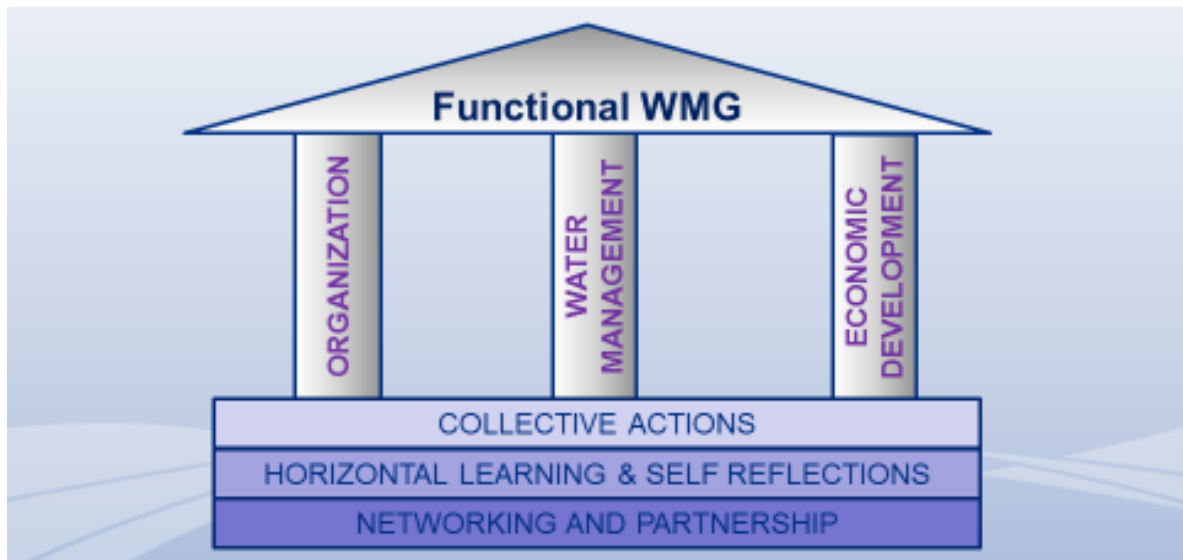




Workshop Report on Refocusing WMA Capacity Building

Blue Gold Approach “Participatory Water Management”



8/14/2020

11



BGP Training Room
Patuakhali, Khulna & Satkhira
January 20 & January 25, 2018

Brief Report on Refocusing WMO Capacity Building

Patuakhali & Khulna

January 20 & January 25, 2018

Introduction:

Two workshops on Refocusing WMOs Capacity Building were held in Patuakhali and Khulna office for Patuakhali, Khulna and Satkhira zonal staff on January 20 and 25, 2018, respectively with an aim to share and getting feedback on the newly developed capacity building approach for WMOs. The Team Leader, Blue Gold Program, Karel T'Jonck, Technical Specialist-BD, Kees Blok, Institutions Adviser, Abul Kashem, Training Expert and Zonal Coordinator presented in these two workshop.

Participants of the workshop:

In these workshops total 39 participants i.e. polder coordinator, coordinator and other members of zonal team of BGP TA attended.

#	Type of Participants	No. Participants			Total
		Patuakhali	Khulna	Satkhira	
01	Polder Co-coordinator/CDF	09	11	01	21
02	Polder Coordinator	09	07	01	17
03	Zonal Coordinator	01	01	01	03
04	Civil Engineer	01	01	00	02
05	Agriculturist	00	00	01	01
06	Quality Control/ SA Engineer	01	01	00	02
07	Training Coordinator	01	01	01	03
	Total	22	22	05	39

Training Expert facilitated the workshop by using power-point; explained the main objectives and rationale of the refocusing capacity building of WMOs. He also clarified the BGP refocusing WMG capacity building approach and process for self-evolving WMG. In his presentation he described that the key principles of refocusing will be demand driven, cost-effective, experiential which lead WMG as self-evolving organization. He emphasized that the CDF will play key roles in WMG capacity building process. He asked that what will be the required knowledge, skills and behavioural change of CDF in this process. The CDF and Polder Coordinator recorded their opinion and clarified the rational why this knowledge, skills and behavioural change will be required. Following are the complied required skills:

In Patuakhali:

01. Skill on Networking
02. Willingness to work/self-motivation
03. In depth knowledge on problem/challenges and opportunity of concerned WMGs/
04. Organizational Management/ Knowledge on WMGs
05. Identifying capacity of WMGs problem and needs/ Need Assessment /Problem Identification/ WMG's need and problem identification capacity
06. Knowledge on all the BGP's activities

07. Knowledge on small scale water management
08. Clear understanding about govt. organization linked with WMOs, BGP
09. Rapport building capacity with different organization
10. Partnership development capacity between WMOs and different organization
11. Communication skill
12. Effective and Efficient Plan Preparation
13. Meaning full relation with UP/ (Partnership Development)
14. Team Work
15. Knowledge on Agricultural Production and profitable agricultural business/ information on agricultural production
16. Coordination Capacity
17. Conflict Management

In Khulna:

1. Communication skill
2. Capacity on linkage building with different institutions
3. Appropriate need assessments
4. prioritization skill
5. Problem analysis skill
6. Analysis capacity of concerned WMG's situation (Diagnosis)
7. Presentation Skill
8. Need assessment skill/ capacity of demand assessment for WMG
9. Prioritization skill
10. Organizational Management (WMOs)
11. Motivational skill
12. Conflict resolution skill
13. WAP formulation
14. Questioning skill
15. Indicators of functional WMG
16. Capacity on using different tools for analyzing WMGs capacity
17. Knowledge on Agriculture and Business management/ basic knowledge on agriculture and strengthening value Chain/ Concept on Agriculture and FFS operational systems/ Cropping Pattern
18. Knowledge on Operation and maintenance (O&M)/ Proper water management/ O&M guideline/O&M fund using guideline.
19. Knowledge on record keeping of WMOs
20. Facilitation skill

At the end of this half day workshop, in both places zonal staff and coordinator gave emphasis to organize a ToF course for CDF on basic facilitation skill so that they can smoothly moderate/carry out the capacity building activities for WMOs in the field. But only 3 days course was suggested by the zonal team due to time limitation especially in phase-out polder as they have to complete other important pending activities by June'2018.

Details are in the attachment 1-6 (Presentation slides)

Training Team
29 January 2018

Blue Gold Program

Concept Note on Refocusing Blue Gold Training Program for WMOs

1. Introduction

Blue Gold is a collaboration program between the Government of the Netherlands (donor) and the Government of Bangladesh. The program is implemented by the Ministry of Water Resources, through Bangladesh Water Development Board (BWDB, lead agency) and the Department of Agricultural Extension (DAE). Blue Gold has been in operation since 2013 and will extend over a 7 years period. Its operations will concentrate on the polders of four districts: Patuakhali, Barguna, Khulna and Satkhira. The Program will cover 115,000 ha (gross) where an estimated 160,000 household will have direct benefits from the Program.

The entry point of Blue Gold is the participation of the rural communities to the extent that they take up the responsibilities, by organizing themselves in effective groups for increasing their agricultural production and income through proper water management. There are around 500 Water Management Groups (WMG) in the polder areas of South and South West regions, with an around 200-250 members in each WMG in 22 polder of Blue Gold Program area.

2. Capacity Building of WMOs

The WMOs have been envisioned to become the drivers of change towards a better life. As the WMOs will take the sole responsibilities of water management in polders areas for the agricultural production; Blue Gold Program is responsible to strengthen the capacity of the WMG organization so that the organization can demonstrated the above functions. From the experience of existing program under BWDB and reviewing present situation Blue Gold Program identified five major areas of capacity strengthening of WMOs these are:

1. Organizational Management Capacity: To organise, manage, lead their organization effectively and carry-out water management activities independently by the WMG;
2. Accounts Keeping and Audit System: To improve and standardize the accounts keeping system of the WMGs with the aim to simplify and synchronize this with the BWDB Audit System and requirements;
3. Gender and Leadership Development: To develop understanding and realization of the WMG members (women and men) to participate in organizational development, internal polder water management (IPWM) and organizational decision making process;
4. Planning of Operation: Improve knowledge and understanding on planning of operation on Internal Polder Water Management (IPWM) and water controlling infrastructures;
5. Maintenance of Water Management Infrastructures: To develop knowledge and skills on maintenance of water infrastructure for keeping the workable and durability;
6. Self-evolving WMG: Accelerating the activity & process of WMG capacity building through - experience sharing, facilitating issue based discussion and problem solving by WMG, Horizontal Learning, Collective Action (CA), Exchange/Exposure Visit, Good Practice Expansion (GPE) etc

3. Refocusing BGP Training Activities for WMOs

BGP focused and concentrate to strengthen the capacity of WMG in the following 4 areas since its inception:

- a. Organizational Management;
- b. Accounts Keeping and Auditing Procedures;
- c. Gender and Leadership Development; and
- d. Operation & Maintenance of water management infrastructures

To strengthen the above capacity of Water Management Organization Blue Gold Program organized training programs by the out sourced training organizations (Training Service Provider) and using internal Trainers (BGP-TA staff, BWDB and DAE staff). The most of the training program are structured and formal followed by interactive participatory methods. But in recent years Blue Gold Program have gone through a unique change in its mode of operation and also change its different intervention in cost effective way. On the other hand the Annual Review Mission 2016 suggested giving emphasis on experiential learning process for self-evolving WMG.

4. Rationale of Refocusing Training Programs

Considering the time limitation and above issues, BGP now re-focusing the training activities for WMG capacity building which is more experiential learning based training approach. Following are some rationale of re-focussing training activities:

1. It is more experiential learning and need based;
2. Required very minimum resources (specially finance);
3. The capacity development process will be facilitated by the internal staff who are familiar with Blue Gold aims and objectives, the constant evolution of collective actions, and the familiarity between polder teams and WMGs because of their frequent communications.
4. The value of using internal resources is that WMG capacity building is decentralised, informal and flexible, responsive to local needs and priorities, and those new ideas and concepts can be introduced at WMG meetings/discussions, with a focus on horizontal learning. The CDFs can reinforce and echo key messages during informal and formal contact with WMGs.

5. Activity Plan for Refocusing of BGP Training:

Step-1: Selection of CDF for Forming Training Pool:

A pool of Trainers will be formed for each zone from the existing Community Development Facilitators (CDF). Those CDF will be selected as facilitators on the basis of the recent evaluation result who have the potentiality to be a good facilitator and a broad conceptual understanding of the BGP issues. For this reason each zonal team will identify potential CDF for the ToF course. On the basis of performance of CDF through that ToF course, a pool of facilitators for each zone will be finalized who will facilitate monthly message and carry-out the capacity building activities for WMG. The remaining CDF will also be trained to become good facilitator so that each of them can play the facilitation roles and carry-out capacity building activities for self-evolving WMG.

Step-2: Develop 5 Key Messages/Content from each areas

Training Team will review the existing training modules and roughly select 5 key contents/sessions from each capacity development areas through sharing with the Zonal Coordinators and concerned experts and then the contents/messages will be finalized for implementation. It is important that the WMG improvement areas/contents should be need based. If necessary, Training Team will prepare new session/messages for WMG capacity building.

Then the appropriate methods and guideline will be developed in consultation with concerned experts to deliver the contents in a simple and interactive way.

Step-3: Develop Facilitators through ToT and Refreshers Course

A comprehensive ToT will be provided to the selected CDF as Facilitators immediately after finalize the key contents and its guideline. Finally a Training pool will be formed for each zone on the basis of the performance of Community Development Facilitators during the ToT course. Three Refreshers Courses will also be organized for the CDF in each three zones.

Step-5: Piloting the Capacity Building Process through Monthly Messages

Immediate after the ToT course, the delivery of selected key contents/messages will be started through selected CDF. The respective PC and TC will assist/support to CDF in delivering the contents. After 3-5 batches of session, the Training Team will review the findings jointly with the CDF and PC for further improvement. Based on this experience, the guide-line, contents and methods will be revised and finalized.

Step-6: Implementing the capacity building intervention for the WMOs

6.1 The Module and its Duration

There will be 5 key areas such as OM, O&M, AKAS, GLD and Collective Action & Expansion of Good Practice. Each 5 key area will consists of 5 Key message or contents. Thus the module will be consists of 25 key content or sessions. At least 25 weeks and maximum 50 weeks will be needed to complete the whole module if we conduct one session in each week.

(N.B.: In phasing-out or IPSWAM polder it will take less time because already AKAS training in all the IPSWAM polders completed while OM and GLD training also completed some of the polders, there only need to conduct session on O&M and Collective Action.)

The duration of completion of the training activities will depend on the number of WMGs and CDF as facilitators for each polder.

6.2 Mode of Operation

01. Polder team will prepare the list of batches consisting one WMG and fix time, date and venue/place consultation with concerned WMG.
02. Session place will be convenient to the WMGs members (such as suitable any yard of respective WMOs members' house, club room, school room, Cyclone Shelter or UP Auditorium if available and convenient for WMG.)
03. Each session will be 1.5 to 2 hours long.
04. Each CDF/Facilitators will conduct session minimum one batch/WMG and maximum 3 batches/WMGs per week. The CDF will review the last session/learning just before starting discussion of second session in the next week.
05. A fort night/Bi-weekly meeting/session will be held at polder level where all the polder team members, Training Coordinator and concerned Experts will be present to discuss following issues:
 - Discuss the fort night progress and next fort night plan for conducting session
 - Training Coordinator, Polder Coordinator and other concerned Expert will provide necessary support to conduct the session and coach them for their improvement
 - The problem and solution also discuss in this session
 - They will prepare next fort night plan for session conduction

6.3 Targeted Beneficiaries

The participants of this program will be WMGs Executives Committee Members for each key module and other general members can also participate in the discussion. Maximum 15-20 participants can participate in each session but it depends on the module.

Besides the member of Executive Committee the criteria for selection of other general members are:

- a) Have educational background (read, write and understand)
- b) Able to give time for this purpose
- c) Interest/willingness to do this type of job voluntarily
- d) Regular attendance in WMG general meeting
- e) Depositing savings regularly
- f) Well acceptance to the WMG (EC and General Members)
- g) Acceptance/reputation found positive (honesty and sincerity)

For specific module/areas some specific criteria should be followed to select participants and these are as follows:

Organizational Management:

- Maximum participants 15-20
- EC members – 12
- Rest participants from General Members and UP Members
- Each member should demonstrate their commitment to continue the remaining sessions of the module in the next weeks.

Accounts Keeping and Audit System:

- Maximum participants 12-15
- President, Secretary and Treasurers is a must plus other EC committee members. Other potential members from the general members can participate in this session but he/she should demonstrate commitment to continue next week's sessions.
- All the members should have minimum level of understanding of records keeping and calculating

For Gender and Leadership Development:

- Maximum participants 15-20
- EC members – 12
- Rest participants from General Members and UP Members
- The spouse/husband/wife of respective participants can attend the session.
- Each member should demonstrate their commitment to continue the remaining sessions of the module in the next weeks.

Operation and Maintenance

- Total members will be 15-20
- EC members and O&M sub-committee members -10-12
- Rest of the members will be from general members and UP representatives
- Each member should demonstrate their commitment to continue the remaining sessions of the module in the next weeks.

Self-evolving WMG:

- Numbers of participants is depending on the nature of issues/subject, place and type/level of participants.

7. Roles of TA staff in implementing WMG capacity building activities

7.1. Roles of Polder Team

- Polder Team is responsible for implementing the capacity building activities of the respective polder.
- Polder team will prepare Training Plan of respective polder consultation with Training Coordinator and zonal Team.
- Polder Coordinator will provide necessary support and guidance to the concerned CDF for proper implementation of capacity building activities.
- Assist for arranging logistic support to the CDF for organizing Training program.
- Prepare brief note/report polder wise.

7.2 Roles of CDF

- CDF will play role of facilitators for conducting session/disseminating key messages as per the schedule
- Prepare specific plan consulting with PC and TC
- Select participants, venue/place and sitting arrangement
- Prepare Training aid and materials
- Organize and conduct specific session
- Record key notes and basic information for report preparation

7.3 Roles of Training Coordinator/Team

- Support to Polder Team in implementing key messages/training contents using experiential and participatory training methods;
- Collect feedback from the CDF, Polder Team and WMOs regarding the sessions and incorporate feedbacks to improve the learning process, methods and materials.
- Support polder teams to prepare action plan for implementation the session.
- Provide support to prepare training aids and materials.
- According to the schedule, TC will visit polder teams and provide necessary support to the CDF for improving their facilitation skill and organizing sessions.
- Based on the collected data and information by the CDF, TC will prepare progress report (quarterly and half yearly) zone wise and records achievement success of the training program.
- Time to time conduct WMO performance level assessment and effectiveness of the Training Program and take necessary measures.

8. Tentative Timeline

Activities	2017			2018											
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec
Preparation of Concept Note	■														
Develop Guide Line	■	■													
ToT for CDF		■	■	■											
Piloting the CB process			■	■											
Revise the process & guideline				■											
Implementing the process				→											
Refreshers Course for CDF									■	■					
Performance Assessment										■	■				■

October 24, 2017

Presentations Slides

Extracts from Aide Memoire (1 of 2)

“Significant agricultural and rural transformation is underway in the coastal polders of Bangladesh – with rapid spread of multiple cropping and accompanying improvements in local farm water management.

This creates a strong economic basis to maintain the polder infrastructure and optimize operation and water management within the polder.

The network of WMGs and WMAs created with support of BGP and the infusion of new farming knowledge is a prime asset and should be consolidated by developing strong peer linkages between the WMGs and WMAs.”

•



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BGP Progress

- Accelerated construction progress and improved preparedness for 2017/18 season
- Successful implementation of unified approach with dividends:
 - Time saving
 - Job satisfaction and recognition of CDFs
 - Female CDFs as gender role model
- Strong orientation now evident on:
 - Collective action
 - In-polder water management
 - Horizontal learning and WMG to WMG interaction



3. Economic Development

Content of key message	Sub-content of key message
1. Production Planning & decision making	<ul style="list-style-type: none"> Identifying potential crop for production keeping in mind available WR at sub catchment basis Consider market demand and potential for maximizing profit Estimate cost and expenses and profit potential Assess availability of inputs, services and technologies Long for surplus production and more income
2. Collective Action	<ul style="list-style-type: none"> Organize groups to solve a specific input supply or output market issue Identify leadership Assess benefit and risks for CA Organize CA in a transparent manner either to reduce cost or increase benefit
3. Record Keeping	<ul style="list-style-type: none"> Keep good record of all production and marketing related expenses Keep record of income (including consumption) Estimate profit/loss Analyze records for better decision making
4. Network/linkage	<ul style="list-style-type: none"> Build relationship with input suppliers, service providers, extension service provider and forward buyers Build capacity to solve market structure related problem e.g. WMG, BWDB, UP, DAE, GoB for improving transportation system, BEE etc.
5. Use of ICT for market information	<ul style="list-style-type: none"> Use online, offline and web based sources of market information to constantly search for more profitable opportunities in production. Use ICT for solving problems Use ICT for new improved varieties, technologies for more surplus and more profit.

Gender and Leadership Development

Content of Key content	Sub-content of key message
1. Women's participation in Water Management Organization.	<ul style="list-style-type: none"> Importance of women participation in WMG and WMO Identify the roles of men and women in Water Management Identify the challenges, and Constrains to participate in the WMG and WMOs Way to active or meaningful participation of women in WMGs and WMOs
2. Concept of Gender and Sex.	<ul style="list-style-type: none"> Concept of Gender and Sex Gender Role – Gender responsive, Reproductive, Productive, Community Work Identify the way to reduce domestic household work of women?
3. Food and Nutrition is important for women development	<ul style="list-style-type: none"> What is food and nutrition? What type of food important for health? Reason for malnutrition. Diseases for lack of nutrition How to protect food nutrition.
4. Importance of women in agriculture.	<ul style="list-style-type: none"> Importance of women role in agriculture. Challenges of women in agriculture Identify the way to recognize women role in agriculture
5. Overview on Different act and GOV LAW	<ul style="list-style-type: none"> Concept of Dowry, Early Marriage and Marriage registration. Bad effect of Dowry and Early Marriage and way to protect Dowry and early marriage. National Helpline Number 10921 GOV. LAW about women rights.
6. Linkage and Network Development	<ul style="list-style-type: none"> Concept of Networking and Linkages development and importance of Networking Identify the GO/NGO (supportive organization) working in the particular polder/area. Roles of leader to create establish and maintain the linkages.

Refocusing WMO Capacity Building

(cost-effective, demand driven, experiential, self-evolving)

Blue Gold Program

January, 2018

1



Existing Training Program for WMG Capacity Building

Organizational Capacity

- Organizational Management;
- Accounts Keeping and Audit System;
- Gender and Leadership Development;

Water Management Capacity ?

- Operation & Maintenance.

Economic Development

- Agriculture, Livestock & Fisheries
- Strengthening Value Chain

2



Observations on existing training programs

- Conducted by external organization;
- Not cost-effective;
- Formal, room based, less experiential, less practical;
- Lack of accountability (outsourced – internal);
- Do not have life oriented examples;
- After training – lack of follow up.

3



Rationale of Refocusing Capacity Building Programs

- Less theoretical (more experiential & practical);
- Less time consuming approach (informal);
- More experiential learning and need based;
- Demand Driven & priority based content/message;
- Minimum cost & resources involvement;
- Use of internal staff/resources (accountability high);
- Use related, practical and life oriented examples;
- Regular follow-up after training;
- Self-evolving organization.

4



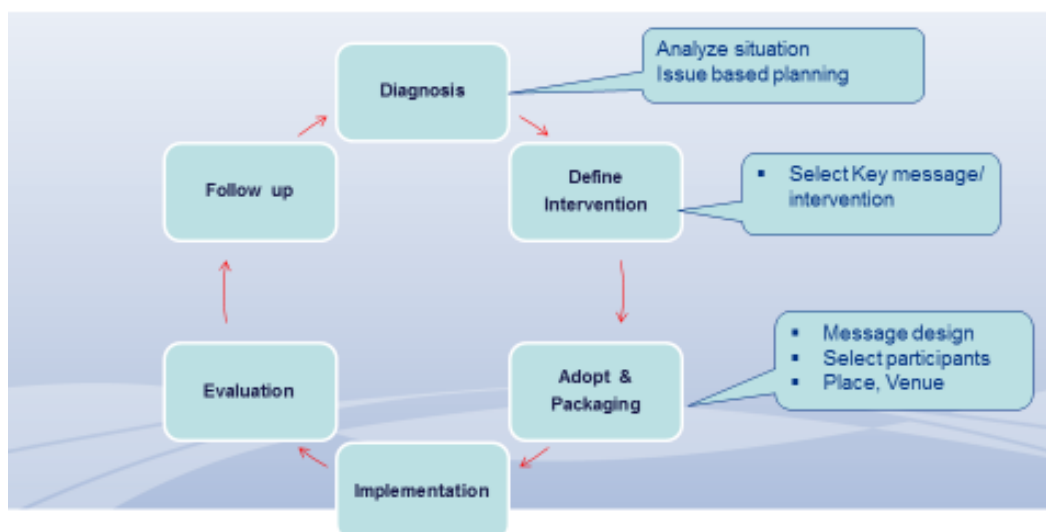
Refocusing WMG Capacity Building (concept and steps implementation)

- Step-1: Conduct Assessment for **developing approaches**
- Step-2: Develop/select Key Messages (content/sub-contents) for each areas and supporting materials (**demand driven**)
- Step-3: Develop Facilitation Skills of CDF through training
- Step-4: Piloting new approach of WMG capacity building (immediate start in phase out polder)
- Step-5: Implementation new approaches to all remaining polders
- Step-6: Evaluation & follow up

5



Cycle of CB Process Role of CDF/Polder Team



6



Role of PC, TC & Experts

1. PC, TC & Concern expert will meet to the polder level with all CDF (fortnight/monthly basis);
2. Review progress and discuss the observation and findings (fortnight or monthly basis) prepare next plan/session preparation;
3. TC, PC & concerned expert will coach, supply new materials and provide necessary support to the CDF;
4. **If necessary – arrange other experts, resource and materials**
5. During real facilitation by the CDF the TC, PC, Experts will support them.

7



Required skills of CDF/Polder Team

- Participants understanding skills
- Rapport building skills
- Skills of creating learning environment
- Communication/presentation skills
- Coaching, mentoring, OJT.... skills
- Listening and questioning skills
- Interpersonal and Motivational Skills
- Problem analysis and solving skills
- Interaction, coordination and integration skills
- Paraphrasing skills
- Training method selection and application skills
- Translation / interpretation skills
- More...!!!

9

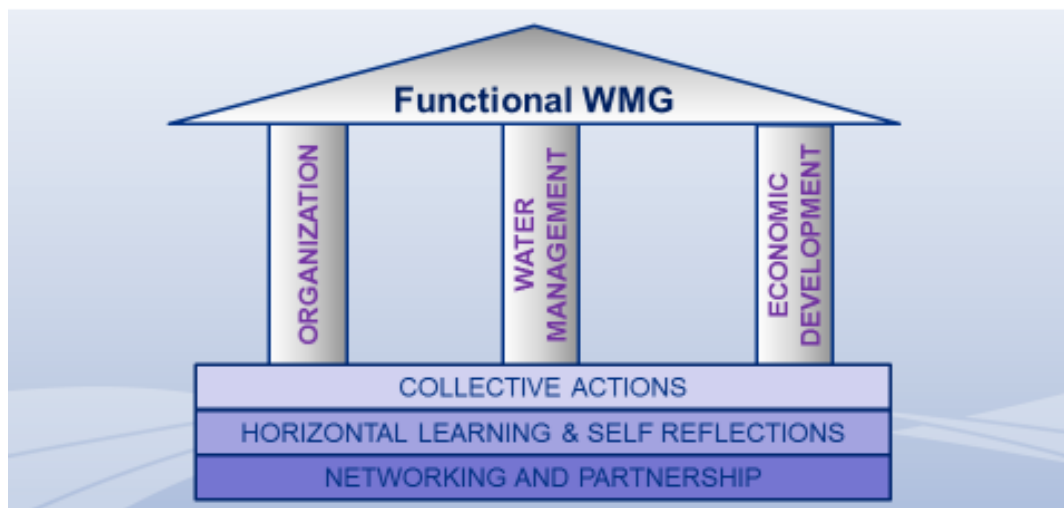


Conduct Assessment for developing approaches

10



Blue Gold Approach “Participatory Water Management”



8/14/2020

11



Self-evolving organization

- Active organizations (regular meeting, communications, participation, governance, transparency, participation in decision making, partnership & collaboration etc.)
- Leaderships and resource person in WMOs
- Women participation in decision making
- Catchment & sub-catchment WM and O&M plan
- Conflict Resolution Capacity
- Collective Actions
- Application best practices through HL
- Networking and Linkages with UP, DAE, BWDB and other service providing agency
- Organizational Capital, Regular Savings, Fund Management, Income Generation etc.
- Agricultural Production
- Motivation and Self-confidence

12



Information collection for diagnosis the approaches

Question for Experienced WMGs

- What is the present situation of their organization?
- What activities they are now doing for their sustainability?
- What is their future plan of action?

Additional questions for weak WMG:

- What are the reasons behind their weaknesses?
- How it can be improved?
- What kind of support will help them to improve this situation?

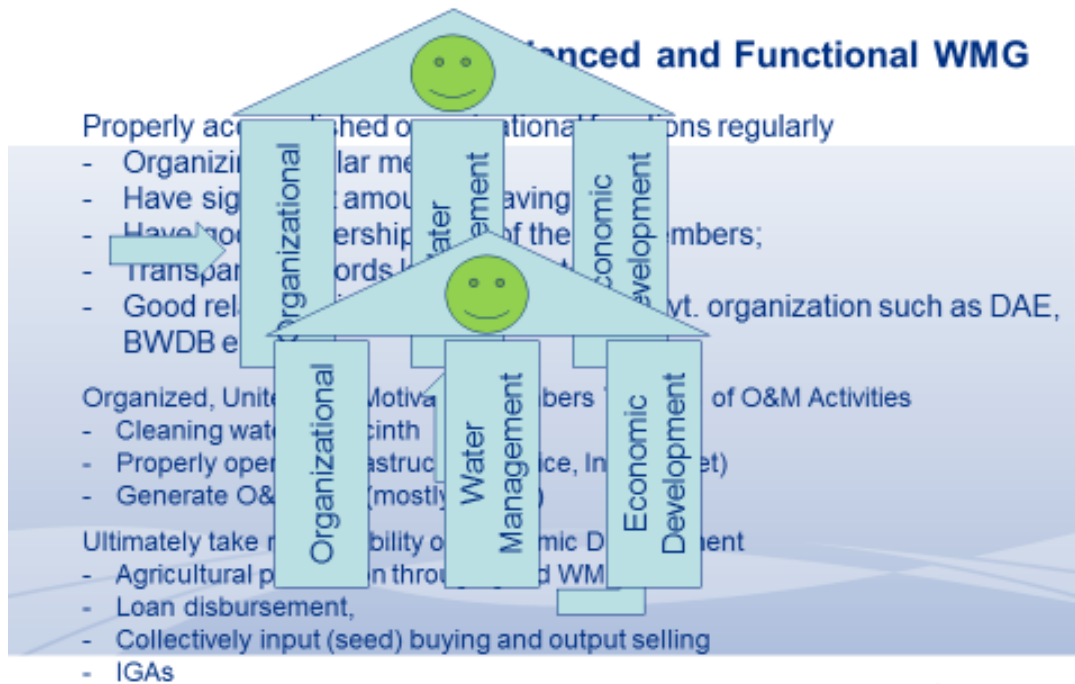
Additional questions for new WMG?

- What are their present, roles, functions and vision?
- What are the possible problems and challenges?
- What kind of support, knowledge and skills may help them to overcome the challenges?

13



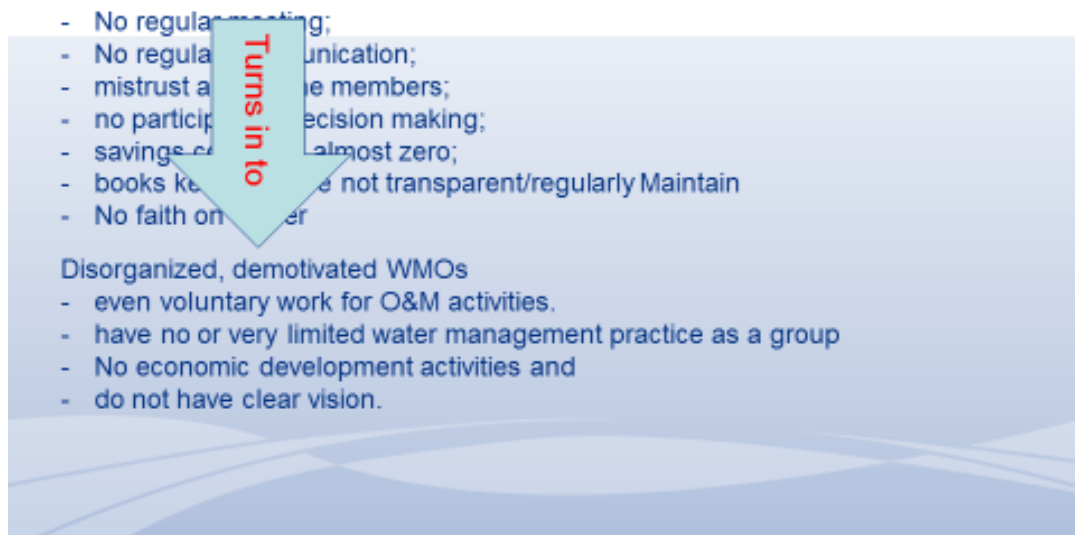
Organized and Functional WMG



15



Poor performing WMG



16



Questions ?

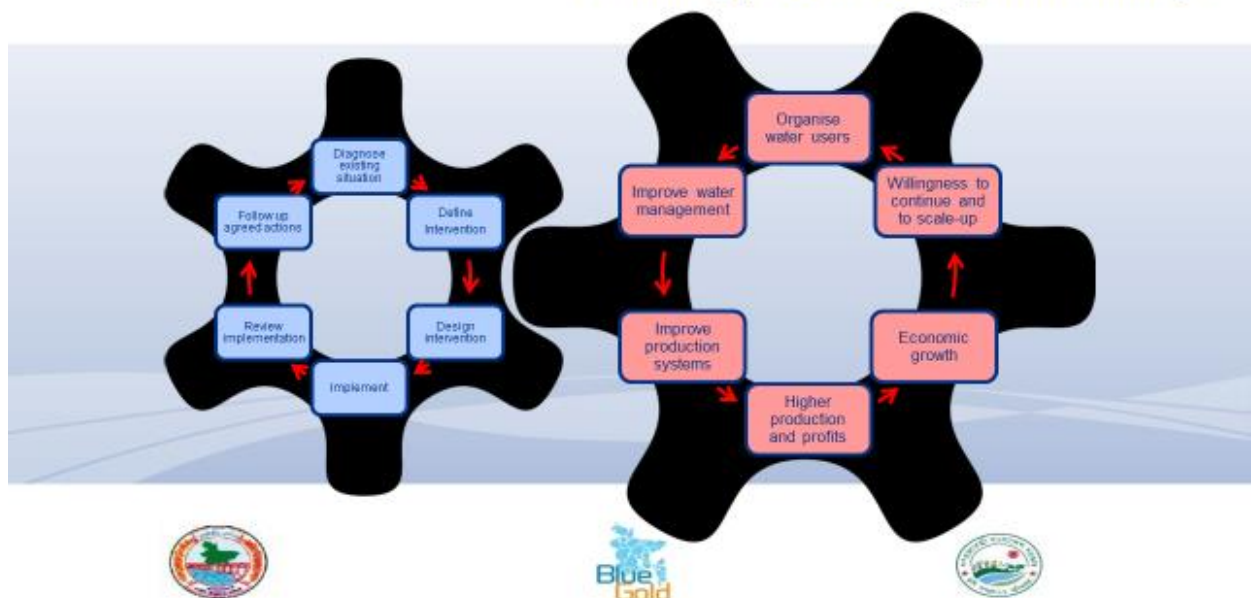
17



Self-sustaining WMG



Enabling production system change



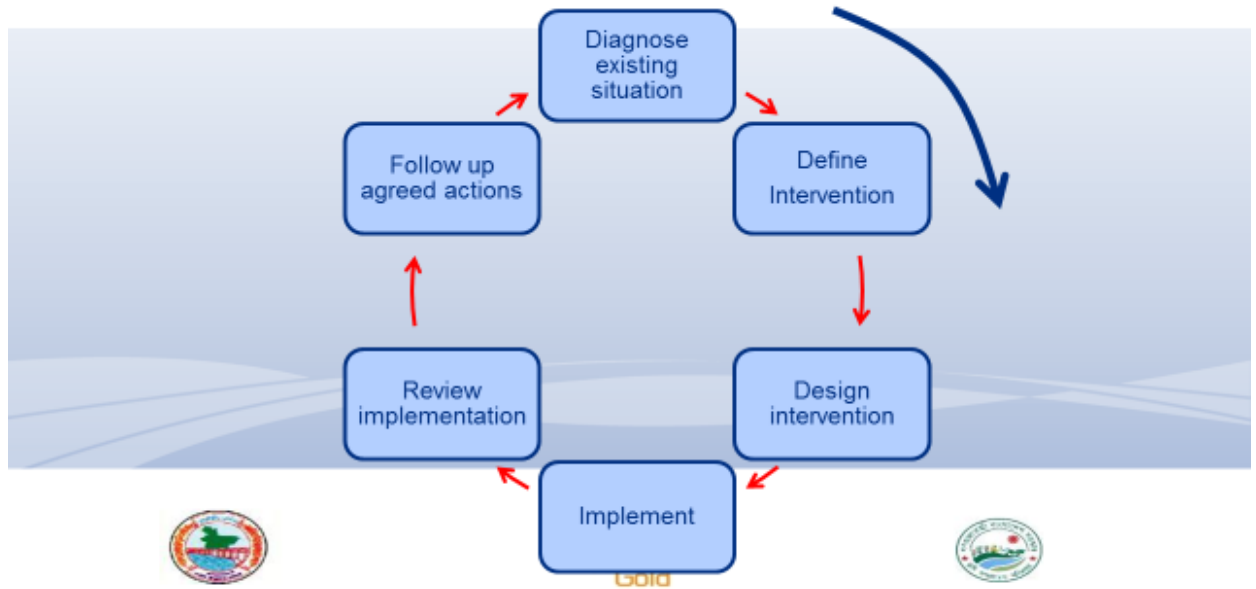
Start simple; build future ambition



What is a self-sustaining WMG?



What is the Polder Team's role?



Retreat Objectives



Blue Gold Program

Training of Facilitator (ToF) On Refocusing WMG Capacity Building for CDF (3 Days)

Date: Feb 20-22, 2018

Feb 20, 2018 (Tuesday)

Time	Content/sub-content	Methods	Facilitator
09.00-09.45	1. Course opening <ul style="list-style-type: none"> ▪ Welcome and introduction ▪ Expectation from participants ▪ Pre-Test 	Game and large group discussion	PCD, BWDB, Dr. Rahmat, Alamgir Chy, DTL, BGP
09.45-10.30	2. Objective of the training course <ul style="list-style-type: none"> ▪ Background of the Training ▪ Review of participants experience and understanding ▪ Objectives and agenda of training 	VIPP Large Group Discussion	Kashem, TCL and DTL, BGP
10.30-10.45	Refreshment break		
10.30-11.30	3. WMG as self-evolving organization <ul style="list-style-type: none"> ▪ Understanding on self-evolving organization (principle, functions and characteristics) ▪ How to assess WMG capacity in relation self-evolving organization ▪ Roles and functions of Polder Teams (specially CDF roles) 	Case Study, Experience Sharing and VIPP	DTL, TCL, BGP
11.30-13.00	4. Understanding and analysis Community People <ul style="list-style-type: none"> ▪ Understanding on community people, learning interest, attitude and behaviors ▪ Understanding on Adult Characteristics in Learning Situation ▪ Requirements of adult participants in learning situation 	Simulation Game, Analysis and Experience Sharing	Atik & TCL, BGP
13.00-14.00	Lunch and prayer break		
14.00-15.00	5. Facilitation Process and Techniques <ul style="list-style-type: none"> ▪ Speech, lecture, presentation and facilitation - characteristics, benefits and application ▪ Facilitation - characteristics, required skills and behaviors of a 	Demonstration Analysis, Demonstration	Nripendra, TC & TCL, BGP

Time	Content/sub-content	Methods	Facilitator
	facilitators in WMG Capacity Building process		
15.00-16.00	6. Experiential Learning Approaches <ul style="list-style-type: none"> ▪ Experiential Learning Approach and roles of a facilitator ▪ Role of a facilitators in experiential learning approach/process ▪ Sharing experiences on success stories/best practices in BGP – link experiential learning approaches 	Role Playing, Experience Sharing, VIPP and Q&A	TC, TCL, BGP
16.00-17.00	Review and day closing		

Feb 21, 2018 (Wednesday)

Time	Content/sub-content	Methods	Facilitator
09.00-09.30	Recapitulation of last day session	Game	Selected Participants
09.30-10.30	7. Communication process in Community Mobilization <ul style="list-style-type: none"> ▪ Understanding on requirements of effective communication in community mobilization process ▪ Importance of receiving and giving feedback in communication ▪ Required key skills in giving and receiving feedbacks 	Game, Role Playing and Practice on giving & receiving feedbacks.	Atik & Nripendra, BGP
10.30-10.45	Refreshment break		
10.45-13.00	8. Learner Centered Training Methods <ul style="list-style-type: none"> ▪ Concept and understanding of Training Methods and Techniques. ▪ Overview on Training Methods and Techniques ▪ How to select appropriate training methods ▪ Practice on learner centered training methods 	Small Group Discussion, Demonstration & Individual Exercise	Atik and Kashem, BGP
13.00-14.00	Lunch and prayer break		
Practice and demonstration on Issue based session – review facilitation techniques			
14.00-15.30	9. Practice & Demonstration on selected issues/message Prepare plan/session on: <ol style="list-style-type: none"> a. Internal Polder/Catchment Water Management (IPWM/CAWM) b. Horizontal Learning (HL) c. Collective Actions (CA) 	Case on Success Story/Best Practices, Experience Sharing, VDO, Demonstration and Q&A	Participants, Selected Success Farmer, Shorab Hossain and Matior, BGP

Time	Content/sub-content	Methods	Facilitator
	<ul style="list-style-type: none"> Review of facilitation techniques (steps, process techniques of questions & listening, moderation, coordination, integration etc) 		
15.30-15.45	Refreshment break		
15.45-16.30	Continuation of practice and demonstration session		
16.30-17.00	Review and day closing		

Feb 21, 2018 (Thursday)

Time	Content/sub-content	Methods	Facilitator
09.00-09.30	Recapitulation of last day session		Participants
09.30-10.30	<p>Practice & Demonstration on selected issues/message</p> <ul style="list-style-type: none"> a. Agriculture is a Business b. Networking & Linkage Development etc. <ul style="list-style-type: none"> Review of facilitation techniques (steps, process techniques of questions & listening, moderation, coordination, integration etc.) 	Case on Success Story/Best Practices, Experience Sharing, VDO, Demonstration and Q&A	Participants, Selected Success Farmer, Shorab Hossain and Matior, BGP
10.30-10.45	Refreshment break		
10.45-13.00	Continuation of practice and demonstration session		
13.00-14.00	Lunch and prayers break		
14.00-15.30	<p>10. How to make a presentation effective and winner</p> <ul style="list-style-type: none"> How to make a discussion session effective and interesting Practice on Non-verbal communication to make the presentation interesting and effective Use of Humor, Co-curriculum activity, Game for Group-Dynamics Evaluate self-presentation/facilitation (self-feedback) 	Demonstration, VDO, Q&A and Large Group Discussion	Kashem
15.30-15.45	Continuation of last session		
15.45-17.00	Exercise on techniques to analysis WMG capacity, identify intervention and prepare action plan		
15.45-17.00	<p>11. Review and Closing of TOF Course</p> <ul style="list-style-type: none"> Review of ToF Course Post Test 	Individual Exercise, VIPP and Quiz	Atik and Nripendra

	<ul style="list-style-type: none"> ▪ Course Evaluation 		
19.00-20.30	<ul style="list-style-type: none"> ▪ Certificate Distribution ▪ Cultural events ▪ Closing ToF course followed by Improved Dinner 		TL, BGP & Kashem

Note:

1. Participants will check-in to the venue on 19th and check out on 23rd February 2018.
2. This is a residential training so there will be evening session and homework.
3. In practical situation in the field, the CDF will assess the WMG needs/identify WMG improvement issues considering self-evolving organization. And based on that the TC/PC will supply necessary materials/information and coach them as required.