

**Annual Report of
Concern Center for Rural Youth
2073/074**



Submitted by:

CONCERN CENTER FOR RURAL YOUTH (CCFRY)

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**Message from the
Chairperson**

CCFRY since last 7 years has been working in climate change, health, technical education, livelihood and Health through social mobilization and campaigns. This year too, we continued to work extensively in the local level especially in Rukum and Dolkha. From this year, we have expanded our activities in other districts of Nepal. However, we have always been concerned to stand on quality rather than expanding the geographical coverage. This Annual Report embraces and provides glimpses of activities that we accomplished in the year 2073/074. This report also contains the audit report of 2073/074 as a mark of our commitment to transparency. Since as the Chairperson of CCFRY I made several field visits to have firsthand understanding of ongoing activities. It is not a surprise to know that meeting the expectation of the communities and the local people is a real challenge for us, in the year ahead too. And our staffs in the field and in the offices in Rukum, Dolkha and Kathmandu are putting their effort to realize the goals of the organization and the expectation of the communities. I also would like to appreciate the dedication and aspiration of all our colleagues and credit for the success goes to them. Last but not the least, my sincere gratitude goes to all our development partners, individuals and organizations, who have entrusted CCFRY and its mission and look forward to similar cooperation in the years to come too.

Thank You.

**Chairman
CCFRY- Nepal**

**Message from the
Executive Director**

The year 2073/74 added yet another successful year in CCFRY Nepal's timeline in achieving quality in the work. In the year 2073/74, CCFRY continued working in its thematic areas: Technical Education, Education Support Programme, Climate Change, Health and Sanitation, Livelihood, Natural Resource Management, Micro Enterprise Promotion and Humanitarian Assistance and was able to strengthen and expand the substantially. The focus of the year was to mobilize the volunteers in the rescue and relief distribution immediately after the devastating earthquake. We also worked to enhance the Technical education for the unemployed youth and Preparation of village Enterprise Development Plan (VEDP) in 21VDCs of different districts of Nepal. With all continued success, we believe that we have been successful in further consolidating our relationships with partners. Lessons learnt in the previous year were taken to heart which helped to lay its focus on projects benefiting the needy, giving us direction and motivation in our work and efforts and thus reinforcing the year to be more productive. We are making extra efforts to address the livelihood problems and issues of technical education. Equal emphasis has been placed in the research to document the learning so far, to share the knowledge to the wider audience, for evidence based advocacy and to design the future strategies of CCFRY.

Never the less, based on the trust we have gained from the development partners within and outside the country our aspiring and experienced staffs and our commitment to the mission, we will continue our efforts to make the nation a better place for the youths. Finally, we are grateful to receive strong support and encouragement in our initiatives from distinguished individuals and organizations, which have been imperative to enhance our work performances in terms of quality and effectiveness. We also hope for the same thoughtful guidance and endeavor in near future.

Thank You.

Bikash Gaywali
Executive Director
CCFRY-Nepal

Introduction

I) Introduction of Organization

Concern Center for Rural Youth (CCFRY) Nepal is a non-profit organization established in 2067. It aims to focus on development projects in the area of climate change, forestry, health and nutrition, food security and livelihood, water sanitation and hygiene. Core focus areas are project designing, planning, development, implementation, monitoring and evaluation and in all assignments gender, social inclusion and capacity enhancement.

CCFRY has experience of working with ADB, USAID, Multi Stakeholder Forestry Project (MSFP), Micro Enterprise Development Programme (MEDEP), WINROOCK International, Ministry of Education Enhanced Vocational Education and Training Project (EVENT), Ministry of Peace and Reconstruction (MoPR), Nepal Tourist Board (NTB), Panauti Municipality, HURDEC Nepal, National Foundation for Development of Indigenous Nationalities (NFDIN), District Development Committees (DDCs).

II) Our Objectives

- Strengthen capabilities and opportunities to reduce poverty and marginalization – focusing on the most vulnerable and excluded population groups – in ways that are sustainable from economic, social and environmental standpoints.
- Elimination of poverty and the driving forward of economic and social progress for all; and, the sustainable management and utilization of natural resources, including agriculture, land, water, air, climate and genetic resources for the benefit of present and future generations.
- Simultaneously reduce poverty and achieve sustainable development that leads to transformational change, bringing about real improvements in people's lives.
- Promote an integrated approach to achieve sustainable development that tackles the connected issues of multidimensional poverty, inequality and exclusion, and sustainability, while enhancing knowledge, skills and production technologies to reduce risks and sustain development gains.
- Build capacity to integrate environmental considerations into development plans and strategies, including through managing and sustainably using natural resources; ensuring that natural wealth is used to improve people's lives; promoting economic recovery and livelihoods, and better targeting policies and social protection for those in need.
- Ensures inclusive and effective democratic governance by advocating, advising, fostering impartial spaces for dialogue, achieving consensus and building institutions

III) Coverage district and areas of the organization

CCFRY has experienced in working at Kathmandu, Bhaktapur, Kavre, Dolakha, sindhupalchok, Sarlahi, Rupandehi, Dang, Salyna, Rukum, Rolpla.

IV) Organization information

Center Office

Address : Musikot - 01, Rukum
Phone no : 00977-088-530195
Email : yrukum@gmail.com
Web : www.ccfry.org
Post Box No : 21614

Contact Office

Address : Kathmandu Metro Municipality-17, Basundhara
Phone no : 00977-01-4356430
Email : yrukum@gmail.com
Web : www.ccfry.org
Post Box no : 21614

Contact Person:

Name : Mr. Motiram B.K .
Post : Chairperson
Address : Nuwakot-2, Rukum
Mobile no : 9841570034
Email : cpustak@gmail.com

Or,

Name : Mr. Bikash Gawali
Post : Executive Director
Address : Manpur -7, Dang
Mobile no : 9841474011
Email : yrukum@gmail.com

Legal Status

Date of establishment : 29 January, 2009
Registration Number : 255/067/068
Date of registration : 26 January 2011
Place of registration : District Administration Office, Rukum
Last date of renewal : 14 September 2017

Social Welfare Council affiliation:

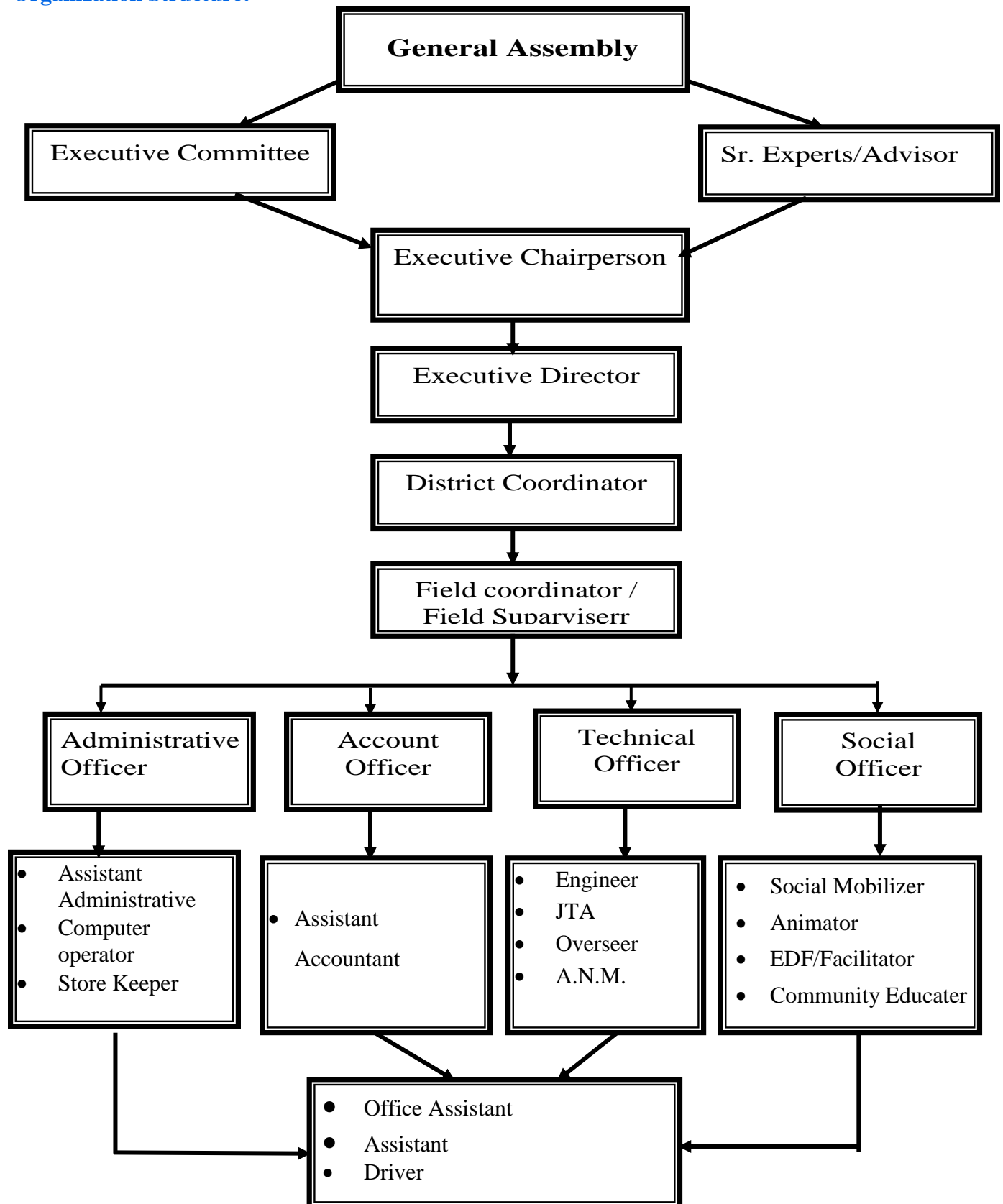
Affiliation Number : 31675
Date of Registration : 2067-10-24

D-U-N-S number : 557770756

Permanent account number : 600124186

Last Date of Audit : 9th September 2017

Organization Structure:



V) Board members

Description			Dalit		Janajati		Other		Total	
			F	M	F	M	F	M	F	M
General Members			4	3	4	6	9	16	18	28
Executive Members			7							
S.N.	Name	Designation								
1	Motiram B.K.	Chairperson		√						
2	Sakuntala Thapa	Vice Chairperson				√				
3	Mishri Kanwar	General Secretary				√				
4	Durga K.C.	Treasurer					√			
5	Dipendra Kumar khadaka	Member						√		
6	Shamisha Bohara	Member					√			
7	Pustak Chand	Member						√		

VI) Our values and approach

S.N	Values	S.N	Our approach
1	Accountability	1	Participatory/Inclusiveness
2	Transparency	2	Conflict Sensitivity
3	Integrity	3	Gender Sensitivity
4	Mutual respect	4	Partnership
5	Professionalism	5	Collaborative

VII) Relations and affiliation

S.N.	Organization	Objectives	Roles
1	Social Welfare Council	For the Record of Organization which works in Social Sector	To inform about the activities conducted to SWC
2	NGO Federation	To ensure the rights of the organization and to get affiliation in the network of social organizations	Role of a member
3	Youth Organization Nepal	To carry out rights of youths in national level and to affiliate in Youth Network	Role of a member
4	Human Rights Alliance	To protect Human Rights and to coordinate and work together	Role of a member

VIII) Thematic Area of Intervention

Considering current problem of the country CCFRY focused on the most vulnerable and least resilient households were identified to provide access to shelters, food, drinking water and hygiene facilities and support to the education to the socially, economically and geographically excluded groups in order to reduce the risk of deterioration of livelihood status of the people.

Some core areas of priorities enlisted below;

- | | |
|--|---|
| 1. Food security and livelihood | 6. Social Mobilization/ Local governance / Entrepreneurship promotion |
| 2. Health and nutrition | |
| 3. Water Sanitation and Hygiene (WASH) | 7. Infrastructure Development |
| 4. Climate change and environment protection / Natural Resource Management | 8. Tourism promotion |
| 5. Education support / Vocational Education | 9. Disaster counter measure |
| | 10. Monitoring and evaluation |

IX) Target groups

CCFRY has targeted to the vulnerable communities and population those who are in risk due to the crisis such as children, women, elderly and disabled population and specially those socially, economically and geographically deprived communities and groups.

X) Program implementation modality

- First priority in the capacity development of local, poor, and excluded community people
- Public auditing of all project activities
- Joint program planning and monitoring
- Coordination and partnership
- Social mobilization and transformation
- Utilize of local resources
- Inclusive implementation, safe and effective development process

XI) Monitoring and Evaluation of programme

CCFRY monitors and evaluates the ongoing programs through internal monitoring mechanism and making monitoring networks of common people and consumers & district level and regional level stakeholders to obtain regular feedbacks, suggestions and supervision.

XII) Sustainability of Program/Projects

Youths are found to have faith and belief on fact based scientific and progressive things. They fight against social malpractices and deeply rooted traditional beliefs of the people. This organization acronym CCFRY is of the youths, for the youths and by the youths. The project/program moves ahead in the direct involvement of youths informing and taking help of the entire stakeholders. It has developed rights oriented development concept to make the projects sustainable and to make community people aware and conscious about their rights and responsibilities. It works a liaison office to establish a relation and contact between the target community people and governmental organizations. It has been facilitating the community people to obtain the facilities and amenities from the government offices. It also establishes relation with other organization which works in similar theme and in partnership works with them for sustainability of any project.

XIII) Human resource management policy

To admit required staffs in any vacant position in the organization, CCFRY follows all the steps and rules that have to be followed such as publication of vacancy announcement notice, written examination, interview etc.) in a transparent way along with focusing ethnic and gender inclusion.

XIV) Accomplished assignment

CCFRY has experienced in conducting baseline surveys, evaluation of the project beneficiaries, research on medicinal herbs, good governance, accountability and transparency, social mobilization, entrepreneurship development, infrastructure rehabilitation, education support,

water, sanitation and hygiene promotion, nutrition support, climate change, preparation of Village Enterprise Development Plan (VEDP) and project implementation.

Activities Performed in the Year 2073/74

In the Fiscal Year. 2073/74 CCFRY worked in diverse areas including social mobilization, infrastructure, vocational education, health, microenterprise promotion, local governance, tourism promotion, entrepreneurship promotion and disaster countermeasure. The following provides brief overview of our ongoing and past projects of this year.

A) Ongoing Assignments

Assignment: 1

Assignment Name:	Social Mobilization Services, Package-3 (Salyan District of Adaptation for Smallholders in Hilly Area (ASHA))
Name of Client:	Adaptation for Smallholders in Hilly Area (ASHA) Project Coordination Unit (PCU)
Value of the contract:	NPR 21,154,391.00 (Nepalese Rupees Twenty One Million One Three Hundred Fifty Four Thousand Three Hundred Ninety One Only)
Name of senior professional staff involved and functions performed:	Mr. Bikash Gyawali
Duration of assignment	1st August 2016 to 30th Sep 2017
Number of Staff:	21
Narrative description of Project:	Adaptation for Smallholder in Hilly Areas (ASHA) is designed and implemented by Government of Nepal, Ministry of Forests and Soil Conservation (MoFSC) with financial assistance from International Fund for Agriculture Development (IFAD) with objectives of improving the livelihood and resilience of smallholders in hilly areas of Nepal by developing capacity to tackle the consequences of climate change. ASHA Project has procured services for consulting Services for social mobilization

	<p>in Salyan district.</p> <p>The main objective of this assignment is to ensure inclusive participation in project intervention; preparing enhanced LAPAs including participatory scenario development (PSD) and sub-watershed based approach, and implementation and monitoring of local climate adaptation priorities. The SP is going to facilitate to generate financial leverages from governmental and non-governmental agencies in implementation of LAPA activities. Based on the project log frame and project implementation manual, it has been also expected that the programme will contribute to develop and implement enhanced LAPAs, capacitate and empower target groups and institutionalize the impacts and achievements made by the project.</p>
<p>Description of actual services provided by our staff with in the assignment:</p>	<p>Establish a rapport and raise awareness, conducting group meeting and home visit, empower, motivate, encourage climate vulnerable, play key role in addressing GESI issues, conducting awareness raising campaigns on CCA and GESI, insuring participation, group formation and/or strengthening, mobilize target groups, participation in planning, implementation and monitoring of adaptation actions, operate Community Knowledge Centers (CKCs), facilitate various consultative meetings/group discussions, assist and facilitate to target groups in need assessment, business plans preparation, field verification, regular monitoring and feedback, enhance capacity through coaching, mentoring, orientation and training, make a functional coordination, support to manage financial transaction records/accounts and other administrative tasks, prepare monthly work-plan and achievement report.</p>

Assignment: 2

Assignment Name:	<i>Early Recovery and Integrated Education Support Program for the Earthquake Victims</i>
Name of Client:	MIRAL Welfare Foundation, Republic of Korea
Value of the contract:	NRs. 19,475,178
Name of senior professional staff involved and functions performed:	Mr. Bikash Gyawali
Duration of assignment	1st August 2016 to 30th Sep 2018
Number of Staff:	7
Narrative description of Project:	<p>"Early Recovery and Integrated Education Support Program for the Earthquake Victims in Dolakha District" in Shree Buddha Bhimsen Secondary School of Bhimeshwor Municipality of Dolakha District.</p> <p>The major aim of the project is to guarantee right of education, accessibility of drinking water and emotional support for the earthquake victims. Major objectives of the project are as follows:</p> <ul style="list-style-type: none">• to save lives, alleviate suffering and maintain human dignity and in the aftermath of manmade crises and natural disasters, as well as to prevent the occurrence of such situations and prepare in advance to better cope with them when they occur.• to promote greater engagement of the MWF and the CCFRY in the field of humanitarian assistance beyond the emergency response they have so far primarily focused on, and also helps participate and develop competencies in early recovery, disaster risk reduction and protection and assistance for the target beneficiaries.• to reduce the vulnerabilities and strengthening of the target community through activities designed by the MWF.
Description of actual	1. Construction of two story 8 room school building construction

<p>services provided by our staff with in the assignment:</p>	<ol style="list-style-type: none"> 2. Distribution of School Uniforms and bags 3. Formulation of Disaster Countermeasure Committee and Conducting trainings. 4. Construction of one 2500 litres underground water collecting tank has been completed. One powerful water pump has been installed in the collection tank. Two 1000 litres tank have been installed in the top of newly constructed building. It is maintaining the regular supply of pure drinking water among the school students and teachers. 5. Provided 50 sets of furniture to the School Management Committee: 6. Distribution of Stationary materials
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A) XV. Accomplished Assignments

Assignment: 3

Assignment Name:	Non Consulting Services for Contract of Services for the Management of Voucher Beneficiaries.
Name of Client:	Ministry of Education, Enhanced Vocational Education and Training Project (EVENT) , Buddhanagar Kathmandu
Value of the contract:	NRs 21,43,000
Name of senior professional staff involved and functions performed:	Mr. Bikash Gyawali
Duration of assignment	
Number of Staff:	21
Narrative description of Project:	Major objective of the task was to provide non-consulting services for hiring of services for the management of voucher beneficiaries including qualification and experience of key site management and technical personnel proposed for the Contract.
Description of actual services provided by our staff with in the assignment:	<ul style="list-style-type: none"> a) To prepare time frame for every activity to be undertaken under the process of VBST trainees Selection. b) To identify venue for the submission of applications by the trainees and fix the place of interview. c) To arrange necessary manpower for the following tasks. <ul style="list-style-type: none"> i. Coordination, Administration and logistic supports staffs. ii. Data entry staffs for application data entry. He/she should be highly professional. iii. Interview experts with the wide representation from trainers, employers, training providing institutions and observer of the related field. d) To make all types of necessary arrangements for the interview. e) To work with PS in the process of selecting trainees in respect to minimizing dropouts and ensuring gainful employment. f) To prepare reports about the overall VBST training selection process and its results. g) To make all types of necessary arrangement for fair.

Assignment: 2

Assignment Name:	Survey of Voucher Applicants and Beneficiaries Including Recognition of Prior Learning (RPL) Beneficiaries
Name of Client:	Ministry of Education, Enhanced Vocational Education and Training Project (EVENT) , Buddhanagar, Kathmandu
Value of the contract:	NRs. 14,10,000
Name of senior professional staff involved and functions performed:	Mr. Bikash Gyawali
Duration of assignment	
Number of Staff:	17
Narrative description of Project:	This project intends to carry-out two different surveys. The first survey on VBST is to provide necessary data and information for the impact study being implemented on VBST in Kathmandu Valley. The Survey of Voucher Beneficiaries as a treatment group and the applicants who attended interview but not received vouchers treated as a control group. The second Survey is seeking to assess the status of RPL graduate.
Description of actual services provided by our staff with in the assignment:	<ul style="list-style-type: none">• Conduct Literature Review• Suggestions for questionnaire Development• Preparation of inception report and its presentation among major stakeholders in the central Level• Organized inception meeting• Organized meetings for the preparation of the inception report• Organized orientation workshops and meetings• Meetings concerning mid-term report and final report• Data collection through field work• Development of Data Base System (Online software)• Verification and data entry• Monitoring and Supervision

Assignment: 3

Assignment Name:	Consulting Services for Services of Local Service Providers (LSPs) for Implementing Social Mobilization at village/Municipal Ward.
Name of Client:	District Development Committee Musikot Municipality – 1, Rukum

Value of the contract:	NRs. 142000
Duration of assignment	Start date: January 2015 (Extendable)
Name of senior professional staff involved and functions performed:	Mr. Bhim Raj Oli
Number of Staff:	11
Narrative description of Project:	The overall objective of this assignment is to implement social mobilization at the village/Municipality Wards through social mobilizers effectively and efficiently. The specific objectives of this assignment are as follows: To implement the social mobilization programme at the village/Ward following the approach and modality referred in LGCDP's Social Mobilization Manual, 2071, To develop capacity of social mobilizers and other village/Wards level stakeholders, To provide technical backstopping to social mobilizers for implementing social mobilization effectively, To improve the quality and effective delivery of social mobilization, To improve monitoring and to assess the performance of social mobilizers, To provide feed-back and suggestions to local bodies on social mobilization
Description of actual services provided by our staff with in the assignment:	<ul style="list-style-type: none"> • Hire and train social mobilizers for 10 VDCs • Participate in district level programmes conducted on the issues of local governance and good governance • Provide technical support to social mobilizers • Coordinate with various stakeholders • Monitoring and evaluation of the social mobilization Periodic Reporting

Assignment: 4

Assignment Name:	Innovative Project for Conservation of Non-Timber Forest Product <i>Ophiocordyceps sinensis</i> (Yarsagumba) to promote the livelihoods of Indigenous Community in Upper Rukum
Approx. value of the contract:	: NRs 43,70,000.00
Country: Nepal Location within country:	District Rukum; 3 VDCs (Sisne, Maikot and Hukam)
Name of Client: Multi Stakeholder Forestry Project (MSFP)	Total No of staff-months of the assignment: Number of Staff: 6 Number of Person Months: 36
Address:	Approx. value of the services provided by firm under the

Service Support Unit or Programme Coordinators' Office Babarmahal, Forestry Complex GPO Box 12095 Kathmandu	contract: NRs 43,70,000.00
Duration of assignment (months):	Start date: 2070/11/01 BS Completion date: 2072/7/30
Name of senior professional staff involved and functions performed:	Mr. Bikash Gyawali
Narrative description of Project: Multi-Stakeholder Forestry Programme (MSFP) builds on the achievements of over 20 years of forestry work of the Government of Nepal (GoN) supported by the governments of UK, Switzerland and Finland. The programme is started in January 2012 and planned for a 10 year period. MSFP is a ten-year programme started from January 2012 and will be implemented in two phases: an initial phase and a full implementation phase. The management of the initial phase will be done by Swiss Agency for Development and Cooperation (SDC) together with the Government of Nepal.	
Description of actual services provided by Our staff within the assignment: <ul style="list-style-type: none"> • Establishment of functional community-based knowledge management centre (CBKMC) as information desk making involvement of 100 local stakeholders • Field study with observation, focus group discussion and key informant interview in three VDCS • Media mobilization • Conduct feasibility study for the establishment of micro-finance mechanism • Organizing one three day long training programme targeting total 45 (15 from each VDC) probable members of microfinance about the operation and management of the micro-finance mechanisms • Organizing one seminar in the central level; involving representatives from 40 major stakeholders • Organizing one seminar in the district headquarter involving 50 district level stakeholders • Organizing one training program in each VDCs of project area participating 40 local participants concerning right technique of harvesting and pastureland management modalities • Shooting a documentary and broadcasting it in two national level television channels (Video shooting team comprised producer, cameraman and script writer. This team has been traveled to pastureland. From Kathmandu it took six days to reach to the pastureland. This team has been traveled one time to pastureland and one time to project area. This team has been mobilized all together for 45 days 	

- Preparation a manuscript for one Innovation Knowledge Based Document ready for publication
- Publication of pamphlets, brochures and flex-boards
- Establish internal and public monitoring system and Public auditing

Assignment: 5

Assignment Name:	Preparation of village Enterprise development plan (VEDP)
Value of contract	NRs 2,78,000.00
Location within country:	8 VDCs under MEDEP APSO Dang
Duration of assignment (months):	1.5 months
Name of Client:	MEDEP-APSO Dang
Number of consultant involved	3
Start date:	10 November 2015
Completion date:	25 December 2015
Name of involved consultants	Mr. Surya Prasad Nepal Mr. Nawa Raj Dahal Mr. Suresh Kumar Dahal
Narrative description of Project:	
Description of actual services provided in the assignment:	

Assignment: 6

Assignment Name:	Preparation of village Enterprise development plan (VEDP)
Value of contract	NRs 138,990.00
Location within country:	4 VDCs under MEDEP APSO Kathmandu
Duration of assignment (months):	1 months
Name of Client:	Micro Enterprise Development Program -APSO Kathmandu
Number of consultant involved	2
Start date:	15 November 2015
Completion date:	Will complete in 15 December 2015
Name of involved consultants	Mr. Surya Prasad Nepal Mr. Amar Singh Adhikari

Narrative description of Project:	
Description of actual services provided in the assignment:	

Assignment: 7

Assignment Name:	Sustainable production of commercially viable projects form municipal wastes through public-private partnerships in Green SMEs, Green City, Green Agro Products and Green Employment Generation
Name of Client:	WINROCK INTERNATIONAL. Contact Name, Email and contact telephone of responsible person of the donor/funding agency of the project: Mr. Binod Prasad Shrestha, Winrock International, Nepal Devkota Marg. Baneshwor, Kathmandu, Nepal p.O. Box: 1312, binod@winrock.org.np
Value of the contract:	(NRs):296,060.00
Name of senior professional staff involved and functions performed:	Mr.Dipendra Khadaka
Duration of assignment	Project start date: 4/09/2015Project completion date: 4/08/2016
Number of Staff:	3
Narrative description of Project:	<ul style="list-style-type: none"> • Conduct a fortnightly radio program on ppp for 4Gs Project from FM radio based in Ilam. • Regular news coverage of ongoing project activities through FM radio. • Assisting PPP for 4Gs project in media planning and visibility strategies <p>Development and Broadcasting of news/notices related to project activities</p>
Description of actual services provided by our staff with in the assignment:	

Assignment: 8

Assignment Name: Radio Program for Inclusiveness	Approx. value of the contract: NRs. 125,000.00
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Country: Nepal Location within country: Rukum	Duration of assignment (months): 6
Name of Client: National Foundation for Development of Indigenous Nationalities (NFDIN)	Total No of staff-months of the assignment: Number of Staff: 3 Number of Person Months: 6
Address: National Foundation for Development of Indigenous Nationalities (NFDIN) Jawalakhel, Lalitpur	Approx. value of the services provided by your firm under the contract: NRs. 125,000.00
Start date: December 2013 Completion date: April 2014	No of professional staff-months provided by associated Consultants: N/A
Name of associated Consultants, if any: N/A	Name of senior professional staff of your firm involved and functions performed: Mr. Mahesh KC
Narrative description of Project: National Foundation for Development of Indigenous Nationalities (NFDIN), affiliated to the Ministry of Local Development, Government of Nepal, was established, under the Chairmanship of the incumbent Prime Minister, in 2002 through an Act. The programme for awareness raising and maintaining inclusiveness of all socio-political sectors of Nepalese society is introduced in Rukum by the NEDFIN where Concern Centre For Rural Youth Rukum is implementing agency of the program.	
Description of actual services provided by our staff within the assignment: <ul style="list-style-type: none"> • Produced and broadcasted awareness messages as jingles, talk program, interactions, live public hearing and workshops through local FM radio station of Rukum district • The messages are focused on inclusiveness, gender equality, meaningful participation, accountability, right based development approach and transparency in all socio-political and economic sectors 	

Assignment: 9

Assignment Name: Programme on human right promotion and local governance	Approx. value of the contract: Nrs. 15,04,500.00
Country: Nepal Location within country: 5 VDCs of Rukum district	Duration of assignment (months): 14
Name of Client: HURDEC Nepal/ USAID/NEAT/ADB	Total No of staff-months of the assignment: Number of Staff: 4 Number of Person Months: 25
Address: Human Resource Development Centre	Approx. value of the services provided by your firm under the contract: Nrs.

(HURDEC- Nepal) Regional office Ph No. 9849502508	15,04,500.00
Start date: Chaitra 2068 Completion date: Baisakh 2070	No of professional staff-months provided by associated Consultants: N/A
Name of associated Consultants, if any: N/A	Name of senior professional staff of your firm involved and functions performed: Shiva Sharma
Narrative description of Project: USAID's Nepal Economic Agriculture and Trade (NEAT) Program is focused on improving Nepal's economic foundations to promote rapid, sustained, and inclusive economic growth that will lessen the potential for conflict, reduce poverty, and improve lives. The strengthening of these foundations will involve substantial reform in governance related to business. The NEAT project is committed to partnering with the people of Nepal to create "measurable progress in expanding and deepening democracy, strengthening public and private institutions, and supporting policies to promote economic growth and poverty reduction."	
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> ▪ Conducted VDC level orientation program on social mobilization process in 5 VDCs to 220 people ▪ Situation analysis of 5 VDCs (Findings: Total Population- 6063; Dalit- 38.91%, Ethnic group- 2.02%, Others- 59.79%) ▪ Formation of Ward Citizen Forum (WCF) in all nine wards of 5 VDCs ▪ Formation of 5 nos. Citizen Awareness Centre (CAC) in 5 VDCs ▪ Prepared ward level participatory social resource maps of 5 VDCs mobilizing with representatives of Ward Citizen Forum 	

Assignment: 10

Assignment Name: Youth Self-Employment Programme	Approx. value of the contract: NRs 425,000.00
Country: Nepal Location within country: Rukum	Duration of assignment (months): 36
Name of Client: Youth Self-Employment Programme/District Development Committee (DDC) Rukum	Total No of staff-months of the assignment: Number of Staff: 3 Number of Person Months: 36

Address: DDC Rukum 088-530091; 088-530213	Approx. value of the services provided by your firm under the contract: NRs 425,000.00
Start date: August 2011 Completion date: July 2014	No of professional staff-months provided by associated Consultants: N/A
Name of associated Consultants, if any: N/A	Name of senior professional staff of your firm involved and functions performed: BhimOli
Narrative description of Project: The programme is a package of awareness raising activities, support to local bodies and logistics arrangement support to unemployed youth with skill development and vocational trainings	
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> ▪ Trainings of Seasonal and Off seasonal vegetable farming, poultry farming and cooperative education to 37 unemployed youths of Rukum (37 youths) ▪ Training on improved cow farming to youths of 3 VDCs in Rukum with technical support of Skill Development Centre/ CTEVT, Dang ▪ Youth mobilization and partnership programme against smoking with support of DDC, Rukum 	

Assignment: 11

Assignment Name: Round Table Dialogue of Youths for Peace	Approx. value of the contract: NRs 2,50,000.00
Country: Nepal Location within country: 5 VDCs of Rukum district	Duration of assignment (months): 3 months
Name of Client: Local Peace Committee (LPC), Rukum Ministry of Peace and Reconstruction/ GoN, Nepal	Total No of staff-months of the assignment: Number of Staff: 3 Number of Person Months: 9
Address: Office of District Development Committee, Rukum	Approx. value of the services provided by your firm under the contract: NRs 2,50,000.00
Start date: 2067/10/15 BS Completion date: 2068/01/14	No of professional staff-months provided by associated Consultants: N/A
Name of associated Consultants, if any: N/A	Name of senior professional staff of your firm involved and functions performed: Mr. Shiva Sharma
Narrative description of Project: Local Peace Committees have been implemented to secure peace at local level as part of a national peace process; or because specific conditions at local	

level made a local peace process necessary. The rationale for implementing LPCs is that insufficient attention to the need to secure peace at local level would be a threat to the sustainability of the national peace process. The deep-rooted nature of conflict at local level, the psychological effects of violence and neglect on local communities where protagonists had to continue co-existing, the prospect of intense political competition in the context of a fragile peace, and the dynamics and inherent instability of transition periods provided sufficient reasons for considering the implementation of LPCs.

Description of actual services provided by our staff with in the assignment:

- Support in local governance to local bodies; support provided in agreement, legal procedures, implementation and monitoring process of local projects of local bodies; the programmes conducted through 180 targeted youths of 4 VDCs; disseminate information of project concerned issues to all beneficiaries
- Conducted discussions and interaction programs to secure meaningful participation and inclusiveness of deprived class and excluded groups in terms of social, economic, cultural and geographical exclusion. Focused on the issues of gender sensitiveness planning and social inclusion.
- Conducted interaction programs for project users committee, VDC secretary and executives of DDC in the identified issues; dissemination of findings and relevant information
- Mobilized local media for creating pressure to fulfill written commitment made by local body executives during public hearing and public audit; Obtain commitment from accountable people of local bodies in the raised and identified issues for improvement in coming days; Participatory monitoring by target people

XVI) Inventory Lists (Permanent Property)

S.N.	Details	Unit
1	Office Rooms	7
2	Desktop Computer	9
3	Table	13
4	Office Rack	5
5	Shelve	3
6	Calculator	5
7	White Board	2
8	Printer	5
9	Wood Chairs	12
10	Plastic Chairs	2 dozen
11	Other basic office utilities	Available

XVII) Detail of Bank Account

S.N	Bank Name	Type of Acc.	Account Number	Name of Acc. Holder	Designation
1	Nepal Bank Limited, Branch Office, Rukum	Current (Joint)	6225	Pustak Chand	Chairperson
				Durga K.C.	Treasurer
2	Nepal Bank Limited Kantipath, Kathmandu	Current (Joint)	0217110012231	Pustak Chand	Chairperson
				Kedar Gautam	Account Officer
3	Reliable Development Bank Ltd. Kalaki, Kathmandu.	Current (Joint)	00830000041408000001	Pustak Chand	Chairperson
				Dependra Khadka.	General Secreatry

XVIII) Core staff and expertise

SN	Name	Gender	Ethnicity	Education	Position	Years' of experience	Areas of expertise
1	Suvash Chandra Devkota	M	Brahmin	MSc in Natural Resource Management	Forest Consultant	30 Years	Natural Resource Management
2	Anil Shrestha	M	Newar	MSc in International Trade	NTPF Consultant	11 Years	Forestry
3	Romesh Poudyal	M	Brahmin	BE	Engineer	3 Years	Trainings and Consultation
4	Bikash Gnawali	M	Brahmin	MA in Anthropology	Project Coordinator	5 Years	Project Implementation
5	Kamal K.C	M	Chhetri	B.Ed.	District Coordinator	3 Years	Project Implementation
6	Renu Napit	F	Newar	M.Sc. in Environme	Knowledge Manageme	3 Years	Natural Resource

				ntal Science	nt Officer		Management and Climate Change
7	Laxman K.C.	M	Chhetri	B.B.S	Finance Officer	2.5 Years	Financial Management
8	Bhim Raj Oli	M	Chhetri	Overseer	Field Coordinato r	2 Years	Field Coordination
9	Kedar Gautam	M	Chhetri	I.Ed.	Field Assistant	10 Years	Field Support
10	Rupa Sharma	F	Thakuri	B.Sc.	Social Mobilizer	4 Years	Social Mobilization
11	Urmila Thapa	F	Chhetri	I.Ed			
12	Laxmi Oli	F	Chhetri	I.Ed	Social Mobilizer	3 Years	Social Mobilization
13	Kamal Dangi	M	Chhetri	I.Ed	Social Mobilizer	3 Years	Social Mobilization
14	Kamala Bohara	M	Chhetri	I.Ed	Social Mobilizer	3 Years	Social Mobilization
15	Thal Bahadur Kuwar	M	Chhetri	I.Ed	Social Mobilizer	3Years	Social Mobilization
16	Ganga Khadaka	F	Magar	I.Ed	Social Mobilizer	2 Years	Social Mobilization
17	Chandra Bahadur B.C.	M	Dalit	I.Ed	Social Mobilizer	2 Years	Social Mobilization
18	Kirparam Oli	M	Brahmi n	I.Ed	Social Mobilizer	2Years	Social Mobilization
19	Phal Bahadur	M	Chhetri	I.Ed	Social	2 Years	Social

	Giri				Mobilizer		Mobilization
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CCFRY Board

- General assembly and program annual review
- Formation of new board
- Regular board meetings, planning and follow up
- Program monitoring by board members

Capacity Building

- Capacity buildup of staff through training
- Exposure visit in various places
- Participation in various training and workshops
- Performance evaluation of staff

Financial Management

CCFRY has its own accounting and financial auditing mechanism under treasurer of the board. The separate account section manages overall accounting system of CCFRY. It has been employing senior account officer who will manage and analysis the records kept by the junior accountants who maintain finance of individual projects. Our account section also prepares budget self or in donor formats. The section monitors actual expenditure program expenditure. Treasurer assists to senior accountant and senior accountant assist junior staffs to prepare project financial reports for donors as well as managing multiple donors funding. Not only this, this section is granted an authority of liaising with donor's financial staffs. This section interprets budget monitoring reports for manger/director and identifies appropriate actions, sets up account structures. Other tasks are basic cash handling procedures, maintain accounts records, pay suppliers and staff salaries, manage floats, manage bank accounts, maintain cash book, analyse cashbook, and close the books at the month end. The internal and external budget of the organization is prepared and submitted to executive committees and after the discussion on it; the budget is submitted to the General assembly by the treasurer of the organization. After the approval of the budget from general assembly it goes for implementation.

Organizational Development

- Submission of proposal, concept note, expression of interest and presentations in various forums
- Established a system of staff (key) monitoring through collecting monthly plan and report, analysis and feedback to staffs for further improvements Strengthening the internal program monitoring of organization Revision of policies of CCFRY Nepal as per context

Social /Audit

- Quarterly program review meeting with district stakeholders
- Joint monitoring
- Audit (semiannual and annual) of various programs as per donor requirements
- Annual audit of the organization

Human Resources Mobilized

CCFRY has mobilized a total of 47 (Female 21, Dalit 7) full time and fully paid staff in this year through various programs.

S.N	Project Name	Staff Mobilized
1	Non Consulting Services for Contract of Services for the Management of Voucher Beneficiaries. Support of EVENT 26	Total 15
2	Survey of Voucher Applicants and Beneficiaries Including Recognition of Prior Learning (RPL) Beneficiaries	Total 13
3	Consulting Services for LGCDP project to Implementing Social Mobilization at 10 VDC.	Total 11
4	Preparation of village Enterprise development plan (VEDP)	Total 5
5	5. Turisam Development of Westen Nepal; Challenge and Oppartunaty .	1
6	Sustainable production of commercially viable projects form municipal wastes through public-private partnerships in Green SMEs, Green City, Green Agro Products and Green Employment Generation. 3 (female 1)	Total 3
7	Leadership Development in Agriculture Sector for Chamber of Commerce and Industries	Total 2

Some Picture of Project side.



Students After Receiving the bag and dress



Picture of Constructed Two Story 8 Room RCC building in Budha Vimsen Higher Secondary School, Dolkha