Participatory Community Activity Planning for pastoralist lowlands of Ethiopia

Day 1

Jigjiga 22 March 2021

giz Deutsche Gesellschaft
für Internationale
Zusammenarbeit (GIZ) GmbH

Agenda

09:00	09:15	Registration
09:15	09:25	Opening by Director of Natural Resources, BoANRD
09:25	09:55	Introduction of participants and objectives
09:55	10:15	Dry Valley Rehabilitation and Productive Use Approach (DVRPU)
10:15	**10:30**	**Coffee**
10:30	10:50	Overview of Participatory Community Activity Planning
10:50	11:00	Precondition 1 Woreda suggestions for new planning locations
11:00	11:10	Precondition 2 Rapid field appraisal
11:10	11:20	Precondition 3 Exchange visit
11:20	11:30	Precondition 4 Agreement with the communities
11:30	12:00	Step 1 Preparation Stage
12:00	**14:00**	**Lunch**
14:00	14:45	Step 2 Awareness creation (Stakeholder Analysis)
14:45	15:30	Step 2 Awareness creation (Seasonal Calendar)
15:30	**16:00**	**Coffee**
16:00	17:00	Step 3 Identification and prioritization of problems (Resource Map)

giz

Introductions by participants

1. How long have you been working in your position?

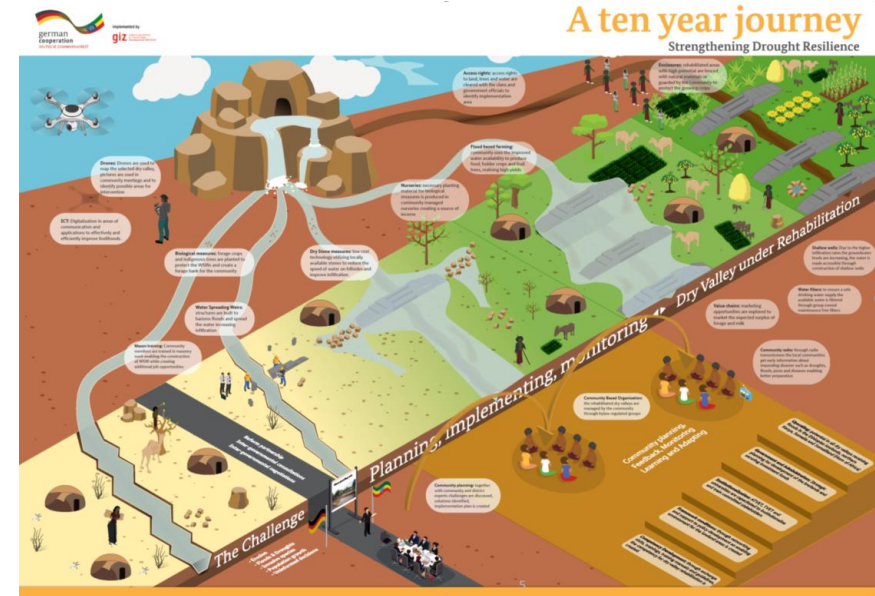2. How rich is your experience in participatory community planning?

giz

Objective of the training

Capacitate Regional, Woreda and Kebele staff for improved participatory planning with communities

Objective of planning

Develop sustainable action plans with communities for 2021 and beyond

Dry Valley Rehabilitation and Productive Use Approach (DVRPU)

Applies a set of technical, biological, economic, social, institutional and governance measures

to rehabilitate entire landscape units (dry valleys)

to the benefit of the occupants with proposed market linkages to the wider economy, embedded in the existing politico/administrative and traditional governance system.
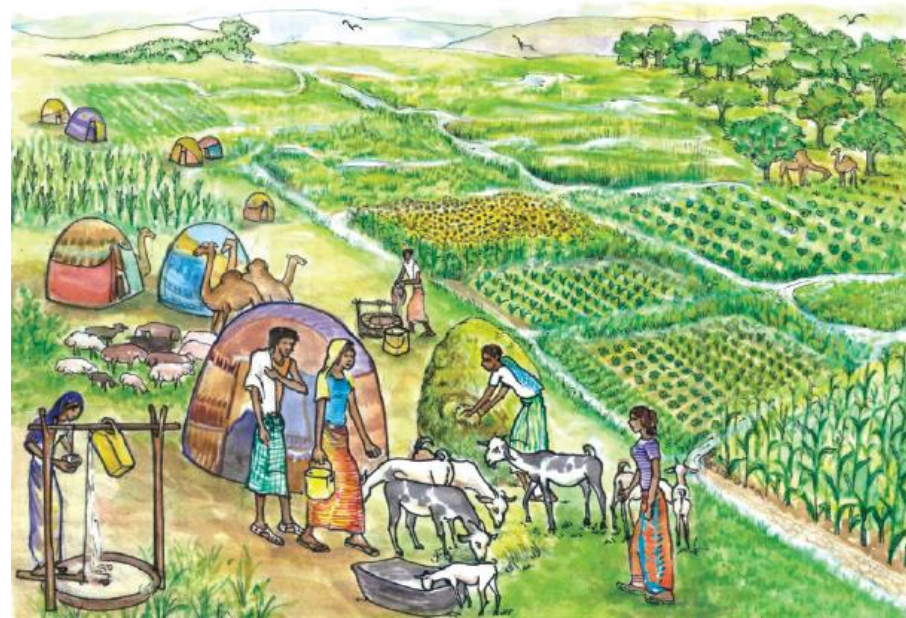
giz

Overview of Participatory Community Activity Planning

What is participation?

Participatory planning emphasizes involving the **entire community** in the **strategic and management processes** of planning; or, community-level planning processes, urban or rural.

High participation

No participation

To empower

To collaborate

To Involve

To consult

To inform

giz
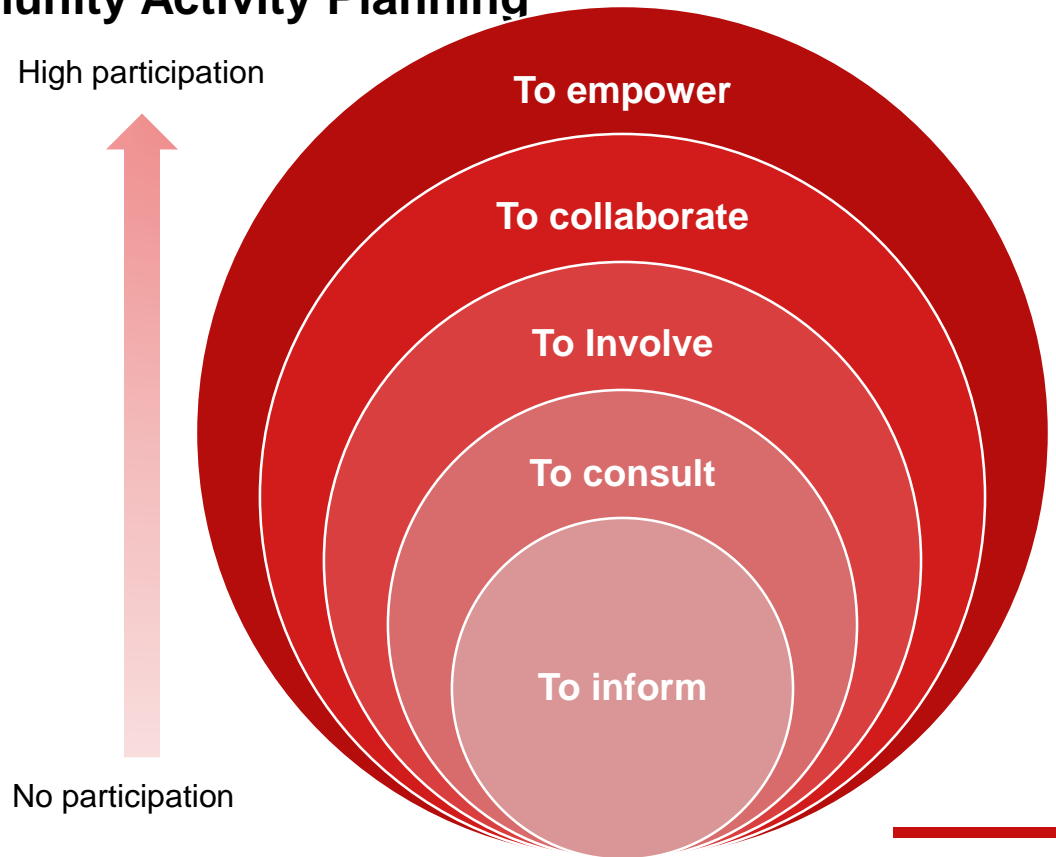
Overview of Participatory Community Activity Planning

What is participation?

Participatory planning emphasizes involving the **entire community** in the **strategic and management processes** of planning; or, community-level planning processes, urban or rural.

Trainee Question: What are the advantages and disadvantages of participatory planning?.

High participation

To empower

To collaborate

To Involve

To consult

To inform

No participation

giz

What are the Advantages of a Participatory Planning Approach?

1. Builds community **ownership**.
2. Makes the activity **credible** to all
3. More people **= More ideas**.
4. **Avoids pitfalls caused by ignorance** of the realities of the community or the target population.
5. It **involves important players** from the outset.
6. It can provide an opportunity for **often-disenfranchised groups** to be heard, and teach the community that they have important things to say.
7. It **teaches skills** which last far beyond the planning process, and can help to improve the community over the long term.

1. It can bring together and **establish ties** among community members who might normally have no contact..
2. A participatory planning process **builds trust**
3. **Reflects goals of grass roots** and community-based organizations..
4. It implies **respect** for everyone in the community.

giz

What are the Disadvantages of a Participatory Planning Approach?

A participatory process **takes longer**.

Members of the target population or the community **may not agree with the "experts "** about what is needed.

Education may be needed, for community members and the organization.
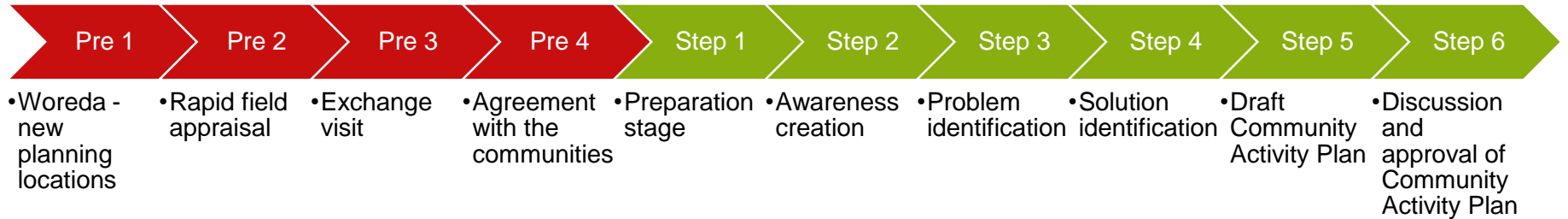
One determined **individual can wreck** the whole process if he's not handled well.

It may be difficult to assure that all **the right people get to the table**.

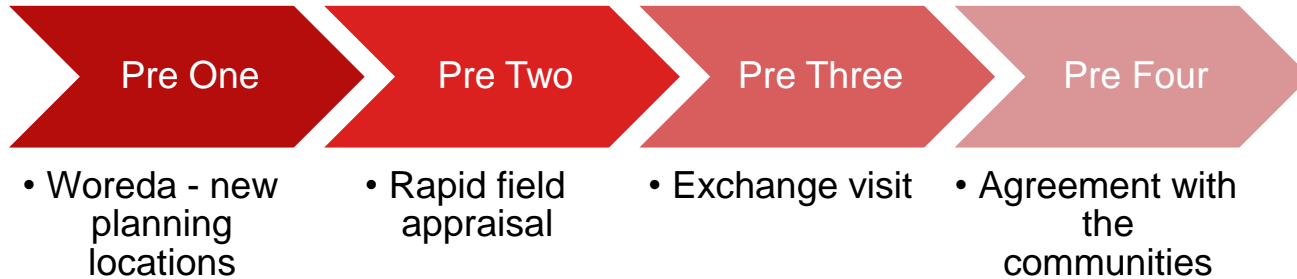A participatory planning process takes **patience and commitment on everyone's part**..

While these disadvantages present potential or real challenges to the success of a participatory planning process, overcoming them may tremendously **increase the possibility of designing and carrying out an effective community intervention.**

giz

The main planning steps

Pre 1	Pre 2	Pre 3	Pre 4	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
• Woreda - new planning locations	• Rapid field appraisal	• Exchange visit	• Agreement with the communities	• Preparation stage	• Awareness creation	• Problem identification	• Solution identification	• Draft Community Activity Plan	• Discussion and approval of Community Activity Plan

giz

Overview of Participatory Community Activity Planning

Preconditions

Pre One	Pre Two	Pre Three	Pre Four
• Woreda - new planning locations	• Rapid field appraisal	• Exchange visit	• Agreement with the communities

February

giz

Precondition 1. Woreda suggestions for new planning locations

Identify a **Woreda core planning team** consisting of a team leader, a facilitator/moderator and documenter.

giz

Precondition 1. Woreda suggestions for new planning locations

Woreda suggests with **high potential locations** based on: (e.g. spatial conditions, biophysical situation, social structures, active communities, good experiences from the past, etc.).

The participants use already **available basic data** (spatial and/or statistics) as well as secondary data to support the decision-making process.

All available data is **collected in January** and gets archived for later use.

Integrate other planning processes: PSNP, LLRP, etc

At a later stage the community is responsible to identify suitable activities and basic input
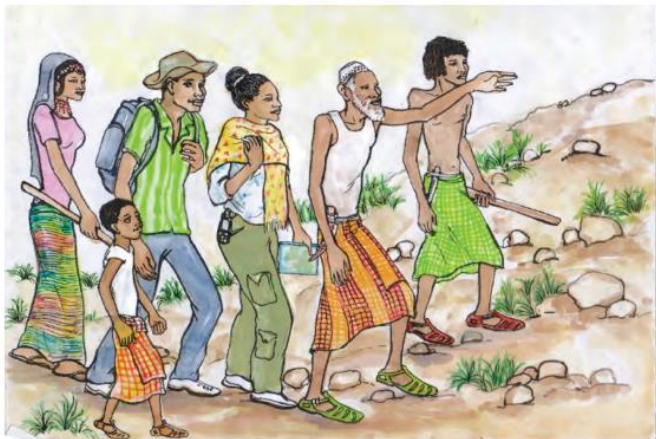
What to do?

What	How	Who	When
Collect basic information of area	Request data from EPLUA, check old reports and planning documentations from the past, etc.	DAs, Woreda level Experts	January
Woreda meeting to discuss planning locations for different actors	Invitation by Woreda to discuss basic information, objective, relevant locations	DAs, Woreda level Experts and external experts from different stakeholders	Beginning of February
List possible planning locations	Develop a table with locations for each sector	DAs, Woreda level Experts	Beginning of February
Clarification of next steps	Discuss the next steps of the Planning Preconditions process	DAs, Woreda level Experts and external experts from different stakeholders	Beginning of February

giz

# Precondition 1. Woreda suggestions for new planning locations

Annex 1: Precondition 1 Woreda suggestions for new planning locations

Date		Woreda		Region	
Kebele		Village			

Participants	Name		Position		

Approval was given to start the community activity planning process	YES	☐	NO	☐

New Planning Locations		
Priority	Name	Remarks
1		
2		
3		
4		

giz

Precondition 2. Rapid field appraisal

What	How	Who	When
Organize a mission to the different locations	Call communities and arrange meetings. Prepare logistics and material	DAs, Woreda level Experts	Beginning of February
Collect data for the rapid field appraisal	Fill in rapid field appraisal form (annex) for each planning location	DAs, Woreda level Experts, community leader	Mid of February
Compare the results of the different locations and develop a priority list	Collect all names and total scores in a table, sort inputs according to the highest scores	DAs, Woreda level Experts	Mid of February

giz
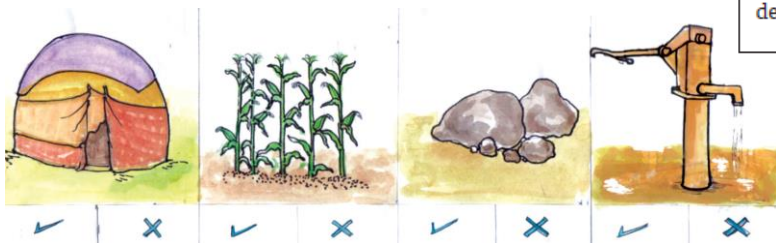
Precondition 2. Rapid field appraisal

Annex 2: Precondition 2 Suitability Matrix per Cascade for Dry Valley Rehabilitation

Date		Region	
Woreda		Kebele	
Name, organisation and position of participating evaluators			
1.			
2.			
3.			
4.			

Summary table

|	Total scores	Average scores	Weight	Weighted score
Physical aspects		(= total/5)	0.3	(=average score*weight)
Biological aspects		(= total/6)	0.3	(=average score*weight)
Social aspects		(= total/5)	0.4	(=average score*weight)
Total score of cascade: (=sum of weighted scores)				

Physical aspects (5 questions)

Distance	<1 Km radius	1 – 5 Km radius	> 5 Km radius	Score:
Sufficient stones available for construction	3	2	1	
Sufficient sand available for construction	3	2	1	
Closest permanent water point	3	2	1	

giz

Precondition 3. Exchange visit

What to do?

What	How	Who	When
Check availability of communities for an exchange visit	Call communities and arrange exchange visit	DAs, Woreda level Experts, community leader	End of February
Organize the exchange visit	Prepare logistics and material	DAs, Woreda level Experts, community leader	End of February
Set clear objectives	Discuss objectives with sending and receiving communities	DAs, Woreda level Experts, community leader, community	End of February
Sending community decides who is going on the exchange visit	Election of group representing all social groups	DAs, Woreda level Experts, community leader, community	End of February
Is the community interested to continue?	Discuss with the sending community what they saw and learned during the exchange visit	DAs, Woreda level Experts, community leader, community	End of February

giz
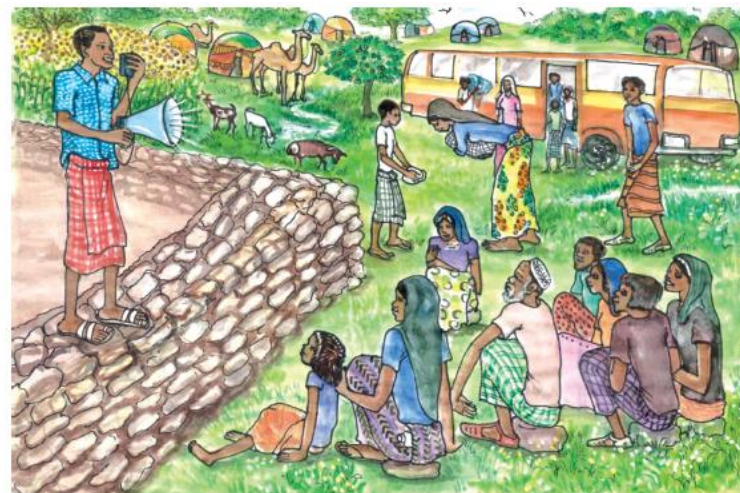
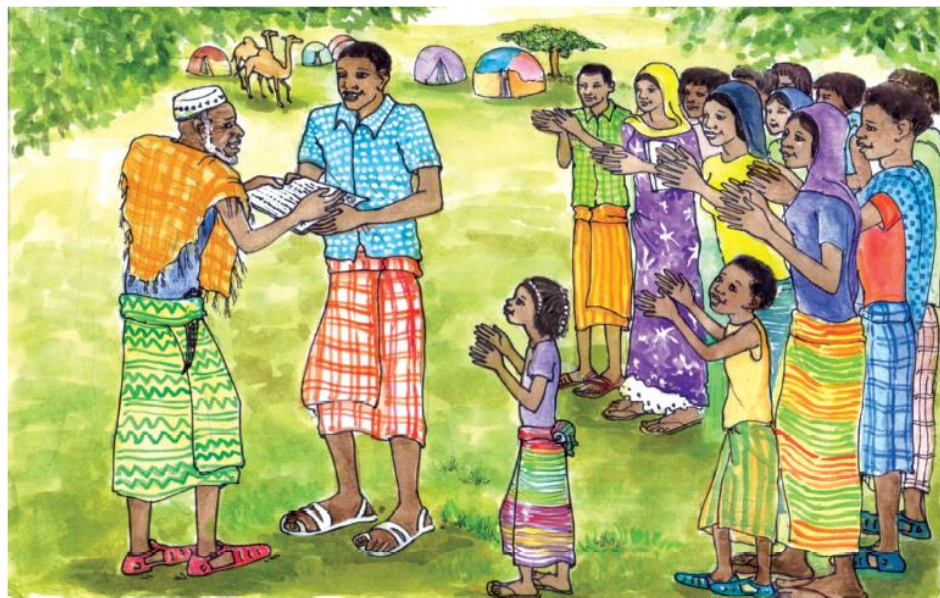# Precondition 4. Agreement with the communities

Figure 5: Signing of MoU between Woreda and community

An MoU between Woreda and Community

What to do?

What	How	Who	When
Preconditions for action are discussed and agreed on	Basic details written in the local bylaw and MoU are discussed and agreed	DAs, Woreda level Experts, community leader, community	End of February
MoU is signed clarifying roles and responsibilities	Details are written down in the MoU and the document is signed by the community and the Woreda	Woreda Head, DAs, Woreda level Experts, community leader, community	Beginning of March
First version of a local bylaw is developed and signed	First details are written down in the bylaw and the document is signed by the community and the Woreda	Woreda Head, DAs, Woreda level Experts, community leader, community	Beginning of March

giz

Precondition 4. Agreement with the communities

Memorandum of Understanding for
Participatory Community Activity Planning
in *COMMUNITY NAME*
with support of
Pastoral-Agricultural Development Office (PADO), *WOREDA NAME*

The following document is supporting the development and implementation of participatory community activity plans for *COMMUNITY NAME*. The document can be updated according to the needs and discussions in the community as well as when policy is changed.

Objective

This Memorandum of Understanding (MoU) sets the terms and understanding between the community of *COMMUNITY NAME* and the Pastoral Agricultural Development Office (PADO) in *WOREDA NAME* for the continuous development and implementation of participatory community activity plans for the timeframe of the MoU.

The MoU will:

1. Outline commitments and responsibilities regarding planned activities
2. Define roles between PADO and the community of *COMMUNITY NAME*
3. Set the frame for cooperation between PADO of *WOREDA NAME* and *COMMUNITY NAME*community including any unforeseen challenges and difficulties during planning and/ or implementation of the agreed-on activities.

Scope

The developed participatory community activity plan will be the basis for implementation of activities at

---

An MoU between Woreda and Community

Clarifies the objective of the planning process as well as roles and responsibilities for the planning and implementation process.

The objective should focus on a specific problem the community wants to overcome.

giz

Precondition 4. Agreement with the communities

Byelaws

A local bylaw states local rules and regulations which are valid for the whole community as well as visitors in the area.

The rules, regulations and penalties are discussed and agreed on within the community.

Annex 4: Precondition 4 Bylaw

Local Bylaw *COMMUNITY NAME*

Introduction

The document is developed through the participatory processes giving regulatory power to the local community of *COMMUNITY NAME* within the framework of the Ethiopian government. Local rules and regulations are defined in the document for all community members as well as visitors, increasing the accountability of the responsible bodies and individuals. The document can be updated according to the needs and discussions in the community.

Objective

The bylaw is the basis for sustainable use of local infrastructure and resources with clear rules and regulations

Stakeholder

The bylaw is applicable to residents of *COMMUNITY NAME* as well as groups/communities who are in the *COMMUNITY NAME* area. The regular elected members of the management committee consisting of the chairman, the vice chairman, a secretary and a cashier are from the community and represent the interest of the overall community which includes all social groups.

Position	Name	Phone Number
Chairman		
Vice Chairman		
Secretary		
Cashier		

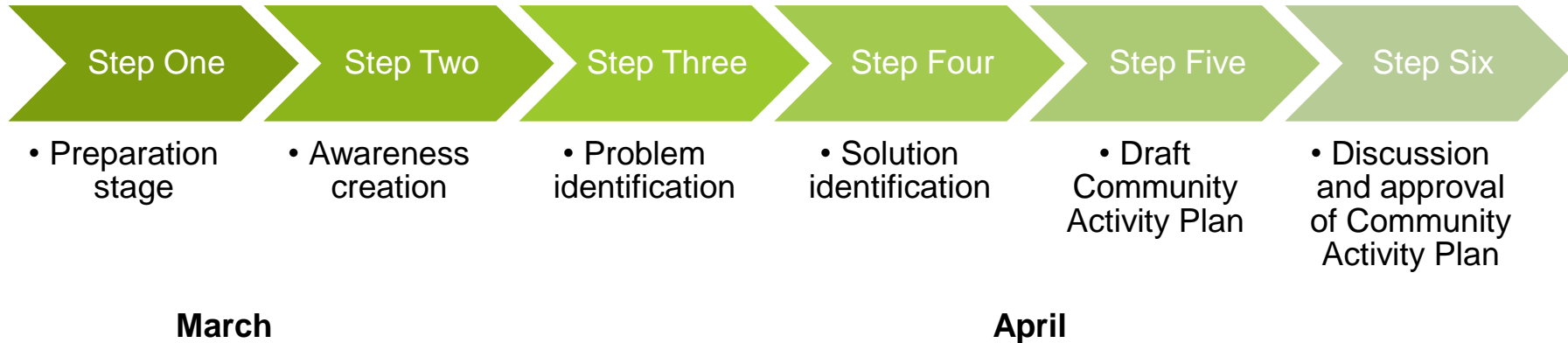**Agenda**

09:00	09:15	Registration
09:15	09:25	Opening by Director of Natural Resources, BoANRD
09:25	09:55	Introduction of participants and objectives
09:55	10:15	Dry Valley Rehabilitation and Productive Use Approach (DVRPU)
10:15	**10:30**	**Coffee**
10:30	10:50	Overview of Participatory Community Activity Planning
10:50	11:00	Precondition 1 Woreda suggestions for new planning locations
11:00	11:10	Precondition 2 Rapid field appraisal
11:10	11:20	Precondition 3 Exchange visit
11:20	11:30	Precondition 4 Agreement with the communities
11:30	12:00	Step 1 Preparation Stage
12:00	**14:00**	**Lunch**
14:00	14:45	Step 2 Awareness creation (Stakeholder Analysis)
14:45	15:30	Step 2 Awareness creation (Seasonal Calendar)
15:30	**16:00**	**Coffee**
16:00	17:00	Step 3 Identification and prioritization of problems (Resource Map)

Overview of Participatory Community Activity Planning

Participatory Community Planning Process

Step One	Step Two	Step Three	Step Four	Step Five	Step Six
• Preparation stage	• Awareness creation	• Problem identification	• Solution identification	• Draft Community Activity Plan	• Discussion and approval of Community Activity Plan

March   **April**

giz

Step 1: Preparation stage

What to do?

What	How	Who	When
Identify core planning team	Woreda Head decides who is a member of the core planning team	Woreda Head, DAs, Woreda level Experts	Beginning of March
Kebele planning team is invited to give input	Meeting is organized to discuss the planning kick-off.	Woreda Head, Kebele Planning Team, Core Planning Team	Beginning of March
Harmonize knowledge about the planning process and the planning locations	Discuss the planning process and planning locations	Woreda Head, Kebele Planning Team, Core Planning Team	Beginning of March
Get approval to be active from the Woreda	Fill in preparation stage form and get a signature from the Woreda Head	Woreda Head, Kebele Planning Team, Core Planning Team	Beginning of March
Get approval to be active from the community leaders	Inform community leaders and get their approval to be active. Fill in preparation stage form	Community leader, Core Planning Team	Beginning of March

Remember **the woreda core planning team consists:**

1. a leader,
2. a facilitator/moderator (capable to talk the local language)
3. and a documenter.

The team is formed by a **DA, a Woreda level expert and a documenter** during a discussion with the Woreda and Kebele Administration

giz

Step 1: Preparation stage

Who is part of the Kebele level planning team?

The kebele level planning team is a coordinating body which makes sure that all necessary stakeholders are informed about the planning process and its output.

They are also coordinating between neighbouring activity plans as well as insuring quality standards of activity plans.

The group consist of:

community representatives, Kebele manager, Kebele chairperson, female representatives, clan leaders, religious leaders, youth representatives and a DA.

Figure 6: Woreda Head and Core Planning Team discuss community planning

giz

Step 1: Preparation stage

Annex 6: Step 1 Preparation stage – Approval from Woreda

Date		Woreda		Region	
Kebele		Village			

Participants	Name		Position

Approval was given to start the community activity planning process	YES	☐	NO	☐

Members of the Core Planning Team		
	Name	Phone Number

giz

Step 1: Preparation stage

Annex 7: Step 1 Getting started - Approval from Community Representatives

Date		Woreda		Rigion	
Kebele		Village			

Participants	Name		Position	

Approval was given to start the community activity planning process	YES	☐	NO	☐

giz

Step 2: Awareness creation for participatory planning and selection of community planning team

What to do?

What	How	Who	When
Organize an event with a maximum number of community members	Ask focal persons and the community leader to inform the maximum number of community members	Core planning team, community leader, community	Mid of March
Community gets familiar with the planning process	Explain the basics of the participatory planning process	Core planning team, community leader, community	Mid of March
Community elects the community planning team	Core planning team facilitates the election	Core planning team, community leader, community	Mid of March
Agree on next steps and timeline	Discuss the necessary next steps and agree when to implement	Core planning team, community leader, community planning team, community	Mid of March

giz

Step 2: Awareness creation for participatory planning and selection of community planning team
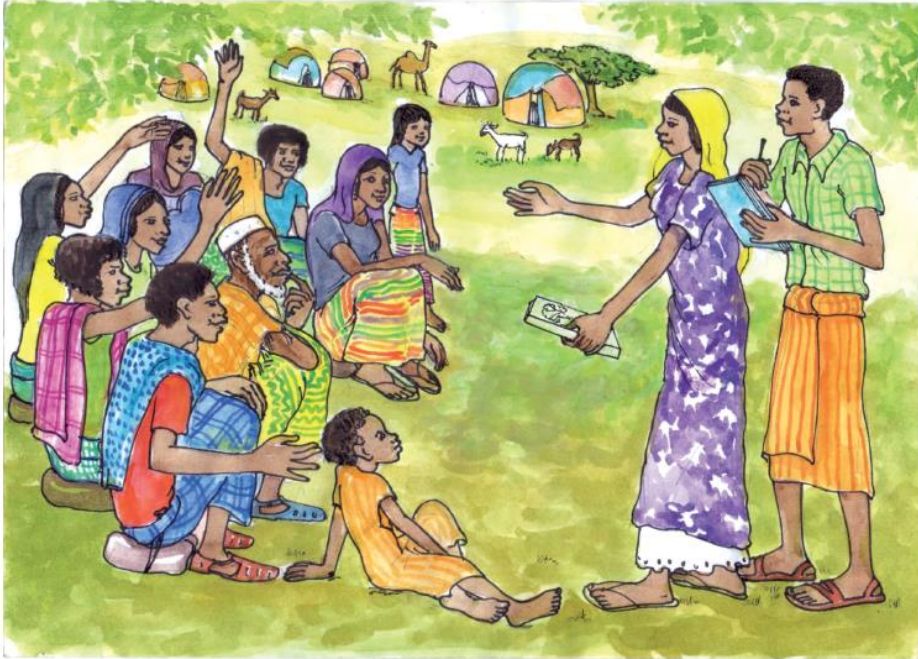
Figure 7: Electing the community planning team

• Community leader(s), e.g. power holders like clan leaders, religious leaders, Rangeland councils, social audit committees (also representing the community at kebele level)

• Male-headed households representing different social groups (including vulnerable)

• Female-headed households representing different social groups (including vulnerable)

• Youth representative

• Religious representative

• Others as required by the community (e.g. respected people, women's group, and others).

giz

Step 2: Awareness creation for participatory planning and selection of community planning team

How to understand the situation of a community?

The core planning team learns to understand the situation of the community with their existing resources and potentials.

The community activity plan will be developed based on existing capabilities.

Stakeholder analysis will help understand who is active in the community and their relations

Figure 8: Stakeholder Analysis

giz

Step 2: Awareness creation for participatory planning and selection of community planning team

<mark>EXERCISE: Venn Diagram (20 minutes)</mark>

Develop a stakeholder analysis <mark>for a community in your woreda</mark> (imagine you are a community member)

- Identify all institutions (customary, governmental, private, etc.) or individuals important for the issue at stake, e.g. **the management of natural resources**. This refers to external as well as internal institutions/individuals.

- Ask participants about the relative importance of each institution in making decisions that influence their livelihood.

- Different-sized circles represent the difference in importance (big: very important, medium: less important, small: unimportant).

- Ask them to arrange the other institutions around the community circle. The distance between the circles indicates degree of interaction. Conflicts or non-interaction may also be indicated.

- Let the community represent themselves as a circle in the middle. Ask about important customary institutions/individuals and arrange these in contact/within/use a line the community circle.

giz

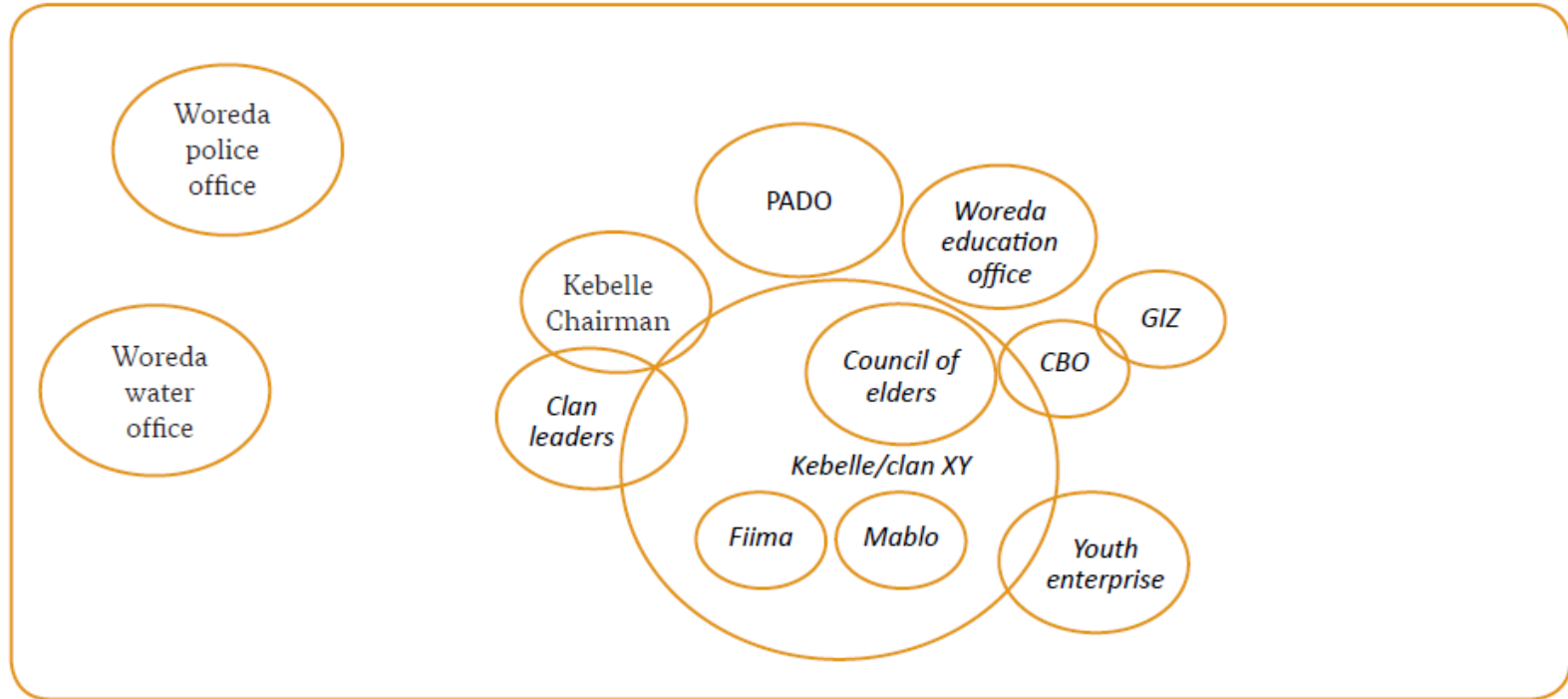# Step 2: Awareness creation for participatory planning and selection of community planning team

Figure 6: Venn Diagram, own draft

giz

Step 2: Awareness creation for participatory planning and selection of community planning team

Seasonal calendar will help to plan activities according to the needs and the availability of community members.

A seasonal calendar explores seasonal changes of various topics.

It reveals complex interconnections between natural seasonal cycles, food security, mobility/absence of part of the community, prices of livestock, income, diseases, gender-specific workload, expenditures, etc. and it explores opportunities and constraints in terms of time.

	Animal Products	Water Supply	Draught	Migration
Kerma	+++	+++	-	-
Gilal	++	+++	+	+
Sugum	-	+	++	++
Hagay	-	-	+++	+++

It depends of the planning purpose which factors are considered.

giz

Step 2: Awareness creation for participatory planning and selection of community planning team

EXERCISE: Seasonal Calendar (20 minutes)

Develop a seasonal analysis for a community in your woreda (imagine you are a community member)

Guiding question

What are the seasonal changes that affect your livelihoods?

	Rainfall	Water quality	Malaria	Conflict	Milk production	Income availability	Sale of livestock
Gilal		☹	high	✸ ✸		O	low
Dadaa	☁	☹	high	✸	medium	O O	medium
Sughum	☁☁☁	☺	low	✸✸✸	high	O O O	good
Hagay		☹	low	✸	high	O O O	good
Karma	☁☁☁	☺	low	✸✸✸	high	O O O	good
Key		☺ good ☹ bad					

giz

Participatory Community Activity Planning for pastoralist lowlands of Ethiopia

Day 2

Jigjiga 23 March 2021

giz Deutsche Gesellschaft
für Internationale
Zusammenarbeit (GIZ) GmbH

The main planning steps **(Refresher)**

Pre 1	Pre 2	Pre 3	Pre 4	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
•Woreda - new planning locations	•Rapid field appraisal	•Exchange visit	•Agreement with the communities	•Preparation stage	•Awareness creation	•Problem identification	•Solution identification	•Draft Community Activity Plan	•Discussion and approval of Community Activity Plan

giz
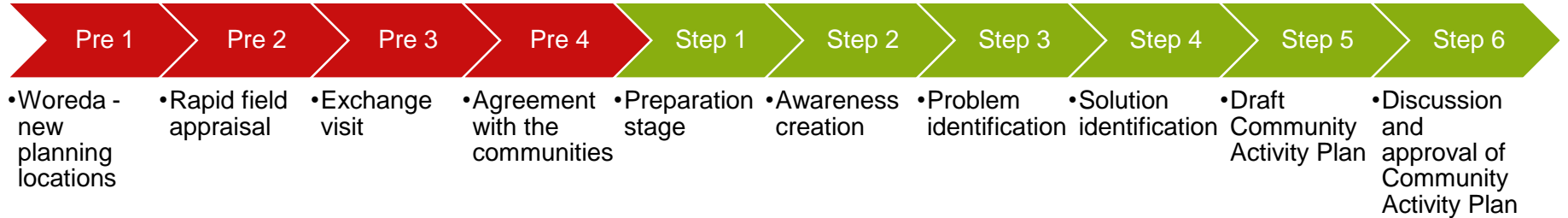
Day 2 Agenda

Start	End	Time	
09:00	09:20	20	Recap
09:20	10:20	60	Step 3 Identification and prioritization of problems (Resource Map)
10:20	**10:35**	**15**	**Coffee**
10:35	11:20	45	Step 3 Identification and prioritization of problems (Scoring/Ranking)
11:20	12:00	40	Step 3 Identification and prioritization of problems (Problem tree)
12:00	**14:00**	**120**	**Lunch**
14:00	15:00	60	Step 4 Identification of solutions (Scoring/Ranking)
15:00	15:45	45	Step 5 Draft Community Activity Plan
15:45	**16:15**	**30**	**Coffee**
16:15		45	Step 6 Discussion and approval of Community Activity Plan
	17:00		Follow up on the Activity Plan

giz

Step 3. Identification and prioritization of problems

Purpose: To **identify priority problems** of communities and **their causes**. The underlying assumption here is that the **community activity plan will solve problems by taking advantage of opportunities.**

Step by step identification of problems (issues)

1. **Seasonal calendar**
2. **Resource map**
3. **Prioritize and rank problems**
4. **Causes and effects of problems**

- The underlying assumption here is that the community activity plan will solve problems by taking advantage of opportunities.

giz

What to do?

What	How	Who	When
Organize an event to discuss pending problems	Invite the core planning team as well as interested community members and prepare material for the problem discussion	Core planning team, community leader, community planning team, interested community members	Mid of March
A participatory community map is developed	The community develops a map of the area with support of the core planning team	Core planning team, community leader, community planning team, interested community members	Mid of March
Identify problems using the problem tree analysis	The community develops a problem tree with support of the core planning team	Core planning team, community leader, community planning team, interested community members	Mid of March
Order the problems by using the scoring and ranking tool	The community ranks problems with support of the core planning team	Core planning team, community leader, community planning team, interested community members	Mid of March

giz

Step 3. Identification and prioritization of problems (Resource map)

Figure 10: Community develops a map

Community and resource map

The development of a resource map helps to get a picture on resources, related problems and activities.

The map depicts subjective local perceptions on resources (which, where, how used, conflicts, other problems) that play a role for them.

What is our objective?

To rehabilitate degraded lands and to increase the sustainable productive use of the land.

How best can the land be used?

giz

Step 3. Identification and prioritization of problems (Resource map)

Community and resource map
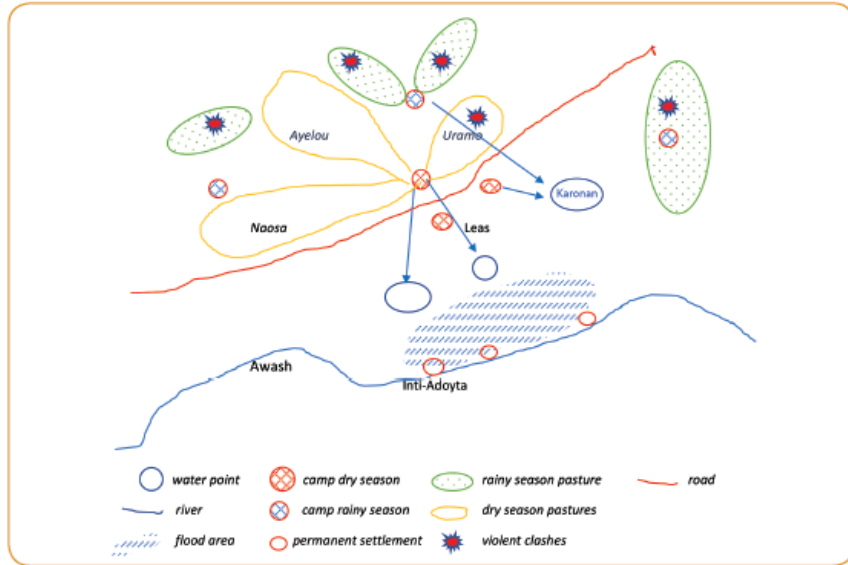
Figure 4: Resource map men, Leas, Gewane Woreda, Ethiopia 2005 (own source)

Procedure

Let **participants decide** on a suitable location for the event (space, shade, easily accessible).

Ask people to **identify important resources** (e.g. grazing and browsing areas, different agricultural areas, forests, settlements, wells, elas, rivers, etc.):

What resources are most useful and important for you in this area?

Ask people to **indicate resource related problems** on the map (e.g. low production, gullies, degraded grazing areas, conflict areas, etc.).

giz

Step 3. Identification and prioritization of problems (Resource map)

Community and resource map

Procedure

When the map is completed – conduct **a group discussion about resources and land use** in the community. Facilitators should prepare **guiding questions in advance**.

Photograph the map and transfer to paper and/or GIS by participants.

A legend of symbols used by participants should be part of the map. If people are not able to write, this needs to be done by the facilitator.

Guiding questions

Trainees:

What guiding questions do you think are appropriate to identify natural resource problems/solutions?

Think: Environmental / Socio-Economic / Political

1. Why is the land degraded here? Are you doing anything about it? Y?N What prevents you from protecting the land here?
2. Why did you decide to use the land in this area this way?
3. Etc..

giz

SDR-SR Harre cascade 2020
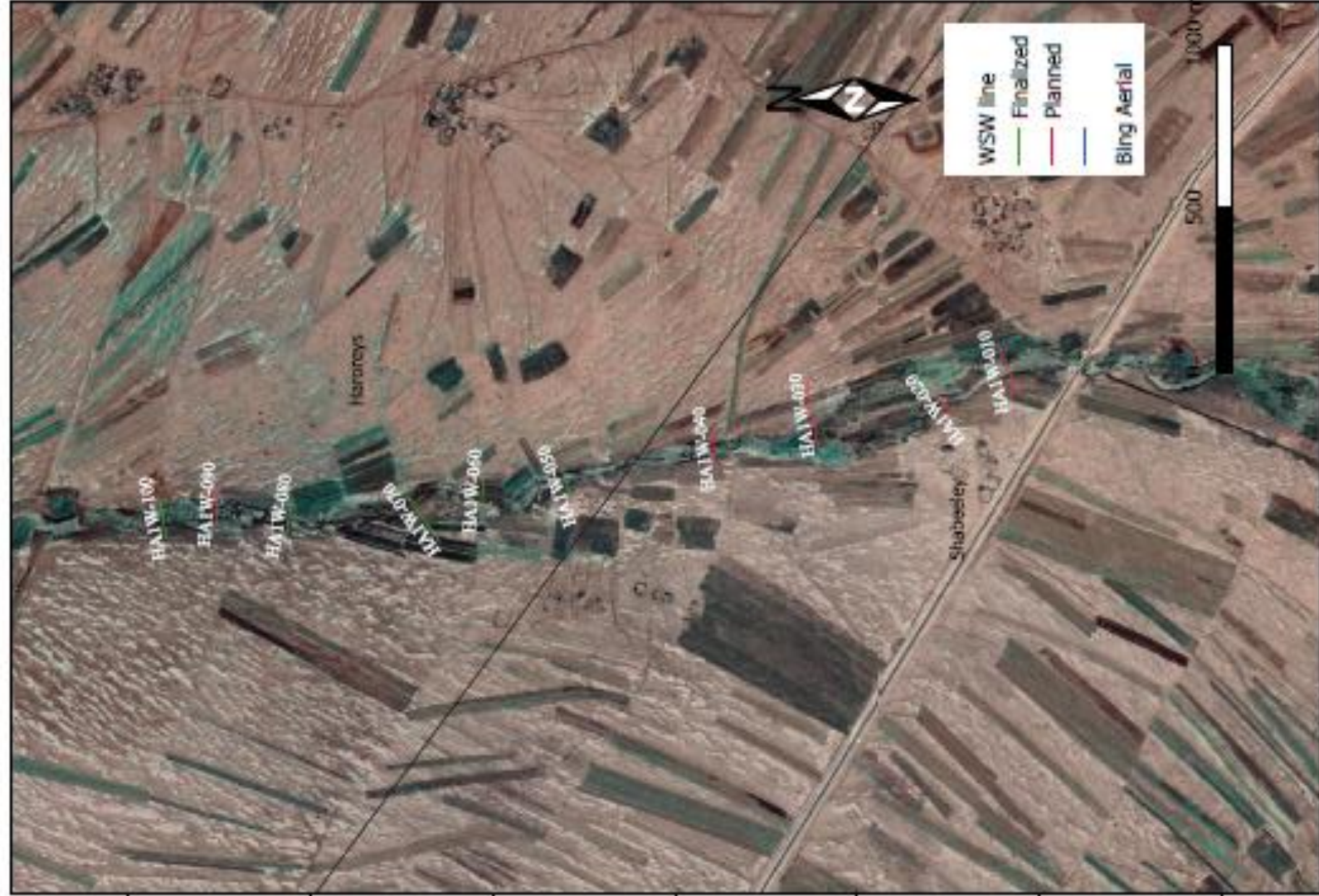
SDR-SR Amadle cascade 2020

WSW line
- Finalized
- Planned
- Bing Aerial

AMTW-012
AMTW-030
AMTW-029
AMTW-011
AMTW-010
AMTW-020
AMTW-015
Stationary
AMTW-014
AMTW-013
AMTW-012

Hardeyt

gíz
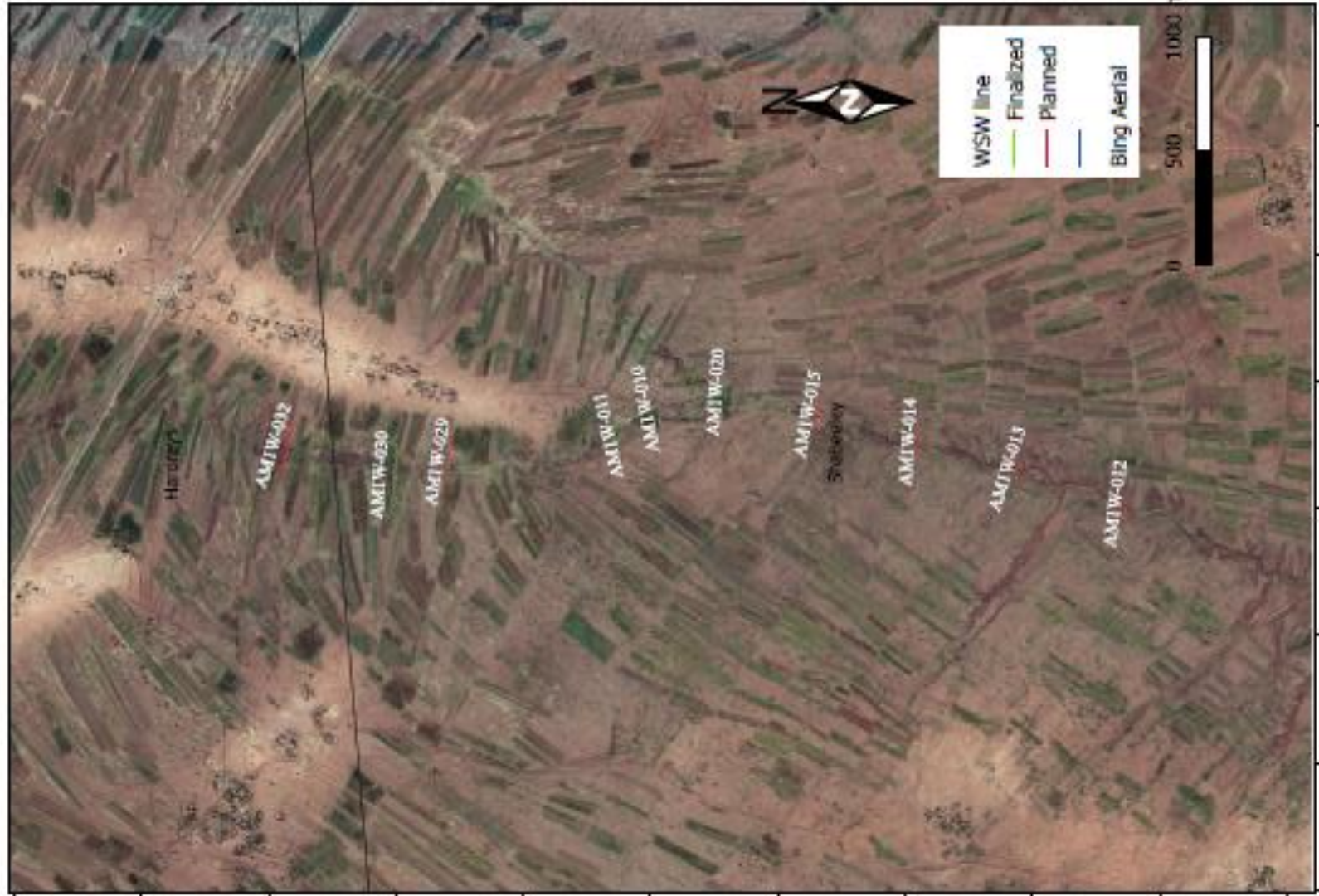
Step 3. Identification and prioritization of problems (Scoring/Ranking)

Remember: Important for the development of the community action plan!

List the problems identified in the resource mapping AND seasonal calendar

i.e.

1. Lack of pasture
2. Diseases
3. Lack of government support
4. Gully erosion
5. Food shortage

A form is available to document the problem (see next slide)

Problem ranking, mens group

Annex 11: Steps 5 and 6 Community Activity Plan

Date			Woreda				Region			
Kebele			Village							
Total number of participants			Number of male participants				Number of female participants			

No	Activity	Q1	Q2	Q3	Q4	Q1	Input Community	External Input	Responsibility Community	Support	Remarks
1											
2											
3											
4											
5											
6											
7											
8											
9											
10											

IZ

Step 3. Identification and prioritization of problems (Scoring/Ranking)

Problem ranking using preference ranking

In contrast to simple ranking, preference ranking reveals **reasons for local decisions on preferences.** Each item it compared directly against the others, until they are ranked from highest to lowest.

GROUP EXERCISE: Preference ranking/Pairwise ranking

The Core Planning team:

1. Introduces the method to the community (See PRA Manual)

2. Asks for a first prioritisation of the problems

3. Conduct a **preference ranking**. Ask people to compare two items and decide which problem is more pressing and needs to be resolved first. **People need to explain the reasons** for their decision!

'Interviewing the matrix'

Problem	Drought	Animal disease	Human disease	Shortage of water	Land degradation
Drought		drought	drought	drought	drought
Animal disease			Human disease	Shortage of water	Land degradation
Human disease				Human disease	Human disease
Water shortage					Shortage of water
Land degradation					

Problems	Frequency	Rank
Drought	4	1
Animal disease	0	5
Human disease	3	2
Water shortage	2	3
Land degradation	1	4

giz

Annex 9: Step 3 Identification and prioritization of problems

Date		Woreda		Region	
Kebele		Village			
Total number of participants		Number of male participants		Number of female participants	
Problem				Priority before discussion	Priority after discussion
		Add a column for peoples explanations of why it is a problem			
Next Steps					

giz

Step 3. Identification and prioritization of problems (Problem tree)

"why do we have this problem?"

Identification of causal links

Figure 11: Pending problems with prioritization
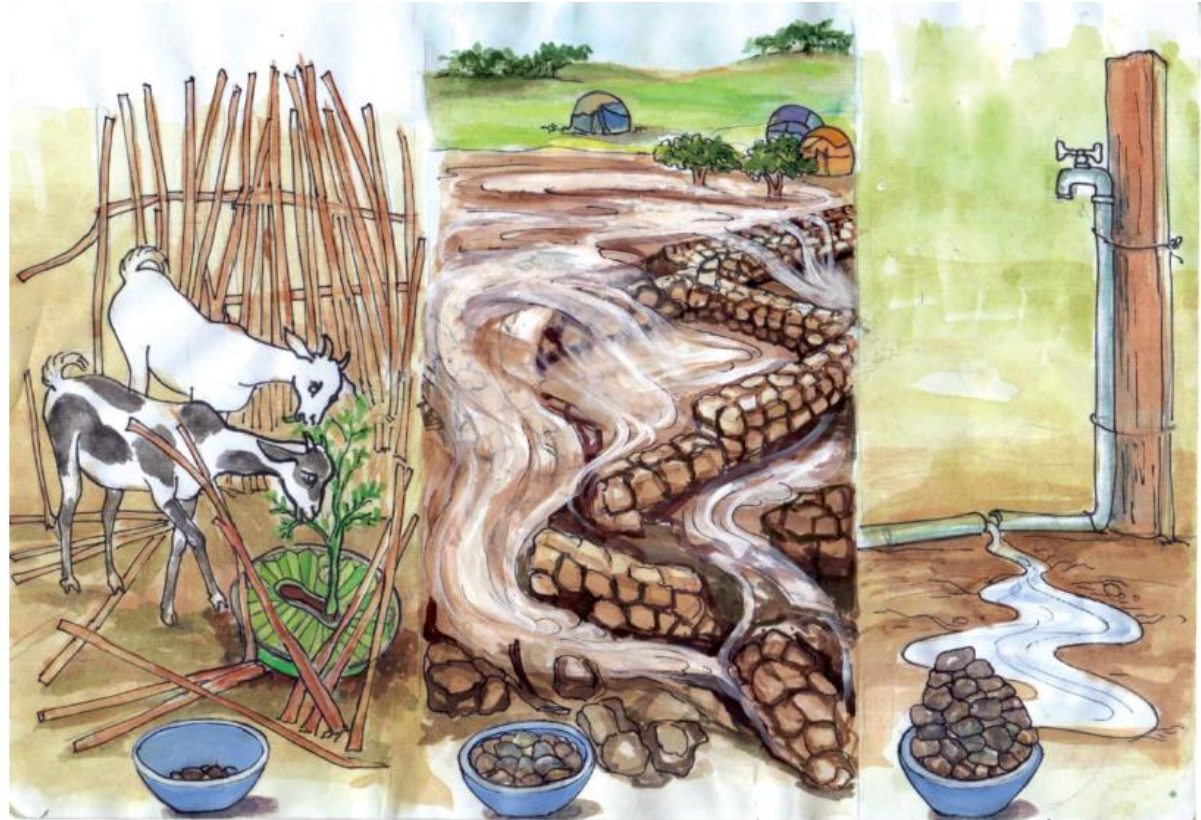
Step 3. Identification and prioritization of problems (Problem tree)

How to identify problems with the community?

A crucial step within the planning process is the identification of problems, **it needs a careful handling**.

It is important to **get a wide range of opinions** from the community with all social groups.

The collected problems get grouped, e.g.

- physical (gully, etc.),
- environmental (drought, flood, etc.),
- economic (lack of credit, low income, etc.),
- infrastructure-related (access to roads, access to basic services, etc.), etc

The **core planning team facilitates** the process and focuses on:

• Distinguishing problems from **causes and solutions**

• Distinguishing between **symptoms and problems**

• Look for **interactions between problems**

• **Severity and frequency of occurrence** and its impact (long/medium or short term)

• Check if problems are real in comparison to the issues in the region and re-discuss if necessary
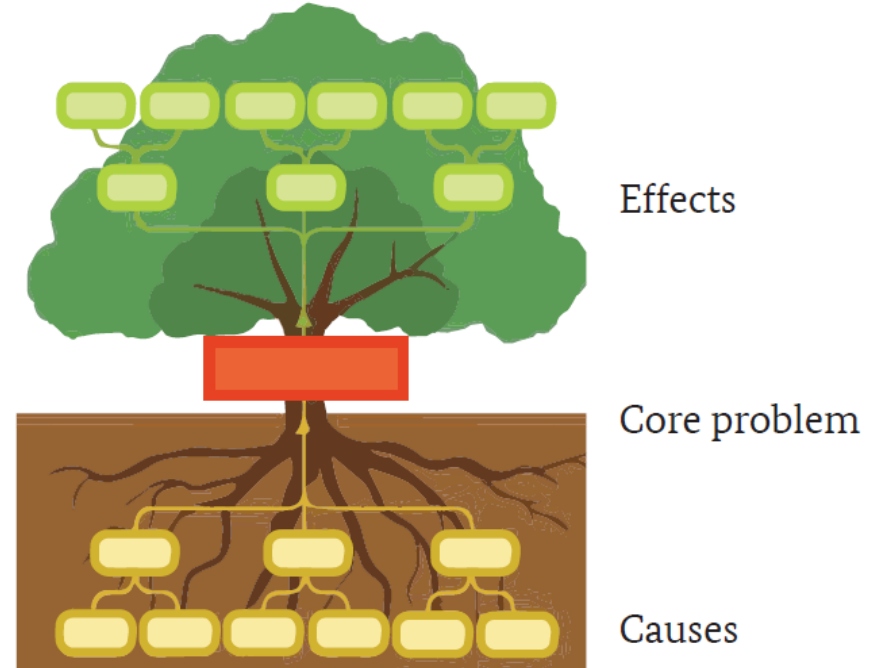
giz

Step 3. Identification and prioritization of problems (Problem tree)

Group exercise

What is the problem? Lack of food grains

Why do we have this problem?

How can we resolve it?

Effects

Core problem

Causes

giz

Step 3. Identification and prioritization of problems (Problem tree)

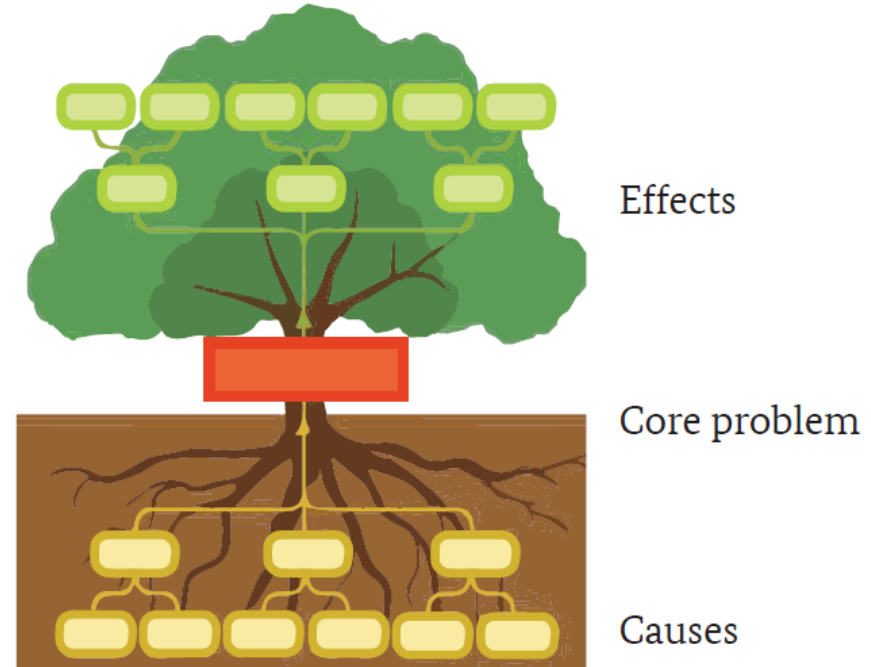**Example: Soil Erosion**

Effects of Soil Erosion

- Loss of Arable Land
- Pollutes Waterways
- Air Pollution
- Loss of ecosystem services: loss soil, biodiversity, e
- Destruction of Infrastructure: siltation of dams etc

Causes of Soil Erosion

- Rainfall and Flooding
- Agriculture
- Grazing
- Cutting trees
- Construction
- Rivers and Streams
- Heavy Winds

giz

Step 4 Identification of solutions (Scoring/Ranking)

Lets find solutions to the problems

What to do?

What	How	Who	When
Organize an event to discuss activities	Arrange meeting with community and stakeholders	Core planning team, community leader, community planning team, interested community members, other stakeholders	End of March
Collect ideas for activities including basic information	Discussion to identify the best fitting acuities which are in favor by the communities	Core planning team, community leader, community planning team, interested community members, other stakeholders	End of March

gíz

Step 4 Identification of solutions (Scoring/Ranking)

How to draft a community activity plan?

The **core planning team** sorts and **groups all collected information** of all previous steps according to their priorities.

Afterwards **the team drafts a table which lists all foreseen activities for the upcoming year** highlighting the content of activities, timeframes, inputs from different stakeholders, responsibilities in the communities and support resources, according to the provided form (see annex 11 Community Activity Plan).

The table contains activities in a logical order and takes seasons into consideration.
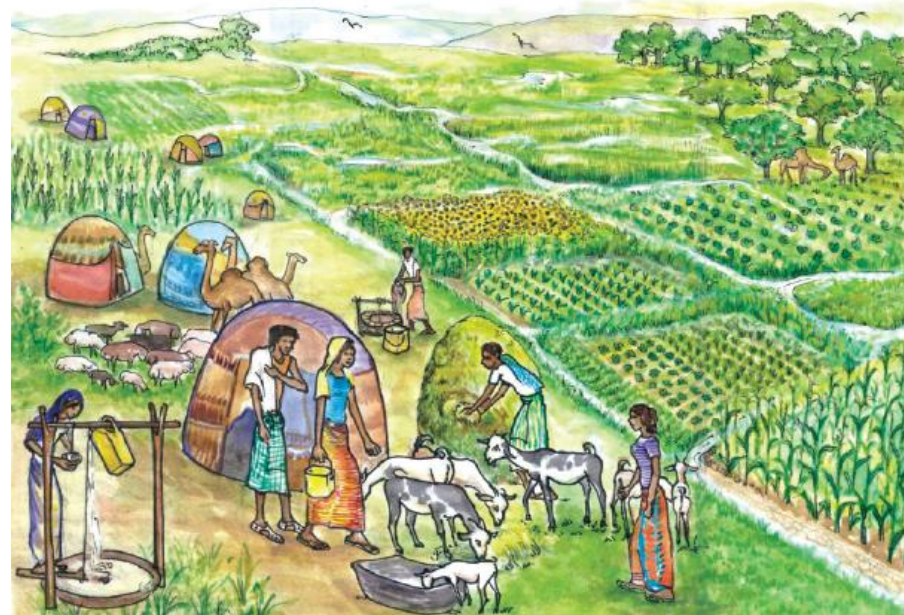
giz

Step 4 Identification of solutions (Scoring/Ranking)

How to collect solutions fitting the prioritized problems?

The core planning team facilitates and:

presents again the developed **map and the priority list** from the problem discussion.

Additional experts can get invited according to the identified problems to add expert knowledge to the discussion.

The community first proposes solutions from their experience and information level.

The core planning team repeatedly asks the question "how", to get details for each proposed solution.
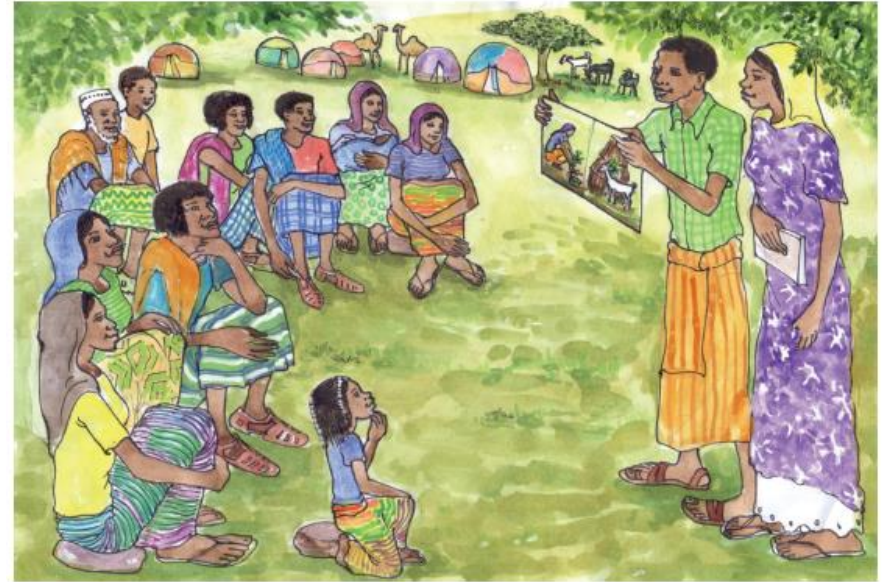

Figure 13: Visual solution discussion

DO YOU REMEMBER THE PROBLEM IDENTIFICATION PAIRWISE RANKING?

giz

Step 4 Identification of solutions (Scoring/Ranking)

How to collect solutions fitting the prioritized problems? The documenter

Part of the solution discussion are timeframes, inputs, responsibilities, benefit sharing, etc.

Several solutions can be proposed to tackle a **single problem**, the focus is on the best fitting solutions.

All solution ideas get documented in the form of the **annex 10** Identification of solutions – Solution Options and Discussion and double checked to their feasibility.

Annex 10: Step 4 Identification of solutions - Solution Options and Discussion

Date		Woreda		Region	
Kebele		Village			
Total number of participants		Number of male participants		Number of female participants	
Solution suggestion					Feasibility
Next Steps					

gíz

Step 4 Identification of solutions (Scoring/Ranking)

Can the expert group also propose solutions?

Only as a second step, the core planning team and available additional experts add to the ideas presented by the community.

The solution folder with a collection of solutions in the form of **InfoTechs and illustrations offer** material to present additional ideas to a community.

The **solutions are presented with pictures** highlighting potentials, benefits, inputs, implementation period, requirements, limitations and risks.

An **optimum situation** is created when **several solutions** are available for the same problem.

The **community decides** which options fit best their situation.

Elephant grass (Pennisetum purpureum), also known as Napier grass, is a highly productive tropical grass and valuable forage.

giz

Step 4 Identification of solutions (Scoring/Ranking)

**What are main factors to be considered
for a solution?**

• How much will the activity **initially cost?**

• How much will the activity **cost to run and maintain?**

• **How difficult is it to implement and manage** an activity?

• Will an activity **solve the problem(s)?**

• **Who will benefit** from an activity?

• How to **share benefits?**

• What is the **role of the community in solving the problem(s)**?

• What is the **community contribution** in solving the problem(s)?

The results of the solution identifications are documented in annex 10 Identification of solutions – Solution Options and Discussion.

giz

Activities in one year

Activity 1

Activity 2

Activity 3

giz

Step 5 Draft community Activity Plan

The action plan consists of **sustainable activities, timeline (see figure above), roles, responsibilities and needed support** with a monitoring schedule. (see next slide Community Activity Plan)

EPLUA approves the social and environmental risk assessment done for all proposed activities.

What to do?

What	How	Who	When
Draft activity plan is available	The core planning team drafts the activity plan for a community according to the solution discussion	Core Planning Team	Beginning of April
Neighboring activity plans of two communities are compared to create synergies	Identify similar activities in neighboring communities which can get combined	Core Planning Team	Beginning of April

Annex 11: Steps 5 and 6 Community Activity Plan

Date			Woreda			Region		
Kebele			Village					
Total number of participants			Number of male participants			Number of female participants		

No	Activity	Q1	Q2	Q3	Q4	Q1	Input Community	External Input	Responsibility Community	Support	Remarks
1											
2											
3											
4											
5											
6											
7											
8											
9											
10											

Step 5 Draft community Activity Plan

What is standard activity in community activity plan?

Every activity plan includes monitoring and evaluation as a regular activity **(once a month)** with split responsibility in the community and the core planning team. **(See MoU and Byelaws)**

Monitoring is a core activity which ensures **timely implementation of activities** as well as modifications of activities if necessary.

The community and the core planning team exchange on the situation in the community during these regular monitoring meetings.

Figure 6: Woreda Head and Core Planning Team discuss community planning

giz

Step 5 Draft community Activity Plan

How to coordinate between neighbouring communities?

The core planning teams coordinates activities in neighbouring or shared areas with responsible people of neighbouring communities and their planning teams.

The draft activity **plans** get compared by the core planning team.

Synergies and dependencies can exist and are used to increase success during and after implementation, e.g. joint implementation or maintenance (see figure 15).

Figure 15: Two communities sharing one water point

giz

Step 6 Discussion and approval of Community Activity Plan

What to do?

What	How	Who	When
Organize an event to discuss the draft activity plan	Arrange meeting with community	Core Planning Team, community leader, community planning team	Mid of April
Get approval of the community for the drafted activity plan	Explain the details of the activity plan and integrate comments and changes from the communities	Core Planning Team, community leader, community planning team, interested community members	Mid of April

giz

Step 6 Discussion and approval of Community Activity Plan

How to present the draft activity plan?

The core planning team meets with the community to recapture **the last five steps** of the participatory community activity planning.

First the **overall objective** of the plan is formulated in a simplified manner.

The team **presents the draft activity plan using visual tools including especially a timeline for action.**

The developed map from **Step 3** can highlight **activity locations and illustrations from the InfoTechs** help to highlight the objectives of foreseen activities.

The activity plan is **a guideline through the year** and can be changed if necessary.
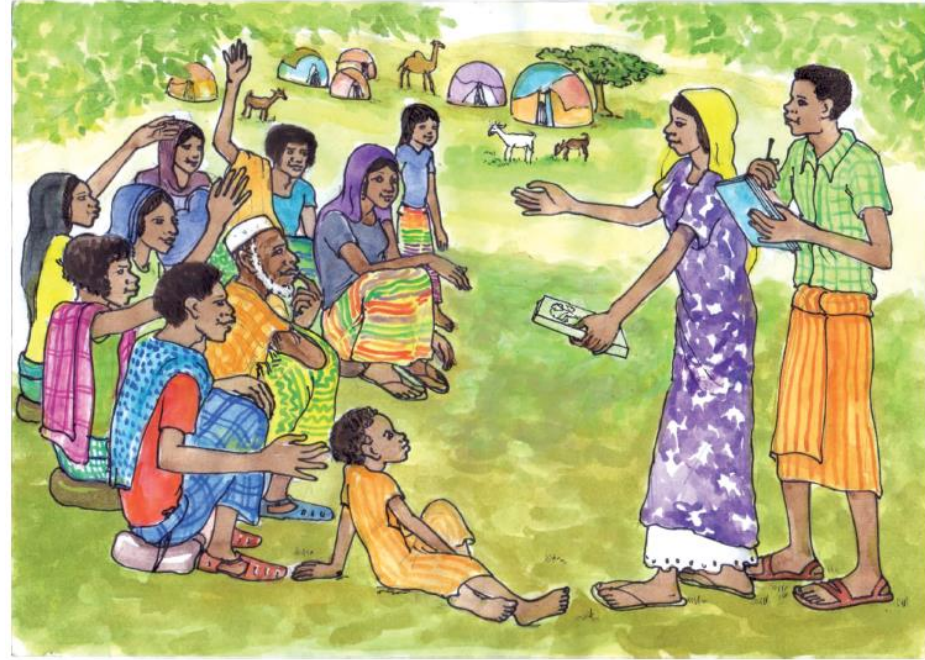

Figure 7: Electing the community planning team

giz

Step 6 Discussion and approval of Community Activity Plan

How to come to an agreement?

All participants of the session have **the opportunity to comment on the draft plan** with the focus on a general endorsement of the plan at the end of the discussion.

Let the **community double check if the activities fit their needs**. The facilitator asks the community, if all details about inputs, timeframes and responsibilities are fitting their expectations.

The core planning team changes the draft activity plan according to the new input and request a final endorsement of the community activity plan.

giz
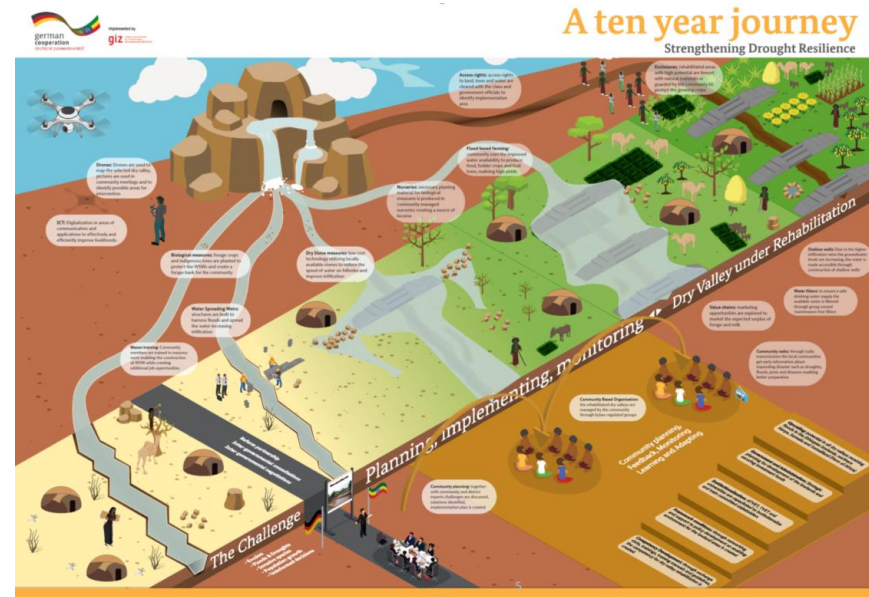
4. Follow up on the Activity Plan

4.1 Participatory Monitoring

How does monitoring works?

Monitoring is a process to regularly assess the ongoing implementation of agreed activities throughout the year(s).

The **responsible person for monitoring in the community**, **the DA** and maybe external stakeholders are meeting on a regular basis (flexible) at the location of the community to check what happened since the last monitoring meeting and what should happen until the next monitoring meeting.

All collected details are used to improve the cooperation and implementation over time, additionally all stakeholders get feedback on their activities.

4.2 Integration of Community Activity Plan (mainstreaming)

The results of the community activity plans need to be forwarded in the government system to interlink it with the budgeting process.

It also needs to be shared with the responsible body of the **Woreda Participatory Land Use Planning (WPLUP) in Pastoral and Agro-Pastoral** Areas procedure for full integration of the interventions on a higher level.

The **regional government takes over the lead for the proper use and integration of the participatory guide by all development actors** working with the community and starts a reviewing procedure if the field guide needs an update.

giz

CONTACTS

Dr. Paul Roden

Advisor

Landscape and Participatory Planning

Strengthening Drought Resilience ASAL (Afar and Somali Region)

 M +251 (0) 96 623 5637

E paul.roden@giz.de

I www.giz.de/ethiopia

Ahmednur Sayid

Participatory land use planning and Governance Senior Expert

GIZ - Strengthening Drought Resilience ASAL (Somali Region)

M +251 (0) 913 932294

E ahmednur.mohamed@giz.de

I www.giz.de/ethiopia

giz