

PROJECT PLAN

FELM Church Cooperation

Name of the project: **Nepal Family Ministry 2015-2019**

November 27, 2015 version

Short description of the project¹:

Nepali society doesn't highly give priority to family life. Family members are not closely attached. In rural settings husband and wife are not supposed to be seen talking or working together. There is no concept of disciplining the children in Nepali culture as such. In many parts of the country women are considered to be lower than men in status.

In the last few years thousands of married men and women have been going foreign countries to work leaving their families behind. Although foreign employment is regarded as the biggest earner of remittances in the nation, it has lately emerged as a major cause behind family breakdowns, separation, divorces and property dispute among many Nepali families. Extra marital affairs of these spouses have been very common these days.

Beside above facts, Nepalese society has been affected by its patriarchal understanding, where women are not considered to be equal, able or important as men. Churches of Nepal are also being influenced by these norms of society. It is estimated there are 65-70% women members in the Church of Nepal. Yet only a few of these women are actively involved in the ministries of the churches. Even the wives of Nepali pastors, leaders and missionaries are often unable to take any active role in ministry because of lack of confidence, knowledge and skills needed for the ministry. Very few rural Christian women have had any kind of training to develop their self-esteem, leadership quality, teaching skill, and outreach methods.

In this context Leadership Training Department (LTD) of National Churches Fellowship of Nepal (NCFN) started basic family course known as family seminar since 2007 with the help of a couple from India. But soon LTD realized that with Manoj and Anjila along with the mentioned couple could no longer continue this ministry in thousands of Churches in Nepal and then millions of Nepali families outside of the Church. When LTD was struggling with the expansion and sustainability of this ministry, FELM was discussing how to help Partner Churches or Organizations globally in this area with their experiences, expertise and financial resources. In a meeting of few key pastors/leaders of Kathmandu called by country representative of FELM Nepal, Kirsti Kirjavainen, it was clear that Nepali Church needs family ministry.

The first project started in 2010 with a goal to train 50 couples from different Church groups and denominations as facilitators for Family ministry in 4 years. In the beginning it was managed by a separate committee and later by LTD-NCFN. FELM sent Anna Kaarina and Matti Palmu to Nepal in 2010 first to understand the context and also to run a few basic courses. Since then, they have been coming to Nepal every year and with their help LTD has been able to achieve the goal for this ministry.

¹Briefly describe (max. 700 characters) the project's purpose and some of the main activities.



The first project was successfully completed technically in 2013 December, but practically in 2014 February-March. Since the need for Family Ministry is even increasing we have decided to have a second phase for the project for another 5 years.

LTD also has been running one month residential Women's Leadership Training (WLT) since 2006 with a vision to see Christian women of Nepal being active, growing, and fruitful in their relationship with God, their role in the family, their role in the Church, and in outreach to non-believers. These trainings give high priority to women from rural and remote areas of the country, wives of the pastors and leaders, and those women who are involved in ministry or have great zeal to serve God.

Women's Leadership Training of LTD provides different types of trainings for the former trainees in order to further develop them. WLT also organizes the Training of Trainers (TOT) for the potential trainees, so that they will be able to organize some short term trainings in their surrounding regions. In addition to this WLT conducts the three day seminars in partnership with local churches. FELM has been supporting this activity since 2013. In this new project we include the WLT as a part of the Family Ministry Project.

Duration of the project²: 2015-2019

SECTION A. Context

1. Description of the applicant organisation.

- a. Name of the applicant organisation:LTD-NCF Nepal
- b. Address of the applicant organisation:
Koinonia Social Service, Patan Church, Kumaripati, Lalitpur,
P.O. Box 8975, EPC 2919, Kathmandu, Nepal
- c. Telephone: +97715008509:
- d. e-mail:
ltdncfn@wlink.com
ltdncfn@gmail.com

Contact person in the applicant organisation:

Manoj Kumar Pradhananga

²Project duration can vary from one to ten years.



2. **How does the project fit into the strategy and other activities of the applicant organisation?** Does the applicant organisation have earlier experience in the field of the project?

LTD focuses on the leadership development. Without a healthy family a Church leader cannot continue his or her ministry. He/she needs a strong healthy family and for the Church and the society at large. Moreover, it is a Biblical requirement for Church leaders to minister their family before they extend their ministry. This project will help the leaders to strengthen their families and ultimately other families in the Church and Society.

The WLT part of the project will help women to be empowered at home and then in society, which is another goal of LTD. Family Ministry is related also to women as they play vital role in family. Domestic violence, human trafficking, and HIV/AIDS are some of the major problems also in Nepal. We are empowering women by training them for leadership and particularly teaching about above mentioned topics. Women are also taught about Family Life issues.

LTD has been involved in training the leaders for family ministry since 2007. By 2010 we had reached over 500 couples with basic level teaching in 20 different parts of the country. In the first phase of this project (2010-2014), LTD has been running Training of Trainers courses for Family Ministry. 40 couples have completed the full course and another 40 have taken the TOT Part-1 course. We have 4 couples as Master Trainers to run TOT courses. In this new phase of the project we plan to train several additional couples as Master Trainers.

We have been training women for the last 8 years and have trained 350 women leaders from more than 50 districts of Nepal. Out of these women 32 have been trained as facilitators. A good team of facilitators have been developed and relevant curriculum has been designed for this training.

3. **Describe the local context.** Where is the project located? What are the main problems in the area that the project aims to address? Analyse the situation from the perspective of the poor and the most vulnerable (e.g. women, children, minorities and people with disabilities).

The **target area of the project is the whole country. The main problems are as follows:**

1. Family breakdown and divorce

- Living in foreign land leaving family for many years
- Wives/husbands having extra marital affair and sexual relationship with other men and women
- No strong emotional ties among the family members
- High influence of thinking that marriage is not any more important or the need for commitment is not understood.

2. Low status of women, discrimination, low self-esteem

- Culture and traditional religion see women in lower status
- Theological misinterpretations about status of women
- Low or lack of education and financial dependency on men



4. **Are the activities of the project a continuation of a project that has been going on before?**

If yes, describe why a new project is needed. Also write down the outcome, budget and main funders of the previous project. If there has been an evaluation on the previous project, please enclose it with this Project Plan.

Concerning the outcome, see above point 2 (page 3).

Other outcome of the previous project to be mentioned:

- Positive changes in family relationships of the participants;
- The trained people have been able to counsel troubled couples and families in their Church and society; thus our work has reduced divorce cases and conflicts within families;
- Awareness of importance of family life in Churches has increased;
- Translation of the "Participant's Book for Family Ministry" was printed in 2012;
- Compiling and printing the "Transforming families" booklet (Collection of stories of Family Ministry participants) was done 2014 in English;
- The trained facilitators have been conducting Family seminars or other Basic level teaching on Family Ministry. More than 1500 couples and 8.000 youth and women have had basic education on family life.
- Women have been empowered, they have become more confident, and brave to teach in front of the group.

Concerning the **budget**, the FELM has funded the whole Family Ministry project and since 2013 part of the WLT programme.

5. **Planning process of the project:**

- a. Where did the idea for this project first come from?

The FELM Nepal Area Representative, Ms. Kirsti Kirjavainen, invited a few key Christian leaders of Nepal and asked them to find out some of the major problems of Church in Nepal. During small group discussion it was found that the Church is struggling with family issues as leaders are not trained to face such problems.

Women Leadership Training, which became part of Family Ministry project since 2013, is the outcome of thoughts, ideas and discussion of Mr. Manoj Kumar Pradhananga (LTD-NCFN- Director) and Ms. Becky Martin (Former coordinator of WLT). As they analyzed the circumstances of the Church and society in Nepal, they saw the need of Women's Leadership Training.

This new project is the continuation of the previous project 2010-2014.

- b. Who and how (e.g. meeting/ seminar/ asking for inputs over the phone, etc.) participated in the project planning?

The team of the 4 Master Trainer couples, with the Finnish Consultant couple, have discussed and planned the new project. The LTD Board has approved the Annual plans for Family Ministry and the WLT. The staff has been regularly in contact with Maria and Ben Westerling of FELM Nepal.



SECTION B. Purpose of the project

6. Project outcome and impact

- a. **What are the outcomes of the project?** Why should this project be implemented? **What will be the impact of the project?** What kind of change will this project bring? What are the positive and negative long-term results of the intervention?

This project will

1. Help to create a healthy families in society based on Christian values.
2. Through WLT program empower the women and enable them for the leadership role in the church and society.
3. Improve the status of girls and women by strengthening the family.
4. Help to fight against HIV/AIDS by stressing the significance of faithfulness in the life of couples.
5. Reduce domestic violence by providing awareness.

What is the Purpose (specific objective) of the project?

1. To help Church members to live in happy and healthy marriages and families and teach other families in the society about such marriages and family
2. To improve the status of girls and women by educating the families
3. To help the couples to educate others about the danger of HIV/AIDS and protect them from such epidemics.
4. To minimize the cases of domestic violence by empowering women and educating men
5. To empower women for leadership roles in the Church and society

- b. **Are there any advocative elements in the project?** Do you expect the project to have impact on any policies or practices in the region/province/nationally (e.g. changes in legislation or attitudes, new rules for public service delivery mechanisms etc.)? **Explain what impacts and how the advocacy is planned to be implemented.**

Advocacy work is done within Churches through teaching, sharing information, arranging briefing programmes etc.

c. The project's long-term effects are as marked here:

- i. gender equality_x_____
- ii. the rights of persons with disabilities_____
- iii. prevention of HIV and AIDS_x_____
- iv. environment_____
- v. the applicant organisation's capacity and sustainability_x_____



7. Beneficiaries

- a. **Describe all the beneficiaries of the project.** Also specify the number of people the project will affect (specify how many men, women, girls, boys, people with disabilities, minority groups etc.).

1. TOT trained facilitators and Master Trainers (300)
2. Married couples (10.000)
3. Women and youth/students (30.000)
4. LTD Staff members (4)
5. Widows/widowers, single parents, elderly people
6. Differently abled people (200)
7. Migrant workers and their families
8. Women leaders through WLT (400) and their audience (12.000)

- b. **Describe how the beneficiaries of the project will participate in the project implementation.** Give special attention to the most vulnerable groups.

Some of the TOT trainees are members of minority groups or differently abled. Along with other trainees, they are also teaching, facilitating and counselling in their Churches and localities.

SECTION C. Implementation

8. **List all the activities that will be done in the project. Why this is the most effective way of achieving the project's outputs and outcome?** Specify what will happen in which year of the project implementation (activity plan).

See the attached list of activities.

9. Project management – roles and responsibilities

- a. Who in the organisation is responsible for implementation, monitoring and reporting (narrative and financial reports) of the project activities and results?

The main responsibility of the project management and implementation will be carried out by LTD-NCF Nepal. The project will be monitored by LTD director and also by FELM Nepal.

- b. Where, how and by whom will the accounting for the project take place?

The LTD/NCF Nepal will be responsible for the finance management of the project. Financial records will be kept by LTD and provided to FELM whenever required.



- c. Explain how and by whom the project's audit will be arranged.

Every year government registered auditor will audit LTD financial transactions and prepare financial report. This will be approved by the board.

- d. What kind of role is FELM expected to take in the project?

- FELM provided family ministry consultant couple to prepare strategic plan for 5 years in 2015.
- Further follow up visits by consultants will be needed, possibly two times within the project years.
- FELM is expected to provide also financial support in this project.
- FELM have a monitoring role as well.

- e. Describe the cooperation and coordination with other organisations/institutions in the area. How this project relates to other actors (other NGOs, churches, local government etc.) in the field of the project?

The project is training people of any Church group and denomination in Nepal. Also the Master Trainers are from different Church background. We are also working with different NGO's to train their staff. LTD is registered in government; the programmes are approved by Social Welfare Council (SWC) and monitored by District Development Committee (DDC).

10. Project Budget

See the attached BUDGET SUMMARY OF 2016.

The budget is prepared based on the activity plan described in Section C, question 6.

- Each activity should be clearly visible under separate budget headlines. Each activity's components should be specified under a separate headline;
- Budget headings should match the applicant organisation's accounting system. This helps you to prepare the financial reports of the project;
- Project staff salaries and allowances should be budgeted using separate budget lines. Each person's costs should be presented on a separate line under the budget headline "project staff salaries and allowances". Please also indicate the person's title or task. Also indicate whether the person is working full time (100%) or part time (for example 50 %) with the project;
- Administration costs support the implementation of the project. Administration costs may include e.g. office and equipment maintenance and repairs, rent, electricity, general stationery, insurance costs, accounting costs, communication costs and auditing costs;
- The budget is prepared in the local currency, if not otherwise agreed with FELM. Please provide also total euro sums per each year and indicate the exchange rate used;
- Rows/columns may be added to the chart as needed.



PROJECT BUDGET SUMMARY	YEAR I 2015	YEAR II 2016	YEAR III 2017	YEAR IV 2018	YEAR V 2019
TOTAL IN LOCAL CURRENCY		4,177,500			
TOTAL IN EURO					

What is the budgeting currency? **Nepali currency.**

Exchange rate for Euro: **27.11.2015 about 112.5**

11. Funding of the project:

- a. What is the amount of support per each year that is applied for from FELM?
3,004,000 NPR in 2015
- b. What is the local/applicant organisation's own contribution to the project (matching funds, voluntary work etc.)? How will the share of the local/applicant organisation's own contribution increase during the project?
 - At present the TOT participants cover roughly 10% of the logistic expenses (as Registration Fee) during the courses. In addition to this they pay their own travel cost. This applies to Women Leadership Training trainees.
 - The alumni of WLT are contributing about 3% of the WLT yearly budget. We plan to raise more fund from Alumni.
 - We will increase the participants' Registration Fees by 30% every year.
- c. How will the rest of the costs be funded? Have you applied for or do you receive funding from other donors for the project? If yes, from where, when and how much?
- d. Funding summary

PROJECT FUNDING SUMMARY	YEAR I	YEAR II	YEAR III	YEAR IV	YEAR V	TOTAL YEARS I-V
Proposed income	Total (currency)	Total (currency)	Total (currency)	Total (currency)	Total (currency)	
FELM FUNDING						
Own contribution						
Other funding source 1						
Other funding source 2						
Other funding source 3						
...						



12. Risk Assessment

- a. **What factors might prevent the outcome of the project from being achieved?** Include both internal (within the organisation and the project) and external causes. **How do you intend to tackle these obstacles** (optionally you can add risk analysis matrix described in chapter 3.5)?

Internal

- The facilitators and Master Trainers are busy with their main work.
- Limited time to achieve the goals of the project
- Churches' acceptance uncertain on some parts of the family life teachings
- Participants not to using and practising what they have learned
- Low number of Master trainers

External

- Political Instability like strikes
- Cultural values: work thought to be more important than family, women less valued than men, various types of discrimination,
- Human trafficking
- Poverty, foreign employment separating families
- Some Churches are not valuing family ministry.
- Sometimes there is conflict with the Church leaders after the training and disappointments of participants for not allowing their skill and knowledge to be used.

13. **Sustainability** How will it be ensured that the results of the planned project will last after the external support is finished?

The project aims to develop trainers so that they can carry out this training in their local regions. Project seeks to work through the Churches, Church groups and different organizations. So, they organize trainings by themselves.

At present the participants of both Family Ministry and WLT cover a small part of the course expenses. In the future we ask them to cover fully their travel and logistics expenses, which they cover partly now.

The WLT has also plans to have land and building of its own which will minimize the running cost in the future.

- a. How will the function started by the project be funded after the project implementation is over? (economical/financial sustainability)

See the explanation in the text above.



- b. How will the function started by the project be managed after the project implementation is over? Are any capacity building measures needed for the implementing organisation? (institutional sustainability)

We encourage the Churches and church groups to run these activities by themselves as soon as possible. The whole structure of TOT trainings is aiming at that goal.

- c. If the function started is likely to change the way of life of the people, indicate what measures have been planned to ensure the long-term acceptance of the results. (socio-cultural sustainability)

It has been built in from the very beginning even in the 1st Project, that we encourage a change the way of life of the families.

- d. Does the function have a direct or long-term impact on the environment? Is the project dependent on a certain environment? (environmental sustainability)

This is not the main target.

14. **If the project involves children (persons under 18 years), how are the child protection precautions taken into account?** How and when are the child protection issues introduced to the children and project staff (Appendix 7)?

In our teachings and trainings we are helping parents to raise children in a proper way.

SECTION D. Monitoring and Evaluation

15. **How will the project be monitored?**

To monitor the activities in the target areas, LTD/NCFN staff and FELM will be making periodic field visit to these areas and documenting the observation. Consultant will also visit according to the attached Plan of Activities.

16. **Are there any plans to evaluate the project? If yes, how and when?**

There will be internal mid-term evaluation in 2017. The final evaluation in 2019 will be done by external evaluator locally.



17. Signatures

Date: November 27, 2015

Date:



Authorised Signatory of the Applicant
Manoj Pradhananga, Director, LTD

Authorised Signatory of the Applicant

Clarification of signature and position

Clarification of signature and position

Appendices to the project plan (Tick the ones that are enclosed)

- **List of Activities of the Project**
- **Budget Summary of the year 2016**



APPENDIX 1 TO THE PROJECT PLAN:**Nepal Family Ministry 2015-2019 - List of Activities of the Project**

Year	Basic Family Course	TOT-1 (Family Ministry)	TOT-2 (Family Ministry)	TOT Refresher Course	TOT-MT Master Trainer's training	Material production	Women's Leadership Training (WLT)	Women Leadership Seminar	Other Target Groups; Other activities
2015-2019	28	21	11	12	3 (+2)		25	14	- Bible Schools, Colleges, High Schools etc.; - Students & parents; - Migrant workers; - Differently abled; - Widows/Widowers; - Single adults / parents; - Elderly people; - Non-Christians through NGO's
2015	-	3	2	1	1	- Compiled Material for Master Trainers'	5	2	
2016	4	3	1	2		- Revision & Reprint of the Participant's Book; - Basic material for Non-Christians;	5	2	
2017	6	4	2	3	1 - Further training for Master Trainers, possibly in India	- Material for Master Trainers - Material for Marriage and Family Counselling - Material for Migrant Workers and youth;	5	5	Monitoring Visit of the Consultants (?) 2017
2018	8	5	3	3		- Case Study Booklet in Nepali;	5	5	
2019	10	6	3	3	1 - Further training for Master Trainers, possibly in India	- Material for Differently abled	5	5	Evaluation 2019 (to be included in the budget of 2019)
Year	Basic Family Course	TOT-1 (Family Ministry)	TOT-2 (Family Ministry)	TOT Refresher Course	TOT-MT Master Trainer's training	Material production	Women's Leadership Training (WLT)	TOT (WLT)	

