

Institute of Cultural Affairs (ICA) Nepal



Introduction

The Institute of Cultural Affairs (ICA) Nepal was established in March 1998 in Kathmandu, Nepal as an autonomous, non-governmental organisation registered with the Government of Nepal and Social Welfare Council, Nepal. Since then, ICA Nepal has grown rapidly, focusing on research, training, facilitation and community development activities. ICA's activities are based on participation. The organisation is dedicated to building people's capacities whether they are rural village inhabitants or business executives in public training courses.

Philosophy

ICA Nepal's activities are guided by two major philosophies namely *Participation for Sustainable Development* and *Lifelong Learning*.

ICA Nepal believes in participation for development. Every group or individual should actively participate and should give the chance to participate in order to build a sustainable pattern of change and development. ICA Nepal follows the ideology of lifelong learning that is pursued throughout life. It crosses sectors, cultures and promote

learning beyond traditional format and structures. We believe in developing creativity, initiative and responsiveness in people thereby enabling them to adapt uncertain changes, communicate across and within cultures and sub-cultures, and negotiate conflict.

Most of the activities of ICA Nepal are developed by considering the principles and focal areas of the Government of Nepal, *Technology of Participation* (ICA), Social Artistry Initiative, the Village Earth Model for Sustainable Village-Based Development, Rotary International and CIIVICUS.

Global Network

The Institute of Cultural Affairs is a global community of non-profit organisations advancing human development worldwide. The network comprises member organisations and related groups in over 40 countries worldwide.

Vision

ICA Nepal aims to enlarge opportunities of the disadvantaged communities enhancing individual and organisational capacity throughout the country through training, facilitation and developmental activities.

Mission and Objectives

ICA's mission is to promote social innovation through participation and community building. The objectives of ICA Nepal are to:

- Promote a culture of participation at all levels of society;
- Encourage people and groups to participate in alleviating poverty and discrimination (in access to resources, social status etc.),
- Introduce the experience of other world-wide ICAs and other partners into the Nepali context, and
- Provide facilitation skills to communities and organisations.

Strategies

By the end of 2020, ICA Nepal as leading organization in the field of Human Development, enlarge opportunities to disadvantage communities strengthening the international *networking* and developing the *sustainable economic sources*

The strategic directions are:

1. Promoting and implementing ICA training and facilitation programs,
2. Identifying and implementing community development projects,
3. Supporting ICA Networks' members, and
4. Creating opportunity to learn through volunteer program.

Focus Areas

1. Community Development

ICA Nepal believes that each community has its own unique need and concerns. But, to create maximum impact, ICA Nepal has some specific focus areas while implementing community development activities. It has successfully carried out integrated community development projects across Nepal, namely Parbat, Rupandehi, Jhapa, Bhaktapur, Dadeldhura, Baitadi, Doti, Rasuwa etc. ICA focuses on the following areas:

1.1 Literacy and Education

Adult literacy classes form the core part of several of ICA Nepal's community development projects. Literacy is the first and very essential step towards achieving empowerment, access to opportunities, increased decision making power and ability to raise voice for rights. ICA Nepal aims to strengthen the capacity of local communities supporting basic education and literacy. ICA Nepal organizes TOT for adult literacy facilitators and these facilitators teach local people to read, write and calculate.

ICA Nepal has been recognised as one of the best NGOs in education sector by the Ministry of Nepal for the activities carried out under 'Community School Support Project' in eleven schools.

1.2 Entrepreneurship Development

Nearly 1.4 billion employed people globally live on less than \$1.25 a day. ICA Nepal aims to enhance the living standard of community through providing skill development training, setting up service projects and developing opportunities of to start income generating activities creating employment to larger community. ICA is helping deprived communities, earthquake and flood victims and other disadvantaged people to be skilful and gain skill in at least one sector so that they can sustain themselves. The products made through this initiative are sold through *Saugat Griha* or other outlets. ICA Nepal is enabling Saugat Griha to open its outlets in US, Canada, Japan and other countries.

ICA Nepal has joined hands with Institute of Research for Jatropha and Rubber (IRJR) a USA based research organization for promotion of rubber plantation by involving poor farmers in eastern Nepal.

1.3 Promoting Green and Clean Environment

Environment Preservation and Conservation

Climate change, rapidly decreasing biodiversity and growing extinction rates, dwindling resources, and pollution are serious and escalating threats globally. Nepal's growing population places great pressure on natural resources and the environment.

Preservation and Conservation of environment has always been a major concern of ICA Nepal. Through eco-clubs and sustainable agriculture programs, school children, youths and adults are respectively encouraged to think and work for sustainable environment.

Forestry Management

Under Forestry Management program, thousands of trees have been planted, and nurseries and agro-forestry started in various parts of Nepal. Furthermore, through training and facilitation, ICA Nepal has motivated thousands of people towards protecting the environment and planting trees.

ICA Nepal works for rights of indigenous communities' access to and use of forest resources. With the support of Global Forest Coalition (GFC), ICA carried out series of national level workshops on issues such as indigenous communities and their relationship to forest.

Water & Sanitation

ICA Nepal understands that Nepal's rapidly growing population puts great pressure on natural resources. Through Eco-clubs and sustainable agricultural programs, children and adults respectively are encouraged to think about ways to use their environment in a sustainable way.

We develop community's capacity to advance and maintain water and sanitation system and carry out interrelated activities to promote sanitation and hygiene behaviour.

1.4 Disaster Preparedness and Relief

ICA Nepal is active in organising disaster relief activities whenever it is required. It focuses on Disaster Cycle, concentrating on the Mitigation Phase. We help communities to create plans through which they reduce vulnerability to hazards and cope with disasters. Failure to create a plan could lead to damage to assets, human mortality, and lost revenue. We are mindful of the immediate aftermath of a disaster and focus our activities in the affected area immediately after the disaster. The challenge we all face after the disaster is to understand the needs of those affected and find the best ways to assist quickly.

ICA Nepal is also promoting low-cost environmentally sound eco-homes made up of using local resources such as earth home, bamboo houses and prefab houses.

1.5 Self Sustained Projects

ICA Nepal's focus has always remain on long-term self sufficiency of the community. ICA work on building strong foundation so the program can eventually sustain themselves or rely less funding as time goes by.

Most self-sustaining programs include saving and credit, micro loans, enterprise development, HIV and AIDS issues etc. Saving and credit programs have been demonstrated as an effective way to widen ownership and distribution of resources empowering community. Similarly, ICA facilitates community members in developing strategic plans for their area. ICA facilitates community in such a way that village members decide together what to vision for their village as per their need. Accordingly, they are mobilised and motivated to implement development activities in their respective areas.

ICA NGO Network

ICA NGO Network is an initiation towards a better society and better living for all. It is a desire, an attempt, a step, a campaign and a movement to create opportunity of human development in real setting.

The ICA Network helps, enables, facilitates and empowers the local NGOs and community organizations for development of the community as a whole. It is established with an effort of ICA Nepal to work for community development and empowerment. The ICA Network has been working in various fields such as educational development, providing support to senior citizens and orphans etc. We are also working with differently able people, blind, physically handicapped, women and children.

With an aim to reach the wider community and address the myriads of needs and problems, ICA Network is working with various organizations covering various parts of the country. At present, there are 25 organizations affiliated with ICA Network. They are autonomously established and registered organizations, many of them do not have regular funding sources. They are operating and managing their expenses on their own.

The purpose of ICA Network is to build the capacity and skill of these organizations to empower and reach the wider community. Through providing support to these origination, ICA Network aims to create equal and just society free of all the discrimination and prejudice against the differently abled people.

2. NGO Support and Civil Society Development

As the developer of the Civil Society Index for Nepal, ICA Nepal is working as a local partner of CIVICUS and supporting number of local NGOs working in the field of educational development, helping differently abled people, orphanages, children, old aged people and women. With an aim to implement the CSI it aims to reach the wider community and addresses the myriads of needs and problems of CSOs in Nepal. At present, there are 25 organizations affiliated with ICA Network. They are autonomously established and registered organizations, many of them do not have regular funding sources.

ICA Nepal is also involved in the process of setting up a citizen-generated data initiative. It is playing a supportive role in providing data to other concerned individual and organisations. It believes that citizen generated data helps in minimizing social and economic backwardness of the society.

3. Training & Facilitation

The ICA has for over 50 years, been developing a set of participatory methods called the *Technology of Participation (ToP)* which can be used in any group setting to create group solutions and facilitate strategic planning.

ToP and other tools are taught in public courses, open to anyone interested. They are facilitated by experienced trainers, committed to delivering high quality courses in Nepali and / or English (depending on the need of the trainees). Training courses offered are as follows:

- Trainer's Training (TOT) & Facilitation Skills
- Participatory Strategic Planning
- Project Proposal Writing & Fund Raising
- Result Oriented Leadership & Management
- Appreciative Inquiry and Positive Thinking
- Participatory Rural Appraisal
- Social Artistry Leadership
- Project Planning & Management
- Participatory Monitoring & Evaluation
- Gender & Development
- Youth as a Facilitative Leaders
- Conflict Management & Peace Building
- Social Mobilization and many more.

We have been providing training and facilitation services to NGOs, INGOs, government offices and business. Facilitation services and in-house training courses are tailor-made to suit ICA Nepal's clients, and are given in the client's own premises.

4. Social Artistry Initiatives in Nepal

With the support of Jean Houston Foundation and International Institute of Social Artistry, Social Artistry Initiatives in Nepal was formally launched in 2005 after the series of preparatory and preliminary activities of orientation, training and facilitation workshops since 2001. The launch of the Social Artistry was followed by an international training.

Over the years, we have conducted many training for organizations and individuals. Through this initiative, we have worked with with Rotary Club of Rudramati, Centre of Excellence for PhD Studies, Nepal Cloth Merchant and Tailoring Associations, and many others. Various programmes such as Social Artistry Trainers' Training for Transformational Leadership, Developing New Leaders for a New World, Micro Grants for Social Artistry Projects, Social Artistry Cultural Lab, Social Artistry Training for Community Empowerment etc. are organised over the years. Social Artistry was one of the major themes in 8th Global Conference on Human Development hosted by ICA Nepal and ICA International in 2012. Hundreds of micro grant projects have been implemented in Nepal through this initiative.

5. Research

ICA Nepal is also active in carrying out participatory research works. ICA collaborated with Voluntary Service Overseas (VSO) to find partner NGOs in the Far West, which was carried out by conducting a series of workshops for potential partners. ICA was also supported by MISEREOR, Germany to carry out status of sanitation in a village in Bajura. ICA Nepal has carried out intensive research work for CARITAS Nepal by using PRA tools and techniques to investigate about the status of women and children in relation to environmental and social aspects. By applying participatory approaches ICA Nepal carried out two different research works for DFID. The team studied the availability of labour force during the implementation of the road project of the Bhojpur and Doti districts. ICA Nepal completed a research work on 'milk marketing in Far Western Development Region' for Livestock Development Project, Government of Nepal.

With the collaboration of CIVICUS: World Alliance for Citizen Participation, ICA Nepal has developed 'Civil Society Index (CSI)' for Nepal. CIVICUS carried out this work in 62 countries simultaneously. The CSI determined the status of civil society in Nepal. Based on the report of the work, ICA Nepal has implemented series of activities to strengthen civil society in Nepal.

6. ICA Volunteer Program

We understand that in many instances we have received most valuable support and help from our volunteers. We warmly welcome anyone who can offer suitable skills, time, and knowledge to our efforts. We welcome experts, students, youth or anyone to be part of our mission.

ICA Volunteer Program, affiliated to ICA Nepal, is an effort to promote volunteerism in human development and capacity building. It aims to deliver incredible experiences and placements to volunteers and provide maximum benefits to Nepali communities.

ICA LEADERSHIP TEAM

EXECUTIVE COMMITTEE

ICA Nepal comprises 11 membered Board represented by social workers related to different fields. Many of them are nationally as well as internationally recognised for their commendable job in the field of social movement. The team members are as follows:

1. Mr. Hemant Pokhrel, Chairperson
2. Mr. Atma Ram Timsina, Vice-Chairperson
3. Ms. Ishu Subba, General Secretary
4. Mr. Mohan B. Karki, Treasurer
5. Mr. Sharada P. Dhital, Member
6. Mr. Krishna Ram Deupala
7. Ms. Devaka Shrestha
8. Ms. Sarala Sharma
9. Ms. Kesha Kumari Pariyar
10. Mr. Ram Raj Pratap Bhandari
11. Mr. Amulya Dhungel.

ICA Nepal staff team is comprised of young, dynamic and energetic group with an excellent academic background and high learning attitude.

Ms. Ishu Subba is the young and dynamic person currently serving ICA Nepal as General Secretary and Executive Director. She has been part of ICA Nepal since 2006 and has successfully led many projects. Ms. Subba coordinated the International Conference on Human Development in 2012. She has extensively worked in training and research field with academic and non-governmental organisations in Nepal.

Dr. Tatwa P. Timsina, Founder of ICA in Nepal

Dr. Tatwa P. Timsina founded ICA in Nepal in early 1998. At present he is the Professor of Tribhuvan University, Kathmandu, Nepal. In his coordination and support, several scholars from Nepal are pursuing PhD studies in Nepal and India in various disciplines. He has contributed as a trainer/facilitator for a number of organizations including the Government of Nepal, UNDP, USAID, ADB etc. He facilitates training on various themes such as environmental management, strategic planning, development issues etc. Dr. Timsina has written several books on training and facilitation, environment and development issues. He is also actively involved in Rotary movement in Nepal. He was the President of Rotary Club of Rudramati, Kathmandu in 2008/09. He had also served as the Chairperson of Institute of Cultural Affairs International from 2004 to 2006. In his active involvement and with the support of many national and international donors, about 10 000 people have received training on various themes and more than 50 community development projects have been implemented in various parts of Nepal. He has travelled more than 40 countries in connection with his work.



ICA Facilities

ICA Nepal has a full-fledged and spacious office at Kriti Marg, Koteshwor Kathmandu. The office has computer and internet facilities and a library / meeting room. Field offices have been established in Devdaha (Rupendehi), Parbat, Changu Narayan (Bhaktapur) and Baitadi.

ICA Nepal has established a learning centre in Changu Narayan VDC, Bhaktapur district. The three storied building has two training halls, office space and accommodation facilities for 16 people. The building was constructed by ICA Nepal in financial support of Washi Art Group, Japanese Embassy and ICA Japan. ICA provides training and accommodation facilities on rent to organisations for short or long term basis. The facilities are provided on nominal cost.

Publications

ICA Nepal is active in the field of human development particularly through training, facilitation and community empowerment. It has also published a number of manuals, books and reports.

Major publications are as follows:

1. Proposal Writing and Fundraising
2. ToT and Facilitation
3. Social Style
4. Participatory Monitoring and Evaluation (PPME)
5. Financial Service Association
6. Winning through Participation
7. Participatory Rural Appraisal
8. Group Mobilisation and Dynamics
9. Civil Society in Nepal
10. Manual on Training of Trainers
11. Manual on Project Proposal Writing and Fund Raising
12. Bio Diversity
13. Manual on Leadership and Management
14. Changing Lives Changing Societies.

FUNDING PARTNERS

In the last 16 years, various donors; both organizational and individuals have contributed ICA Nepal, enabling it to implement various development activities in Nepal. Some of the major donors are MISEREOR, Katholisch Zentralstelle fur Entwicklungshilfe e. V., Germany, Tokyo Union Church (TUC), Jean Houston Foundation, International Association of Social Artistry, Japan, Global Forest Coalition (GFC), Poverty Alleviation Fund (PAF)/World Bank, The American Foundation, USA, Association for International Co-operation of Agriculture and Forestry (AICAF), Japan, CARITAS Nepal, Haëlla Stichting, Holland, ICA Japan, KNCF Japan, Washi Art Group, Japan, Ministry of Foreign Affairs (MOFA), Japan, Rabobank Foundation, Holland, Vision Trust, USA, USAID/MSH, Global Fund, UNDP etc.

ICA Nepal has worked with several organisations organising training or carrying out research and development work. Some of the major organisations that we have worked with in the past are Poverty Alleviation Fund/World Bank, DFID (RAP), RNDP (ADB), NARMSAP, GIZ, The National Trust, INF, Swiss Development Cooperation, International Trachoma Initiative (ITI)/NTP, Nepal Trust for Nature Conservation, United Nations Development Programme (UNDP), CIVICUS : World Alliance for Citizen Participation, UNAIDS, UNDP, UN – HABITAT, Save the Children Fund Alliance, Third Livestock Development Project/ADB, Bagmati Integrated Watershed Management Programme (EU), PUCD/FAO, Management Sciences for Health – MSH/USAID, National Centre for AIDS and STD Control, Practical Action (ITDG – UK and Nepal), School of Environmental Management and Sustainable Development (SchEMS), Association of District Development Committee of Nepal (ADDCN), Volunteer Services Overseas (VSO), Nepal Water for Health (NEWAH), Britain Nepal Medical Trust (BNMT), NANGAN, FHI 360, HC3/USAID, Mercy Corps, UMN, Action Aid, University of Agricultural Sciences, Vienna, Kathmandu Metropolitan Corporation, Integrated Human Development Organisation, Bangladesh, Concern Bangladesh, Environment and Public Health Organisation (ENPHO), Handicap International, Room to Read, DAV school, Southwestern State College, SMDI, Nepal Tailoring and Cloth Merchant Association, BB Trust, ADRA Nepal etc.

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