Sahayogi Pustika

Social and Behavior Change Capacity Strengthening Guide for the Local Level to End Child, Early and Forced Marriage

For social and behavior change program development, implementation, monitoring, and evaluation

Province Government
Ministry of Sports and Social Welfare
Janakpurdham, Dhanusa

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मधेश प्रदेश सरकार

खेलकुद तथा समाज कल्याण मन्त्रालय

जनकपुरधाम, नेपाल

दुई शब्द

मितिः २०८१।०३।२५

राष्ट्रिय जनगणना २०७८ अनुसार नेपालमा बालविवाहको दर ३० प्रतिशत रहेको छ । मधेश प्रदेशमा यो दर ३७ प्रतिशत छ, जुन सातै प्रदेश मध्ये सबै भन्दा बढी हो ।

नेपाल सरकारले दिगो विकास लक्ष्य (लक्ष्य ५.३) को एक हिस्साको रूपमा सन् २०३० सम्ममा बालविवाह अन्त्य गर्ने प्रतिबद्धता जनाएको छ । बालविवाह अन्त्यका लागि राष्ट्रिय रणनीति, २०७२ लाई संघीय स्तरमा अनुमोदन गरेको छ, जसले बालविवाहको बहुआयामिक परिचालक र परिणामहरूलाई मान्यता दिन्छ । यसले बालविवाहलाई निरुत्साहित गर्न मन्त्रालयहरूमा एकीकृत दृष्टिकोणको लागि आह्वान गर्दछ ।

छोरीलाई आर्थिक, सामाजिक बोझ मान्नु, विवाह ढिलो गर्दा इज्जत जाने डर हुनु, छोरीलाई कम महत्व दिनु, समाजले बालविवाह, उमेर नपुगी र जबरजस्ती गरिने विवाह निश्चित समुदाय, जाति र वर्गको समस्याको रुपमा परिभाषित गरी समाधानका लागि ठोस पहल गर्न नसक्नुको कारण मधेश प्रदेशमा बालविवाहको अवस्था भयावह भएको अध्ययनहरूबाट देखिन्छ । मधेश प्रदेशमा बालविवाह, उमेर नपुगी र जबरजस्ती गरिने विवाहको दरमा कमी ल्याउन समाजका नकारात्मक व्यवहार परिवर्तनलाई प्राथमिकता दिइ योजना, कार्यक्रमहरु तथा क्रियाकालपहरूको तर्जुमा, कार्यान्वयन तथा प्रभावकारी अनुगमन गर्नका लागि यो सहयोगी पुस्तिका गाउँ/नगरपालिकाहरुको प्रत्यक्ष सिकाईको आधारमा तयार गरिएको छ ।

मधेश प्रदेशमा बालविवाहको भयावह अवस्थालाई ध्यानमा राख्दै मधेश प्रदेश सरकारको "बेटी पढाऊ, बेटी बचाऊ" अभियान, प्रदेश वालिका संरक्षण ऐन र छोरी विमा कार्यक्रम यस विषय प्रतिको प्रतिबद्धताको उदाहरण हो । प्रदेश वालिका संरक्षण ऐन र छोरी विमा कार्यक्रम मधेश प्रदेशमा बालविवाह, उमेर नपुगी र जबरजस्ती गरिने विवाह न्यूनीकरण गर्ने अभियानको रुपमा पनि लिन सकिन्छ । त्यसैगरि मधेश प्रदेशमा बालविवाह अन्त्यका लागि १० वर्षे प्रादेशिक रणनीतिक योजना-२०७८ कार्यान्वयनमा रहेको छ । साथै बालविवाह मूक्त क्षेत्र घोषणा कार्यविधि पनि कार्यान्वयन गर्ने तयारीमा छ । प्रभावकारी कार्यक्रम कार्यान्वयनमा जिम्मेवार पदाधिकारी, कर्मचारी तथा सरोकारवालाहरूको कार्य क्षमताले पनि महत्वपूर्ण भूमिका खेलेको हुन्छ । यसै सन्दर्भमा बालविवाह अन्त्यका लागि १० वर्षे प्रादेशिक रणनीतिक योजना २०७८ कार्यान्वयनमा स्थानीय तहको क्षमता तथा सीप अभिबृद्धि गर्न यस सहयोगी पुस्तिका महत्वपूर्ण हुने देखिएकोले सबै स्थानीय तह, सामाजिक संघ/संस्था/संजाल लगायत सरोकारवालाहरुलाई यसको प्रयोग गरि बालविवाह, उमेर नपुगी र जबरजस्ती गरिने विवाह अन्त्य गर्ने मधेश प्रदेशको प्रतिवद्धता पूरा गर्नहुन अनुरोध गर्दछु । अन्त्यमा, यो पुस्तिका तयारी गर्दा सहयोग गर्ने, बालविवाह न्यूनीकरणका लागि स्थानीय प्रणाली सुदृढीकरण परियोजना र अन्तराष्ट्रिय अमेरिकी विकास नियोग प्रति पनि आभार प्रकट गर्दछु । साथै यस सहयोगी पुस्तिका तयारी कार्यमा सहयोग गर्नुहुने सम्पूर्ण सरोकारवालाहरुलाई धन्यवाद दिन चाहन्छु ।

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मन्त्री

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मन्तब्य

बालबालिकाको सर्वाङ्गीण बिकासको निम्ति वाल अधिकार सम्वन्धि अन्तराष्ट्रिय महासन्धिले गरेको व्यवस्थालाई नेपालको संविधान र विभिन्न ऐन कानुनहरूले संरक्षण गरेको छ । शिक्षा प्राप्त गर्ने उमेरमा बैवाहिक झंझट लगायत अपरिपक्व उमेरमा बिवाह गर्नाले विभिन्न समस्या आउन सक्छन् । यसै तथ्यलाई मनन गरी मुलुकी देवानी संहिता, २०७४ को दफा ७० को खण्ड (घ) मा विवाह गर्नको लागि पुरुष र महिला दुवैको उमेर २० वर्ष पूरा भएको हुनुपर्ने भनी उल्लेख गरिएको छ।

मधेश प्रदेशमा बालविवाह अत्याधिक देखिएको कुरालाई विभिन्न अध्ययनले देखाएको छ । यसै तथ्यलाई ध्यानमा राखि मधेश प्रदेशले "बेटी पढाऊ, बेटी बचाऊ" अभियान संचालन गरेको छ । यो बालविवाह न्यूनीकरणको लागि समर्पित एक अभियान पनि हो । बालविवाह जस्तो नकारात्मक सामाजिक व्यवहारका कारण प्रदेशको प्रतिष्ठामा समेत प्रभाव परेको छ । त्यसैले यस विषयलाई ढिला नगरी स्थानीय तहले आफ्नो वार्षिक योजनामा प्राथमिकता दिई कार्यान्वयन गर्नु आवश्यक छ ।

बालविवाह न्यूनीकरणका लागि पालिका, वडा र बाल अधिकार समितिहरुको समेत कार्य क्षमता अभिबृद्धि गर्न नेपाल सरकारको "स्थानीय तहको योजना तर्जुमा दिग्दर्शन २०७८" र बालविवाह न्यूनीकरणका लागि सामाजिक परिवर्तनको भूमिकालाई केन्द्रमा राखेर मधेश प्रदेशका विभिन्न गाउँपालिकाहरु र नगरपालिकाहरुमा क्रियाकलाप कार्यान्वय गर्दाका अनुभवलाई समेटेर स्थानीय प्रणाली सुदृढीकरण गर्न तयार गरिएको यो सहयोगी पुस्तिकाले स्थानीय तहलाई बालविवाह न्यूनीकरणका लागि कार्यक्रम तर्जुमा, कार्यान्वयन, व्यवस्थापन र अनुगमन तथा मूल्यांकन गर्न व्यवहारिक सहयोग पुऱ्याउनेछ भन्ने विश्वास गरेको छु ।

मधेश प्रदेश अन्तर्गतका पालिकामा भएका बालविवाह को स्थितिलाई अध्ययन गरी प्रस्तुत दिग्दर्शन तयार गर्न सहयोग पुऱ्याउने स्थानीय तहका गाउँ वा नगरपालिका प्रमुख/अध्यक्ष, उपमेयर/उपाध्यक्ष, वडा अध्यक्ष, महिला, दलित प्रतिनिधी, वडा सचिव, प्रमूख प्रशासकिय अधिकृत, महिला बालबालिका तथा ज्येष्ठ नागरिक शाखा र अन्य सम्बन्धित कर्मचारी र प्रत्यक्ष वा अप्रत्यक्ष रुपमा संलग्न हुने प्राविधिक समूह, सरकारी तथा गैरसरकारी निकाय, व्यक्ति तथा सम्वन्धित सबै सरोकारवालाहरुलाई हार्दिक धन्यबाद व्यक्त गर्न चाहान्छु। अन्त्यमा यस सहयोगी पुस्तिका तयार गर्न प्रविधिक सहयोग गर्ने बालविवाह उमेर नपुगी र जवरजस्ती गरिने विवाह न्यूनीकरणका लागि स्थानीय प्रणाली सुदृढीकरण परियोजना र आर्थिक सहयोग गर्ने अमेरिकी अन्तराष्ट्रिय विकास नियोग प्रति आभार प्रकट गर्दछु ।

धन्यवाद ।

भीम प्रसाद दुंगाना
अध्यक्ष

लोहारपट्टी नगरपालिका
नगर कार्यपालिकाको कार्यालय
लोहारपट्टी,महोत्तरी

मधेश प्रदेश, नेपाल

पत्र संख्या :- २०७९/०८० चलानी नं.:- 9095

मिति - २०८०।०१।२८

मन्तब्य

विगत दशकौं देखि बालविवाह न्यूनीकारणका लागि नेपाल सरकार तथा गैर सरकारी संस्थाहरुले विभिन्न किसिमका जनचेतना मूलक कार्यक्रमहरु सञ्चालन गर्दै आएका छन् । मुलुक संघिय प्रणलीको अभ्यास गरिरहँदा प्रदेश सरकार तथा स्थानीय सरकारहरुले पनि यसका लागि आ आफ्नो स्तरबाट विभिन्न किसिमका कार्यक्रमहरु सञ्चालन गरिरकेका छन् लोहारपट्टी नगरपालिकाले भर्खर आफैले गरेको बालविवाह सम्बन्धि घरधुरी सर्वेक्षणले नगरमा २० वर्षसम्ममा विवाह गर्नेको दर ५३% रहेको हुनाले बालविवाह न्यूनिकारण यस नगरपालिकाको लागि एउटा महत्वपूर्ण मूद्दा बनेको छ र यसको न्यूनिकारणले नै एउटा समृद्ध र समुन्नत नगर बनाउन सहयोग हुने कुरा हामीले आत्मसात गरेका छौं ।

लोहारपट्टी नगरपालिकाले बालविवाह न्यूनीकारणका लागि प्रभावकारी तरिकाले कार्य गर्न विगतका वर्षहरुदेखि प्रयासरत छ । अभिभावकले आफ्नो इज्जत जाने डरले बालविवाह गर्ने गरेको तथ्य नगरपालिकाले कार्यान्वयन गरेको लक्षित समूह केन्द्रीत डिजाई प्रकृयाले प्रमाणित गरेको अवस्थामा यस नगरपालिकले सामाजिक व्यवहार परिवर्तनलाई उच्च प्रथमिकतामा राखी बालविवाह न्यूनिकारणका कार्यक्रमहरु तर्जुमा तथा प्रभावकारी कार्यान्वयनमा विशेष जोड दिदै आईरहेको छ । कार्यक्रहरु प्रभावकारी बनाउन वार्षिक योजना तर्जुमा शुरुहुनु भन्दा अगावै यसका लागि पूर्व तयारी, तथा बस्ति स्तरको भेलालाई महत्वको साथ सम्पन्न गर्नुपर्ने र कार्यक्रमको नियमित अनुगन गर्नुपर्ने हामीलाई सिकाई भएको छ । बालविवाह न्यूनीकारणका लागि वार्षिक योजना तर्जुमाको विभिन्न चरणमा कसरी प्रभावकारी रुपमा समुदायको बृहत्त सहभागीतामा योजना छनौट गरी कार्यान्वयन गर्न सकिन्छ भन्ने प्रविधिक पक्षहरु समावेश गरिएको यो सहयोगी पुस्तिका बास्तवमा सहयोगी हुनेमा हामी निश्चिन्त छौं ।

अन्त्यमा, यो पुस्तिका तयार गर्न आफ्ना कार्यअनुभवहरु साझा गर्नुहुने यस नगरपालिकाका सम्पूर्ण निर्वाचित प्रतिनिधि, कर्मचारी वर्ग, तथा नगारपालिकामा नै बसी प्रत्यक्ष रुपमा सहयोग गरिरहनु भएका R-CEFM परियोजना परिवारलाई विशेष आभार व्यक्त गर्दछौं । आशा छ, लोहारपट्टी नगरपालिकाले बालविवाह न्यूनिकारणका लागि गरेको सिकाई यो पुस्तिकाको माध्यमबाट देश भरीका गाउँ तथा नगरपालिकाको लागि यस सम्बन्धिका प्रयासहरु प्रभावकारी बनाउन सहयोग पुग्ने छ ।

धन्यवाद ।

शैलेन्द्र कुमार यादव

नगर प्रमुख

लोहारपट्टी नगरपालिका,महोत्तरी

मधेश प्रदेश, नेपाल

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प्रमुख

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मधेश प्रदेश, नेपाल

पत्र संख्या : ०६९/०८०
चलानी नं. : १८२९

मिति :-२०८०/०२/०३

शुभकामना संदेश

आफ्नो क्षेत्रको विकासका लागि उपलब्ध साधन र स्रोतको अधिकतम उपयोग, परिचालन, विनियोजन र विकासको प्रतिफल सन्तुलित र समान वितरण गर्न, विकासलाई संस्थागत गर्ने उत्तरदायित्व एवम् जिम्मेवारी सहितको स्थानीय तहको व्यवस्था भएको सन्दर्भमा स्थानीय तहहरू नागरिकहरूलाई सबैभन्दा नजिकबाट सेवा प्रदान गर्ने तथा तत्काल लाभको अनुभूति दिने, विकास निर्माणका योजना र कार्यक्रमहरु संचालन गर्ने, स्थानीय नीति, नियम निर्माण गर्ने, नियमन गर्ने स्थानीय सरकारको रुपमा रहेको छ। नगरको विकासको अनुभूति गराउने हाम्रो कर्तव्य र कार्यको बीच बालविवाह एउटा ठूलो समस्याको रुपमा रहेको छ।

बालविवाहको अन्त्य विना समाजिक विकास सम्भव नहुने हुँदा, नगरपालिकाले यसको न्यूनीकारणका लागि योजनाबद्ध तरिकाले उच्च प्राथमिकताका साथ कार्य गर्दै आइरहेको छ। स्थानीय समाजले छोरीलाई महत्व नदिनु, तथा परिवारको इज्जत बचाउने नाममा बालविवाहले निरन्तरता पाएको यथार्थ यस नगरपालिकाले क्रियाकलाप कार्यान्वयनबाट सिकेको कारणमध्ये मूख्य कारण हो। धार्मिक रुपमा अतिनै महत्वपूर्ण रहेको यस नगरपालिकामा धार्मिक मान्यताको आधारमा कायम रहेको बालविवाह न्यूनीकरणका लागि सामाजिक व्यबहार परिवर्तनमा जोड दिनु पर्ने देखिएको छ। तसर्थ नगरपालिकाले संख्यात्मक तथा गुणात्मक तथ्यांकहरु संकलन गरी त्यसकै आधारमा बालविवाह न्यूनीकरणका लागि आवश्यक नीति, नियम निर्माणको साथै औपचारिक तथा अनौपचारिक बालअधिकार संरचनाको क्षमता अभिबृद्धि र परिचालन गरी नगर र वडा स्तरमा सामाजिक व्यवहार परिवर्तनका क्रियाकलापहरु कार्यान्वयन गर्दै आइरहेको छ। बार्षिक योजना तर्जुमाका विभिन्न चरणहरुमा बालविवाह न्यूनीकारणका लागि नगरपालिका स्तरमा भएका शाखाहरु, वडा कार्यालय र निर्वाचित जनप्रतिनिधिहरुले निर्वाह गर्नु पर्ने भूमिका र जिम्मेवारी स्पष्ट र सजिलो तरिकाबाट प्रस्तुत गरी यो सहयोगी पुस्तिका तयार भएको छ, जसले सामाजिक व्यवहार परिवर्तनका सिद्धान्तहरुलाई बालविवाह न्यूनीकारणका योजना तर्जुमा, कार्यान्वयन तथा व्यवस्थापन प्रभावकारी रुपमा प्रयोग गर्न क्रमवद्ध रुपमा निर्देश गर्ने हुनाले अत्यन्त महत्वपूर्ण छ।

यो पुस्तिका तयार गर्न आफ्ना कार्यअनुभवहरु साझा गर्नुहुने यस नगरपालिकाका सम्पूर्ण निर्वाचित प्रतिनिधि, कर्मचारी वर्ग, तथा नगारपालिकामा नै बसी प्रत्यक्ष रुपमा सहयोग गरिरहनु भएका R-CEFM परियोजना परिवारलाई विशेष आभार व्यक्त गर्दछौं। आशा छ, यस नगरपालिकाले बालविवाह न्यूनिकारणका लागि गरेको सिकाई यो पुस्तिकाको माध्यमबाट देश भरीका गाउँ तथा नगरपालिकाको बालविवाह न्युनीकरण कार्यक्रम प्रभावकारी बनाउन सहयोग पुग्नेछ।

हरि प्रसाद मण्डल
नगर प्रमुख
हरि प्रसाद मण्डल
नगर प्रमुख

जलेश्वर नगरपालिका
नगरकार्यपालिकाको कार्यालय
जलेश्वर महोत्तरी, मधेश प्रदेश, नेपाल

कार्यालय : ०४४- ५२००८७
बारूणयन्त्र : ०४४- ५२००९७
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पत्र संख्या :- २०७९/०८०
चलानी नं. :- २४९६

मिति :- २०८०/०१/२१

शुभकामना संदेश

नेपाल सरकारले पनि सन् २०३० सम्ममा देशलाई बालविवाह मुक्त घोषणा गर्ने रणनीति अनुसार बालविवाह न्यूनीकरणका लागि विभिन्न क्रियाकलाप सञ्चालन गरिरहेको सन्दर्भमा महोत्तरी जिल्लाको सबै भन्दा जेठो नगरपालिकाको रुपमा रहेको जलेश्वर नगरपालिकाले पनि **"बालविवाह मुक्त जलेश्वर नगरपालिका"** दूरदृष्टि साकार पार्न सरोकारवालाहरूसँगको साझेदारीमा नगरपालिकामा बालविवाहको वास्तविक अवस्था र यसका कारणहरू पत्ता लगाई त्यस अनुरुपका बजेट सहितका क्रियाकलापहरूको विकास गरी कार्यान्वयन गर्दै आइरहेको छ ।

बालविवाहका कारणले समाजको आधा भन्दा बढि जनसंख्या रहेका महिलाहरू शारिरीक, मानसिक तथा भावनात्मक रुपमा पिडित भएका छन् । त्यसैले नगरपालिका तथा वडा स्तरबाट नै यसका लागि जिम्मेवार शाखा तथा कर्मचारीहरूको कार्यक्षमता विकास गरी बस्ती स्तरबाटै समूदायलाई सकृय सहभागी गराई तथ्यमा आधारित रहि योजना तर्जुमा प्रकृयालाई प्रभावकारी बनाउन लागि परेको छ ।

बालविवाह न्यूनीकरणका लागि यस नगरपालिकाले अहिलेसम्म गरेका प्रयासहरूबाट प्राप्त अनुभवहरू समावेश गरि तयार गरिएको यो सहयोगी पुस्तिकाले सामाजिक व्यवहार परिवर्तनका सिद्धान्तहरूलाई बालविवाह न्यूनीकरणका योजना निर्माण, कार्यान्वयन तथा अनुगमन प्रकृयामा प्रभावकारी रुपमा प्रयोग गर्न क्रमबद्ध रुपमा सहयोग गर्ने हुनाले अत्यन्त महत्वपूर्ण छ ।

यो पुस्तिका तयार गर्न आफ्ना कार्य अनुभवहरू साझा गर्नुहुने यस नगरपालिकाका सम्पूर्ण निर्वाचित प्रतिनिधि, कर्मचारी वर्ग तथा नगरपालिकामा नै बसी प्रत्यक्ष रुपमा सहयोग गरिरहनु भएका R-CEFM परियोजना परिवारलाई विशेष आभार व्यक्त गर्दछु । आशा छ, जलेश्वर नगरपालिकाले बालविवाह न्यूनीकरणका लागि गरेको सिकाई यो पुस्तिकाको माध्यमबाट देश भरीका गाउँ तथा नगरपालिकाको बालविवाह अन्त्यका लागि गरिएका प्रयासहरू प्रभावकारी बनाउन सहयोग पुग्नेछ ।

सुरेश साह सोनार
(नगर प्रमुख)

सुरेश साह सोनार
नगर प्रमुख

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पत्र संख्या :- २०७९/०८०
चलानी नं.:-

मिति :- २०८०/०१/१९

डा.मो.राजीक आलम

ऐतिहासिक र सांस्कृतिक रुपमा छुट्टै पहिचान भएको राजपुर नगरपालिका सामाजिक क्षेत्रमा सुधारका लागि पनि उदाहरणीय काम गर्दै आईरहेको छ । पछिल्लो समय यस नगरपालिकाले बालविवाह, उमेर नपुगी र जबरजस्ती गरिने विवाह न्यूनीकरणका लागि महत्वपूर्ण प्रयासहरु गदै आईरहेको छ। यसै क्रममा चक्रभ्रँ परियोजनासँगको सहकार्यमा विगत केही वर्ष देखी बालविवाह न्यूनीकरणका लागि नगरपालिकाले आफ्नो कार्य क्षमतालाई सुदृढीकरण तथा समाजमा रहेका बालविवाहसम्बन्धी व्यवहारहरू परिवर्तन गरी नगरपालिकाले लिएको दुर दृष्टि **"सभ्य र सुसंस्कृत समाजको लागि बाल बिवाह मुक्त राजपुर नगरपालिका"** पुरा गर्न सशक्त रुपमा अगाडि बढि रहेको छ ।

नगरपालिकामा बालविवाहको वास्तविक अवस्था पत्ता लगाउन विगतको वर्षमा नगरपालिकाको आफ्नै आर्थिक लगानीमा गरिएको घरधुरी सर्वेक्षणले ५६ प्रतिशत बालविवाह देखाएको छ। तसर्थ नगरपालिकाले बालविवाहको कारण तथा यसका समाधानका उपायहरु पत्ता लगाउन लक्षित समूह केन्द्रीत डिजाईन प्रकृया अवलम्बन गरी आएका उपायहरु कार्यान्वयन गर्न उचित बजेटको पनि व्यवस्था गरी ती क्रियाकलापहरु कार्यान्वयन गर्दै आइरहेको छ ।

बालविवाह न्यूनीकरणको लागि क्रियाकलापहरु तर्जुमा गर्दा तथ्य र प्रमाणमा आधारित भएर गर्दा प्रभावकारी हुन्छ तथा बालविवाहसँग सम्बन्धित समाजिक मुल्य र मान्यतालाई परिवर्तन गर्न सामाजिक व्यवहार परिवर्तनका सिद्धान्तहरू अपनाउँदा कार्यक्रमको उपेक्षित नतिजा प्राप्त गर्न सकिन्छ भन्ने सिकाई भएको छ । समाजिक व्यवहार परिवर्तन गरि बालविवाह न्यूनीकरणका लागि यस नगरपालिकाको महिला, बालबालिका तथा ज्येष्ठ नागरिक शाखा, वडा सचिव तथा समाजिक विकास संयोजकहरूको प्रत्यक्ष सिकाई हरुलाई संलग्न गरी तयार परिएको यो सहयोगी पुस्तिका आगामी दिनहरुमा बालविवाह न्यूनीकरण गर्न मधेश प्रदेश तथा समग्र नेपाल भरीका अन्य गाउँ तथा नगरपालिकाहरूलाई अत्यन्त सहयोगी हुने कुरामा हामी विस्वस्त छौं ।

यो पुस्तिका तयारी गर्दा यस नगरपालिकाका महिला, बालबालिका तथा जेष्ठ नागरिक शाखा, सामाजिक विकास शाखा, कार्यपालिकाका सदस्यहरु (मेयर, उपमेयर, वडा अध्यक्ष, महिला, दलित प्रतिनिधी), प्रमूख प्रशासकिय अधिकृत, वडा सचिव र अन्य सम्बन्धित कर्मचारीको महत्वपूर्ण योगदान रहेको छ। साथै प्रत्यक्ष रुपमा संलग्न भई प्राविधिक सहयोग गर्ने बालविवाह उमेर नपुगी र जवरजस्ती गरिने विवाह न्यूनीकरणका लागि स्थानीय प्रणाली सुदृढीकरण परियोजना र आर्थिक सहयोग गर्ने अमेरिकी अन्तराष्ट्रिय विकास नियोग प्रति पनि आभार प्रकट गर्दछौं ।

धन्यवाद ।

(डा.मो.राजीक आलम)
नगर प्रमुख
डा. मो. राजीक आलम
नगर प्रमुख
राजपुर नगरपालिका
राजपुर, रौतहट
मधेश, प्रदेश

गाउँपालिका राष्ट्रिय महासंघ नेपाल

National Association of Rural Municipalities in Nepal (NARMIN)

शुभ-कामना

नेपालको संविधानको धारा ३९ को उपधारा ५ मा बालबालिकाको मौलिक अधिकार अन्तर्गत कुनै पनि बालबालिकालाई बालविवाहको अधीनमा नपर्ने सुनिश्चित गरिएको छ। मुलुकी देवानी संहिता २०७४ को दफा ७० को उपदफा (घ) मा विवाह गर्नको लागि पुरुष र महिला दुवैको उमेर २० वर्ष पूरा भएको हुनुपर्ने भनी उल्लेख गरिएको भए तापनि नेपालका धेरैजसो क्षेत्रमा बालविवाहको चलन रहेको पाइन्छ, जहाँ तत्काल २० देखि २४ वर्ष उमेर समूहका ४० प्रतिशत महिलाहरूको विवाह १८ वर्षको उमेर भन्दा पहिला नै भएको देखिन्छ। मधेश प्रदेशमा बालविवाह विशेषगरी १५, १८ र २० वर्ष उमेरभन्दा पहिला नै विवाह गर्ने महिलाहरूको संख्या राष्ट्रिय औसत भन्दा बढी (८२.९%) भएको देखिन्छ (NDHs/2016)। मधेश प्रदेश बालविवाह अन्त्यका लागि प्रतिबद्ध छ। प्रदेशमा बालविवाहको अत्यधिक व्यापकतालाई ध्यानमा राख्दै मधेश सरकारको **"बेटी पढाऊ, बेटी बचाऊ"** अभियान यस प्रतिबद्धताको एक उदाहरण हुनुका साथै प्रदेशमा बालविवाहलाई घटाउने एक समर्पित अभियान पनि हो, जुन अति नै प्रशंसनीय छन्। साथै मधेश प्रदेशले बालविवाह अन्त्यका लागि १० वर्षे प्रादेशिक रणनीतिक योजना-२०७८ पनि कार्यान्वयन गरिरहेको अवस्था छ। बालविवाहले एउटा परम्पराको रुपमा निरन्तरता पाइरहेका कारणले मधेश प्रदेशका गाउँ तथा नगरपालिकाहरुले प्रायः यसलाई विकासका लागि मुद्दा बनाई प्राथमिकतामा राखेर बालविवाह न्यूनीकरणको लागि यस सँग सम्बन्धित सामाजिक व्यवहार परिवर्तन गर्नु आवश्यक छ। बालविवाह न्यूनीकरणका लागि स्थानीय तहको क्षमता पनि एक महत्वपुर्ण पक्ष हो यसैमा बालविवाहको न्यूनीकरण र त्यसको अन्त्य निर्भर रहन्छ।

बालविवाह न्यूनीकरणका लागि स्थानीय तहको क्षमता अभिबृद्धिलाई प्राथमिकतामा राखेर नेपाल सरकारको योजना तर्जुमा दिग्दर्शनमा आधारित भएर मधेश प्रदेशका विभिन्न गाउँ तथा नगरपालिकाहरुमा प्रत्यक्षरुपमा क्रियाकलाप कार्यान्वयन गर्दाका अनुभवलाई संलग्न गरी तयार गरिएको यस बालविवाह न्यूनीकरणका लागि स्थानीय प्रणाली सुदृढीकरण गर्न सहयोगी पुस्तिकाले स्थानीय तहलाई अझ जिम्मेवार बनाई गाउँपालिकाका र वडाहरुको साथै यस क्षेत्रमा कार्य गर्ने विभिन्न निकाय र सरोकारवालाहरुलाई बालविवाह न्यूनीकरणका लागि प्रभावकारी कार्यक्रम तर्जुमा, कार्यान्वयन, व्यवस्थापन र अनुगमन तथा मूल्यांकन गर्न सहयोगी हुनेमा हामी विश्वस्त छौं।

यो पुस्तिका तयार गर्दा प्रत्यक्ष रुपमा संलग्न गाउँपालिकाका अध्यक्ष,उपाध्यक्ष, वडा अध्यक्ष, महिला, दलित प्रतिनिधी, वडा सचिव, प्रमुख प्रशासकिय अधिकृत, महिला बाल बालिका शाखा र अन्य सम्बन्धित कर्मचारीहरु र प्रविधिक सहयोग गर्ने बालविवाह उमेर नपुगी र जवरजस्ती गरिने विवाह न्यूनीकरणका लागि स्थानीय प्रणाली सुदृढीकरण परियोजना प्रति आभार प्रकट गर्दछु।

खिम बहादुर थापा
महासचिव

मितिः २०८१ बैशाख २०

लक्ष्मीदेवी पाण्डे
अध्यक्ष

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दुर्गा भगवती गाउँपालिका
गाउँ कार्यपालिकाको कार्यालय
गंगा पिपरा, रौतहट
मधेस प्रदेश नेपाल

पत्र संख्या :- ०७९।८०
चलानी नं.: ९४९०

मिति : २०८०/०१/१३

मन्तव्य

दुर्गा भगवती गाउँपालिकामा घरधुरी सर्वेक्षण २०७८ अनुसार ४२ प्रतिशत बालविवाह भएको पाइएको छ, जसमा ६३ प्रतिशत महिलाहरूको र १६.२ प्रतिशत पुरुषहरूको २० वर्ष नपुग्दै विवाह भएको पाइएको छ । बालविवाह यस गाँउपालिकाको शान्ति र सुव्यवस्थाको लागि बाधक हो । यसले सम्पुर्ण गाँउपालिकाको प्रतिष्ठामा आँच पुऱ्याएको छ ।

"बालविवाह मुक्त दुर्गा भगवती गाउँपालिका" दुरदृष्टि लिएको यस गाउँपालिकाले बालविवाह न्यूनीकरणका लागि तथ्य तथा तथ्याङ्कमा आधारित भई बालविवाह न्यूनीकरणका लागि प्रयासरत छन् । यसै सन्दर्भमा बालविवाहको कारण तथा यसको समाधान उपायहरू पत्ता लगाउन लक्षित समूह केन्द्रीत डिजाईन प्रकृया कार्यान्वयन गरी पहिचान गरिएका बालविवाह न्यूनीकरणका कृयाकलापहरू कार्यान्वयन गरिरहेको छ ।

यसरी प्रकृयागत रुपमा तथ्य तथा तथ्याङ्को आधारमा योजना तर्जुमा, बार्षिक योजना प्रक्रियाबाट क्रियाकलापको छनौट, कार्यान्वयन तथा अनुगमनका विगत २ वर्ष देखि वडा तथा गाँउपालिका स्तरमा भएका प्रत्यक्ष अनुभव र सिकाईहरूलाई समावेश गरि स्थानीय तहमा बालविवाह न्यूनीकरणका लागि स्थानीय प्रणाली सुदृढीकरण गर्न सहयोगी पुस्तिका तयार भएको छ । यसले मधेश प्रदेश तथा नेपालका अन्य गाउँपालिका/नगरपालिकालाई पनि नेपाल सरकारको प्रणालीमा रहेर बालविवाह न्यूनीकरणका लागि प्रभावकारी कार्य गर्न सहयोग पुग्ने आशा छ ।

यो पुस्तिका तयार गर्दा यस गाउँपालिकाका महिला, बालबालिका तथा जेष्ठ नागरिक शाखा, सामाजिक विकास संयोजक, कार्यपालिकाका सदस्यहरु (गाउँपालिका अध्यक्ष, उपाध्यक्ष, वडा अध्यक्ष, महिला, दलित प्रतिनिधी), वडा सचिव, प्रमूख प्रशासकिय अधिकृत, शिक्षा शाखा प्रमूख, स्वस्थ्य शाखा प्रमूख, योजना शाखा प्रमूख र अन्य सम्बन्धित कर्मचारीको महत्वपूर्ण योगदान रहेको छ। साथै प्रत्यक्ष रुपमा संलग्न भई प्रविधिक सहयोग गर्ने बालविवाह, उमेर नपुगी र जवरजस्ती गरिने विवाह न्यूनीकरणका लागि स्थानीय प्रणाली सुदृढीकरण परियोजना र आर्थिक सहयोग गर्ने अमेरिकी अन्तराष्ट्रिय विकास नियोग प्रति पनि आभार प्रकट गर्दछु ।

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शम्भु कुमार सिंह
(गाउँपालिका अध्यक्ष)

शम्भु कुमार सिंह
अध्यक्ष
दुर्गा भगवती गाउँपालिका
गंगा पिपरा, रौतहट

फोन नं.: ०४४-५४८०४७

पिपरा गाउँपालिका
गाउँ कार्यपालिकाको कार्यालय
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मधेश प्रदेश ,नेपाल

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दुई शब्द

धार्मिक तथा सास्कृतिक रुपमा समृद्ध मिथिला क्षेत्र सम्मिलित भएर पनि मधेश प्रदेशले आर्थिक र समाजिक विकासमा नेपालका अन्य प्रदेशहरुको तुलनामा पछाडि पर्नुको कारणहरू मध्ये बालविवाहलाई मान्न सकिन्छ। पिपरा गाउँपालिकाले यहि वास्तविकतालाई आत्मसात् गरी गाउँपालिकालाई बालविवाह मुक्त बनाउन विगत तीन वर्ष देखि बालविवाह न्यूनीकरणका लागि सामाजिक व्यवहार परिवर्तनमा केन्द्रीत रही २० वर्ष पछि आफ्नो छोरीको विवाह गर्ने अभिभावकलाई सार्वजनिक रुपमा सम्मान, धार्मिक अगुवाहरूको परिचालन, बालअधिकारका लागि गाउँपालिकामा भएका औपचारिक तथा अनौपचारिक संरचनाहरूको क्षमता अभिबृद्धि, सर्वदलीय समितिको परिचालन जस्ता कार्यक्रमहरू बजेट विनियोजन गरी योजनाबद्ध तरिकाले कार्यान्वयन गरिरहेको छ।

यस्ता कार्यक्रमहरूको विकास, कार्यान्वयन, व्यवस्थापन, अनुगमन तथा मूल्यांकनको क्रममा सवै वडाहरू समेत गाउँपालिकासँग प्रत्यक्ष रुपमा संलग्न हुँदै आइरहेका छन्। यसरी प्रत्यक्ष रुपमा कार्यक्रमहरूको विकास, कार्यान्वयन, अनुगमन तथा मूल्यांकन गरिरहँदा भएका सिकाईहरुको आधारमा यो सहयोगी पुस्तिका तयार गरिएको छ। यस सहयोगी पुस्तिकाले आउने वर्षहरूमा पनि बालविवाह अन्त्यका लागि क्रियाकलापहरू प्रभावकारी रुपमा संचालन गर्न सहयोग पुऱ्याउँछ। यसले निश्चित रुपमा अन्य गाउँ तथा नगरपालिकाहरूलाई पनि बालविवाह अन्त्यका लागि तथ्य, प्रमाण र लक्षित समूहलाई आधार मानेर कार्यक्रमहरूको तर्जुमा, कार्यान्वयन र अनुगमन गर्न सहयोग हुनेछ।

आफ्नो अनुभव तथा सिकाई प्रयोग गरी एउटा पुस्तिकाको स्वरुप दिन सहयोग गर्ने यस गाउँपालिकाका सम्पूर्ण कर्मचारीहरू, जनप्रतिनिधिहरू तथा प्रत्यक्ष र अप्रत्यक्ष रुपमा संलग्न सबैलाई यस गाउँपालिकाको तर्फबाट धन्यबाद ज्ञापन गर्दछु। साथै प्रविधिक सहयोग गर्ने बालविवाह उमेर नपुगी र जवरजस्ती गरिने विवाह न्यूनीकरणका लागि स्थानीय प्रणाली सुदृढीकरण परियोजना र आर्थिक सहयोग गर्ने अमेरिकी अन्तराष्ट्रिय विकास नियोग प्रति पनि आभार प्रकट गर्दछु।

धन्यवाद्।

रामजानकी यादव
अध्यक्ष

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Situation of child, early, and forced marriage in Nepal

- *Orientation on R-CEFM for Women in Ward No. 12, Jaleshwor Municipality, Mahottari*

Situation of child, early, and forced marriage in Nepal

While the legal age of marriage for men and women in Nepal is 20 years old (since 2017), child, early, and forced marriage (CEFM) remains a common practice. According to the national census in 2021, the overall national prevalence of child marriage (under 18) stands at 30%, with boys at 15% and girls at 41%, with significant regional variation. According to the census, the prevalence of child marriage (under 18) in Madhesh Province is 37% (19% for boys and 52% for girls). The national census includes a classification for individuals aged 18 to 20; however, it does not provide distinct information for the 18 to 19 ages, which poses difficulties in obtaining precise data on early marriage (marriage at the age of 18 or 19) and leads to the absence of specific comparable data on early marriage.

- **Definitions:** Child Marriage, Early Marriage and Forced Marriage
- **Child Marriage:** any marriage where at least one of the parties is under 18 years of age.
- **Early Marriage:** Any marriage where at least one of the parties is either 18 or 19 years of age.
- **Forced Marriage:** Any marriage in which one and/or both parties have not personally expressed their full and free consent to the union.

According to the local CEFM census of 2022 and 2023, which was conducted in six municipalities of two districts in Madhesh Province—Durga Bhagwati Rural Municipality and Rajpur Municipality in Rautahat, and Loharpatti Municipality, Pipra Rural Municipality, Matihani Municipality, and Jaleshwor Municipality in Mahottari—the rates of child marriages among the total marriages within the past 20 to 33 months ranged from 4% to 16%, with much higher rates among girls (7% to 23%) than boys (1% to 7%), while early marriage ranged from 16% to 25% (3% to 20% for boys and 26% to 37% for girls). The combined prevalence of child and early marriages ranged from 20% to 41%, with boys encountering rates from 6% to 28% and girls experiencing rates between 35% and 59%.

Because the CEFM census of 2022 and 2023 reports is restricted to marriages that took place in the past 20 to 33 months, it is not directly comparable to the national census. The CEFM census found much lower rates of child marriage (marriage below the age of 18) than reported in the national census, which is expected given that the CEFM census only includes marriages that took place in the past two to three years, so it does not include generational changes in marriage patterns as is true of the national census.

At the federal level, the government has made progress on its commitment to end child marriage. The Government of Nepal has committed to end child marriage by 2030 as part of the Sustainable

Development Goals (Target 5.3). In addition, the approved National Strategy to End CEFM, 2072 recognizes the multifaceted drivers and consequences of CEFM and calls for an integrated approach across ministries to address and end CEFM.

In the federal structure, the province has the role of policy, direction, coordination, and monitoring, but the right to decide and determine the budget for the local level is with municipalities and wards. Federal policies promote local-level action to end child marriage. The Local Government Operation Act, 2074 puts preventing child marriage, addressing gender-based violence, and ending dowry, among other goals, under the functions and duties of the local government. The municipality can formulate its own legal act reflecting federal and provincial policies.

Based on the Provincial Child Right Act, 2077 municipalities can develop local child rights protection and promotion procedures. The Local Child Rights Protection and Promotion Procedures, 2078 developed by the municipality, details how the government's child protection system can facilitate a community-led approach to ending child marriage. The provisions regularize child protection, including ending CEFM, by including it in the plans and annual programs of the wards and rural municipalities through formulation and activation of Local Child Rights Committees (LCRCs) and Ward Child Rights Committees (WCRCs). These child right committees can present activities and budget related to social and behavior (SBC) change that were developed with community input for the reduction of child marriage during the cluster-level meetings of the government annual planning process. They can also mobilize child marriage program implementation and monitoring.

The Local Government Operations Act can transform a municipality to better serve its local populace to be able to prevent CEFM. However, the transition comes with challenges. One of these challenges is that CEFM is not a priority for many local governments. A second challenge is that the government-designated staff for managing child protection (which encompasses CEFM) at the local level are not clear on how to do their job, which includes taking this agenda forward within the federal system. The local-level government staff include the Women, Children, and Senior Citizens (WCSC) Section chief, child welfare officer, and ward secretary.

This Sahayogi Pustika—or job aid for ending CEFM documents—is designed to help local government staff, especially the WCSC Section chief, child welfare officer, and ward secretary to plan, implement, and monitor programs within the Nepal Government system that end CEFM.

Madhesh Province Strategic Plan for Ending CEFM

In 2022, Madhesh Province endorsed a 10-Year Provincial Strategic Plan for Ending Child Marriage-2078 towards ending CEFM which can be found here in Nepali. This Sahayogi Pustika (i.e., the current report) contributes to its implementation through the local government system at the municipal and ward level.

10-Year Madhesh Provincial Strategic Plan—Objectives

- To enhance institutional capacity to identify, allocate, and effectively mobilize resources for the end of child marriage in cooperation with province government and development partners.
- To prioritize effectively implementing annual plans and programs against child marriage.
- To mobilize the effective participation of children, adolescents, and men against child marriage.
- To develop the capacity of children, adolescents, parents, teachers, religious, political and community leaders, associations, and other relevant stakeholders to end child marriage.
- To ensure equitable access to services, facilities, and opportunities provided by the state to children, especially those at risk of child marriage and married girls.

Other laws and strategies to end CEFM

People who use this package will be advocating to end CEFM from within the Nepal Government system. To support their efforts, the following is a list of key acts, laws, policies, and procedures that may be useful.

- **Constitution of Nepal, 2072:** Clause (5) of Article 39 of the Constitution of Nepal 2072 states that no child shall be subjected to child marriage, illegal trafficking, kidnapping, or hostage taking. It considers child marriage as a punishable act and also provides compensation to the victims.
- **The National Criminal Code, 2074:** The National Criminal Code 2074 subsection (1) states that no one shall marry or arrange marriage before the person to be married has completed 20 years of age. Subsection (2) indicates that a marriage contrary to subsection (1) shall automatically be void. Subsection (3) states that a person who commits an offense under subsection (1) will be imprisoned for up to three years and fined up to 30,000 rupees.
- **The Children's Act, 2075 (2018):** According to section 66, sub-section 2 (o) of the Children Act 2075, if a person arranges the marriage of a child, marries a child, or supports child marriage, it will be considered as violence against children.
- **National Child Policy, 2069:** As mentioned in the policy (8.9), community-level organizations will be mobilized in collaboration with government and development partner organizations to prevent child marriage. Arrangements will be made to proactively take complaints against child marriage and take action, and more responsibility will be given to the local level for preventing child marriage. Likewise, according to policy 9.3, awareness raising programs against child trafficking and child marriage will be conducted at the local level. Communication and other appropriate means will be mobilized to raise awareness about child protection up to the village level.
- **National Strategy on Ending Child Marriage, 2072:** At the national level, a strategy against child marriage 2072 has been endorsed.
- **Local Government Operation Act, 2074:** The Local Government Management Act 2074, bullet no. (c) (32) of subsection 2 in section 12 states a goal "to end social evils and superstitions such as child marriage, polygamy, sexual violence, untouchability, dowry , Haliya custom, Chhaupadi custom, Kamalari custom, child labor, human trafficking."

Likewise, according to section 102 (1) of the same act, municipalities have the right to enact other laws on matters within their jurisdiction, including child marriage.

- **Provincial Child Rights Act, 2077:** The act ensures the best interests of all children through physical, mental, intellectual, relational, and emotional development while preventing, protecting, promoting, and fulfilling the rights of children. This document mentions the child rights protection and promotion procedures that support local action to end CEFM.

Benefits of ending CEFM for municipalities

This guide is an important resource for municipalities because it helps them contribute to increasing municipality pride by ending CEFM.

- Ending CEFM can contribute to reducing the infant mortality rate and the maternal mortality rate in a municipality. The reduced mortality rates can be a source of pride for the municipality.
- It reduces gender discrimination and maintains a peaceful and happy environment in the community and society.
- Municipality can declare itself a child marriage free area.
- By working on social development issues, a municipality can get a higher score in the Local-level Institutional Capacity Self-Assessment, which will help qualify them for increased federal or provincial budget in the subsequent year.

Honoring Parents Whose Children Delayed Marriage Until Age 20, Loharpatti Municipality, Mahottari

About the Sahayogi Pustika

Jamila Asgari, Deputy Mayor, Interacting with Community Members to Reduce CEFM, Rajpur Municipality, Rautahat

About the Sahayogi Pustika

1.1 Objectives of the job aid (Sahayogi Pustika) to strengthen the capacity of local-level governments to end CEFM

The Sahayogi Pustika (job aid for the ending CEFM document) is designed help local governments design, implement, and monitor activities in their annual programs to end CEFM in the following ways:

- To strengthen capacity and skills to design, implement, and monitor SBC programs to address CEFM.
- To support local-level government staff, especially the WCSC Section chief, child welfare officer, and ward secretary in planning and implementing SBC activities to end CEFM within their own regulations and following Nepal's local government seven-step planning process.
- To help municipalities work towards an evidence-based approach to CEFM-free declaration.
- To support local-level government staff to implement activities in support of the Madhesh Province 10-Year Provincial Strategic Plan 2078 to end CEFM.

1.2 The Sahayogi Pustika development process

The Sahayogi Pustika was developed and tested using a human-centered design (HCD) process with direct involvement of officials and representatives of 51 wards within six municipalities from Mahottari and Rautahat districts. The Sahayogi Pustika follows the planning formulation process of the local-level government to implement and monitor SBC plans to end CEFM. The officials and representatives included the WCSC Section chief, Social Development Committee coordinators, Executive Committee members (mayor/chairperson, deputy mayor/vice-chairperson, ward chairs, women, Dalit representative), ward secretary, chief administrative officer (CAO), and other related staff. Concerned ministries also provided guidance and document review. The Sahayogi Pustika was also reviewed by representatives of development partners working to end CEFM in the Madhesh province (UNICEF, UNFPA, Plan, CARE, Save the Children, World Vision, among others).

1.3 Intended users of the Sahayogi Pustika

The Sahayogi Pustika supports the WCSC Section chief, child welfare officer, and ward secretary, who are the key local individuals within the government system given responsibility for ending CEFM, planning and implementing SBC activities to end CEFM within their own regulations, and following the Nepal Government's seven-step planning process.

The Sahayogi Pustika is also intended as a support for stakeholders, including the members of the municipal executive committee, social development committee coordinator, planning section chief, health section chief, education section chief, child rights committees, child club representatives, representatives of civil society and activists, and relevant institutions of the provincial and federal governments. They can use the document as a support throughout the year as needed.

1.4 When the Sahayogi Pustika is meant to be used

To ensure that SBC activities for ending CEFM are easily selected and effectively implemented and monitored, the Sahayogi Pustika contains detailed steps and a timeline for what the WCSC Section, child welfare officer, and ward secretary can do. The document is divided into three sections that align with local government processes for annual planning:

- **Section 1: Preparation beforehand:** before starting the process of preparing the annual work plan. (from mid-March, April, and mid-May)
- **Section 2: Advocacy:** after the beginning of the annual work plan formulation process starts (mid-May to mid-July)
- **Section 3: Implementation, monitoring, and evaluation:** after the annual work plan passed. (every year after mid-July)

Adolescent Girls Participating in Computer Training, Lohatpatti Municipality, Mahottari.

4 Social and Behavior Change

■ *All-Political Party Committee Meeting in Rajpur Municipality, Rautahat*

Social and behavior change

What is SBC?

SBC is a process that aims to transform harmful behaviors (social and individual) prevalent in society by actively engaging the primary stakeholders. It effectively addresses harmful behaviors by transforming the knowledge, attitudes, and practices of the key audience, primarily through the influence of social norms and behavior. Furthermore, it facilitates social change by creating a supportive environment that fosters sustained positive behaviors.

To use SBC processes, an initial step is to understand whose behavior you want to change and the influencing factors that act as barriers of behavior change or facilitators of change, such as facts, thoughts, beliefs, and principles. These factors are then used to establish strategic objectives aimed at promoting behavior change.

Our health depends on our behavior. If our behavior is healthy, we remain in good health. Our belief system also has a direct effect on our health. A person's behavior is dependent on their beliefs and perceptions, which are in turn determined by their environment. The environment includes the causes stopping them from practicing healthy behaviors. An individual's environment consists of their values, culture, traditions, and access to general communication, all of which have an impact on their decisions and behaviors.

Directly involving the intended audience and identifying the causes and solutions through their participation plays a crucial role in ending CEFM.

Why is SBC necessary to end CEFM?

Behavior change can be something that individuals need to do themselves, but sometimes individuals may not be able to change certain behaviors even if they want to. The family may have an influence on the individual's behavior change. Even if the family is prepared for such behavior changes, if there is no support from society, the individual may not be able to change their behavior. Therefore, when discussing behavior change, it is important to consider not only the individual but also the family, society, and relevant policies and regulations. The data clearly indicates that CEFM is rooted in the family and broader societal dynamics. Consequently, it is imperative to create an atmosphere that discourages CEFM and promotes waiting till a boy or girl turns 20 before marriage within our communities. The reduction of CEFM hinges on fostering a supportive community environment. The responsibility for shaping this environment rests upon each member of our community.

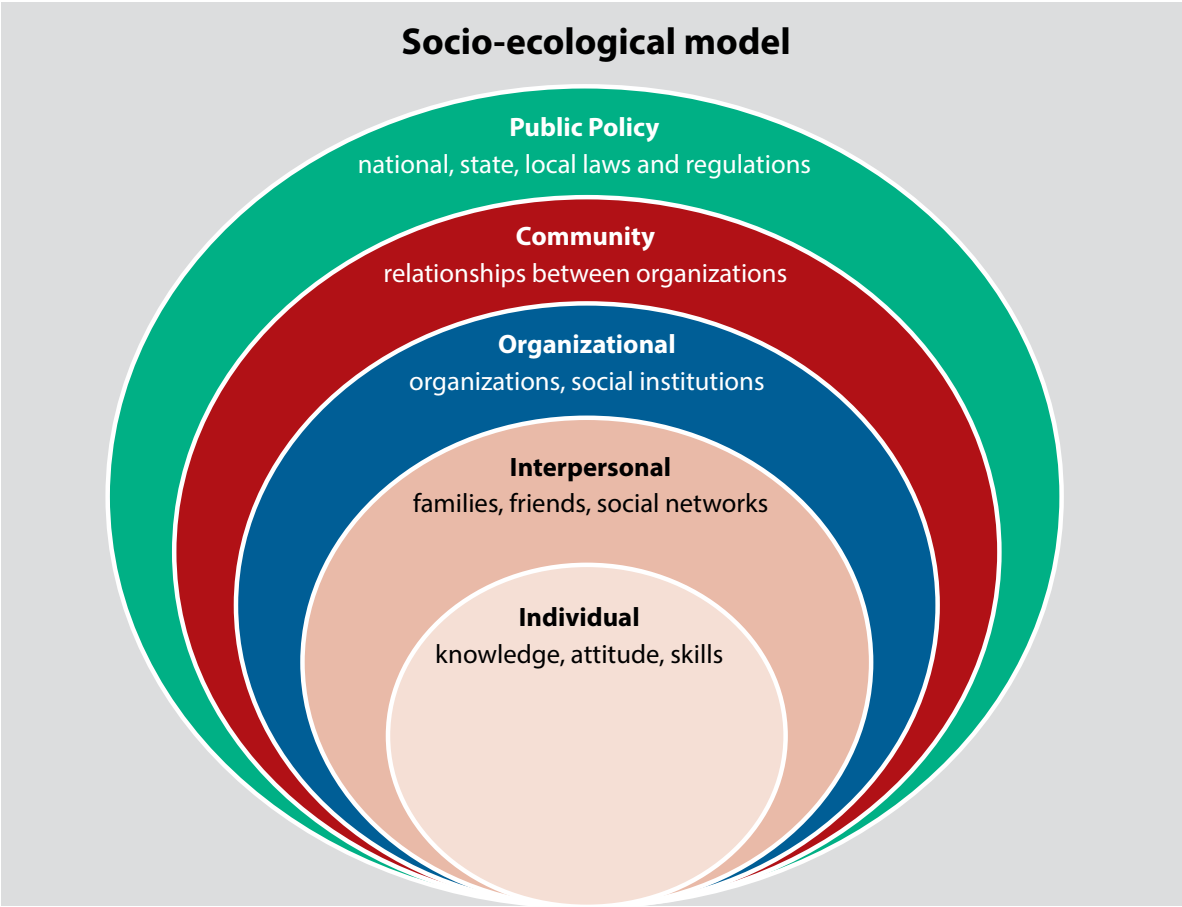


Figure 1: ***Socioecological Model***

For example

In Madhesh Province, most of the marriages are arranged by the family/parents. Parents are found to be influenced by neighbors and relatives or by various groups in the community. During the HCD process, the social and behavior (i.e., systems/environment) reasons that contribute to CEFM in the six municipalities were articulated by key stakeholders.

- **Cause 1:** Stakeholders do not acknowledge/internalize the presence of CEFM in all groups regardless of religion, class, education, or place of residence.
- **Cause 2:** People who are willing to work against CEFM have not been able to come together.
- **Cause 3:** Parents who marry off their daughters at an early age are concerned about the threat to the reputation of the family if the daughter has to face any allegations related to her character.
- **Cause 4:** Civil society members in society are not proactive in ending CEFM.
- **Cause 5:** Parents do not give priority to their daughters' education. Daughters then falter in their studies, leading to losing interest in them. They are then married off to fulfill their responsibility and save money.

Analysis of this evidence suggests that if there are various social reasons responsible for CEFM, then it is necessary to address these social and systems behaviors to end CEFM. Further details are in the HCD Report Brief.

How to develop SBC programs to end CEFM?

In order to make effective SBC programs to end CEFM, it is important to be systematic in their development, implementation, and monitoring and evaluation. Various processes are possible for developing SBC programs. In this document, an action plan has been prepared using the P-process (Figure 2). The P-process is a structural framework that outlines step-by-step how to formulate a strategic program for SBC. Examples of developing SBC activities for ending CEFM using the P-process are in the upcoming sections.

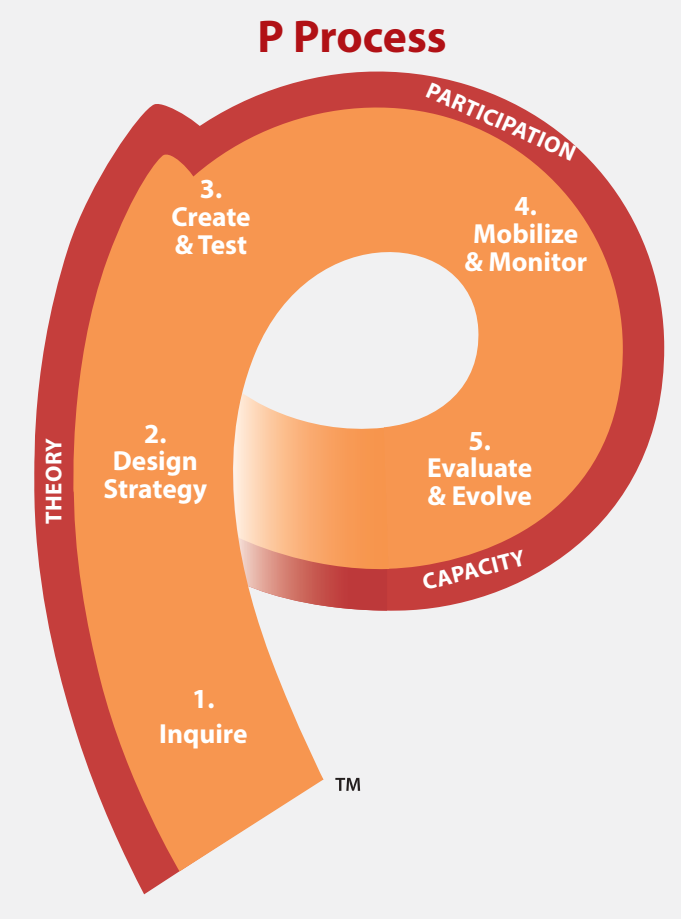


Figure 2: ***P Process***

When preparing the activities, the defined objectives and target groups should be considered. While formulating the objective, the destination has to be determined. The reasons for not adopting certain types of behavior should also be defined, and corresponding solutions should be explored because it is imperative to know, for example, why parents marry off their daughters at an early age even when they are aware that the daughters will face medical complications and higher expenses due to early pregnancy.

To change a specific behavior, different activities should address the intended audience as much as possible. For example, intended audiences should be addressed through a series of activities such as community interaction, group discussion, home visits, social media posts, and so forth, depending on how they get their information. Participating in only a single program does not make much difference in changing behavior. A person can change their behavior only if they hear about that behavior from every possible aspect and/or participate in programs related to that. Therefore, a program should be designed like a campaign.

How can plans related to SBC for the reduction of CEFM be included in the annual work plan of the municipality?

To ensure that SBC activities to end CEFM are easily selected during the municipality annual plan formulation process, it is necessary for the WCSC Section chief and ward secretary to pre-plan activities based on evidence in coordination with communities before the planning process starts. These pre-planned activities should be effectively presented in the cluster-level meeting by the LCRC/WCRC, and in the municipal executive committee by the social development coordinators. Doing so helps the ward committee and the municipal executive committee allocate the required budget for the activities to end CEFM. Step-by-step details are included in section 1.

According to the Local Level Annual Plan Formulation Procedure 2078, the steps and time table for local-level activation are given below.

Table 1 outlines the crucial actions involved in formulating plans, within the timeframes, and assigning responsibilities during the annual planning process, a mandatory procedure for all sections of the municipalities and wards. It is imperative for these entities to adhere to this process to incorporate their activities and budgets into the annual plan for the fiscal year. Failure to comply with the designated timeline may result in no activities or no budget for implementation.

Table 1: Annual Plan Formulation Process

Stage	Actions related to formulation of plan	Time frame	Responsible person/entity
1. Budget preparation phase	1. Collecting and analyzing information related to the issue and updating the situation paper	By Mangsir end (by mid December)	Concerned division/section
	2. Prepare a statement of public expenditure on the issue within the scope of work, including a medium-term expenditure structure with a projection of the expenditure to be incurred in the next three fiscal years.	By Poush 15 (by December end)	Concerned division/section, CAO, concerned committee
	3. Revenue of upcoming fiscal year (internal) [projection and estimation of revenue sharing, royalty, grants and loans)	By Poush 15 (by December end)	Resource Estimation and Budget Ceiling Determination Committee
	4. Submitting the projected income and expenditure data to the Ministry of Finance of provincial and federal governments	By Poush end (by mid January)	Revenue and Finance Administration Section
	5. Allocating subject areas and assigning responsibilities to members	By Magh end (by mid February)	Executive Assembly
2. Resource projection and determining the ceiling	6. Obtain directive and ceiling of royalty, revenue sharing and grants from federal and provincial governments.	By Falgun from the federal government and by Chaitra end from provincial government. (by March 14)	CAO
	7. Pre-budget meeting with nongovernmental organization (NGO), consumer committee, government office, etc. on issues related to programs/plans and budget	By Chaitra end (by mid April)	Mayor/chairperson
	8. Prepare policies and programs and submit it to the assembly by the mayor/chairperson	By Baishak 7 (by third week of April)	Mayor/chairperson
	9. Develop the basis and method for prioritization of budget and program	By Baishak 7 (by third week April)	Resource Estimation and Budget Ceiling Determination Committee
	10. Develop guideline on budget estimation, ceiling determination and budget preparation	By Baishak 10 (by April)	Resource Estimation and Budget Ceiling Determination Committee
	11. Provide budget ceiling and directive to the concerned division/section and ward office	By Baishak 15 (by April)	Chief executive officer

Stage	Actions related to formulation of plan	Time frame	Responsible person/entity
3. Program selection from community (tole) level	12. Prepare work plan of community/tole meeting and assignment of roles and responsibilities	By Baishak end (by mid May)	Ward committee
	13. Select projects/programs at community/tole and submit it to ward committee	By Baishak end (by mid May)	Ward committee and designated official of ward committee
4. Project selection and prioritization at ward level	14. Segregate the projects and programs received from community/tole under thematic areas	By Jestha 10 (by last week of May)	Ward committee and ward office
	15. Prioritize projects within the budget limit of the ward and other important projects and submit them to the Budget and Program Drafting Committee.	By Jestha 10 (by last week of May)	Ward committee and ward office
5. Preparation of integrated budget and programs	16. Prioritize the program and thematic projects from concerned division/section	By Jestha 15 (by last week of May)	Concerned division/section
	17. Discussion and determining the priority from thematic committee	By Jestha 25 (by first week of June)	Concerned committees/thematic committee
	18. Prepare proposal of annual development programs and budget (revenue, expenses and financial condition)	By Jeshta end (By mid June)	Budget and Program Formulation Committee
	19. Include the programs of NGOs and development partners by integrating them	By Ashad 5 (by third week mid June)	Budget and Program Formulation Committee
	20. Prepare a draft of financial bill and submit it	By Ashad 5 (by third week of June)	Budget and Program Formulation Committee
	21. Prepare a draft of approbation bill and submit it	By Ashad 5 (by third week of June)	Budget and Program Formulation Committee
6. Submission and approval from Executive Committee	22. Approve the budget (revenue, expenses, projection of financial condition), annual development programs, mid-term expenses, financial approbation bill, and present it in the assembly.	By Ashad 10 (by last week of June)	Local Executive Committee
7. Approval from Assembly	23. Endorse the budget (revenue, expenses, projection of financial condition), annual development programs, mid-term expenses, financial approbation bill, and publish the Financial Act and Approbation Act in the gazette.	By Ashad end (by mid July)	Municipal assembly
	24. Prepare budget book and publish it	By Shrawan 15 (by July)	Chief executive officer

Roles of stakeholders in ending CEFM

■ *Municipal Commitment to End Child, Early, and Forced Marriage, Loharpatti Municipality, Mahottari*

Roles of stakeholders in ending CEFM

Municipal Executive Committee

- Regularly collect and analyze data to identify the status and causes of CEFM of their own municipality.
- Prepare ward-level plans by coordinating with and mobilizing the LCRC/WCRC while formulating the annual plan.
- When local-level planning processes start, municipalities can set a date for their own cluster-level meetings, ward-level activities selection, and municipality council to finalize and approve from council in line with The Local Government Operation Act, 2074.
- Regularly review the programs at the ward level and select the program from the municipality executive committee.
- Make the budget transparent to give responsibility for the budget to everyone in the village or municipality or ward and to end the belief that the responsibility of the allocated budget is the responsibility of the concerned person or section only.
- LCOf the budget allocated to the wards where CEFM is high, the municipal assembly shall limit the budget in other budget line items and invest the budget in the CEFM reduction programs/activities.
- List out the organizations working to end CEFM, and mobilize them.
- Ensure the participation in SBC activities to end CEFM conducted in the community, along with their monitoring and supervision.

Roles of the coordinator of the Social Development Committee

- Submit the CEFM reduction plan and SBC activities submitted by the WCSC Section to the Executive committee and take initiative to raise the necessary resources.
- Advocate with the Social Development Committee for incorporating SBC activities in various programs to end CEFM.
- Monitor CEFM programs conducted at the local level and direct the necessary steps to the Child Rights Committee and the WCSC Section.
- Support WCSC Section in formulation and implementation of action plan for declaring an area free of child marriage.
- WCSC Section
- Before the cluster-level meeting, assist the WCRC/LCRC to prepare a plan with SBC activities to end CEFM.
- Ensure the participation of WCRC/LCRC members in all cluster-level meetings.
- Before submitting the activities to the municipality council, clarify with the social development coordinator about the activities and the budget, during the planning process.
- Make WCRC/LCRC responsible and conduct various activities at the community level for

SBC to end CEFM.

- Implement and provide support for the implementation and monitoring of activities to end CEFM in accordance with the work plan, and share the learning on a regular basis.
- Coordinate with other agencies to enhance the capacity of the members of the LCRC/WCRC as needed.
- Regularly discuss and coordinate with the LCRC/WCRC and related organizations working on ending CEFM.
- Keep records and reports of program progress.

Ward secretaries

- Ensure the active participation of WCRC members and child club in cluster-level meetings during the annual planning.
- Advocate at the ward committee meeting for the approval of the proposed SBC activities to end CEFM.
- Conduct capacity strengthening activities of WCRCs and mobilize them to end CEFM.
- Implement the annual plans related to ending CEFM.

Planning Section

- To give priority to include the plans related to reduction of CEFM selected by ward and municipality in the annual plan and program, and to assist in their implementation.

Health Section

- Update the data of adolescents under 20 years who visited the health facilities for antenatal and postnatal check-ups, and make them available to the WCSC.
- Prepare the program that supports activities to end CEFM in coordination with the WCSC Section while preparing the annual plan.

Education Section

- Update the data of adolescent boys and girls who got enrolled and dropped (Grade 6, 7, 8, 9, and 10) out of school, and make the data available to the WCSC Section.
- Support schools in implementing necessary programs to retain girls in school.
- Coordinate with the WCSC Section while preparing and implementing annual plans.

Child Rights Committees

Ward Child Rights Committee

- Regularly collect data related to CEFM in the ward and submit it to the LCRC every three months.
- Actively participate in the cluster meetings to propose SBC activities to end CEFM with evidence for inclusion in the annual plans.
- Ensure the ward-level planning committee prioritizes the proposed SBC activities to end CEFM.

- Assist the ward office in conducting SBC activities to end CEFM.
- Regularly monitor the activities conducted at the ward level.
- Present the program progress to the LCRC.
- Prepare a list of child clubs and networks in the ward and include them in activities.

Local Child Rights Committee

- Collect and update the data on CEFM.
- Support WCSC Section in selecting municipality-level evidence-based SBC activities to end CEFM for inclusion in the annual plan.
- Ensure the inclusion of activities from plan formulating committees and advocate to incorporate the programs.
- Assist the WCRC in conducting SBC activities to end CEFM.
- Regularly monitor the programs conducted at the ward level.
- Regularly present activities' progress of the activities in the municipality meeting.

Province level Concerned Ministry for Children

- Formulate strategies and programs related to SBC to achieve provincial goals for ending CEFM.
- Allocate budget for SBC activities to end CEFM.
- Analyze SBC activities to end CEFM conducted at the local level and evaluate and provide technical and policy support to the communities and municipalities for designing and conducting activities related to SBC to end CEFM.
- Coordinate, collaborate and advocate with federal, provincial government, municipalities, and other stakeholders working to end CEFM, and.
- Assisting in the implementation of Child, Early and Forced Marriage Free Declaration Procedure

Federal Government

Ministry of Women, Children and Senior Citizen

- Formulate policies, strategies, and programs for social and behavior change (SBC) programs at the national level to meet the goals of the Ministry of Women, Children and Senior Citizen (WCSC), and provide necessary support and coordination to the concerned Ministry of the Province
- Make resources available to implement existing legal provisions against CEFM.

1. Preparation beforehand

Role of WCSC Section, child welfare officer, and ward secretary for preparation of a plan to end CEFM, before the annual planning process starts (from mid-March to mid-May)

■ *Ward Chair Ramji Yadav Interacting with Religious Leaders on CEFM, Loharpatti Municipality-3, Mahottari*

1. **Preparation beforehand:** Role of WCSC Section, child welfare officer, and ward secretary for preparation of a plan to end CEFM, before the annual planning process starts (from mid-March to mid-May)

This section outlines the steps of the WCSC Section/child welfare officers and ward secretaries before the ward-level annual action plan formulation has started.

1.1. Collection and analysis of quantitative data related to CEFM

1.1.1 CEFM data collection and analysis from available data sources (Quantitative)

1.1.2 Data collection and analysis through household surveys

1.1.3 Data collection and analysis by WCRCs/LCRCs

1.1.4 Analysis of the composite proxy indicator

1.2. Collection and analysis of qualitative data from communities

1.2.1. Review of results of recent CEFM HCD process findings of six municipalities in Madhesh Province

1.2.2. Identification of issues related to marriage from the community

1.2.3. Ensuring gender and social inclusion.

1.2.4. Coordination with concerned organizations

1.3. Preparation of activities and budgets from LCRC

1.3.1. Formulation of the action plan for ending CEFM

1.3.2. Develop and gain consensus on the proposed activities and budget from LCRCs/WCRCs

1.4. Present the proposed action plan and budget to the municipal executive committee and ward committee

1.4.1. Ensure that the SBC activities to end CEFM budget and program are presented in the ward committee for approval

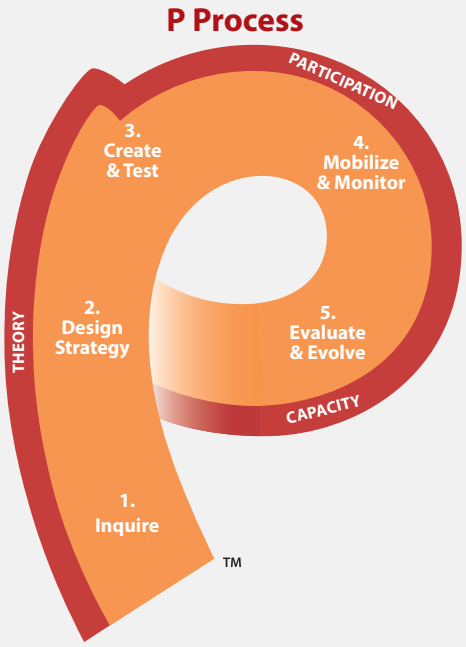
1.4.2. Ensure that the budget and program are presented in the municipal Municipality council for approval

1. Preparation beforehand

Before starting the process of preparing the annual work plan

Before starting the ward-level annual planning process, the WCSC Section, child welfare officers, and ward secretaries should prepare activities based on evidence to be proposed for the reduction of CEFM for the coming financial year. This is the preparation before starting of steps 3–7 mentioned in the Local-Level Annual Plan Formulation Procedure 2078. The activities prepared here will be proposed in step 3 or in cluster-level meetings of the annual process.

In order to prepare effective activities, there must be a systematic process. In general, there can be various processes for preparing an action plan for SBC. In this guide an action plan has been prepared using the P-process. The P-process is a structural framework that outlines step-by-step processes to prepare strategic programs for SBC programs. This process consists of five steps which are explained below with an example of how the Durga Bhagwati Rural Municipality's WCSC Section/child welfare officers developed their activities.



- **Step 1:** Inquire
- **Step 2:** Design Strategy
- **Step 3:** Create & Test
- **Step 4:** Mobilize & Monitor
- **Step 5:** Evaluate & Evolve

P-Process step 1: Inquire

Inquiring involves understanding the current situation, social norms and behavior of CEFM from data. Data means numerical (how many people this affects) and qualitative (why this is happening) related to the issues. Both types of data are important when preparing programs to End CEFM. The analysis of data helps to prioritize the possible activities for ending CEFM. The following are the different processes involved in collecting and analyzing available or possible data sources:

1.1 Collection and analysis of quantitative data related to CEFM

Municipalities have multiple ways to collect and analyze data related to CEFM, and these can be categorized into four main approaches.

1.1.1. CEFM data collection and analysis from available data sources (quantitative)

When municipalities do have not their own data related to CEFM, the status of CEFM can be estimated from various indirect sources, such as the number of antenatal services at health facilities taken by girls below 20 years, the number of female students who drop out from class 6,7,8,9 and 10, number of CEFM complaints lodged at police stations, etc. Data can be obtained from websites of various government agencies and by referring to the registers maintained at local government health institutions, schools, and police stations. (Please see Table 2 for details.)

Table 2: Data Related to CEFM Obtained from Various Government Agencies' Websites

S.N.	Indicator	Duration	Source
1	Number/percentage of girls below 20 years who visited health facilities for antenatal check-ups out of the total antenatal service seekers.	Quarterly	IHIMS: Home (hmis.gov.np) or a health facility register
2	Number/percentage of girls below 20 years who came to the health facility for institutional delivery out of the total institutional delivery	Quarterly	Health facility register
3	Enrollment rate of girls in classes 6-8 and 9-10	Annual	Flash Report - IEMIS Reported School Level Data (https://cehrd.gov.np/infocenter/17) or school register
4	Drop out rate of girls in classes 6-8 and 9-10	Annual	Flash Report - IEMIS Reported School Level Data (https://cehrd.gov.np/infocenter/17) or school register
5	Number of complaints on already-conducted CEFM or soon-to-be happening CEFM lodged at police stations.	Quarterly	Register maintained by police stations

The 2021 national census data can be analyzed as an alternative approach to see child marriage rates.

Steps for analyzing child marriage situation from National Population and Housing Census data: Percentage of men and women 20–24 years old who were married before 18.

The provided URL, https://censusnepal.cbs.gov.np/results/downloads/provincial/2, contains tabular data in its raw form encompassing various household and population information. Specifically focusing on CEFM, the National Population and Housing Census 2021 table 11 allows municipalities to see the percentage of men and women between 20 and 24 years old who were married before reaching the age of 18. This table includes these data classified into different age groups, according to the age at marriage.

To compute the percentage of men and women between 20 and 24 years old who were married before reaching the age of 18 in a municipality, it is necessary to go to the section for a specific municipality select the age range of 20–24 years and calculate the sum of the population who married below the age of 10, between 10 and 14, and between 15 and 17. The resulting sum should then be divided by the total population of married individuals within the 20–24 age group. This will provide the percentage of the 20- to 24-year-old married population who got married before turning 18. This can be calculated for specific provinces and municipalities. Additionally, disaggregation by gender (male and female) is possible.

1.1.2 Data collection and analysis through household surveys

Even though various sectors such as health and education gather information related to CEFM, they may not provide a comprehensive picture about the CEFM situation. Therefore, conducting surveys solely for collecting data on CEFM can be an option. Through data collection, questions about marriage such as types of marriage, date of marriage, ages at which the groom and bride got married, and perceptions regarding educational and socioeconomic impacts of CEFM can be gathered. In addition, household demographic details can be collected to help identify where CEFM is happening, which can aid in effective planning.

Rautahat District's Durga Bhagwati Rural Municipality, Rajpur Municipality, and Pipra Rural Municipality and Mahottari District's Jaleshwor, Loharpatti, and Matihani Municipalities conducted household surveys to collect foundational data about CEFM. The surveys included a collection of information on CEFM as well as other relevant aspects.

If a municipality plans to carry out a household survey to collect information about CEFM, it can contact the WCSC Section chief to learn about the process and what is required. We recommend that a municipality work with a consultant to equip them with the support they need to complete this household survey effectively, efficiently, and with high quality. The data needs to be of high quality to be reliable and trusted by community members to help guide decisions. Municipalities can utilize resources used by the six municipalities as the guidelines for hiring enumerators, the training schedule and materials for supervisors and enumerators, the questionnaire designed for gathering data on CEFM, and the syntax of the questionnaire for implementation in Kobo applications, among others. (See Resources for the Local CEFM Census.)

1.1.3 Data collection and analysis by WCRCs/LCRCs

As per the Local Child Rights Promotion and Protection Guidelines 2078, it is mandatory to establish child rights committees in each municipality and ward.

The WCRC, the members of which possess knowledge of marriage-related matters and are from the local community, in coordination with the LCRC can collect and maintain data on CEFM and record existing social practices and suggestions for mitigation from the community. The WCRC can collect accurate data on CEFM by conducting regular meetings (every two months or in quarterly review meetings) and sending the collected data to the secretary of the LCRC, enabling immediate use of the required information on CEFM. The LCRC can discuss and make decisions by analyzing the data from the WCRC as well as any activities included in the annual plan through coordination with wards. Recently, six municipalities have adopted an online information system to have quicker access to these data from wards to municipalities, similar monitoring systems can also be adopted in other municipalities (please see monitoring section below for more details).

If WCRC has not been formed in the wards, CEFM data from the community can also be collected through the existing ward committee there. In the regular meeting of the ward committee, the ward secretary can include a proposal on the collection of data on CEFM and inquire about the community through each ward member to collect data on the marriages that took place before the age of 20 years that have occurred in the community they represent.

Table 3: Sample Format to Collect CEFM Data from WCRC

S.N	Name of the Newlywed (Son or Daughter)	Name of the Newlywed's Parent	Date of Marriage	Date of Birth of the Newlywed	Age of the Newlywed at the Time of Marriage	Name of the Husband/ Wife of the Newlywed	Date of Birth of the Husband/ Wife of the Newlywed	Age of the Husband/ Wife of the Newlywed at the Time of Marriage	Contact Number	Name of the Informant

1.1.4 Analysis of the composite proxy indicator

Because CEFM is affected by many aspects of society, single indicators from health, education, law enforcement, and so forth cannot tell the full story about CEFM. Therefore, one needs to look at education, health, and law enforcement information (section 1.1.1), household surveys (section 1.1.2), and data accessible from the child rights committees (1.1.3) together, not alone. Looking at them together in a single, composite proxy indicator can lead to a more complete, complex picture of the CEFM context. The provincial government has drafted a procedure declaring an area free of CEFM in Madhesh Province. This procedure describes how to use these composite proxy indicators and analyze the status of child, early and forced marriage.

This composite proxy indicator incorporates information on reproductive health, education, attitudes related to CEFM, CEFM data from household surveys and child rights committees, and other community/societal factors (e.g., law enforcement) to understand CEFM at the local level. This composite proxy indicator can be used to suggest the prevalence of CEFM in a given community.

To address CEFM, the progress of municipal areas can be evaluated using the following 13 indicators from five sectors.

Reproductive health	Education	Community/ society	Attitudes	Child/ adolescent marriages monitoring
▪ Percentage of pregnancies less than 20 years of age	▪ Net enrollment rate for girls in grades 6, 7 & 8 ▪ Net enrollment rate for girls in grades 9 & 10 ▪ Drop-out rate of girls in grades 6, 7 & 8 ▪ Drop-out rate of girls in grades 9 & 10	▪ Presence of a functional child rights committee ▪ Number of complaints regarding child marriage to the local child rights committee ▪ Number of complaints regarding child marriage to the police	▪ Percentage of parents who say that they will not arrange marriages for their son with girls under the age of 20. ▪ Percentage of parents who don't plan to arrange marriages of their daughter under the age of 20. ▪ Percentage of parents who believe marrying girls young (below 20 years) puts them at a risk of having birth complications.	▪ Percentage of men and women 20–24 years old who were married or in union before age 20. ▪ Number of marriages within the past year in which a member of the couple is below 20 based on data from the LCRC.

Figure 3: Areas and Indicators to Measure CEFM.

Analyzing these indicators across different sectors at the beginning as well as routinely over time provides a comprehensive picture of the CEFM status and enables targeted planning and interventions to address CEFM effectively.

The use and analysis of the composite proxy indicators is in the Section 3 (Monitoring section).

1.2. Collection and analysis of qualitative data from communities

When making decisions about any program, relying solely on quantitative data can lead to incomplete results and failure to understand the causes of the problem. Therefore, it is necessary to identify the reasons for an issue, such as CEFM, by directly engaging with the community to get qualitative data or information that complements the quantitative data.

The following sections will share what was learned from the 2022–2023 HCD activity in six municipalities in Madhesh (section 1.2.1) and also share other qualitative methods (section 1.2.2.)

1.2.1 Review of results of recent CEFM HCD process findings of six municipalities in Madhesh Province

A HCD process was implemented in six municipalities spanning Mahottari and Rautahat districts of Madhesh Province, from October 2021 to May 2022. This initiative aimed to identify the challenges associated with CEFM and propose potential solutions from a government systems perspective. The process involved the active participation of various stakeholders, including adolescent (married and unmarried), religious or caste leaders, matchmakers, police, government staff, local NGO representative, health service providers, parents, elected members, ward secretary, school management committee, LCRC/WCRC, and child club.

Additionally, municipality's executive members (mayor, deputy mayor, chairperson, vice-chairperson, women's representative, Dalit representative, ward chairpersons), social development section chief, WCSC Section chief, Planning Section chief, CAO, health coordinator, education coordinator, other concerned staff of the municipality, child club representatives, parents, representatives from NGOs, religious and social leaders, and ward secretaries were directly engaged in this endeavor. A total of 168 interviews and 36 group discussions were conducted throughout this process.

Based on this process, the present CEFM situation and the main problems identified as follows: (See the HCD report for details)

Table 4: CEFM Situation and Major Challenges Identified from HCD Process Implementation

Present situation	Major Problems
1. Local leadership has not given adequate attention to CEFM regardless of caste, religion, class, education level, and residential location (urban or rural).	**Problem 1:** How can we effectively translate programs for the reduction of CEFM to the local leadership in a meaningful way?
2. Individuals who want to work against CEFM have not been able to gather together.	**Problem 2:** How can the formal and informal structures of child rights at the community level contribute to the reduction of CEFM?
3. When there is pressure to marry off a daughter, parents marry off their daughters at a young age in order to protect the family's prestige.	**Problem 3:** How can we marry off our daughter at the age of 20 and make our family self-reliant and increase our social status in society?
4. Due to the lack of priority given by parents to their daughters' education, girls become weak in their studies and are unable to acquire skills, leading to CEFM instead of spending time and money on education.	**Problem 4:** How can we convince parents about the importance of contributing to the family by marrying off their daughters only after they are age 20?
5. The influential civil society member in society is indifferent to ending CEFM.	**Problem 5:** How can we support the influential civil society member to take solid initiatives for the reduction of CEFM by understanding their capacity and willingness?

The insights derived from the implementation of activities involving the direct participation of elected officials and staff from six municipalities in Madhesh Province could be considered representative of the entire province. Consequently, the WCSC, LCRCs, and WCRCs in other municipalities can draw upon this information as a point of reference when formulating their annual plans to address CEFM.

When planning, it is crucial for the LCRCs and WCRCs to focus on these concerns, giving priority to specific targeted groups, and implementing actions that effectively address the problems. This necessitates the collaboration of various stakeholders and providing them with support in decision-making processes pertaining to CEFM.

1.2.2 Identification of issues related to marriage from the community

While the research results mentioned above are relevant across Madhesh, communities may feel the need for deeper understanding of the social and cultural factors that contribute to the perpetuation of CEFM within their locality. Communities may want to hold their own learning discussions with community members.

Outlined below are the steps to carry out a discussion aimed at gaining deeper insights into people's experiences, collecting factual data, and ensuring meaningful gender and social inclusion.

Individuals listed below can moderate discussions with the community and focus groups.

- Moderators could be government staff, teachers, health workers, or female community health volunteers who are trained in conducting focus group discussions.
- Participants would be representative of the group directly or indirectly affected by the issue of concern.

Necessary preparation for discussion with the community and focus group includes the following:

- Determine the venue and time for discussion and inform the moderator.
- Recruit 8 to 10 participants. Conducting the discussion will be difficult with more than 10 respondents. Determine the types of individuals to invite for the discussion.
- Select a venue that will prevent others from disturbing the discussion.
- Send two individuals for the discussion, such as a discussion moderator and a note taker.
- Have the moderator clarify for the participants the reasons for holding the discussion and inform them that the information obtained from the discussion will be confidential.
- Be polite. Carefully listen to the participants' opinion. Ask open-ended questions. Do not hurry throughout the process.
- Keep the collected information in a place from where it can be retrieved all at once.

A rapid qualitative assessment can be adopted using the following questioning techniques to gather comprehensive information from the discussion.

1. Take additional information from the participants' responses.

For example,

- Tell us more about this.
- Please provide examples of this.
- Then what happened?

2. Gather more information about the responses.

- Why did you say this?
- What was this all about, and why did you make this decision?

3. Clarify the opinion if disagreement persists

- Please clarify this verdict.
- Earlier, you had said […] but do you think […] could happen? Please explain.

After asking the main question, keep on asking probing questions.

For example

Table 5 showcases the formulated guiding questions for engaging in discussions with parents of adolescent boys and girls regarding CEFM.

Table 5: Areas and Guiding Questions for Group Discussion

Topic for Discussion	Main questions for discussion
About the community	▪ What are the good aspects of the community? ▪ What are the main problems that need to be improved in the community?
Child, early, and forced marriage	▪ What is the status of marriage below 18 years in this community? ▪ What is the status of marriage at 18 or 19 years of age and below in this community? ▪ How would you define child, early, and forced marriage? Is it necessary to end child marriage? Why or why not? ▪ Are you under social pressure to get married? If so, why? From whom? ▪ What are the methods adopted by this community to address CEFM? ▪ Who is responsible for ending CEFM? Why?
Status of adolescent boys and girls	▪ What are the effects on an adolescent when she gets married and gives birth to a child before the age of 20? ▪ Why do some parents marry off their daughters at an early age?

Education of adolescent boys and girls	▪ What are adolescent deprived of if they get married before the age of 20? ▪ What is your opinion about parents giving priority to the higher education of their sons and daughters? ▪ When an adolescent girl acquires a higher education and gets married, what difference does it make for her, her family's life, and society?
Gender discrimination	▪ Do parents behave differently with daughters just because they are daughters? If so, what are those differentiating behaviors? At what age does this difference start? ▪ Can a daughter share her thoughts with her parents? Do parents value her opinion? ▪ Can she participate in making family decisions? If she can, discuss what kinds of decisions she can participate in?
Gender-based violence	▪ How would you describe gender-based violence? ▪ What is the main reason behind gender-based violence?
Child protection structures	▪ Is there any committee formed for child protection in your community? ▪ Have you participated in any program organized by that committee?

To make informed decisions, it is necessary to conduct a thorough analysis of the collected information and share findings in a report. Below is a sample of the data reporting format for the local level. This can play a crucial role for informed decision making and resource allocation towards addressing CEFM effectively.

Sample template for preparing analysis report after collecting information.

Program Name: (Interaction Parents,
District:..... Municipality: .....
Tole: ..... Date: .....

Objective of the program: Discuss with the parents to find out the main causes of CEFM and solutions.

Activities Performed: Describe the major activities performed to complete the program.

Process: In coordination with the WCSC Section, people from different target groups in the community and the representatives and employees of the municipality discuss to find out the main reasons for CEFM.

Major problems of CEFM found out from the discussion and solutions:

Upcoming program: Preparing or modifying the program based on the information from the discussion.

Photographs: Use the photo consent form to obtain permission from participants for photographs.

Even in cases in which child rights committees have not been formed, facts can be collected by adopting the method described above.

1.2.3 Ensuring gender and social inclusion

CEFM issues are related to gender inequality, economic hardship, and social discrimination. As long as gender inequality and social discrimination exist in society, the issues of CEFM cannot be reduced. Based on the available data from the Madhesh Province, the rates of CEFM can vary across all castes and religions and between urban and rural areas, wealthy and poor individuals, and educated and illiterate individuals; however, CEFM exists across all these groups. Therefore, it is necessary to have meaningful participation of all stakeholders from program preparation to implementation and evaluation to ensure their full involvement. It is especially important to include members of groups represented in lower socio-economic positions based on social class, caste, wealth, educational attainment, and/or marginalization.

The Local Child Rights Protection and Promotion Procedure 2078 includes a provision for two members from the Dalit and Indigenous communities to be members in the WCRC and LCRC committees. Additionally, there is also a provision to include other members as invited members. Ensuring the meaningful presence of these members implies their presence in meetings, support for their opinions, discussion of their concerns, and direct involvement in decision making and implementation.

1.2.4 Coordination with concerned organizations

The municipal authorities should have regular coordination with key stakeholders to share situational data and jointly plan and prioritize activities and monitor programs. They should be involved in the planning process, starting with an analysis to ensure uniform understanding and support. For this, under the leadership of the vice president or deputy chief, the WCSC Section can regularly organize coordination meetings with the stakeholders. The following agendas can be discussed in the meeting based on need:

- Update on CEFM activity progress at ward and municipality levels
- Planning activities for the next month
- Identify of partnership processes between CEFM projects and municipality-owned activities
- Develop joint action plans for collaboration including responsibilities and deadlines

1.3 Preparation of activities and budgets from LCRC

The WCSC Section and child welfare officer can mobilize the LCRCs/WCRCs to help to develop action plans with budgets and advocate for prioritizing the action plan though the process—from cluster-level meetings to prioritization in the ward and to becoming included in the plans of the municipality.

To be selected in the ward committees and municipal councils, the WCSC Section's activities will have to compete with other sections of municipalities. Therefore, it is important to prepare SBC activities for ending CEFM with budgets that were developed using a systematic method and based on evidence and share that at the cluster level and with other stakeholders. When everyone has the same understanding about the data-driven and systematic process used to develop the activities and budget, it increases the chance of being selected.

The WCSC Section should support WCRC in preparing an estimated budget of those activities to present in the cluster level meeting. In order to make CEFM reduction activities effective, result oriented, and systematic, the Ministry of WCSC has issued the Programme Implementation Against CEFM Expenditure Procedure 2075.

1.3.1 Formulation of the action plan for ending CEFM

Prioritizing the issues: The basis for prioritizing CEFM issues is the status of its indicators. Each municipality will have its own situation and priorities. Based on the following points, the CEFM issues can be prioritized.

- Key issues raised during community discussions
- Least developed indicators
- Those most affected by the problem
- Consequences of problems
- Severity of the problem
- Needs of at-risk communities
- Community capacity and willingness to act on the issue

Shared vision: The first step is to develop a "shared vision" to guide the program. When defining a common vision, clarity should be ensured on what constitutes the ideal situation.

Since Loharpatti Municipality and Mahottari and Durga Bhagwati Rural Municipalities of Rautahat District of Madhesh Province have seen progress from the implementation of SBC programs that were designed using the P-Process, Durgabhagagawati is presented hers as an example in the document.

Prioritized Issue: CEFM

Shared vision: CEFM Free Durga Bhagwati Rural Municipality

Current situation:

According to the Household Survey 2079 conducted for CEFM

- Out of 291 marriages that took place in Durga Bhagwati Municipality in the past 20 months, the percentage of child marriage (below 18 years) and early marriage (at 18 or 19 years) was 8% (n=22) and 17% (n=49) respectively, for a total of 25% under 20 years.
- According to the DHIS (January 14 to March 14, 2023), out of the total 134 women who came to government facilities for antenatal care, 18 (or 13%) were women under 20 years of age.
- According to the school data, out of 207 teenage girls enrolled in class 8, 10 have dropped out of school and out of 176 teenage girls enrolled in class 10, 43 have dropped out of school. The number of schoolgirls enrolled and dropped out in class 8 and class 10 suggests that these girls are at risk of CEFM or that CEFM may have taken place.

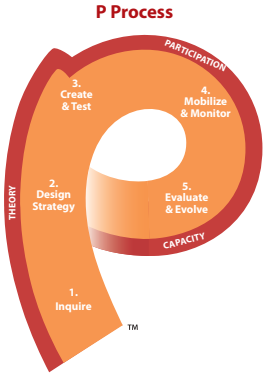
The reasons for CEFM identified from the HCD process:

1. Local leadership has not given adequate attention to CEFM regardless of caste, religion, class, education level, and residential location (urban or rural).
2. Individuals who want to work against CEFM have not been able to gather together.
3. When there is pressure to marry off a daughter, parents marry off their daughters at a young age in order to protect the family's prestige.
4. Due to the lack of priority given by parents to their daughters' education, girls become weak in their studies and are unable to acquire skills, leading to CEFM instead of spending time and money on education.
5. The influential civil society member in society is indifferent to the reduction of CEFM.

Identifying the intended audience

- As a part of this process of developing an action plan, the LCRC/WCRC will identify which audiences the programs need to influence to address the issue.
- It is imperative to understand the present status to determine the target group that has the highest potential to support the reduction of CEFM.
- The intended audiences can be divided into primary and secondary.
- The primary intended audience directly contributes to or causes CEFM to take place, such as parents and key decision makers.
- The secondary intended audience are key influencers, such as uncles, aunts, religious leaders, social leaders, different political leaders, mayor, deputy mayor, chair, vice chair, and so forth.

P-Process Step 2: Design strategy



The second step in the P-process is for the program to determine the objectives of its action plan. While formulating the objectives, the destination has to be determined. The reasons for not adopting certain types of behavior shall also be defined.

The rationale or reasons behind not adopting certain behavior and its corresponding solutions should be explored.

All objectives should be SMART (Specific, Measurable, Achievable, Relevant, and Time Bound).

For example

The objectives formulated by Durga Bhagwati Rural Municipality, Rautahat, for reducing CEFM are listed below.

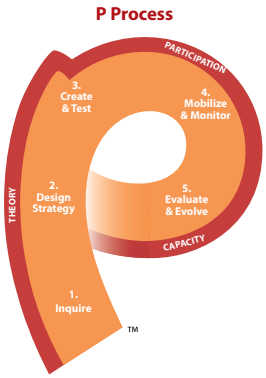
Objective 1: All local leadership will be engaged meaningfully to effectively plan, implement, monitor, and evaluate programs for the reduction of CEFM.

Objective 2: Each ward will have at least five impactful programs implemented by formal (LCRC/WCRC) and informal (child clubs and youth groups) child rights structures at the community level for the reduction of CEFM.

Objective 3: At least 20 families will be recognized and honored for enabling their daughters to become self-reliant by marrying after reaching the age of 20.

Objective 4: Organize and mobilize empowered civil society committee ns for the implementation of activities for the reduction of CEFM by the municipality.

P-Process Step 3: Create and test



While preparing activities to achieve the determined objectives, the causes of CEFM or the current situation of CEFM and the purpose prepared for its solution should be taken into consideration. The activity should ultimately contribute to changing the behavior of the community to improve the current CEFM situation.

After the LCRC/WCRC develops a list of potential activities, they analyze which objectives and activities would be the most effective within the municipality and ward cultural, social, and financial contexts.

For example

To achieve the objective of reducing CEFM, Durga Bhagwati has developed the following objectives and corresponding activities.

Activities to meet the objectives prepared by Durga Bhagwati municipality

Objective 1: All local leadership will be engaged meaningfully to effectively plan, implement, monitor, and evaluate programs for the reduction of CEFM.

Activities:

1.1. Award ward chairs: Every fiscal year, each municipality will offer an appreciation award to the ward chairpersons for wards with the lowest CEFM rate.

1.2. Mobilize an all-party committee: Municipalities will form ward-level all political party committees and mobilize them for reducing CEFM.

1.3. Transform CEFM social norms: The local government will enlist and mobilize religious leaders and other individuals who perform marriage ceremonies to discourage CEFM and transform existing social norms.

Objective 2: Each ward will have at least five impactful programs implemented by formal (LCRC/WCRC) and informal (child clubs and youth groups) child rights structures at the community level for the reduction of CEFM.

Activities:

2.1. Strengthen LCRC and WCRC capacity: The municipalities will work to strengthen the capacity of the local formal and informal child rights structures at the local level and mobilize adolescent girls through engagement with their child clubs.

2.2. Appreciate girls: WCRCs will provide encouragement to and annually honor adolescents who refuse marriage when they are about to be married at an early age.

2.3. Effective publicity and mobilization of exemplary families who get married to their daughters after completing 20 years of age: Community interaction with exemplary families, home visits with social leadership, sharing experiences, dialogue between mothers and daughters, respectful participation of exemplary families in social work, through mass media or social media.

Objective 3: At least 20 families will be recognized and honored for enabling their daughters to become self-reliant by marrying after reaching the age of 20.

Activities:

3.1. **Award parents:** Municipalities will organize an award ceremony yearly for the families who support their daughters marrying only after they reach 20 years of age.

3.2. **Provide agricultural endowments:** The municipality will recommend to its agriculture section and local agriculture businesses to provide financial agriculture-related incentives to support parents who do not allow their children to marry until they are at least 20 years old.

Objective 4: The influential civil society member will be organized and conduct at least 20 concrete initiatives to reduce CEFM.

Activities:

4.1 Form and mobilize committees of influential civil society member to reduce CEFM: Municipalities will form a committee comprising influential individuals and well-to-do people and mobilize it for reducing CEFM.

4.2 Child rights committees and child clubs advocate with the municipality to arrange special scholarships for girls to increase their access to higher education.

1.3.2 Develop and gain consensus on the proposed activities and budget from LCRCs/WCRCs

Each LCRC/WCRC should discuss and gain consensus on the proposed activities and budget within the committee to share in cluster-level meetings. In order to make CEFM reduction activities effective, result-oriented, and systematic, the Ministry of WCSC has issued the Programme Implementation Against CEFM Expenditure Procedure 2075.

For example

Table 7 shows the plan and estimated budget details of the SBC activities for reducing CEFM at the municipality and ward levels for Durga Bhagwati Rural Municipality. Note that the budget is in Nepali rupees (NPR).

Office of the Durga Bhagwati Rural Municipality

Madhesh Pradesh, Rautahat

SBC activities for reducing CEFM and the budget details

Time period: Financial year 2079–2080

Table 6: SBC Activities for Reducing CEFM and Budget Details of Durgabhagawati Rural Municipality

Activity		Time	Frequency	Place	Estimated Budget	Responsibilities
From the Municipality						
Objective 1: All local leaders will be meaningfully involved in formulating an effective program to reduce child marriage in the fiscal year 2079–2080.						
1	Honoring and awarding the ward chairperson of the ward with the least number of CEFM in a financial year from the village council or municipality	June 2023	1	Municipality office or suitable place	NPR 45,000	CAO, municipality chairperson, WCSC
Objective 2: Each ward will have at least five impactful programs implemented by formal (LCRC/WCRC) and informal (child clubs and youth groups) child rights structures at the community level for the reduction of CEFM in the fiscal year 2079–2080.						
1	Regular meeting and mobilization of LCRC	Every 2 months	6	Municipality level	NPR 50,000	CAO, municipality chairperson, WCSC section
Objective 3: At least 30 families will be recognized and honored in the fiscal year 2079–2080 for enabling their daughters to become self-reliant by marrying after reaching the age of 20.						
1	The municipality will give financial concessions for agricultural and commercial work to the parents who marry their daughter after the age of 20 years	As per need	As per need	As per need	NPR 50,000	CAO, municiplaity chair
2	Empowering financial independence through vocational trainings for unmarried teenage girls who have completed 10th grade or 12th grade and discontinued studies in the ward/municipality	2022 May	1	Local organizations	NPR 250,000	CAO, municipality chair
Municipality level total					**NPR 395,000**	
Ward 1						
Objective 1: All local leaders will be meaningfully involved in formulating an effective program to reduce CEFM in the fiscal year 2079–2080.						
1	Form and mobilize All Political Party Committee for reducing CEFM	2022 Aug	1	Ward office	NPR 10,000	Secretary and ward chair
Objective 2: Formal (LCRC/WCRC) and informal (child clubs and youth clubs, groups) child rights structures at the community level will conduct at least 10 effective programs in each ward to reduce CEFM.						
2	Regular meeting of WCRC	Every 2 months	6	Ward office	NPR 25,000	Ward secretary and ward chair
3	Capacity building of formal and informal structures to work on reducing CEFM at the local level and mobilize the girls by engaging them in child clubs.	2022 Sept 22	2	In toles	NPR 60,000	Ward secretary and ward chair

Activity		Time	Frequency	Place	Estimated Budget	Responsibilities
4	Publicity and mobilization of exemplary families who get married after their children reach the age of 20 years in the community. (Community interaction with exemplary families, home visits with social leadership, sharing experiences, dialogue between mothers and daughters, respectful participation of exemplary families in social activities, through mass media or social media)	2022 Sept and 2023 March	2	In toles	NPR 80,000	Ward secretary and ward chair
Objective 3: At least 30 families who want to marry their daughters and make them self-sufficient will be honored only after the age of 20 years.						
1	Award parents: Municipalities or wards will organize an award ceremony yearly for the families who support their daughters marrying only after they reach 20 years of age.	2022 May	1	in a public place	NPR 100,000	Ward secretary and ward chair
Objective 4: The influential civil society member will organize and take 10 initiatives to reduce CEFM.						
1	Form and mobilize committee of influential civil society member at ward level for reducing CEFM	2022 Oct	1	Ward office	NPR 30,000	Ward secretary and ward chair
Total for Ward 1					**NPR 305,000**	
Ward 2						
Objective 1: All local leaders will be meaningfully involved in formulating an effective program to reduce child, early and forced marriage in the fiscal year 2079–2080.						
1	Form and mobilize All Political Party Committee for reducing CEFM	2022 Aug	1 committee formation and 4 quarterly meetings	Ward office	NPR 25,000	Ward secretary and ward chair
2	Local-level religious leaders and other people who conduct marriages should be listed by the local government and mobilized to change the old social traditions and customs that encourage CEFM.	From 2022 Oct	Quarterly	In toles	NPR 60,000	Ward secretary and ward chair
Objective 2: Formal (LCRC/WCRC) and informal (child clubs and youth clubs, groups) child rights structures at the community level will conduct at least 10 effective programs in each ward to reduce CEFM.						
1	Regular meeting of WCRC	Every 2 months	6	Ward office	NPR 50,000	Ward secretary and ward chair
2	The WCRC will annually encourage and honor teenage girls who do not marry before the age of 20 and prevent CEFM.	2022 June	1	In public place	NPR 100,000 (NPR 10,000 for 10 girls)	Ward secretary and ward chair
Objective 3: At least 30 families who want to marry their daughters and make them self-sufficient will be honored only after the age of 20 years.						
1	Award parents: Municipalities or wards will organize an award ceremony yearly for the families who support their daughters marrying only after they reach 20 years of age.	2022 June	1	In a public place	NPR 200,000	Ward secretary and ward chair

Activity		Time	Frequency	Place	Estimated Budget	Responsibilities
2	The municipality will give financial concessions for agricultural and commercial work to the parents who support their daughters marrying after the age of 20 years	June	1	Ward office	NPR 10,000	Ward secretary and ward chair
Objective 4: The influential civil society member will organize and take 10 initiatives to reduce CEFM.						
	Municipality should arrange special scholarships for girls to increase their access to higher education	Yearly	1	All the girls	NPR 50,000	Ward secretary and ward chair
Total for Ward 2					**NPR 495,000**	
Ward 3						
Objective 1: All local leaders will be meaningfully involved in formulating an effective program to reduce CEFM in the fiscal year 2079–2080.						
1	Form and mobilize All Political Party Committee for reducing CEFM	2022 Aug	1	Ward office	NPR 15,000	Ward secretary and ward chair
2	Local-level religious leaders and other people who conduct marriages should be listed by the local government and mobilized to change the old social traditions and customs that encourage CEFM.	2022 Sept	Quarterly	In toles	NPR 25,000	Ward secretary and ward chair
Objective 2: Formal (LCRCs/WCRCs) and informal (child clubs and youth clubs, groups) child rights structures at the community level will conduct at least 10 effective programs in each ward to reduce CEFM.						
1	Regular meeting of WCRC	Every 2 months	6	Ward office	NPR 25,000	Ward secretary and ward chair
2	Capacity building of formal and informal structures to work on reducing CEFM at the local level, and mobilize the girls by engaging them in child clubs.	2022 Sept	1	In toles	NPR 100,000	Ward secretary and ward chair
Total for Ward 3					**NPR 165,000**	
Ward 4						
Objective 1: All local leaders will be meaningfully involved in formulating an effective program to reduce child, early and forced marriage in the fiscal year 2079–2080.						
1	Form and mobilize All Political Party Committee for reducing CEFM	2022 Aug	1	Ward office	NPR 25,000	Ward secretary and ward chair
2	Local-level religious leaders and other people who conduct marriages should be listed by the local government and mobilized to change the old social traditions and customs that encourage CEFM.	2022 Oct	As per need	In toles	NPR 50,000	Ward secretary and ward chair
Objective 2: Formal (LCRC/WCRC) and informal (child clubs and youth clubs, groups) child rights structures at the community level will conduct at least 10 effective programs in each ward to reduce CEFM.						
1	Regular meeting of WCRC	Every 2 months	6	Ward office	NPR 25,000	Ward secretary and ward chair

Activity		Time	Frequency	Place	Estimated Budget	Responsibilities
Objective 3: At least 30 families who want to marry their daughters and make them self-sufficient will be honored only after the age of 20 years.						
1	Award parents: Municipalities or wards will organize an award ceremony yearly for the families who support their daughters marrying only after they reach 20 years of age.	20223 June	1	In a public place	NPR 60,000	ward secretary and ward chair
2	Empowering financial independence through vocational trainings for unmarried girls who have completed 10th grade or discontinued studies after 12th grade in the ward/municipality	2022 Sept	1	In local school or ward office	NPR 150,000	Ward secretary and ward chair
Objective 4: The influential civil society member will organize and take 10 initiatives to reduce CEFM.						
	Form and mobilize committee of influential civil society member at ward level for reducing CEFM	2022 Oct	1	Ward office	NPR 25,000	Ward secretary and ward chair
Total of Ward 4					**NPR 335,000**	
Ward 5						
Objective 1: All local leaders will be meaningfully involved in formulating an effective program to reduce CEFM in the fiscal year 2079–2080.						
1	Form and mobilize All Political Party Committee for reducing CEFM	2022 Aug	1	Ward office	NPR 30,000	Ward secretary and ward chair
Objective 2: Formal (LCRC/WCRC) and informal (child clubs and youth clubs, groups) child rights structures at the community level will conduct at least 10 effective programs in each ward to reduce CEFM.						
1	Regular meeting of WCRC	Every 2 months	6	Ward office	NPR 50,000	Ward secretary and ward chair
2	Capacity building of formal and informal structures to work on reducing CEFM at the local level, and mobilize the girls by engaging them in child clubs.	2022 Oct	2	In local community hall	NPR 60,000	Ward secretary and ward chair
Objective 3: At least 30 families who want to marry their daughters and make them self-sufficient will be honored only after the age of 20 years.						
1	Award parents: Municipalities or wards will organize an award ceremony yearly for the families who support their daughters marrying only after they reach 20 years of age.	2022 Dec to 2023 June	1	In a public place	NPR 60,000	Ward secretary and ward chair
2	The municipality will give financial concessions for agricultural and commercial work to the parents whose daughters marry after the age of 20 years	June	1	Ward office	NPR 5,000	ward secretary and ward chair
Objective 4: The influential civil society member will organize and take 10 initiatives to reduce CEFM.						
1	Form and mobilize committee of influential civil society member at ward level for reducing CEFM	2022 Oct	1	Ward office	NPR 60,000	Ward secretary and ward chair
Total of Ward 5					**NPR 265,000**	
Total					**NPR 2,210,000**	

1.4 Present the proposed action plan and budget to the municipal executive committee and ward committee

1.4.1 Ensure that the SBC activities to end CEFM budget and program are presented in the ward committee for approval

The ward committee is responsible for all programs in the ward. Before the annual planning process starts, the ward secretary (who is also the member secretary of the WCRC) should present the action plan to be proposed to end CEFM in the regular meeting of the ward committee. Timely information about the program to be proposed increases the suggestion of the committee members as well as the adoption of the program, which increases the possibility of choosing the proposed activity at the ward level.

The WCRC secretary/ward secretary should inform the members of their committee and child clubs about the program, the date and place of the meeting about the proposed CEFM reduction activities action plan, and the estimated budget before presenting it to the cluster-level meeting.

If there is a cluster-level meeting in two or more places on the same day, other members also have to go to the program to represent the child rights committee. It is important to be clear about the proposed CEFM reduction program and estimated budget so that all members can present the program if needed.

Coordination with concerned organizations working at the local level

Organizations working to end CEFM in the municipality should also be informed about the action plan in regular coordination meetings under the chairmanship of deputy mayor/vice chairperson with them facilitated by the WCSC Section. Their participation in the planning process should also be discussed and based on the suggestions received, and the necessary joint action plan should be prepared and presented in the ward meeting. If this can be done, it will help in choosing SBC activities to end CEFM in the settlement meeting. The method of conducting stakeholders' coordination meetings is available here.

If the LCRC has not been formed in a municipality, the proposed SBC for CEFM reduction activities and estimated budget should be presented to the ward committee with the help of the ward secretaries.

1.4.2 Ensure that the budget and program are presented in the municipal Municipality council for approval

Municipality council makes the final decision on whether activities are funded during the planning process. Informing them about the proposed program details and the estimated budget using facts and figures before the planning process starts enhances the possibility that SBC for the CEFM reduction activities will be prioritized during the discussions in the council. In order to get municipal executive support the WCSC chief (who is also a member secretary of LCRC) may request time during a regular meeting of the executive committee before the planning process is underway to present the ward-level and municipality-level programs and budget information for their consideration and recommendations.

The WCSC section needs to clarify any questions that may arise in the council to the social development coordinator, from the facts of the program to the budget before the planning process begins. During the planning process itself, only the social development coordinator has the authority to present it in the council on behalf of the section. The WCSC section must maintain regular communication with the social development coordinator for any necessary support when discussing the program in the council.

Ensuring that activities to end CEFM are prioritized within gender equality and social inclusion categories

Ending CEFM programs fall under the heading of gender equality and social inclusion. Even after the programs have been prepared, it is important that the program has been prepared in such a way that it can be selected. It is important to understand that the municipal-level committee selects the program based on set criteria.

2. Advocacy

Role of WCSC Section, child welfare officer, and ward secretary for preparation of activities to end CEFM after the beginning of the annual work plan formulation process starts (From mid-May to mid-July)

■ *Influential Civil Society Member Committee Meeting in Durga Bhagawati Municipality, Rautahat*

2. Advocacy: Role of WCSC Section, child welfare officer, and ward secretary for preparation of activities to end CEFM after the beginning of the annual work plan formulation process starts (From mid-May to mid-July)

Local-level annual plan formulation Procedure 2078 serves as a comprehensive guide for municipalities engaged in local annual planning. This section outlines the steps the WCSC Section/child welfare officers and ward secretaries after the ward-level annual action plan formulation has started.

2.1. Stages 1 and 2, annual work plan formulation—Information about programs and budgets received from various grants

2.1.1. WCSC Section chief advocates including the issue of ending CEFM in the annual policy and program of the municipality

2.1.2. Sharing of program and guidelines for fiscal equalization, revenue sharinga, and conditional, complementary, and special grants

2.1.3. Clarify programs under fiscal equalization, revenue sharing, and conditional, complementary, and special grants for elected officials

2.2. Stage 3, annual work plan formulation—Members of child rights committees participate in cluster-level activities selection process

2.2.1. The LCRC/WCRC members present and advocate SBC activities for CEFM reduction

2.2.2. Advocacy from child rights committees to municipality executive members for the selection of SBC activities to end CEFM

2.3. Stage 4, annual work plan formulation—Ensuring that the CEFM reduction programs/plans are selectedandprioritized at ward-level meeting to select plans and programs

2.3.1. Advocacy to include SBC activities and budget in municipality- and ward-level prioritization processes

2.3.2. Assisting the ward and municipalities in approving prioritized SBC activities and budgets

2.4. Stage 5, annual work plan formulation—Ensure that the SBC activities to end CEFM are submitted to the Budget and Program Formulation Committee at the municipality level

2.4.1. WCSC Section chief and child welfare officers advocate for approval of the SBC activities and budget

2.5. Stages 6 and 7, annual work plan formulation—Advocacy with the council members for prioritizing activities and budget for ending CEFM

2.5.1. Advocacy for approval of activities and budget prioritized at the ward level

2.5.2. WCSC Section chief ensures that the municipality- and ward-level prioritized activities and budget are included in the SuTRA

2. Advocacy

2.1 Stages 1 and 2, annual work plan formulation— Information about programs and budgets received from various grants

2.1.1 WCSC Section chief advocates including the issue of ending CEFM in the annual policy and program of the municipality

Every municipality must submit the annual policy and program of its municipality to the assembly by the last week of June. In the annual policy and program presented in the municipality assembly, a line should be included that the activities related to ending CEFM will be implemented continuously each year. The budget for the activities related to ending CEFM will only be allocated if the annual policy and program mention CEFM specifically. For this, the WCSC Section chief must continuously advocate with the Social Development Committee coordinator, the chairperson/mayor of the municipality, and the CAO to include the SBC activities related to ending CEFM in the policy and programs that pass the assembly.

The budget limit and guidance from the Nepal Government is received by mid-February and the budget limit and guidance from the provincial government is received by mid-March. The budget limitation from the federal government is received through SuTRA. If the budget limit is not received from the federal level and the provincial government within the stipulated time, then the statement submitted to the Ministry of Finance in the month of January can be taken as the basis.

The WCSC Chief needs to advocate to ensure that the CEFM activities and budget are entered into the Subnational Treasury Regulatory Application (SuTRA) after the annual policy and program having included the issue related to child marriage passed from the assembly. The funds of the Nepal Government are managed from the federal to the municipality level by the SuTRA. Every year on the specified date, the federal to the municipality government levels should include their respective activities and the required budget in this system. In this way, only the activities entered into the system can be implemented. The activities and budget should be entered into the system by the last week of August each year.

Details about SuTRA are available online.

2.1.2 Sharing of program and guidelines for fiscal equalization, revenue sharing, and conditional, complementary, and special grants

At the local level, the budget comes from the federal and provincial government levels under titles such as conditional, supplementary, and special grants and revenue sharing. The municipality should study and discuss what programs are included in the different types of budgets and prepare programs to avoid duplication.

By taking into consideration the programs and budgets from the federal and provincial levels, the municipality determines the maximum amount of the budget (budget ceiling) for each ward, including the internal resources, according to its internal needs. Taking this as a basis, all wards should allocate a budget for different SBC activities to end CEFM.

Therefore, it is important to have a collective understanding of the directives and budget received for the new fiscal year. If there is feedback to be incorporated into the program that is ready to be presented at the cluster-level meeting, the WCSC section chief and child welfare officer can discuss it in the LCRC/WCRC meeting, update accordingly, and then help present it at the cluster-level meeting.

2.1.3 Clarify programs under fiscal equalization, revenue sharing, and conditional, complementary, and special grants for elected officials

The WCSC section can get support from the CAO to orient the elected representatives of municipalities and wards about the different types of funding: fiscal equalization, revenue sharing, and conditional, complementary, and special grants and consider where funds for SBC activities to end CEFM can come from. The ward secretary should initiate the ward-level orientation in coordination with the WCSC Section.

Following are explanations of the kinds of grants that the Nepal Government uses or provides at the local level. Note that the experience is that SBC activities for ending CEFM have been successful in the revenue sharing mechanism and special grants mechanism, but there are challenges with each, and it is important to understand the pros and cons of each.

2.1.3.1 Fiscal equalization grant

(1) The Government of Nepal shall, on the recommendation of the Commission, distribute fiscal equalization grants to the State and Local Level on the basis of their need for expenditures and revenue capacity. (2) The State shall distribute fiscal equalization grants to the Local Level falling under its domain from the grants obtained from the Government of Nepal under Sub-Section (1) and from its resources in accordance with the State law based on their need for expenditures and revenue capacity.

2.1.3.2 Subject matter covered by the conditional grant

A conditional grant is the amount of grant funding provided by the federal or provincial government to the local level for the implementation of a program or project of national and provincial priorities and/or for the delivery of services related to the fundamental rights as per the constitution of Nepal. The province provides conditional grants to the local level in accordance with the provincial law and as determined by the National Natural Resources and Fiscal Commission. While providing this type of grant, the Government of Nepal and the provinces set necessary conditions for the implementation of the plan, and the local levels have to follow these conditions.

2.1.3.3 Subject matter covered by the complementary grant

In accordance with the Intergovernmental Fiscal Arrangement Act, 2074 (2017), and Provincial Act, a complementary grant is a grant provided to the local level by the federal or provincial government for the implementation of any project related to infrastructure development. This grant must also be spent on infrastructure development in accordance with the specified procedure in coordination with the body that provides the grant.

2.1.3.4 Subjects covering revenue sharing

Section 15 of the National Natural Resources and Finance Commission Act, 2074 specifies the basis for distributing revenue. According to which, the commission will have to determine the distribution of revenue between the Government of Nepal, state, and local levels based on the detailed basis and framework below and recommend to the Government of Nepal.

1. Population and demographic details
2. Area
3. Human Development Index
4. Expenditure requirement
5. Attempts at revenue collection
6. Infrastructure development
7. Special conditions

2.1.3.5 Subject matter covered by special grants

Special grants are provided as per Intergovernmental Fiscal Arrangement Act, 2074 and the Provincial Act for the following types of projects that are implemented from the local level as per the direction from the federal and provincial governments.

- To develop and deliver basic services such as education, health, and drinking water.
- To achieve balanced development of inter-province or inter-local level.
- To uplift or develop the class or community is discriminated against economically, socially or in any other form.

There are pros and cons of each mechanism. The WCSC could develop the ending CEFM program under revenue sharing, a special grant if any rural/municipalities have a limited budget in their internal resources. The budget under this heading has enough budget and less possibility of shortlisting. The activities to end CEFM budget allocated from the internal resources may have chances of not being implemented if the internal revenue of the rural/municipalities is not collected as forecasted. Therefore, it is necessary to study and discuss the types of programs that these types of grants cover, and municipalities should develop programs ensuring that they have not been repeated in other grants.

2.2 Stage 3, annual work plan formulation— Members of child rights committees participate in cluster-level activities selection process

2.2.1 The LCRC/WCRC members present and advocate SBC activities for CEFM reduction

WCSC Section and ward secretaries with the members of the LCRC/WCRC should ensure that activities developed during the preparation phase are presented and advocated at the cluster-level meetings. The process for developing the activities and an illustrative plan with budget are shared in Chapter 1—Preparation Phase.

2.2.1.1 Presentation and advocacy of prepared plan for SBC activities to end CEFM with the participation of the LCRC/WCRC members

If SBC programs to end CEFM are presented clearly with facts and with support from LCRC/WCRC members in the related cluster-level meeting, there is a good chance that activities to end CEFM will be chosen from the cluster-level meeting. WCSC Section, child welfare officers, and ward secretaries should inform the members of the LCRC/WCRC about cluster-level meetings and encourage their participation in sharing the prepared plan and advocating for inclusion of SBC activities for ending CEFM. Information about the date and place of the community gathering may also broadcasted on the radio or published in local newspapers.

Where child rights committees have not been formed, WCSC Section, child welfare officers, and ward secretaries can coordinate with the education and health sections to mobilize their networks (female community health volunteers, teachers, etc.) in the community to advocate for including SBC activities for ending CEFM in the cluster-level meetings.

2.2.1.2 LCRC/WCRC members facilitate community advocacy for including SBC activities for ending CEFM

LCRC/WCRC members should encourage community participation in the cluster-level meeting. The possibility of getting selected increases with the demand for programs to end CEFM from the community itself.

2.2.2 Advocacy from child rights committees to municipality executive members for the selection of SBC activities to end CEFM

LCRC/WCRC members should continue lobbying municipal executive members to select SBC activities to end CEFM.

2.3 Stage 4, annual work plan formulation—Ensuring that the CEFM reduction programs/plans are selected and prioritized at ward-level meeting to select plans and programs

As the community is mainly present in the cluster meeting, if there is a demand for an activity from the community itself, that activity is included in the selection from the ward; however, continuous advocacy is needed.

2.3.1 Advocacy to include SBC activities and budget in municipality- and ward-level prioritization processes

To ensure that SBC activities to end CEFM prioritized from the cluster-level meeting are selected and prioritized at the ward level, continuous lobbying is needed. The LCRC/WCRC should re-inform the ward committee, the ward president, and the executive members representing the respective wards about the situation, problems, and draft activities and budget to end CEFM.

2.3.2 Assisting the ward and municipalities in approving prioritized SBC activities and budgets

WCSC Section and child welfare officers should support the ward secretary to estimate the prioritized SBC activities to end CEFM from the ward level for submitting to the budget and program formulation committee. For the budget estimation, WCSC Section and child welfare officers can reference the budget estimation prepared to present in cluster-level meetings.

2.4 Stage 5, annual work plan formulation—Ensure that the SBC activities to end CEFM are submitted to the Budget and Program Formulation Committee at the municipality level

After the wards submit their activities and budgets, the municipality has a budget and activity review process. Continuous advocacy and vigilance are required to ensure that the SBC activities to end CEFM and budget are maintained at this step.

2.4.1 WCSC Section chief and child welfare officers advocate for approval of the SBC activities and budget

During the meeting of the thematic committee (social development) meeting, the WCSC Section chief should make clear to the Social Development Committee coordinator about the SBC activities to end CEFM and the necessary budget. WCSC Section chief and child welfare officers must ensure the programs have been presented in the thematic budget ceiling determination committee. This is important because it is the social development coordinator's role to advocate SBC activities for ending CEFM in the municipal meetings; therefore, this person must be fully briefed and on board.

2.4.1.1 Determining thematic budget limits

The WCSC Section chief and child welfare officers will clarify the SBC activities to end CEFM fit within the social development theme—gender equality and social inclusion subarea of social development as seen in the chart below. The WCSC Section can be ready to provide the necessary support to the social development coordinator to effectively present the program in the municipality's council and lobby to include SBC activities to end CEFM.

Table 7: Thematic Budget Ceiling Determination

Stage	Theme/area	Limit (sub-theme/area)
1	Economic development	Agriculture, industry and commerce, tourism, cooperative, financial sector
2	Social development	Education, health, water supply and sanitation, culture promotion, gender equality and social inclusion (WCSC, persons with disabilities, Dalits, tribals, Madhesi, Tharu, minorities)
3	Infrastructure development	Roads and bridges, irrigation, building and road development, power, micro and small hydropower, communication
4	Environment and disaster management	Forest and land conservation, watershed protection, environmental protection, climate change, waste management, water-borne disaster control, disaster management, fire brigade operation
5	Good governance and institutional development	Human resource development, institutional capacity development, revenue mobilization, financial management, financial risk mitigation, public hearing, social audit, internal and final audits, arrears disallow, determining service delivery standards, use of electronic information technology in service delivery, citizen satisfaction survey and inter-agency coordination

2.5 Stages 6 and 7, annual work plan formulation— Advocacy with the council members for prioritizing activities and budget for ending CEFM

After the social development committee finalizes its activities and budget, the plan goes through the municipality's activity and budget review process for approval by the municipality council. Continuous advocacy and vigilance are required to ensure that the activities and budget to end CEFM are maintained at this step. In addition, it is essential to ensure that the activities are in the SuTRA or computer system. The activities and budget of the section and the ward will be confirmed only if this is the case.

2.5.1 Advocacy for approval of activities and budget prioritized at the ward level

At this step of the process, the WCSC Section chief and child welfare officer, with the help of the LCRC, should coordinate with the social development, coordinator, and executive members such as the vice mayor/vice chairperson to take the activities and budget approved by the thematic committee to the integrated program planning committee, which is the municipality-level committee, to finalize the plans. Likewise, the members of the WCRC should also continue lobbying with the ward chair or other members of the executive committee.

2.5.2 WCSC Section chief ensures that the municipality- and ward-level prioritized activities and budget are included in the SuTRA

The WCSC section and child welfare officer should ensure and lobby with the CAO to ensure that the activities as written and the estimated budget in detail are entered into the SuTRA or the computer system. The activities and budget of the section and the ward will be confirmed only if this is the case. It is important that the budget is incorporated in detail. Each activity should be budgeted with the estimated budget required for the particular activity. If the activity and budget are combined in the big heading and the lump sum budget, then problems may arise because the activities may not be implemented according to the plan prepared and the budget may be spent on other activities.

For example

The SBC activities to end CEFM and the detailed budget from Loharpatti Municipality are shown in Table 8.

Loharpatti Municipality
Office of Municipal Executive Committee, Mahottari
Office Code: 80218409300
Program/Activities' Wise Budget Allocation

Table 8: SBC Activities to End CEFM and Budget of Loharpatti Municipality Included in SuTRA

S.N.	Code	Program/Plan/ Activity Name	Expenditure Title	Source	Target	Unit	Distribution	Expenditure	Expenditure %	Remaining
1	8	Formation and mobilization of All-Political Party Committee for Reducing CEFM	22529	Revenue sharing	1	Number	20	0	0.0	20
2	20	The local government will enlist and mobilize religious leaders and other individuals who perform marriage ceremonies to discourage child marriage and transform existing social norms.	22529	Revenue sharing	1	Number	60	0	0.0	60
3	24	Strengthen LCRC and WCRC capacity: The municipalities will work to strengthen the capacity of the local formal and informal child rights structures at the local level and mobilize adolescent girls through engagement with their child clubs.	22529	Revenue sharing	1	Number	25	0	0.0	25
4	18	WCRCs will provide encouragement to and annually honor adolescents who refuse marriage when they are about to be married at an early age.	22529	Revenue sharing	1	Number	35	0	0.0	35
5	23	Municipalities will organize an award ceremony yearly for the families who support their daughters marrying only after they reach 20 years of age.	22529	Revenue sharing	1	Number	300	0	0.0	300
8	21	The municipality supports technical education for girls who pass grade 12 and ensure they receive employment opportunities to ensure their self-reliance.	22529	Revenue sharing	1	Number	200	0	0.0	200
9	15	The municipality will recommend to its agriculture section and local agriculture businesses to provide financial agriculture-related incentives to support parents who do not allow their children to marry until they are at least 20 years old.	22529	Revenue sharing	1	Number	150	0	0.0	150
Total							**790**	**0**	**0.0**	**790**

3. Implementation, monitoring, and evaluation

Role of WCSC Section, child welfare officer, and ward secretary for preparation of activities to end CEFM after the beginning of the annual work plan passes (after mid-July)

■ *Program Monitoring by Under-Secretary Dev Kumari Khatri, Ministry of Sports and Social Welfare*

3. **Implementation, monitoring, and evaluation:** Role of WCSC Section, child welfare officer, and ward secretary for preparation of activities to end CEFM after the beginning of the annual work plan passes (after mid-July)

3.1. Preparation of a detailed action plan based on the approved program and budget

3.1.1. Convening the meeting of the LCRC and reviewing the approved program and budget

3.1.2. Inform the LCRC about the program and budget approved in the meeting of the WCRC

3.2. Implementation of the approved action plan

3.2.1. Submit the approved detailed work plan and budget to the LCRC/WCRC

3.2.2. The quarterly work plan of ward-level and municipal-level activities should be prepared and approved by the CAO

3.2.3. Conduct the program according to the approved quarterly work plan and budget and assist the ward in implementation

3.3. Monitoring and evaluation of programs for ending CEFM

3.3.1. Development and use of indicators

3.3.2. Development and implementation of program management information system

3.3.3. Supportive supervision and monitoring visits

3.4. Sharing of monitoring and evaluation reports

3.4.1. Present status of indicators for declaring an area free of child marriage in the LCRC and WCRC meeting

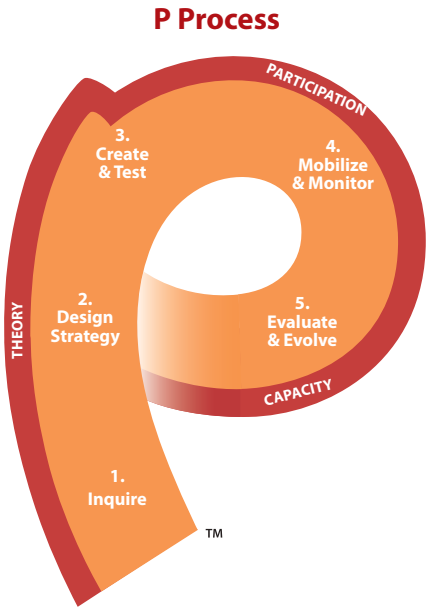
3.4.2. Presentation of the monitoring and program report in the regular meeting of the municipality

3.4.3. Quarterly, half-yearly, and annual meetings

3. Implementation, monitoring, and evaluation

P-Process Steps 4 and 5—Management, implementation, monitoring, and evaluation

- After approval of the activities from the municipality council, the following actions need to happen to initiate the implementation in the wards and the municipality as mentioned in the Local Level Annual Plan Formulation Procedure, 2078. It is important to understand the timing of what is happening in the part of the process. For the implementation of the annual workplan and budget endorsed by the municipal assembly, the mayor or chairperson of the concerned municipality or rural municipality must grant the authority to spend the budget to the CAO within seven days.



- Within 15 days after receiving the authorization, the CAO shall approve the program in accordance with Schedule 8 and hand over the implementation of the plan in writing to the head of the relevant department/division/section/unit and the ward secretary. Within seven days from the date of receiving the responsibility for the implementation of the plan, the head of the relevant department/division/section/unit and the ward secretary shall submit the program implementation schedule to the CAO.
- The CAO may suggest any revisions to the implementation of work plan submitted by the Department/Division/Section/Unit Head and/or ward secretary based on technical capability, sensitivity of the plan, prioritization of implementation, and cash flow situation. Based on the suggestions received, the relevant authority shall amend the implementation plan and submit it again within five days.
- The CAO must collect the action plans received from all departments, divisions, sections, unit heads, and/or ward secretaries and submit the unified implementation action plan to the council.

3.1 Preparation of a detailed action plan based on the approved program and budget

Based on the approved budget, in order to implement SBC activities to end CEFM, ensure the allocated budget by both the WCSC Section and the ward itself.

3.1.1 Convening the meeting of the LCRC and reviewing the approved program and budget

After the plan is approved and finalized by the municipal assembly, the WCSC Section chief must attend the meeting called by the CAO to learn information about this year's program and budget.

The LCRC reviews the program and budget details approved by the municipality assembly, ascertaining if there have been any changes from what was originally submitted. The committee will clarify the municipality-level and ward-level activities, budget, and implementation process. Based on this, detailed action plans and budget details for each ward and municipality should be prepared.

3.1.2 Inform the LCRC about the program and budget approved in the meeting of the WCRC

In the regular meeting of each WCRC, the WCSC chief should inform the members of the LCRC about the programs and budgets approved by the municipal assembly for their respective wards. It should also be made clear if there has been any change or cut in the activities and budget proposed by the ward.

3.2 Implementation of the approved action plan

3.2.1 Submit the approved detailed work plan and budget to the LCRC/WCRC

Information about the approved activities at the municipality level should be provided to the LCRC by the WCSC Section and the activities for ward level should be provided to WCRC by ward secretary. This sharing of information in committee meetings ensures transparency and facilitates effective implementation of the activities and their budgets, thereby fostering collaborative support for successful program execution.

3.2.2 The quarterly work plan of ward-level and municipal-level activities should be prepared and approved by the CAO

Based on the approved budget, the WCSC Section for municipality-level activities and the ward secretary for ward-level activities should prepare a quarterly action plan and budget for submission to the CAO in the prescribed format. After approval from the CAO, the plan and budget should be submitted to the account section. In coordination with accounts section support, ward secretaries should receive an advance amount for implementation of activities or management of direct payment.

The WCSC Section for the municipal-level activities and the ward secretary for ward-level activities should prepare a quarterly action plan in the following format.

Table 9: ***Quarterly Action Plan Development Format***

SN	Activities	First Quarter				Second Quarter				Third Quarter				Fourth Quarter				Remarks
		JUL	AUG	SEP	Total Budget	OCT	NOV	DEC	Total Budget	JAN	FEB	MAR	Total Budget	APR	MAY	JUN	Total Budget	
Prepared By:						Approved By:												

After the annual work plan and budget prepared on a quarterly basis are approved, the WCSC Section and the ward secretary or other staff of the ward should submit the receipt to the accounting department after receiving the approval from the CAO. The activities can then be implemented after the advance is received from the account section. The expenditure of the activities carried out by the municipality and the ward is based on the approved trimester action plan. Afterward, the WCSC Section should coordinate with the Account Section for the necessary funds for the implementation of the activities and to obtain the advance, or the ward secretaries should be assisted to arrange the necessary arrangements for payment after the activities' completion.

For example

Template of application for requesting advance budget

Dear .....
Sir/Madam,

Regarding the above-mentioned subject, I kindly request you to provide a grant of NPR (insert amount) for the implementation of the program as per the approved details for the fiscal year 2079/80 by (insert village municipality name).

Details of the program, along with the following information, are provided for your reference:

Budget Expenditure Title: (insert title)
Program Name: (insert name)
Approved Amount: (insert amount)
Program Implementation Location: (insert location)
Target Audience: (insert audience)
Beneficiary Family Count: (insert count)
Activities and Estimated Expense Details
Applicant:
Name:
Position:
Date: (insert date)

The process of advance clearance

After the completion of the activity, the person who has submitted the application for advance must submit the report, photo of the activity, and attendance at the activity to the account section of the municipality and to the ward secretary in the ward within the specified time. Another advance cannot be taken until the first advance is cleared, so after the implementation of the activity, the advance should be cleared on time so that the way for the implementation of other activities is opened.

For example

The following shows a sample of the advance clearance format (blueprint) submitted to Durga Bhagwati Municipality:

Comment and Order

Subject: for advance clearance

Dear Sir,

In reference to the above subject, I would like to inform you that under the Women, Children, and Senior Citizens Section of Durga Bhagwati Rural Municipality, a program titled "collection and analysis of data related to women, children, persons with disabilities, elderly citizens, and sexual and gender minorities" was conducted in the fiscal year 2078/079. The program received financial support from the Ministry of Women, Children, and Senior Citizens in the form of a conditional grant totaling NPR 1,00,000 (One Lakh rupees only). The program was successfully completed on the date 2078/11/29. Therefore, I would like to request you for the reimbursement of the remaining amount spent for the activity.

Details of the activity:

As per Section 2.7.25.120 of the Ministry of Women, Children, and Senior Citizens, an amount of NPR 1,00,000 (One Lakh rupees only) was allocated for the collection and analysis of data related to women, children, persons with disabilities, elderly citizens, and sexual and gender minorities within the working areas of the Women, Children, and Senior Citizens Section. The data collected will be submitted to the Ministry of Women, Children, and Senior Citizens.

For your information and necessary action.
Sincerely,
Name:
Designation
Date:

3.2.3 Conduct the program according to the approved quarterly work plan and budget and assist the ward in implementation

3.2.3.1 Implementation guidelines for activities

Recently, municipalities in Madhesh Province have developed and tested SBC activities for R-CEFM identified from implementing HCD process in 6 the six municipalities where the activities are being conducted, and the effectiveness of the activities for CEFM reduction has also been observed. The implementation process for these activities is outlined in Annex.

The WCSC Section can provide timely information to the LCRC/WCRC regarding the availability of job aid (Sahayogi Pustika: https://mossw.madhesh.gov.np/).

The Sahayogi Pustika supports the WCSC Section chief, child welfare officer, and ward secretary, who are the key local staff within the government system for ending CEFM, planning and implementing SBC activities to end CEFM within their own regulations, and following the Nepal Government's seven-step planning process.

Before implementing any activity, it is necessary to thoroughly study the implementation guidelines and prepare an activity plan based on it. By following the plan and implementing the activity in a timely and high-quality manner, it can be successfully completed.

The implementation process details background, major challenges, intended audiences, objective of the activity and activities implementation steps (five-steps: getting budget advance, compiling list of intended audience, preparatory meetings of WCRC/LCRC, implementation, and post implementation). The guide identifies the specific roles for LCRC, WCRC, WCSC and ward secretary to effectively implement the activities.

3.2.3.2 Tested messages for implementation of activities to end CEFM

The message given on implementing activities to end CEFM plays an important role in making SBC activities effective for ending CEFM. The message should be prepared based on the different target groups who play an important role in ending CEFM because the same message may not appeal to everyone.

For example

For example, with the participation of different target groups of different 6 municipalities, the messages prepared for the different target groups regarding the reduction of CEFM are as follows.

Messages for parents
1. CEFM is the harshest punishment parents inflict on their children. Marriage after the age of 20 allows the children to be educated and able to earn income, which increases the respect of the parents in society. 2. As soon as the discussion of marriage has started in the neighborhood, if the parents advise and support their children to get married only after they reach the age of 20, the relationship with those families will continue and the respect in the society will increase.
Message for Match makers
3. When talking about the marriage of only those children who have reached the age of 20, the respect of the leader in the society increases.
Messages for local leaders
4. If your children get married only after they reach the age of 20, you can be recognized as a leader who will change society. 5. When political leaders raise the voice of marrying only at/after the age of 20 and giving priority to this issue, it helps teenagers get higher education and stay healthy, which increases respect for leaders in the society.
Messages for religious leaders
6. Marriage after the age of 20 years based on the birth certificate and the community saves the religious leaders from legal hassles and increases respect in their society. 7. Only the religious leaders who show the right way to the society by marrying only young people who are 20 years of age or older get the place of God (go to heaven) and respect increases in the society.

3.3 Monitoring and evaluation of programs for ending CEFM

To achieve the goals and objectives determined by the program to end CEFM and move the program forward properly, a budget should be allocated for monitoring and evaluation and should be implemented regularly.

3.3.1 Development and use of indicators

Monitoring plays a crucial role in assessing the progress of a program and determining whether it is on the right track. It provides timely feedback that enables program managers to make informed decisions and take necessary corrective actions. However, effective monitoring requires the use of indicators. To enable effective monitoring, a systematic process for identifying indicators should be followed:

- **Identify activities:** Understand the resources, efforts, and actions involved in the program or initiative.
- **Determine outputs:** Define specific, measurable outputs that will be generated as a direct result of the program activities.
- **Define outcomes:** Establish desired outcomes (intermediate and longer-term) that align with the broader goals of the program. These outcomes should involve the five thematic areas of reproductive health, education, community and society, attitudes, and child marriage monitoring as outcome indicators.
- **Develop SMART indicators:** Create indicators that are specific, measurable, achievable, relevant, and time-bound for each activity, enabling clear progress tracking.
- **Identify data sources:** Determine the appropriate sources of data to collect information for each indicator, such as surveys, interviews, or existing databases.

Considering the diverse approaches of municipalities in addressing CEFM, the selection of activities and the process and output indicators should account for the local context. This includes considering available resources and aligning with ward and municipal plans, ensuring that the indicators are meaningful within that specific context. In addition, it is important that selected activities address five thematic areas as reflected in the procedure for declaring an area free of child marriage: reproductive health, education, community and society, attitudes, and child marriage monitoring. These indicators function as outcome-related measures; therefore, consideration should be given to how these approaches contribute to these thematic areas during planning for approaches to end CEFM.

For example

For example, the presented process and output indicators of the activities implemented by six rural and urban municipalities during the fiscal year 2079–2080 are shown below.

Table 10: Process and Output Indicators of Activities Implemented by Six Rural and Urban Municipalities During the Fiscal Year 2079–2080

Activities	Indicators	Data Sources
1. Transform CEFM social norms through religious leaders	1.1 Number of religious leaders present at the orientation program 1.2 Number of religious leaders listed 1.3 Number of religious activities where religious leaders have spoken out in support of ending child marriage	▪ Event report/minute ▪ Attendance sheet ▪ Photos ▪ Attendance sheet ▪ Event report/minute
2. Mobilize an all-party committee	2.1 Number of persons participating in the All Political Party Committee 2.2 Number of active political parties represented in the All Political Party Committee 2.3 Number of public events attended by the All Political Party Committee to support the reduction of child marriage	▪ Meeting minutes ▪ Attendance sheet ▪ Photo ▪ Event report/minute
3. Award ward chairs	3.1 Number of people attending the honors program	▪ Attendance sheet ▪ Event report/minute
4. Strengthen LCRC and WCRC capacity	4.1.a Number of meetings held by the LCRC in the last month. 4.1.b Number of meetings held by the WCRC in the last month. 4.2 In the last month, the WCRC has collected a list of married, unmarried, and at least 20-year-olds and adolescents who regularly come to school after receiving scholarships. 4.3 Number of child clubs formed. 4.4 Number of adolescent girls participating in child clubs	▪ Meeting minutes ▪ List of married people
5. Appreciate girls	5.1 Number of girls receiving an award 5.2 Number of people attending the event	▪ Record sheets ▪ Event report/minute
6. Award parents	6.1 Number of families receiving an award 6.2 Number of people attending the honors program	▪ Record sheets ▪ Event report/minute
7. Provide agricultural endowments	7.1 Number of concessionary parents	▪ Record sheets

Activities	Indicators	Data Sources
8. Form and mobilize ending CEFM committees of influential civil society member	8.1 Number of influential civil society member committed to participate in the committee. 8.2 Number of people committed to financial and in-kind support to end child marriage. 8.3 An action plan has been developed for the committee, including goals, objectives, roles, and responsibilities. 8.4 Number of meetings held by the committee in the past month. 8.5 Number of influential civil society member who invested their own resources in the past month to end child marriage (e.g., public statements, volunteer work)	▪ Event report/minute ▪ Action plan ▪ Photos
9. Provide vocational training for adolescents	9.1 Number of adolescent girls participating in vocational training 9.2 Number of adolescent girls getting employment opportunities	▪ Attendance sheet ▪ Event report
10. Publicly acknowledge "role model families"	10.1 Number of role model families committed to participating in home visits 10.2 Number of role model families visited 10.3 Number of families visited 10.4 Number of parents and children participating in home visit interaction program	▪ Record sheets
11. Award scholarships to girls	11.1 Number of girls receiving scholarships 11.2 Number of boys receiving scholarships 11.3 The number of girls who have received scholarships and come to school regularly. 11.4 The number of boys who receive scholarships and attend school regularly	▪ Record sheets ▪ Report/minute

3.3.2 Development and implementation of program management information system

To ensure the collection of accurate data for each indicator, the WCSC can establish a suitable mechanism of recording and reporting. One way is to have forms that are filled in and then sent to the WCSC.

The WCSC Section does not have a management information system similar to health and education. To address this gap, an online program management information system can be developed using Google Forms. This system facilitates easy data collection on a monthly and trimester basis from ward representatives. Detailed examples of the process of setting up the system are outlined below.

This system collects all the data from various activities (i.e., indicators listed in 3.3.1), CEFM data collected from WCSC (1.1.3), and proxy indicators (1.1.4) in one place. CEFM data in wards is available monthly for activity-related indicators and quarterly for child marriage data from the WCSC and proxy indicators. The monthly and quarterly data is reported by computer operators in each ward, in coordination with the ward secretary, through a shared Google Form. Similarly, the information technology officer at the municipality level, in collaboration with the WCSC Section chief, reports the data from the municipality into the same Google Sheet. All the ward and municipality data is compiled in a central compilation sheet accessible to authorized individuals, allowing them to view the reported data. The WCSC Section chief then compiles the data and presents it in various forums.

By adopting this system, wards and municipalities can manage their data, improve program monitoring, and make informed decisions based on accurate and timely information. If any other municipalities are interested in adopting a similar monitoring process for addressing CEFM, it would be beneficial for them to reach out to the relevant section of the rural/municipalities already implementing this system. They can learn firsthand about the process, its benefits, and the outcomes achieved. They can inquire about the data collection methods, the use of Google Sheets for reporting, and how the data is compiled and presented. Sharing experiences and insights will provide valuable guidance and support to interested municipalities in effectively implementing and adapting this monitoring process to their own contexts.

3.3.3 Supportive supervision and monitoring visits

Supportive supervision and monitoring visits play a crucial role in ensuring the success, effectiveness, and quality of implemented activities. The responsibility for monitoring CEFM activities is typically assigned to a monitoring committee led by the vice mayor/president or a designated authority of the municipality. The committee may also include the mayor/president, the CAO, or other relevant personnel. These individuals are responsible for visiting the implementation site to oversee and monitor the program.

■ *Influential Civil Society Committee Members Interacting with Community Members, Durgabhagawati Rural Municipality, Rautahat*

To conduct effective supportive supervision and monitoring visits, it is crucial to have a well-defined objective in place for the visit. Clear guidelines should be established prior to visiting the site to ensure that the visits are conducted in a structured and systematic manner. This helps in achieving effective supervision and monitoring of the activities. A separate checklist can be used for each of these purposes to ensure that the relevant aspects are thoroughly examined and evaluated.

A reflection meeting should be held immediately after the visit to review and reflect on the findings of the visit so as to maximize the impact of the visit and ensure effective follow-up. Based on the reflection, a visit report should be prepared. By implementing this comprehensive approach, municipalities can ensure that the activities are closely monitored, potential issues are identified, and necessary actions are taken to improve the program's quality and effectiveness.

For example

A sample of the supportive supervision checklist and visit report is shown below:

Rural Municipality/Municipality
Local Child Rights Committee
..... District

Supportive Supervision and Monitoring Checklist

Visitor's Name: .....
Position: .....
Date of Visit: .....
Places Visited: .....
Purpose of the visit:
Name of activity monitored/participated in: .....
Questions/observations to be used during the visit.

SN	Questions/ Observations	Status		Remarks
1	Is this activity related to SBC to end CEFM?	Yes	No	
2	Do they know the purpose and reasons for doing this program?			
3	Is this program designed to target the main issues/behaviors it is trying to solve?			
4	Is the activity or message designed with the local context in mind?			
5	Are the reasons for using local-level evidence for the activity understood?			
6	Are most of the intended audiences present in the program?			

People met during the visit

SN	Name	Position	Remarks

Follow-up and recommendations of the visit

Prepared By:

Name: .....
Position: .....
Phone no.: .....
Signature: .....
Email: .....

..... Rural Municipality/Municipality
Local Child Rights Committee
..... District

Supportive Supervision and Monitoring Visit Report

Visitor's Name: .....
Position: .....
Date of visit: .....
Places Visited: .....
Name of the activity monitor: .....

Background of the visit:

Objectives of the visit:

Activities completed during the visit:

Strengths discovered during the visit:

Aspects that need to be improved during the visit:

Suggestions for further improvement:

Conclusion

Prepared By:

Name: ..... Position: .....

3.4 Sharing of monitoring and evaluation reports

The WCSC Section chief and child welfare officer should present the findings of CEFM intervention derived from monitoring and evaluation in different forums such as LCRCs/WCRCs, municipality executive meetings, review and reflection meetings, and the annual ward/municipality council. Issues and recommendations identified based on the available achievements, as well as data, can be presented in such meetings. Additionally, information regarding the status of indicators can be shared to advocate for the declaration of child marriage-free wards/municipality and prioritize the issue of ending child marriage.

3.4.1 Present status of indicators for declaring an area free of child marriage in the LCRC and WCRC meeting

The progress of programs operated by wards and WCSC sections should be discussed in the LCRCs and WCRC meetings. Analysis of program data and discussion of the status of indicators should be carried out. Through regular discussions and analysis, it can be determined the status of child marriage free area declaration indicators of the municipality, as described in section 3.4.3, The program should be revised based on the progress made in the program and the report from the monitoring.

3.4.2 Presentation of the monitoring and program report in the regular meeting of the municipality

The regular meetings of municipalities, such as monthly, quarterly, semi-annual, and annual reviews, can include a presentation and review of the progress of the programs, including monitoring and evaluation by the WCSC Section chief. They should be updated and provided with additional information to ensure timely implementation and regular support and guidance to the programs. Meetings of this nature can also be used to present the achievements and challenges along with the implementation of the programs.

For example

A sample format for progress presentation is presented in Table 11.

Table 11: Sample Format for Progress Presentation

Stage	Activities	Target	Achievements	Estimated budget	Actual expenses	Balance amount	Remarks

3.4.3 Quarterly, half-yearly, and annual meetings

After the completion of the SBC activity to end CEFM, it is necessary to evaluate whether the objectives set for the activity have been achieved or not. In order to determine progress in ending CEFM, 13 indicators have been prioritized in five areas in terms of progress evaluation at the ward and municipal levels.

The score obtained from this assessment can be used to analyze the current CEFM situation regularly and annually. The indicators and the scoring process are derived from procedure declaring area free of child, early and forced marriage in Madhesh Province. If monitoring occurs regularly and is compared over time, municipalities can also see what has changed over time. As a result, appropriate action plans can be developed to effectively address these issues.

The impact of the program can be evaluated through regular and annual reviews of these indicators.

Reproductive health	Education	Community/ society	Attitudes	Child/adolescent marriages monitoring
▪ Percentage of pregnancies less than 20 years of age	▪ Net enrollment rate for girls in grades 6, 7 & 8. ▪ Net enrollment rate for girls in grades 9 & 10 ▪ Drop-out rate of girls in grades 6, 7 & 8 ▪ Drop-out rate of girls in grades 9 & 10	▪ Presence of a functional child rights committee ▪ Number of complaints regarding child marriage to the local child rights committee ▪ Number of complaints regarding child marriage to the police	▪ Percentage of parents who say that they will not arrange marriages for their son with girls under the age of 20. ▪ Percentage of parents who don't plan to arrange marriages of their daughter under the age of 20. ▪ Percentage of parents who believe marrying girls young (below 20 years) puts them at a risk of having birth complications.	▪ Percentage of men and women 20–24 years old who were married or in union before age 20. ▪ Number of marriages within the past year in which a member of the couple is below 20 is based on data from the LCRC.

The definitions, data sources and scoring criteria for each of the indicators are as follows:

SN	Thematic Area	Indicator	Indicator Definition	Data Source	Scoring Criteria
1	Reproductive Health	Percentage of pregnancies below the age of 20	Numerator: Number of pregnant women on their 1st ANC visit who were under 20 Denominator: Total number of pregnant women who attended the 1st ANC visit	HMIS/DHIS 2	0: % > 10 1: % ⩽ 10
2	Education	Net enrollment rate for girls in grades 6, 7 & 8	Numerator: Number of girls enrolled in grades 6, 7& 8 Denominator: Total number of grades 6, 7 & 8-aged girls in the community	Flash I Report	0: % > 95 1: % ⩽ 95
3		Net enrollment rate for girls in grades 9 & 10	Numerator: Number of girls enrolled in grades 9 & 10 Denominator: Total number of grades 9 &10-aged girls in the community	Flash I Report	0: % > 80 1: % ⩽ 80
4		Drop-out rate of girls in grades 6, 7 & 8	Numerator: Number of girls who dropped out in grades 6, 7 & 8 Denominator: Total number of grades 6, 7 & 8 enrolled girls in the community	Flash I Report	0: % > 2 1: % ⩽ 2
5		Drop-out rate of girls in grades 9 & 10	Numerator: Number of girls who dropped out in grades 9 & 10 Denominator: Total number of grade 9 & 10 enrolled girls in the community	Flash I Report	0: % > 1 1: % ⩽ 1
6	Community/ Society	Presence of a functional child rights committee in the ward/municipality	The existence of a functional (meeting regularly/at least twice every 6 months) child rights committee at the municipality level	Child rights committee reports	0 = No 1 = Yes
7		Number of complaints regarding child marriage to the LCRC/WCRC	The number of documented complaints to that child rights committee	Child rights committee reports	0: ≥3 complaints 1: <3 complaints
8		Number of complaints regarding child marriage at the police office	Simple count of child marriage-related complaints lodged at the local police office	Police Records	0: ≥3 complaints 1: <3 complaints
9	Attitude	Percentage of parents who say that they will not arrange marriage of their sons to a girl younger than 20	Numerator: Number of parents who agree with the statements that they will not arrange marriage of their sons to a girl younger than 20 Denominator: Total number of parents participated in the survey	Household Survey	0: % > 90 1: % ⩽ 90
10		Percentage of parents who do not plan to arrange marriage of their daughter under the age of 20	Numerator: Number of parents who do not plan to arrange marriage of their daughter under the age of 20 Denominator: Total number of parents participated in the survey	Household Survey	0: % > 90 1: % ⩽ 90

SN	Thematic Area	Indicator	Indicator Definition	Data Source	Scoring Criteria
11		Percentage of parents who believe marrying girls young (<20 years) puts them at a risk of having birth complications	Numerator: Number of parents who believe marrying girls young (<20 years) puts them at a risk of having birth complications Denominator: Total number of parents participated in the survey	Household Survey	0: % > 90 1: % ⩽ 90
12	Child/ Adolescent Marriages Monitoring	Percentage of men and women 20–24 years old who were married or in union before age 20	Numerator: Number of individuals 20-24 years reportedly married/in union before 20. Denominator: Total number of individuals 20-24 years who participated in the survey	Household Survey	0: No survey 1:%> 10 2: % ⩽ 10
13		Number of marriages within the past year in which a member of the couple is below 20 based on data from the child right committees	Simple count of marriages involving a person under 20 from data collected/reported to the child rights committee	Child rights committee reports	0: No data from WCRC 1: > 0 2: = 0

Measurement of the above-mentioned indicators can be done using the checklist given below.

Table 12: Checklist for Assessing the Status of Child Marriage-Related Indicators

Checklist for assessing the status of child marriage-related indicators		
Province: Madhesh	Municipality/Rural Municipality:	Ward #:.....
Date:	Location of the program:	

Indicators	Availability of data sources	Which data sources were used	Current year of data	Status percentage/ rate/ number)	Scoring guidelines	Score
Reproductive Health						
1. Percentage of pregnancies below the age of 20					0: % > 10 1: % ⩽ 10	
Total domain score					**1**	
Education						
2. Net enrollment rate for girls in grades 6, 7 & 8					0: % < 95 1: % ≥95	
3. Net enrollment rate for girls in grades 9 & 10					0: % <80 1: % ≥ 80	
4. Drop-out rate for girls in grades 6, 7 & 8					0: % > 2 1: % ≤ 2	
5. Drop-out rate for girls in grades 9 & 10					0: % > 1 1: % ≤ 1	
Total domain score					**4**	
Community/Society						
6. Presence of a functional child rights committee in the ward/municipality					0 = No 1 = Yes	
7. Number of complaints regarding child marriage to the LCRC/WCRC					0: ≥3 complaints 1: <3 complaints	
8. Number of complaints regarding child marriage at the police office					0: ≥3 complaints 1: <3 complaints	
Total domain score					**3**	
Attitudes						
9. Percentage of parents who say that they will not arrange marriage of their sons to a girl younger than 20					0: % < 90 1: % ≥ 90	
10. Percentage of parents who do not plan to arrange marriage of their daughter under the age of 20					0: % < 90 1: % ≥ 90	
11. Percentage of parents who believe marrying girls young (<20 years) puts them at a risk of having birth complications					0: % < 90 1: % ≥ 90	
Total domain score					**3**	
Child/Adolescent Marriages Monitoring						
12. Percentage of men and women 20–24 years old who were married or in union before age 20					0: No survey 1: % > 10 2: % ≤ 10	
13. Number of marriages within the past year in which a member of the couple is below 20 based on data from the child right committees					0: No data from WCRC 1: > 0 2: = 0	
Total domain score					**4**	
Total aggregate score across the 5 domains					**15**	

In order to analyze the situation of the ward/municipality based on the total score obtained by the ward/municipality, the four color badges shown in Table 13 can be used.

Table 13: Color Badges

Total Score	Color badges	Situation Analysis	Please mark (√) in the current status
0–2		No initiative has been taken in addressing CEFM	
3–8		Under construction in addressing CEFM	
>9 but has 0 for indicators 12 or 13		Motivated to address CEFM	
>11 and has collected data for indicators 12 or 13		Closing the gap on CEFM	

These colors represent progress in each area. By analyzing the collected data in this process, wards and municipalities can identify the root causes of the challenges and issues regarding CEFM. Along with this understanding, an action plan to address each identified challenge or issue by using the following template can be used.

■ *Updating CEFM Statistics in Ward Child Rights Committee Meeting, Pipra Rural Municipality-2, Mahottari*

Table 14: Action Plan Template to Address Issues Related to CEFM Reduction

Action plan to address the issues related to CEFM reduction		
Province: Madhesh	Municipality/Rural Municipality:	Ward #:.....
Date:	Venue:	

SN	Problems/ Challenges	Reasons	Action plan for the solution	Responsible persons/ institution	Timeline	Estimated budget

Annexes

Detailed Implementation Guide for the Use of Social and Behavior Change Activities to End Child, Early, and Forced Marriage

Activity 1: Mobilization of influential religious leaders who have significant public support at the local level to end CEFM

Activity 2: Formation and engagement of all-political party committees at the ward and municipality level for ending CEFM

Activity 3: Municipality honors and publicly acknowledges the chairperson and secretary of the ward with the most progress towards ending CEFM in the current fiscal year within the municipality

Activity 4: Organize an annual award program to honor parents who arranged the marriage of their daughters after the age of 20 years

Activity 5: Ward/municipality provides a discount or support for agricultural equipment, fertilizers, seeds, or irrigation equipment for agriculture-based parents who arranged the marriage of their daughters only after reaching the age of 20

Activity 6: Formation and mobilization of influential civil society members committee at municipality and ward levels

Activity 7: Support marketable skills development of unmarried girls who have passed 10th grade or studied up to 12th grade or dropped out from higher education

Activity 8: Ward/municipality arrange scholarships for girls and boys to continue their higher education (11th and 12th grades)

Activity 9: Strengthen and mobilize the existing formal and informal structures at the local level for CEFM reduction

Activity 10: Felicitation and recognition of adolescent girls who actively prevent CEFM and advocate against it

Activity 11: Promote role model families who get their children married after 20 years of age

Capacity Development Training for Child Club Members, Durgabhagawati Rural Municipality, Rautahat

Annex 1: Detailed Implementation Guide for the Use of Social and Behavior Change Activities to End Child, Early, and Forced Marriage

Summary

This document includes detailed implementation plans for 11 activities strategically developed and tested by six municipalities in Madhesh Province. The activities were developed through the use of a human-centered design approach as described in the Child, Early, and Forced Marriage (CEFM) Package for Local Level (Sahayogi Pustika) in 1.2. These 11 activities were specifically designed for the Madhesh context, where parents play a pivotal role in deciding when their children get married and marriage decisions are significantly influenced by key actors, including religious leaders, political figures, and close relatives. The activities target key influencers by fostering support for parents and instilling pride in delaying their child's marriage until after age 20.

This guide is specifically designed for municipality- or ward-level staff, especially the Ministry of Women, Children, and Senior Citizen (WCSC) chief and ward secretary and is meant to support the implementation of social and behavior change (SBC) programs to end CEFM from within the government system. The child welfare officer should support the WCSC section chief, where possible, and both should work collaboratively. This document can also be used by others applying SBC approaches to end CEFM.

The activities are to be implemented in coordination with the child protection structures at the ward level through the Ward Child Rights Committee (WCRC) and at the municipality level through the Local Child Rights Committee (LCRC). The WCSC section is the focal point for all CEFM activities within the municipality.

The activity planning and updates should be further supplemented during regular meetings held by the LCRC/WCRC.

These implementation plans assume that funding has been allocated and outline how to implement the activities. Budgetary issues will be coordinated with the municipality chief administrative officer (CAO) and account section, while the municipality executive body will be updated and informed throughout the process.

Activity 1

Mobilization of influential religious leaders who have significant public support at the local level to end CEFM

Influential Religious Leaders During Preaching Event, Durgabhagawati Rural Municipality, Rautahat

Current Situation

Local religious leaders such as priests, pandits, maulanas, and Maulavi influence people's daily activities and ways of living based on religious beliefs and traditional values. The leaders are a major source of information for a community, and they provide guidance on various aspects of life, including building homes, cooking, eating, funeral practices, and the marriages of sons and daughters. Many religious leaders have not actively discouraged various beliefs and practices related to CEFM, as observed in their interpretations of religious scriptures. They perceive they are following scriptures by allowing CEFM, and it is thus not seen in a negative light in Madhesh society. In Madhesh Province, marriages are seen as an opportunity for the family to show off their social status. Heavy expenses are incurred, and the religious leaders themselves benefit financially. Therefore, the religious leaders go along with the practices and do not raise their voice against it.

Although the general perception is that CEFM exists only among certain religions and castes and among the poor, data show that CEFM exists in all castes and religions, among rich and poor families, in urban and rural areas, and among educated and uneducated individuals. Therefore, addressing CEFM requires reaching out to all religions and castes through religious leaders.

■ *Influential Religious Leaders During Preaching Event, Rajpur Municipality, Rautahat*

Major Challenge

Local government structures that can influence ending CEFM such as the municipality, ward, and local child rights committees have not been actively programming for or coordinating with religious leaders for their mobilization in ending CEFM. In addition, the committees have not included such activities in their budgets.

Intended Audience

- Religious leaders (priests, caste-based leaders, pandits, maulanas, and Maulavi)

Activity

- Mobilization of influential and popular religious leaders at the local level to end the influence of religious and traditional social norms that encourage child marriage

Activity Objective

- To end child marriage by engaging influential religious leaders at the local level to reinterpret and redefine religious and traditional practices and norms that encourage CEFM through programs implemented by the WCRC/LCRC.

Activity Implementation Process

Five-Step Implementation Process (Overview)

- **Step 1. Get approval for implementation of activities and seek advance funds:** For the implementation of the approved program, the ward secretary for the ward-level

activity and the WCSC section chief for the municipality-level activity will receive advance payment after obtaining approval (directive) from the CAO to implement the program. Otherwise, they will submit an application along with necessary documents for reimbursement from the municipality after the implementation of the program.

- **Step 2. Compile list:** The LCRC/WCRC will compile a list of influential and popular religious leaders who have significant public support at the ward/municipality levels.
- **Step 3. Preparation meeting:** The LCRC/WCRC will hold a meeting to prepare for the influential and popular religious leaders' orientation and preaching event.
- **Step 4. Implement activities:** Two key activities will be implemented:
  - Step 4.1. Organize and implement orientation program for influential religious leaders: Religious leaders will be consulted and encouraged to reinterpret social traditions and customs to promote marrying children only after 20 years.
  - Step 4.2. Organize and implement preaching events by influential religious leaders: Religious leaders will integrate R-CEFM communication in their regular weekly preaching in their respective places of worship.
- **Step 5. Post-event activities:** Prepare and submit event and expenses reports.

Five-Step Implementation Process (Detailed)

Step 1. Get approval for implementation of activities and seek advance funds

- The ward secretary (WCRC secretary) or WCSC section chief (LCRC secretary at the municipal level) will submit necessary paperwork and budget details for planned activities to the CAO for approval. An example of the paperwork for approval and approval order to be accepted is presented in Sub-Annex-1.
- Upon receiving the CAO approval, the ward secretary or other staff/WCSC section chief will submit the proposal of planned activities to the municipality account section for budget advance and assurance of receiving payment after activity implementation. A sample template of a letter for budget advance is in Sub-Annex 2.

Step 2. Compile list

- The LCRC/WCRC will compile a list of influential and popular religious leaders at the ward/municipality levels.
- The WCSC chief/ward secretary will lead the compilation of the list of influential and popular religious leaders to discuss during the LCRC/WCRC meeting to prepare for the activity.
- A template for compiling a list of religious leaders is available in Sub-Annex 3.

Step 3. Preparation meeting

- The LCRC/WCRC will hold preparation meetings to discuss and plan for the orientation program and the preaching event.
- An example agenda and possible expected outcomes during the meeting are outlined below.

Agenda 1: Orientation program for influential and popular religious leaders

- Orientation event date, location, time, remuneration/benefits to be provided, invitation letter to be sent
- Finalization of the list of religious leaders selected for orientation
- Topics to discuss during orientation
- Monitoring of preaching about ending CEFM during regular preaching events (weekly for Muslims, on special days for Hindus)

Expected decisions

- Identify orientation event date, location, and time
- Provide remuneration/benefits (if available) to participants
- Collect details (name, address, and contact number) of influential and popular religious leaders
- Develop the list of religious leaders selected for the orientation
- Prepare invitation letter to be sent to influential leaders
  - The letter should be sent from the ward chairperson for the ward and from the CAO for the municipality with information about the date, location, and time.
- Select and prepare topics to be discussed during orientation:
  - Present CEFM data and the reasons that CEFM occurs.
  - Explain the role of religious leaders in ending CEFM.
  - Identify, share, and discuss content/interpretations from religious books that promote ending CEFM from Hindu and Muslims teachings.
  - Allocate responsibility to monitor preaching/sermons about ending CEFM during regular preaching (weekly for Muslims, on special days for Hindus). For example, certain members from WCRC could be designated to monitor whether religious leaders are incorporating R-CEFM communication in their regular preaching, how often they do so, what they say about R-CEFM, how are people (parents) reacting to it, and so forth. Select one member from the WCRC/ LCRC and one member from the child club.

Agenda 2: Preaching event by popular and influential religious leaders

- List of invitees
- Event management role and responsibilities

Expected decisions

- Develop list of invitees: Representatives from the role model families, girls, influential leaders from civil society, political parties, caste-based organizations, priests, women leaders, mothers' groups, child clubs, youth clubs, local organizations, cooperatives, and schools.
- Identify roles and responsibilities for managing preaching event for the following items:
  - Invitation letters, follow-up, and confirmation of participant attendance
  - Master of ceremony
  - Logistics management: food, banner, stage preparation, and so forth
  - Photography
  - Event report preparation

Step 4. Implement Activities

Step 4.1 Listing of and orientation for influential and popular religious leaders

Before the event

- Send invitation letters to the listed influential and popular religious leaders from the ward chairperson (WCRC chair) for the ward-level activity and the CAO for municipality-level activity with information about the date, location, and time.
- Designate LCRC/WCRC members to ensure participation of the religious leaders.
- Designate people who will be responsible for making sure all other arrangements for the event are in place, such as sound and light equipment, venue, any printed materials, and so forth, and for ensuring that the event starts on time.

During the event

- The orientation program will be led by the ward secretary/WCSC chief supported by LCRC/WCRC members.
- The influential religious leaders will be oriented on the status of CEFM (data and reasons for CEFM) in Madhesh Province and in their municipality.
  - They will also be advised about the laws against marriage before the age of 20.
  - The role of religious leaders in ending CEFM will be discussed.
- The list of religious leaders willing to work for ending CEFM will be finalized.
- Content identified in religious books that promotes ending CEFM will be discussed from both Hindu and Muslims religious perspectives.
- Discussions will occur with the religious leaders regarding how they could address topics related to ending CEFM in the preaching events and during their regular community preachings.

Examples for addressing the topics

Hindu

- Highlight the story of Sita's Swayamvara (a ceremony organized where the bride is allowed to choose groom independently) from the Ramayana epic linked to the hindu religion. In this story, Sita chooses a groom for herself because she is physically, emotionally, and mentally mature enough at around age 20.
- Ram married only after he completed his education and training and became self-supporting.
- The Manusmriti (The text is attributed to the mythical figure of Manu, considered to be ancestor of humans in Hinduism) suggests that a man should marry when he has completed his education and is capable of supporting a wife. For a woman, the Manusmriti recommends marriage after she reaches physical maturity.

Muslim

- The Quran forbids marriage before individuals can decide good and bad for themselves, which is why the bride is asked whether she consents to start a life with the man who is in front of her during the nikah (marriage ceremony).

- Identify and list religious leaders who have knowledge about religious books, are willing to incorporate R-CEFM in their communication and interaction with the community, are willing to participate in the community preaching event, and have agreed to stop performing marriage rituals for people below the age of 20 years.
- Confirm the day, venue, and time for regular preaching at temples and mosques.

Step 4.2 Preaching event for local community people by the popular and influential religious leaders

Before the event

- The LCRC/WCRC should send invitation letters to the invitees and to the religious leaders identified at least three to four days in advance, including details such as time, venue, and date of the meeting.
- Follow up and advocate with invitees to attend, and seek confirmation that they will attend.

During the event

- Organize the preaching day on the date and place as decided in the LCRC/WCRC meeting and after confirming with the religious leaders.
- The program will run for a maximum of three hours.
- The ward secretary/WCSC section chief (WCRC/LCRC secretary) will welcome the participants and present the program's objectives.
- The WCRC/LCRC secretary will present the local (ward, municipality) CEFM situation (data and reasons that CEFM occurs).
- Each religious leader will be given a maximum of 15 minutes to preach. Their preaching will recognize religious doctrines advocating against child marriage as written in religious scriptures, and it will be utilized as a basis for efforts to transform societal acceptance of marriage occurring after a boy or girl is 20.
- Exemplary adolescent girls and their parents or guardians will share their experiences of delaying marriage of the girls.
- Other influential leaders, social leaders, caste-based organization leaders, women leaders, and child club representatives will share their experiences on ending child marriage and highlight the benefits they have gained from it. They will each be given two minutes to speak.
- Announcements will be made at the event about where and when parents and community members can hear more about this issue from their religious leaders in the future. Details will be provided, including the venue, day, time, temples, and mosques where the religious leader will further elaborate on content identified from the religious books that supports marriage after 20 during regular preaching. These will be:
  - Muslim community during Friday prayer
  - Hindus during the prayer ceremonies typically conducted on specific days, as mentioned in religious texts, dedicated to various gods and goddesses.
- Religious leaders will receive encouragement to continue regular preaching programs in religious events in the community continuously and to reinforce positive social norm of marriage after 20.

After the event

- LCRC/WCRC and child club members will monitor whether religious leaders have spoken out to support the reduction of CEFM during regular preaching. Checklists for monitoring and reporting are in Sub-Annex 10 and Sub-Annex 11.

Step 5. Post-event activities

- Prepare and submit event and expenses reports.
- Within three days of the end of the program, the LCRC/WCRC will hold a review meeting in their respective committees.
- Prepare a report of the program and submit it to the municipality office. The report template is in Sub-Annex 12.
- Settle the advance payment.

Monitoring Indicators

To monitor the activity, the following indicators can be used. Municipalities can develop more indicators as needed.

Indicators	Source of information	Means of collection
(1) Number of religious leaders present at the orientation program	Program reports and minutes	Meeting minutes
(2) Number of religious leaders listed who agree to support reduction of CEFM	Attendance book	Meeting minutes
(3) Number of religious activities in which religious leaders have spoken out to support the reduction of CEFM	Photos, attendance information	Event report

Budget

While implementing this activity, each municipality will need to allocate costs for the following items. The items and costs may vary by municipality. The table depicts an example budget.

S. N	Program	Frequency	Estimated budget (ward level)	Estimated budget (rural municipality/ municipality level)
(1)	Listing of and orientation for religious leaders (stationery supplies, snacks, transportation, banner, monitoring allowance for ward level activity, facilitator allowance, and miscellaneous)	1	15,000	30,000
(2)	Organization of preaching programs (snacks, venue, transportation, banner, monitoring allowance, facilitator's allowance, and miscellaneous)	1	40,000	115,000
(3)	Review meeting after the program (snacks)	1	5,000	5,000
Total			**NPR 50,000**	**NPR 150,000**

Potential Issues and Their Solutions

Municipalities may experience potential issues during implementation. The issues and their solutions can vary based on the specific context and situation of a municipality.

Major issues	Solutions
Religious leaders' belief that children are ready to marry before 20 years of age	Remind them of the laws, policies prohibiting marriage before 20 years of age.
Religious leaders do not acknowledge that child marriages are taking place in their community	Present local data that shows that child marriages are taking place.
Religious leaders encourage child marriages for fear of losing income from performing marriages	Remind them of the laws and policies prohibiting marriage before 20 years of age.
Difficulty in reinterpreting the religious lines and paragraphs that encourage CEFM	Obtain WCRC support to invite religious leaders (including those from other municipalities) who have deep knowledge about the religious scriptures and request their assistance in interpreting the religious texts during the listing and orientation meeting.

Activity 2

Formation and engagement of all-political party committees at the ward and municipality level for ending CEFM

■ *All-Political Party Committee Meeting, Loharpatti Municipality-3, Mahottari*

Current Situation

The legal age for marriage is 20 for both men and women in Nepal, but CEFM is still prevalent. According to the local CEFM census of 2022 conducted in six municipalities in Madhesh Province, CEFM prevalence ranges from 20% to 41%, with girls experiencing rates between 35% and 59% and boys from 6% to 28%, depending on the municipality.

The issue is not adequately addressed by social and political leadership because they perceive CEFM to be an issue related to only marginalized and disadvantaged groups. It is not generally acknowledged to affect all communities. Despite political leaders being aware of harmful practices of CEFM, they often downplay it to avoid alienating voters. Political parties can also misuse the issue against opposing parties to gain influence over their constituents for whom CEFM is a norm.

Major Challenge

When elected members in local municipalities work towards ending CEFM, they lack support or face opposition from parties with ulterior motives to gain votes. No political coalitions back political leadership that wants to support CEFM reduction in their community.

Intended Audience

- Key influential leaders of all-political parties at the municipality and ward levels

Activity

- Form and engage all-political party committees at the ward and municipality levels to support and implement actions for ending CEFM.

Activity Objective

- Form all-political party committees comprising influential leaders of all-political parties at the ward/municipality levels that will engage in activities related to ending CEFM.

Activity Implementation Process

Five-Step Implementation Process (Overview)

- **Step 1. Get approval for implementation of activities and seek advance funds:** For the implementation of the approved program, the ward secretary for the ward-level activity and the WCSC section chief for the municipality-level activity will receive advance payment after obtaining approval (directive) from the CAO to implement the program. Otherwise, they will submit an application along with necessary documents for reimbursement from the rural municipality/municipality after the implementation of the program.
- **Step 2. Compile list:** The LCRC/WCRC will compile a list of ward/municipality-level influential leaders of all-political parties to be engaged in activities related to ending CEFM.
- **Step 3. Preparation meeting:** The LCRC/WCRC will hold a preparatory meeting to discuss how best to form and engage committees of influential leaders from all-political parties at the ward/municipality levels.
- **Step 4. Implement activities:** Form all-political party committees at the ward/municipality level and engage them in various activities conducted at the ward/municipality levels.
- **Step 5. Post-event activities**: Prepare and submit event and expenses reports.

Five-Step Implementation Process (Detailed)

Step 1. Get approval for implementation of activities and seek advance funds

- Ward secretaries for the ward-level programs and WCSC section chief for municipality-level programs will obtain approval for program implementation from the CAO at the municipality level. Following approval, coordination activities with the LCRC/WCRCs can be initiated. Samples of the approval and government order are provided in Sub-Annex 1.
- Based on the approved budget, the ward secretary or other staff/WCSC section chief will submit a detailed breakdown of the estimated budget under an approved title to the municipal accounts section for a budget advance to implement the activity or post-event reimbursement. A template of a letter to request an advance can be found in Sub-Annex 2.

Step 2. Compile list

- The ward secretary/WCSC section chief will submit the budget details for approved activities and other necessary paperwork to the accounts section for further approval and release of advance funds to implement the activities.
- As part of one of their regular meetings, the LCRC/WCRC will identify political party members who can influence decisions within political parties at the ward/municipality levels. The LCRC/WCRC will then prepare a list and come to a consensus on it.

Step 3. Preparation meeting

- The LCRC/WCRC will hold a preparatory meeting to discuss the modalities of forming and engaging committees of influential leaders from all-political parties at the ward/municipal levels. An example agenda and possible expected decisions during the meeting are outlined below.

Agenda 1

- Finalize the list of influential political party members at the ward/municipal level.
- Set the date, place, and time of the meeting for the forming all-political party committees in the ward/rural municipality/municipality.
- What is to be discussed in the all-political party committee formation meeting and engagement in R-CEFM activities?

Expected decisions

- Prepare list of active political party members at the ward and municipal level (name, address, political party, and contact number).
- Identify the date, place, and time of the meeting for the formation of all-political party committee in the ward/municipality.
- Develop objectives of the meeting to form the all-political party committee:
  - Share CEFM status (data of CEFM in Madhesh Province and especially in the municipality) and the reasons for CEFM learned from the human-centered design process, along with existing laws against child marriage.
  - Describe activities planned by the municipality for this fiscal year.
  - Identify benefits for each of the political parties for their ending CEFM and community role.

Agenda 2

- Preparation for the formation of all-political party committees at the ward/municipality level.

Expected decisions

- Event management role and responsibilities for
  - Invitation letters to be sent in the name of ward chair for the ward-level activity and the CAO for municipality activity, follow-up to advocate with political party members to attend, and confirmation that they will attend
  - Master of ceremony
  - Logistics management: food, banner, stage preparation, and so forth
  - Photography
  - Event report preparation
- Sharing information about the purpose of forming the all-political party committee
- Sharing information regarding the situation of CEFM in the municipality (number and reasons for CEFM) and the CEFM activities for the current fiscal year.
- Identifying the roles and responsibilities of the committee for reduction of CEFM
- Determining the number of members (7–11) for all-political party committees

Step 4. Implement activities

- Form and engage all-political party committees at the ward and municipality levels to support actions for ending CEFM.

Before the event

- The LCRC/WCRC should send invitation letters to the influential members of the political parties identified at least three to four days in advance, including details such as time, venue, and date of the meeting.
- Follow up and advocate with invitees to attend, and seek confirmation that they will attend.

During the event

- Organize the meeting on the date and place as decided in the LCRC/WCRC meeting.
- The meeting will be led by the ward secretary/WCSC section chief supported by LCRC/WCRC members.
- The leaders will be oriented on the CEFM status, data of CEFM in Madhesh Province and especially in their municipality, and learnings from the human-centered design process regarding the reasons for CEFM, along with the existing laws.
- Share the activities planned by the municipality for this fiscal year. Remind the committee members of their commitment and benefits for their political party and community.
- Agree on the role of the all-political party committee to end CEFM.
- Form the all-political party committee (7–11 members) with the following designated:
  - Committee president (ward chairperson/municipality chairperson or mayor will be designated as the committee president)
  - Vice president
  - Secretary
  - Members
  - Women and Dalit representatives (required)
- WCSC section/ward secretary will mobilize all-political party committees to support activities conducted at the ward and municipality levels. Sample activities the committee can conduct are in Sub-Annex 4.
- The all-political party committee will meet regularly to coordinate and organize public programs in collaboration with the LCRC/WCRC.
- Political parties will discuss within their sister organization the importance of R-CEFM and discuss their role in it.

Step 5. Post-event activities

- Prepare and submit event and financial reports.
- Within three days of the all-political party committee formation, the LCRC/WCRC will conduct a reflection meeting.
- Prepare the program report and submit it to the municipality office. The report template is in Sub-Annex 12.
- Settle the advance payment.

Monitoring Indicators

To monitor the activity, the following indicators can be used. Municipalities can develop more indicators as needed.

Indicators	Source of information	Means of collection
(1) Number of individuals participating in all-political party committee meetings	Minute book of the meeting, attendance	LCRC/WCRC meeting minutes
(2) Number of political parties participating in the all-political party committee	Minute book of the meeting, attendance	Report
(3) Number of public programs backed by the all-political party committee in support of CEFM reduction	Photos, attendance register	LCRC/WCRC meeting minutes

Budget

While implementing this activity, each municipality will need to allocate costs for the following items. The items and costs may vary by municipality. The table depicts an example budget.

S. N	Program	Frequency	Estimated budget (ward level)	Estimated budget (rural municipality/ municipality level)
(1)	Meeting for the formation of ward/municipality-level all-political party committees (snacks)	1	5,000	5,000
(2)	Meeting for the formation of all-political party committees (banner, snacks, transportation, facilitator/coordinator allowance, venue, miscellaneous)	1	15,000	25,000
Total			**20,000**	**30,000**

Potential Issues and Their Solutions

Municipalities may experience potential issues during implementation. The issues and their solutions can vary based on the specific context and situation of a municipality.

Major issues	Solutions
There could be accusations regarding selection of representatives who are in favor of ward chairperson.	Selecting committee representatives only in the presence of all-political parties' representatives and having consensus
Some political parties may not prioritize publicizing their participation in support of CEFM reduction.	Clarify the role of this committee while forming the all-political party committee and engage them in existing ward/municipality-level activities to end CEFM.

Activity 3

Municipality honors and publicly acknowledges the chairperson and secretary of the ward with the most progress towards ending CEFM in the current fiscal year within the municipality

■ *Municipality Honors and Publicly Acknowledges the Chairperson and Secretary of the Ward with the Most Progress Towards Ending CEFM in the Current Fiscal Year, Durgabhagawati Rural Municipality, Rautahat*

Current Situation

The legal age for marriage is 20 for both men and women in Nepal, but CEFM is still prevalent. According to the local CEFM census of 2022 conducted in six municipalities in Madhesh Province, CEFM prevalence ranges from 20% to 41%, with girls experiencing rates between 35% and 59% and boys from 6% to 28%, depending on the municipality.

Ward leadership is crucial in addressing CEFM. Ward leaders are decision makers who can make needed R-CEFM-related budget allocation, implement activities, reinforce the laws, and set an example for their followers in their wards.

Elected officials often overlook CEFM, prioritizing infrastructure projects to boost voter appeal. In addition, they may hesitate to address CEFM due to fears of losing electoral support. Even in Madhesh Pradesh, leaders focus on specific communities rather than tackling CEFM universally. While data does show that CEFM is more pronounced in certain ethnic groups and socio-economic groups, CEFM is practiced across all castes, religions, and education levels and in both urban and rural areas.

Parents typically dictate their children's marriage decisions, but these choices are heavily swayed by relatives, neighbors, and community leaders. Therefore, the need exists for a system that incentivizes and recognizes local leaders, especially at the ward level, in promoting delayed marriage. Currently, municipalities lack processes to acknowledge ward leaders' efforts in ending CEFM.

Major Challenge

The mindset of elected representatives needs to be shifted so they can recognize that budgeting for and implementing activities to end CEFM can enhance their standing among constituents.

Intended Audience

- Ward chairperson
- Ward secretary

Activity

- Honor and publicly acknowledge the ward chairperson and the ward secretary with the most progress towards ending CEFM in the current fiscal year within the municipality.

Activity Objective

- Municipality to publicly honor and recognize ward chairperson and secretary from the ward that has made the most progress in ending CEFM within the municipality to reward their effort, increase their prestige, and encourage continuation of their excellent work. This could inspire and motivate the leadership in other wards to lead and support efforts to bring about more CEFM reduction in their wards.

Activity Implementation Process

Five-Step Implementation Process (Overview)

- **Step 1. Get approval for implementation of activities and seek advance funds:** For the implementation of the approved program, the ward secretary for ward-level activity and the WCSC section chief for the municipality-level activity will receive advance payment after obtaining approval (directive) from the CAO to implement the program. Otherwise, they will submit an application along with necessary documents for reimbursement from the rural municipality/municipality after the implementation of the program.
- **Step 2. Compile list:** LCRC will compile a list of wards with outcome indicators data as mentioned in section 1.1.3. LCRC every three months is to assess the CEFM situation in all the wards of the municipality.
- **Step 3. Preparation meeting:** The LCRC will hold a preparatory meeting to organize an award ceremony to honor the selected ward chairperson and secretary.
- **Step 4. Implement activities:** Organize the award ceremony for the selected ward chairperson and secretary according to the decisions made in the preparation meeting.
- **Step 5. Post-event activities:** Prepare and submit an event and expense report.

Five-Step Implementation Process (Detailed)

Step 1. Get approval for implementation of activities and seek advance funds

- The WCSC section chief will obtain approval (directive) from the CAO for the program's implementation. The sample format for approval and order is provided in Sub-Annex-1
- After receiving approval (directive) from the municipality, the WCSC section chief will receive advance monetary payment to implement activities or will submit an application along with necessary documents for payment after the implementation. A template of the letter to request monetary advance is in Sub-Annex 2.

Step 2. Compile list

- LCRC will compile a list of wards with outcome indicators data as mentioned in the section 1.1.3 . LCRC in every three months to assess the CEFM situation in all the wards of the municipality.
- The WCRC will collect the indicators data based on Child, Early and Forced Marriage Free Area Declaration Procedure Madhesh Province to assess the CEFM situation in all the wards of the municipality every three months and submit it to the LCRC.
- The LCRC will keep track of the ward trends over the year based on data submitted by the wards. The yearlong trend of ward data will be compiled and analyzed in the second month of the last quarter of the fiscal year. Data analysis guidelines are available in 1.1.3 of Section 1, page 25.

Step 3. Preparation meeting

The LCRC will hold a preparatory meeting to organize an award ceremony to honor the selected ward chairperson and secretary. The agendas and their expected decisions are as follows.

Agenda 1

- Determine the ward with the most progress towards ending CEFM in the current fiscal year within the municipality based on the child marriage free declaration procedure.

Expected decisions

- Agreement to determine the ward with most progress towards ending CEFM by comparing each ward's data from the current year.

Agenda 2

- Discuss how to organize the event to honor the ward chairperson and secretary.
- Determine the date, venue, and time for the award program.
- Inform the selected ward chairperson and secretary about the award program.
- Discuss the process of conducting the award program.
- Discuss the LCRC members' responsibilities for organizing the award program at the municipality level and role allocation.

Expected decisions

- Date, venue, and time for the award program
- Letter from the CAO to inform the selected ward chairperson and secretary about the award program.
- Process of conducting the award program based on the decision made by the ward/municipality.
- Event management role and responsibilities for
  - Invitation letters to be sent, with follow-up and confirmation
  - Master of ceremony
  - Logistics management: food, banner, stage preparation, and so forth
  - Photography
  - Event report preparation

Step 4. Implement activities

Before the event

- The LCRC will present the data received from the wards, including the committee's findings, to the municipality executive committee along with the score obtained from each ward based on the indicators and related information (LCRC meeting minutes) and get authorization to conduct the award event.
- The LCRC/WCRC sends invitation letters to the people identified at least three to four days in advance, including details such as time, venue, and date of the meeting.
    - Award program invitees: mayor, deputy mayor, government representatives (District and Provincial or Federal), representatives from security office (police office), executive members, ward secretaries of remaining wards, representatives from other rural municipal or municipal bodies, exemplary individuals from families, adolescent girls who have avoided child marriage till the age of 20, community leaders, influential members of civil society, representatives from committees of marginalized groups, representatives from all-political party committees, caste-based organizations, influential religious leaders, women leaders and mothers' groups, child clubs, and youth clubs
- The event is publicized in various committee meetings and at child club meetings.
- Public notices are posted in the wards.
- The participation of poor and marginalized groups is sought.

During the event

Organize the award ceremony for the selected ward chairperson and secretary according to the decisions made (see Step 3) in the preparatory meeting. Program event agenda:

- The program will be conducted for a maximum of three hours.
- Women participants should be seated in the front row.
- The secretary of the LCRC will welcome the participants, outlining the program's purpose.
- The secretary of the LCRC will present the situation of CEFM (CEFM data and the reasons for child marriage) of each ward of the municipality.
- The ward chairperson and secretary from the ward with the most progress towards ending CEFM will be honored and invited to share their experiences.
- Role-model adolescents, parents, religious leaders, women leaders, and child club members will be given two minutes each to share their experiences related to ending CEFM and the benefits gained from it.
- Other guests will be invited to relate their experiences working to end CEFM.
- Women and parents should be placed in front for group pictures.

Step 5. Post-event activities

- Prepare and submit the activity and expense reports.
- Within three days of the end of the program, the LCRC/WCRC will hold a review meeting in their respective committees.
- The ward secretary/ WCSC section will prepare a report of the program and submit it to the municipality/rural municipality office. The format of the report is given in Sub-Annex 12.
- Settle the advance payment.

Monitoring Indicators

To monitor the activity, the following indicators can be used. Municipalities can develop more indicators as needed.

Indicators	Source of information	Means of collection
(1) Number of people present at the award program	Attendance book of the award ceremony	Event report

Budget

While implementing this activity, costs may occur under the following headings. but these can vary by municipality. The table depicts an example budget.

S. N	Program	Frequency	Estimated budget (rural municipality/ municipality level)
(1)	Meeting of LCRC (snacks, transportation allowance, miscellaneous)	1	10,000
(2)	Organizing the award program for ward chairperson and secretary (snacks, transportation allowance, event coordinator allowance, support staff allowance, tent, certificate, traditional scarfs, and other material for awards)	1	90,000
(3)	Miscellaneous (banner, loudspeaker.)	1	5,000
Total			**NPR 105,000**

Potential Issues and Their Solutions

Municipalities may experience potential issues during implementation. The issues and their solutions can vary based on the specific context and situation of a municipality.

Major issues	Solutions
Accusations of favoritism towards the ward chairperson or secretary honored at the program.	Emphasize a transparent process. Presenting the actual data of child marriages from all the wards as a comparison.
Might use incorrect data	WCSC section chief will regularly check and verify data with the support of the LCRC

Activity 4

Organize an annual award program to honor parents who arranged the marriage of their daughters after the age of 20 years

■ *Annual Award Program to Honor Parents Who Arranged the Marriage of Their Daughters After the Age of 20 Years, Loharpatti Municipality, Mahottari*

Current Situation

In Madhesh Province, parents are the decision makers regarding when their children will get married. Close relatives such as uncles, aunts, and others play a significant role in exerting social pressure for early marriage of daughters in the family. Even if the parents wish to empower their daughters through education and support their independence, societal pressure may influence them to marry their daughters early.

Girls are often seen as a burden by their families. To maintain social prestige, parents will agree to provide dowry to secure marriage for their daughters, often choosing marriage over providing an education for them. Parents also often marry their daughters at a young age, believing the family's honor could be at stake if they delay. The prevailing social norms and traditions of maintaining honor have deep roots and are strongly enforced. To prevent any social stigma, some families restrict the mobility of their daughters within their community, even stopping them from attending school if they live far away. Although the number of girls eloping is very low, parents live in constant fear that their daughters might elope and end family prestige.

Publicly honoring parents who support their daughters' marriage after the age of 20 can offer a new way for parents to think about social prestige. They will take pride in supporting their daughters to obtain an education and to feel empowered, instead of arranging their marriage at an early age.

Major Challenge

The challenge is to shift family and parental prestige away from early marriage to daughters getting educated, becoming self-sufficient and independent, and being married after 20 years of age.

Intended Audience

- Parents who have adolescent daughters.

Activity

- Organize a public award program annually for parents who arranged the marriage of their daughters after they are 20 years.

Activity Objective

- Publicly honored parents who have supported and encouraged the marriage of their daughters after reaching 20 years of age will feel an increase in their prestige. This can motivate other parents to do the same.

Activity Implementation Process

Five-Step Implementation Process (Overview)

- **Step 1. Get approval for implementation of activities and seek advance funds:** For the implementation of the approved program, the ward secretary for the ward-level activity and the WCSC section chief for the municipality level activity will receive advance payment after obtaining approval (directive) from the CAO to implement the program. Otherwise, they will submit an application along with necessary documents for reimbursement from the municipality after the implementation of the program.
- **Step 2. Compile list:** The WCSC will collect information and prepare a list of parents who arranged the marriage of their daughters only after 20 years and submit it to the LCRC. (Parents who have married off their daughters only after 20 years in recent years can also be acknowledged and honored if they were not awarded in previous years.)
- **Step 3. Preparation meeting:** Conduct a preparatory meeting with the LCRC/WCRC to plan the award program for parents who marry off their daughters after the age of 20 years.
- **Step 4. Implement activities:** Organize the parents' award ceremony in a public place with a large community presence.
- **Step 5. Post-event activities:** Prepare and submit the program report and expense details.

Five-Step Implementation Process (Detailed)

Step 1. Get approval for implementation of activities and seek advance funds

- The ward secretary for ward level and the WCSC section chief for the municipal level will obtain approval (directive) from the CAO for program implementation. The sample format for approval and order is provided in Sub-Annex 1.
- The ward secretary for the ward level and the WCSC section chief for the municipality level will receive advance monetary payment after obtaining approval for the implementation of the program from the CAO. Otherwise, they will apply with necessary documents for payment after implementation of the program. A template of the letter to request a monetary advance is in Sub-Annex 2.

Step 2. Compile list

- During their regular quarterly meeting, the WCRCs will compile the list of parents who arranged the marriage of their daughters only after 20 years of age in the fiscal year and share it with LCRC. Parents who are missed in earlier years will be included. A template to compile the list of parents is provided in Sub-Annex 7.
- A detailed list of parents who have arranged the marriage of their daughters after the age of 20 years within the current fiscal year will be prepared during the LCRC/WCRC meetings.
- A final list will be prepared during the second month of the last fiscal quarter.

Step 3. Preparation meeting

- Conduct a preparatory meeting with the LCRC/WCRC to plan the award program for parents who marry their daughters after the age of 20 years.
- Examples of agendas and decisions for the preparatory meetings are outlined below.

Agenda: Preparation for the parents' award program

- Obtain consensus on the list of parents collected for the award.
- Determine the date, venue, and time for the award program.
- Inform the selected parents of their selection and provide program information.
- Decide how to honor parents.
- Discuss the LCRC members' responsibilities for and roles in organizing the award program.

Expected decisions

- Fixed date, venue, and time for the award program
- Participation of parents, especially those with lower socio-economic status, and finalization of the list
- Letter for the honored parents sent through the ward secretary at the ward level and through the CAO at the municipality level.
- Decision on how to honor the parents based on the decision of ward/municipality.
  - For example, the chairperson/mayor can present a cash amount (as per the decision of the municipality) and a certificate to the parents, and the deputy-chairperson/deputy mayor can honor them with traditional scarves.
- Event management role and responsibilities for the members of the WCRC/LCRC
  - Invitation letters to be sent, follow-up and confirmation
  - Master of ceremony
  - Logistics management: food, banner, stage preparation, and so forth
  - Photography
  - Event report preparation

Step 4. Activity implementation

Before the event

- The LCRC/WCRC will present the CEFM data received from the wards, including the committee's findings, to the municipality executive committee along with the list of the parents and related information and get authorization to conduct the award event.
- Invitations will be sent to invitees through the ward secretary at the ward level and through the CAO at the municipality level.

- Invitees: The mayor, deputy mayor, district and provincial government representatives, security agency representatives, members of the executive committee, representatives from other rural municipalities or municipalities, exemplary individuals from the community, adolescent girls who have not married early, parents who delayed the marriage of their daughter until after 20 years, community leaders, influential civil society member, representatives from the all-political party committee, caste-based organizations, religious leaders, women leaders, mothers groups, child clubs, and youth clubs.

- The event will be extensively publicized through the LCRC/WCRC meetings and public notices posted at the wards. Parents will be informed about the selection criteria and process at each of the WCRC/LCRC meetings, so the process is transparent.
- LCRC/WCRC will provide detailed information to child clubs and child-related networks about the parent awards event.
- Participation from women and socioeconomically marginalized communities will be confirmed.
- Organizing the activities in a public place will allow for a larger participation from the community.

During the event

The program will be conducted for a maximum of three hours.

- Women participants will be encouraged to seat themselves at the front of the audience.
- The secretary of the LCRC will welcome the participants and outline the program's purpose.
- The LCRC/WCRC will share information regarding the situation of CEFM in the rural municipality/municipality (CEFM data and reasons for CEFM) and the activities being carried out to end CEFM.
- The parents who married their daughters only after 20 years will be honored on stage. The chairperson/mayor will present a cash amount (as per the decision of the rural municipality/municipality executive committee) and a certificate to the parents, and the deputy chairperson/deputy mayor will honor them with traditional scarves.
- Exemplary girls and their parents, community leaders, influential religious leaders, influential members of civil society, all-political party committee members, and child club representatives will share their experiences (each within two minutes) about delaying marriage of the girls.
- Other guests will be invited to express their views.
- In group photos, the parents in front, especially the mothers, should be in front.
- The WCRC/LCRC will engage the honored parents in other programs to end CEFM, such as home visits, religious preaching, interactions, and so on.

Step 5. Post-event activities

- Prepare and submit the activity and expense reports.
- Within three days of the end of the program, the LCRC/WCRC will hold a review meeting in their respective committees.
- The WCRC/LCRC will prepare a report of the program and submit it to the municipality/rural municipality office. The format of the report is given in Sub-Annex 12.
- Settle the advance payment.

Monitoring Indicators

To monitor the activity, the following indicators can be used. Municipalities can develop more indicators as needed.

Indicators	Source of information	Means of collection
(1) Number of parents honored	Attendance register, review, or program photos	Meeting minutes
(2) Number of individuals present at the program	Attendance register, review, or program photos	Attendance sheet

Budget

While implementing this activity, each municipality will need to allocate costs for the following items. The items and costs may vary by municipality. The table depicts an example budget.

S. N	Program	Frequency	Estimated budget (ward level)	Estimated budget (rural municipality/ municipality level)
(1)	Preparatory meeting (snacks)	1	5,000	5,000
(2)	Award program management (snacks, transportation allowance, event coordinators' allowance, traditional scarfs, tents, chairs, sound system, monitoring visit allowance)	1	90,000	100,000
(3)	Materials for award, (optional: Rs. 5,000 in cash along with) certificate with frame (The ward or municipality can decide how to conduct the award.)	About 20 awardees in municipality and 10 awardees in ward.	Certificate 7,000; cash 50,000	Certificate 12,000; cash 100,000
(4)	Program monitoring by municipality (five persons)	1	5,000	5,000
Total			**157,000**	**222,000**

Potential Issues and Their Solutions

Municipalities may experience potential issues during implementation. The issues and their solutions can vary based on the specific context and situation of a municipality.

Major issues	Solutions
Possible accusation of favoritism or bias in selecting parents who were known to the ward chairperson/mayor or were their close relatives	Ensure that the selection criteria and process is publicly shared. Clearly state that the parents selected are only those who delayed their daughter's marriage.
People may hope to receive cash amount in the program.	Provide clear information to the awardee parents before the event about whether there is a cash prize or not.
Political representatives may recommend additional families for an award.	Provide clear information at each of the LCRC/WCRC meetings of the selection process with criteria so it remains transparent and fair.

Activity 5

Ward/municipality provides a discount or support for agricultural equipment, fertilizers, seeds, or irrigation equipment for agriculture-based parents who arranged the marriage of their daughters only after reaching the age of 20

(Note: Activity to be led by the agriculture section with WCSC section and CRC support)

Current Situation

Families that are solely dependent on agriculture face the challenge of financing their children's expenses on an agricultural income, which can be difficult. As a result, they may opt to arrange their daughters' marriages as soon as they have saved up some money, rather than waiting until the daughters reach the age of 20. In Madhesh Province, wedding expenses are often seen as a matter of family prestige. Therefore, parents may feel a sense of relief once their daughter's marriage is concluded.

Getting access to agricultural equipment, fertilizers, seeds, and irrigation equipment will help these families. Receiving any support could make a difference in their lives.

Being recognized by the local government as a role model for marrying daughters only when they turn 20 and being rewarded with agriculture support would increase their prestige and might change the trajectory of their lives.

Major Challenges

The challenge in the agriculture community is to shift families' prestige from early marriage to daughters getting married after they are 20 years of age.

Although agricultural incentives are not a new idea in general, this activity might be the first time that agricultural incentives are linked to ending CEFM.

Intended Audience

- Agriculture-based parents with adolescent daughters.

Activity

- Ward/municipality provides a discount or support for fertilizers, assistance in seed business, and financial aid for agricultural machinery, drilling bore wells for irrigation, or motors to pump water for agriculture-based parents who arranged the marriage of their daughters only after they reach the age of 20.

Activity Objective

- To improve social and economic status and increased social prestige among agricultural families by providing them with support for equipment and/or supplies if they delay marrying their daughters until after the age of 20.

Activity Implementation Process

Five-Step Implementation Process (Overview)

- **Step 1. Get approval for implementation of activities and seek advance funds:** The WCSC ensures that the agriculture section has obtained the necessary authorization and budget for implementing the activities.
- **Step 2. Compile list:** The LCRC will prepare a list of eligible parents who have arranged the marriage of their daughters after the age of 20 from the list received from the WCRC and forward it to the agriculture section of the municipality.
- **Step 3. Preparation meeting:** Conduct a preparatory meeting of the WCRC/LCRC to provide support for agricultural activities (such as concession in fertilizers, seed, drilling bore wells for irrigation, or motors to pump water) to agriculture-based parents who have arranged the marriage of their daughters after the age of 20 from the agriculture section of the municipality
- **Step 4. Implement activities:** The WCRC/LCRC will coordinate and collaborate with the agriculture section for planning and implementing programs at the ward and municipality levels.
- **Step 5. Post-event activities:** Assist the agriculture section in preparing and presenting program reports and expenditure details as required.

Five-Step Implementation Process (Detailed)

Step 1. Get approval for implementation of activities and seek advance funds

- The LCRC/WCRC ensures the approval (directive) for the program has been obtained from the main administrative authorities to the agriculture section.
- The ward secretary (secretary of WCRC)/LCRC secretary (WSCS section chief) will coordinate with the agriculture section to gather information about the possible agriculture support programs that have been planned for farmers with support of the mayor, ward chair, and CAO.

Step 2. Compile list

The LCRC will prepare a list of eligible parents who arranged their daughters' marriage after the age of 20 from the list received from the WCRC and forward it to the agriculture section of the municipality.

- Every three months, the WCRC will collect the list of parents (see Sub Annex 7) who have arranged the marriage of their daughters after the age of 20 within the year, keep a record, and share a copy with the LCRC. The WCRC can identify whether the parents' main occupation is agriculture or not because they are in the same community. Parents who have other occupations and are not doing any farming by themselves are not considered farmers even though the parents have land.
- The LCRC will compile a list of parents who have arranged the marriage of their daughters after the age of 20 from the list received from the WCRC.
- During the second month of the last fiscal year quarter, the WCRC/LCRC will prepare the final list of eligible parents and submit it to the agriculture section.

Step 3. Preparation meeting

- Conduct a preparatory meeting of the WCRC/LCRC to provide support for agriculture activities (such as discount or support in fertilizers, seed, and agricultural machinery, drilling bore wells for irrigation, or motors to pump water) from the agriculture section of the municipality to the agriculture-based parents who arranged their daughter's marriage only after completing 20 years of age.
- Examples of agendas and decisions for the preparatory meetings are outlined below.

Agenda 1

- Confirm the criteria for selecting families—parents who are engaged in agriculture-based work and who arranged the marriage of their daughters only after 20 years of age.
- Discuss programs that the LCRC/WCRC could coordinate with the agriculture section to support parents who arranged their daughter's marriage only after completing 20 years of age.

Expected decisions

- Details of the possible activities that can be coordinated, for example, a discount or support in fertilizer, seeds, agricultural equipment, deep tubewell for irrigation.

Agenda 2

- Coordination with agriculture section by WCSC section chief/ward secretary for agriculture support as mentioned above.

Expected decisions

- WCSC section chief/ward secretary with necessary support from the WCRC/LCRC will coordinate and collaborate with the agriculture section to honor eligible agriculture-based parents and distribute agricultural support.

Step 4. Implement activities

Before the event

- The WCRC/LCRC will coordinate with the agriculture section to collect information on existing relevant programs for farmers for the current year and advocate to include parents who arranged their daughter's marriage after the age of 20.
- The WCRC/LCRC will collect the list of names every three months of parents who have arranged the marriage of their daughter only after completing 20 years within the last year. (See Sub Annex 7 for the format.)
- During the second month of the last fiscal year quarter, the WCRC/ LCRC will prepare a final list of eligible parents.
- The WCRC/LCRC will select families collectively. Use the jointly agreed upon criteria: a daughter has married only after reaching the age of 20, and the parents are engaged in agriculture as the main profession based on predetermined criteria.
- Priority must be given to those from the lower socioeconomic section, and/or be from the disadvantaged/marginalized groups.
- The WCSC section will coordinate with the WCRC to finalize the list.

- Coordination is needed with the agriculture section to get a letter sent to the WCSC section to get access to the eligible list.
- The WCRC will prepare the final list of eligible agriculture-based parents and share it with the municipal agriculture section.
- The WCRC/LCRC will provide detailed information to the child clubs and child-related networks about the award program.
- The event will be extensively publicized through the CRC meetings and through public notices posted at the wards.
- The WCSC section chief/ward secretary will provide support to the agriculture section for planning.
- Depending on who is responsible for the activity, either the WCRC or the LCRC will mobilize the WCRC and child clubs to ensure the participation of everyone.

During the event

- The LCRC/WCRC provides necessary support to the agriculture section on the day when the agricultural support/benefit is distributed to the agriculture-based parents who have arranged the marriage of their daughters after the age of 20.
- The WCRC will coordinate and provide support for the ward-level activity, and the LCRC will coordinate and provide necessary support for municipality's activity.

Step 5. Post-event activities

- The LCRC/WCRC assists the agriculture section in preparing and presenting program reports and expenditure details as required.

Monitoring Indicators

To monitor the activity, the following indicators can be used. Municipalities can develop more indicators as needed.

Indicators	Source of information	Means of collection
Number of parents receiving discounts or support	Records and statistics of the agriculture-based family of the municipality	Minutes of the WCRC/LCRC showing who received the support for agricultural activities. Event report prepared by agriculture section.

Budget

The activity will be funded by the agriculture section.

Potential Issues and Their Solutions

Municipalities may experience potential issues during implementation. The issues and their solutions can vary based on the specific context and situation of a municipality.

Major issues	Solutions
Ward chairpersons may be accused of prioritizing their acquaintances and close relatives.	Select families collectively during meetings. Inform them of the use of the jointly agreed upon criteria

Activity 6

Formation and mobilization of influential civil society members committee at municipality and ward levels

Influential Civil Society Members Committee Meeting, Durgabhagawati Rural Municipality, Rautahat

Current Situation

Socially influential individuals, such as retired government employees, social workers, and influential people, often show little concern for addressing CEFM in their community. Many think that CEFM is an issue only among the disadvantaged and marginalized, rather than throughout the whole community. However, CEFM is prevalent across the various age, religious, and socioeconomic groups. In addition, these influential individuals have not actively worked together to change the practice of CEFM because it is easier to support the status quo of early marriage with its links to family honor and prestige. Influential individuals are reluctant to challenge traditional norms for fear of being criticized for challenging deeply held traditions, which are seen to be supported by religious leaders.

Some concerned civil society members do want to end CEFM in their community, but they are less publicly visible. These civil society members have not been approached nor collectively mobilized to address ending CEFM.

Major Challenge

Municipalities and other local government structures, such as LCRCs and WCRCs, that can influence ending CEFM have not recognized the role of civil society and hence have not coordinated with or engaged with influential civil society members to work together to support ending CEFM.

Intended Audience

- Dedicated service retirees, social workers, esteemed individuals in the community, former ward presidents, and influential civil society member recognized in society.

Activity

- Form and mobilize influential civil society members committee at the municipality and ward levels to work together to support activities that end CEFM.

Activity Objective

- The objective of this activity is to encourage influential members of civil society to form an influential civil society member committee and invest their time and/or resources in efforts aimed at ending CEFM publicly.

Activity Implementation Process

Five-Step Implementation Process (Overview)

- **Step 1. Get approval for implementation of activities and seek advance funds:** For the implementation of the approved program, the ward secretary for ward-level programs and the WCSC section chief for the municipality level will receive advance payment after obtaining approval (directive) from the CAO to implement the program. Otherwise, they will submit an application along with necessary documents for reimbursement after the implementation of the program from the rural municipality/municipality.
- **Step 2. Compile list:** The WCRC/LCRC will prepare a list of influential individuals including dedicated service retirees, social workers, esteemed individuals in the community, former ward presidents, and influential civil society member committed to working to end CEFM at the ward/municipality levels.
- **Step 3. Preparation meeting:** The LCRC/WCRC will hold preparatory meetings to plan how to form and mobilize an influential civil society member committee for the reduction of CEFM at the ward/municipality levels.
- **Step 4. Implement activities:** Form and engage the influential civil society committee in the implementation of CEFM reduction activities at the ward and municipality levels.
- **Step 5. Post-event activities:** Prepare and submit program reports and expense details.

Five-Step Implementation Process (Detailed)

Step 1. Get approval for implementation of activities and seek advance funds

- For the ward-level programs and the municipality-level programs, respectively, ward secretaries and the WCSC section chief will obtain approval (directive) for program implementation from the CAO. The sample format for obtaining approval and the order is provided in Sub-Annex 1.
- For the ward-level programs and the municipality-level programs, respectively, the ward secretaries and the WCSC section chief will submit an application to the accounts section with a detailed description of the program implementation for approval and payment. A sample of the application is provided in Sub-Annex 2.

Step 2. Compile list

- The LCRC/WCRC, in agreement, will prepare a list of dedicated service retirees and influential civil society member (social workers, respected individuals in the community, former ward chairpersons, affluent individuals) committed to working for child marriage reduction at the ward and municipality levels.
- Sample form for the collection of nominee list is in Sub-Annex 8.

Step 3. Preparation meeting

- The LCRC/WCRC will hold preparatory meetings to plan how to form and mobilize an influential civil society member committee for the reduction of CEFM at the ward/municipality level.
- An example agenda and possible expected decisions during the meeting are outlined below.

Agenda 1: Formation of the influential civil society member committee

- Finalize the list of influential civil society members (social workers, respected individuals in society, former ward chairs, wealthy individuals in society, and influential people) who are committed to work to end CEFM at the ward and municipality levels.
- Set the date, place, and time of the meeting for the committee formation event.
- Allocate responsibilities of the members of the WCRC/LCRC to manage the meeting for the formation of an influential civil society committee at the ward/municipality levels.
- Discuss and prepare the proposal for forming the influential civil society member committee at the ward level/municipality levels and their engagement in activities for ending CEFM.

Expected decisions

- Finalization of the list of influential civil society members (social workers, respected individuals in society, former ward chairs, wealthy individuals in society, and influential people) who are committed to work to end CEFM at the ward and municipality level.
- Setting of the date, place, and time of the meeting for the committee formation event
- Agreement to share the objectives and importance of the influential civil society members committee at the ward level/municipality level.
- Sharing about the situation of CEFM (number and the reason of CEFM) in ward/municipality, activities planned by municipality.
- Discussion and agreement on the role and the number of the committee members (7–11)
- Event management role and responsibilities for
  - Invitation letters to be sent, follow-up and confirmation
  - Master of ceremony
  - Logistics management: food, banner, stage preparation, and so forth
  - Photography
  - Event report preparation

Step 4. Implement activities

- Form and engage the influential civil society committee in the implementation of CEFM reduction activities at the ward and municipality levels.

Before the event

- The LCRC/WCRC will present the CEFM data received from the wards, including the committee's findings, to the ward/municipality executive committee along with the list of influential individuals and related information and get authorization to conduct the event.
- Send invitations to influential individuals identified and approved by the LCRC/WCRC. The secretary of the WCRC (ward secretary), on behalf of the chairperson, will invite participants for the ward program, while the secretary of the LCRC (WCSC section chief) on behalf of the CAO will extend the invitation for the municipal level program. The invitation, including details such as the time, place, and date, is to be conveyed through a letter sent at least three to four days prior to the meeting.

During the event

- Organize a meeting of the influential civil society committee members under the coordination of the relevant ward chairperson/mayor of municipality on the scheduled date.
- The program will be led by the ward secretary/WCSC section chief supported by LCRC/WCRC members.
- Orient the leaders on the status of CEFM in Madhesh Province and especially in their municipality. Reasons for CEFM identified from the human-centered design process will be shared, along with laws related to child marriage. The leaders' support will be sought to end CEFM and their role in doing so will be highlighted.
- Share the current activities implemented by the ward/municipality for ending CEFM.
- Discuss and agree on the roles and responsibilities of the committee of influential civil society members in ending CEFM.
- Decide on the number (7–11) of committee members (women and Dalit member representation is required)
  - Chairperson
  - Vice chairperson
  - Secretary
  - Members
- Develop an action plan for the influential civil society member committee to end CEFM in their communities.
  - For example: Some activities implemented by the influential civil society members committees in Mahottari and Rautahat included interaction with parents, home visits in areas with high CEFM, discussions about CEFM with school children, dissemination of information against CEFM during marriage seasons, and so forth.
- The activities initiated by the committee will be monitored, shared, and discussed in the LCRC/WCRC meeting. The LCRC/WCRC will support implementation, when needed.
  - Request that the committee members monitor various R-CEFM activities being implemented by the ward/municipality.
  - Encourage and support the committee to conduct events on their own per the action plan.

Step 5. Post-event activities

- Prepare and submit the activity and expense reports.
- Within three days after the committee is formed, the WCRC/LCRC will hold a review meeting.
- Prepare a report of the program and submit it to the municipality/rural municipality office. The format of the report is available in Sub-Annex 12.
- Settle the advance payment.

Monitoring Indicators

To monitor the activity, the following indicators can be used. Municipalities can develop more indicators as needed.

Indicators	Source of information	Means of collection
(1) Number of influential civil society member committed to participating in the committee	Report	Meeting minutes
(2) Development of an action plan for the committee	Meeting minutes	Meeting minutes

Budget

While implementing this activity, each municipality will need to allocate costs for the following items. The items and costs may vary by municipality. The table depicts an example budget.

S. N	Program	Frequency	Estimated budget (ward level)	Estimated budget (municipality level)
(1)	Preparatory meeting of the WCRC/LCRC (snacks)	1	5,000	5,000
(2)	Influential civil society members committee formation meeting (banner, snacks, event coordinators' allowance, event assistants' allowance, transportation, miscellaneous)	1	15,000	25,000
Total			**20,000**	**30,000**

Potential Issues and Their Solutions

Municipalities may experience potential issues during implementation. The issues and their solutions can vary based on the specific context and situation of a municipality.

Major issues	Solutions
Possibility of accusation over selecting individuals within easy access or reach or close relatives	Representatives for the committee will be chosen only after there is consensus of all LCRC/WCRC members.
Members of the committee not giving priority to the program	Before forming the committee, discussions will be held about its roles and responsibilities.

Activity 7

Support marketable skills development of unmarried girls who have passed 10th grade or studied up to 12th grade or dropped out from higher education

■ *Skills Development for Unmarried Girls Who Dropped Out of Higher Education, Loharpatti Municipality, Mahottari*

Current Situation

Girls who are not in school and are teenagers are more likely to be married by their parents before they turn 20 years of age. Once girls are out of school and "idle" at home, parents are under more intense social pressure to marry them off. The connection between early marriage and family dignity leads even well-intentioned parents to arrange marriages before their daughters are 20 to preserve family honor. Parents see the girls as a burden because they will move to a different household when married and cannot contribute to the parents' household as sons do. Being able to do household tasks is seen as the only qualification required of girls. Parents are also less likely to invest in their daughters' education or to help them gain any skills.

These dynamics and social norms that influence parents' behavior underscore the challenges girls face regarding their independence and personal growth. The parents might be less likely to marry off their daughters early if these girls are engaged in marketable, skill-building programs.

Major Challenge

The major challenge is for parents to see the connection between their social prestige and having an independent daughter able to work and earn on her own.

Intended Audience

- Unmarried adolescent girls who have passed 10th or studied up to 12th grade and dropped out from higher education.
- Parents

Activity

- Support marketable skills development of unmarried girls who have passed 10th grade or studied up to 12th grade or dropped out from higher education.

Activity Objective

- Provide opportunities for marketable skill development of unmarried girls who have passed 10th or studied up to 12th grade and have dropped out of school, which will encourage parents to delay their daughters' marriage to 20 years of age.

Activity Implementation Process

Five-Step Implementation Process (Overview)

- **Step 1. Get approval for implementation of activities and seek advance funds:** For the implementation of the approved program, the ward secretary for the ward-level activity and the WCSC section chief for the municipality-level activity will receive advance payment after obtaining approval (directive) from the CAO to implement the program. Otherwise, they will submit an application along with necessary documents for reimbursement from the rural municipality/municipality after the implementation of the program.
- Step 2. Compile list: Two lists will be prepared.
  - Vocational training opportunities will be explored and listed.
  - The WCRC/LCRC will collect the list of eligible girls (unmarried girls under 20 who have passed 10th or studied up to 12th grade, have dropped out of school, and want to participate in vocational training).
- **Step 3. Preparation meeting:** The LCRC/WCRC will conduct a preparatory meeting for the operation of the vocational trainings program.
- **Step 4. Implement activities:** The WCRC/LCRC will provide support to ensure the participation of the girls in the training activities.
- **Step 5. Post-event activities:** Prepare and submit event and expenses reports.

Five-Step Implementation Process (Detailed)

Step 1. Get approval for implementation of activities and seek advance funds

- The ward secretary for the ward-level program and the WCSC section chief for the municipality-level program will obtain approval (directive) for program implementation from the CAO. The format for obtaining approval and the sample order is provided in Sub Annex 1.
- The ward secretary or other staff for the ward-level activity and WCSC section chief for the municipality-level activity will submit an application to the accounts section with details of implementation. Otherwise, they will apply with necessary documents for payment after implementation. The sample format for the request is provided in Sub-Annex 2.

Step 2. Compile lists

Prepare lists of (i) eligible girls (unmarried girls under 20 who have passed 10th or studied up to 12th grade, have dropped out of school, and want to participate in vocational training) and (ii) marketable vocational training that could be available in the municipality for adolescent girls.

The list of the marketable skill training and eligible adolescent girls will be compiled by the following:

- At the municipal level
  - CAO
  - WCSC section chief
- At the ward level
  - Ward chairperson
  - Ward secretary
- Publish notice through website, local media, and social media with a time frame and selection criteria for adolescent girls interested in vocational training and individuals or organizations providing vocational training.
- Collect applications and discuss them during the WCRC/LCRC regular meetings to finalize the details of eligible adolescent girls. Ensure the inclusion of adolescent girls from marginalized, socioeconomically disadvantaged communities. The application collection form is in Sub-Annex 9A. The list of the girls can be compiled using the template provided in Sub-Annex 9B.
- Select adolescent girls for the program, using criteria such as the following:
  - Passed 10th grade or studied up to 12th grade, and dropped out from higher education after either.
  - From marginalized, socioeconomically disadvantaged communities
- The designated persons of the ward/municipality will compile the information of available skill development programs appropriate for the girls. A list will be prepared with detailed information about training.
- The list of the marketable vocational training providers will be compiled by the ward secretary/WCSC section chief.

A sample form for collecting available marketable local vocational training details is provided for reference.

S.N	Name of available training	Required educational qualification	Age limit of the participant	Duration of the training	Location of training	Employment opportunities availability	Total cost of participation

Select the potential vocational training providers or institutions using the following criteria:

- Possession of relevant accreditation from the Council for Technical Education and Vocational Training (CTEVT)
- At least three years of prior experience providing vocational training
- Previous experience providing training to youth
- Capability to facilitate and/or offer employment opportunities

Step 3. Preparation meetings

The LCRC/WCRC will conduct a preparatory meeting for the operation of the vocational trainings program. Example agendas and possible expected decisions during the meeting are outlined below.

Agenda 1: Finalization of marketable local vocational training providers and opportunities for adolescent girls

Expected decisions.

- Agreed on the marketable local vocational skills; for example, Mithila painting, Montessori training, mobile phone repair, producing sanitary pads or soaps, security training, housekeeping training, making incense, toy-making, beautician training, entrepreneurship, and so on.

Agenda 2: Finalization of eligible adolescent girls list

- Unmarried adolescent girls under 20 who have passed 10th or 12th grade and dropped out of higher education.
- Inclusion of girls from marginalized, socially disadvantaged communities prioritized.

Expected decisions

- The WCRC/LCRC will verify the name list of the adolescents based on criteria and finalize it.

Step 4. Implement activities

Engage the WCRC/LCRC-endorsed eligible girls in marketable vocational training.

Before implementation

- Based on the available training and the interest shown by the girls, they will be matched by the WCRC to various training opportunities and a list will be drawn up.
- The WCRC/LCRC should verify the suitable persons or organizations based on the criteria agreed by the LCRC/WCRC and submit the list to the municipality executive committee for consideration.
- Get an agreement signed with the selected training provider organization/individual to the training, which is also in the annual plan of the WCSC section.
- Ensure the initiation of the training from the agreed-upon date and inform the WCRC/LCRC to ensure the participation of adolescent girls in the vocational training.
- Send an invitation letter to the selected adolescent girls mentioning the time, date, and venue for the training. Inform them about the compulsory presence of parents on the first day of the training.

On the first day of the training opening session

- Invite all ward/local child rights committee members, the mayor, the deputy mayor, the ward chairperson, the CAO, the WCSC chief, and the ward secretaries to the program.
- During the opening session, explain to parents and adolescents the reasons for which the vocational training is being organized, the reasons for CEFM, and the activities planned by ward/municipality to end CEFM.
- Get the girls' commitment and their parents/guardians' permission to participate in the training.
- Ward/LCRC/municipality executive committee members should conduct monitoring visits with checklists provided in Sub-Annex-10, and prepare monitoring reports using the template provided in Sub-Annex-11. The parents should be encouraged to join the monitoring.

Step 5. Post-event activities

- Prepare and submit event and expenses reports.
- The ward secretary or the WCSC section chief will submit monthly progress reports to the ward/municipality executive committee.
- Prepare the activity report.
  - Discuss progress during the WCRC/LCRC meetings.
  - Prepare the activities report and submit it to the municipality executive committee. The format for the activity report is given in Sub-Annex 12.
- Settle the advance payment.

Monitoring Indicators

To monitor the activity, the following indicators can be used. Municipalities can develop more indicators as needed.

Indicators	Source of information	Means of collection
(1) Number of adolescent girl participants in vocational training	Attendance register	Training report
(2) Number of individuals receiving employment opportunities	Follow-up data with participants	Record/name list from WCSC section record

Budget

While implementing this activity, each municipality will need to allocate costs for the following items. The items and costs may vary by municipality. The table depicts an example budget.

S. N	Program	Frequency	Estimated budget (ward level)	Estimated budget (municipality level)
(1)	Compilation of details of those who wish to participate in the skill development program (meeting cost for adolescent and training agency/ individual selection, stationaries, travel cost, monitoring cost)	1	5,000	5,000
(2)	Publication of notice for application from agency and the adolescent girls to apply for training and training institute	1	10,000	10,000
(3)	Budget for conducting skill development programs (fee for organization or the individual)	25 persons	200,000	150,000
(4)	Monitoring (monitoring allowance)	3	5,000	5,000
Total			**NPR 220,000**	**NPR 170,000**

Potential Issues and Their Solutions

Municipalities may experience potential issues during implementation. The issues and their solutions can vary based on the specific context and situation of a municipality.

Major issues	Solutions
There could be claims suggesting favoritism.	Strictly adhering to agreed standards and selection process through committee's decisions.
Jobs or opportunities for the girls to use their skills may be lacking.	Discuss in municipality/wards executive committee and other different committees and influential individuals to explore job placement opportunities

Activity 8

Ward/municipality arrange scholarships for girls and boys to continue their higher education (11th and 12th grades)

(Note: Activity to be led by the education section with WCSC section and CRC support.)

■ *School Going Girls, Loharpatti Municipality, Mahottari*

Current Situation

Discrimination between sons and daughters within families is considered normal by the families and society in Madhesh Province. A son is provided with education with the expectation that he will continue living in the parent's home and will later support the family. A daughter is often perceived as a potential burden who will leave for her husband's house even if she receives an education.

Many parents prioritize teaching their daughters household tasks to make them capable of fulfilling the responsibilities of a daughter-in-law. Many parents do not prioritize studies for girls. Without parental support, girls can become less interested in studies. Many parents think that money spent on education could be better spent for their daughters' marriage.

After 10th grade, the students may not have school for further studies in their locality and must go to another village or municipality to continue their education. Parents who wish to continue their daughters' education also worry when they cannot afford their daughters' higher education, leading to their daughters having to leave school and stay at home. The parents then face intense pressure from their close relatives and neighbors to marry off their "idle" daughters, partially out of fear of losing social prestige if the daughters elope or engage in activities that are socially frowned upon.

Major Challenge

A major challenge is to motivate parents to provide educational opportunities to their adolescent daughters, as an educated daughter can earn a living and increase family prestige.

Intended Audience

- Adolescent girls are unable to continue higher education (beyond 10th grade) due to financial constraints.

Activity

- Ward/municipality to arrange special scholarships covering annual school fees for boys and girls to increase their access to higher education (beyond 10th grade).

Note: Municipalities prefer to support scholarship programs for both boys and girls; they do not want a girls-only program.

Activity Objective

- This initiative aims to support adolescent girls' pursuit of higher education (11th and 12th grades), fostering a sense of pride in their parents. This pride may motivate parents to support their sons' and daughters' pursuit of higher education and delay marriage until they are at least age 20.

Activity Implementation Process

Five-Step Implementation Process (Overview)

- **Step 1. Get approval for implementation of activities and seek advance funds:** The WCSC section chief will ensure with education section chief obtaining the approval for the activity implementation before the new session starts in April.
- **Step 2. Compile list:** The WCSC section will support the education section to verify the name list of adolescents who have completed grade 10 and 11, based on information provided by the school to the education section.
- **Step 3. Preparation meeting:** Conduct a preparatory meeting of the WCRC/LCRC to support the education section to implement scholarship support for adolescents to continue in 11th and 12th grades and to ensure the regular attendance of adolescent girls in school.
- **Step 4. Implement activities:** Support the education section for planning and implementing scholarship programs organized by the ward/ municipality for adolescent girls covering annual school fees for 11th and 12th grades.
- **Step 5. Post-event activities:** Monitor adolescents' school continuation.

Five-Step Implementation Process (Detailed)

Step 1. Get approval for implementation of activities and seek advance funds

- The WCSC section chief will ensure with education section chief obtaining the approval for activity implementation.

Step 2. Compile list

- The WCSC will obtain the list of schools offering 10th and 11th grades from the education section in their municipality.
- Upon the publication of 10th and 11th grade final results, the WCSC section chief will communicate with the education section and compile the list of adolescent girls who have completed 10th and 11th grades in the municipality.
- The WCRC will support the education section to locally verify the schools' lists of adolescents who have completed 10th and 11th grades and are thus eligible.

Step 3. Preparation meeting

Conduct a WCRC/LCRC preparatory meeting to support the education section in implementing a scholarship covering annual school fees, books, uniforms, and other education materials for adolescent girls who need the support to continue the 11th and 12th grades and to ensure regular school attendance. For example, the agenda and the expected decisions are as follows.

Agenda 1: Participation of the LCRC/WCRC in scholarship program

Expected decisions

- The LCRC/WCRC will provide necessary support during the launch of the program.

Agenda 2: Ensure the regular attendance of adolescents in school

Expected decisions

- Quarterly monitoring of schools by the WCRC/LCRC monitoring team
- The WCRC/ LCRC will organize an interaction meeting with parents to discuss their children's learning progress and the objective of the scholarship program.

Step 4. Implement activities

- Support the education section for planning and implementing scholarship programs organized by ward/municipality for adolescent girls.
- After the end of the school year in April, the municipality, through the education section, will communicate with the schools about available scholarships and the list of eligible adolescents for scholarship support.
- The scholarship funds will be disbursed to the schools by the municipality education section.
- The education section will seek confirmation of receipt of scholarship funds by the schools and their use of funds to support the eligible adolescents to continue their 11th and 12th grade studies.
- The WCRC and affiliated child clubs will inform parents and the students about the scholarship for 11th and 12th grade students.
- The WCRC/LCRC will support the education section to implement the scholarship program.
- The WCRC/LCRC will participate and support the launch of the scholarship program.
    - Highlight the objectives of the scholarship program.
    - Provide information about the R-CEFM activities planned by the municipality.

Step 5. Post-event activities

- Monitor adolescent school continuation.
- The WCRC/LCRC will organize review meetings before the half and yearly exams with parents to update them on the learning status of their children and the objectives of the scholarship program.
- Frequent monitoring visit by the LCRC/WCRC using the monitoring checklist. The checklists for monitoring and reporting are in Sub-Annex 10 and Sub-Annex 11.
- WCRC/LCRC members will reflect on students' progress in their regular meetings.

Monitoring Indicators

To monitor the activity, the following indicators can be used. Municipalities can develop more indicators as needed.

Indicators	Source of information	Means of collection
(1) Number of girls receiving scholarships	Attendance register	Class attendance registers
(2) Number of girls who receive scholarships and attend school regularly	Monitoring visit report of the LCRC/WCRC	Monitoring report

Budget

Budget will be with the education section.
The scholarships costs can vary according to municipalities. The table depicts an example budget.

S. N	Program	Number	Estimated budget
(1)	Scholarship covering annual school fees amount for 11th and 12th grades	The number is estimated at the rate of Rs. 2,500 per year per student	Based on the number of girls

Potential Issues and Their Solutions

Municipalities may experience potential issues during implementation. The issues and their solutions can vary based on the specific context and situation of a municipality.

Major issues	Solutions
Adolescent girls who are from marginalized and low economic backgrounds could get left out.	Special attention to ensuring that disadvantaged groups are listed with the WCRC/LCRC
Others in society may accuse the WCRC/LCRC of not providing scholarships to their sons or daughters.	Make the selection process transparent by validation of the participants list by WCRC/ LCRC

Activity 9

Strengthen and mobilize the existing formal and informal structures at the local level for CEFM reduction

■ *LCRC Committee Meeting, Matihani Municipality, Mahottari*

Current Situation

Numerous individuals and groups, including adolescents, youth, parents, social activists, and religious leaders, actively oppose CEFM. However, owing to a lack of unity and coordination among them, these efforts face challenges when pursued independently. This fragmentation renders them susceptible to social stigma and opposition. It is imperative for all stakeholders to unite their efforts to effectively combat this issue.

The LCRC and WCRC are formal structures mandated by local governments to address child rights, including issues related to CEFM. These committees are tasked with spearheading actions against CEFM by collaborating with informal structures such as child clubs, as well as other like-minded networks, organizations, and individuals, including youth groups and civil society organizations. By ensuring representation from marginalized communities and areas with a history of CEFM, these formal structures facilitate inclusive participation within the committee.

Enhancing the capacity of the existing structures of WCRCs, LCRCs, and child club structures is essential for creating vital local connections and organizing collective efforts to overcome obstacles in the fight against CEFM.

Major Challenge

The existing child protection structures, LCRC, WCRC, and child clubs that have been less active need capacity strengthened in SBC and R-CEFM approaches to be able to better mobilize and more effectively to end CEFM.

Intended Audience

- LCRCs, WCRCs, and child clubs

Activity

- Strengthen and mobilize the existing formal and informal structures at the local level for CEFM reduction.

Activity Objective

- Strengthen the capacity of formal child rights structures (LCRCs and WCRCs) and informal structures (child clubs, child networks, youth groups, civil society groups, religious organizations) and mobilize them to end CEFM.

Activity Implementation Process

Five-Step Implementation Process (Overview)

- **Step 1. Get approval for implementation of activities and seek advance funds:** To implement the approved program, the ward secretary at the ward level and the WCSC section chief at the municipality level shall obtain advance monetary payment after seeking approval (directive) from the CAO to implement the program. Otherwise, they will receive payment from the municipality after the implementation.
- **Step 2. Compile lists:** The WCSC section shall prepare a list of formal and informal structures (WCRC/LCRC and child clubs) with currently active or not active status at the ward and municipality levels at LCRC meetings.
- **Step 3. Preparation meeting:** The WCSC section will discuss the status of the LCRC and WCRCs in the LCRC meetings and plan for implementation to strengthen their capacity and make them functional.
- **Step 4. Implement activities:** Organize activities to strengthen the capacity of the LCRC/WCRC and child clubs at the local level and engage them for CEFM reduction. This strengthening includes 4.1) orientation on SBC and CEFM and 4.2) how to manage meetings and potential activities to end CEFM.
- **Step 5. Post-event activities:** Prepare and submit the program report and detailed expense breakdowns.

Five-Step Implementation Process (Detailed)

Step 1. Get approval for implementation of activities and seek advance funds

- Ward secretaries for the ward-level programs and the WCSC section chief for the municipality-level programs must obtain approval (directive) from the CAO for program implementation. The format for approval and the sample of the order are provided in Sub-Annex 1.
- The ward secretary or other officials (ward-level activities) and the WCSC chief (municipality-level activities) will apply for advance payment to the accounts section with detailed information. Otherwise, they will apply for reimbursement, using necessary documentation, after implementation. The sample format for the application is provided in Sub-Annex 2.

Step 2. Compile lists

- The WCSC section in coordination with the LCRC will prepare a list of formal and informal child rights structures (WCRC/LCRC and child clubs) at their respective levels. The sample form for preparing the list is provided in Sub-Annex 5.
- The WCSC section, in coordination with the ward secretary, will gather information based on the questions provided below on the status of the WCRC/LCRC and child clubs at the ward and municipality levels through local correspondence or in meetings of the LCRC.
- Sample questions for assessment:
  - How often does this child rights committee or child club hold meetings? If not held regularly, why? If not active, then why not?
  - How many members attend the meetings? If attendance is low, why?
  - When was the last meeting held? What topics were discussed, and what were the conclusions?
  - Based on the discussions in the meeting, was any action taken? If not, why?
  - How many members are there in the WCRC or child club?
  - What is done to enhance the active participation of the members?
  - Is child marriage prevalent in your community? Is it considered acceptable, or is there opposition?
  - What measures have been taken to end child marriage?
  - What can be done through our committee? If something is possible, when can it be done?
  - What capacities do you need to have enhanced to do this activity?

Step 3. Preparation meeting

- The WCSC section should discuss the status of the LCRC and WCRCs in the LCRC meeting and plan for implementation to strengthen their capacity and make them functional.
- An example agenda and possible expected decision during the meeting are outlined below.

Agenda 1: Capacity strengthening of formal and informal structures

- Discuss and agree on the compiled list of existing formal and informal structures and their current situation.

Expected decision

- Agreement on the current situation and the list of the existing LCRC/WCRC and child clubs compiled by the WCSC section of the municipality.

Agenda 2: Finalization of capacity strengthening orientation content on SBC and CEFM and the facilitation approaches for formal and informal structures based on the analysis of the reason for inactivity of the LCRC/WCRC and child clubs.

Expected decisions

- Suggested topics for capacity strengthening orientation:
  - The status of child marriage in the ward or municipality—the number of child

marriages and the reasons for child marriage
- The role of child protection system in the reduction of child marriage, including child rights and child protection
- Provisions related to the WCRC/LCRC, its formation process, role, responsibilities, and rights
- National, provincial, and local-level policy and legal framework for the reduction of child marriage
- Activities planned by the ward/municipality for the coming fiscal year for CEFM reduction.
- Efforts that the LCRC/WCRC, child clubs, and other community groups can contribute to the campaign against child marriage in the ward or municipality.
- Information about Child, Early and Forced Marriage Free Area Declaration Procedure Madhesh Province (process, steps, and indicators) at the local level (municipality/ward)
- Regular discussion in the LCRC/WCRC meetings on challenges and possible solutions to end CEFM and on the development of an action plan.

Agenda 3: List participants for the capacity strengthening training.

Expected decision

- Participants will include all members of the LCRC/WCRC and child clubs.

Agenda 4: Identify facilitators for the LCRC/WCRC and child club training, along with the date, time, and venue.

Expected decisions

- For LCRC
  - Date, time, and venue
  - Facilitators: WCSC section chief and education/health coordinator who has participated in child protection trainings
- For WCRC
  - Date, time, and venue
  - Facilitators: WCSC section chief and education/health coordinators and an LCRC member who have participated in child protection trainings

Agenda 5: Activities that can be conducted in the community by the LCRC, WCRC, and child club for the reduction of child marriage and coordinated among different groups (child clubs, mothers' groups, and other informal structures)

Expected decision

- Organize or engage in different activities for ending CEFM, for example collecting CEFM data of a community, raising awareness about the negative consequences of child marriage for girls and boys, support in the implementation of various related activities.

Step 4. Implement activities

- Support and strengthen the LCRC/WCRCs/child club to implement activities to end CEFM.

Step 4.1. Capacity strengthening training for formal and informal structures in how to implement SBC change activities to end CEFM

Before the event

- The WCSC chief for the municipality-level program and the ward secretary for the ward-level program should lead to develop the schedule for the training together with the other facilitators based on the level of the participants.
- Send invitations to the participants at least three to four days ahead of the training date, mentioning date, venue, and time of the training.
- Assign roles and responsibilities to the LCRC/WCRC members during the trainings for necessary support.
- Invite the mayor/chairperson, deputy mayor/vice chairperson, CAO, and other relevant officials from municipalities to the opening session of the training.

During the event

- One of the members of the LCRC/WCRC should open the session.
- The facilitator highlights the objective of the training.
- Proceed with the schedule and facilitate each session as per the plan.

Step 4.2 Conduct regular meeting (quarterly) of LCRC/CRC and child clubs to reflect on R-CEFM

Preparation before the LCRC/WCRC meeting

- Gain consensus on the dates, time, and venue of the review meeting with the chairperson of the LCRC/WCRC (municipality/ward chairperson/mayor) and secretary (WCSC section chief/ward secretary)
- Prepare the agenda for discussion in the meeting and assist the ward secretary for the ward-level meeting. For example, an agenda for an LCRC/WCRC quarterly review meeting could include the following:
  - Send invitations to committee members and invitees at least three days prior to the scheduled meeting date.
  - Review and reflect on the quarterly action plan and completed activities.
  - Discuss the progress of implementation and budget planning for the current fiscal year at the ward and municipal levels.
  - Collect and verify CEFM-related data gathered by committee members.
  - Collect and enter data related to child marriages collected by the committee members into the register and online information management system.

During the LCRC/WCRC quarterly review meeting

- The WCSC section chief/ward secretary shall welcome the participants and inform them about the meeting agenda.
- All the data will be collected in accordance with the indicators mentioned in the Child,

Early and Forced Marriage Free Area Declaration Procedure Madhesh Province.

- After the data is compiled, the following actions should be taken:
  - Analyze the status of child marriages based on the obtained scores and the color code.
  - Discuss the positive aspects identified during the implementation of activities in the last three months involving all stakeholders.
  - Discuss the challenges and issues faced in the last three months, along with their causes.
  - After discussing the solutions to the problems and challenges, prepare an action plan in the chart paper as follows.

Problems and challenges	Causes of problem and challenges	Options for solutions	Responsible individual	Necessary budget	Time duration

- Prepare an action plan of activities for the next quarter:

Name of activity	Month 1	Month 2	Month 3

  - To compile and verify the child marriage statistics collected from the community by committee members.
  - To participate and support in implementing SBC activities for CEFM planned and conducted by the municipality.
  - To act as the role of watchdog to end child marriage.

Support to conduct child club meetings

According to the guidelines of the Children Organization Formation and Facilitation 2074, the following topics are to be discussed in the child club monthly meeting:

- Review of programs and progress made since the last meeting.
- Views of members, other children and general people about the child clubs
- Local child rights issues and necessary activities.
- Date, time, and location for upcoming programs, distribution of responsibilities, and gathering resources and addressing other relevant topics.
- The implementation progress and budget planning of ward- and municipal-level activities for the current fiscal year and how child club members can participate.
- Collection and verification of data related to CEFM from the community.
- Compilation and entry of data on reported child marriages in the register
- Notification to club members at least three days before the scheduled meeting date

Activities that can be regularly conducted in the community by the LCRC, WCRC, and child club for the reduction of child marriage.

- Fulfill the role of watchdog for the reduction of child marriage.
- Upon receiving information about a CEFM, raise awareness in the community about the negative consequences of CEFM on adolescents and inform them about the legal consequences.
- If you suspect a marriage is taking place before the age of 20, anyone can discreetly provide information by calling Child Helpline 1098 or 100. The confidentiality of the person providing information will be maintained.
- Organize or engage in different activities identifying the target audience for ending CEFM, for example:
  - Collect data at three-month intervals on adolescents who marry before the completion of 20 years of age and analyze the compiled data.
  - Raise awareness and update data related to CEFM in every WCRC meeting.
  - Coordinate among child clubs, mothers' groups, and other informal structures and maintain records of CEFM incidents prevalent in the community.
  - Support the implementation of various activities in the community for SBC to end child marriages.
  - Ensure meaningful participation of adolescent girls in these programs.
  - Promote awareness among parents about arranging the marriage of their sons and daughters only after 20 years of age, share experiences during program events, and support discussions on the pressure or persuasion from relatives.
  - Arrange influential civil society members in the community to speak against child marriage in their community.
  - Encourage religious leaders to reinterpret religious practices that promote child marriage in the religious programs and clarify about the religious practices for child marriage reduction.
  - Monitor the activities organized by the WCRC from the municipality using a checklist and prepare a monitoring report. For the activity monitoring visit organized by wards, refer to the checklist in Sub-Annex 10 and the sample format for the monitoring report is given in Sub- Annex 11.

Step 5. Post-event activities

- Prepare and submit the activity and expense reports.
- Within three days of the end of the program, the LCRC/WCRC will hold a review meeting in their respective committees.
- The ward secretary/WCSC section will prepare a report of the program and submit it to the municipality/rural municipality office. The format of the report is given in Sub-Annex 12.
- Settle the advance payment.

Monitoring Indicators

To monitor the activity, the following indicators can be used. Municipalities can develop more indicators as needed.

Indicators	Source of information	Means of collection
(1) Number of meetings organized by LCRCs in the last three months.	Attendance	Meeting minutes
(2) Number of meetings organized by WCRCs in the last three months.	Meeting minutes	Meeting minutes
(3) WCRC collecting data of total marriage and marriage before 20 years of age in each quarter as part of their regular meeting	Register or minutes	Meeting minutes

Budget

While implementing this activity, each municipality will need to allocate costs for the following items. The items and costs may vary by municipality. The table depicts an example budget.

S. N	Program	Frequency	Estimated budget (ward level)	Estimated budget (rural municipality/ municipality level)
(1)	Regular meetings of LCRCs/WCRCs (snacks, meeting allowance)	6	3,000	5,000
(2)	Identify the reasons if some structures are not active; if found, discuss with the WCSC section to find out the causes for being inactive in child marriage reduction. (transportation cost, field allowance)	1	5,000	5,000
(3)	Organize activities to enhance the capacity of both formal and informal structures (banner, snacks, stationery supplies, facilitators fees, event coordinator allowance, hall charge, monitoring visit cost for the ward level event, miscellaneous)	2	45,000	55,000
Total			**NPR 53,000**	**NPR 65,000**

Potential Issues and Their Solutions

Municipalities may experience potential issues during implementation. The issues and their solutions can vary based on the specific context and situation of a municipality.

Major issues	Solutions
Ward office may pretend having less budget for the mobilization informal and formal structures like child club and WCRC	WCRC and LCRC should convince ward offices that the regular types of activities require a minimum budget to function the structures.
Informal structures may not be functional (initiate activities to end CEFM and collect CEFM data from community)	Organize capacity strengthening training and engage them regularly in different activities organized by the municipality. Support them for their regular quarterly review meeting.
Committees or child clubs may not be active.	Regularly conduct quarterly meetings and assign responsibilities to all members when conducting activities.

Activity 10

Felicitation and recognition of adolescent girls who actively prevent CEFM and advocate against it

■ *Role Model Adolescent Girl Sharing Her Experience During Mother-Daughter Interaction Program, Durgabhagawati Rural Municipality, Rautahat*

Current Situation

Families take pride in marrying off their daughters at an early age before they reach the legal age of 20. Parents feel satisfied when their daughters can efficiently manage domestic tasks, as they have been teaching them gradually from a young age. The notion is that when daughters can handle household responsibilities well, they will fulfill their responsibilities as a daughter-in-law. Furthermore, even though the number of girls eloping is very low, parents live in constant fear that their daughters might elope and end family prestige. Girls also accept that their marriage decision is their parents' role.

Major Challenge

Adolescent girls' contribution to ending CEFM as part of a concerted community effort needs to be recognized as valuable.

Intended Audience

- Adolescent girls who have been successful in preventing and advocating to stop CEFM in their communities.

Activity

- Felicitate adolescent girls who actively prevent CEFM and advocate against it.

Activity Objective

- Felicitate adolescent girls from the ward/municipality annually who have been successful in preventing and advocating stopping CEFM in their communities.

Activity Implementation Process

Five-Step Implementation Process (Overview)

- Step 1. Get approval for implementation of activities and seek advance funds: For the implementation of the approved program, the ward secretary for the ward-level activity and the WCSC section chief for the municipality-level activity will receive advance payment after obtaining approval (directive) from the CAO to implement the program. Otherwise, they will submit an application along with necessary documents for reimbursement from the municipality after the implementation of the program.
- Step 2. Compile list: From the regular meetings of the WCRC, maintain a record of the names of adolescent girls who have prevented CEFM and have been advocating against CEFM in the ward or municipality.
- Step 3. Preparation meeting: Conduct a preparatory meeting in the WCRC/LCRC for the planning of the award program for adolescent girls who have prevented CEFM and have been advocating against CEFM in their communities.
- Step 4. Implement activities: Organize in public places the award program for adolescents who have prevented CEFM and have been advocating against CEFM in their communities.
- Step 5. Post-event activities: Prepare and submit activity report and expenses.

Five-Step Implementation Process (Detailed)

Step 1. Get approval for implementation of activities and seek advance funds

- Ward secretaries for the ward-level activity and the WCSC section chief at the municipality level obtain approval (directive) from the CAO. The sample format for obtaining approval is provided in Sub-Annex 1.
- The ward Secretary or other staff (ward-level activities) and the WCSC section chief (municipality-level activities) submit the request along with a detailed description of the program for approval or other necessary documents, including the request for payment, to the accounts section after the program implementation. The sample format for the request is provided in Sub-Annex 2.

Step 2. Compile list

- Adolescent girls are selected when they have prevented CEFM and have been advocating in the community to prevent child marriages from happening in their own community or their families.
- Within each municipality, WCRC will promote the activity, discuss the selection criteria of the activity in regular meetings (where the child club is also represented), and invite members to identify the girls who have been advocating against CEFM and need to be recognized.
- The LCRC/WCRC shall provide information to the members of the child clubs in their regular meetings and child club meetings about the overall activity about criteria for identifying girls who have worked to prevent CEFM, and about the event to encourage and recognize the adolescent girls who have been preventing and advocating against CEFM.

- All WCRCs within the municipality shall identify and recognize the adolescent girls who have been successful in preventing CEFM in their communities, collect their names, maintain records, and send a copy with details (date of incident, location, family who tried CEFM, and the reason to delay marriage) to the LCRC for their record. A sample form for collecting the list of adolescent girls who have prevented CEFM is in Sub-Annex 6.
- The list of the adolescent girls collected in each quarter is compiled in the first month of the last quarter of the fiscal year.

Step 3. Preparation meeting

- Conduct a preparatory meeting in the WCRC/LCRC for the planning of the award program for adolescent girls who have prevented CEFM and have been advocating against CEFM in their communities.
- Example agendas and possible expected decisions during the meeting are outlined below.

Agenda 1: Approve the list of eligible adolescent girls for this fiscal year

Expected decision

- After necessary review, approve the list of adolescent girls identified by the WCRC who have prevented CEFM and have been advocating against CEFM in their communities.
- Ensure girls from socio-economically marginalized communities are included.

Agenda 2: Felicitation event planning

- Discuss the following:
  - Felicitation program date, venue, and time.
  - Participants to be invited for the felicitation program.
  - Types of felicitations or recognition/awards.
  - Felicitation activity implementation process.
  - Assign roles and responsibilities of WCRC/LCRC members for felicitation program planning and implementation.
  - Publicize the felicitation activity.

Expected decisions

- Award activity date, venue, and time
- Invitation to the parents awarded who married their daughter after 20 years of age, as well as the parents of awarded girls to be honored.
- Manner of felicitation: as per the decision made by ward/municipality.
  - For example: Honor adolescent girls on the stage, with the mayor presenting a cash prize and the deputy mayor draping a gamcha (a traditional scarf).
- Felicitation program planning and implementation responsibilities as assigned for:
  - Inviting participants
  - Inaugurating the program
  - Catering and management
  - Ensuring attendance and confirming attendance
  - Banner preparation, attendance management, and stage management

  - Taking photos and preparing a report for the program
- Sharing the objectives of the activity
- Sharing the CEFM data and the reason for CEFM in the municipality and activities planned by the municipality/ward for the fiscal year.
- Experiences of role model parents, religious leader, and civil society member

Step 4. Implement activity

Before the event

- A detailed description of the selected adolescent girls and recommendations are submitted to the executive committee by the WCSC section chief for municipality activity and by the ward secretary to ward executive committee for consideration.
- Invitees: mayor, deputy mayor, representatives from the government (district, province, or federal), security office (police), executive committee members, representatives from other municipalities, individuals from model families, adolescent girls avoiding CEFM, community leaders, all-political party members, influential individuals, caste-based and ethnic organizations, priests, women leaders, and mothers' groups, as well as child clubs and youth clubs, local media.
- Send out invitations to invitees through the ward secretary at the ward level and through the CAO at the municipality level.
- Extensively publicize the event through the LCRC/WCRC meetings and though public notices posted at the wards.
- Ensure that the selection process at each of the LCRC/WCRC meetings is transparent.
- The LCRC/WCRC will provide detailed information to the child clubs about the award event.
- Confirm participation from socio-economically marginalized communities.
- The event shall be organized in the public place where more community members (parents, adolescent, teachers, different community group members, religious leaders, civil society members, different local political party members, etc.) can participate, for example, in a public ground.
- The ward-level activities shall be monitored by the municipality.

During the event

- The program will be conducted for a maximum of three hours.
- Women/girls participants will be encouraged to seat themselves at the front of the audience.
- The secretary of the WCRC/LCRC will welcome the participants and outline the program's purpose.
- Information regarding the situation of CEFM in the municipality (CEFM data and reasons for CEFM) and the activities carried out for ending CEFM will be shared by the LCRC/WCRC.
- Share the activities planned by the ward/municipality for the year.
- The role model girls will be honored on stage. The chairperson/mayor will present a cash amount (as per the decision of the municipality executive committee) and a certificate to the parents, and the deputy chairperson/deputy mayor will honor them with traditional scarves.
- Role model girls and their parents, community leaders, influential religious leaders,

influential civil society members, all-political party committee members, local women leaders, and child club representatives will share their experience (each within two minutes) about ending CEFM.
- Other guests will be invited to express their views on R-CEFM.
- When taking a group photo, the girls and their guardians should be in front.
- The WCRC/LCRC will engage the honored girls in other programs to end CEFM, such as home visits, religious preaching, interactions, and so on.

Step 5. Post-event activity

- Prepare and submit activity reports and expenses.
- Within three days of the program's completion, the LCRC/WCRC will hold a review meeting in their respective committees.
- Prepare a report on the program and submit it to the municipality office. The format of the report is provided in Sub-Annex 12.
- Settle the advance payment.

Monitoring Indicators

To monitor the activity, the following indicators can be used. Municipalities can develop more indicators as needed.

Indicators	Source of information	Means of collection
(1) Number of girls to be honored	Photo, name list	Activity report
(2) Number of people attending the event	Attendance sheet or photos from the event	Activity report

Budget

While implementing this activity, each municipality will need to allocate costs for the following items. The items and costs may vary by municipality. The table depicts an example budget.

S. N	Program	Frequency	Estimated budget (municipal level)	Estimated budget (ward level)
(1)	Preparation meeting with the LCRC/WCRC (snacks)	1	5,000	5,000
(2)	Organizing the felicitation program (snacks, travel expenses, event coordinators' allowance, support staff allowance, stage decoration cost, sound system, chairs hire). Cash awards will be determined by each municipality.	1	90,000	50,000
(3)	Materials for the felicitation activity (certificate, traditional scarf, cash per person if it is decided to give cash also)		15,000	10,000
(4)	Program monitoring (for the ward-level event) (travel allowance)		2,000	5,000
(5)	Review meeting (snacks)		5,000	5,000
Total			**NPR 117,000**	**NPR 75,000**

Potential Issues and Their Solutions

Municipalities may experience potential issues during implementation. The issues and their solutions can vary based on the specific context and situation of a municipality.

Major issues	Solutions
It may be difficult to identify the girls who deserve to be honored during the program. Girls may also fear they could be recognized due to pressure from family or community.	Provide regular information about this program to the child clubs and get support from informal structures, such as all-political party committee, influential civil society committee and religious leaders, and parents.
There may be a possibility of pressure from representatives and political parties to select their favorite persons (girls).	Be transparent about the selection and objectives of the program.

Activity 11

Promote role model families who get their children married after 20 years of age

■ *Role Model Parent Sharing Her Experience During Interaction Program, Durgabhagawati Rural Municipality, Rautahat*

Current Situation

Adolescents dream of being independent, achieving their goals, and studying. They also want their spouse to be competent. But parents marrying off their daughters before they turn 20 is the norm in Madhesh Province. Parents see it as their right to decide when to marry off their children and with whom. The children also do not go against their parents' decisions. So, the dreams of adolescents to have a government job, be independent financially, or achieve whatever their ambitions are get shattered when they are forced to be married off early and to marry the person selected by their parents.

A daughter is perceived as a household burden because she moves to another household after marriage. A son is seen as the family's future, as he is expected to be a pillar of support in his own household, including his parents. A pervasive mindset is that it is best to get a daughter married early as her family will have less of a financial burden. The fear of a loss of prestige is also removed once she is married off. Even though elopement is minimal, all parents fear that their daughter might elope, leading to a loss of prestige for the family. The parents also get pressured by their close relatives to marry off their daughters early. All of these factors lead to parents opting to have their daughters marry early, before 20 years of age.

However, many families are working against child marriage. They value their daughters by supporting their higher education, making them independent, and waiting until they are at least 20 years old to marry. These role model families may not realize that there are other families doing the same. Families that typically oppose CEFM face challenges when working independently. As these role model families are generally not recognized, collective effort is missing, which leaves them vulnerable to social stigma and opposition.

Major Challenge

The challenge is to highlight and create awareness among families that there are other role model families in their community that are already delaying their daughters' marriage, supporting their studies, and making them independent and that this is an emerging positive norm.

Intended Audience

- Families of adolescents

Activity

- Engage and promote role model families (parents and daughters) through their engagement in:
- Community walks and home visits organized by the WCRC/LCRC where role model families visit other families in areas with a high incidence of CEFM.
- Interactions organized by WCRC/LCRC between parents and daughters in the presence of role model families in areas with a high incidence of CEFM.

Activity Objective

- Create awareness in communities with a high incidence of CEFM that role model families, their peers, have practiced delaying their daughters' marriage, supporting their studies, and making them independent and they too can delay their daughter's marriage.

Activity Implementation Process

Five-Step Implementation Process (Overview)

- **Step 1. Get approval for implementation of activities and seek advance funds:** For the implementation of the approved program, the ward secretary for the ward-level activity and the WCSC section chief for the municipality-level activity will receive advance payment after obtaining approval (directive) from the CAO to implement the program. Otherwise, they will submit an application along with necessary documents for reimbursement from the municipality after the implementation of the program.
- **Step 2. Compile list:** During their regular meetings, the WCRC/LCRC shall compile a list of role model families who have delayed their daughter's marriage, supported their schooling, and made them independent, and also identify and list areas in the ward/municipality with a high incidence of CEFM.
- **Step 3. Preparation meeting:** The LCRC/WCRC will convene a preparatory meeting for the publicity of role model families (parents and daughters) who get their daughters married only after 20 years of age. Publicity will be through various activities (community home visits and mothers and daughters interactions).
- **Step 4. Implement activities:** The WCRC/LCRC will conduct different events under this activity mobilizing role model parents according to the decisions and action points of the preparation meeting.
- **Step 5. Post-event activities:** Prepare and submit the activity and expense report.

Five-Step Implementation Process (Detailed)

Step 1. Submit proposal to seek approval (directive) for advance funds

- Ward secretaries for the ward-level programs and the WCSC section chief for the municipality-level programs must obtain approval (directive) from the CAO for program implementation. For this, the format for approval and the sample of the order are provided in Sub-Annex 1.
- For the ward-level activities, the ward secretary or other officials, and for the municipality level activities, the WCSC Section chief submit the request for advance or submit a detailed description of the programs along with the request to the accounts section. Otherwise, they will submit the necessary documents, including the request for reimbursement, after the program implementation. For advance, the sample format of the request is provided in Sub-Annex 2.

Step 2. Compile lists

- WCRC/LCRC agree on the role model family criteria and high incidence of early marriage area criteria and use these criteria to prepare lists.
- The WCRC will compile a list of role model families who have married their daughters only after reaching 20 years of age, supported their higher education, and made them self-dependent. The template is provided in Sub-Annex 7. The suggested criteria include the following:
  - Has supported and encouraged daughters to pursue higher education, encouraged them to be self-dependent, not restricted them to only household tasks, encouraged them to learn marketable skills and to work, allowed them to be engaged in the community (not restricted to confines of the house), and opted for their daughter's marriage only after age 20.
- The WCRC will also identify toles and settlements with a high incidence of CEFM based on the data collected by committee regularly and through discussion amongst the committee members (See Sub-Annex 6). The suggested criteria for tole selection include the following:
  - High rates of early, child marriage
  - Low rates of school attendance (from grades 6, 7, 8, and 9, 10)
  - High rates of school dropouts (from grades 6, 7, 8, and 9, 10)
  - High number of women under 20 utilizing delivery services or antenatal care checkups at local health posts
- Prepare detailed lists of both role model families and areas with high incidence of CEFM, and share these lists with the LCRC.

Step 3. Preparation meeting

- The LCRC/WCRC will convene a preparatory meeting for the publicity of role model families (parents and daughters) who get their daughters married only after 20 years of age through various activities (community home visit and mothers and daughters interactions).
- Example agendas and possible expected decisions during the meeting are outlined below.

Agenda 1: Finalize the list of the role model families

Expected decision

- Agree upon role model family selection criteria
  - Should be from the same tole (settlement). If not available, then from the nearest tole.
  - Has supported and encouraged daughters to pursue higher education, encouraged them to be self-dependent, allowed them to continue education, not restricting them to only household tasks, gave them the opportunity to learn marketable skills, allowed them to engage in community activities (not restricted to the house), and then only married after age 20.
  - Has daughters who are engaging in higher studies or are working and earning income, having convinced their parents that they should delay their marriage until after 20.
  - Has daughters/parents who are engaged in ending CEFM in their community.
- Confirmation of role model families who meet the agreed upon criteria (above)

Agenda 2: Discuss and select settlement for program focus

- Agreed-upon criteria for area selection
  - High rates of child, early and forced marriage
  - Low rates of school attendance (6th to 10th grades)
  - High rates of school dropouts (6th to 10th grades)
  - High number of women under 20 utilizing delivery services or antenatal care checkups at local health posts

Expected decisions

- Confirmation of selected areas for program intervention based on the agreed selection criteria.

Agenda 3: Implementation planning for community walks and home visits.

- Decide on the composition of the community walks and home visit team.
- Discuss and allocate responsibilities to various members of the community walks and home visit team.
- Decide the role model family's role during community home visits and what is to be shared and discussed during community home visits.

Expected decisions

- The role of these model family members during the community walks and home visits and what they will share during the home visits:
  - Share the experiences of role model family including how they defended their decision with their relatives and neighbors; how they overcame pressures on their decision to not marry their daughters before 20 years of age; challenges they faced and how they found a way out while allowing daughters to continue their schools; what motivated them; who supported their decisions and how so that their daughters can become self-dependent and more mature; how the family is more respected in the community if they delay their daughter's marriage after 20 years of age and making them self-dependent.

- During the community walk and home visits, role model families will also answer any questions from the community/households about delaying marriage after 20 years of age.
- Inform people about municipality programs created for families who marry off their daughters only after 20 years of age.
- Community walks and home visit team may include:
  - Parents and daughters from role model families
  - LCRC/WCRC members
  - Committee members of the influential civil society members committee
  - Representatives from all-political party committees for ending CEFM
  - Influential and popular religious leaders
- Responsibilities allocated to prepare for community walks and household visits. The activity will be facilitated by the ward secretary for ward-level activity and the WCSC section for the municipality-level activity in coordination with the LCRC/WCRC.
- Assign at least three people from the home visit team who can promote R-CEFM messages and announce various schemes on the loudspeakers during the community walk.
- Discuss the number of these activities and the frequency through the year.

Agenda 4: Implementation planning for interaction between mothers and daughters on CEFM topic.

- Discuss topic to be shared/discussed during the interaction between mothers and daughters from the community where CEFM is high. This will include discussions during the event as well as issues that mothers and daughters can discuss regularly.
- Discuss the role of role model family during the mothers and daughters interaction event.
- Select facilitators and discuss questions for the interactions.
- Selection of mothers and daughters for the interaction event.
- Decide venue and times, the person responsible for inviting participants, and logistics management.
- Discuss how many of these activities will be conducted in a year and how frequently they will occur throughout the year.

Expected decisions

- What is to be shared:
  - Facilitate discussion between mothers and daughters during the interaction event and regularly at home about daughters' career, marriage, dreams, aspirations, expectations, solutions for ending CEFM, challenges and solution for mothers and daughters' regular communications between themselves.
  - In support of the discussions between mothers and daughters, role model families will share their experiences about how they were able to make their daughters self-dependent and more mature and arranged their daughters' marriage only after 20 years of age.
  - Facilitate the discussion between mothers and daughters and the role model families so they can ask questions, if any, about delaying marriage after 20 years of age.
  - Inform mothers and daughters about municipality programs created for families

who marry off their daughters only after 20 years of age and about other activities for ending CEFM.
- Facilitators could be WCRC/LCRC members.
- Discuss the need to confirm the date and venue in communication with parents, daughters, and role model families based on their availability and where mothers and daughters will be comfortable to freely exchange thoughts and ideas.

- Allocate responsibilities for WCRC/LCRC members to prepare for mothers and daughters interaction program in the community. For the, the ward secretary and the WCSC section chief shall coordinate with the WCRC/LCRC to implement the ward-level activities and the municipality-level activities, respectively.

Step 4. Implement activities

The WCRC/LCRC will conduct the events as per the decision and action points of the preparation meeting.

Activity 4.1. Community walks and home visits

Before the event

- Child clubs will be informed, and their help sought to identify households with adolescent girls to fix a place to visit.
- Once the places to visit are fixed, the area where community visit program is to be conducted, information about the activity (including date and time), individuals attending the community visit, route to be taken when entering the community, and details about the location will be communicated by the WCRC for the ward activity and LCRC for municipality activity two to three days in advance to home visiting members and also to the child clubs, for information dissemination in the community.

During the event

- Visit communities at the scheduled time and inform them about the reasons behind the visits in the area, which was identified as having a high level of child marriage.
- Visiting team members will walk in the community with banners and loudspeakers/sound system communicating about R-CEFM and announcing various government schemes related to R-CEFM.
- On the way and during the walk, team members will stop and interact with people they meet in the community about the benefits of not marrying off their daughter before the age of 20 years.
- If families have more questions or concerns, then a few members of the visit team will break away and have one-on-one interactions with the concerned family members in their homes.
- At the end of the community walk, if there is a large gathering, the visiting team will meet in a public place and assign certain team members to talk about benefits of R-CEFM for girls, families, and communities. They will also talk about the activities planned by the ward or municipalities. The speakers could be ward chairs, religious leaders, civil society members, child club members, and role model parents.

Activity 4.2. Mothers and daughters interaction

This activity is separate from the home visits and aims to provide space for mothers and their daughters to share their perspectives about marriage, what the parents want and why, and what the daughters expect from parents.

Before the event

- Determine the interaction program location, date, and time of the main mothers and daughters interaction event.
- Identify role model families' mothers and adolescent girls from the same tole/settlement. If not available from the same community, then they will be chosen from the closest tole to engage in the interaction.
- Select participants for the interaction:
  - Minimum of 15 mothers from different castes, religions, and communities including at least two role model mothers (who have supported daughters to continue education ignoring early marriage pressure from relatives and neighbors) from role model families.
  - At least 15 daughters, from different castes, religions, and communities, including two from role model families, two who dropped out of school after marriage, and two who are less than 20 years of age and are continuing their schooling.
- The WCRC/LCRC members inform the participants about the date, time, and location four to five days prior to the event. Seek help from child clubs and inform participants.

During the event

- Manage the program site at least one hour before the scheduled time on the specified date.
- Facilitate the discussion as prepared in the preparation meeting.
- Provide information about the child clubs and the LCRC/WCRC and WCSC section in the municipality to further elaborate on CEFM reduction.
  - Mothers and daughters who attend the event may be related or they could be a general group of mothers and daughters who are unrelated. This activity will serve to kickstart the conversation between mothers and daughters. The facilitator will discuss what mothers and daughters can and should be talking about regularly at home regarding their daughters' education and the expectations of parents and daughters. They will encourage mothers and daughters to openly and freely share their attitudes, activities, dreams, aspirations, motives, and reasons for their behavior with each other. This will help them get to know each other's thoughts better, and they can together confidently prevent CEFM.
  - In support of the discussions between mothers and daughters, parents and daughters from role model families will share their experiences about how they were able to support their daughters to be independent and more mature and how they were able to wait and marry off their daughters only after 20 years of age. They will also talk about the respect and honor their family is getting from the community by delaying their daughter's marriage to after 20. They will also share why and how they supported their daughter's higher education to help them become self-dependent.
  - The facilitator will moderate the discussion so model families can share ideas with

the other mothers and daughters about how they managed to overcome pressure from other family members or the neighbors to get their daughter married early. Mothers and daughters will get an opportunity to voice their concerns, and the role model families will share their experiences and take questions. The LCRC/WCRC will also help to facilitate the question-and-answer session.

- WCRC/LCRC member will provide a brief overview of the current CEFM situation of ward/municipality, and SBC activities planned for this fiscal year to end CEFM and request their participation.
  - Provide information about the child clubs and child rights committees to further elaborate on CEFM reduction.
  - Explain the role of the WCSC section in the municipality and the ward secretary in the ward, the WCRC/LCRC, and the child clubs to end CEFM.
  - Finally, express gratitude to all for the time provided for the interaction.
- For the monitoring visit, request the individuals listed below at least three days before the event for effective monitoring, include two or three persons only.
- For the ward-level activities: chair/mayor, vice chair/deputy mayor, CAO, WCSC section chief.
- For municipality-level activities: send a letter from municipalities to the secretary of the concerned ministry, at least three days before the event.

Step 5. Post-event activities

- Prepare activity and expenses report and submit.
- Within three days of each activity completion, the WCRC/LCRC will hold a review meeting in their respective committees.
- Prepare a report of each activity implemented and submit it to the Municipality Office. Sample of the report is provided in Sub-Annex 12.
- Settle the advance payment.

Monitoring Indicators

To monitor the activity, the following indicators can be used. Municipalities can develop more indicators as needed.

Indicators	Source of information	Means of collection
(1) Number of model families	Meeting minutes	Meeting minutes
(2) Number of families visited	Municipality data	Activity report
(3) Number of mothers and adolescent girls who participated in the interaction program	Attendance	Activity report

Budget

While implementing this activity, each municipality will need to allocate costs for the following items. The items and costs may vary by municipality. The table depicts an example budget.

S. N	Program	Frequency	Estimated budget (municipal level)	Estimated budget (ward level)
(1)	Community walks and home visit program (sound system, snacks, banner)	3	45,000	30,000
(2)	Mothers and daughters interaction (banner, snacks, transportation allowance, event coordinator allowance, event assistant allowance, miscellaneous)	3	75,000	45,000
Total			**NPR 120,000**	**NPR 75,000**

Potential Issues and Their Solutions

Municipalities may experience potential issues during implementation. The issues and their solutions can vary based on the specific context and situation of a municipality.

Major issues	Solutions
Ward office may not realize how much budget they have for the activity.	Remind them about the budget in SuTRA and its detail breakdown to the CAO to convince
Parents do not agree to give time for visits or interaction program.	Ask the civil society committee member of the ward to motivate them by informing them about how they will benefit from their participation.

Province Government

Ministry of Sports and Social Welfare

Janakpurdham, Dhanusa