

## The Civil Society Fund

# Status Report

### SMALL-SCALE INTERVENTIONS AND MAJOR DEVELOPMENT PROJECTS

Status reports must be made for interventions running for more than 12 months. If the intervention runs for less than 12 months, submission of a completion report will suffice.

The total report may not exceed 5 pages (excluding Annex 1 – Budget Revision).

**Aim:**

The status report is the Danish organisation’s report. Your reflections are important in terms of documentation and learning. It is therefore not the aim that the partner organisation completes the report on its own.

The status report can be used as a tool in your partnership to strengthen transparency and joint responsibility as described in “Position Paper No. 4: Partnership and Strengthening of Civil Society”.

At the same time, the status report is an element in the Danish organisation’s “track record” and can be taken into account in future assessments of applications from the Danish organisation with the same or other partners, as described in the Guidelines for the fund.

Danish applicant organisation	IGF-Denmark										
Contact person, name and e-mail	Marie Tøstesen, mtoestesen@yahoo.dk										
Project title	Fattigdomsbekæmpelse gennem hjemmeindustri og styrkelse af civilsamfundet på landsbyniveau										
Journal nr.	08-607-MP-okt										
Country(-ies)	India										
Report period	1. Marts 2014 - 1. Marts 2015										
Status for performance for expected objectives up to the end of this report period	<table border="1"> <thead> <tr> <th>Delayed</th> <th>Partially delayed</th> <th>As expected</th> <th>Partially Ahead</th> <th>Ahead</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td>X</td> <td></td> <td></td> </tr> </tbody> </table>	Delayed	Partially delayed	As expected	Partially Ahead	Ahead			X		
Delayed	Partially delayed	As expected	Partially Ahead	Ahead							
		X									

1. Marts 2015

Date

[mtoestesen@yahoo.dk](mailto:mtoestesen@yahoo.dk)

E-mail address



Person responsible (Signature)

MARIE TØSTESEN

Person responsible (Block letters)

## 1. Monitoring and learning

Has the Danish organisation participated in a Civil Society Fund workshop? Yes  No

### Monitoring activities:

- Monthly reports have been sent to the IGF-DK administrator by the coordinator of JGVK.
- Feedback on the reports has been provided by IGF-DK to Project Administrator in JGVK.
- Quarterly financial reports have been sent to IGF-DK by the JGVK accountant.
- Dialog on the expenditures, needed budget revision etc. has taken place throughout the year.
- In February 2015 Kathrine Thyø Mønsted (IGF-Denmark board member) visited. The purpose of the visit was to monitor the project status, follow up on the financial and project management on different levels, perform a project plan for the last months of the project and insure the implementation of the exit-strategy and final evaluation.
- During the visit of Kathrine Mønsted a financial supervision was undertaken of JGVK with the accountant and project management.
- During the visit of Kathrine Mønsted the final external evaluation was planned and the terms of reference of the evaluation performed.
- Ganesh Sengupta (IGF-Denmark board member) visited JGVK in August and November to December 2014 and in January to Marts 2015 to monitor the status and give capacity building to JGVK on the project.

### Actions taken as a result of any “good advice” concerning adjustment which were given in the original letter of approbation from the Assessment Committee:

The good advice has been commented on in the earlier status reports.

### Actions taken as a result of any issues raised in the response to last year’s status report:

The project includes a User Payment fund, which CISU commented on in the latest response to last year’s status report; the funds generated from user re-payment would have to be used within the duration of the project period. This fund was seen as an element of the exit and sustainability strategy, so the comment has contributed to re-thinking these strategies. Since the comment also came a little late in the project, IGF-DK also applied for a no cost extension. The plan to use the User Payment fund was presented after a meeting held with CISU and together with the extension of the project it was approved by CISU in September 2014. The plan to utilize the user payment fund and the revised exit strategy is to start handing the project activities over to the Village committees (VC). They will take the responsibility to undertake the training activities of the beneficiaries and the User Payment fund will support the necessary expenditure of new tailoring machines and raw materials. Since this is the first and the User Payment fund is limited it was decided to try this strategy on 6 VCs. The beneficiaries are expected to pay for the salary of the trainer during their training. The status of this is that all 6 VCs have been chosen by JGVK and capacity building of the VCs by the project staff has been done. Several machines have been handed over already. Please see annex B for the financial of the User Payment fund.

The potential of this exit strategy is very promising and gives the project another very optimistic way to ensure the sustainability of the project.

## 2. Financial supervision

- Has the Danish organisation in the period completed financial supervision of partner(s)? Yes  No

The statement below is for CISU’s monitoring and should not be perceived as a requirement.		
During the period, we have used:	Yes	No
MANGO Health Check	X	
Accountability Dialogue Tool		

### Method of the supervision:

The supervision followed the Financial Standard for grants of and above DKK 1,000,000 by CISU. It was undertaken by Kathrine Mønsted on her monitoring visit in February 2015. The points from 1 to 4 were gone through together with the local partner; JGVK accountant, Secretary and the Project Management and they presented their accounting system, reconciliations, procedure descriptions, fixed assets register etc. The presented materials were discussed and confirmatory tests were taken out to prove the accounting system and procedures.

### Results of the supervision:

The same procedure was followed on the last visit by Kathrine Mønsted in February 2014. JGVK were therefore ready to go through the same procedure and only a few comments were made. The overhead budget was not updated for the meeting, but the accountant took the time immediately after the meeting to do

this and showed the result. The partner did also not have the procedure of getting the project budget and revisions approved by the organizational leadership, but the procedure was ongoing and the system set up for this to happen on the next board meeting. Both points will be followed up on the next supervision. The accounting system and procedure followed a simple and easy understandable procedure, and no remarks could be given on this as well as the financial reporting which have been shared with IGF-Denmark for the past years on a quarterly basis. The internal control points gave no comments and the fixed assets register were providing a good overview to the project.

JGVK agreed that the recommendation of a written agreement with their bank on renunciation of transferring money between bank accounts especially the one that holds the funding from CISU was a good method and they intended to make this in the near future.

The conclusion of the supervision was that JGVK is capable of managing their financial systems and ensure a transparent handling of the funds. The few comments above will be taken up by the JGVK secretary in the near future and then supervised on the next visit made by IGF-DK.

### 3. Objectives and indicators

#### Re project objective 1:

At project completion in 2014, 2000 beneficiaries in the Sundarbans has increased their income as a result of the organization in SHG, completed training and user-based sales organization has been formed.

#### Indicators:

- The first 50 % of the beneficiaries have increased their income by at least 30 %.
- Sale organizations have been formed.

#### Status:

- Since the launch of the project until December 2015, total 1897 beneficiaries were trained in different trades, see table 1. 176 beneficiaries are taking training as of January 2015. This gives a total result above the 2000 beneficiaries targeted in the original application.
- 80 % of the trained beneficiaries are engaged in income generating activities and have supplementary income with more than 30 %.
- 33 user based sales organization had formed: 8 for wool knitting, 7 for tailoring and 18 for incense sticks.
- Several sale outlets in the locals markets around JGVK are established for products produced by the beneficiaries. An exhibition centre and shop has been set up in November at JGVK with the support from Jette Brønnum and Birgit Magnussen (resource persons from IGF-Denmark). The shop is set up with a management structure and production organisation that will be completely income based with only management support from JGVK.

#### Appraisal of the usefulness of the indicators and description of any changes or adjustments of the indicators:

There have been no changes made to the indicators in the reporting period. From the objective 2000 beneficiaries should receive training and from the indicators 50 % of them should have an income increase of at least 30 %. However it is difficult to measure the income increase of the beneficiaries, before the intervention. Most of the beneficiaries are woman with no means of income before they receive training and therefore the increase of 30 % is easily obtained.

Table 1: Overview of trained beneficiaries (April 2010 to December 2014)

Trade	Completed	Ongoing	Monthly income (average INR)
Wool knitting	336	20	600
Tailoring	519	141	3650
Pop corn making	35	0	2400
Weaving	70	0	2250
Hand Embroidery	223	0	4000
Machine Embroidery	0	6	3500
Carpentry	24	9	6000
Incense Stick	506	0	750
Nailon Bag	11	0	400
Kantha stitch	140	0	1500
Broom	16	0	550
Mat weaving	7	0	3000
Silk cultivation	10	0	NA
<b>Total</b>	<b>1897</b>	<b>176</b>	

**Appraisal of the realism of reaching the proposed objectives:**

The last year the numbers of trained beneficiaries have increased at a very high rate. 95 % of the planned numbers of beneficiaries have received training and adding the ongoing training there is more than 100 % at the end of the project period. It is very impressive how the local project management has made use of the experience gathered in the first phases of the project to be able to reach this success since they were behind schedule for a long time.

The sales organisations have good connection with businessmen and several of the tailoring organisations arrange the trade themselves.

The opening of the exhibition centre and shop at JGVK in the end of 2014 gives a final incentive to draw experience of sales and promotion of the product generated from the beneficiaries. The future plan is to support the centre further during the next years with Danish financial, but mostly resource support from IGF-DK beyond the project period.

The exit strategy is in place. The trainers now have to collect their own salary from the teams of trainees so they are able to continue the training after end of the Danish fund support. The activities that will continue are tailoring, knitting and incense sticks, as these products have the greatest potential of income increase.

**Re project objective 2:**

At project completion in 2014, JGVK and the CBO's in Sunderbans has been capacity built specifically to be able to coordinate and manage the project and to strengthen the capacity of trainers.

**Indicators:**

- JGVK and the CBO's are able to perform project management.
- The CBO's learn from JGVK.
- JGVK, CBO's and the trainers are conducting responsible behaviour and ready to face consequences of their actions.
- The trainers are able to perform participatory work, plan training activities and goals, teach their students within time and quality agreed upon.
- All 2000 beneficiaries have received training and are able to perform within time and quality agreed upon.
- JGVK, CBO's and the trainers have a transparent financial method to assess the economical part of each handicraft activity.
- JGVK, CBO's and the trainers have a good organizational structure to each handicraft activity.
- JGVK and the CBO's use their experience from other projects and share their experiences from this project with each other and within their organisations.

**Status:**

- In February 2014, a capacity building plan was set up and this included several workshops for the 7 included organisations (6 CBO's and JGVK) in the project. The subjects of the workshops were on organisational management, job responsibility, marketing and sales and financial support on maintaining accounts and stock.
- The experience of the plan has been positive and it has been used as an active tool in the project management and the status is that all the planned activities have been conducted either by JGVK or hired resource persons from outside.
- A new plan has been made for the last 4 months of the project period.
- The exit strategy has been discussed and the initial steps toward finalizing the project financial support from Denmark have been taken. The strategy has started several new activities with the Village Committees (VCs).
- Several experience sharing workshops and meetings have been held during 2014.
- Exposure visits consisting of 2 days networking activities of all the CBOs connected to the project were undertaken. By direct interaction all CBO's visited each other to see and experience exchange on other organisations work.
- Staff, workers, trainers, network organizations have ad hoc meetings as planned.

**Appraisal of the usefulness of the indicators and description of any changes or adjustments of the indicators:**

Capacity building is difficult to assess and the effect often take time so settle, hence the set up of measurable indicators is hard. The original indicators of the application were discussed with CISU at the beginning of the project back in 2010.

The indicators include a lot of skills that JGVK, the CBOs and trainers should be able to perform and all the topics have been included in several workshops, activities, strategy planning and follow-ups throughout the project.

**Appraisal of the realism of reaching the proposed objectives:**

The skills of the organisations (6 CBOs and JGVK) and trainers have been improved to the extent of them being able to manage the project and take responsibilities of the different activities in connection with home industry. All the objectives of the project have almost been followed through and especially throughout the last year the management really improved. The increased support and division of responsibility between more people in the project management has paid off to the extent where the organisation could be used as a good example for other projects.

The capacity building of the trainers by Danish resource persons, workshops on maintaining accounts and sale promotion has enabled the trainers to pass on knowledge to the beneficiaries. The beneficiaries themselves do the trading with the businessmen coming to the area. The opening of the shop is equally a product of the capacity increase.

JGVK has passed their knowledge on to the connected CBOs. They are at very different levels, some are very set back and some more developed. The effect from the CBOs will continue to be seen in the following activities and the capacity of the overall management to follow through on the project after financial support from Denmark ends.

**Re project objective 3:**

At project completion in 2014, JGVK and the CBO's are able to carry out advocacy against the following:

- a. Village population in order to change attitudes towards a more social and solidarity behaviour.
- b. Local Government for the establishment of the electricity supply and infrastructure.
- c. Businessmen and middle men for a change of attitude towards fair treatment of the beneficiaries.

**Indicators:**

- JGVK and CBO's have chosen strategy and drafted plans for advocacy.
- Village meetings held about social/solidarity behaviour.
- The beneficiaries have understood and accepted this behaviour.
- 6 meetings with local government.
- Local government has been visiting the project areas and there has been several activities involving lobbying.
- Lobbying among local businessmen has been performed.

**Status:**

- Workshops have been held with the VC and GP.
- 6 VCs are included in taken over the project as part of the exit strategy and utilisation of the User Payment fund.
- Electrical infrastructures have been completed to Sundarbans, however the power supply is instable due to illegal users and it has not been distributed to the very remote areas yet. The village people of the area are trying to apply pressure on both the local government and the suppliers of electricity to install the electricity grid further out. So far they have been given a promise of 3 months.
- Transport infrastructure has improved in local areas, but is still below expected standard, as many roads have not received upgrade or renovation. Two bridges has been build connecting the islands of Sundarban and the results is now that a lot more businessmen travel to the area and give orders to the village people and CBOs.
- JGVK were selected "NGO of the Year" by the government of India. One of the factors for this was the implementation of the Home Industry project and the fact that if the village people have other sources of income they would not go into the forest of Sundarbans to cut the trees for wood and disturb the animal life which is illegal.
- JGVK received the "Biodiversity Award" from the state government and several articles of JGVK and their activities have been in the largest newspaper of West Bengal.
- JGVK has on behalf of the beneficiaries applied for several identity and health cards by the Ministry of Textile in the Indian Government. Receiving the health card means receiving funds from the government for school expenditure and family health insurance. The identity cards give allowance to participate and set up sales at several big governmental fairs and identify the producer as an artisan in the specified handicraft.
- An agreement between JGVK and the Calcutta University has been set up. Calcutta University will now undertake courses at JGVK to help stopping the migration for education to Calcutta from the remote areas. Several of the courses are expected to be on crafts and technical characteristics.
- JGVK has participated in 3 meetings of the Development Committee at District Governmental level as a spokesman for NGOs in the district, appointed by The Cottage Industry Development Department under

- the Ministry of Textile of the Indian government.
- Continuing Village meetings with SHG & VC are held at least once a month.
- JGVK have given support to the individual sale organisations, when they have trouble with the businessmen. This reputation has created a greater respect from the businessmen, so they do not take advantage of the producers.
- Since JGVK are very respected by the local government and participates in a lot of things, they met with several businessmen and have gotten some good relationships. One where the businessmen are giving leftovers of fabrics to the project to use as raw materials or training materials.
- Lobbying on governmental level created possibility to apply for the “house rent” of the exhibition centre/shop at JGVK and other governmental programmes through different ministries e.g. NABARD, Ministry of Textile, Ministry of child and women development and Ministry of Labour.

**Appraisal of the usefulness of the indicators and description of any changes or adjustments of the indicators:**

The indicators on advocacy have been used as guidance to JGVK to understand the extent of the objectives. However the Indicators could have been more measurable and time limited with more milestones. The indicators have not been changed during the report period.

**Appraisal of the realism of reaching the proposed objectives:**

As the status show, the advocacy of the project is successful at the governmental level, where so many initiatives have been taken and JGVK is now involved on district level on behalf of the NGOs. They have received awards and selected “NGO of the Year” on government level and have received permissions and are applying for several governmental programmes in connection with the project and in accordance to the objectives.

After getting more roads and bridges in the area the competition has gone up and the demand has increased on the production of tailoring and knitting crafts. Together with the pressure of having JGVK as safety, the rights of the producers are improving.

The formation of stronger group of producers in the villages is also an indicator that the producers are changing their attitudes towards a more social and solidarity behaviour where they take care of each other as a group both on the financial and personal level.

**4. Status of Implementation**

**Progression of the project:**

The project has progressed as planned even though several extensions in time were required. This however has given a positive effect to the project where all the activities could mature and develop in the time needed. An external evaluation has been initiated during the monitoring visit of Kathrine Mønsted. The terms of reference were discussed and it should be finish in time for the project end.

During the last year no major problems have emerged, however there has been the challenge of reaching the objectives in time. This was, as CISU approved, met with replanning of the management and activities and extension of the project period.

**Changes in relation to the assumptions and risks:**

One assumption was that the necessary capacity to manage the project was available at the local partner organisation. The first part of the project was affected by the lack of project management. The last year the management was split up and several people took on the responsibility and as stated earlier this benefitted the project very much.

It was also important that there were salary for the project trainers during the whole project period. As a part of the exit strategy the salary should be less and less during the project finalization and even though the project was very difficult to fulfill. It has been very challenging for the trainers to understand this, but now in the final phase of the project this is being prepared. The new development of including the VCs in the exit strategy will give the needed organisation to the “trainers to be able to continue giving training after the project funding form DK.

The risks included a concern if the local government would support the project. The selection period of the state government last year did withhold the project however the project has always had the support of the local government. This support is most recently shown in the awards given to JGVK.

**Changes in activities and strategy:**

The major change in the project has been the change in exit strategy as planned with CISU and based on their wishes that the user payment fond should be utilized before the end of the project. The development as stated earlier has turned out to be greater than imagined and gives a positive structure to the future of the project beyond the Danish support.

The new prospective of applying for governmental support also has good potential. However much advocacy and awareness is needed, before the programmes will reach the village people in the remote areas.

#### **5. Budget adjustments made during the report period**

During the approval of extension of the project period budget adjustments were made. The adjustments were approved by CISU according to mail dated the 29.10.2014.

#### **6. Future budget adjustments**

No future budget adjustment is expected.

#### **7. Additional comments**

## ANNEX 1: BUDGET REVISION

<b>Current budget: (the latest approved budget)</b>	<u>Total budget</u>	Financing plan	
		<u>Of this, from Civil Society Fund</u>	<u>Of this, from other financial sources</u>
1. Activities	564.085	562.085	2.000
2. Investments	767.749	767.749	
3. Expatriate staff	0	0	
4. Local staff	631.185	631.185	
5. Local administration	293.142	293.142	
6. Project monitoring	85.500	85.500	
7. Evaluation	60.610	58.610	2.000
8. Information in Denmark (max 2 % of 1-7)	25.000	25.000	
9. Budget margin (max 10%, min 6 % of 1-8)	5.000	5.000	
10. Project expenses in total (sum of 1-9)	2.432.271	2.428.271	4000
11. Auditing in Denmark	25.000	25.000	
12. Subtotal (10 + 11)	2.457.271	2.453.271	
13. Administration in Denmark (max 7 % of 12)	171.729	171.729	
14. Total	2.629.000	2.625.000	

<b>Proposed revised budget:</b>	<u>Total budget</u>	Financing plan	
		<u>Of this, from Civil Society Fund</u>	<u>Of this, from other financial sources</u>
1. Activities			
2. Investments			
3. Expatriate staff			
4. Local staff			
5. Local administration			
6. Project monitoring			
7. Evaluation			
8. Information in Denmark (max 2 % of 1-7)			
9. Budget margin (max 10%, min 6 % of 1-8)			
10. Project expenses in total (sum of 1-9)			
11. Auditing in Denmark			
12. Subtotal (10 + 11)			
13. Administration in Denmark (max 7 % of 12)			
14. Total			