



## MCC Annual Report for CFGB Projects

### PROJECT AND PARTNER INFORMATION

**Date submitted: March 15, 2018**

**Time period covered by the report:** March 1, 2017 to February 28, 2018

**Project Title: IMPROVING MOTHER AND CHILD NUTRITION IN RURAL VILLAGE OF LALITPUR NEPAL (IMCNRV)**

**Project #:** 2752

**Partner Organization:** Rural Institution for Community Development

**Project Location:** Eight wards of Lalitpur District. 6 wards of (Thuladurlung, Chandanpur, Kaleswor, Gotikhel, Manikhel and Bukhel) in Mahakal Rural Municipality, 2 wards of (Ashrang and Gimdi) in Bagmati Rural Municipality, 4 old wards (Nallu, Bhardeu, Chaughare and Dalchoki) in Konjosom Rural Municipality and 2 wards (Lele 5 & 6) in Godawari Municipality of Lalitpur, NEPAL

### CUMULATIVE PROJECT PARTICIPANTS

[Provide an updated/final count of project participants disaggregated by gender and age group. There may be more than one participant population (for example, small-scale farmers, youth, mothers group members, etc.).]

#### Total direct participants of project

S. N	Activities	Male	Female
1	Project orientation in each VDC	75	95
2	Training to health personnel on nutrition	8	8
3	Meeting between ECD parents and teachers	245	461
4	Women Nutrition Awareness Training (including WASH)	1	444
5	Nutrition training to Peer Educators	5	11
6	Nutrition training to male members of targeted households	305	10
7	Nutrition training to adolescent boys and girls	188	161
8	Income generating grant support to Mothers' Groups	0	204
9	Group & Finance management training to income generating groups	0	257
10	Kitchen gardening training and seed support to farmers	0	255
11	Coordination and advocacy meeting with the health personnel	23	94
12	Regular meetings with the mothers' group network	0	86
13	Advocacy for the regularity of day snacks through	156	200

	parents/VDC/school		
14	Refresher Group & Finance management training	1	95
15	Social Audit	60	95
16	Coordination with government-initiated activities	19	229
	<b>Total</b>	<b>1086</b>	<b>2705</b>

## CONTEXT UPDATE

[Describe how the context has changed since the project began. Identify events outside of your work that have affected the food security situation in the project area since the project began or your last report (e.g. favourable rains, natural disaster, elections, political unrest, interventions by other NGOs, etc.).]

During this period most of the households are engaged in construction of houses in the project areas. In this year the follow-up activities were conducted in the project old areas and new intervention had launched in new 8 wards (Initially 8 VDC). In the new project areas, there is least number of organizations working in infrastructure but there are number of organizations working in health, nutrition and education. There is practice of participation in the meetings and programs existing in the ward level. In the project 16 staff (Executive Director – 1 parttime, Project Coordinator - 1, Field facilitator- 9, Technical support staff - 2, Admin and Logistic - 1, Accountant -1 and office support staff -1 ) are involved. There is staff turnover during the year but the positions are fulfilled by appointing new staff. RICOD provided nutrition, leadership and facilitation skills training to project team. Similarly statistical package for social science (SPSS) training were provided.

In this reporting period, two major elections were held. The local elections held in mid-May brought changes in the structure of the local government. This affect in the new restructuring process, the project areas have now been divided into three rural municipalities. The village development committees (VDCs) have been merged to make rural municipalities and those village development committees have now become wards of their respective rural municipalities. Two project areas, Ashrang and Gimdi VDCs, have become a part of the Bagmati rural municipality, and six VDCs, Gotikhel, Manikhel, Bukhel, Chandanpur, Kaleswor and Thuladurlung, have become a part of Mahankal rural municipality. The old project areas where follow up activities are being implemented, that is, Nallu, Bhardeu, Chaughare and Dalchoki are now in Konjosom rural municipality and Lele VDC has become a part of Godawari municipality. In the month of December 2017, again there was a provincial election. This election caused delay in the field level activities due to execution of election code of conduct to staff by organization. The government code of conduct caused restriction on performing field level activities for almost 3 weeks before the election.

Previously, all the official work was done by the Village Development Committees, but after the elections, a ward office is established in each ward and all the rights and responsibilities are under the ward chairperson. In each ward, there is an acting committee of five people consisting

of a chairperson and other four members which includes a representative each from dalit (minor group) and female groups. The local level authorities (rural municipal/municipality/sup-metropolitan and metropolitan) are responsible and accountable to the people in those areas for service delivery. They are also responsible for development planning, implementation, monitoring, evaluation, and building coordination within the governmental and non-governmental organizations at their respective levels.

Additionally, in the mid of July heavy rainfall occur. There was massive landslides and flood due to heavy rainfall. 31 out of 75 districts have been affected by the floods and landslides with continuous rainfall. Continuous rainfall result landslides and affected even in Lalitpur district. In one of the project areas (Ashrang) a family having five members along with the livestock were killed by landslides was reported. Due to landslides the roads were blocked and took a month for the clearance of transportation. During the blockade of roads it hampered staff for mobility in the field. Heavy rain and storm and hailstones decreased the maize and coffee production in the rural part. Rice, vegetable, wheat and millet production are similar as to the previous year. There is traditional food storage practice in village that caused damaged of stored food.

Government has declared for full release of earthquake amount only after the completion of house so reconstruction process is massive in the community these days. In the construction women are also getting involved due to absence of their husband. Most of the male members are migrated to other area for daily wages. This has directly affected on increasing the work load of women. Women are engaged in household chores, taking care of children and now constructing their own home has added the additional responsibilities to women.

## PROGRESS ON OUTCOMES& ACTIVITIES

[Copy and paste the intermediate outcomes from the Project Proposal (or insert modified outcomes based on project adjustments). Below each outcome, list each of the impact indicators that correspond to it. Please include an updated measurement of each indicator, along with observations/evidence about how progress is being made to date.]

**Long Term Impact:** Improved nutritional health of impoverished mothers and young children in the southern rural villages of Lalitpur district, Nepal.

### **Intermediate Outcomes:**

#### **1) Improved community practice of healthy nutrition habits**

1.1) Women's dietary diversity score - 24 hr interview will be done with the targeted mothers on 24 hr recall method by asking the foods they have consumed.

In the baseline survey 2017, women's dietary diversity score was 6.49%. Performance monitoring survey 2018 found that score is increased to 6.7%. The actual target for year 1 was 7%.

1.2) % of u-5 children being fed supplementary foods (*poshilo jauilo or super flour*) - 24 hr consumption of child U5 yr will be measured.

The baseline survey shows that the feeding practice of supper flour was 5.25% and 15.6% was poshilo jaulo as supplementary food to their children. Now it is increased to 20.43% super flour and 47.8% poshilo jaulo as shown by the performance monitoring survey of Year 1.

1.3) % of wasting in children between 6 months and two years old (between 6-24 months old) - this will be done by taking the height and weight measurement of children between 6 to 24 months.

We have planned it for year 2 as RICOD did not take measurement this year. There is also no any record kept by health institution.

## **2) Improved ability of women to practice good nutrition habits due to increased income and nutritious food availability**

2.1) Average participant HH annual income from agricultural and livestock production- this will be done each year of the project intervention, individual interview will be done with the women of target group.

The household annual income has increased and reached to NRs 37,036 from agriculture and NRs 95,297 from livestock. The annual income from agriculture and livestock was NRs: 36,375 and NRs: 47,958 respectively in baseline survey 2017. As the target set for Year 1 was 45,000 from agriculture and 50,000 from livestock.

2.2) % of women in the savings groups reinvesting their profit (from their earlier investment of the money from the revolving fund) in income generating activities. – this will be done each year, individual interview will be done with women of the target group.

This indicator will measure in year 2, because an income generation fund has been just supported at the end of project Year 1.

2.3) % of women involved in HH decision making on food purchase & agricultural plan- individual interview questionnaire

The performance monitoring survey have showed increase in the percentage of women involving in taking decision on food purchase from 20 % to 29% and agriculture plan from 8.77% to 31.7%. The target for Year 1 was 30% on food purchase and 10% on agricultural plan.

2.4) % of families earning income from kitchen garden products after household consumption-

There was target to increase earning income of families from kitchen garden production after consumption by 55% in Year 1. But it is reached to 31.70% shown in the performance monitoring survey. The baseline survey showed 47.45% in 2017.

## **3) Improved community practice of using health-care services related to nutrition for themselves and their children**

3.1) % of mothers with children U5 doing monthly growth monitoring- follow up on and interview with the mothers monitoring the growth of their children, checking of records in health

institutions.

The number of women attending growth monitoring found 39.20% in performance monitoring survey. The baseline survey 2017 showed it was 35.86%. The target for Year 1 was set as 40%.

3.2) % of women that attend at least 4 antenatal checks - interview with pregnant women & mothers with children U5 (but in case of mothers with children U5, the practice of antenatal checkups during their last pregnancy will be asked so as to avoid recall bias).

The women attending at least four antenatal checks have increased to 72% showed in performance monitoring survey that was 68.2% in baseline survey. The target for Year 1 was 75%.

3.3) % of women that attend at least 3 postnatal checks - individual interviews with mothers having children under 2 years of their last PNC check-up.

In the baseline survey women attending at least three post natal check was 4.6%. It is resulted to 8.60% in the performance monitoring survey but the target was 10%.

3.4) % of women who have institutional deliveries - last delivery place will be asked to the mothers having children under 5 yrs:

Health post record was review to find out the institution delivery. In project area total 66 women gave birth in year 1. Among them 87.88% (58) women had institutional delivery.

### **Immediate Outcomes:**

#### **1) Improved community knowledge of healthy nutrition habits**

1.1) % of families practicing timely hand washing with soap (before cooking, eating and after going to the bathroom) - individual interview with target women once a year.

The baseline survey 2017 showed the practices of hand washing in the family that was 66.9% before cooking, 73.5% before eating and 91.6% after using toilet. The target for its improvement was set 75% before cooking, 85% before eating and 95% after using toilet for Year 1. The performance monitoring survey conducted in February 2018 resulted increase to 95.2% before cooking, 97.8% before eating and 100% after using toilet.

1.2) % of families using purified water as main source for fresh drinking water - individual interview with target women once a year.

The number of families using purified water as main source for fresh drinking water is increase to 64% in the performance monitoring survey. As to the baseline survey it was 38.50% and target was set with increase by 45%.

1.3) % of women that have made a supplementary food since the training - individual interview with target women once a year.

For the Year 1, target of women making supplementary food since training was 25%. Within this reporting period it shows 73.70% of women have started to make supplementary food since the training.

1.4) % of women who can name the four food groups being promoted by the project for pregnant and lactating women and children U5 to consume- individual interview with the target women to find out their knowledge once a year.

The women who can name the four food groups are 83.30%. The percentage was 5.80% during the baseline survey 2017. The target was set 30% for year 1.

1.5) % of men who can name the four food groups being promoted by the project for pregnant and lactating women and children U5 to consume.

The percentage of men who can name four food groups has increased to 62.69% in performance monitoring survey which was 5.30% in the baseline. The percentage is double than the target as it was 30% for Year

## **1.2) Improved skills to support women's increased income and nutritious food availability**

2.1) % of groups with current written records of members' savings and loans - this will be done by reviewing records of groups once a year.

The mother's group with current records of members saving and loans is achieved 86% within this period. It was 75% in the baseline survey analyzing it target was to achieve by 85% in Year 1.

2.2) % of women in the savings groups meeting their group's required amount of monthly saving - this will be done by reviewing records of groups once a year.

The number of women saving amount scheme is reached to 55% shown by the performance monitoring survey that was 30% in the baseline survey in 2017. The target to achieve in Year 1 was 50%.

2.3) % of loans taken by first time borrowers - this will be done by reviewing records of groups once a year.

This is not interviewed this year as such income generating grant is released to mother's group at the end of Year 1.

## **3) Improved community knowledge of using health-care services related to nutrition for themselves and their children**

3.1) % of women with children u-5 knowing about number of and timing of recommended ANC/PNC checkups- individual interview with the target mothers

The women knowing the number of ANC is 88.7%, PNC is 60%, knowing correct timing of ANC is 84.9% and correct timing of PNC is 53.8% resulted in the performance monitoring survey. The baseline survey showed women knowing the number of ANC is 65.1%, PNC is 18.2%, knowing correct timing of ANC is 25.8 % and correct timing of PNC is 7.6% which was targeted to 80% , 50% 50% and 40% respectively for Year 1.

3.2) % of women with children u-5 knowing about recommended frequency of child growth monitoring - Individual interview with the mothers to find out their knowledge.

55% of women with children u-5 knowing about recommended frequency of child growth monitoring surveyed in baseline have resulted to increased 81.70% in this reporting period. 70% was the target of Year 1.

3.3) % of men with children u-5 knowing about number of and timing of recommended ANC/PNC checkups- individual interview with the targeted male members to find out their knowledge.

The men knowing the number of ANC is 62.7%, PNC is 34.3%, knowing correct timing of ANC is 58.2% and correct timing of PNC is 29.9% resulted in the performance monitoring survey. The baseline survey showed men knowing the number of ANC is 36.8%, PNC is 11.8%, knowing correct timing of ANC is 10.5 % and correct timing of PNC is 9.2% which was targeted to 50% , 50% 40% and 50% respectively for Year 1.

### Completed Activities and Outputs:

[Please copy and paste all activities from the Project Proposal into the table below. In the Outputs column, list your planned and actual outputs over the project year, as well as the total (cumulative) outputs since the project began. Include a break-down of the number of men and women that participated in each activity. *Outputs should correspond with the data listed in the ITT.* Also include any partially-completed activities. If an activity did not take place this year, simply put “0” in the outputs along with a description (for example: “Completed in Year 1”). In the Impact/Results column, include a brief description of who participated, who benefitted, and what impact the activity is now having.]

Planned Activity		Outputs	Impact/Results
<b>A. Project Inception</b>			
a.1	Staff Recruitment and project orientation to staff	Planned: 1 Actual: 1 Cumulative: 16 (Male: 7 Female: 9)	After signing the agreement with MCC. RICOD published vacancy notice and took a month for staff selection and recruitment. In total 16 staff (M: 7 F: 9) are involved in this project. Eight former staff (1 Executive Director, 1 Project Coordinator, 3 field facilitators, 2 Technical support staff and 1 accountant) was recruited and for the rest of the eight positions (6 field facilitators, 1 admin and logistic support and 1 office support staff) vacancies were announced. There were an overwhelming number of applications for all the posts. After staff recruitment they were orientated on RICOD’s mission, vision and goals along with the objectives, activities and budget plan of improving mother and child nutrition project.
a.2	Project orientation in each VDC	Planned: 8 Actual: 8	RICOD conducted one day orientation in each project areas. In total 170 people (M: 75, F: 95) participated.

		Cumulative: 8	The participants were mainly newly elected local leaders of the respective wards, health post in-charge, all nine Female Community Health Volunteers (FCHVs), elected women members of the wards, and representatives from the local schools. The main objectives of this orientation were to share the planned activities and budget of the project and also creating coordinating environment working in newly restructured local authorities.
a.3	Baseline survey	Planned: 1 Actual: 1 Cumulative: 1	RICOD completed an initial baseline survey in 2016 among 399 women in the new target areas. This survey focused primarily on practices related to food consumption, prenatal and antenatal care. Another baseline survey was conducted in April and May 2017 among 275 women and 152 men (husbands of targeted women) in the targeted 8 wards. This survey was focused on the new indicators included in this project, including more specific questions related to food groups and prenatal/antenatal care. The sample size was calculated using <a href="#">raosoft</a> software. Baseline report was already submitted to MCC
<b>B Staff capacity building training and development</b>			
b.1	Finance management training to finance staff	Planned: 1 Actual: 1 Cumulative: 1	Finance staff received five days finance management training. This training was organized in Pokhara by Kopila Nepal. The training was mainly focused on the update of accounting software Harati and oriented on Quick Book. In this training two financial staff was participated. The sessions include both theoretical and practical. The organizers also committed for technical assistance if organization follow on keeping financial transaction in this software.
b.2	Capacity building training to program staff on nutrition, WASH, and kitchen gardening	Planned: 1 Actual: 1 Cumulative: 1	RICOD organized five days training to project staff. The objective of this training was to build the capacity of newly recruited staff, and update all staff about the government's shift to using four food groups instead of three types. This training was facilitated by external consultant working as nutritionist and dietician. The sessions about nutrition updates and WASH related issues were discussed. This training helped to revise the 11 session's nutrition training guideline prepared by the organization to provide to project areas' women.
b.3	Leadership and facilitation skill training to staff	Planned: 1 Actual: 1 Cumulative: 1	Five days training on leadership and facilitation was organized for project staff This meeting was organized with the objectives to enhance staff leadership skills within organizations and communities, awareness of group dynamics and promote team-building, enhance



			oral and written communication skills of staff. In the training 16 staffs were involved. The training was facilitated by external consultant having long time experience in development sector. Power analysis, leadership styles and qualities, effective communication, skills on mobilizing group and networks, role of development worker, report writing, documentation, case studies and presentation skills were the major topic facilitated in the training.
b.6	Staff training in Quantitative data analysis	Planned: 1 Actual: 1 Cumulative: 1	RICOD organized five days training on statistical package for social science (SPSS) to the selected staff and board members. This training was mainly focused on generating qualitative report for the project. The baseline survey of Improving mother and child nutrition in rural village of Lalitpur conducted in 2017 is analyzed using this tool. This tool helped to generate report and also to track indicator of the project. In this training 13 (3 from board members and 10 project staff) participated. The external consultant facilitated this training. This training helped to finalize the baseline report of the project.
<b>Outcome 1: Improved community knowledge and practices on healthy eating habits</b>			
1.1	Training to health personnel on nutrition	Planned: 1 Actual: 1 Cumulative: 1	Sixteen health personnel (two health personnel from each health institution) of eight project areas received three days training on nutrition. Health assistant and auxiliary nurse midwives were participated in the training. This training was conducted to health personnel with the objective to enhance capacity on maternal infant and young child nutrition and also to make clearer and understand about the project objective so it could support to achieve project goal. Update about nutrition, different practical sessions regarding four groups of food, WASH and care and support to child were facilitated. This training was conducted in coordination with the District Public Health Office of Lalitpur. The training contents were as according to the nutrition training guideline of Nepal Government.
1.2	Nutrition training to Female Community Health Volunteers (FCHVs) in each VDC	NA	This activity is planned for Year 2
1.3	Training to Early	NA	This activity is planned for Year 2

	Child Development (ECD) facilitators on nutrition and child psychology		
1.4	Meeting between ECD parents and teachers	Planned: 42 Actual: 41 Cumulative: 41	<p>One day advocacy meeting between teachers and parents were completed in every existing government schools in project areas. This meeting conducted with motive to encourage parents to send their children with homemade day snacks. The another objective of meeting was to avoid junk food intake among the children. This meeting is also helpful to advocate with the local authorities on allocating budget to schools for providing regular day snacks to children during the school. Out of 42 planned meetings, 41 were completed with participation of 706 People (M: 245 F: 461). In this meeting the brochure published showing harmfulness of junk food were also distributed that helped illiterate parents to understand the message from the pictures.. Some of the schools have restricted the children on bringing junk foods, while Four schools in Kaleswor and Gimdi initiated the idea of carrying homemade lunch with Tiffin box for day snacks. 50:50 contributions of parents and schools of Early Childhood and Care Development (ECD) of Kaleswor made it successful. This shows the good impact of the advocacy meeting.</p> <p>Nevertheless, there is high expectation and request to organization for providing day snack to schools in coming days.</p>
1.5	Women Nutrition Awareness Training (including WASH)	Planned: 264 Actual: 265 Cumulative: 265	<p>Eleven sessions package nutrition training to mothers were provided in this reporting period. This training include topics on antenatal care, additional food and rest during safe delivery, postnatal care, importance of exclusive breastfeeding, techniques of breastfeeding, child immunization schedule of Nepal government and it's importance, growth monitoring, supplementary food preparation techniques, education on early childhood care and development, personal hygiene and sanitation/WASH, four groups of food and adverse effects of junk food. In the project period 792 nutrition sessions in 72 wards were planned. In Year 1, a 265 sessions in 25 wards completed. In total there was participation of 302 target women and 142 mothers in law and sisters in law. Eight filed facilitators,24</p>

			Female Community Health Volunteers and 16 peer educators were Played a vital role to manage and facilitate the sessions RICOD also published 2000 copies with the information of four groups of food. These copies were distributed as stationery in the training and meetings The pictures and information included in copy is also helpful to understand the four groups of food to the illiterate women participating in the training. At the end of year 1 RICOD purchased 600 pieces gift hamper (shawl) to trained mothers completing 11 sessions of nutrition training. There is practice of providing small gift items to mothers after completion of all sessions. This is provided to motivate them on using their gained knowledge to practice as being a part of project. This will also influence other women on participating in the program further.
1.6	Nutrition training/orientation to Peer Educators (PEs)	Planned: 1 Actual: 1 Cumulative: 1	After the selection of 16 peer educators (M: 5, F: 11) three days residential nutrition training had conducted. The training was facilitated by executive director and project coordinator. Similarly field facilitators also shared their learning and experiences. The peer educators were taught on four food groups, water, health and sanitation and their roles and responsibilities. There were both theoretical and practical sessions that helped to enhance capacity of peer educators on delivering training at local level.
1.7	Nutrition training/orientation to male members of targeted households	Planned: 29 Actual: 29 Cumulative: 29	Two days training on nutrition to male was organized by RICOD in this reporting period. The main objectives of this training were to encourage men to allow women to attend the nutrition training and making nutritious food in their daily meal. The training was provided to male members (husband of target women) in 29 wards. During the training 29 Female community health volunteer and 16 peer educators were involved for the support. The training was facilitated by field facilitator of respective wards. The training were on importance of nutritious food and its impact on growth and development of the child and it's importance to mother's health, ways of feeding nutritious food, regarding women's health issues such as antenatal and post natal check up, institutional delivery and support and care during pregnancy were the topics discussed in the training. There was planned to train 290 targeted male members in year one but only 221 target male members were trained. In addition 94 male members including grandfather, father in-law

			and brother in-law took part in training. The reason of less participation of target members is due to temporary migration for reconstruction as they are engaged in carpentering and making houses. They work on a daily wages basis in other areas.
1.8	Nutrition training to adolescent boys and girls	Planned: 9 Actual: 10 Cumulative: 10	Two days nutrition training to 349 (Boys: 188 and Girls: 161) adolescent had conducted in 9 public and one private school. This training was planned for 9 public schools but one private school in Gotikhel added as per the request from the ward office. This training was planned to conduct participating students from grade 7, 8 and 9 but this was conducted for grade 9 students because the number of students were already high and we have budget constraints. Training was facilitated by field facilitators in support of peer educators of respective wards. The main topics were on importance of nutritious food during childhood, adolescence, pregnancy and lactating period. The adverse effects of junk food were also discussed. Additionally, four groups of food were also oriented.
1.10	Peer Educators (PEs) experience sharing meeting	NA	This activity is planned for Y2
<b>Outcome 2: Improved women's capacity and access on household decisions</b>			
2.1	Income generating grant support to Mothers' Groups	Planned: 200 Actual: 204 Cumulative: 204	There are plan to provide income generating grant to 72 mother groups in the project period. In this year, 34 mother group (204 mothers, 6 mothers from each group) received of amount NRs 5000/- per mother. This grant is provided to empower women financially and become more self reliant on making decision in household. The aspect of this activity is to make feel women independent so that they do not rely on their husband and could access to funds for making supplementary food expenses of their children themselves. This grant is provided as a loan to the selected target women on decisions of mother's group. This money is utilized as to the interest, knowledge and skills of family members such as goat rising, poultry farming, vegetables production and other small business. The loan is pay back within one year (about a year for goats and a shorter period of time for vegetable cultivation). The rate of interest for this loan is determined as to the rules

			in the mother's group and once it is returned this amount is utilized by other members as a revolving fund. The field facilitator of respective ward and technical support staff is responsible on fund disbursement and would conduct monitoring follow up action whether the fund is utilized as according to the plan.
2.2	Group & Finance management training to income generating groups	Planned: 36 Actual: 36 Cumulative: 36	257 women from 36 mother's groups received two days training on group and finance management. Both the theoretical and practical sessions enhance women's skills on keeping financial records of their group themselves. This training could also help executive members of groups on calculating the saving, interest, loan keeping financial records on books of account. During the first day of training, introduction of group and its importance, its objectives, roles and responsibilities of the executive committee members and minute frameworks are discussed whereas in the second day; practical session on bill management, keeping records in day book, saving and credit book and personal accounts are facilitated. This training is jointly conducted by the field facilitator and technical support staff. Each group purchased essential registers and ledgers for account keeping by their own group savings. Within the training they updated financial transaction. In total, among 257 training participants, 211 women were from target group and other 46 were from the executive committees of the group.
2.3	Kitchen gardening training to farmers	Planned: 18 Actual: 18 Cumulative: 18	RICOD conducted two days kitchen gardening training in mother's group. The training was conducted in 18 wards participating 255 women (216 target women and 39 were from the non targeted members from mother group. There was plan to train 270 mother in year one. The number of target women is less participated in the training, due to absence of women in the community. Some women went to the city for health checks up and also some pregnant women being delivery during the training period. Empowering women on techniques of organic fertilizers using locally available herbs and diversity production in kitchen garden. The motto of this training is to increase diversity in kitchen

			garden production that result increases the nutritious food in daily meal. The training content was both the theoretical and practical. In the first day participants received techniques of making organic fertilizers using local resources. They were also taught the techniques to grow off-seasonal production In the second day, practical session was conducted. Making organic fertilizers using local herbs and planting seeds. During the training a small demonstration field was prepared for practical session.
2.4	Seed support to farmers	Planned: 270 Actual: 255 Cumulative: 255	The farmers receiving kitchen gardening training were provided the vegetable seeds. 255 women were supported with ten different vegetable seeds (four various kinds of spinach, cauliflower, cabbage, coriander, carrot, radish and green beans). Seeds are provided to encourage women to grow different types of vegetables to access essential micronutrient and vitamins from kitchen garden production. The other reason for supporting seeds to women to take risk on trying new methods of production rather than the tradition pattern. Once the seeds are provided to women, habit of preserving seeds for next season and encouraging them to have appropriate linkage and access on purchasing and growing variety of vegetables on their own.
2.4.a	Coordination meetings with agricultural cooperatives for seed support	NA	This activity is planned for Y2
2.5	IEC material production, collection and dissemination	Planned: 1 Actual: 1 Cumulative: 1	RICOD published two different types of Information, education and communication (IEC) materials within this period. 200 pieces of informative diary and 5000 pieces of leaflets regarding harmfulness of junk foods were produced and distributed in the community. This is a first time that RICOD produced an informative diary for fiscal year 2074/2075 including the district data and the vital information for safe motherhood, name list and contact number of health personnel, contact information of private and government hospitals and ambulance service. District health plan and

			program for FY 2017/18 was also incorporated in the diary. This diary was published in coordination with District Public Health Office Lalitpur. The other 5000 pieces of leaflets regarding the harmfulness of junk food were produced and distributed while performing different activities in local level. It was distributed even in schools so that students could read about adverse effect of junk foods. Use of these leaflets while facilitating nutrition training to male and women also helped field facilitator to make linkage of the session.
2.6	Learning/sharing meetings between women and men	NA	This activity is planned for Y2
Outcome 3: Improved community perception on health seeking behaviour			
3.1	Matching fund to health institutions for promoting institutional delivery	NA	This activity is planned for Y2
3.2	Material support to Outreach Clinics (ORCs) and Health Institutions (HIs)	NA	This activity is planned for Y2
3.3	Coordination and advocacy meeting with the health personnel	Planned: 8 Actual: 8 Cumulative: 8	RICOD organized one day coordination and advocacy meeting in each eight health institution. This activity is set for increasing the frequency of antenatal and postnatal checkups (ANC/PNC) promoting institutional delivery. As to the policy of Nepal Government there is mandatory to operate 3-5 Out Reach Clinics by each health institution. This is because of scattered settlement and far distance of health institution considering geographical context of Lalitpur. But in reality it is not functioning as to the rule due to various causes such as; lack of sufficient human resources, unavailability of appropriate location, lack of necessary materials to operate and ensuring safety of materials. In this meeting, these agenda were raised as being specific to the areas. The meeting was conducted on the chair of ward chairperson as s/he is also the member of health

			<p>facility and operation management committee in every health institution. They are also responsible for all the development plan of respective wards. Health personnel, teachers, female community health volunteers and represent from mother's group were other participants of the meeting. In total 117 people (M: 23 F: 94) were participated in the meeting. Women demand for operating ORC (Out Reach Clinic) in their area as they could receive ANC/PNC check ups and child growth monitoring and could plan further on time to improve their health. As ANC/PNC checkups, promoting intuitional delivery, first aid and child growth monitoring are the major service provided in ORC. The meeting identified the needy location and decided to operate at least three ORCs. The meeting also listed out the required essential materials for the health institution. RICOD also committed to provide adult and child weighing machine, and some furniture in consecutive years.</p>
Follow up in old VDCs (Year 1 only)			
4.1	Regular meetings with the mothers' group network	Planned: 30 Actual: 30 Cumulative: 30	<p>RICOD organized regular meeting with mother's group network in old project areas. 86 women took part in the meeting. In every ward (Initially it was called VDC) there are nine mothers group. Mother group network was formed with the participation of members representing from each mother's group. This network is responsible to support mother group for well functioning, saving and credit transaction and book keeping. If any conflicting situation arouse in the respective ward of mothers' group "mothers' group network" has been delegated for its resolution. RICOD provided matching fund to health institution for promoting institutional delivery and safe motherhood in 2016. This network is also responsible to monitor for its appropriate utilization. It is reported that two women from Chaughare were supported for ambulance service for institutional delivery through the matching fund. This fund was reimbursed fully by the women to health institution after being delivery and returning to home. Women receiving the amount have expressed about its usefulness. Though the fund is refunded it is useful to make arrangement in need. This fund is also demanded from other health institution out of project areas. In this reporting period RICOD provided matching fund to Bishankhunaraya health institution of Lalitpur.</p>



4.2	Advocacy for the regularity of day snacks through parents/VDC/school	Planned: 20 Actual: 20 Cumulative: 20	A day advocacy meeting with parents and school management committee was conducted in 20 schools. The major agenda of this meeting was to advocate parents and schools for providing day snacks to early childhood care and development (ECD) children in a regular basis to improve nutritional health of the children. In the total 356 (M: 156 F: 200) school teachers and parents were participated. Field facilitator facilitated the meeting. The leaflets showing adverse effect of junk food also helped to showcase that the meeting will not allow to intake junk foods during and even after the meeting. Parents participating in the meeting committed to send home made day snacks to their children. Some schools committed to start day snacks from the new admission year that will start in April, 2018. Among the total schools; 2 schools, Baleswori Higher secondary school of Bhardeu and Saraswoti Lower secondary school of Lele have decided to provide day snacks with the matching fund from parents and school.
4.4	Coordination and advocacy meetings with the health personnel	Planned: 5 Actual: 5 Cumulative: 5	Five coordination and advocacy meetings with health personnel were completed. This meeting was conducted with the health institution where RICOD had provided matching fund for promoting safe motherhood and institutional delivery with support of materials for functioning Out Reach Clinic (ORC). The advocacy agenda were about current condition of ORCs, trend of growth monitoring, status of antenatal and postnatal checkups and status of malnutrition children. The meeting was conducted on the chair of ward chairperson. In the meeting there was participation of total 75 people (M: 7 F: 68). The meeting decided to continue 12 ORC's with full management of human resources and materials too. If there is necessity of materials then it is decided to request for ward office for its management. Children of Lele started to take home made food after counseling as they used to have massive intake of junk food causing underweight. The meeting also made compulsion to fill up the growth monitoring card so that health personnel can give feedbacks on care of the child if necessary. This would even help mother to monitor nutritional health of their children and can prevent from malnourishment.
4.5	Refresher Group & Finance	Planned: 5 Actual: 5	In total 96 (M: 1 F: 95) were benefited by five refresher group and finance management training in old project

	management training	Cumulative: 5	<p>areas. This is two day refresher group and finance management training to mother's group network. This training was focused to strengthen capacity of them on setting meetings, knowing importance of group, following an agenda, taking minutes, manage finances, and keep savings and credit records. The training was both theoretical and practical sessions. On the first, field facilitator facilitated on the importance of groups, challenges and areas to be improved in their mother's group, process of conducting meeting and process of minutes were discussed. The second day was followed with the practical session aiming them to help on calculating interest of saving and credit. This session helped mothers to update their book of accounts and calculate interest on saving and investment that they have faced in their groups. By the end of training all the books of accounts were made update keeping records of individual members. Finally the participants shared this refresher training helped them to recall their knowledge and also helped to know the possible errors that may rise in the coming days.</p>
--	---------------------	---------------	--

**Outcome 5: Project Monitoring and evaluation**

5.1	Project Evaluation	NA	
5.2	End line Survey	NA	
5.3	Social Audit	Planned: 8 Actual: 8 Cumulative: 8	Social Audit of Improving mother and Child Nutrition Project in Rural village of Laitpur was conducted in the new eight project areas. This meeting is mainly sharings of target vs achievement, budget vs expenditure of project for one year of period. This meeting was conducted on the chair of ward chairperson inviting participants representing health institution, female community health volunteers, schools, other existing organization working within ward, mother's group, peer educators and project participants of the respective ward. In total 155 (M: 60 F: 95) people were presented along with RICOD's board members, executive director and project coordinator..

			<p>The participants were attentive on the presentation and each feedback was acknowledged. The overall recommendation and feedbacks from all eight areas were reviewed and compiled. The major feedbacks received from the meeting is request to support day snack to schools, counseling sessions regarding early marriage and early pregnancy to young people, finalization of necessary material to request for Out Reach Clinic, guideline development of utilization of matching fund that will be supported in Year 2 from project and planning of motivational training and counseling sessions to adolescent in the coming year as suicidal tendency rate in south Lalitpur is increasing. The meeting participants appreciated the practice of social audit that help to maintain transparency and accountability.</p>
5.4	DPAC meeting (District Project Advisory Committee) meeting:	Planned: 1 Actual Cumulative: 1	<p>District Project Advisory Committee (DPAC) meeting was completed. The meeting was chaired by District Coordination Officer of Lalitpur. District Child and Women Officer, head of District Agriculture Office, District Livestock Office and District Education Office, representative of District Public Health Officer and secretary of NGO federation also participated. Plan and progress of Year 1 and plan and budget of year 2 was presented. The participants have queries and feedbacks for the program that was welcomed and discussed. The meeting was concluded with some decisions. Those are;</p>

			implementing planned activity in coordination with respective government offices, Additionally matching fund utilization guideline will be prepared coordination with the local health institution.
5.4.a	Coordination with government-initiated activities	Planned: 26 Actual: 18 Cumulative: 18	This activity is planned as joint celebration with Nepal Government benefiting women and children. Two major celebration nutrition week and breast feeding week are celebrated. Every year Nepal Government plan for these celebrations. Even RICOD support in these two government initiated activities this year. There was plan to celebrate both nutrition week and breast feeding week in all 13 project areas. But nutrition week is celebrated only in five old project areas. During the nutrition week as the project areas were not started in new area. Orientation session regarding importance of nutrition, four groups of food, water health and sanitation, importance of antenatal and postnatal checkups, importance of growth monitoring and care for child development were discussed each day during week to newly married women, pregnant women and mothers having children under 5 participated in these orientation. Female community health volunteers and peer educators were mobilized for inviting target women in the sessions. Whereas breast feeding week (1-7 August) is celebrated in both new and old project areas This is planned by respective health institution and RICOD also celebrate it in

			<p>coordination. In this celebration, flex print was printed and hung in every health institution showing the correct way of breast feeding. Within these days orientation sessions regarding importance and techniques of breast feeding were also conducted among the target women. In both celebration total 255 (M: 19 F: 229) were directly participated.</p>
5.5	Field Visit and Monitoring	<p>Planned: 1 Actual: 3 Cumulative: 3</p>	<p>During this year, 3 filed visit and monitoring was performed in the project areas. Board members along with the executive director of RICOD also monitored the project activities. In the visit, different acitivites like income generating grant support, coordination meeting with health institution and nutrion training to mothers were observed. Besides the project coordinator, accountant and technical support staff also had regular monitoring visits. During the monitoring visits various meetings like meeting with school management committee, local level government authorities and health facilitires operation and management committee had been done.</p>
Regular monitoring visits undertaken			
5.6	Logistic material support to staff	<p>Planned: 1 Actual: 1 Cumulative: 1</p>	<p>At the beginning of the project staff received logistic materials for the purpose to use in the field work. For providing these materials were finalized after the discussion with the project team. Power bank, wind proof jacket, umbrella, raincoat, water bottle and field bag were the materials provided to staff.</p>
5.7	Staff Insurance:	<p>Planned: 1 Actual: 1</p>	<p>As to the plan of staff insurance in the project, RICOD did staff</p>

		Cumulative: 1	accidental insurance of amount Nrs 2,50,000 per staff for year 1.
5.8	Monthly staff meeting:	Planned: 12 Actual: 12 Cumulative:12	Two days learning sharing and planning meeting is organized each month. All project team meet at the project office located at Gotikhel. In the first day of meeting, each staff share their experience, learning and challenges if faced any, during the past days/months. They submit the narrative progress report and also settle the advance taken for the month with finance. Annual plan and budget is also shared in this meeting so with discussion quarter plan is finalized and as well as monthly plan for coming month accordingly. All the planned activities and achievements are discussed thoroughly. This would support on preparing planning of activity for upcoming month. This meeting is also utilized as platform for creating professionalism to individual. Different orientation on organizational updated policy, government plan and program regarding on food security and nutrition were also oriented as per necessity.

## **6. Non-Budgetary Activities**

### **6.1 Participation in ward level meeting:**

After the election the local body authority is restructured. Previously, all the official work was done by the Village Development Committees, but after the elections, a ward office is situated in each ward and all the rights and responsibilities are under the ward chairperson. All social and development programs being implemented in the wards are to be shared with the ward office so that we can co-ordinate and work with them for activities which are similar and avoiding the duplication. During the reporting period, 13 ward level interaction meetings was organized by

the respective ward office. The organization working in the wards are also invited in meetings so respective field facilitators in all 13 project areas were participated representing RICOD. Not only the ward office but the also two meeting in two rural municipalities was organized. The new project areas fall within two rural municipalities, Mahankaal and Bagmati rural municipality. During these meetings, all existing organizations and networks working in the wards were invited to share their objectives, plans, and budget for the wards. In the three rural municipalities where RICOD works, a total of 8 other organizations attended, although RICOD is the only one specifically working in the area of food security and nutrition. In the meetings, community facilitators of each project area participated in to share about project activities and budget plan. Participation in these meetings helped RICOD establish a working relationship with the wards and get recognition as an organization working to address the real needs of the wards.

## **6.2 Home Visits:**

The field facilitators visit the participants' houses regularly to follow up on them and to see how they are. This activity is helpful for rapport building with the people in the community people and to motivate the participants in the project activities about health and nutrition. In the communities, as mothers have a busy schedule with domestic chores they sometimes forget the time of the training so during these times the field facilitators visit their homes and remind them of the upcoming activity and the nutrition trainings.

## **6.3 Social Mapping:**

Social mapping was done in each VDC by the assigned RICOD field facilitators. During the mapping session local level stakeholders who were teachers, social mobilisers, political leaders, Female Community Health Volunteers and ward citizen forum members participated in the meeting. They participated actively and with their lead, the field facilitators drew the map by using local resources such as; chalk, stone, thread, paper, mud, stick and so on. Spots for social mapping were chosen on the basis of the people's frequent mobility and gathering. In the mapping, the main areas of VDC (i.e. particular ward) were noted (eg health post, school, number of HHs, tap, monastery, public places, and temples). Due to the earthquake, some people have migrated (few in Kathmandu and others in different wards) so it was quite difficult for the community people to know exactly the total number of households. The social mapping helped the field facilitators to know more about the villages they are responsible and assigned for. This ultimately helped during the baseline survey to identify target households.

## **6.4 Performance Monitoring Survey:**

Performance monitoring survey is planned to know how the activities planned in the project areas have helped target group to achieve the goal of Improving Mother and Child Nutrition in rural village of Lalitpur project within this period of time. Three different questionnaire one for mother's group members, others are for male members and mother's group network were developed and finalized. The questions are developed considering the indicator tracking table of the project. The sample size of survey was interview with 183 women, 152 male members and 36 mother's group network. This sample size was calculated with raosoft software <http://www.raosoft.com>. Interview with 187 women, 134 male members and members of 36 mother's group network were interviewed as to the sample size of the survey and completed within this reporting period. The number of male members was not achieved as per targeted due

to absence of them in the community within survey period. The trained male members were migrated out of district for daily wages for reconstruction of houses, some male members were gone abroad and some are living in the city for service so this is the reason all targeted male were not covered during performance monitoring survey.

### **6.5 Arrangement of field visit**

One day field visit was planned in Bhardeu and Lele of old project areas. In this visit the guest were from different parts of Canada as well as two staff from CFGB. This visit was made with the objective to interact with the women and their engagement in the mother's group. During the visit, discussion was held with two mother's group. They shared how the nutrition project has helped in their lives. In the meeting there was participation of women receiving income generating grant. The women shared the process of receiving that fund, its utilization and also about the benefit they received from its investment.

### **Key Changes and Project Adjustments:**

[Note specific developments (major changes in the context) which require the original project proposal to be adjusted. What changes to the original proposal need to be made, and why? Please also explain any variance in activities that are ahead of or behind schedule.]

In the reporting period staff exposure was planned in Year 1, but it is shifted for the first quarter of Year 2. This is three staff turnover and pack schedule of staff in community level activities. The planned activities were unable to complete due to execution of code of conduct for not performing any work in project areas in two major elections and a month of blockade due to landslides overburdened the community activities during the month of having plan of exposure visit so it is shifted for Year 2. As to the original plan, there was plan to conduct an advocacy meeting for day snacks in 42 schools but the meeting is completed only in 41 schools. This is because of staff turnover in Bukhel ward as staff recruitment took a long process. There was plan to cover 24 wards conducting 264 mother's group nutrition training but in this period training is conducted in 25 wards with 265 sessions. 10 sessions in Bukhel is remaining that will be covered in Year 2 due to staff turnover the activities are not completed.

### **Learning:**

- Utilization of leaflets, brochures and copies in the trainings or meetings with illiterate as well as literate group are helpful to make clear understanding regarding the topic.
- Enhance good relationship with communities conducting joint programs such as celebration of nutrition week and breast feeding week.
- Regular home visits and follow by respective field facilitator cause full participation of target group in the project activities rather than depending on female Community Health Volunteers and peer educators.
- Practical session on keeping financial records need to be conducted during the training so that mothers could get better understanding on keeping financial records.



**Challenges:**

- Internalize the importance of nutrition to the male members because of their less participation in the male member nutrition training.
- Unavailability of female community health volunteer due to migration to city for their personal matter in some wards caused dilemma on conducting scheduled project activities.
- Calculating interest on saving and credit by illiterate members in mother's group.
- High expectation from schools on management of day snacks from the organization.

[What did you learn during this reporting period? What surprises, failures, and successes stand out? How will these learnings impact the next year of the project and/or your future work?]

Please address the following topics in your response:

- How were gender disparities addressed in the project this year, and how will they affect the outcome of the project?
- What risk mitigation and risk management strategies did you apply?
- What information would be helpful for other organizations with similar projects?
- How is the capacity of your organization and community being strengthened through implementing this project?

**Evaluation:**

[Identify how the information for evaluating the project has been gathered. Based on this information, has the project succeeded in achieving its long-term impact and outcomes?]

**REPORTING ON MCC RESOURCES****Financial:**

[Attach an expenditure report based on the itemized budget submitted in the original plan; report against the approved project budget. Please provide an explanation for any variance placing actual expenditures 10% over the original project budget for this period. If applicable, identify and explain any anticipated budgetary changes for the next reporting period. *Please note that any significant changes must be agreed on before implementation.*]

**Material/Food Assistance:**

Not applicable for Nepal partners.

**Personnel:**

Not applicable for Nepal partners.

## STORIES

[Please include a story that illustrates the impact this project has had on one or more of the intended participants/beneficiaries, as well as 1-3 clear photos that correspond with the story (include captions for each photo with individual's full name). MCC and CFGB prefer stories and photos that show how the project is empowering local communities and using their skills to bring lasting change.]

## DOCUMENTS TO ATTACH

- Indicator Tracking Table (ITT) with updated measurements for *each* indicator
- Copy of Monitoring and Evaluation tools (surveys, focus group discussion questions)
- Financial Report (please use the MCC Nepal format)
- Copies of payroll journal summaries and invoices for any purchases over \$1,000 USD from the past year (please include a cover page that clearly links each receipt to individual budget lines)
- Partner's annual financial statements and/or annual audit report