

Oct.29, 2004

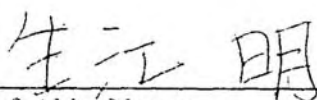
**MINUTES OF MEETINGS
BETWEEN
THE JAPANESE FINAL EVALUATION TEAM
AND
THE THAI AUTHORITIES CONCERNED
ON
JAPANESE TECHNICAL COOPERATION
FOR
THE TECHNICAL COOPERATION PROJECT ON CAPACITY BUILDING FOR
PLANNING MANAGEMENT OF LOCAL AUTHORITIES**

The Japanese Evaluation Team (hereinafter referred to as “the Team”), organized by the Japan International Cooperation Agency (hereinafter referred to as “JICA”) and headed by Prof. Akira Namae visited Thailand from October 17 to October 30, 2004, for the purpose of final evaluation of the project on Capacity Building for Planning Management of Local Authorities (hereinafter referred to as “the Project”).

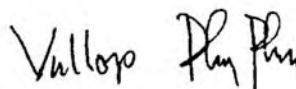
During its stay in Thailand, the Team had a series of discussions with Thai authorities concerned and jointly evaluated the achievements of the Project and exchanged views on the Project activities to fulfill the Record of Discussions signed on July 21, 2003.

As a result of the discussions, the Team and Thai authorities concerned agreed upon the matters referred to in the document attached hereto.

Bangkok, October 29, 2004



Prof. Akira Namae
Team Leader
Japanese Evaluation Team
Japan International Cooperation Agency
Japan



Mr. Vullo Phringphong
(for) Director-General,
Department of Local Administration
Ministry of Interior
Thailand

ATTACHED DOCUMENT

1. INTRODUCTION

1-1. Purpose of Evaluation

The Project was initiated in July 2003 and will be completed by November 2004. (The term from May 2001 to July 2003 was recognized as the preparatory period for the project.)

The Japanese Team dispatched by JICA visited the Thailand from October 17 to October 30, 2004 for the purpose of evaluating the achievements of the Project as well as its relevance, effectiveness, efficiency, impact and sustainability, and also of preparing an Evaluation Report to the Thai and Japanese Government authorities concerned.

The contents of the evaluation report have been undertaken jointly by the Thai authorities concerned and the Team.

1-2. Schedule of the Japanese Evaluation Team

Date		Schedule
Oct. 17	Sun.	Arriving at Bangkok
Oct. 18	Mon.	Meeting at JICA Meeting at DLA
Oct. 19	Tue.	Interviews with DLA officials
Oct. 20	Wed.	Interview survey on CDD's policies related to Community development as well as the Project on Integrated Community Development Plans at Community Development Department, MOI Courtesy call to Director-General, DLA
Oct. 21	Thu.	Courtesy call to Chief District Officer, Prachantakham Discussion with JICA Expert Interview survey with DLA Officer at Prachantakham District Office Courtesy call to and interview with survey with Mayor, Prachantakham Municipality Interview survey with Chief Administrator, Prachantakham Municipality Group interview survey with Chief Administrators of Nongsean, Koloj, Prachantakham, Banhoi, Pongam, Nongkeaw, and Kamtanode TAOs
Oct. 22	Fri.	Courtesy call to and interview survey with Mayor and Vice Mayor, Dongbang TAO Interview survey with Chief Administrator, Dongbang TAO Interview survey with Former Vice Mayor (the next Mayor), Pongam TAO
Oct. 23	Sat.	Interview survey with Former Chief Administrator, Dongbang TAO Visit Dongbang 9 th Village
Oct. 24	Sun.	Interview survey with Ms. Sujinda (Member of Pongam 17 th Village Committee) Visit Pongam 17 th Village Interview survey with Ms. Tassaneeya (Project Assistant)

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Oct. 25	Mon.	Interview survey with Mr. Samak (Chairman of Chaoprayabodin Community committee, Prachantakham Municipality) Observation visit of Chaoprayabodin Community Preparation of the Minutes
Oct. 26	Tue.	Wrap-up seminar at Prachamtakan Interview survey with Chief Administrators Interview survey with survey with Mayor, Council Chairman, and Chief Administrator, Bufai TAO
Oct. 27	Wed.	Visit Bufai TAO Interview survey on Thai government decentralization policies at Decentralization Committee, Prime Minister's Office
Oct. 28	Thu.	Meeting with DLA on the Minutes
Oct. 29	Fri.	Signing the Minutes Report to DTEC Report to JICA
Oct. 30	Sat.	Leaving Bangkok

*DLA: Department of Local Administration
CDD: Community Development Department
MOI: Ministry of Interior
TAO: Tambom Administrative Organization

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1-3. List of Personnel Visited by the Team

1) Department of Local Administration (DLA)

Mr. Dhana Yantrakovit	Director of Local Development Planning Division
Mrs. Wattana Phaisurat	Director of Foreign Affairs and Technical Division
Mr. Saharat Wongsakulwiwut	Chief of Foreign Affairs and Technical Division
Mr. Somchai Yensabai	Plan and Policy Analyst
Mr. Teerapat Kutthamath	Plan and Policy Analyst, Office of Secretary

2) Community Development Department (CDD)

Mrs. Kanita Kanjanarangrinon	Director of Community Management Unit, Community Development Department
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3) Prachantakham District Office

Mr. Prajukjitt Apiwaht	Chief District Officer
Mr. Dithagoon Kgensingh	

4) Local authorities (TAO and Municipality)

<Prachantakham Municipality>

Mr. Direk Jindasatapon	Mayor
Ms. Suda Tongwilai	Chief Administrator
Mr. Waratep Wanitchakorn	Village Headman
Mr. Samak Rangchai	Community Chairman of Chaoprayabodin Community
Mr. Hiran Chantaranit	Secretary of Chaoprayabodin Community

<Dongbang TAO>

Mr. Payung Noisang	Mayor
Mr. Sombat Komdamdin	Deputy Mayor
Ms. Lamyai Pidsub	Chief Administrator
Mr. Wirat Munrat	Former Chief Administrator
Mr. Pradit Noisang	Village Headman of the 9 th Village
Mr. Somchai Tamanee	Vice Village Headman
Mr. Surawut Tongkoet	Member of Village Committee

<Pongam TAO>

Mr. Somjit Po-ngam	Mayor
Mr. Sombat Ritboon	Chief Administrator
Ms. Sujinda Chamnanmit	Secretary of Village Committee of the 17 th Village
Mr. Taveesak Kampa	Village Headman of the 17 th Village

<Bufai TAO>

Mr. Prayoon Darak	Mayor
Mr. Boonreun Auttakab	Deputy Mayor
Mr. Chittapol Saleerat	Council Chairman
Mr. Panuwat Khamsao	Chief Administrator

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<Chief Administrators of other TAOs>

Mr. Prayoon Tonglad	Chief Administrator of Nongsang TAO
Mr. Udom Kusri	Chief Administrator of Koloy TAO
Mr. Jarin Omsabwattana	Chief Administrator of Banhoi TAO
Mr. Songpon Pasankok	Chief Administrator of Kamtanode TAO
Ms. Pilailak Prabuaban	Chief Administrator of Nongkaew TAO
Ms. Puangthong Amnuaysombat	Chief Administrator of Prachantakham TAO

5) Decentralization to Local Government Organization Committee, Office of the Prime Minister

Mr. Weerachai Chomsakorn	Plan and Policy Analyst
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6) Department of Technical and Economic Cooperation (DTEC)

Mr. Voravud Tomon	Program Officer
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7) JICA Thailand Office

Mr. Shoichi OKUMURA	Deputy Resident Representative
Mr. Yoichiro KIMATA	Assistant Resident Representative

8) Project staffs

<Japanese Experts in DLA>

Ms Kazuyo OZAKI	Japanese Expert; Development Coordination
Mr. Yosutoshi YAMADA	Japanese Expert; Planning and Coordinating the Local Plan

<Assistant Consultants for the Project>

Ms. Tassaneeya Saelee	Assistant Consultant for People's Participation in Planning of Local Authorities
Ms. Arphatchanee Hosawadee	Assistant Consultant for Local Information Utilization in Planning

1-4. Evaluators

1-4-1. Japanese Side

Prof. Akira NAMAE	Team Leader
Prof. Tomoyuki SAITO	Cooperation Evaluation
Mr. Yoichiro KIMATA	Evaluation Planning
Mr. Harumi IIDA	Evaluation Analysis

1-4-2. Thai Side

Mr. Dhana Yantrakovit	Director of Local Development Planning Division
Mrs. Wattana Phaisurat	Director of Foreign Affairs and Technical Division
Mr. Saharat Wongsakulwiwut	Chief of Foreign Affairs and Technical Division
Mr. Somchai Yensabai	Plan and Policy Analyst

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1-5. Methodology of Evaluation

The evaluation was conducted in terms of the achievement of the Project as well as the five evaluation criteria, namely (i) Relevance, (ii) Effectiveness, (iii) Efficiency, (iv) Impact and (v) Sustainability.

The following references were used in order to evaluate the Project:

- (1) Record of Discussions (R/D) signed in July, 2003
- (2) Project Design Matrix (PDM)
- (3) Reports made by the Project
- (4) Draft of the handbook for local development planning
- (5) Interviews with the Japanese experts and the Thai counterparts
- (6) Questionnaire surveys to the counterparts, the district staffs, the municipality staffs and the stakeholders for community development
- (7) Documents related to the local development plan
- (8) Direct Observation

2. BACKGROUND AND SUMMARY OF THE PROJECT

2-1. Background of the Project

Decentralization of government operation has been given high priority in Thailand as is seen in the new Constitution promulgated in 1997 and the Decentralization act of 1999. One of the main objectives of such policy is to promote social and economic development in the country so as to improve the quality of people's life there through the promotion of the involvement of local institutions in their own administrative and development affairs.

The Department of Local Administration (DLA), Ministry of Interior plays the major role in strengthening the capacity of local authorities in terms of planning, financial, personnel, and administration affairs and is responsible for planning and development of both rural and urban areas throughout Thailand, except the Bangkok Metropolitan Administration. In regard with providing technical assistance in such fields to local authorities, the Bureau of Local Administration Development (BLAD) is responsible for this task.

Under this rapid movement to transferring appropriate authority and resources from the central government to local authorities, responding to the urgent needs for developing local authorities, The former Department of Local Administration (DOLA) started a new program consisting of research and technical cooperation activities to promote capacity building of Thai local authorities with the cooperation of JICA in JFY 2000.

Technical cooperation project on Capacity Building for Planning Management of Local Authorities is aiming at developing techniques and approaches to promote people's participation in formulating local authority's development plan as well as promoting local information utilization for the creation of development plans through the experience in pilot project sites (local authorities in Prachantakham district of Prachin Buri province) The

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techniques and approaches developed in the Project are expected to be diffused to local authorities outside the Project site by DLA.

2-2. Outline of the Project

Overall goal and Project purpose in the Project are as follows:

1) Overall goal

"Capacity on planning management of Thai local authorities is strengthened through application of the techniques and approaches to be developed in the Project".

2) Project Purpose

"Techniques and approaches to formulate development plans, which 1)meet local people's special needs, 2)make the best use of local resources, 3)embody development vision which are mutually agreed upon among local people as well as between local people and local authorities and 4)are well-founded and based on appropriate information can be developed through the experience in targeted local authorities' capacity building which DLA can provide to local authorities outside the Project".

2-3. Summary of the Project activities

Major events related to the Project are chronologically summarized as follows:

<Preparatory Period>

- February 2002: In-country Training on Participatory Project
- May-July 2002: Short-term Expert on Training Material and Training Management
- June 2002: 1st Country Focused Training at Kora Town
- December 2002: Seminar on the Production of Printing Media for Publicizing in Community
- January 2003: Short-term Expert on Local Development Planning
- Feb.-Mar. 2003: Study for the Structure of village Autonomy and Local Authorities' development Planning Process
- Mar.-Aug. 2003 Short-term Expert on Information System Management
- May 2003: 2nd Country Focused Training at Kora Town

<Project Period>

- July 2003 Signing the Record of Discussion
- July-Aug. 2003: Short-term Expert on Participatory Meeting Approach
- Mar. 2004: Short-term Expert on Monitoring and Evaluation Method for Activities of Local Authorities
- May-Oct.2004 Production of Video Material for People's Participation in Local Planning
- May 2004: 3rd Country Focused Training at Kora Town Feb.-Mar. 2001: Strike by Trainees
- June-Nov. 2004 Production of Handbook for local development planning
- July 2004: Short-term Expert on Local Information Utilization
- August 2004: Short-term Expert on Local Development Planning
- Aug.-Sep. 2004: Short-term Expert on Local Development Planning Coordination
- October 2004: Visit of the Final Evaluation Team

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November 2004: Termination of the Project

The Project has been following the PDM and the original Plan of Operation (PO) attached to R/D signed in July 2003 to implement the Project.

3. EVALUATION

3-1. Relevance

The Project is highly relevant as follows:

1) Consistency with the needs in Thailand

Decentralization policy and its law by Thailand government in 1999 enhance importance of community participation in local development. On the other hands, most of local authorities were recognized as their capacity building for planning, implementing, and managing development project are necessary. The Project is to deal with capacity building of local authorities, especially for utilization of information and introducing community participation, in which the Project is consistence with the needs in Thailand.

2) Appropriateness of project design

Project purpose, which developing the "techniques and approaches" to formulate development plans of local authorities based on participatory approach contributes required capacity building of local authorities. And, Outputs contains essential items for formulate development plans at TAO and Municipal level, those were gathering appropriate information, analyzing causes of problems and clarifying local needs by using local resources and creating development vision. Hence, Project purpose and Outputs are appropriate to deal with the needs in Thailand.

3) Appropriateness as Japanese ODA

The Project supports local-local collaboration in two countries which is prioritized in JICA assistance policy to Thailand. Supporting good governance is also one of the priority issues in Japanese ODA policy.

3-2. Effectiveness

The effectiveness of the Project is high as follows:

1) Achievement of Project purpose

The Project examined those essential items to formulate participatory development plan at TAO Municipal levels such as collection of basic information, analyzing causes of problems and clarifying and prioritizing needs, creating development vision, participatory facilitation skills. At least 3TAOs and 1Municipality as well as more than 10 villages in the project site obtained knowledge to utilizes those items as the "techniques and approaches". The handbook and video-CD which contain the "techniques and approaches" which based on experience at the project site are going to be finalized.

2) Diffusion of the "techniques and approaches" to other local authorities outside of the project site

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DLA understand usefulness of the "techniques and approaches" through experience of the project site. DLA intends to organize a seminar and to present idea from the Project in articles on "Journal of Thai locality" for introduction of such experience, and also, DLA utilize them into DLA guidelines for creation of local development plan and the curriculum of facilitator training at provincial level.

3-3. Efficiency

The efficiency of the Project is fair as follows:

1) Inputs of Japanese side

Inputs of Japanese side such as long-term experts, short-term experts, training courses in Japan and local expense were appropriately utilized. In the local expenses, hiring 2 local consultants and collaboration with Kasetsart University were effective to implement activities.

2) Inputs of Thai side

Inputs of Thai side such as allocation of counterpart personnel and operational cost for the Project, which were mainly disbursed for traveling to the project site, were appropriate. Also, long-term experts were guaranteed their office in DLA and District office in Prachantakham respectively, those facilities were important to ease their works in the project period.

3) Project management

Japanese experts and Thai counterparts cooperated closely, however, there were still some communication gap existed between both sides. Due to absence of Joint Coordination Committee which was originally planned, reviewing achievement of the Project, discussing the matter including modification of activities, and arrangement in the Project were done irregularly basis.

On the other hands, delay of dispatches of short term experts and organizational reform of Ministry of Interior affected implementation of the Project, as well as frequent changes of CP personnel. Also, information of the Project which flow between district and central as inside of DLA was not well mobilized, as well as that of DLA and local authorities.

3-4. Impact

Impact of the Project is high as follows:

1) Estimation of Overall goal

Achievement of Overall goal depends on adoption of the "techniques and approaches" and its utilization in local authorities in Thailand. To disseminate the "techniques and approaches", DLA plans organizing a seminar in November, as well as presenting idea from the Project in articles on "Journal of Thai Locality", Also, DLA intend to utilizes the "techniques and approaches" by inflecting them into DLA guideline for creation of development plan of local authorities and to introduce it into the curriculum of facilitator training at provincial level.

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2) Unintended impact at the local level (positive impact)

Positive impacts are found in communities and local authorities in the project site. In the communities, sense of autonomy seemed to be raised as, 1) sense of ownership has been recognized and 2) community have started development by their own. On the other hands, in the local authorities, several changes have been observed as, 1) understanding the concept of community participation has been progressed, 2) activities of local authority have been diverse to respond community needs, 3) the way of collecting information and data and their utilization to presume participation has objectively been used. Those are some examples of positive impact as followings;

- Phongam TAO has prepared the annual development action plan for year 2005 that utilizes community needs of all villages. (Data collection and analysis for three villages were done by the Project, and data of rest of villages were acquired and analyzed with collaboration of Non-formal Education Program)
- And, Prachantakham Municipality got the first prize among the municipalities in “the contest of livability and healthy town” in province.

3) Unintended impact at the central level (positive impact)

Ministerial regulation on local development planning and other related regulation concerning local development will be amended based on the result of the Project.

4) Unintended negative impact

No negative impacts are observed.

3-5. Sustainability

The sustainability of the Project outcome is high as follows:

1) Policy and institution in Thailand

People’s participation is secured in Constitution of Thailand. Thus, decentralization and local development policy will be sustained in its constitutional framework.

2) Organizational arrangement in Counterparts

As described in “3-4 Impact, 1) Estimation of Overall goal”, DLA has several arrangement organizing the seminar, presenting articles on "Journal of Thai Locality", to share the project outcome to stakeholders in the Ministry of Interior.

3) Technical sustainability in Counterparts

Counterparts in DLA, especially who joined the training course in Japan have deeply understood the concept of the Project as well as the introduced the “techniques and approaches”. The handbook and video-CD which are going to be finalized by the Project will be expected to support Counterparts in DLA.

4) Sustainability of project outcome in the project site

At least 3 TAOs and 1 Municipality as well as more than 10 villages in the project site have understood concept of the Project and obtained the “techniques and approaches” enough to facilitate community through their experience in the project period. And, DLA

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intends continually to support both “techniques and approaches” and to develop project site to be demonstrated site.

4. CONCLUSION AND RECOMMENDATIONS

4-1. Conclusion of the Evaluation

The Project is evaluated to be successful. In general, the Project has been proceeding satisfactory.

Especially trainings in Kora town provided the stakeholders in DLA, local authorities and local communities effective the “techniques and approaches”, and motivated them to nurture people’s participation and ownership in development planning. Dispatches of short-term experts who followed the outputs of the trainings were also effective and efficient for assuring the “techniques and approaches”.

However, utilization of Joint Coordinating Committee would have held more frequently, this project could have highly achieved and enjoyed better results which would convey the cooperation to a more matured stage.

4-2. Recommendations

The team confirmed the sustainability of this project in two points. One is that the community people have expressed their responsible ownership in their development planning and actual activities. The other one is that chief administrators of local authorities, i.e. ex-trainees, have expressed their attitude responding to the community needs found and shared by the people.

These points would teach us that this project has acquired its sustainability in the people without being influenced by change of mayors and chief administrators. Moreover, the chief administrators who have acquired the attitude could diffuse their learnt the “techniques and approaches”, even though they are transferred to other local authorities.

In other words, this project has acquired the roots in the earth and also seeds spreading to other places. This recognition leads us to the following recommendations.

4-2-1. Joint trainings of local authorities’ staffs and community leaders

The Project promoted local authorities to respect the people’s ownership as a main actor of local development through implementing the activities for making a relationship between local authorities and villages/communities. In this sense, it is effective to hold the joint trainings of local authorities’ staffs and community leaders such as chairpersons of Civil Society (Prachantakham) by utilizing the handbook and Video-CD as tools of the facilitator trainings at provincial level.

4-2-2. Establishing other model site for diffusion of the techniques and approaches by DLA

The team has confirmed DLA already planned the budget to organize a seminar and present articles in “Journal of Thai Locality” for introducing the “techniques and approaches”. In order to secure such diffusion, it should be more effective for DLA to assign other local authorities which motivated through above measures as new model sites

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to apply them, and to support and monitor their progress. Moreover, it is recommended to utilize the resource persons in the Project site as moderators for the model sites. Periodical progress reports on problems and lessons from the model sites would be helpful for other local authorities trying to adapt the “techniques and approaches”. As a result, they would be revised into much more applicable “techniques and approaches” by DLA.

4-2-3. Establishing the consultation centers for providing and collecting the local development information at provincial level

In order to extend the “techniques and approaches” effectively to local authorities, it is necessary to formulate the network so that each local authority can exchange unique information and experiences on local development. DLA could establish the consultation centers at provincial level and follow the trainings mentioned above in 4-2-1 and application activities at model sites in 4-3-2 through the centers. Accumulation of such consultation promotes the DLA’s function for upgrading the quality of administrative services in local authorities.

4-3 Lessons learnt

Without information, any participation would not occur. Therefore, method born through JICA-DLA project activities has focused on importance and necessity of the information tool jointly used by the community people and local authorities for preparing clear and suitable common ground for development planning.

This joint process for identifying common information would provide good results in two dimensions. First, such process makes local authorities and communities promote mutual understanding of each role. Secondly, local authorities will disclose the information to the public in order to increase the reliability to local authorities from the communities and promote communities’ participation. Thirdly, the local authorities could become to provide public services responsible to the real community needs.

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(ANNEXES)

- ANNEX 1: Plan of Operation (P/O) for the Whole Period**
- ANNEX 2: Achievements of the Project**
- ANNEX 3: Analysis of Five Evaluation Criteria**
- ANNEX 4: Reference**
- 4-1 List of Japanese Experts**
 - 4-2 Counterpart Training in Japan**
 - 4-3 List of Thai Counterparts**
 - 4-4 Local Expense by Thai side (Input of DLA)**
- ANNEX5: Outline of the Handbook and Video CD**

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Annex 1 : Plan of Operation (PO) for the Whole Period

Item/Activities	2001	2002	2003	2004
<p>0. Social Preparation</p> <p>0-1 To consider the roles of local authorities as well as how local authorities can support for people's participation in development planning in a well people's motivated manner through the analysis of experiences of Kourachcho, Shinga prefecture.</p> <p>0-2 To acquire the basic concept and knowledge on participatory approach</p> <p>0-3 To deepen understanding on significance and merits of information utilization for the creation of development plan.</p>	
<p>1. People's participation in planning</p> <p>1-1 To grasp community resources, local people's problems and needs for development.</p> <p>1-2 To create development visions at village level</p> <p>1-3 To coordinate projects among villages</p> <p>1-4 To create development visions at sub-district level</p> <p>1-5 To participate in monitoring & evaluation</p> <p>- To implement local people's M&E on local authority's projects.</p> <p>- To utilize the results of M&E for development planning</p> <p>1-6 To introduce participatory meeting approach</p>
<p>2. Local Information Utilization</p> <p>2-1 To deepen local authorities understanding on significance and merits of appropriate information utilization</p> <p>2-2 To study the current situation of information collection, analysis, utilization and saving for planning.</p> <p>2-3 To clarify the information items necessary to formulate effective development plans with local authorities.</p> <p>2-4 To consider and develop the appropriate way of accessing information</p> <p>2-5 To consider and develop the appropriate way of analyzing and utilizing information.</p> <p>2-6 To consider and develop the appropriate way of saving information.</p> <p>2-7 To support local authorities to formulate development plans by adopting techniques and approaches developed in the Project.</p> <p>2-8 To support local authorities to save information necessary for creating development plans.</p> <p>2-9 To hold W/S at district to wrap up and diffuse outcomes of information utilization</p>		
<p>3. Periodical Monitoring of the Project and the Project outcome diffusing</p> <p>3.1 DLA and JICA carry out periodical monitoring of the Project.</p> <p>3.2 DLA analyzes the results of monitoring and considers the measures to diffuse the outcomes of the Project.</p> <p>3.3 DLA organizes the seminars or the W/S to diffuse the outcomes of the project to Thai local authorities.</p>		

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Result of Evaluation Grid for the Terminal evaluation of the Project on Capacity Building for Planning Management of Local Authorities
A. Actual Project Achievement and Project Implementation Process

Evaluation criteria	Evaluation questions		Information/Indicators	Evaluation result
	Questions	Sub-questions		
1 Project Achievement	<p>1-1 Achievement of Overall Goal (expected) "Capacity on planning management of Thai local authorities is strengthened through application of the techniques and approaches to be developed in the District"</p> <p>1-2 Achievement of Project Purpose (expected) "Techniques and approaches to formulate development plans, which 1) meet local people's special needs, 2) make the best use of local resources, 3) embody development vision which are mutually agreed upon among local people as well as between local people and local authorities and 4) are well-founded and based on appropriate information can be developed through the experience in targeted local authorities' capacity building which DLA can provide to local authorities outside the Project"</p> <p>1-3 Achievement of Outputs</p>	<p>1-1-1 Plan for diffusion of the project effect by DLA</p>	<p>Plan for organize seminar/or training by DLA for diffusion of the project outcome</p>	<p>See 1-2-2</p>
		<p>1-1-2 Prospect of utilization of the "techniques and approaches" by other local authorities outside of the project site</p> <p>1-2-1 Are the "techniques and approaches" to formulate development plan at local authorities developed?</p>	<p>Organizational arrangement to keep and diffuse the project outcome in DLA</p> <p>Impact and/or having interest for the "techniques and approaches" by other local authorities outside of the project site</p> <p>Progress of making the handbook and video-CD as one of production for the "techniques and approaches"</p> <p>Progress of capacity building on staffs in local authorities to formulate development plan</p> <p>Progress of activities by local people such as preparation of application for community projects</p> <p>Progress of preparation to diffuse the "techniques and approaches" to other local authorities outside of the project site by DLA</p>	<p>See 1-2-2</p> <p>Seminar for 35 local authorities in November will be organized by DLA to introduce the project outcome, in which it is expected to induce their interest.</p> <p>The handbook and video-CD which contain the "techniques and approaches" as well as experience at the the project site are going to be finalized.</p> <p>At least 3 TAOs and 1 Municipality have utilized several "techniques and approaches" by acquired knowledge's for strengthening their capacity. Also, they have recognized the role of local authorities that how they support and facilitate the communities.</p> <p>More than 10 villages in the project site have created community plans in which communities recognize the causes of problems in the area can be solved themselves by mutual collaboration.</p> <p>DLA has intended to utilize the developed "techniques and approaches" by reflecting them into DLA guideline for creation of local authorities development plan. And, DLA has planned organizing seminar in November, as well as publishing article on "Journal of Thai Locality", to disseminate the project outcomes. Also, DLA will introduce the handbook prepared by the Project into curriculum of facilitator training at provincial level.</p>
	<p>1-3-1 Output 1: Appropriate techniques and approaches on the following items are developed and introduced to promote local people's participation in planning</p>	<p>Output1-1: Village information collection and analysis (more than 3 local authorities)</p> <p>Output1-2: Clarification of people's needs and creating development visions at village level (more than 2 local authorities)</p> <p>Output1-3: Analyzing, prioritizing and coordinating projects to formulate development plans (at least 2 local authorities)</p> <p>Output1-4: Creation of development visions at sub-district level (at least 2 local authorities)</p> <p>Output1-5: Monitoring and Evaluation (M&E) by local people on local authority's project as well as utilizing results of M&E for the formulation of development plans (more than 2 local authorities)</p> <p>Output1-6: Facilitation of well-organized participatory meetings (at least 2 local authorities)</p>	<p>Phongam TAO (3 villages), Dongbang TAO (4 villages) and Khloy TAO (1 village) were able to create "Community Inception Map" which collected necessary village information, and those maps were used analyzing causes of problems.</p> <p>Phongam TAO (1village), Dongban (1village) and Khloy TAO (1village) were able to create community future images as visions which based on analyzing "Community Inception Map".</p> <p>In Phongam TAO, Dongbang and Bufai TAO, development plans which analyze the causes of problems carefully to respond community needs were formulated and shared by community members.</p> <p>In Phongam TAO, Dongbang TAO and Prachantakan Municipality, creation of development vision which formulated through procedure of Output 1-1to 1-3, have been in process in their development committee.</p> <p>Importance of knowledge in M&E were recognized by TAOs, Prachantakarm Municipality and Bufai TAO have tried to observe their implemented projects such as Recycling Waste, Planting Good Quality Rice, for the purpose how local authorities follow and manage those projects. Phongam TAO, 100 Thousands BI Project and Village Meeting Hole Project were also monitored and evaluated. However, tools on M&E have not yet fully utilized by all local authorities to formulate their development plans.</p> <p>In Prachantakarm Municipality, Phongam, and Dongban TAO, Chief administrators and community leaders have facilitated several participatory meetings for solving community issues. Especially, in Dongban TAO, such participatory meeting in several villages could reach to formulate Community Forest Project which existed to beyond the interest of individual village.</p>	<p>See 1-2-2</p>

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ANNEX 2
Achievement of Project
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1 Project Achievement		<p>1-3-2 Output2: Appropriate techniques and approaches for accessing, analyzing and utilizing local information, which is to be used to formulate development plans in the way of reflecting people's clarified development needs and local resources are developed and introduced</p>	<p>All local authorities recognize the significance of and merits of appropriate information analysis and utilization for development planning</p> <p>Clarification of the information items necessary for creating development plan by more than 2 local authorities</p> <p>Consideration of own appropriate way of accessing, analyzing and utilizing development information to created development plan by more than 2 local authorities</p> <p>Creation of development plan by at least 2 local authorities in the way of adopting approaches and techniques introduced in the Project</p> <p>Organized seminar/workshop to diffuse the project outcomes by DLA for other local authorities outside of the project site</p>	<p>All Chief administrators (including Municipal Clerk of Prachantakarm) and some Mayors or Council members who attended Training Course in Japan recognize the significance and merits of appropriate information analysis and utilization of information for development planning.</p> <p>Prachantakan Municipality and Prachantakan TAO have recognized analyzed population data as the basic information to create development plan as well as use of them for formulating projects.</p> <p>Prachantakan Municipality examined the approach to solve the problem of garbage collection by information analysis (analyzing the result of questionnaire and financial data). Khamtanod TAO, Bufai TAO, Nongsaen TAO and Dongbang TAO analyzed the information on the concerned projects respectively by using the base map. Khamtanod TAO collected and analyzed information by its own way to consider the establishment of community gas station.</p> <p>Phongam TAO formulated annual development action plan for year 2004 which utilized community needs of 3villages (out of 19) that were analyzed and prioritized by the Project..</p> <p>DLA has planned to have dissemination seminar in November, as well as publishing articles on "Journal of Thai Locality" to inform the Project outcomes. Also, DLA will introduce the handbook prepared by the Project into curriculum of facilitator training at provincial level.</p>
2 Implementation Process	<p>1-4 Actual Inputs</p> <p>Japanese Input</p> <p>Thailand's Inputs</p>	<p>① Long and short term experts</p> <p>② Training course in Japan</p> <p>③ Local expenditure</p> <p>Allocation of Counterparts, staffs, and local expenditure</p>	<p>2 long-term experts and 7 short-term experts were dispatched as planned. (See list of expert at Annex 4-1)</p> <p>3 training courses were implemented. Participants from DLA, local authorities, and community members joined the training courses in Japan. (See the list of participants of training course in Japan in Annex 4-2.)</p> <p>2 local consultants have been employed since April 2003. Kassetant University was assigned to implement 1baseline survey and 1training course on Mass printed media production.</p> <p>Totally 14 counterparts were allocated in DLA. Also, 1,816,440Bt were disbursed as local expenditure. (See list of Counterparts in Annex4-3, and list of local expenditure by Thai side in Annex 4-4)</p>	<p>In early stage of its implementation, all local authorities as 9 TAOs and 1 Municipality were targets in Prachantakam district. However, due to concentrate resources and consideration of motivation by local authorities member, 2 TAOs and 1 Municipality put in focus as main activity area, although other TAOs kept as targets of implementation and monitoring.</p> <p>Monitoring of the project activity such as Joint Coordination Committee was not systematically set up.</p> <p>Informal discussion were held frequently between Japanese experts and counterparts as it necessary. However, there were still some communication gaps existed between the Japanese experts and CPs, even though both sides cooperated closely. In addition, information flow between district and central inside of DLA was not well mobilized, as well as Delay of dispatches of short-term experts and organizational reform of Ministry of Interior affected implementation of the Project, as well as frequent changes of counterpart personnel.</p>

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Yoshio Hatakeyama

Result of Evaluation Grid for the Terminal evaluation of the Project on Capacity Building for Planning Management of Local Authorities

B. Analysis of Five Evaluation Criteria

Evaluation criteria	Evaluation questions		Information/Indicators	Evaluation result
	Questions	Sub-questions		
3 Relevance	3-1 Is the Project consistent with the need in Thailand?	3-1-1 Is the Project consistent with related government policy such as decentralization and/or local development	Consistency with related decentralization policy and local development policy in Thailand	Community participation is important component in local development policy of government. Also, that policy concerns capacity building of local authorities as they plan, implement, and manage development project by themselves.
		3-1-2 Is the Project consistent with the needs of local authorities as well as people?	Expectation of local authority and people for local development	Due to implementation of local development policy, most of local authorities have faced lack of ability for formulation of development plan, as well as implementation and managing the project.
	3-2 Is the project planning appropriate?	3-2-1 Is the project purpose appropriate?	Consistency with related decentralization policy and local development policy in Thailand	Obviously, the "techniques and approaches" to formulate development plans for local authorities based on participatory approach are essential for progress of decentralization policy
	3-3 Is the Project appropriate as Japanese ODA	3-2-2 Are the Outputs and Activities in the Project appropriately planned?	Consistency with related decentralization policy and local development policy in Thailand	Activities and Outputs in the project were gathering appropriate information, analyzing problems and clarifying local needs by using local resources and creating development vision are essential for formulate development plans at local authority level.
	4-1 Is there expected effect by implementation of the Project?	3-3-1 Is the Project consistent with priority area in Japanese ODA? 4-1-1 Is the project purpose going to be achieved as originally planned?	Consistency with Japanese ODA policy JICA country assistance plan See Project Achievement	The Project supports local-local collaboration which prioritize JICA assistance policy to Thailand. Supporting good governance is priority area of Japanese ODA. The handbook and video-CD which contain the "techniques and approaches", which based on experience at the the project site is going to be finalized.
4 Effectiveness (See the Project Achievement table for the italics)	4-2 Were the project design and implementation appropriate to achieve the project purpose?	4-1-2 Is the "techniques and approaches" developed by the Project useful for formulation of development plan of local authority?	See Project Achievement	Usefulness of the "techniques and approaches" have been examined through the experience of 3 TAOs and 1 Municipality as well as more 10 villages in the the project site to create development plan. Also, counterparts in DLA have recognized such experience in the the project site.
		4-1-3 Is the "techniques and approaches" developed by the Project possible to utilize to other authorities in achieve Project Purpose?	See Project Achievement	DLA has considered to utilize the "techniques and approaches".
	5-1 Are Outputs produced?	4-2-1 Were Outputs appropriate to achieve Project Purpose?	Progress of decentralization as well as local development of Thailand, and Plan of operation (PO), PDM, etc.	According to the experience of the project site as Outputs, the handbook and video-CD which contain the "techniques and approaches" are going to be finalized.
		4-2-2 Are there any inhibiting factors to achieve project purpose?	Progress of decentralization as well as local development of Thailand, and Plan of operation (PO), PDM, etc.	Even though several internal and external factors affected project implementation, there were no obstacles to achieve project purpose.
	5-2 Are Activities fully implemented?	4-2-3 Are there any alternatives to achieve project purpose as avoiding obstacles?	Progress of decentralization as well as local development of Thailand, and Plan of operation (PO), PDM, etc.	Alternatives was not mentioned as project purpose was considered to be achieved.
5-3-1 Are Japanese inputs appropriate?		5-1-1 Are Outputs produced as originally planned?	See Project Achievement	As Outputs, essential items such as collection of basic information, analyzing causes of problems and clarifying and prioritizing needs, creating development vision, participatory facilitation skills were confirmed in 3TAOs and 1Municipality as well as more than 10 villages in the project site.
		5-2-1 Were Activities implemented appropriately to achieve Outputs?	See Project Achievement	Activities were appropriately implemented to achieve Outputs, even dispatches of short-term experts were delayed.
5-3 Are the inputs appropriate in relation to the produced Outputs?	5-2-2 Are there any inhibiting factors to achieve Outputs?	Plan of operation (PO), PDM, etc.	Outputs have been produced. However, number of targeted local authorities was decreased because of limited availability of personnel in local authorities.	
	5-3-1 Are Japanese inputs appropriate?	5-3-1 Are Japanese inputs appropriate?	① Dispatch of Japanese experts (Number, Timing, field)	Timing of short-term experts were delayed, and duration of them were limited. Other Japanese experts were appropriate.
		5-3-2 Are Thailand's inputs appropriate?	② Acceptance of trainees in Japan (Timing, number, content/quality of the training)	② Acceptance of trainees in Japan (Timing, number, content/quality of the training)
5-3-3 Are Thailand's inputs appropriate?	③ Local expenditure		③ Local expenditure	2 local consultants were employed to support the project activities. They contributed to supplement limited duration of Japanese experts assignment. Their activities such as supporting experts who don't speak local language and coordinating between local people and the Project were crucial. Also, Kasetsart University was assigned to implement baseline survey and to organize 1 training course on Mass printed media production. Those inputs filled in the gaps in the project activities.
5 Efficiency		④ Allocation of counterparts (Number, Timing, field)	④ Allocation of counterparts were appropriate. However, frequent changes of counterparts in DLA affected efficient operation of the Project.	

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5 Efficiency			<p>② Operational cost for the project</p> <p>③ Quality and quantity of equipment and facilities provided</p> <p>① Operational situation of Project Coordination Committee</p> <p>② Frequency of communication in counterparts</p> <p>Plan of operation (PO), PDM, etc.</p> <p>See Project Achievement</p> <p>Expectation and Evaluation result for the "techniques and approaches" by DLA</p> <p>Unintended positive impact, unintended negative impact, if any.</p>	<p>Operational cost for the Project was disbursed mainly for counterparts visit to the the project site.</p> <p>Long-term experts were guaranteed their office in DLA and District office respectively. Those facilities were important to ease their works.</p> <p>Reviewing achievement of the project, discussing the matter including modification of activities, and arrangement in the Project were done irregularly basis, due to absence of joint coordination committee which was originally planned.</p> <p>Information of the Project which flow between district and central inside of DLA were not well mobilized, as well as DLA and local authorities.</p> <p>Number of targeted local authorities were decreased as described in 5-2-2. Instead, the project activities were implemented mainly on specified TAOs to produce outcomes more efficiently.</p> <p>Achievement of Overall goal depends on adoption of the developed "techniques and approaches" and its utilization in Thailand.</p> <p>DLA has intended to utilize the developed the "techniques and approaches" by inflecting them into DLA guideline for creation of local authorities development plan. And, DLA has planned organizing seminar in November, as well as publishing articles on "Journal of Thai Locality", to disseminate the project outcomes. Also, DLA will introduce the handbook prepared by the Project into the curriculum of facilitator training at provincial level.</p> <p>① Impact at local level (positive impact) in the communities, sense of autonomy seemed to be raised as: 1) sense of ownership have been recognized and 2) community have started development by their own. On the other hands, in the local authorities, several changes have been observed as: 1) understanding the concept of community participation has been progressed, 2) activities of local authority have been diversified to responded community needs, 3) the way of collecting information and data and their utilization to presume participation Those are some examples of positive impact as followings: Phongam TAO has prepared the annual development action plan for year 2005 that utilizes community needs of all villages. (data for last of villages were acquired and analyzed with collaboration of Non-formal Education Program) And, Prachantakan Municipality got the first prize in "the contest of livable and healthy town" in Province.</p> <p>② Impact at central level (positive impact) Ministerial regulation on local development planning and other related regulation concerning local development will be amended based on the result of the Project.</p> <p>Decentralization and local development policy will be sustained in the constitutional framework of Thailand</p> <p>DLA will arrange to organize the seminar to disseminate the project outcome to stakeholder in the Ministry of Interior.</p> <p>At least 3 TAOs and 1 Municipality in the the project site have arranged to utilizes the "techniques and approaches" to facilitate communities.</p> <p>Counterparts in DLA, especially who joined the training course in Japan have deeply understood the concept of the Project as well as the introduced the "techniques and approaches".</p> <p>At least 3 TAOs and 1 Municipality in the project site have understood concept of the Project and obtained the "techniques and approaches" enough to facilitate communities through their experiences in the project period.</p> <p>More than 10 villages in the project site have understood concept the Project and obtained the "techniques and approaches" enough to facilitate people's participation through their experiences in the project period.</p>
6 Impact (See the Project Achievement table for the italics)	<p>5-3-3 Is the project management efficient?</p> <p>5-4-1 Are there any alternatives to produce Outputs as avoiding obstacles?</p> <p>6-1-1 Will Overall Goal be estimated to be achieved?</p> <p>6-1-2 Dose DLA have plan to utilize the techniques and approaches" developed by the Project?</p> <p>6-1-3 Are there any unintended positive and negative situation produced by the project?</p>	<p>7-1-1 Have policies and institution been fulfilled for sustaining of project outcome?</p> <p>7-1-2 Have DLA and Local authority dealt with necessary arrangement on budgets and operation to utilize project effects?</p> <p>7-1-3 Have DLA and Local authority maintained transferred technologies?</p>	<p>Present and future aspect of Decentralization and local development policies</p> <p>Organizational arrangement of DLA on budgets and operation</p> <p>Organizational arrangement of local authorities on budgets and operation</p> <p>Degree of understanding to utilizes the "techniques and approaches" by staffs in DLA</p> <p>Degree of understanding to utilizes the "techniques and approaches" by staffs in local authorities</p> <p>Degree of understanding to utilizes the "techniques and approaches" by people in target area</p>	
7 Sustainability				

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List of Japanese Experts

Position	Name	Duration	
Long-term Expert in Development Coordination	Mrs. Kazuyo OZAKI	23-Feb-01	23-Nov-04
Long-term Expert in Planning and coordinating the local plans	Mr. Yasutoshi YAMADA	24-May-01	23-Nov-04
Short-term Expert in Training Materials and Management	Mr. Nakayama ICHIZO	13-May-02	1-Jul-02
Short-term Expert in Local Development Planning	Mr. Yoshio YAMADA	7-Jan-03	21-Jan-03
Short-term Expert in Local Information Utilization	Mr. Yoshinori FUJIMOTO	24-Mar-03	23-Aug-03
Short-term Expert in Participatory Meeting Approach	Dr. Kakudou HIROHUMI	24-Jul-03	20-Aug-03
Short-term Expert in Participatory Meeting Approach	Dr. Kakudou HIROHUMI	4-Mar-04	30-Mar-04
Short-term Expert in Local Information Utilization	Mr. Shigetoshi OSHITANI	6-Jul-04	16-Jul-04
Short-term Expert in Local Development Planning	Mr. Yoshio YAMADA	12-Aug-04	3-Sep-04
Short-term Expert in Local Development Coordination	Mrs. Kazuyo OZAKI	2-Aug-04	27-Aug-04

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Counterpart Training in Japan (List of participants in Country Focused Training Course)

Duration	Name of Participants	Postiton
23 Jun.-6 July, 2002	<ol style="list-style-type: none"> 1. Mr. Direk JINDASATAPORN 2. Mr. Payung NOISAENG 3. Mr. Somchit POGHAM 4. Mr. Lumyong AUDOMSUP 5. Mr. Chaiyawat CHAIYAN 6. Mr. Somchart PALAHARN 7. Mr. Prayoon DARAK 8. Mr. Bunlert LERTVITTANUSIT 9. Mr. Prajukjitt APIWAHT 10. Mr. Teerapat KUTCHAMATH 	<p>Mayor of Prachantakham Tambon Municipality Chairman of TAO Executive Board, Dongbung TAO TAO Executive Board Member, Phongam TAO Chairman of TAO Executive Board, Prachantakham TAO Chairman of TAO Council, Nongkaew Chairman of TAO Executive Board, Khamtanode TAO Chairman of TAO Executive Board, Bufai TAO Chairman of TAO Council, Baanhoy TAO Chief District Officer, Prachantakham District Plan and Policy Analyst Level 5, Department of Local Administration</p>
May 12-31, 2003	<ol style="list-style-type: none"> 1. Mr. Udom KUSRI 2. Sgt. Prayoon THONGLAD 3. Mr. Phanuwat KHAMSAO 4. Mr. Songphon PRASANKOK 5. Mrs. Suda TONGVILAI 6. Mr. Wirat MUENRAT 7. Pol. Jarin OMSUPWATTANA 8. Ms. Pilailuk PABUABAN 9. Miss Pwonghong UMNOISUB 10. Pol. Sombat RITTBOON 11. Mr. Somchai YENSABAI 12. Ms. Kanita YONGCHAROAN 	<p>TAO Chief Administrator, Kholoy TAO TAO Chief Administrator, Nhong Saeng TAO TAO Chief Administrator, Bufai TAO TAO Chief Administrator, Khamtanode TAO Municipal Clerk, Prachantakham Tambon Municipality TAO Chief Administrator, Dongbung TAO TAO Chief Administrator, Baanhoy TAO TAO Chief Administrator, Nongkaew TAO TAO Chief Administrator, Prachantakham TAO TAO Chief Administrator, Phongam TAO Plan and Policy Analyst Level 5, Department of Local Administration Plan and Policy Analyst Level 5, Department of Local Administration</p>
May 9-29, 2004	<ol style="list-style-type: none"> 1. Mr. Ram CHINTAMAS 2. Mr. Dhana YANTRAKOVIT 3. Mr. Saharat WONGSAKULWIWAT 4. Mr. Boonruean AUTTAKLAB 5. Mr. Chittapol SALEERAT 6. Ms. Pongnapa SONGSAENG 7. Mr. Kamol VONGVISAN 8. Ms. Somchit POLOY 9. Mr. Lamyai PIDSUB 10. Mr. Somchai THAMMANI 11. Mr. Thongyoy CHODOK 12. Mr. Sombat KHOMDUMDIN 13. Mr. Damrongsak THAWONGPHIA 14. Mr. Boonrawd BURANSRI 15. Mr. Samak RANGCHAI 16. Mr. Somkhit MUEANGTHA 17. Ms. Orawan TANTAJIT 18. Ms. Sujinda CHUMNANMITH 	<p>Plan and Policy Analyst 7, Department of Local Administration Director, Division of Local Personnel Promotion, Department of Local Administration Chief, Foreign Technical Cooperation, Department of Local Administration Chairman of TAO Executive Board, Bufai TAO Chairman of TAO Council, Bufai TAO TAO Council Member, Phongam TAO TAO Council Secretary, Phongam TAO TAO Council Secretary, Dongbung TAO TAO Chief Administrator, Dongbung TAO Assistant Village Headman, Dongbung TAO Chairman of TAO Council, Dongbung TAO Vice Chairman of TAO Executive Board, Dongbung TAO Former Member of TAO Council, Dongbung TAO Muang Kao Community Committee Vice Chairman, Prachantakham Sub-district Municipality Choaprayabordin Community Committee Secretary, Prachantakham Sub-district Municipality Village Headman Moo 14, Phongam TAO Community Volunteer, Phongam TAO Village Committee, Phongam TAO</p>

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List of Thai Counterparts

Duration	Organization	Position	Name
Feb. 2001	Local Government Development Affaris Division	Director	Mr.Sanit Naksooksri
~Sep. 2001	Foreign Affairs Sub-division	Chief of Foreign Affairs Division	Mrs. Wattana Phaisurat
		Plan and Policy Analyst Level 5	Mr.Theerapat Kutchamath
Sep. 2001	Local Government Development Affaris Division	Director	Mr. Suriya Prasatbundith
~Sep. 2002	Foreign Affairs Sub-division	Chief of Foreign Affairs Division	Mrs. Wattana Phaisurat
		Governing Officer Level 4	Ms. Nampetch Kitisakorn
Sep. 02	Local System and Standard Development Division	Director	Mr. Pullop Singhsenee
~Mar. 03	Foreign Affairs Sub-division	Plan and Policy Analyst Level 6	Mr. Saharat Wongsakulwiwut
		Plan and policy Analyst Level 5	Mr. Adirek Aunosote
Mar. 2003	Local System and Standard Development Division	Director	Mr. Rungsun Ieumbootlop
~Sep. 2003	Foreign Affairs Sub-division	Plan and Policy Analyst Level 6	Mr. Saharat Wongsakulwiwut
		Plan and Policy Analyst Level 4	Mr. Sittivee Wunapruet
Sep.2003	Local Administrative Promotion and Development Bureau	Director	Mr. Somchai Saenglai
~Feb. 2004	Foreign Affairs Sub-division	Chief of Foreign Affairs Division	Mr. Saharat Wongsakulwiwut
		Plan and Policy Analyst Level 6	Mr. Somchai Yensabai
Feb.04	Local Administrative Promotion and Development Bureau	Director	Mr. Vorakarn Yokying
~Apr. 2004	Foreign Affairs Sub-division	Chief of Foreign Affairs Division	Mr. Saharat Wongsakulwiwut
Apr. 2004	Foreign Affairs and Technical Division	Director	Mrs. Wattana Phaisurat
~Nov. 2004	Divison of Local Development Planning	Director	Mr. Dhana Yantrakovit
	Foreign Affairs Sub-division	Chief of Foreign Affairs Division	Mr. Saharat Wongsakulwiwut

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Vullop Phaisurat

INPUT of DLA

It is rather difficult to calculate input of DLA, since DLA's officials are not working as a full-time staff of the project. They have to work for other technical cooperation projects with various donors. However, to acquire a quantitative figure, input of DLA could be estimated from the year 2002-2004 as follows:

1. Payment of Project's executives: Project Director, Deputy-Project Director and Project Manager		
1,000 Bahts/day x 3 persons x 104 days x 3 years	=	936,000 Bahts
2. Payment of 2 counterparts		
540 Bahts/day x 2 persons x 156 days x 3 years	=	505,440 Bahts
3. Travel cost		
5,000 Bahts/time x 25 times/year x 3 years	=	375,000 Bahts
4. Provision of office, meeting room and electricity		
20,000 Bahts/month x 12 months x 3 years	=	72,000 Bahts
	Total input of DLA	= 1,816,440 Bahts

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Vallop Ruyk

I. Outline of The Handbook on “Participatory Planning for Local Authority’s Formulating its Development Plan - Forwarding the People-Oriented Local Development”

Preface

1. Project concept of “people-oriented local development”
2. Local people’s participation in a project

Volume 1

Part1 (Part for the concerned theory): Supporting for strengthening mechanism of community organizations

1. Building a good relation between local authority and community
2. Let’s make a circle of local residents to think about their community development
3. Effective use of local resources
4. Raising sense of ownership to solve a problem among local people
5. The way of forming an agreement among local
6. Role of Local Authority in Strengthening Functions of village/Community Organizations

Part2 (Part for the concerned techniques and approaches): Effective approaches for formulating / implementing a project whose outcomes sustaining for a long time

1. Clarifying future of your community
2. Questionnaire survey for pooling local residents’ skills and talents
3. Clarifying stakeholders for the local development – Stake holder analysis
4. Analyzing functions of an organization
5. Certifying the nature of a problem
6. Five aspects to examine significance of a problem in the community
7. Participatory M&E – Reviewing projects already completed or on-going
8. Coordinating various project-needs raised by communities for formulation of local authority’s development plan

Volume2

Part3 Local Authority’s Development Plan Formulation based on Local People’s Participation and Local Information

1. Significances of Local Information Utilization for People-oriented Local Development
2. Local Authority’s Development Plan Formulation and Local Information Utilization
3. How to Access to Information
4. Start with Basic Information (What can be analyzed by the Information?)
5. Information Analysis Method
6. Data Accumulation and Presentation of Information to the Local People

Practical Edition

1. Using BVI data in creating Chart
2. How to create a Base Map

II. Title of the Video-CD

“Participatory Planning for Local Authority’s Formulating its Development Plan”

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Vallop Phyllis