>1.Lockdown and social distancing restrictions affected their right to free worship was affected</p> <p>2.Freedom of social gathering were affected</p> <p>3. Businesses especially small scale businesses were closed down</p> <p>4. Political Activities: Political party rallies and group campaigns were badly affected</p>	<p>1. Effective application of technology</p> <p>2. Strict adherence to COVID-19 safety measures</p>	<p>1. reduced patronage for business women</p> <p>2. Collapse of businesses</p> <p>3. Over dependency on women for domestic upkeep</p> <p>4. Tithes payment was affected</p> <p>5. Women were restricted from attending social events</p>	<p>1.Acquisition of loans to revitalize businesses</p> <p>2.Organization of vocational training for women e.g soap making sanitizer, shampoo etc</p> <p>4. Observing all safety protocols of COVID-19</p>
SEFWI WIAISO	<p>1. Social distancing rules affected movements</p> <p>2. Businesses were affected lockdowns and social distancing restrictions</p> <p>3. Social distancing affected assistance received from people</p>		<p>1. High unemployment rate</p> <p>2. Increase in teenage pregnancy cases</p> <p>3. Loss of lives (eg. Health workers)</p> <p>4. Education of the youth was greatly affected</p>	<p>1. The government gave financial assistance to SMEs eg. The “obaatan pa” care</p> <p>2.The youth received education and sensitization on</p>	<p>1. It affected the finances of traders</p> <p>2. Children were not attending to school, hence posed much burden to women</p> <p>3. Pregnant women were finding it</p>	

	in relation to easy movement			the pandemic and adherence to safety precautions	difficult to access healthcare	
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In terms of educating the participants on planning, budgeting and resource mobilization at the local level and recovery from COVID-19 for persons with special interests, the facilitators were mainly the Development Planning Officers (DPO) in the participating districts. For example, in the Ketu South Municipality, the Development Planning Officer, Mr. Redeemer Mawunyo Sosa, took the participants through the local government structure and system, how planning, budgeting and resource mobilization is done at the district, the functions of the Municipal Assembly as well as its' response to the COVID-19 pandemic..

At the Jomoro Municipality, the Development Planning Officer, Mr Samuel Obosum, gave the district profile and highlighted the processes of planning, budgeting and resource mobilization and operations of the Municipal Assembly in COVID-19 response fight. On the measures put in place by the Assembly to minimise the effect of COVID-19 on the livelihood of people in the Municipality, Mr Obosum indicated that the assembly has provided PPEs to some community members, and has trained some 100 youth in agribusiness. He further stated that the municipality has in its plan, the provision of financial support and facilitating the intensification of investment opportunities to Small and Medium scaled Enterprises (SME's) beginning from 2022.

At the Sefwi Wiawso Municipal, the Municipal Planning Officer, pointed out that the socio-demographic characteristics of the Municipality allows for the involvement of women, youth and PWDs in the work of the District Assembly. He noted that out of the 185,826 people in the Municipality, 96,106 constituting 51% were females. Another 99,466 representing 54% were persons within the youth bracket while persons living with disability numbered 455 (0.2%). He went on to discuss the steps in planning, budgeting, resource mobilisation and then the responsive planning and budgeting of the District Assembly and how special interest groups can participate in those processes.

In the Kasena Nankana West District on the other hand, the District Planning officer, Mr. Edward Akolgo, highlighted the 2021-2025 COVID-19 recovery plan of the district. According to him, the objectives of the recovery plan were to;

- i. Support local businesses, boost economic activities and build a resilient and inclusive local economy.
- ii. Develop critical infrastructure to improve access to and effectiveness of socio-economic services.
- iii. Improve health and well-being, training, skills development and support for vulnerable and disadvantaged groups.
- iv. Build efficient and transparent systems to promote peace, security and accountability.

Further, Mr. Akolgo admitted that the COVID-19 pandemic has had some adverse effect on planning and budget implementation in his district. He indicated that, the pandemic had led to a reduction in revenue inflows from both internally generated funds and central government, delays in stakeholder/community engagements, delays in the execution of projects/activities, and disruptions to the plans. On the way forward, the Planning officer reiterated the need to strengthen the use of E-learning in all basic schools, establish and strengthen adolescent health corners in all health facilities, promote the re-integration of teenage pregnant girls in schools, and developing an electronic database for vulnerable people in the district.

In the case of Sagnarigu Municipal in the Northern region, the Development Planning Officer, Mr. Toyibu A. Hamid educated participants on the 'planning, budgeting and resource mobilization mechanisms at the local level. He also outlined how groups with special needs can participate in COVID-19 pandemic recovery response and recovery measures.

Finally, in respect of group participation and interaction, role play, simulation exercises using flash cards, group work and assignment presentations, group demonstration, experience sharing were employed in all districts and municipalities. Flash Card demonstration exercise and question time among others were adopted and employed by the Commission to enhance effective participation. Additionally, this pedagogical approach was to better equip participants to provide onward education to members of their group. It was also employed to ensure lateral information and knowledge sharing among participants.

7.0 EMERGING ISSUES AND LESSONS LEARNT:

Generally, the emerging issues from the ToT training workshop at the various districts are similar and interrelated. For example, the issue of border closure due to the COVID-19 pandemic, and its attendant effect on businesses, dominated among participants in all the districts. Non-reception of PPEs from the assembly by PWDs and lack of education on COVID-19 and vaccination processes were common among participants in Jomoro Municipality. In the Kassena Nankana West district, participants mentioned delays in Disability Fund transfers due to COVID-19, difficult living conditions of PWDs who could not fend for themselves, women being sexually abused by their husbands during the pandemic,

increase in unwanted pregnancies, disruption of social and religion life due to closure of churches and mosques and ban of social gathering as challenges faced due to the pandemic.

Emerging Issues during the ToT Training Workshops

DISTRICT /MUNICIPALITY	ISSUES EMERGED	DISTRICT RECOVERY STRATEGIES/RESPONSE TO ISSUES
JOMORO	<p>1. PWDs felt been left out of the Municipal’s COVID-19 recovery plan due to the failure of the Assembly to provide PPEs to them.</p>	<p>1. The municipal planning officer, indicated that some PPEs were distributed to some PWDs in the area but admitted that it was inadequate.</p> <p>2. The Assembly is undertaken projects to minimise the impact of COVID-19 on the people of the district. These include training of the youth in agribusiness, welding and fabrication projects and providing equipment to PWDs.</p>
	<p>2. Lack education on COVID-19 and vaccination process.</p>	
KETU SOUTH	<p>1. Business stagnation due to border closure and lock downs</p>	<p>1. Borders should be opened to help improve the local economy</p>

<p>KASSENA NANKANA WEST</p>	<p>1. Delays in the 3% Disability Fund transfers to PWDs for the last two quarters of 2020 and 2021 as a result of COVID-19 pandemic.</p> <p>2. Businesses of youth particularly those in the informal sector COVID-19 was negatively affected.</p> <p>3. Reports of an increase youth gender based violence, sexual immoralities, teenage pregnancies, child abuse and drug abuse during the pandemic.</p>	<p>1. The Planning officer took the opportunity to explain that, the disbursements have not been made the District Assembly Common Fund (DACF) for the last 2 quarters of 2020 and for the past 3 quarters of 2021 have not been paid. He assured the PWDs that, immediately the DACF is paid, the disbursements will be made.</p> <p>2. Use of E- learning in all basic schools and strengthening of adolescent health corners in all health facilities.</p> <p>3. Promotion of the re-integration of teenage pregnant girls in schools, and development an electronic database for vulnerable people in the district.</p>
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The key lessons learnt from implementation of the TOT in the five districts are categorized under two broad headings namely, institutional and participant. The institutional lessons learnt include the following;

1. The ToT workshop helped to deepen the relationship between UNDP, NCCE and the respective local government authorities in the implementing districts. In organizing the workshop, the NCCE engaged five Municipal Assemblies across five regions. This provided the NCCE the opportunity to partner with the MMDAs in reaching out to the special interest groups in the communities. For instance in Jomoro Municipal, the municipal assembly was instrumental in reaching out to Albinos who were somehow apprehensive to honoring such invitations considering their unique specialties.
2. Secondly, the institutional Collaboration made it possible for the Commission to reach out to the special interest groups on the effect of the COVID-19 pandemic on their rights, duties and responsibilities. The workshop was able to mobilize members of the groups such as the Ghana Federation of the Disability Organizations (GFDO's), Queen mothers, Ghana Beauticians Association, Women's groups among others.
3. Further, the TOT platform provided opportunities for the groups to share their experiences on COVID-19 and their coping mechanisms. For instance, market women were able to share with their colleague women how they re-strategized to sell their commodities in the market in the face of reduced purchasing power. An example is where a market woman at the Kassena Nanakana West district reported that the closure of the border resulted in reduced economic activities of traders who mainly depended on cross-border trades for their livelihood. As a coping measure, she resorted to buying goods in lesser quantities to reduce losses due to spoilage of her perishable goods.
4. The ToT platform provided opportunities for special interest groups to hold duty bearers to account and solicit for answers to their pertinent concerns. On the other hand, duty-bearers had the opportunity to directly share information and respond to the concerns of the groups. For example, the reasons for the delay in the payment of the 3% District Assembly Common Fund (DACF) to PWDs were highlighted by planning Officers of Sefwi-Wiaso Municipal and Kassena-Nankana West district. This featured in a media publication on the activity by the Ghana News Agency.

<https://www.gna.org.gh/1.21233335>

5. Additionally, the TOT platform offered the MMDAs the platform to present to these special interest groups the social-interventions that are carried out at the local government level to mitigate the impact of the COVID-19 pandemic. Ketu South's Planning Officer presented a document put together by the municipality to address COVID-19 (COVID-19 Recovery Plan 2021-2025) The officer acknowledge support received from the UNDP in undertaking the activity. Jomoro Municipal had commenced training for 100 youth in some selected communities in Agribusiness, Welding and Fabrication, Beads Production and Soap Making. The municipality had also provided financial support and equipment to 55 PWDs in some selected communities.
6. From the ToT workshops, it was observed that, aside the health implications of the COVID-19 pandemic, the economic conditions of vulnerable populations had been worsened. . In the Kassena Nankana West district for example, some PWDs indicated that because of the economic hardships they faced in the absence of the disbursement of the DACF, they had been left them with no other option than to beg for alms even though they were aware that it was an offence to do so.
7. The ToT workshop was useful and has provided opportunity for the special interest groups in the districts organised. However, the limited scope of its coverage tend to be a huge constraint. Future workshops should consider expanding to other districts and groups.

Lessons learnt by participants

- Participants learnt new methods of carrying out education with the use of the flash cards. They however requested that in future, a lot more cards are produced for each of the groups and not one set of cards that will be used by all. Due to budgetary constraints, the flash card were kept at the NCCE's district office to be used by participants.
- The participants also learnt the need to keep their environment clean and honour all tax obligations. Most importantly, they learnt how to further educate members of their groups on the various topics treated at the workshop.

8.0 OPPORTUNITIES AND CHALLENGES (*Opportunities & Challenges*):

The workshops provided several opportunities to participants. Among these include the following;

1. Participants learnt and gained knowledge on their civic rights, duties and responsibilities as enshrined in the 1992 Constitution of the Republic of Ghana. They also had an appreciation of how those civic rights and responsibilities were affected by the onset of the COVID-19 pandemic.
2. Additionally, the workshop has offered stronger working relationship between the NCCE, the District Assemblies and the special interest groups in the districts where the trainings were organized. The Commission can leverage on this for future collaboration.
3. The TOT platform offered the MMDAs the platform to present to the training target group social-interventions that are carried out at the local government level to mitigate the impact of the COVID-19 pandemic. Ketu South Planning Officer for instance presented a strategy document put together by the Municipal Assembly to address the pandemic. The document was themed “Ketu South Municipal Assembly- COVID-19 Recovery Plan 2021 – 2025.

Some challenges encountered/observed during the organisation of the workshops is presented as follows:

1. Access to washrooms at the venues was generally not disability friendly and this posed serious challenges to PWDs.
2. Language as a barrier. The facilitation was carried out largely in English and in all occasions, an interpreter was brought in to translate the messages into the local languages. In the Ketu South District for instances, the Deputy Volta Regional Director of NCCE, translated some of the messages to the understanding of the participants. In the case of Sefwi-Wiawso, with two dominant languages, (Twi and Sefwi) the translation was done only from English to Twi as most participants could understand the Twi language. At the end of the session however, some participants advised for the consideration of a translator for the Sefwi language in future to ensure that all participants adequately understand messages delivered.
3. Logistical and budget constraints. Due to budgetary constraints, the flash cards produced were not enough to be made available to the participating groups to take along after the workshop. The set of flash cards produced was however, kept at the NCCE’s district office to be used by participants. This could limit access by all the special groups especially in

cases where the distance to the district office is relatively far. This can pose a serious challenge to the groups particularly PWDs.

9.0 CORRECTIVE ACTION PROPOSED (*Recommendations*):

Among the recommendations by participants was that the learning and teaching aids which comprise mostly of the flash cards should be made available to all the trainers to take along with them in future programs. They also called on the NCCE to organize more of this workshop timely.

Additionally, the extension of the ToT training workshop could help improve vulnerable populations' knowledge of their civic rights, obligations and responsibilities.

10.0 NEXT STEPS/FOLLOW UP ACTIONS IF ANY

The Commission has tasked its district officers to get in touch with the various groups and ascertain their meeting days (meeting schedules) and provide them with flash cards to be used during facilitations by the recipients of the training. Additionally, the Commission has tasked its district officers to ensure that staff are at all times are available at the groups meeting to assist them. Additional resources provided in future could enhance better monitoring and documentation of successes made.

11.0 DONORS/PARTNERS THAT SUPPORTED THE ACTIVITY (indicate the specific support)

The activity was funded by the United Nations Development Programme (UNDP)

APPENDIX:

A. SIGNED LIST OF PARTICIPANTS

Scanned copies of the signed list of participants is sent as an attachment.

1. List of Participants Ketu South District

2. List of Participants, Jomoro Municipality

3. List of Participants, Kasena Nankana West District

4. List of Participants, Sagnarigu

5. List of Participants, Sefwi-Wiaso

B. PICTURES (Attach three(3) high resolution original photos)

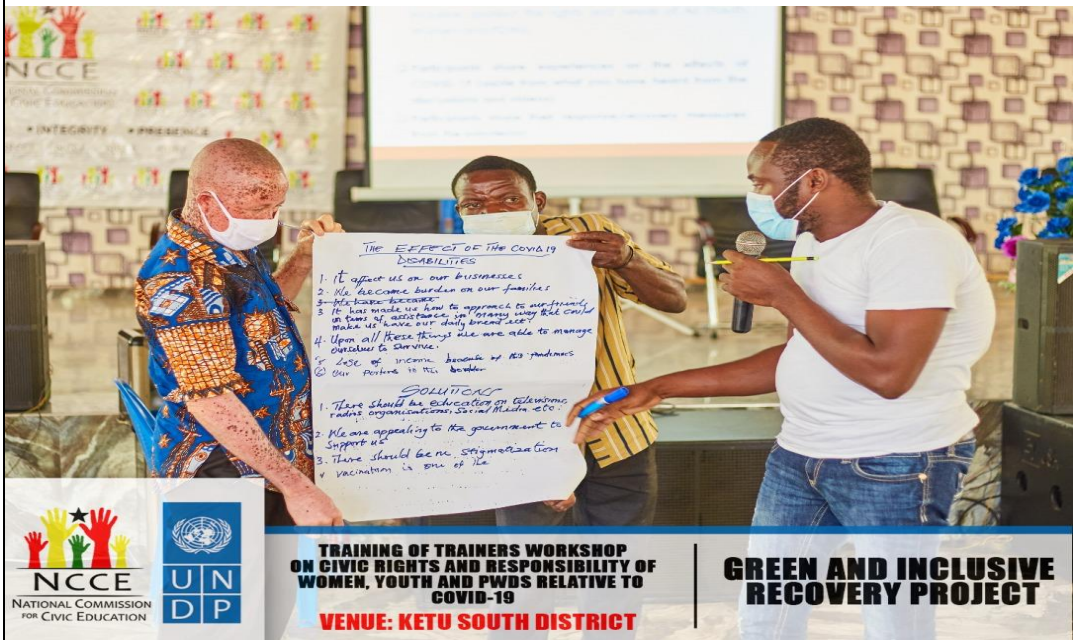
1.



Director of Communications and Corporate Affairs, Mrs. Joyce Afutu demonstrating to participants, how to use flash cards at the Ketu South Municipality.



A group picture of participants, facilitators and staff members at the Ketu South Municipality



PWDs presenting their group work in the Ketu South district



A demonstration on the use of flash card by participants at the Sagnarigu Municipality



Members of the women's group carrying out group work, Kasena Nankana West District.

A. HUMAN INTEREST STORIES

A physically challenged person, at the Sagnarigu municipality, shared his experience on how prior to the COVID-19 pandemic, someone willingly assisted him to attend school. He indicated that, such assistance was readily available until COVID-19. He said, following government directive that all persons including the physically challenged must adhere strictly

to the social distance measure in order to reduce or break the chain of community spread of the virus, his aid became reluctant in offering him the needed support. His right to education was under attack by this measure as there was none ready to assist him to school. He could not also participate in the virtual classes, organised by his school, due to lack of access to learning devices such as a laptop.