From Best Practice to Standard Practice:

A toolkit on the Localization of the UN Security Council Resolution 1325 on Women and Peace and Security

GNWP
The Global Network of Women Peacebuilders

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Table of Contents

Acknowledgments 4

Acronyms 6

Foreword 7

Introduction 8

About This Toolkit 12

SECTION I 14

Understanding Localization as a strategy in policy-making and policy implementation

- The Women and Peace and Security agenda and its implementation – an overview 14
- Localization Program: Rationale, Foundation, Principles and Theory of Change 16
- Financing the Localization of UNSCR 1325 24

SECTION II

Localization in practice: Good Practices and Lessons Learned from GNWP's experience

- Impact of localization 27

SECTION III

How to implement the Localization program

- Setting the stage for Localization 38
- Operationalizing the three components of Localization 39
  - COMPONENT 1: Convening Local Actors – Localization Workshop 39
  - COMPONENT 2 - Drafting and adoption of Local Action Plans, local laws and policies, or provisions in local development plans 51
  - COMPONENT 3: Ensuring implementation and sustainability 43

SECTION IV

Monitoring the impact of Localization

- Monitoring and Evaluation - Background information 66
- M&E and Localization 67
- Reporting and use of M&E data 72

ANNEXES 76

Acronyms

CEDAW	Convention on the Elimination of All Forms of Discrimination Against Women
CSO	Civil Society Organization
DRC	the Democratic Republic of the Congo
GNWP	Global Network of Women Peacebuilders
LAP	Local Action Plan
NAP	National Action Plan
RAP	Regional Action Plan
SEA	South East Asia
SDG	Sustainable Development Goals
UN	United Nations
UNDP	United Nations Development Programme
UN Women	United Nations Entity for Gender Equality and the Empowerment of Women
UNSC	United Nations Security Council
UNSCR	United Nations Security Council Resolution
WPS	Women and Peace and Security

Foreword

Introduction

The adoption of the United Nations Security Council Resolution (UNSCR) 1325[1] in 2000 has been a historical landmark and an extraordinary achievement of women peace activists from around the world. Resolution 1325 was followed by seven supporting resolutions on Women and Peace and Security (WPS): UNSCR 1820 (2008)[2], 1888 (2009)[3], 1889 (2009)[4], 1960 (2011)[5], 2106 (2013)[6], 2122 (2013)[7], and 2242 (2015).[8] Together, the WPS resolutions shifted the paradigm on how the international community responds to conflicts and their lingering impact. The WPS resolutions established the normative framework for women's meaningful participation in decision-making, conflict resolution, conflict prevention and peacebuilding; protection of women and girls' rights; and prevention of sexual and gender-based violence in conflict.

As of October 31, 2018, 79 Member States have adopted National Action Plans (NAPs) and some more are in the process of drafting. Regional policies and Regional Action Plans (RAPs) such as the regional plan of action for the Economic Community of West African States (ECOWAS) on WPS (2010)[9], the Inter-Governmental Authority on Development Regional Action Plan on WPS (2011-2015)[10] the Pacific Regional Action Plan (2012-2015)[11], the Regional Action Plan for Women and Peace and Security of the League of Arab States (2015)[12] have been adopted. The African Union's (AU) Solemn Declaration on Gender Equality in Africa[13] calls on its Member States to ensure the full and effective participation and representation of women in peace process including the prevention, resolution, management of conflicts and post-conflict reconstruction in Africa as stipulated in UN Resolution 1325 (2000); and to appoint women as Special Envoys and Special Representatives of the AU. The AU also adopted the Continental Results Framework for Monitoring and Reporting on the Women and Peace and Security Agenda in Africa (2018-2028).[14] The European Union (EU) has a Comprehensive Approach to the implementation of WPS Resolutions and the 2018 Strategic Approach to Women, Peace and Security[15] the Organization for Security and Co-operation in Europe (OSCE)[16]

1 Available at: https://www.un.org/ruleoflaw/blog/document/security-council-resolution-1325-2000-on-women-and-peace-and-security/
2 Available at: https://www.un.org/ruleoflaw/blog/document/security-council-resolution-1325-2000-on-women-and-peace-and-security/
3 Available at: https://www.un.org/ruleoflaw/blog/document/security-council-resolution-1325-2000-on-women-and-peace-and-security/
4 Available at: https://www.un.org/ruleoflaw/blog/document/security-council-resolution-1325-2000-on-women-and-peace-and-security/
5 Available at: http://www.un.org/ga/search/view_doc.asp?symbol=S/RES/1960(2010)
6 Available at: http://www.un.org/ga/search/view_doc.asp?symbol=S/RES/2106%282013%29
7 Available at: https://www.un.org/press/en/2013/sc11149.doc.htm
8 Available at: https://www.un.org/press/en/2015/sc12076.doc.htm
9 Available at: https://www.peacewomen.org/sites/default/files/dakar_declaration_0.pdf
10 Available at: https://resilience.igad.int/index.php/knowledge/technologies/documents/58-action-plan-english/file
11 Available at: http://www.peacewomen.org/assets/file/pacific_region_regional_action_plan_2012-2015.pdf
12 Available at: http://arabstates.unwomen.org/en/news/stories/2015/10/arab-league-presents-regional-action-plan
13 http://www.un.org/en/africa/osaa/pdf/au/declaration_gender_equality_2004.pdf
14 See: http://www.peaceau.org/en/article/communique-of-the-772nd-meeting-of-the-au-peace-and-security-council-on-the-implementation-of-the-women-peace-and-security-agenda-in-africa
15 Annexed to the Council Conclusions on Women, peace and security adopted 10 December 2018, (15086/18). Available at: https://www.consilium.europa.eu/media/37412/st15086-en18.pdf
16 Available at: https://www.osce.org/secretariat/353751?download=true

encourages the development of Local Action Plans and has integrated the WPS resolutions in various aspects of its work including in its Special *Monitoring Mission* in Ukraine.[17] The North Atlantic Treaty Organization (NATO) and the Euro-Atlantic Partnership Council (EAPC) adopted a policy and Action Plan on WPS.[18]

The growing body of global, regional and national policies on WPS attests to the efforts to implement the WPS resolutions. Successes include a gradual increase in the number of women participating in peace negotiations; more peace agreements integrating provisions on women's human rights and gender equality; and more security sector personnel undergoing training on the WPS resolutions including appropriate response to, and handling of, sexual and gender-based violence cases.

However, as the 2015 Global Study on UNSCR 1325 states, **"much of the progress toward the implementation of resolution 1325 continues to be measured in 'firsts,' rather than as standard practice.** Obstacles and challenges still persist and prevent the full implementation of the women and peace and security agenda."[19] The Global Study also recommends that "all relevant actors – Member States, civil society, donors, and multilateral agencies should **support and invest in participatory processes, social accountability tools and localization initiatives to link global, national and local efforts and ensure the voices of the most affected and marginalized populations inform and shape relevant responses and monitoring of progress."**[20]

It is therefore time to rethink which of the implementation strategies are working effectively and turn them into standard practice. One such strategy is the Localization of UNSCR 1325 pioneered by the Global Network of Women Peacebuilders (GNWP). The Localization strategy has been cited by the UN Secretary-General as a key tool for translating policy into practice in his reports to the Security Council in 2012, 2013, 2014, 2016, 2017 and 2018. Localization has also been replicated and implemented in a number of contexts by other actors. For example, in Nepal, GNWP's Localization project inspired further localization efforts by UN Women and the World Vision Advocacy Forum (WVAF). In Indonesia, government-mandated localization effort has been undertaken in partnership with civil society to ensure that the NAP is implemented at the local level, and Local Action Plans (LAPs) were implemented in Lampung, Central Sulawesi, Ambon, Aceh, Bengkulu and West Kalimantan provinces.[21] In Ukraine, a number of actors are also implementing Localization. UN Women has conducted localization workshops in Donetsk, Luhansk and Zaporizka *oblasts*; the Ukrainian Women's Fund has also been holding trainings for local actors in *oblast* centers to raise awareness about UNSCR 1325 at

17 Available at: http://register.consilium.europa.eu/doc/srv?l=EN&f=ST%2015671%202008%20REV%201

18 Available at: https://www.nato.int/cps/en/natohq/topics_91091.htm

19 Coomaraswamy, C. et al, (2015). Preventing Conflict Transforming Justice Securing the Peace A Global Study on the implementation of Security Council resolution 1325. Retrieved from: http://wps.unwomen.org/~/media/files/un%20women/wps/highlights/unw-global-study-1325-2015.pdf

20 Ibid.

21 Email correspondence with Ruby Kholifah of AMAN Indonesia, November 16, 2018

the local level.[22] In Nigeria, 11 State Action Plans and nine Local Action Plans have been adopted with support from the Nigeria Stability and Reconciliation Programme. In this toolkit, "Localization" will be used to refer to the strategy as defined and implemented by GNWP.

The Localization of UNSCR 1325 is a people-based, bottom-up strategy that is based on the premise that local ownership and participation lead to more effective policy-making and implementation. It convenes key local actors—including governors, mayors, councillors, community leaders, paramount chiefs, indigenous leaders and traditional leaders, religious leaders, women leaders, youth leaders, teachers, local police, military personnel and others—to participate in a Localization of UNSCR 1325 workshop. Together, they formulate local action plans (LAPs), local legislation, and integrate UNSCR 1325 and the supporting WPS resolutions into community development plans. After one year of implementation of the program in a given country, the Localization workshop participants reconvene to evaluate progress in implementation and follow up on the commitments and promises they made at the outset of the Localization program. Additionally, some local leaders, in partnership with national government ministries and agencies, opt to produce *Localization Guidelines*—a practical manual that assists local authorities in integrating the country's NAP and provisions of the resolutions into community development plans. The guidelines, which are written in local languages, broaden the scope and ensure the sustainability of the Localization of UNSCR 1325 program beyond GNWP's direct involvement.

In essence, **Localization is the "how to" in the implementation of UNSCR 1325** in local communities, particularly those directly affected by violent conflicts. However, it must be noted that because of its adaptable nature, Localization can and must be applied to a broad range of contexts including in communities and countries that have not directly experienced a violent conflict since World War II. **Implementation of the WPS resolutions is everyone's responsibility.**

22 Email correspondence with Maria Dmytrieva of Democracy Development Centre Ukraine, November 16, 2018

Such broad ownership and responsibility is in line with the Sustaining Peace agenda, which emphasizes a comprehensive approach to peacebuilding and conflict prevention that encompasses all stages of peace and conflict, not only when the conflict is imminent nor in the immediate post-conflict reconstruction.

To date, the following countries have implemented the Localization of UNSCR 1325 strategy in collaboration with GNWP: Armenia, Burundi, Colombia, the Democratic Republic of the Congo (DRC), Georgia, Kenya, Liberia, Moldova, Nepal, the Philippines, Serbia, Sierra Leone, South Sudan, Uganda, and Ukraine. Over the years of implementing Localization, GNWP and its partners have documented a number of achievements and innovative good practices. For example, the experience in Colombia has revealed that the success of Localization as an implementation strategy is not contingent on the adoption of a NAP. In countries that have yet to adopt NAPs, Localization becomes an important alternative mechanism for implementing the WPS resolutions in local communities. In countries where NAPs exist, it is a key strategy that strengthens implementation.

GNWP, with support from UN Women, has developed this Toolkit to promote the use of Localization as a strategy for inclusive and effective implementation of UNSCR 1325 and the supporting WPS Resolutions. It includes concrete examples of the impact of Localization on the implementation of the WPS resolutions, as well as practical, step-by-step guidance on how to organize a Localization workshop, develop a Local Action Plan, formulate local by-laws or resolutions, and publish Localization Guidelines to sustain the local implementation of the WPS resolutions. We hope it will be a useful resource for national and local government authorities, civil society, international organizations, United Nations entities, and donor organizations to implement and support the Localization strategy, and help ensure that the good practice of Localization become a standard for all countries!

- Mavic Cabrera-Balleza and Agnieszka Fal-Dutra Santos

Who wrote the toolkit?

Mavic Cabrera-Balleza, CEO, and Agnieszka Fal-Dutra Santos, Program Coordinator of the Global Network of Women Peacebuilders (GNWP) wrote this toolkit based on GNWP's pioneering Localization of UNSCR 1325 program. GNWP is a coalition of women's groups and other civil society organizations from Africa, Asia and the Pacific, Latin America, Eastern and Western Europe and the Middle East and Arab World, mostly from conflict-affected countries. GNWP's Board, management and staff are experts in advocating for women's leadership to be at the core of all efforts in peacebuilding, conflict prevention and sustaining peace. It has demonstrated impact in bringing local voices to influence global policies on women's rights, peace and security; and in translating global policies into practical actions that improve the lives of local populations. GNWP pioneered the Localization strategy in 2011, as a bottom-up strategy for the effective, locally driven implementation of the WPS resolutions.

The toolkit also includes information and insights from Localization practitioners from governments and civil society from 17 countries, who were convened by GNWP at the International Localization of UNSCR 1325 Conference in Nepal in February 2018. Representatives from the UN Women Headquarters in New York and UN Women Country Offices have also provided their substantive inputs to the toolkit.

Who is this toolkit for?

GNWP developed this toolkit for government officials and representatives of women's rights organizations, youth groups, community-based networks and other civil society organizations and local authorities involved in the implementation of UNSCR 1325 and the supporting WPS resolutions in their countries and communities. It is also intended for UN agencies and entities, donors and international and regional organizations that support the implementation of the WPS agenda.

What is this toolkit for?

The goal of the toolkit is to promote the use of the Localization strategy when implementing the WPS agenda.

The specific objectives are as follows:

- To raise awareness about the importance and benefits of Localization as a strategy for inclusive and effective implementation of UNSCR 1325 and the supporting WPS Resolutions;

- To highlight the outcomes, impact and lessons learned from the implementation of the Localization strategy to date;
- To provide concrete, step-by-step guidance and training materials on the three components of GNWP's Localization of UNSCR 1325 strategy, that can be tailored to specific national and local contexts; and
- To provide detailed guidance and tools for monitoring the outcomes and impacts of the Localization strategy.

The manual is divided into four Sections, each of which can be contextualized and used to fulfill the above objectives as illustrated in Figure 1.

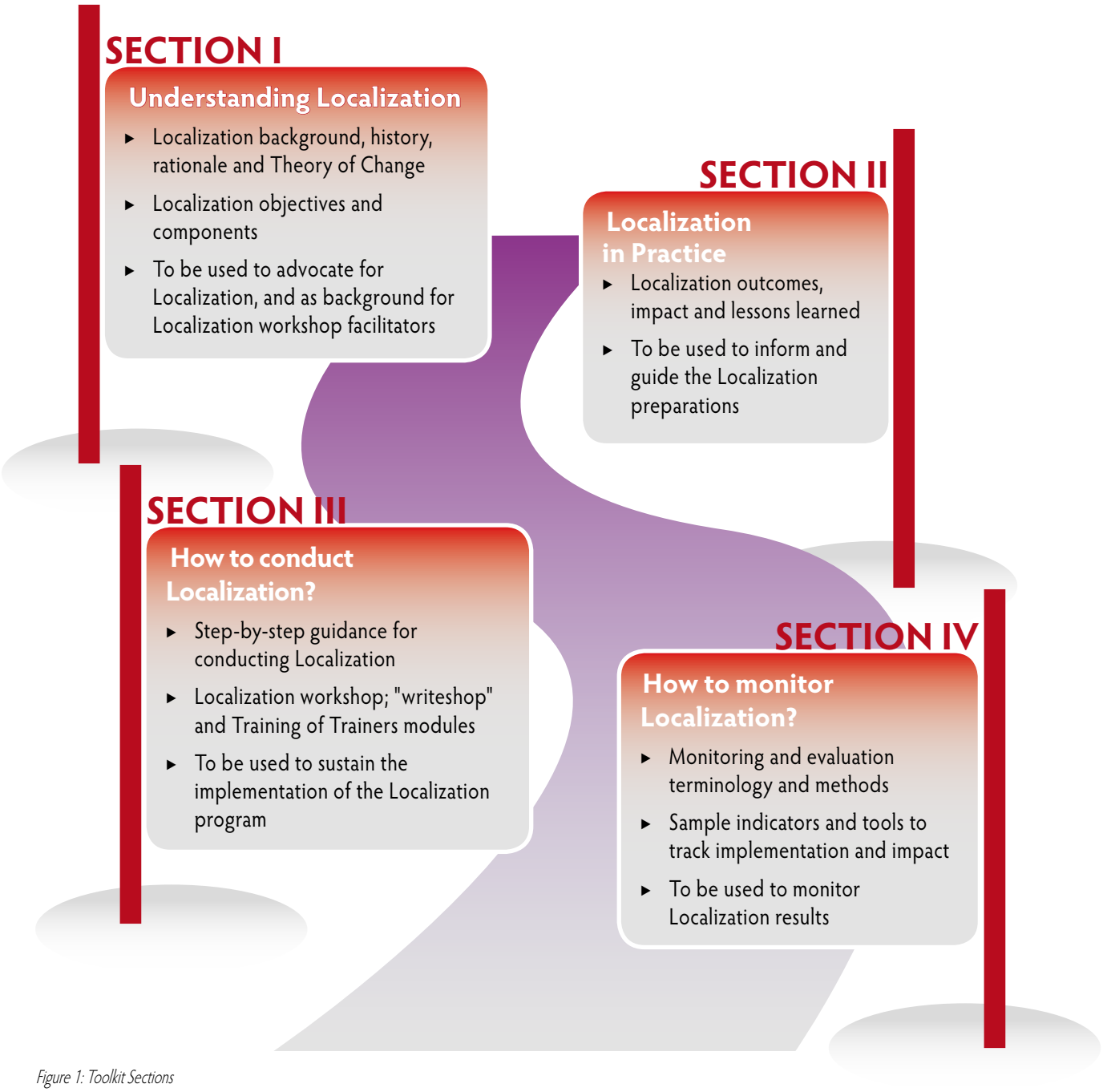

Figure 1: Toolkit Sections

SECTION I

Understanding Localization as a strategy in policy-making and policy implementation

This section is designed for civil society, government representatives and other national and local stakeholders who want to better understand Localization and its components. The information in this section can be used as background for Localization workshop organizers and facilitators.

The Women and Peace and Security agenda and its implementation – An overview

The women and peace and security (WPS) agenda is central to the fulfillment of the three pillars of the United Nations—peace and security, human rights and development. It is a critical component of the UN and the international community's efforts in conflict prevention, conflict resolution and peacebuilding. In recent years, it has also been established that the WPS lens is essential in humanitarian action, particularly because many humanitarian emergencies are caused or exacerbated by violent conflicts. Furthermore, the WPS agenda is integral across the continuum of Sustaining Peace. Women's rights organizations and women's peace coalitions underscore that their work in ensuring women's participation in peace and political processes, peacebuilding, and conflict prevention is directly linked to their advocacy for disarmament, regulation of small arms, access to justice, labor rights, and environmental protection, among other important issues.[23]

The 2030 Agenda for Sustainable Development outlines the nexus between peace, development and gender equality. The 2015 review of the UN peacebuilding architecture further highlights this nexus in its recommendation to national leaders to prioritize gender equality and women's empowerment as part of national peacebuilding priorities. It stated: "[e]lements of Goal 16 [on peaceful and inclusive societies] and the implications of sustaining peace for all Sustainable Development Goals should also be addressed in the national monitoring and reporting by all countries—both for countries affected by conflict and for those countries who seek to support the building of peace."[24]

The inclusion and equal participation of women in peace processes is a right guaranteed in laws and policies. Moreover, there is clear evidence that women's meaningful participation in peace processes increases the likelihood of reaching an agreement, as well as the likelihood of the agreement holding over time and leading to sustainable peace.[25] As the 2017 report of the Secretary General on women and peace and security stressed, "the past two decades have produced sufficient, credible evidence that women's meaningful participation

23 Based on the initial findings of GNWP's Sustaining Peace research. Please see more information about the research here: http://gnwp.org/program/sustaining-peace/

24 The Challenge o¬f Sustaining Peace. Report of the Advisory Group of Experts for the 2015 review of the UN Peacebuilding Architecture. 29 June 2015., p. 58

25 Coomaraswamy, C. et al, (2015). Preventing Conflict Transforming Justice Securing the Peace A Global Study on the implementation of Security Council resolution 1325. Retrieved from: http://wps.unwomen.org/~/media/files/un%20

measurably strengthens protection efforts, accelerates economic recovery, deepens peacebuilding efforts and leads to more sustainable peace."[26] There is a growing body of research demonstrating a clear and direct link between gender equality on the one hand and resilience to conflict on the other.[27]

However, as the Secretary-General 2017 report points out, "despite the evidence supporting the transformative power of this agenda, the clear and detailed road map provided through the recommendations of the 2015 global study on women and peace and security, the 2015 peace and security reviews and the increased need for an effective solution to growing global challenges, the actual implementation of the women and peace and security agenda continues to fall short."[28]

GNWP's Localization strategy has been recognized as a best practice to address shortcomings in implementation and strengthen the impact of the WPS Resolutions. In countries that have adopted NAPs, Localization has proven to be an effective implementation strategy as it guarantees leadership, ownership and participation of local communities, leading to very concrete actions that address the devastating impacts of violent conflict. It is also a powerful approach in countries where there are no NAPs, because it responds to the impact of conflict and allows prevention and peacebuilding to take place in a systematic and coordinated manner.

Localization also facilitates the alignment of regional policies and RAPs with their implementation on the ground. For example, at the time of the adoption of the Pacific RAP, only Australia and New Zealand had NAPs. For the 14 other Pacific Island countries, Localization provides a useful mechanism to implement the Pacific RAP, by working with local authorities to integrate the RAPs in local development plans; or by developing Local Action Plans to connect the RAP to implementation on the ground.

Localization also facilitates funding of such efforts by local and national government units, as well as regional and global entities.

The 2017 report of the Secretary-General to the Security Council on WPS best summarizes the importance of the Localization program: "[it transforms] the international, regional and national commitments set out in resolutions on women and peace and security into local action [that] can further ensure that local needs and priorities inform national, regional and global policy development." [29]

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women/wps/highlights/unw-global-study-1325-2015.pdf

26 Report of the Secretary-General on women and peace and security. S/2017/861. 16 October 2017. Accessed from https://reliefweb.int/sites/reliefweb.int/files/resources/N1733043.pdf on December 31, 2017

27 Cf. Caprioli, M., 2005. Primed for violence: The role of gender inequality in predicting internal conflict. Int. Stud. Q. 49, 161–178.; Gizelis, T.-I., 2009. Gender Empowerment and United Nations Peacebuilding. J. Peace Res. 46, 505–523. https://doi.org/10.1177/0022343309334576

28 Report of the Secretary-General on women and peace and security. S/2017/861. 16 October 2017. Accessed from https://reliefweb.int/sites/reliefweb.int/files/resources/N1733043.pdf on December 31, 2017

29 Ibid

Localization Program: Rationale, Foundation, Principles and Theory of Change

Localization Rationale

Developed by GNWP in 2010, the Localization program is rooted in the recognition that local leadership, ownership and participation are requisites of effective policy-making and policy implementation. It is a bottom-up approach that directly engages governors, mayors, councillors, community leaders, paramount chiefs, indigenous leaders and traditional leaders, religious leaders, women leaders, youth leaders, teachers, local police and military personnel and all other key local actors in the implementation of the WPS resolutions in local communities.

Decentralization and autonomous governance – foundation of localization

Localization builds on the decision-making power, authority and official mandates of local authorities as granted in local governance laws and decentralization policies of a country. Hence, a basic requirement of the Localization program is that the country has a decentralized system of government or that some form of autonomy is granted to a specific region or community.

"Decentralization" is a broad term that can refer to a range of processes of reorganization of the financial, administrative and other system in order to shift some of the authority, responsibility and/or decision-making power from the central government to more localized entities – such as other levels or branches of the government, local authorities, or the private sector.

The World Bank distinguishes different types of decentralization, depending on the areas of decision-making that are being decentralized:

Political decentralization, giving the local entities, and citizens, more influence in the formulation and implementation of policies;

Administrative decentralization, involving a transfer of responsibility for the planning, financing and management of certain public functions; and

Fiscal decentralization, which allows the local entities to collect taxes, and involves self-financing or co-financing of local governments.

The different types of decentralization can occur simultaneously, and it is important to ensure good coordination between them. For instance, political decentralization is most often accompanied by administrative and fiscal decentralization, as greater autonomy in establishing and implementing policies requires greater fiscal responsibility as well.

Decentralization, especially political decentralization involving the election of local officials, can serve as a helpful tool for increasing accountability to local populations, broadening participation and ensuring more inclusive decision-

making. This has the potential to deepen democracy and provide new opportunities to citizens, which can in turn have a positive effect on development. As the World Bank notes, "where it works effectively, decentralization helps alleviate the bottlenecks in decision making that are often caused by central government planning and control of important economic and social activities [and] can help cut complex bureaucratic procedures."[30] Nonetheless, in order to bring those benefits, decentralization has to be implemented in an efficient and effective manner, with clear allocation of responsibilities and sufficient financial investment. Successful decentralization also requires the local participation and engagement of women and all key local stakeholders.

Decentralization can be motivated by a number of concerns, such as a distrust towards the central government; desire of ethnic or other groups to have more control and autonomy over their own political affairs; or the central government's lack of capacity and commitment to effectively address local concerns and hear local voices. The understanding and ownership of the process of decentralization within local communities is key to its success.

Women's participation in local policy- and decision-making

Decentralization is also a helpful mechanism in ensuring the greater inclusion of women and other groups that have been historically excluded, from decision-making. While the impact of decentralization on women's participation remains under-researched, it is clear that local-level policy development creates a unique space for the promotion of women's empowerment. Women's access to and participation in local governance can have positive impacts at the national level. Access to local level decision-making is integral to strengthening women's leverage across the political arena and bringing their specific concerns to the table. Additionally, without active involvement in local governance, achievements made at the national level toward improving the lives of women and communities may be overturned at the local level. Therefore, in order to ensure that national level advances related to women empowerment have an impact across the country, it is important for women to be meaningfully involved in subnational governance.

However, decentralization can be exploited to reinforce the power imbalances—for example by strengthening male positions of power whilst exacerbating gender inequalities. The 2008 report by the Canadian International Development Research Centre (IDRC) emphasizes that if women are not included in the decision-making at the local level, decentralization could intensify gender stereotypes by adding to women's domestic and caregiving responsibilities.[31] Localization workshops help to avoid potentially harmful effects of decentralization, by ensuring that women are included in decision-making and that their leadership potential is recognized and utilized. Through Localization

30 The World Bank, "Decentralization and Subnational Regional Economics: What, Why and Where?", Available at: http://www1.worldbank.org/publicsector/decentralization/what.htm

31 International Development Research Centre, "Women's Participation in Decentralization", Decentralization, local power and women's rights, Policy Recommendations from the Global Conference, Mexico City, 2008. Available at: https://www.idrc.ca/sites/default/files/sp/Documents%20EN/policy-recommendations-on-decentralization.pdf

workshops and the development and roll-out of Localization Guidelines (described in more detail below), GNWP strengthens local capacities and provides technical support in the integration of UNSCR 1325, the supporting WPS resolutions, and NAPs and RAPs (where they exist) in local development plans, local laws and policies. The Localization strategy also ensures the participation of other marginalized groups such as Internally Displaced Persons (IDPs), refugees, and Lesbian, Gay, Bi-sexual, Transgender and Queer (LGBTQ) individuals, who are convened to attend the Localization workshops alongside other local community members. Localization creates a platform for them to speak about peace and security in their unique voices, and contribute to the drafting of more inclusive laws and policies to implement the WPS resolutions.

In all cases, the Localization strategy guarantees the alignment and harmonization of local, national, regional and international policies with community-driven strategies to ensure local leadership, ownership, participation and coordination among local communities, civil society and government. It is not designed to increase bureaucratic functions or add more work for local authorities. Rather, it allows local communities to analyze their everyday government functions and policies to see what is promoting or hindering the implementation of the WPS resolutions. By creating channels for better coordination, cooperation and coherence among national and local stakeholders in the work around WPS, the Localization program helps ensure that decentralization "works for women" and other marginalized groups and aids local authorities in better implementing existing WPS resolutions.

Goal and Objectives of Localization

The **overall goal** of the Localization of 1325 program is to improve **local, national, regional and global implementation of the WPS resolutions.**

The specific objectives of Localization are:

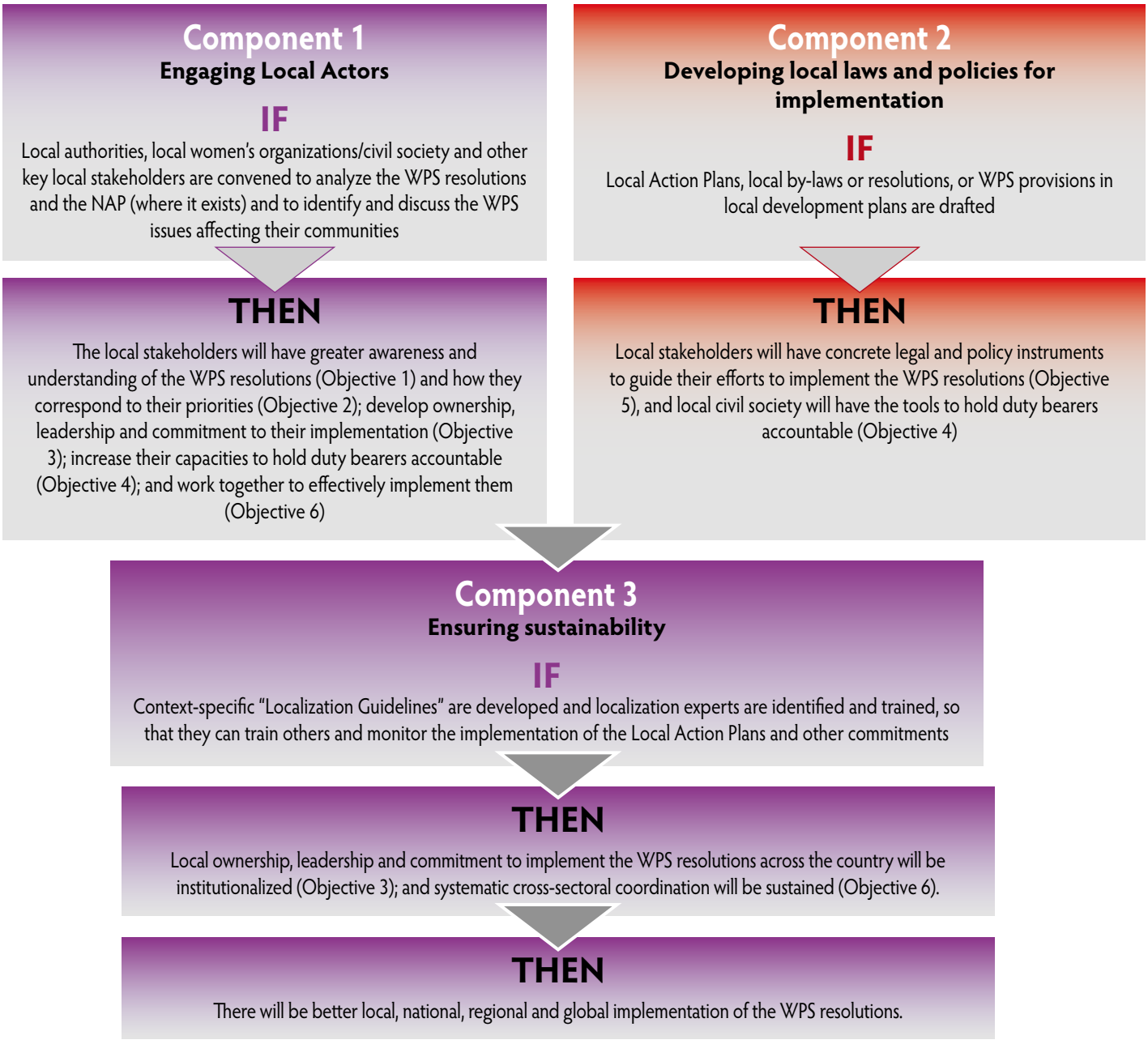
1. **To raise awareness and understanding of UNSCR 1325 and the supporting WPS resolutions** among local government authorities, traditional leaders, local women leaders, youth leaders, community elders, cultural leaders and their respective constituencies**;**
2. To help **identify and respond to local WPS priorities and concerns;**
3. **To foster local leadership, ownership and commitment to implementation** among these key local actors;
4. To enhance civil society capacities to hold government, UN, regional organizations, donors, development partners, and local leaders **accountable to their obligations under the WPS resolutions;**
5. To develop concrete legal and policy instruments that strengthen the implementation of the WPS agenda at the local level; and

6. **To promote systematic coordination and greater cross-sectoral cooperation** among national and local government authorities, civil society, local leaders, UN, regional organizations, donors, and development partners in the implementation of the WPS resolutions.

Theory of Change and the Components of Localization

The Localization of 1325 program has the following theory of change and program components.

Theory of Change:



Component 1: Convening Local Actors[32]

The main activity of this component is the **Localization workshop**, which usually lasts 2-3 days and convenes governors, mayors, councillors, community leaders, paramount chiefs, indigenous leaders and traditional leaders, religious leaders, women leaders, youth leaders, teachers, representatives of the historically marginalized groups, local police and military personnel and all other key local actors and stakeholders. A Localization workshop typically has between 25-35 participants.

The number of participants may vary from country to country; for example, in the Philippines the Localization workshops often have 50-70 or even more participants. If the workshops are larger, the methodology needs to be adjusted. It may be beneficial to use more than one experienced facilitator and use group work in different sessions as much as possible.

The Localization workshop is the first step towards ensuring local buy-in, ownership and implementation of the UNSCR 1325 and the NAP. The Localization workshop is held at the provincial/state, city, municipal, district or village level. The workshop's main purpose is to bring together the above-mentioned key local actors and stakeholders to identify and reflect on the women and peace and security issues that their constituents confront. Collectively, they examine previous and current responses, and formulate concrete actions to address those issues or improve the responses.

The workshop uses interactive lectures and hands-on sessions to:

1. Introduce key concepts (including the concept of gender/gender equality, WPS, the "good cycle" concept—the interdependence between good governance, sustainable development, and peace and security, particularly human security);

2. Introduce UNSCR 1325, the supporting resolutions and the NAP, and conduct conflict analysis to identify the areas of the NAP that are most relevant to the local context; and

3. Make concrete commitments towards Localizing UNSCR 1325 that will form the basis of the Local Action Plan and other local laws and policies to implement UNSCR 1325 at the local level, and establish a Localization Steering Committee on UNSCR 1325.

The workshop is the first step towards implementing UNSCR 1325 at the local level. Its objective is to facilitate a process by which local stakeholders are able to analyze and collectively decide on the relevance and application of the WPS resolutions in their communities.

32 For an illustration of GNWP's Localization Strategy components, please see the Prezi presentation: http://prezi.com/yqqfcjiba61i/?utm_campaign=share&utm_medium=copy&rc=ex0share

The Localization workshops include both women and men as participants. While in some contexts the ratio will be close to 50:50, in others men may be more difficult to mobilize. For example, in Ukraine men are less frequently involved in local governance, and in the civil society at the local level. In such cases, bilateral meetings may be useful to mobilize the support and ensure good attendance of male supporters.

It is an inclusive and participatory process that guarantees local leadership, ownership, and commitment to use the resulting local laws and policies to effect positive change in the lives of women and all marginalized and vulnerable groups affected by violent conflicts. Unlike most of the national action planning processes, where the premium is on technical expertise or position in government and other institutions, local action planning on WPS puts emphasis on recognizing the agency of local populations, amplifying their voices and enhancing their capacities to find peaceful solutions to ongoing conflicts, prevent future ones and sustain peace.

Therefore, it transforms the bureaucratic practice of planning for planning's sake into planning about, for, and by local populations to effect positive change in their own lives.

An important characteristic of Localization is that it seeks to avoid adding unnecessary layers of bureaucracy and stretching already limited local resources. The focus in the Localization workshop is on complementarity and harmonization of the WPS resolutions with existing structures, laws and policies to make them more responsive to the needs of local populations' peace and security concerns.

In addition to the Localization workshop, larger-scale community consultations or town hall meetings and media workshops to enhance journalists' capacity to report on UNSCR 1325 can be held to guarantee broad-base engagement and political buy-in; and further generate support and commitment to the implementation. Bilateral or small group meetings with key actors/authorities can also be held prior to the workshop, to provide background information about UNSCR 1325 and Localization, mobilize support, and ensure good attendance.

Component 2: Developing local laws and policies for implementation of WPS

This component entails the actual **drafting of Local Action Plans, local laws and policies or provisions in local development plans** that would guide the implementation of the NAP or the WPS resolutions at the local level. Drafting occurs during "writeshops" that usually take place several months—up to a year—after the Localization workshop (Component 1).

A "writeshop" is a 2-day workshop, where the participants review existing local policies, discuss the integration of WPS provisions into these policies, draft "SMART" (Specific, Measurable, Actionable, Relevant and Time-bound) plans using both gender and peace/conflict lens, and actually draft Local Action Plans and/or other local laws and policies to implement UNSCR 1325 at the local level, or integrate WPS-relevant provisions into existing documents. The participants in the writeshop are those who are actually involved in drafting policies for their respective organizations and institutions. A resource person with expertise on local governance, local development planning and budgeting, and local legislative processes co-facilitates the writeshop. Most writeshop participants should have attended the Localization workshop, to ensure continuity. The number of participants is between 10-12—a much smaller group than in Component 1.

At the beginning of the writeshop, the participants select the preferred modality for integrating WPS in the local legal and policy frameworks. The three main modalities are: (1) drafting a Local Action Plan; (2) drafting local laws and policies on WPS; (3) integrating WPS into existing laws or local development plans, by including specific WPS-focused provisions. The facilitator presents the different modalities, and discusses their advantages and disadvantages with the participants, who then select the most appropriate modality. This ensures ownership and avoids a situation wherein another plan, law or policy would be adopted but not implemented. However, the goal in Localization is not just to adopt a plan to conform with policy requirements. Rather, it is to transform policy- and decision-making by facilitating an inclusive process, and establishing channels between local women and local authorities, in order to bring about change for local women's empowerment, gender equality, sustainable peace and inclusive security.

In many contexts the Localization workshop helped local councils adopt or expedite policies that filled important gaps, rather than adding additional layers – such as the by-laws on preventing Early, Child and Forced Marriage in Sierra Leone. The Local Action Plans do not need to be complex or complicated documents; they should take the form that is meaningful and helpful to the local actors.

The integration of WPS into local development plans and the development of local laws and policies has to be aligned with local development and budgeting processes. Hence, although the "writeshops" last only a couple of days, the drafting, revision and adoption process of LAPs and other local policies can take a year or two.

Component 3: Ensuring sustainability

This component usually takes place after the Localization workshops (Component 1) and the development of local legal/policy instruments for implementation of UNSCR 1325 (Component 2). It consists of two main activities:

- the drafting of context-specific **Localization Guidelines**, which will serve as a main reference to roll out the Localization program across the entire country; and

- the **Training of Trainers (ToT)**, bringing together Localization experts from different provinces, states, cities, municipalities, districts or villages, identified during Localization workshops to further build their capacities and validate draft Localization guidelines.

Localization Guidelines

The Localization Guidelines are a document designed to assist local authorities in mainstreaming the relevant provisions of UNSCR 1325 and the supporting WPS resolutions and the NAP/RAP (where they exist) in local development plans. Additionally, the Guidelines serve as reference if the local authorities opt to develop Local Action Plans or adopt local laws and policies.

The Localization Guidelines are developed by a team made up of civil society, experts on WPS, local authorities who took part in the Localization workshops and the writeshop, and experts from key national ministries. These can include the ministry responsible for the overall coordination of the NAP implementation (where there is a NAP) such as the Ministry of Gender, Ministry of Foreign Affairs or the Ministry of Peace and Reconstruction; and the ministry that has the mandate to support local authorities such as Ministry of Local Government and Rural Development or Ministry of Federal Affairs and Local Development.

Once drafted, the Localization Guidelines are validated by the participants during the Training of Trainers workshop (see next section), as well as by lead implementing ministries and agencies at the national level. Key ministries then officially endorse the validated guidelines. Following the official endorsement or adoption of the guidelines, local authorities, with support from the key national ministries and civil society roll the Guidelines out throughout the country, thereby facilitating the effective implementation of UNSCR 1325 and supporting resolutions in every province, state, city, municipality, district, and village.

The Ministry of Local Government and Rural Development, the Ministry of Federal Affairs and Local Development or their equivalent in other countries are expected to lead the roll out of the Localization Guidelines. They are also expected to train the local authorities to use the Localization Guidelines and monitor how it is used. This is one of their contributions to the implementation of the WPS resolutions in line with the "whole of government approach" to implementation of the WPS agenda. To date, DRC, Nepal and Sierra Leone have developed, adopted and rolled out Localization Guidelines.[33]

Training of Trainers

The Training of Trainers (ToT) is a 2- to 3-day workshop that convenes 20 to 25 Localization workshops' participants from different provinces, states, cities, municipalities, districts, and villages. The objective of the ToT is to further develop the expertise of leading civil society actors, local authorities, and other local leaders in implementing the WPS resolutions. With this expertise, participants

33 The guidelines are available at: http://gnwp.org/training_material_type/localization-guidelines/

who complete the ToT make up a national Pool of Experts, who can then hold Localization workshops in different regions of the country and provide technical support in the formulation of concrete strategies to ensure the operationalization of the LAP, other local laws and policies on WPS, as well as local development plans. The ToT also includes a session on validation of the Localization Guidelines.

Financing the Localization of UNSCR 1325

The lack of adequate, long-term and predictable funding is one of the key challenges to the implementation of the WPS agenda. This challenge is also experienced in the implementation of the Localization program. Too often, funding for WPS implementation focuses on the development and adoption of a NAP, with insufficient or no funding available for actual implementation—including for the implementation of Localization.

To address this challenge, funds have to be moved on two levels: nationally, by allocating budget for Localization within national government budgets; and internationally, through increased donor commitments to fund Localization and simplified processes for governments and civil society to apply for funding.

While there is no "one-size-fits-all" solution to ensure funding for Localization across different contexts, there are some strategies that key stakeholders can adopt to increase funding for the implementation of the WPS resolutions at the national and local levels:

1. Ensure that Localization is written into the NAP, and that the NAP is properly costed and budgeted

The Localization of UNSCR 1325 is a process that should begin at the earliest stages of NAP development–or even before then. It is crucial to involve local stakeholders in the development of the NAP, especially in identifying NAP priorities, formulating its objectives, and designing activities. The NAP Logical Framework (Logframe) should clearly indicate how the objectives, activities, outputs, outcomes and indicators would be applied or implemented at the local level.

To guarantee funding for the implementation of the Localization strategy, it is crucial to ensure that the NAP is properly costed and budgeted. NAP "costing" refers to the process of assigning cost to each activity in the plan. Costing is the first step toward developing a NAP budget, and should be accompanied by identifying the relevant sources of funding for each activity. GNWP developed a Manual on NAP Costing and Budgeting, which includes more information and step-by-step guidance on the process.[34]

2. Use the existing resources at the local level

An important element of Localization is finding synergies between the WPS resolutions and the existing laws, policies and local development plans. The

34 The NAP Costing and Budgeting Manual is available at: http://gnwp.org/no-money-no-nap-launch/

"writeshop" held as part of the second component of Localization should consolidate and build on these synergies, by actually drafting provisions that integrate WPS into relevant laws and policies and local development plans. This not only ensures coherence, stronger ownership and "streamlining" of activities; **it also allows local authorities and national ministries to tap into the existing resources and budgets to fund Localization.**

3. Make use of international donor support on WPS

The support of international donors, including through Official Development Assistance (ODA), remains a key source of funding for the implementation of the WPS resolutions. GNWP continues "knocking on donors' doors" and advocating for more adequate, predictable, and accessible funding.

GNWP's research and advocacy efforts, conducted in collaboration with Cordaid, led to the establishment of the Women's Peace and Humanitarian Fund (WPHF; formerly Global Acceleration Instrument on WPS) in 2016. The WPHF is the first pooled financing mechanism that breaks the silos between WPS and humanitarian action. At least fifty percent of the fund is allocated to civil society groups who work in conflict-affected communities. Moreover, civil society organizations are represented in the Global Funding Board and National Steering Committees of the WPHF. This enables civil society to influence decision-making and ensure support to local WPS initiatives.[35]

4. Tap into the private sector

The private sector has an important role to play in supporting the implementation of the WPS resolution. However, private sector funding remains underutilized—there is still little knowledge and documented good practice on such engagement.

In many countries, including conflict-affected areas, weak regulations over the private sector have had a negative human rights impact. This may make it more difficult for WPS actors to identify companies who can be trusted partners, and whose practices do not go against basic principles of the Women and Peace and Security agenda.

The UN "Guiding Principles on Business and Human Rights" recognizes the importance of businesses operating in conflict-affected areas to "identify, prevent and mitigate the human rights-related risks of their activities and business relationships."[36] The guidelines call on States to provide businesses with support to conduct such analysis. Therefore, they may be a useful tool in identifying private sector allies in the implementation of the WPS agenda.

It is also necessary to differentiate between transnational corporations (TNCs) and national and local entrepreneurs. While TNCs might have more funds to support the implementation of the WPS resolutions, and better established

35 More information on WPHF is available at: http://wphfund.org/.

36 United Nations Office of the High Commissioner on Human Rights, "Guiding Principles on Business and Human Rights. Implementing the United Nations' 'Protect, Respect, Remedy' Framework", 2011, p. 9. Available at: https://www.ohchr.org/Documents/Publications/GuidingPrinciplesBusinessHR_EN.pdf

"Corporate Social Responsibility" programs, they are also less rooted in the local context, and can simply pull out from a country when there is an imminent conflict or insecurity. National and local entrepreneurs are usually citizens of the country. They are therefore more likely to be concerned about peace and security. Moreover, they often do not have the resources or systems to move their operations abroad, which may deepen their commitment to contribute towards improved peace and security in local communities.

International Alert has documented how investing in small and medium enterprises can help build peace in Afghanistan and Pakistan, for example by addressing socio-economic grievances, and providing employment opportunities where unemployment is a driver of conflict.[37] The private sector has also been actively involved in brokering peace in Colombia and Tunisia.[38] Locally-based businesses can be powerful allies and a potential source of funding for WPS implementation and sustainable peace.

Therefore, when searching for funding to adopt the Localization strategy, it is important to map out key private stakeholders—especially national and local enterprises and businesses—that may be interested in investing in WPS implementation. It is important to use the existing references—such as the UN "Guiding Principles on Business and Human Rights" to assess the businesses' human rights practices and impact prior to entering into partnership with them.

5. Document achievements of Localization (Monitoring & Evaluation)

Monitoring and evaluation is another important process that can help generate funding for Localization. Most donors are keen to support the strengthening and replication of concrete, evidence-backed results and impact of Localization. National and local government ministries and agencies could also be mobilized to fund and publicize Localization initiatives that demonstrate government success.

As of yet, many Localization impacts remain undocumented, and follow-up and proper monitoring and evaluation are often lacking. This Toolkit includes detailed guidance on the Monitoring and Evaluation of Localization in Section IV. GNWP, with support from the Peace and Stabilization Operations Program (PSOPs) of the Government of Canada, is also developing a Localization evaluation module to assess the impact of Localization in DRC.[39]

37 Rabia Nusrat, "Strengthening the capacity of business to contribute to building peace in Afghanistan", International Alert, May 2018.

38 International Peace Institute, "Entrepreneurship for Sustaining Peace", June 2017.

39 The evaluation module is available from GNWP upon request

Localization in practice: Good Practices and Lessons Learned from GNWP's experience

This section provides information about the impact of Localization to date. It is meant for civil society, government representatives and other national and local stakeholders who want to better understand how Localization can effect positive change in their communities. The information in this section can be used to advocate for adopting Localization as a key implementation practice for WPS.

Impact of localization

An increase in the number of women running for local elections in Nepal and the Philippines. Regular and systematic assessment of mayors' and other local authorities' implementation of UNSCR 1325 in Sierra Leone. Better response to and prevention of sexual and gender-based violence in local districts in Uganda. These are just a few of the impacts that the Localization of UNSCR 1325 contributed to, presented by the participants of the Conference on the Localization of UNSCR 1325 and Supporting Resolutions held in Kathmandu, Nepal on February 8-10, 2018.

To date, Localization has been implemented in 15 countries. Local Action Plans (LAPs) have been developed in most of them. In Colombia, a sectoral action plan on UNSCR 1325 and supporting resolutions for the LGBTQ community has also been developed to respond to the violence committed by armed groups against LGBTQ individuals. In other countries, Localization led to the integration of WPS provisions in local development plans or the adoption of by-laws, resolutions or local legislation. One such example was the formulation of by-laws on Prevention of Early and Child Marriage by District Councils in two districts in Sierra Leone. Other key outputs include the establishment of Localization Steering Committees, Task Forces, and Advocacy Groups on the implementation of NAPs. Such groups were formed in Kenya, Nepal and Sierra Leone. These have supported the organizing and mobilization of local women's rights organizations and CSOs and are ensuring accountability for the implementation of LAPs and other laws and policies on women's rights and gender equality.

The Localization program has also **catalyzed awareness and knowledge raising initiatives.** For example, in Nepal, following a series of Localization workshops, discussions on UNSCR 1325 were integrated into school curricula. Trainings on WPS for police and military forces were held in DRC, Nepal and the Philippines. Other outcomes were the **inclusion of women in local peacebuilding mechanisms** such as the, Bodong, a century-old, historically all-male **traditional peace council, in the Philippines;** and the increase of the number of women ministers in South Kivu increased from 1 to 4 after 2013

elections. The participation of women remained at the increased level (3 women) after 2017 elections. All of these can be attributed to the increased awareness of the male leaders, who participated in the Localization workshops.

An equally important outcome was **strengthened leadership among key local actors to implement the WPS resolutions.** For instance, a Paramount Chief in Sierra Leone now tells his chiefdom that violence against women and girls is unacceptable and perpetrators will be punished. An indigenous woman leader in Colombia raises awareness in her community on how the application of UNSCR 1325 and 1820 can be used to protect the individual and cultural rights of indigenous people. A civil society leader in Nepal – after attending a Training of Trainers program on UNSCR 1325 and 1820 – now travels to local communities to conduct training on the resolutions. All these people make up GNWP's partners in the Localization of UNSCR 1325 and 1820 program, and their powerful stories of narrowing the gap between global policies and local implementation reflect the vital work taking place.

Localization in numbers

1,500+ **Local stakeholders, including governors, mayors, councillors, women, youth, indigenous and tribal leaders, faith leaders, school teachers, local police and military officers and other local actors participated in Localization**

84 **Local areas reached through GNWP's Localization strategy**

55 **Local Action Plans adopted in Colombia, Liberia, Nepal, the Philippines, Serbia and Uganda**

10 **Women who participated in Localization ran and won in local government elections in Nepal and the Philippines**

5 **Women included in the traditional, previously all-male Bodong conflict-resolution council in Kalinga, Philippines following Localization**

6x **More women reporting sexual and gender-based violence following the establishment of a gender-based violence desks at local police after Localization in Kitgum, Uganda**

100 **Women benefitted from support to establish their own micro-businesses and community gardens, provided by local council after Localization**

Localization impact: Highlights

Increased participation of women in decision-making and peace processes

More meaningful participation of women in decision-making at the local level is one of the most important documented impacts of Localization. In the Philippines and Nepal, Localization raised awareness about the importance of women's participation, resulting in more women running and being elected to local offices. For example, 30 percent of newly elected councillors in Tabuk City, Kalinga province, in the Philippines were women. This can be attributed to Localization, since the Localization workshop and the advocacy and trainings conducted as follow-up to it resulted in increased confidence among women, who were therefore more willing to run in the elections. Six Nepali women who took part in the Localization workshop series in Nepal were inspired to run in the local elections in 2017 . They now occupy important positions in different municipalities.

In the Philippines and Kenya, the Localization also resulted in the appointment of women to key local council positions traditionally held by men. For example, a woman who participated in the Localization process was appointed to the County Assembly in West Pokot, Kenya, in recognition of her peacebuilding work. In the Philippines, women have been assigned to important peace and security mechanisms such as the Barangay Peace and Order Councils, which monitor and coordinate the implementation of peace and order programs at the barangay (village) level. Five women were also included in the Bodong, a 24-member century-old traditional peace council in Kalinga province, appointed by tribal elders. Until the Localization program, the Bodong was exclusively male.

In Colombia, Localization has created a foundation for greater participation of women in the peace negotiations with the Colombian Revolutionary Armed Forces (FARC). In the absence of a NAP, the Local Action Plans helped mobilize women activists, and provided them with tools to successfully advocate for the creation of a Gender Subcommittee, and the inclusion of women at the negotiating table.

The Localization program created platforms that enabled women CSOs to consistently demand for their meaningful participation in decision-making, especially related to peace and security. This resulted in increased support from male traditional and political leaders. For example, a Senator in Uganda mobilized her fellow politicians to conduct leadership training for women in collaboration with GNWP members and partner organizations. In Sierra Leone, Paramount Chiefs encouraged women to run for Chairmen and Section Chief positions in local districts.

Improved prevention of—and response to—sexual and gender-based violence

Localization has improved the prevention of—and response to—sexual violence in local communities where the program has been implemented. Localization led to greater participation of women in decision-making, enhanced awareness and development of local laws and policies that forbid sexual and gender-based violence, as well as regular training of the police and military on WPS. All these measures have created conditions for women to be safe—or to have access to justice and support services.

In Liberia, following Localization, local women have collaborated with the police to establish a hotline to make reporting of domestic and sexual violence easier. In Liberia and Uganda, the increased awareness and advocacy following Localization resulted in faster processing of cases of sexual and gender-based violence, a reduced backlog of cases, greater accountability, and easier access to justice for victims.

While obtaining data about the actual number of cases is difficult, due to the sensitivity of the information and the under-reporting of sexual violence cases, the evidence presented in the case study below points to greater awareness and less acceptance of sexual violence.

Stronger and better implemented National Action Plans

Localization has strengthened the implementation of UNSCR 1325 at the local level. Local Action Plans and other policies developed through the Localization program provide a framework for implementation and accountability. In Sierra Leone, following Localization, the implementation of the Sierra Leonean NAP has been included as one indicator in the performance evaluation of local district officials.

Localization is not only a strategy for local implementation of UNSCR 1325. It can also strengthen the implementation at the national level, and contribute to stronger, and more effective NAPs. This was the case in Georgia, where the latest, third generation NAP distinctly defines the role of local municipalities in implementing the NAP. In Serbia, Localization has shaped the drafting process of the second generation NAP, which has been more inclusive and participatory, with increased involvement from women's rights organizations and other CSOs.

Case study: From grassroots activists to local authorities – Nepal women stand for elections[40]

"Localization has helped me understand UNSCRs 1325 and 1820 and reinforced my understanding of the need to work with conflict-affected women and girls … as an elected leader, I am [connecting the women to organizations] that can provide them support. Some have already received support for their livelihood projects such as goat-rearing." This is how Ms. Dhauli Devi Rawal, Vice Chairperson of Shikhar Rural Municipality described her experience of Localization.

Ms. Rawal is among six women who were inspired by the Localization workshop to run for office. The other five ran and were elected as a Deputy Chairperson (Jorayal Municipality; Council members (Shikhar and Dipayal Municipalities) and a Deputy Coordinator of the District Coordination Committee (Dipayal Municipality).

Before being elected as Vice Chairperson of Shikhar Rural Municipality, Ms. Rawal was a grassroots peace advocate for many years. She comes from a farming community, and was keenly engaged in social work, both as a Female Community Health Volunteer and social leader, Ms. Rawal was identified by the NGO Rural Women's Development and Unity Centre (RUWDUC) to participate in various awareness raising and leadership trainings. Over the years she was trained as a Community Mediator and helped resolving various disputes at community level. Her active role at community level led to her selection for the Localization workshop, based on lessons learnt from GNWP's Localisation Strategy, organized by RUWDUC and its partner Saathi in collaboration with support of the UN Women.

In Nepal, the inclusive and consultative process of drafting the first NAP laid a solid foundation for the Localization strategy. The NAP was developed through a collaborative process between the government and civil society, with consultations in 52 of the 75 districts, which were attended by over 3,000 women, men and children who were directly affected by the conflict. Following the adoption of the NAP in February 2011, District Coordination

40 Case study author and researcher: Pinky Singh Rana. Edited by: Agnieszka Fal-Dutra Santos and Mavic Cabrera-Balleza.

Committees (DCCs) were established in all districts, under the Chief District Officer, to integrate NAP provisions into district-level program and activities, and coordinate and monitor NAP implementation at the district level. These committees include representatives of the government, civil society, as well as conflict-affected women.

Localization built on this process. It convened representatives of local government authorities from the District and Village Development Committees, Local Peace Committees, District and Village-level Education Committees and the Nepali Army and Nepal police in 6 districts: Baglung, Syanja, Kaski, Banke, Kanchanpur and Dang, as well as civil society and conflict-affected women in those districts. The participants discussed issues of peace and security in Nepal, analyzed the conflict and its lingering impact, and discussed the relevance of the NAP as a response to local women's peace and security concerns.

Localization contributed to empowering the local women and emboldening them to reach for the decision-making positions. As Ms. Rawal put it, "We are informed the power is in our hands, but we feel as though our hands are tied …and change is not easy." Localization provided a space for discussing the challenges women face and identifying effective solutions to them.

Nepal is currently developing the Phase II NAP. In June 2017, the Global Network of Women Peacebuilders (GNWP) conducted a Costing and Budgeting workshop with key stakeholders of the NAP to ensure a realistic budget and adequate funding for implementation.

Case study: Bringing women to the traditional governance structure in the Philippines[41]

In Kalinga province in Northern Philippines, a centuries-old Bodong (Peace-Pact), a traditional a conflict-resolution mechanism also serves as the basic governance structure in this region. The Bodong has historically been all-male. However, following the Localization of UNSCR 1325 in the Kalinga province, **5 women have been included in the Bodong, as well as the Matagoan Bodong Consultative council (MBCC)** – a council of elders, responsible for implementation of the laws and Bodong decisions at the local level**.**

41 Case study author and researcher: Therese Grail Lawangan. Edited by: Agnieszka Fal-Dutra Santos and Mavic Cabrera-Balleza.

The inclusion of women in the Bodong was a significant achievement, as it recognized and formalized women's peacebuilding efforts at the local level. The Philippines has experienced various forms of armed conflict and violence since the 1960s. Filipino women have been disproportionately affected, including by the increased rates of sexual and gender-based violence. Yet, far from being passive victims, Philippine women have led peacebuilding efforts for decades. They have led informal peace talks, supported socio-economic development initiatives in their communities and advocated for justice and reconciliation processes. The advocacy efforts of women activists have led to an unprecedented representation of women in the peace talks between the government and the Moro Islamic Liberation Front (MILF). Women constituted 33 percent of negotiators (two of the four government negotiators and one of the five MILF delegates), as well as 25 percent of the total signatories to the final agreement, and served as advisors on both the government and MILF teams. Moreover, Miriam Coronel-Ferrer, head of the government negotiating team was the first—and remains the only—woman chief negotiator in history to sign a major peace accord.

The inclusion of women in the Bodong was significant because it contributed to changing the way the centuries-old institution functions. The women have pushed for and worked on the inclusion of trauma healing and reconciliation they integrated in the activities of the Bodong Council. In addition to sitting on the council, the women who were selected to join the Bodong, conducted wide-spread awareness-raising on violence against women among their communities.

The women ambassadors selected for the Bodong were also the participants of the Localization workshops organized by GNWP with support from the Ministry of Foreign Affairs of Norway and in partnership Women Engaged in Action on the implementation of UNSCR 1325 (WEAct 1325) between 2011-2016.

In Kalinga, the first Localization workshop was held in Tabuk City, in April 2012. More than a hundred women leaders of different women's organizations participated and were able to draft resolutions that were submitted to the local government unit. Since then, GNWP partners, and women civil society who attended the workshop have continue to organize seminars, workshops and conferences. The City Government of Tabuk, has also organized follow-up activities. As Therese Grail Lawangan, one of the Localization participants, and a researcher who investigated the impacts of Localization put it, **"Localization was the starting seed of the commitment [of the mayor]** and hence influenced the other heads of offices to work not only for the protection of the rights of women and children but also their inclusion in the decision-making table."

Case study: Improving response to sexual and gender-based violence in Uganda[42]

Uganda has a long history of civil conflicts and continues to face ongoing internal conflicts many of them political, armed insurgency, land and elections-related violence. The 20-year insurgency of the Lord's Resistance Army (LRA) in Northern Uganda between 1987 and 2006 affected many communities and has been characterized by gross human rights violations, including human trafficking, abductions of young children and adults alike, torture, and systematic sexual violence, as well as sexual slavery. Women and children are disproportionately affected by these conflicts, and also represent the vast majority of internally displaced persons and refugees.

Although the security in the country improved significantly following the signing of a cessation of hostilities agreement between the LRA and the Ugandan Government in 2006, peace remains elusive especially for opposition political leaders, and women and girls, who remain particularly vulnerable, especially to police brutality, murder, and sexual and gender-based violence (SGBV).

SGBV was identified as one of the key threats to women's peace and security in the Localization workshops organized by GNWP and the Coalition for Action on UNSCR 1325 (CoACT 1325), in collaboration with the Ugandan Ministry of Gender, Labor and Social Development in 2012-2013 in Dokolo, Lira, Bushenyi, Kasese, Gulu, Kitgum and Amuria districts. The participants discussed the root causes of conflicts and violence, as well as of the other security challenges in local communities.

Obtaining data on the prevalence of SGBV is always extremely difficult due to under-reporting. Moreover, there is no baseline data about the number of SGBV cases in Uganda prior to the Localization. Still, a combination of qualitative and quantitative evidence strongly suggests that the Localization has contributed to **increased reporting and better response to SGBV cases in Uganda** through three interlinked mechanisms, in the districts where it was implemented.

First, through the development of a stronger local legal and policy framework for addressing and preventing SGBV. In each district, a Local Action Plan (LAP) with concrete provisions on SGBV prevention and management was adopted. Thanks to the engagement and ownership of the stakeholders who attended Localization – including local police and security forces – the LAPs became powerful tools that continue to contribute to increased reporting and improved management of SGBV cases. For example, in Kitgum district, a Gender-Based Violence desk and Community Liaison officers were established after the Localization, as a measure to strengthen district response to SGBV. As the Kitgum District Police Commander emphasized, "the desk and liaison office have helped in bridging the gap between the police and community resulting in confidence to report cases of SGBV, and a decrease in [the backlog of SGBV

42 Case study author and researcher: Robinah Rubimbwa. Edited by: Agnieszka Fal-Dutra Santos and Mavic Cabrera-Balleza.

cases]." As a result, **reporting of SGBV cases in Kitgum has increased from 435 cases in 2014 to over 2,500 each year since Localization took place.**

Kitgum district also passed a **Council resolution to ban the sale of alcohol packaged in very small sachets** that is very affordable and easily accessible. This resolution has helped to reduce alcohol consumption. This was directly related to the discussions during the Localization workshop, which identified alcohol as a one of the drivers of violence including SGBV. According to Cangoura Gladys, the representative of the Kitgum Women Peace Initiative (KIWEPI) and one of the Localization workshop participants, the policy has contributed to a decrease in alcohol consumption and drunkenness in the district.

Secondly, the Localization contributed to improved coordination of activities addressing SGBV. Gender-based violence working groups were established in Bushenyi, Kasese, Kitgum and Amuria districts. The working groups are responsible for monitoring the implementation of LAPs. When new initiatives on SGBV are introduced in these districts, Localization committees present the LAP objectives, and discuss with the proponents of SGBV programs how they could contribute to the implementation of the LAP. This avoids duplication of efforts, promotes coordination and better response to SGBV. In addition, SGBV Committees at district and sub-district levels were also established. The SGBV Committees meet monthly to "discuss progress and review reports including number of back log cases that need to be handled by the courts and to set new actions to improve SGBV response in the district", Rhoda Oroma, Deputy Chief Administrative Officer from the Kitgum District. **The effective implementation of LAPs improves the district's response to sexual violence by ensuring frequent follow-up on sexual violence cases, and providing a mechanism to monitor which prevention and response strategies work well, and which do not.**

Thirdly, Localization has contributed to increased awareness on SGBV among the local population. As part of the LAP implementation, KIWEPI began a program which trained 30 village champions who support the organizing of community dialogues, sensitizing people and raising awareness about SGBV and development issues at grassroots levels. These are guided by Strategy 1.3. of the LAP, on Community Education and sensitization of the LAP.

Case study: Stronger accountability for better implementation and livelihood support in Sierra Leone[43]

In Sierra Leone, following Localization, the Ministry of Local Government and Rural Development has **integrated the implementation of UNSCR 1325 into the comprehensive local government performance assessment system (CLoGPAS).** The CLoGPAS system, introduced in 2006, is a comprehensive mechanism for monitoring the performance of the local councils.

GNWP in partnership with the National Organization of Women (NOW)-SL, the Ministry of Social Welfare, Gender and Children's Affairs (MSWGCA) and the Ministry of Local Government and Rural Development (MLGRD) facilitated Localization training for 19 Local Councils across the country. Following the workshops, the MLGRD integrated additional indicators into the CLoGPAS system, to ensure that it holds the local authorities accountable for the implementation of Sierra Leone's National Action Plan (SiLNAP) and the Local Action Plans on UNSCR 1325 and 1820.

The CLoGPAS assessments are an important accountability tool. Their results are publicly available and shared with the national government. As such, the

43 Case study authors and researchers: Dr. Nana Pratt and Amara Sowa. Edited by: Agnieszka Fal-Dutra Santos.

result of the CLoGPAS review can affect the budget of the local government; and the support for the Councils.

The strong ownership of the implementation of UNSCR 1325 by the local authorities and the integration of SiLNAP and the Local Action Plans on UNSCR 1325 and 1820 into the CLoGPAS system, were two direct outcomes of the Localization process in Sierra Leone.

They have led to a number of impacts, including the support to livelihoods as a measure to promote greater security in Kenema district. The Localization Guidelines recommended to hold consultation meetings to review the District Development Plan, to align it with SiLNAP. During the consultations, the need for support to women to undertake gardening and farming activities was expressed. As a result, between 2014 and 2015 the Kenema District Council provided support to three women's groups in the Wandor and Gorama Chiefdoms in the district. The Council has supplied the women with farming implements such as shovels, hoes, machetes, buckets, watering hoses, as well as seeds of various plants. The groups – consisting of around 30 women each – have used the support to open community gardens in their communities. The income from selling the produce is pooled together to form a "fund" from which the women can borrow (with no interest) to cover various expenses, such as their children schooling, books etc. **This has provided women with a certain level of financial independence. They are no longer completely dependent on their husbands for financial support.**

The example of Sierra Leone shows how accountability mechanisms can increase ownership by local authorities and lead to practical outcomes. It is a good example of Localization serving to enhance the human security – and use the Women and Peace and Security resolutions to improve women's livelihoods and promote economic empowerment.

SECTION III How to implement the Localization program?

This section is designed for civil society and local authorities who want to implement Localization in their country. It includes:

- practical checklists to conduct Localization workshops (Component 1), organize Writeshops (Component 2), and support the drafting of Localization guidelines and the convening of Training of Trainers (Component 3);
- workshop module summaries under each component;
- lists of relevant annexes contained in this toolkit, including detailed session-by-session workshop modules, sample surveys and evaluation forms; and
- detailed facilitator/implementer guidance.

Setting the stage for Localization

Assess the context for the Localization strategy implementation.

To ensure the optimal impact of Localization and effectively mobilize support for the Localization strategy, it is necessary to carefully analyze the implementation context, the decision-making architecture over the implementation of the NAP and the local governance structure.

Some of the questions to ask include:

- Which government ministry or agency is responsible for the overall coordination and implementation of the NAP and how can it support the Localization?
- Does the country have a decentralized system of government? Has the local area (region/province/state) where you intend to implement the Localization been declared an autonomous region/area by the national government?
- Does the local area (region/province/state) where you intend to implement the Localization have existing local laws and policies on gender equality, women's rights, peace and security?
- Does this local area have experience in localizing other international/regional laws and policies?

The answers to these questions will determine whether and how Localization should be implemented. If the local area already has existing local laws and policies on gender equality, women's rights, peace and security and/or if it has experiences in localizing other international laws and policies, they should be utilized to support the Localization strategy and be discussed during Localization workshops.

Mobilize support for implementation through town hall consultations, bilateral meetings and media engagement

Local populations cannot truly participate in any strategy if they do not understand it. They cannot implement what they do not know. One of the key objectives of the Localization strategy is to raise awareness and understanding about the Women, and Peace and Security resolutions, and their applicability to the local context.

To guarantee that Localization engages and benefits all key local stakeholders, it may be useful to organize large-scale community consultations or town hall meetings, open to the entire community. The meeting can last 2 to 3 hours, convening the various members of the community to inform them about the upcoming Localization activities and their purpose. The organizers should present the objectives and components of the Localization, and respond to the community members' questions and concerns.

It is also essential to ensure the support and ownership of the local authorities and leaders, as well as the national actors, including the national ministry/agency responsible for NAP implementation. Therefore, it may be useful to organize bilateral meetings with them to provide background information about WPS and Localization, and ensure their political support and participation.

The media is also a key instrument in promoting broad-base awareness and ownership of the Localization strategy and mobilizing participation in the Localization workshop. GNWP has developed a module for media workshops, which enhance journalists' capacity to report on UNSCR 1325 and the supporting WPS resolutions. Holding such workshops prior to Localization, and inviting local as well as national media, can help guarantee broad-base engagement and political buy-in; and further generate support and commitment to the implementation.[44]

Operationalizing the three components of Localization

COMPONENT 1: Convening Local Actors – Localization Workshop

A localization workshop is the first component of Localization – and the first step towards ensuring that UNSCR 1325 is implemented at the local level in a way that is aligned with the needs and concerns of the local populations.

The Localization workshop convenes governors, mayors, councillors, community leaders, paramount chiefs, indigenous leaders and traditional leaders, religious leaders, women leaders, youth leaders, representatives of other historically marginalized groups, teachers, local police and military personnel and other key stakeholders. The participants learn about the WPS resolutions and the

44 For more information, sample module matrix and other materials for the media workshop, please contact GNWP.

NAP, if it exists, and use this knowledge to analyze WPS issues and the socio-political and cultural context that impact them. They then identify the concrete actions needed to implement the WPS resolutions in their local communities.

Careful preparation, dynamic facilitation and concrete follow-up activities are essential for the successful implementation of Localization workshops. The below checklists and materials will help the facilitator prepare for, conduct, and follow up the Localization workshop.

BEFORE THE LOCALIZATION WORKSHOP

Invite participants

The participants for the Localization workshop should include:

- Representatives of local women's groups/organizations;
- Local representatives of other marginalized groups such as ethnic minorities, people with disabilities, and the LGBT community;
- Representatives of local authorities, including the mayor and local representatives of ministries and agencies in charge of gender equality and peace and security such as the Ministry of Gender, Ministry of Defense, and Ministry of Foreign Affairs;
- Local police and/or military officers; and
- Other local leaders such as indigenous leaders, traditional leaders, faith leaders, youth leaders and school teachers.

It is important for the participants to have **decision-making power** in their own organizations or institutions and to be able to make concrete commitments during the workshop. At least 25 percent of the participants should also have **expertise in the areas of women and/or peace and security.**

There are usually 25-40 participants in a workshop. The ratio should be around 60 percent local authorities and 40 percent civil society, youth and sectoral organizations. You should also aim for gender balance, regional balance and ethnic/cultural diversity among the participants.

Identify and invite experts and resource persons

Some sessions of the Localization workshop require expert knowledge on a number of issues. At this stage, it may be useful to reach out to other civil society organizations to invite them to partner on, or co-host the Localization. They may be able to make suggestions for the resources person, as well as contribute to the overall facilitation and logistics of the workshop.

The following experts should be invited and contracted:

- **WPS and Localization expert:** This resource person is usually an international or national expert with rich experience working on WPS implementation and facilitation of Localization processes. GNWP is happy to provide its support and expertise to Localization, subject to availability of staff and budget.
- **Local Development/Local Governance expert:** This resource person is typically a local expert with profound knowledge of the local governance and local development processes. They should have experience working with the local government and/or with the Ministry/agency mandated to provide technical support or administrative guidance to provinces/states/cities, municipalities/districts or villages. This will ensure not only the necessary expertise, but also the political buy-in needed for successful Localization. The expert should also have basic knowledge of WPS, gender and the NAP/RAP processes in the country/region.

☑ Send out the Training Needs Analysis survey

To understand the level of knowledge of the participants, and be able to adjust the workshop module and the facilitation to their specific needs, it is important to circulate a Training Needs Analysis (TNA) survey among the participants before the workshop.

The TNA should include questions about the participants' knowledge on UNSCR 1325 and the supporting WPS resolutions; their involvement in the NAP development or other WPS-related process at the national level; their work to implement WPS at the local level, etc.

Please see Annex 2 for the sample TNA questionnaire.

☑ Customize the Localization workshop module

The workshop module prepared by GNWP provides key information and facilitation guidance for conducting a Localization workshop. Nonetheless, the content and facilitation of each session should be adjusted to the local context, culture and priorities.

The workshop module and agenda should also be adjusted to ensure that all invited participants, especially the local women, can attend. For example, the workshop should take place at a time and in a venue that is accessible to women. When planning the workshop agenda, the local work culture (e.g. typical working hours) should be taken into account. It is also important to make considerations for cultures where women are not allowed to travel alone; or would need to be accompanied by a male family member or an older companion.

Customize the Knowledge, Beliefs, Attitudes and Perceptions

Participants will complete the same Knowledge, Beliefs, Attitudes and Perceptions survey before the actual Localization workshop begins (Pre-Test), as well as after (Post-Test). By comparing the answers provided before and after the workshop, the survey will reveal any change in the participants' knowledge, beliefs, attitudes and perceptions of WPS issues as a result of the Localization workshop.

Since work in policy advocacy—such as the work of GNWP and many other CSOs to promote the implementation of the WPS resolutions—may take years to demonstrate results and impact, the Knowledge, Beliefs, Attitudes and Perceptions survey is one way to capture the immediate result of the workshop. Some of the questions asked in the survey are:

- What is gender equality? Is gender equality important?
- What are the impacts of the war on women and children?
- Should women participate in peacebuilding and decision-making?
- Should women be part of the military and police forces?
- Is the country's National Action Plan (NAP) on the UN Security Council Resolution 1325 on Women and Peace and Security important?

Please see Annex 3 for the sample survey questionnaire.

Prepare the evaluation form

In addition to the Knowledge, Beliefs, Attitudes and Perceptions survey, a short evaluation form with questions about the quality of the workshop will be distributed at the end of the workshop. Some of the questions to include in the evaluation form are:

- What worked well?
- What didn't work?
- Which sessions were most relevant to your work and would help you contribute to Localization? Please explain briefly.
- What should be done differently to improve in future Localization workshops?

Please see Annex 4 for a sample evaluation form.

Identify and reserve the venue

The venue should be comfortable, conducive to interactive discussions and large enough to allow for work with all participants, as well as small group work. It should also include a projector, a screen or wall to project presentations. Internet access if available, would also be useful in showing websites and other online information that will enrich the discussions. In selecting the venue, ensure that enabling conditions and support will be provided to participants who have special needs, such as nursing mothers and people with disabilities.

DURING THE LOCALIZATION WORKSHOP

Distribute and collect completed Knowledge, Beliefs, Attitudes and Perceptions surveys during Introduction session (Pre-Test)

As explained above, the Knowledge, Beliefs, Attitudes and Perceptions survey should be distributed and filled out by all participants twice – at the beginning of the workshop, and at the end. The facilitator should make sure that the participants have the time to fill out the survey before the first session begins. The surveys should then be collected and stored away, to be analyzed after the workshop.

Please see Annex 1 for the Localization Workshop Training Module.

Please see Annex 3 for the sample survey.

Facilitate the Localization Workshop

The facilitator and resource persons should coordinate prior to the workshop to ensure that their presentations complement or reinforce each other or at the very least do not duplicate each other. The content of each session should be tailored to the needs of the audience, and the specific local context. However, the below workshop module summary; session objectives; and facilitation guidance can be used to help conduct the Localization workshop.

Please see the Workshop summary and facilitation notes that follow.

Distribute and collect completed Knowledge, Beliefs, Attitudes and Perceptions surveys (Post-Test) and Workshop Evaluation form during the last workshop session

The facilitator should make sure that the participants have the time to fill out the Knowledge, Beliefs, Attitudes and Perceptions survey and workshop evaluation during the last workshop session.

Please see Annex 3 for the sample survey.

AFTER THE WORKSHOP

Monitoring and evaluation (M&E) is a term that refers to a number of tools and processes aimed at tracking progress of activities and achievement of planned results. Monitoring after the implementation of Localization workshops is critical to assess the impact of the Localization strategy on the lives of the local populations. Monitoring and evaluation is key to ensuring that its positive effects are sustained and the momentum the workshop generates utilized.

Monitoring is an integral part of the Localization methodology, and is integrated throughout its components. Please see the last section of this Toolkit for more detailed guidance on Localization Monitoring and Evaluation. After the Localization workshop, the following methods can be used to evaluate its effectiveness.

☑ Analyze the change in the participants' knowledge, beliefs, attitudes and perceptions

The responses to the Knowledge, Beliefs, Attitudes and Perceptions survey conducted before and after the workshop should be analyzed to provide insights into how the workshop has changed the beliefs, attitudes, knowledge and perceptions of the participants.

☑ Review feedback from the workshop evaluations

Feedback from participants on the evaluation forms is valuable to make necessary adjustments related to workshop facilitation, substance, venue, etc. in order to improve future Localization workshops.

☑ Circulate workshop materials and outputs to maintain momentum

The facilitator and resource persons should collect and organize the outcomes of all the discussions that took place during the Localization workshop. In addition to a workshop report, the key priorities and recommendations or commitments made for the implementation of the WPS Resolutions in the local community should be gathered in a separate document and shared with participants. This will help ensure that the commitments made during the workshop are not forgotten, and that they result in actual implementation.

☑ Stay in touch with workshop participants

In addition to sharing the workshop outputs, it is important to stay in contact with the workshop participants. This can be done, for example, by sending them relevant information, by holding bilateral or small group meetings to follow-up on the Localization workshop commitments, and understand how the workshop

has impacted the life of the local population, and by inviting them to other WPS events at local, national, and when relevant and funds are available, at the regional and international levels—especially to share their experiences, success stories and lessons learned in Localization.

Localization Workshop Module Summary

The table below summarizes the Localization workshop module. This is a useful summary that can be adapted and shared with potential partners, funders or key local stakeholders before, during or after the workshop—to concisely capture what will be or was covered during a Localization workshop.

Session name	Objective	Time needed[44]
DAY 1		
Session 1: Introduction	To set the stage for the workshop, by introducing the participants, resource persons, facilitators, workshop objectives, agenda, key concepts and ground rules Depending on the context, a formal Opening Ceremony should also be planned for, to underscore that this is a policy process that will impact on governance and the lives of the constituents.	45 min
Session 2: The Concept of Gender	To define the concept of gender, how it plays out in everyday life, why it is important in policy-making and policy implementation, and how it relates to peace and security, sustaining peace and sustainable development	60 min
Session 3: Context/Conflict Analysis	To reflect on the impact of conflict on a specific local community and/or the broader socio-political context in the local community To define the relevance of WPS resolutions to the local context and identify the areas of WPS that should be a priority for implementation given local realities and needs	60 min
Session 4: Awareness and knowledge-raising on UNSCR 1325 and supporting resolutions and NAP if the country has one	To raise the participants' knowledge of the UNSCR 1325 and supporting resolutions; and awareness of their importance and relevance to the local context	60 min
Session 5: National laws and policies that promote women's rights, gender equality and equity, peace and security	To examine the existing national laws and policies that promote women's rights, gender equality and equity, peace and security, and the ways in which their implementation can be harmonized	60 min

44 The indicated times are intended as guidance only and may vary depending on the context, the need, and the type of the audience

DAY 2		
Session 6: The Good Cycle	To generate understanding of the linkages between peace and security, good governance, and sustainable development and how policies on these issues should be implemented harmoniously and coherently	60 min
Session 7: Local governance, decentralization laws & local development planning	To ensure all participants understand local governance framework and processes, as well as all stages of local development planning, budgeting, implementation, monitoring and evaluation, and reporting.	45 min
Session 8: Formulating Concrete Local Strategies	To formulate concrete strategies for WPS implementation at the local level and begin drafting Local Action Plans	120 min
Session 9: Professional and personal commitments	To generate concrete personal and professional commitments to implement the WPS resolutions from participants	30 min
Session 10: Peace Exchange	To exchange experiences, good practices and lessons learned on what works and what does not work in localizing UNSCR 1325 and supporting resolutions in different countries or different regions/ states/ provinces/districts/cities/municipalities in the same country	60 min
Session 11: Filling out the Evaluation and Knowledge, Beliefs, Attitudes and Perceptions Surveys and Closing	To complete the evaluation and the knowledge, beliefs, attitudes and perceptions forms; to summarize the workshops and key take-aways and thank the participants.	30 min

NOTES FOR FACILITATORS: Useful definitions

Gender: Gender refers to the socially constructed characteristics of women and men – such as the expected norms, roles and relationships between women and men. It differs from the biological **sex** in that it is constructed, rather than innate. Gender refers to ideas about what it means to be a man or a woman. Failure to conform to the gender norms often leads to discrimination or marginalization. It is also important to remember that not all gender identities fit into the male-female binary.

Gender equality is the state in which people of different genders enjoy the same rights and opportunities across all sectors of society, including economic participation and decision-making.

Gender equity refers to a fair treatment of people of different genders, in line with their respective needs – this may mean providing the same rights or treatment, or differentiating treatment to better respond to differential needs.

Human Security: The Commission on Human Security defines human security as "protecting fundamental freedoms – freedoms that are the essence of life. It means protecting people from critical (severe) and pervasive (widespread) threats and situations [and] creating political, social, environmental, economic, military and cultural systems that together give people the building blocks of survival, livelihood and dignity." Human Security denotes the kind of security that goes beyond physical safety, and encompasses human dignity and a range of needs and freedoms that need to be protected. The 1994 Human Development Report identified seven essential dimensions of human security: Economic, Food, Health, Environmental, Personal, Community and Political (See: http://hdr.undp.org/en/content/human-development-report-1994).

Women and Peace and Security Agenda: The Women and Peace and Security (WPS) agenda is grounded in the work of women's rights and women peace activists, whose advocacy led to the adoption of the United Nations Security Council Resolution 1325 in 2000. Together with its seven supporting resolutions, it established a normative framework for women's participation in decision

making, conflict prevention, and peacebuilding; protection of women and girls' rights; and prevention of sexual and gender-based violence in conflict. The WPS agenda is now recognized as an essential component of international affairs and a critical instrument for strengthening the effectiveness of United Nations efforts in conflict prevention and resolution and humanitarian action. It is a prerequisite for the achievement of the Sustainable Development Goals. However, despite empirical evidence supporting the transformative power of this agenda, the actual implementation of the women and peace and security agenda is still slow and uneven.

Sustainable Development: Sustainable Development can be defined as the efforts to "improve life, in a sustainable way, for future generations." **The Sustainable Development Goals (SDGs)** that came into effect in January 2016, are a "universal call to action to end poverty, protect the planet and ensure that all people enjoy peace and prosperity". They build, and expand, on the former Millennial Development Goals. The SDGs encompass a number of ambitions, including gender equality (Goal 5) as well as peace, justice and strong institutions (Goal 16).

Good Governance: "Good governance" is a broad term that can be interpreted in a number of ways. Broadly, it refers to "good processes for making and implementing decisions." In relation to governance, good processes are often understood as processes that are transparent, accountable, inclusive, participatory and efficient. Good processes are important because they help ensure better outcomes of decision-making. Sometimes, observing human rights and the rule of law are also listed as characteristics of good governance. For more, information, you can visit the helpful guide on good governance, here: http://www.goodgovernance.org.au/about-good-governance/.

NOTES FOR FACILITATORS: Background information on UNSCR 1325

What is UNSCR 1325?

UNSCR 1325 is a landmark international legal framework that addresses not only the inordinate impact of war on women, but also the pivotal role women should and do play in conflict management, conflict resolution and sustainable peace. It was adopted in 2000 as a result of sustained advocacy from women peace activists from around the world. Its transformative nature paved away for the seven supporting Resolutions adopted since then: UNSCR 1820 (2008); 1888 (2009); 1889 (2009); 1960 (2011); 2106 (2013); 2122 (2013) and 2242 (2015).

Why are UNSCR 1325, 1820, and supporting resolutions important?

UNSCR 1325 is important because it recognizes the different needs and vulnerabilities people of different genders face during conflict, and acknowledges the importance of including women in decision-making. By highlighting the importance of the protection of women against sexual and gender-based violence, the protection of their rights, and their meaningful participation in decision-making on peace and security and in governance at all levels, it complements and supports other international legal frameworks, such as the Sustaining Peace agenda, Convention on the Elimination of All form of Discrimination Against Women (CEDAW); the Beijing Declaration; and the Sustainable Development Goals (SDGs).

UNSCR 1820 recognizes that sexual violence in conflict can never be dismissed as "collateral damage", and that it can always be prevented.

What are the main provisions of UNSCR 1325 and the supporting resolutions?

UNSCR 1325 has four main pillars:

1. Participation: Calling for increased participation of women at all levels of decision-making, including in national, regional, and international institutions; in mechanisms for the prevention, management and resolution of conflict; in peace negotiations; in peace operations, as soldiers, police, and civilians; and as Special Representatives of the U.N. Secretary-General.
2. Protection: Calling for the protection of women and girls' rights and their protection from sexual and gender-based violence, including in emergency and humanitarian situations, such as in refugee camps.

3. Prevention: Calling for the prevention of conflict; as well as for improving intervention strategies in the prevention of violence against women, including by prosecuting those responsible for violations of international law; strengthening women's rights under national law; and supporting local women's peace and conflict resolution initiatives.
4. Relief and Recovery: Calling for the application of a gender lens to relief and recovery interventions and taking into account the particular needs of women and girls.

NOTES FOR FACILITATORS: Implementing UNSCR 1325

In a statement in 2005[45] , the Security Council called upon all UN Member States to continue to implement Resolution 1325 through the development of National Action Plans (NAP) or other national level strategies. A NAP is an official document that a government adopts that spells out the steps that a government is currently taking, and those initiatives and activities that it will undertake within a given time frame to meet its obligations under UNSCR 1325 and the supporting resolutions on WPS. NAPs can help increase the comprehensiveness, coordination, awareness-raising, ownership, accountability, and monitoring and evaluation of a government's women and peace and security activities. To be successful, the NAP should be SMART (specific, measurable, achievable, realistic and time-bound) with activities assigned to different stakeholders, and should be accompanied by a realistic budget and adequate funding.

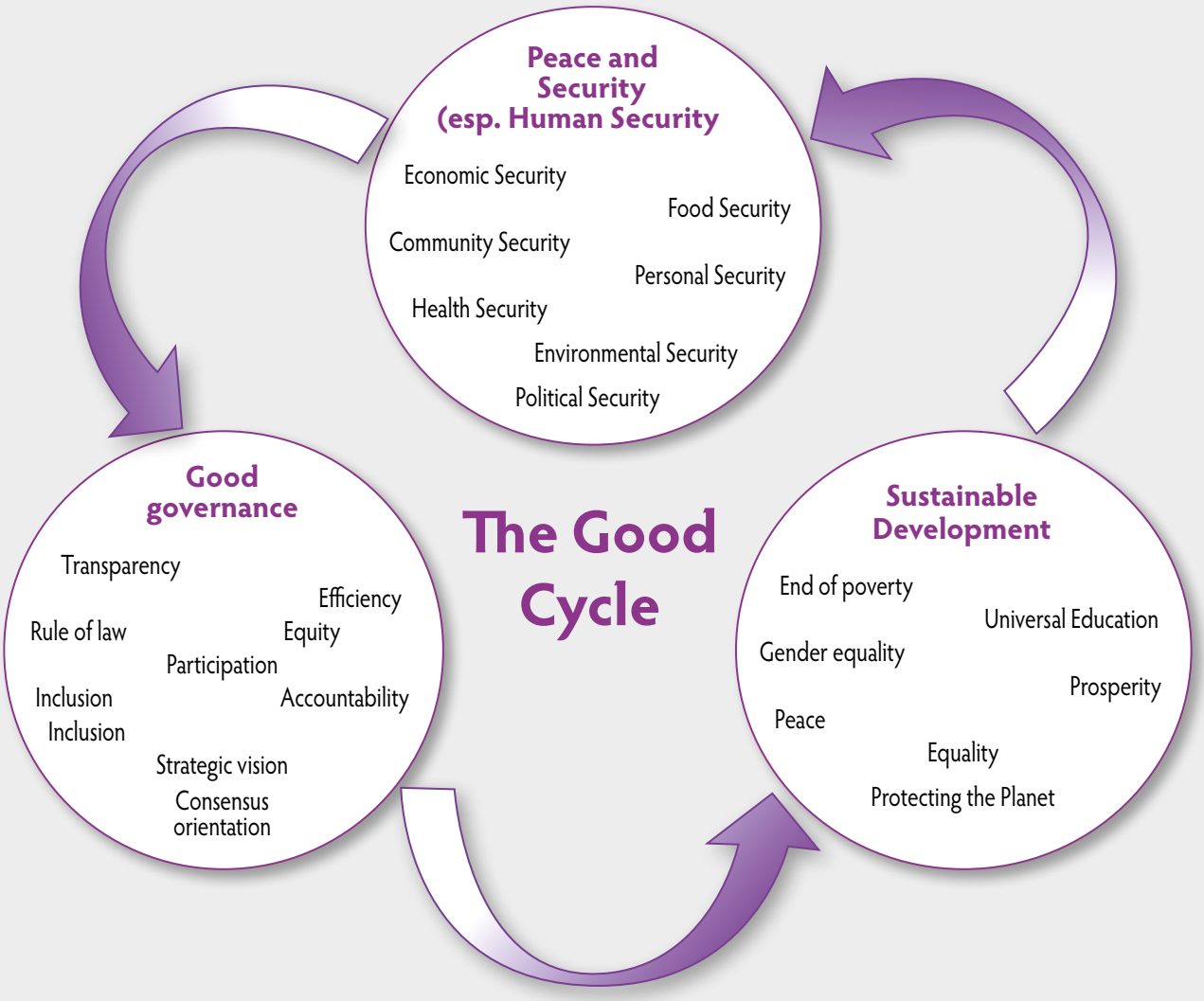
Similar plans can also be developed at the regional level. For example, there is a Regional Action Plan on WPS in the Pacific. RAPs can complement NAPs or provide an alternative framework for implementation in contexts, where there is no NAP.

However, it is crucial that the WPS resolutions are fully and effectively implemented at the local level. Through years of implementing the Localization program – that is, the process of integrating the provisions of UNSCR 1325 and supporting resolutions into local legislation, local development plans, or creating Local Action Plans for their implementation, GNWP has documented the powerful impact that action by local actors can have on the implementation of the WPS agenda. For example, the experience in Colombia has revealed that the success of Localization is not contingent on the existence of a NAP. In countries that have yet to adopt NAPs, localization becomes an important alternative mechanism for implementing the WPS resolutions in local communities.

45 http://www.un.org/en/ga/search/view_doc.asp?symbol=S/PRST/2005/52

NOTES FOR FACILITATORS: The Good Cycle

Explaining and exploring the interdependence between Peace and Security, in particular Human Security; Good Governance; and Sustainable Development, is one of the key objectives of the Localization Workshops. The below diagram can be used to help the participants realize the links between these three concepts. The components of each of the three concepts should be thoroughly discussed. However, the facilitator should also ask the participants what each of these ideas means to the participants, and add it to the flipchart.



NOTES FOR FACILITATORS: SMART objectives and activities

SMART stands for: **S**pecific; **M**easurable, **A**ctionable, **R**ealistic and **T**ime Bound.

A SMART **objective** is an objective that fulfils all the above criteria. A SMART objective makes it easy to answer the question "what does a success look like?" and to identify the concrete activities needed to achieve the objective.

For example, the objective:

"Increased women's participation in decision-making in district/municipality X" is not a SMART objective. It does not specify what the success would look like (what level of women's participation would be satisfactory?), how it could be measured (what do we understand by "decision-making", which bodies/institutions should we look at to assess the level of women's participation?) and by what time the goal should be achieved.

A SMART objective could read:

"Women's participation in the District/Municipality X Local Council and Elder's Council increased to at least 30% by [date]". This SMART objective makes it easier to design activities that would help achieve it and to measure the success in achieving the objective.

A SMART **activity** also fulfils all the above criteria. A SMART activity can be easily broken down into specific costs and implementation steps, and therefore, makes it easy to cost and implement. Some activities may seem SMART and yet not be so. For example, the activity:

"Organize training on gender sensitivity for police officers in district/municipality X," is not a SMART activity. It lacks key information, such as how many trainings will take place; who exactly among the police officers will attend (top or middle level officials?); where will the training take place (only in the capital or in other regions as well?); how long will the training be; how many participants will attend; etc.

A SMART activity would state:

"Organize three one-day training sessions on gender sensitivity for 100 senior police officers (colonel and above) in regions A, B and C of District/Municipality X in the first quarter of Year 1." This SMART formulation provides more specific information and makes it possible to break the activity into concrete steps, ensure implementation and estimate the cost of travel, accommodation and other resources needed to organize the training. It also provides more specific information about the number of participants and who they are, which makes costing, implementation and monitoring of the activity more efficient

Please see the following Annexes for further guidance:

Annex 2 - Sample Training Needs Analysis questionnaire

Annex 3 - Sample Knowledge, Beliefs, Attitudes and Perceptions survey

Annex 4 - Sample evaluation form

COMPONENT 2 - Drafting and adoption of Local Action Plans, local laws and policies, or provisions in local development plans

The second component of Localization is the drafting and adoption of Local Action Plans, local laws and policies, and/or the integration of WPS provisions in local development plans.

The central activity for this component is a "writeshop". The writeshop is a one or two-day workshop that convenes local authorities and other key local stakeholders—some of whom have taken part in the Localization Workshops (Component 1).

During the writeshop, participants discuss existing local policies, and how these can be complemented or strengthened through a gender and peace lens. Together, they begin to draft Local Action Plans, local by-laws, or WPS-related provisions that can be integrated into local development plans.

It is important to note that this component has to be aligned with local development processes, and can therefore span a period of a year or two. It might entail several writeshops, as well as a thorough review and official adoption and dissemination process

BEFORE THE WRITESHOP

☑ Convene relevant stakeholders

As noted above, relevant stakeholders include most of the local actors who participated in the Localization Workshop. It is very important that the participants have decision-making power in their own organizations or institutions and that they be familiar with the processes of formulation and adoption of local laws and policies such as by-laws and resolutions.

☑ Identify and invite experts and resource persons

Similar to the Localization workshop, it is crucial to ensure that there is a resource person with in-depth knowledge of local development and local governance. Using the same resource person as in the Localization Workshop may be beneficial, as it would help ensure continuity.

☑ Customize the writeshop module

The writeshop module prepared by the GNWP provides key information and facilitation guidance for conducting a writeshop. Nonetheless, the content and facilitation of each session should be adjusted to the local context, culture and priorities.

Prepare the evaluation form

Similar to the Localization Workshop, a short evaluation form with questions about the quality of the workshop will be distributed at the end of the writeshop.

Please see Annex 4 for a sample evaluation form.

Identify and reserve the venue

The venue should be comfortable, conducive to interactive discussions and large enough to allow for work with all participants, as well as small group work. It should also include a projector, a screen or wall to project presentations. Internet access would also be useful in showing websites and other online information that will enrich discussions. In selecting the venue, ensure that enabling conditions and support will be provided to participants who have special needs, such as nursing mothers and people with disabilities.

Review and analyse the existing local legislation

The purpose of the writeshop is to integrate the WPS Resolutions into the local legislation and policies, including local development plans. It is not designed to increase bureaucratic functions or add more work for local authorities. It is important to ensure that this component of Localization does not duplicate existing laws and policies, but rather reinforce them if they promote and protect women's rights, gender equality, peace and security. This process can also be the start of updating or amending laws and policies that hinder the achievements of such ideals.

Therefore, before the writeshop, the facilitator and resource persons must carefully review the relevant local and national legislation, and prepare to discuss these with the participants during the workshop. The facilitator should also prepare copies of the relevant laws and policies to distribute to the participants during the workshop.

DURING THE WRITESHOP

Facilitate the Writeshop

The writeshop can take a different form depending on the audience, the local context, and the type of modality, which the participants will choose to use.

The participants can choose any, or a combination of three modalities:

- Developing a Local Action Plan for the implementation of WPS;

- Drafting local by-laws or resolutions to implement WPS at the local level;
- Drafting additional provisions to the local development plans, to integrate WPS.

The writeshop module summary and facilitation guidelines that follow this checklist propose a methodology to choose the most suitable modality, and begin the drafting of the Local Action Plan, local policies, or provisions to the local development plan.

Please see Annex 1 for the writeshop training module.

Please also Facilitation notes below for guidance for the writeshop facilitator.

AFTER THE WRITESHOP

The next steps following the writeshop will be identified during the "strategy session," and will depend on the modality that the participants have chosen – that is, whether they have decided to draft a Local Action Plan; draft new laws and policies; or integrate WPS provisions into the local development plans.

Modality 1. Local Action Plan (LAP)

Review of the draft LAP

The Localization Steering Committee will meet after about two weeks or a month to review the draft LAP. At this review meeting, they will ensure that all points presented by the different groups at the plenary are integrated. They will also:

- Review the LAP objectives and activities to ensure that they are "SMART";
- Ensure that the LAP does not duplicate existing laws and policies, but rather harmonize it with those that promote and protect women's rights, gender equality, peace and security.
- Develop indicators for each objective and activity (see Section IV - Monitoring and Evaluation for guidance on how to do this);
- Draft the narrative to accompany the LAP matrix/logframe;
- Cost the LAP and draft its budget and ensure sufficient resources are allocated to it.

Validation of the LAP

The Localization Steering Committee will present the final draft of the LAP in a townhall meeting format in the province/district/city/municipality/village where it will be officially adopted.

LAP Costing and Budgeting

"Costing" refers to the process of assigning cost to each activity in the plan. It is the first step toward developing a LAP budget and should be accompanied by identifying the relevant sources of funding for each activity. A separate workshop can be conducted to facilitate the Costing, or it can be done by the Localization Steering Committee. To "cost" the LAP, the stakeholders should consider each Activity in turn, coming up with related "sub-activities" or steps necessary for implementation and associated costs. They should then use their knowledge and experience to estimate the unit cost of each item. If available, the participants can rely on the standard cost estimates provided by the government financing experts, such as standard daily rates for consultants, training remuneration, staffing costs, etc. GNWP's "Costing Template" and methodology can be used to complete this exercise. They can be found in the Costing and Budgeting Manual.

Where resources cannot be fully provided by the local governance unit –i.e., province, district, city, municipality or village – a fund raising strategy should also be developed.

Modality 2. Drafting of local laws and policies on WPS

Finalising the drafts of the new laws and policies

A small group of participants with relevant expertise and experience in drafting local laws will edit and finalize the draft laws and policies. During their review, they should ensure that:

- The policies reflect the discussions held during the writeshop;
- Ensure that the new local laws and policies on WPS do not duplicate existing laws and policies, but rather harmonize them with those that promote and protect women's rights, gender equality, peace and security;
- Ensure that adequate Monitoring and Evaluation and accountability mechanisms are identified in the new by-laws/policies;

Advocacy for the adoption of the new laws and policies

During the strategy session at the end of the writeshop, the participants will have identified potential supporters of the local laws and policies on WPS they have drafted. Members of local parliament or local legislative councils are important allies in this process. Participants who have taken on responsibility for follow-up advocacy will organize roundtable discussions as well as bilateral meetings with such allies, to present the new laws to them. Such discussions should be followed up several times until the new laws and policies are passed.

Modality 3. WPS provisions to integrate into local development plans

Submission of the provisions drafted during the writeshop to the local council or local parliament for deliberation and approval

The draft provisions that have been developed and validated during the writeshop should be officially presented to the local legislative body, so they can be adopted and integrated into the local development plan.

If a representative of the local parliament or the local council is present during the writeshop, the draft provisions can be presented to them during the closing session, with a request to submit it to the parliament or council for deliberation. If a representative of the local legislative body is not present during the writeshop, one of the participants should be identified and tasked with presenting the draft provisions to the local council or parliament.

Writeshop Module Summary

Although Annex 1 contains detailed guidance for each session of the writeshop, the table below summarizes the writeshop module. This is a useful summary that can be adapted and shared with potential partners, funders or key local stakeholders before, during or after the workshop—to concisely capture what will be or was covered during a writeshop.

Session name	Objective	Time needed[47]
DAY 1		
Session 1: Introduction	To set the stage for the writeshop by introducing the participants, resource persons, facilitators, writeshop objectives and agenda	30 min
Session 2:Presentation of the different modalities of integrating WPS in the local legislation	To explain the different modalities of including WPS in the local legislation, including: Local Action Plan; local policies/by-laws and integrating WPS into the local development plan.	60 min
Session 3: Process of adoption of a Local Action Plan; by-laws; or amendments to the local development plan	To explain the process and steps that will be required to adopt a Local Action Plan; local policies/by-laws; or to amend the local development plan, in line with the local legislation	60 min
Session 4: Plenary discussion to select the most appropriate modality	To discuss and select the most appropriate modality for the local context	90 min
Session 5: Monitoring, evaluation and formulating "SMART" objectives	To explain the principles of the monitoring and evaluation, and its applicability to the selected modality	60 min
DAY 2		
Session 6: Drafting of the Local Action Plan OR by-laws/resolutions OR provisions for the local action plan	To draft the Local Action Plan OR by-laws/resolutions OR provisions for the local action plan	180 min
Session 7: Strategy session	To identify the next steps for the adoption and implementation of the draft local action plan, policies, or provisions for the local development plan	60 min

47 The indicated times are intended as guidance only and may vary depending on the context, the need, and the type of the audience

NOTES FOR FACILITATORS: Three modalities of the "writeshop"

During Session 2 of the "writeshop", the participants will select the preferred modality for including Women and Peace and Security in the local legal and policy frameworks. The three main modalities include:

Modality 1. Drafting a Local Action Plan

Local Action Plans (LAPs) are documents adopted and owned by local authorities, which. Similar to a NAP, a LAP identifies specific objectives, activities, outputs and outcomes needed to effectively implement the WPS agenda in the local community. A LAP assigns concrete responsibilities to different local stakeholders, defines a timeline and includes a budget for implementation.

A key part of a LAP is a "logical framework" (logframe), containing specific objectives, associated activities, and indicators to measure the implementation success. Please see the notes below for an example of a logframe. In order to ensure implementation, a LAP should also have an associated budget.

A simple Local Action Plan may be a useful tool complementing either of the below modalities. It does not have to be complex – rather, it can be designed as a tool ensuring accountability for the implementation of other laws and policies, by assigning specific responsibilities and putting in place a monitoring and evaluation framework.

Modality 2. Drafting of local laws and policies on WPS

In some cases, participants may decide that there is a need to pass specific local resolutions and by-laws to guarantee the implementation of WPS at the local level.

This may be the case in particular if the context analysis during the Localization Workshop has revealed gaps in the legislation and policies that guarantee women's meaningful participation in decision-making and protecting women and girls rights in conflict.

Modality 3. Drafting of WPS provisions for integration into local development plans

Localization is a strategy designed to improve coordination and implementation of WPS at the local level. It is not meant to increase the bureaucratic burden, or multiply legal and policy documents. Therefore, if a robust legal and policy framework already exists at the local level, the participants may opt to review and analyse the existing policies – in particular the local development plans – and include WPS-related provisions in those, rather than creating separate plans or policies on WPS implementation.

NOTES FOR FACILITATORS: Local Action Plan "logframe"

The Localization workshop serves as a first step towards developing a Local Action Plan (LAP). However, the Localization Steering Committee (selected during the Localization workshops) should continue to work on the LAP to finalise it and ensure its implementation after the workshop.

Local Action Plan content

The Local Action Plan should include:

- A narrative on the background and rationale for the plan (this will not be developed during the workshop, but can be based on the discussions from Session 4 about the relevance of the WPS agenda to the local issues)
- A plan matrix (sometimes referred to as "logical framework" or "logframe") with:
  - SMART objectives and activities – the objectives are equivalent to outcomes, or mid-term results; outputs for each activity can also be identified. However, the objectives, which are more long-term, are the core of the LAP.
  - Person/entity responsible for each activity
  - Timeline for each activity
  - Indicators to measure the success of each activity
  - A budget

A logframe of the LAP could look like this:

	Priority Area 1					
	Objective indicator	**Baseline**	**Target**	**Activity**	**Responsible for implementation**	**Timeframe**
SMART Objective 1.1				Activity 1.1.1.		
				Activity 1.1.2.		
				Activity 1.1.3.		

	Priority Area 2					
	Objective indicator	Baseline	Target	Activity	Responsible for implementation	Timeframe
SMART Objective 1.1				Activity 2.1.1.		
				Activity 2.1.2.		
				Activity 2.1.3.		

The participants will start completing the logframe during Session 5 of the workshop. After jointly deciding on the Priority Areas, small groups will discuss and develop SMART Objectives and corresponding SMART activities. The participants may be unable to develop the objective and activity indicators at this stage - it will be the task of the Localization Steering Committee to finalise the logframe. However, the facilitator may ask the participants to put down ideas of markers or "signs" of success for each activity and objective - these can later be used as a basis for the indicators.

NOTES FOR FACILITATORS: Selecting a Localization Steering Committee

The Localization Steering Committee has a crucial role in ensuring the finalization and implementation of the Local Action Plan, local by-laws or resolutions, or the additional provisions to the local development plan. The Localization Steering Committee should be selected during the "writeshop" or even prior to the conclusion of the Localization workshop (Component 1). Depending on the context, and on the time available for the "writeshop", the members of the Localization Steering Committee can be "pre-selected", and then validated with all participants. The Localization Steering Committee should include at least one representative of the local government; and one representative of the civil society. Additionally, the Localization Steering Committee should include representatives of the key groups that attended the workshop.

Following the workshop, the Localization Steering Committee will be tasked with ensuring the implementation of the LAP/local policies/provisions of the local development plan, by making sure that they are adopted by the relevant bodies, ensuring that the different activities are on track, measuring the achievement of the different indicators, and intervening/lobbying with the relevant actors as needed to guarantee budgetary allocation and ensure implementation.
If a NAP Steering Committee exists in a country, it is important to ensure coordination and communication between the two bodies.

Please see the following Annexes for further guidance:

Annex 4 - Sample evaluation form

COMPONENT 3: Ensuring implementation and sustainability

The third component consists of two essential elements: the development of the Localization Guidelines; and the Training of Trainers. The two components mutually reinforce and complement each other. The Training of Trainers is used to generate the commitment to the production of the Localization Guidelines; and to identify the key elements that should be included in the Guidelines. The Localization Guidelines then serve as a useful tool and resource for the "trainers" to promote Localization across the country.

TRAINING OF TRAINERS OF LOCALIZATION

The Training of Trainers is a 2-3 day workshop, bringing together 20 to 25 Localization workshops' participants from different provinces, districts, cities, municipalities and villages. The Training of Trainers should take place after the Local Action Plans, local by-laws/policies or provisions for the local development plan have been finalized ideally 1-2 months following the "writeshop". The Localization Guidelines, their purpose and content, should also be discussed during the ToT.

The objectives of the Training of Trainers workshop are as follows:

- To further develop the WPS knowledge and expertise of leading civil society actors, local authorities as well as key national actors especially from the ministry that has the mandate to support local authorities;
- To bring together the experts from different Localization workshops to exchange their perspectives and ideas about the Localization and strengthen their commitments to WPS implementation in their respective local contexts;
- To create a "Pool of Experts" on Localization of WPS, who will be able to conduct or support Localization workshops in other parts of the country.

BEFORE THE TRAINING OF TRAINERS

Identify and invite participants

The participants of the Training of Trainers should be selected from among the participants of the Localization workshops in the country.

The total number of participants (20-25) should be divided equally between the different provinces, districts or municipalities. Ideally, the participants should be part of the Localization Steering Committee in their local community. Balance between government and civil society representatives should also be maintained and marginalized groups (such as youth, LGBT, indigenous groups, Internally Displaced Persons, etc.) should be represented. There should also be a balance between women and men participants.

Participants for the Training of Trainers should be selected based on their:

- Commitment and active participation in the Localization workshop;
- Capacity for a long-term commitment to supporting Localization in the country;
- Ability to influence key decision-makers to ensure implementation of the LAPs, local WPS policies and local development plans.

Identify the best time and location

As with the Localization workshop, the Training of Trainers should take place in a place and at a time that would make it accessible and conducive to all participants. Special care should be taken to ensure its accessibility to women and other marginalized groups.

Send out the Training Needs Analysis

To understand the level of knowledge of the participants, and be able to adjust the workshop module and the facilitation to their specific needs, it is important to circulate a "Training Needs Analysis" (TNA) survey among the participants before the workshop.

The TNA should include questions about the participants' experience in training and facilitating sessions, their involvement in the Localization workshop and the "writeshop" as well as any follow-up activities.

Please see Annex 2 for a Training Needs Analysis.

Prepare the workshop module

The below section "During the Training of Trainers" includes an example module schedule, and the list of possible sessions. However, the content and type of each session will vary depending on the context, and the level of participants. Please contact GNWP for materials or additional guidance on the Training of Trainers.

The workshop module and agenda should also be adjusted to ensure that all invited participants, especially the local women, can attend. For example, the workshop should take place at a time and in a venue that is accessible to women. When planning the workshop agenda, the local work culture (e.g. typical working hours) should be taken into account. It is also important to make considerations for cultures where women are not allowed to travel alone; or would need to be accompanied by a male family member or an older companion.

Prepare the evaluation form

In addition to the Knowledge, Beliefs, Attitudes and Perceptions survey, a short evaluation form with questions about the quality of the workshop will be distributed at the end of the workshop. Some of the questions to include in the evaluation form are:

- What worked well?
- What didn't work?
- Which sessions were the most engaging?
- What should be done differently in future workshops?

Please see Annex 4 for a sample evaluation form.

Identify and reserve the venue

The venue should be comfortable, conducive to interactive discussions and large enough to allow for work with all participants, as well as small group work. It should also include a projector, a screen or wall to project presentations. Internet access would also be useful in showing websites and other online information that will enrich discussions. In selecting the venue, ensure that enabling conditions and support will be provided to participants who have special needs, such as nursing mothers and people with disabilities.

DURING THE TRAINING OF TRAINERS

Facilitate the training

The Training of Trainers is a 2-3 day workshop; it should be facilitated by Localization expert(s), ideally the same that facilitated the Localization workshop. While the exact agenda and facilitation for each session should be adjusted to each context and context-specific needs, the main content of each day can follow the sample module summary below.

AFTER THE TRAINING OF TRAINERS

Promote Localization throughout the country

Following the workshop, the Trainers go back to their province, district, city, municipality or village, and employ the skills they have gained to:

- Support the Localization Steering Committee to ensure the implementation of the LAP, and the monitoring of the LAP outcomes and Localization impacts, using the templates and tools provided during the training.
- Actively participate in drafting local policies and laws, and integrating WPS into local community plans, based on the knowledge on the NAP, RAP and the broader WPS framework, gained during the training.
- Work with local stakeholders (local leaders, local authorities and/or civil society) to conduct Localization Workshops and develop LAPs in other parts of the country, using the knowledge on Localization and facilitation techniques gained during the training.

Training of Trainers Module Summary

Session name	Objective	Time needed[48]
DAY 1		
Session 1: Introduction	To set the stage for the writeshop by introducing the participants, resource persons, facilitators, writeshop objectives and agenda	30 min
Session 2:UNSCR 1325 and supporting WPS Resolutions	To discuss WPS Resolutions, their provisions and relevance to the local context The content of this session can be modelled on Session 4 of the Localization Workshop, but it should be more advanced and focused	60 min
Session 3: The impact of Localization of WPS in the local communities	Discussing the importance and impact of Localization of WPS in the respective local communities. This session also serves as an evaluation of the Localization efforts so far. This session can use a small group format, with participants from different communities sharing their experiences.	90 min
Session 4: Discussion of the provisions of the NAP and RAP (if they exist)	To refresh the experts' knowledge of the National Action Plan; Regional Action Plan (if they exist) and other relevant laws and policies. This session should be facilitated by an expert resource person.	60 min
Session 5: Sharing the provisions of the different LAPs; local policies on WPS; or WPS-related provisions in local development plans	To share the outcomes of the "writeshops" held in the different communities	90 min

48 The indicated times are intended as guidance only and may vary depending on the context, the need, and the type of the audience

DAY 2		
Session 6: Facilitation techniques session	To increase the participants' ability to lead a discussion on WPS; including the use of audio visuals for effective facilitation	90 min
Session 7: Explaining the Localization workshop module	To provide the participants with a step-by-step guidance on how to conduct the Localization workshop This session can use the Component 1 guidance above as a basis for discussion. The Toolkit could be distributed to the participants beforehand, and the facilitator could then briefly discuss each session, and respond to the participants' questions.	60 min
Session 8: Techniques for facilitating the drafting of a Local Action Plan, local by-laws and policies, or provisions of a local action plan	To provide the participants with step-by-step guidance on how to conduct a "writeshop" This session can use the Component 2 guidance above as a basis for discussion. The Toolkit could be distributed to the participants beforehand, and the facilitator could then briefly discuss each session, and respond to the participants' questions.	90 min
Session 9: Monitoring WPS implementation	To refresh and consolidate the participants' knowledge on how to monitor the implementation of the LAP, local policies or the provisions of the local development plan. Section IV of this Toolkit can be used as a guidance to design this session.	60 min

Please see the following Annexes for further guidance:

Annex 2 - Sample Training Needs Analysis

Annex 4 - Sample evaluation form

DEVELOPING LOCALIZATION GUIDELINES

The commitment to developing the Localization Guidelines should be generated during the Training of Trainers, and the drafting and adoption should take place in the 1-2 months following the Training.

Localization Guidelines are a practical reference that assists local authorities in integrating the NAP (where applicable) and WPS provisions into community development plans. The guidelines, which are produced in local languages, ensure the sustainability of the Localization of UNSCR 1325 and 1820 program beyond GNWP's direct involvement.

The target audience for the guidelines are the local authorities and other key local actors in provinces, districts and municipalities that have not yet implemented the Localization strategy. The Localization Guidelines are a joint effort of the lead coordinating ministry for the NAP, Ministry of Local Government and civil society.

The guidelines should include:

- Context-specific background information on WPS relevance (peace and security needs, and their gendered dimension), and implementation (e.g. existence of a NAP/RAP, Localization efforts to date);
- Detailed information about the content of the NAP/RAP, if it exists;
- Analysis of other relevant policy and legal frameworks for the implementation of WPS in the given context;
- Explanation of the Localization strategy and its objectives (see Section I of this Toolkit), and its relevance to the specific context;
- Benefits of implementing Localization (with specific examples); and
- Detailed and concrete **steps to be taken to localize UNSCR 1325.**

To date, DRC, Nepal and Sierra Leone have developed, adopted and rolled out the Localization Guidelines.[49]

How to develop the Localization Guidelines?

A drafting team led by the coordinating ministry/agency of the NAP and the ministry and composed of representatives of the coordinating ministry/agency, the ministry responsible for local administration, civil society and experts facilitating the Localization process will be formed. They will draft the Localization Guidelines based on the guidance above.

The draft should then be presented and discussed during the Training of Trainers. Any feedback from the participants should be noted during the training, and incorporated soon after, and the final, validated Localization Guidelines should be circulated to all participants. If time and resources allow, a broader validation process can be organized in order for more participants of the Localization workshops to be able to provide their feedback on the draft Localization Guidelines.

The Localization Guidelines should be available in local languages widely spoken in conflict-affected communities.

49 The guidelines are available at: http://gnwp.org/training_material_type/localization-guidelines/

SECTION IV Monitoring the impact of Localization

This section is designed for the implementers of the Localization strategy to help them properly monitor and document the impact of Localization in their country.

A. Monitoring and Evaluation - Background information

Monitoring and Evaluation (M&E) is important because it allows those implementing the project to track implementation and outputs systematically, and measure its effectiveness. It helps determine exactly when a programme is on track and when changes or adjustments may be needed.

Monitoring refers to systematic and regular collection and analysis of data related to the program activities. The things to be monitored typically include:

- the completion of activities (for example, the completion of workshops);
- their outputs (for example, the number of participants in the workshops, disaggregated by sex and age; the documents produced, etc.);
- their outcomes (such as the changes in the level of skills, knowledge or confidence of the target population as a result of their participation in the workshop); and
- the project's long-term impact (for example, changes in the conflict situation of a given community which can be linked back to the activities, their outputs and outcomes).

Monitoring should follow the milestones and indicators set out at the beginning of the project. However, it should also maintain a degree of flexibility and can be used to adjust and adapt the project to changing circumstances. Therefore, potential challenges or risks should also be monitored.

Evaluation refers to an assessment of the results and achievements of a given program, project or strategy. It can be conducted during the project, at the end of it, or after it. Evaluations should be as impartial as possible, and should be carried out systematically. Evaluations look at longer-term change brought by the program. The Development Assistance Committee (DAC) of the Organization for Economic Cooperation and Development (OECD) sets out the following criteria, which are often used to design evaluations:

- **Relevance:** To what extent has the project, and its results, been appropriate and relevant to the target populations' needs; the local and national context; and national and international legal frameworks? Has it addressed the needs, and complemented the existing frameworks in a way that was perceived as useful and pertinent?
- **Effectiveness:** To what extent has the project achieved its intended objectives? Here, the evaluation should look the long-term outcomes set out at the beginning of the project, and evaluate whether they have been achieved.

- **Efficiency:** Have the resources (human, financial and other) been used in the best way, in order to achieve the objectives? Could they have been managed better?
- **Impact:** What have been the long-term changes (both positive and negative) in the life of the target population/communities brought about by the project/program?
- **Sustainability:** To what extent are the results/outcomes and impacts of the project sustainable? Are there any mechanisms in place to ensure they will last?

B. M&E and Localization

It is important to regularly monitor the results and achievements of Localization, and - if possible - to evaluate its success and the change it has created. This will not only improve Localization in the given country, but also generate good practices and lessons learned that can be shared with other countries implementing the Localization strategy. M&E also allows the documentation of the positive changes that result from implementing Localization, thereby contributing to promoting the strategy. This will help make it a standard practice, rather than just a best practice example.

What to monitor?

When monitoring and evaluating the implementation of the Localization strategy, it is important to take into account:

- **Localization Impacts:** These are the long-term changes have occurred following the Localization. They can include:
  - Change in women's participation in decision-making, especially related to peace and security; in security forces; or in peacebuilding;
  - Change in incidence of conflict-related sexual violence;
  - Change in discriminatory attitudes and harmful practices towards women and girls;
  - Change in the level of confidence among the general public on the peace and security situation in the community; and
  - Change in police response to cases of sexual and gender-based violence.
- **Localization Outcomes:** These are the changes in the behavior, attitude and performance of key local actors with regards to peace and security, women's rights, and gender equality that happened as a result of Localization. They can include/be evidenced by:
  - Integration of WPS into Community/Local Development Plans;
  - Establishment/emergence of new institutions/bodies/entities charged with the implementation of WPS at the local/community level;

- Allocation of funds for the implementation of Local Action Plans, local laws and policies from the budget of provinces, districts, municipalities, cities, villages;
- Partnership between cooperatives, civil society, and private sector institutions to address the specific needs of the community at the local level;
- Appointment or election of more women in public positions or decision-making positions;
- Increase in the percentage of women in the police or military forces;
- Inclusion of the implementation of the National Action Plan in the performance evaluation of local officials; and
- More economic empowerment opportunities for women.

- **Localization Outputs:** These are the direct products of the Localization workshop and of the related activities. They can include:
  - Concrete commitments from the participants made during the workshop;
  - Number of localization participants trained to become "Localization Experts;"
  - Organization of trainings/seminars on WPS;
  - Development of Localization Guidelines;
  - Development and adoption of the Local Action Plans; and
  - Development and adoption of local laws/policies/strategies.

Outputs are usually direct products or results of an activity, rather than longer term changes that this activity has triggered.

- **Lessons learned:** When monitoring and evaluating your Localization efforts it is also important to ask yourself **"what worked and what did not work?".** The answer to this question will point to the lessons learned from the Localization process that could be used to strengthen the implementation of Localization moving forward, or shared with other countries implementing the Localization strategy, to enable them to adjust their planning.

How to measure Localization results?

An important aspect of M&E is its **evidence-based nature.** This means that in tracking the outputs, outcomes and impacts, you should rely on concrete data and evidence, and make sure you are able to back your findings up with proof. This makes the M&E more specific, more impactful and more credible.

To ensure the evidence-based nature of M&E, the processes usually rely on indicators - that is, "signs" or "markers" that allow to track and document the achievement of different outputs, outcomes and impacts in a reasonably objective manner.

There are two main types of indicators: **quantitative indicators** and **qualitative indicators.**

Quantitative indicators rely on numbers and numerical data. Quantitative indicators can be used at both output and outcome level. Examples of quantitative indicators include:

- Number of local women who attended the Localization workshop and increased their knowledge of peacebuildling and conflict prevention (this is an output level indicator);
- Number of Local Action Plans developed in the country (this is an output level indicator);
- Number of concrete commitments to implement UNSCR 1325 at the local level made by local authorities (this can be an output or an outcome indicator);
- Number of provisions that address local women's concerns and needs in a peace agreement (this is an outcome level indicator);
- Number of ministries/government bodies that committed funds to the local implementation of UNSCR 1325 (this is an outcome level indicator);
- % change in the number of women included in local governance bodies, such as local council, mayor's office etc. (this is an outcome or an impact indicator); and
- % change in the number of reported cases of sexual and gender-based violence that have been investigated and prosecuted (this can be an outcome or an impact indicator).

It is very important that the presentation of quantitative data goes beyond the numbers. This means providing explanation and insights on what the numbers mean in terms of the socio-political situation and where relevant the cultural and economic context as well.

Non-numerical indicators are called qualitative indicators and rely on information, such as participants' description of their level of confidence, their satisfaction, changes in their attitudes, and their perceptions of how the project has impacted their lives. An advantage of using qualitative indicators is that they may be able to express things that are not easily quantified, such as the level of cooperation between different entities, or the extent to which women's voices are taken into account in the local council's deliberations and decisions. However, qualitative indicators often have a degree of arbitrariness and may therefore be more prone to bias than the quantitative ones.

There are a few ways to assess or "measure" qualitative indicators in ways that reduce the arbitrariness. In some cases (e.g. when talking about the level of confidence or knowledge), they can rely on a "self-assessment" done by the target population through a survey. In other cases, it might be beneficial to define different "levels" of an indicator, relying on both quantitative/non-

arbitrary and qualitative/arbitrary information (see the last bullet point below for an example).

Examples of qualitative indicators include:

- The level of knowledge about UNSCR 1325 among local women and/or local authorities;
- Level of confidence among local women that their concerns are being reflected in the ongoing peace negotiation; (This can be measured, for example, by surveying the local women and asking them how confident they are, on a scale from 1 to 5.)
- Level of confidence among local women/civil society that the commitments made by local authorities to implement UNSCR 1325 are reliable; (This can accompany the quantitative indicator on the number of commitments, and can be measured through a survey asking to rate the confidence on a scale from 1 to 5)
- Extent to which women are included in decision-making in the local council. To be able to measure this indicator, it may be useful to pre-define the "levels", such as:
  - **Very Low** - There are no women representatives in the council, and women's concerns are never taken into account.
  - **Low** - There are no or very few women representatives in the council, and the women's concerns are rarely taken into account in deliberations and decision-making.
  - **Medium** - There are some women representatives in the council, but their concerns are usually not taken into account in deliberations and decision-making.
  - **High** - There are some women representatives in the council, and their concerns are usually taken into account in deliberations and decision-making.
  - **Very high** - There is at least 30% women's representation in the council, they actively participate in the council meetings, and their views and concerns are always taken into account in deliberations and decision-making.

An advantage of using quantitative indicators is that they are unambiguous and easier to measure than qualitative indicators. However, quantitative indicators may sometimes be more difficult to interpret – they might not "tell the whole story", as they only speak of the number and not of what this number represents. For example, an increase in the number of women in a local council is an important indicator. However, it might merely reflect a change in law and policy that result in "tokenistic" inclusion of women. Such indicator is more meaningful when combined with a non-numerical indicator looking at the extent to which the women's voices were taken into account in the council's deliberations and

decisions. Therefore, it is good practice to use a **combination of quantitative and qualitative indicators.**

Indicators should be formulated at all levels of monitoring - for the outputs, outcomes and impact. For both quantitative and qualitative indicators, it is important to **establish the baseline** - that is, the level of the indicator at the beginning of the program, project or strategy implementation.

How to collect the monitoring data?

It is also important to **identify the sources of data/information for each indicator** before the start of the Localization project to ensure the indicators are realistic and that it will be possible to track and report on them. Sources of information may include: workshop reports; official meetings' transcripts; other official documentation; questionnaires distributed to participants of workshops/other activities; interviews with key stakeholders; observation etc.

To guarantee effective and reliable data collection, it is key to invest in developing the capacity of local officials and civil society, to train them in different data collection methods and gender-responsive monitoring and evaluation.

To ensure adequate monitoring and evaluation of the Localization strategy implementation, it would be helpful to think about the expected Impacts, Outcomes, Outputs and the corresponding indicators in advance and put them on a table. Below is an example:

	Indicators	Baseline	Target	Sources of data
Impact 1: Women are key influencers and meaningful participants in decision-making, especially on peace and security, in province X	Number of women that hold key positions in local councils, steering committees and coordination mechanisms on peace and security	XX	XX	Mapping of local institutions, interviews, document review
	Mapping of local institutions, interviews, document review	XX	XX	Interviews, questionnaire distributed to women holding key positions

Outcome 1.1: Local authorities/ leaders are aware of their obligations to support women's meaningful participation in decision-making, and fulfil them	Number of local leaders/ authorities who attended training workshops on WPS	XX	XX	Workshop report, participant list
	% of local leaders/authorities who believe that "women's participation in decision-making is important and necessary to achieve peace"	XX %	XX %	Questionnaires distributed to participants before and after workshop
	Number of local laws and policies guaranteeing women's meaningful participation, adopted in province X	XX	XX	Document review, interviews
	Level of confidence of local women/civil society that the	NA	XX	Questionnaire distributed to
	laws and policies are useful and will be implemented			local civil society, interviews, focus group discussions
Output 1.1.1: XX local authorities/ leaders attending a Localization Workshop on UNSCR 1325	Number of local authorities/ leaders attending the Localization workshop			

C. Reporting and use of M&E data

As discussed above, monitoring and evaluation is important because it helps ensure that the project is achieving its intended results. It allows the implementers to anticipate risks and challenges, and respond to them. Another crucial aspect of M&E is that it facilitates reporting on the progress of Localization to donors, partners, other civil society organizations, etc.

Data from monitoring and evaluation of the Localization strategy are a valuable information that must be shared with WPS actors at all levels—from grassroots women's organizations, to national ministries, to regional bodies and UN entities.

Reporting can take many forms and many be used for a wide range of purposes, including increasing the visibility of the Localization program, informing national and international policymaking on WPS, providing best practice examples to be replicated in different countries, and generating additional funding support for the Localization strategy.

There are several national and global structures in place, where governments report on the implementation of the WPS resolutions. These are important entry points for civil society not only to monitor the government's progress when it comes to WPS, but also to present their own monitoring reports with their

own findings regarding the local implementation of UNSCR 1325. Following are some of the platforms to present monitoring reports:

- **Reporting to national parliaments:** In Australia and Canada, among other countries, the parliament holds special sessions during which the key stakeholders responsible for WPS implementation must report on their progress. Special parliament sessions can be used to report annually on the implementation of National Action Plan, as well as the Local Action Plans where they exist.

  In many countries parliamentary sessions are open to the public and webcast or televised. Therefore, such reporting can also be a useful accountability and transparency tool.

- **Reporting to the Security Council:** At the international level, Member States are encouraged to **submit reports to the UN Women using the 26 indicators developed under UNSCR 1889.** Civil society plays an important role in advocating for such submissions and raising awareness about the indicators.[51]

- **Reporting to the CEDAW Committee:** While some efforts have been undertaken to strengthen the monitoring of the implementation of the WPS agenda, and some tools – such as the indicators **under UNSCR 1889** have been developed[52], there is no regular international reporting and accountability mechanism on WPS. This makes effective monitoring and evaluation of the Localization efforts even more imperative.

  A very important monitoring and reporting mechanism is the Convention on the Elimination of All Forms of Discrimination Against Women (CEDAW). The link between CEDAW and WPS has been explicitly recognized in the CEDAW General Recommendation (GR) 30, adopted in 2013. Under GR 30, all 189 States parties to CEDAW are instructed to report on their implementation of the WPS Resolutions. Equally important, civil society can use the shadow reporting mechanism to report on the implementation of the WPS resolutions. States parties (governments that ratified CEDAW) and civil society **should include information on the Localization, in their CEDAW reports.**

  Civil society can lobby their government to ensure such inclusion; it can also use the shadow reports to provide its perspective on WPS implementation and Localization. Shadow reports are reports submitted by the civil society to the CEDAW Committee to complement the reports of the government. While there is no limit on how many civil society reports can be submitted, they are usually the strongest if they are submitted jointly by coalitions of

51 The indicators are grouped into four pillars: Prevention, Participation, Protection, Relief and Recovery. The complete list of indicators can be found at: https://www.peacewomen.org/security-council/WPS-indicators-and-monitoring

52 Cf. United Nations Security Council Resolution 1889 (2010); United Nations. UN Strategic Results Framework on Women and Peace and Security: 2011-2020; United Nations Security Council Resolution 1325, Report of the Secretary General on Women and Peace and Security, S/2010/498 (28 September, 2010); Coomaraswamy, R. (2015). Preventing Conflict, Transforming Justice, Securing the Peace : A Global Study on the Implementation of United Nations Security Council Resolution 1325.

different NGOs, to reflect diverse perspectives. Shadow reports are an important tool in drawing attention of the CEDAW Committee to the issues of peace and security. In several instances, including in DRC, Iraq and Israel, civil society has produced reports directly focused on the situation and/or participation of women in conflict, which also explicitly referenced the Women and Peace and Security agenda and UNSCR 1325. GNWP's analysis has shown that the CEDAW Committee relied on these reports when producing its Concluding Observations and recommendations.[53]

- **Civil society reporting:** In addition to submitting shadow reports to CEDAW, civil society can also use the **set of indicators developed by GNWP under its "Women Count" project, as well as the "1325 scorecard."**[54] The "scorecard" allows to present the monitoring information in a simple and clear manner.

  GNWP indicators are based on the 26 issued by the Secretary General. The "Scorecard" uses a "traffic lights" system with different colours use to reflect the progress of implementation (improvement, deterioration, no change) under each indicator.

At the regional level, the AU has adopted a Continental Results Framework on Women and Peace and Security. The Framework includes a set of indicators to be used by the Member States to track and monitor progress for reporting on their gender commitments, in particular under the WPS Resolutions.

All reporting should be based on concrete data. GNWP can then use its strategic policy and geographical position to promote Localization and its results in international fora.

Please see the following Annexes for further guidance:

Annex 5 - further examples of Monitoring and Evaluation tables with sample Impacts, Outcomes, Outputs as well as indicators

53 For more information, see GNWP's Policy Brief on Strengthening synergies between CEDAW and Women and Peace and Security Resolutions, available at: http://gnwp.org/strengthening-synergies-between-cedaw-and-women-peace-and-security-resolutions/

54 For more on GNWP's work on monitoring the implementation of WPS see: http://gnwp.org/program/monitoring/

ANNEXES

- ANNEX 1a – Localization Workshop Training Module 76
- ANNEX 1b – "Writeshop" Training Module 94
- ANNEX 2 – Localization Training Needs Analysis (Sample Form) 103
- ANNEX 3 – Knowledge, Attitudes, Perceptions and Beliefs survey (Sample Form) 105
- ANNEX 4 – Post-workshop evaluation (Sample Form) 108
- ANNEX 5 – Examples of Monitoring and Evaluation Tables 110
- ANNEX 6 – List of Participants of the Localization Conference in Nepal 112

ANNEX 1a – Localization Workshop Training Module

SESSION 1: Introduction

Objective: To set the stage for the workshop by introducing the participants, resource persons, facilitators, workshop objectives, agenda, key concepts and ground rules

Session summary

At the end of this session the participants will:

- Know each other and establish camaraderie;
- Understand the objectives and agenda of the Localization workshop;
- Understand the requirements of the different sessions, and be prepared to participate in them; and
- Commit to the principles of respect, timeliness, active participation, listening, etc.

Session time: 45 min

Materials needed: Microphones, LCD projector, large sheets of paper, such as kraft papers, easel or flipcharts, markers

Facilitation guide

Ice-breaker/Introductions (15 min): Facilitator begins the session with an exercise that will introduce the key concepts related to the workshop, following these steps:

- Ask the participants to form pairs and get to know each other for 5 minutes. Some of the information they should gather from each other are name, name of organization/ institution or local community that they represent, their positions in those organization/institution or local community. The facilitator may also ask the participants to discuss what "peace" means to them, as a way of introducing the topic of the workshop.
- The pairs will then introduce each other to the whole group. *Note: Local leaders usually know creative ways of introductions. Encourage them to use whatever introduction method they are comfortable with and would establish good relation among the participants.*

Workshop Objectives (10 min): Facilitator asks the participants what they expect to take away from the workshop and uses their responses to introduce the objectives of the Localization workshop. Facilitator writes the objectives on a flipchart and leaves them in a place that will be visible throughout the workshop:

- To understand the Women, Peace and Security agenda and the main provisions of UNSCR 1325 and supporting resolutions and/or the relevant NAP/RAP (if it exists);
- To identify and reflect on the challenges faced by the local community, the local priorities, and the way in which UNSCR 1325 and the supporting resolutions as well as the NAP/RAP (if they exist) are relevant to them;
- To ensure local-level implementation of UNSCR 1325 and supporting resolutions, as well as the provisions of the NAP/RAP (if they exist), by creating local legislation (e.g. Local Action Plans) or integrating WPS into local/community development plans; and
- To generate concrete commitments from participants to support the implementation of WPS in their personal and professional lives.

Workshop rules (5 min): Facilitator presents the participants with a number of ground rules for the workshop. These may include:

- **Be respectful** of other people and their opinion;
- **Listen:** do not speak when others are speaking and try to really hear other participants' concerns and ideas;
- **Be punctual:** respect other participants' time by arriving to sessions on time.

Facilitator asks the participants if they would like to add any ground rules to the list, writes down all ground rules on a flipchart and leaves them in a place that will be visible throughout the workshop.

SESSION 2 – The Concept of Gender

Objective: To define the concept of gender, how it plays out in everyday life, why it is important in policy-making and policy implementation, and how it relates to peace and security, and sustainable development

Session summary

At the end of this session the participants will:

- Be able to explain the concept of gender and its intersection with the issues of peace and security
- Be able to explain and discuss gender norms and roles and how they define access to opportunities and thus affect how people experience security and development
- Understand that gender equality is a key component of human security, sustainable development and good governance.

Session time: 60 min

Materials needed: White board or black board or flip chart, cards in different colours, markers, chalk, microphone (optional)

Facilitation guide

Group exercise: "Act like a man and/or woman" (30 min)

*** Note: Women CSOs usually know creative ways of discussing gender concepts. Methodology of this session will differ depending on the context, in order to ensure that participants are comfortable. The below is just an example of a methodology to be used*

- Each participant is given 2 sets of cards i.e. yellow and green. Facilitator asks the participants to brainstorm and write down what it means to 'Act like a Man' (on one color) or to 'Act Like a Woman' (on another color) in a number of areas. *The following areas may be considered: physical appearance/ posture; dating/relationships/marriage; clothing; communication/feelings; education; toys; work; free time/hobbies; professions; colors.*
- After about 5-10 minutes, all participants place their cards on the board, where everyone else can see them.
- The facilitator draws a table with 2 columns 'changeable acts' and 'non-changeable acts'.

- For each behavior written down on the cards by participants, the facilitator asks the following questions to the participants:
  - Where did they learn those acts?
  - What happens when someone does not conform to those specific norms and expectations of behavior?
  - Have you seen some of these acts or norms change? Which ones?

Debriefing and discussion (30 min) Facilitator concludes by explaining that any acts or norms that can be changed are known as 'gender roles' and the tasks or functions which cannot be changed are attributed to sex.

The facilitator explains that gender norms and define access to opportunities and thus affect how people experience security and development and that gender equality is a key component of human security, sustainable development and good governance.

SESSION 3: Context/Conflict Analysis

Objective: To reflect on the impact of conflict on a specific local community and/or the broader socio-political context in the local community

To define the relevance of WPS resolutions to the local context and identify the areas of WPS that should be a priority for implementation given local realities and needs

Session summary

At the end of this session the participants will:

- Be able to explain the root causes and impacts, particularly on women and girls, of conflict in their community;
- Be able to explain and discuss the relevance of WPS resolutions to their local context and the needs of their community; and
- Have identified the main issues/priority areas that should be addressed by the Local Action Plan and/or other policies integrating WPS into local development plans.

Session time: 60 min

Materials needed: Flipcharts and markers; "conflict tree" pre-prepared flipcharts; big post-it notes or A4 papers and tape;

Facilitation guide

- **Introduction and preparation (5 min):** The whole group is divided into smaller groups of 5 or 6 people in each group depending on the number of participants. If the participants are coming from different villages or sectors – e.g., civil servants, women CSOs, youth organizations, faith leaders, police and military sectors, the grouping can also be based on these.
- Conflict tree (30 min)
  - The small group will be given 45 minutes each to answer the following questions:
  - Describe the violent conflict that affected/affect your community—what are the root causes? Who are the warring parties?
  - What is the impact of the conflict on your community, on the broader society and on women and girls specifically?
  - What have been the efforts to resolve the conflict and build peace? Were those efforts successful? Please explain your answer?
  - Were women involved in the conflict resolution and peacebuilding? Why or why not?

In countries that are not directly experiencing conflict, the same exercise can be conducted to map "security concerns". The same questions should be asked – what are the internal and external conflicts that affect their country, what are their root causes, how do they impact women and men differently, what actions have been taken to mitigate them, and to what extent have they be successful?

The facilitator will ask the participants to "map" the answers on a flipchart, using the pre-prepared flipcharts with the drawing of the tree. The trunk of the tree represents the main conflict/security challenge; the roots represent the causes of the conflict/insecurity; and the branches represent the impacts. Facilitator asks the participants to "complete" the conflict tree by:

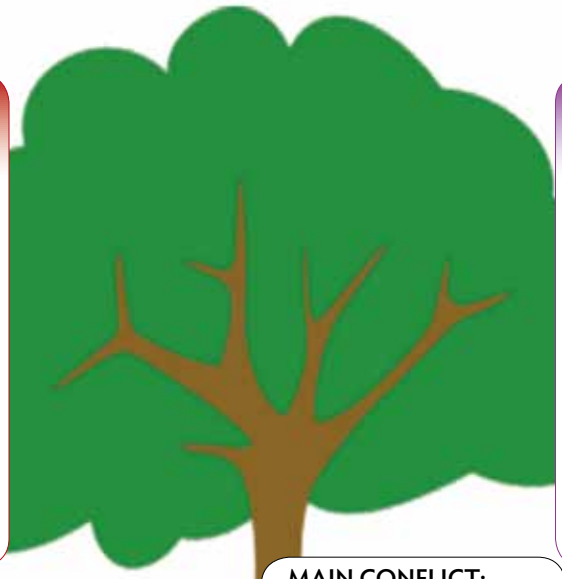
- Writing down the main conflict/security concern (on the trunk of the tree); as well as its causes (on the roots) and impacts (on the branches); and marking in a different colour the impacts that affect women and girls in particular;
- Writing down the main actors involved in conflict/insecurity (to the left of the tree) and the main actors that can contribute to building peace/ensuring security (to the right of the tree); and
- Writing down (above the tree) the existing peacebuilding/grassroots security efforts and whether they are successful or not.

Facilitator also asks the participants to identify and write down three action recommendations to fully resolve the conflict including its lingering impact.

Identifying key priority areas (25 min): Each group presents their conflict tree and the main root causes and impacts of the conflict, as well as the main peacebuilding actors and initiatives they identified. During the presentation, facilitator writes all the root causes of the conflict on one flipchart, all the gender-specific impacts of the conflict on another flipchart, and all peacebuilding opportunities on a third flipchart.

PEACEBUILDING INITIATIVES:

CONFLICT ACTORS:



PEACEBUILDING ACTORS:

MAIN CONFLICT:

CONFLICT CAUSES:

SESSION 4 – Awareness and knowledge-raising on UNSCR 1325 and supporting resolutions and NAP if the country has one

Objective: To raise the participants' knowledge of the UNSCR 1325 and supporting resolutions; and awareness of their importance and relevance to the local context

Session summary

At the end of this session the participants will:

- Be able to explain the main provisions of UNSCR 1325 and the supporting WPS resolutions;
- Be able to explain the NAP and its status of implementation; and
- Understand the roles of the national and local government, CSOs and other key local actors in the implementation of the WPS Resolutions.

Session time: 60 min

Materials needed: Printed copies of UNSCR 1325 and UNSCR 1820 in a commonly used language in the local area (one per participant); Flipcharts and marker; Projector and Laptop; PowerPoint presentation on WPS.

Facilitation guidance

- **Self-study (20 min):** Facilitator (WPS resource person) distributes the printed copies of UNSCR 1325 and 1820 and asks the participants to read them.
- **Dyadic discussions (10 min):** Following the self-study, facilitator asks the participants to turn to their neighbor and discuss the following questions (these should be written on the flipchart or projected on the screen for the participants to refer to during the conversation):
  - What are the most important provisions of the two Resolutions?
  - Why are the Resolutions important?
  - Do you think the Resolutions and their provisions are relevant to your local context? How?

- **Background information on UNSCR 1325 (interactive presentation, 20 min)**: Facilitator asks the first two questions to the entire plenary, one-by-one. Facilitator then uses the answers provided by the participants as a basis to provide the basic information about UNSCR 1325 and supporting resolutions (see Facilitation Notes box below), explaining:
  - The history of UNSCR and the supporting Resolutions;
  - The main four pillars of UNSCR 1325; and
  - The linkages between UNSCR 1325 and the supporting resolutions with other national and international policies on women's rights, gender equality, security, peace and order.
- **Implementing UNSCR 1325 (10 min):** Facilitator delivers a short presentation explaining the different mechanisms for the implementation of UNSCR 1325 and the supporting resolutions, explaining:
  - What are National Action Plans and why are they important;
  - What are the Regional Action Plans and why are they important;
  - What are the main provisions/pillars of the relevant NAP and/or RAP (if they exist);
  - What is the role of local actors (authorities, other leaders and the civil society) in implementing UNSCR 1325 and supporting Resolutions; and
  - Examples of successful local implementation (see case studies in Section II) of UNSCR 1325 and the supporting Resolutions.

SESSION 5 – National laws and policies that promote women's rights, gender equality and equity, peace and security

Objective: To examine the existing national laws and policies that promote women's rights, gender equality and equity, peace and security, and the ways in which their implementation can be harmonized

Session summary

At the end of this session the participants will:

- Be able to explain the National laws and policies that promote women's rights, gender equality, peace and security; and
- Be able to identify actions that could promote harmonization of the implementation of national laws and policies on women's rights, gender equality, peace and security with the NAP.

Session time: 60 min

Materials needed: Flipcharts and markers; copies of the national laws and policies that will be discussed; laptop and projector

Facilitation guidance

Self-study/reading session (20 min): Facilitator distributes the copies of the relevant national laws and policies that promote women's rights, gender equality and equity, peace and security, and asks the participants to study them individually, or together with the person sitting next to them.

Depending on the context, this could be replaced with small group discussions and plenary or a presentation of the key policies/laws by an expert.

Moderated plenary discussion (40 min): Facilitator asks the participants to think of relevant national laws and policies that promote women's rights, gender equality, peace and security with the NAP.

Participants identify the relevant laws and the facilitator writes them down on the flipchart or on the laptop, projected on the screen. The facilitator can also draw a Venn diagram to illustrate the intersections among the different laws and policies on women's rights, gender equality, UNSCR 1325 and the supporting resolutions and the NAP if it exists. The facilitator then asks the participants to consider, how such documents serve as foundations for the NAP and how their implementation could be harmonized and reinforced mutually, for example:

- How is a law on Violence against Women linked to the NAP?
- How is a country-specific strategy on combatting sexual violence in conflict linked to the NAP?
- How can their implementation be harmonized so that the limited human resources and budget can be used optimally?

For countries that do not have NAPs, this will serve as a mapping and review of existing instruments that could serve as foundations for a NAP. For countries that already have a NAP, the focus will be in harmonizing the different laws and policies, bring more coherence and promote coordination among the government ministries and agencies involved in the implementation.

SESSION 6 – The Good Cycle

Objective: To generate understanding of the linkages between peace and security, good governance, and sustainable development and how policies on these issues should be implemented harmoniously and coherently

Session summary

At the end of this session the participants will:

- Be able to explain the concepts of human security, good governance, and sustainable development;
- Be able to explain how good governance can lead to the achievement of the Sustainable Development Goals, and how good governance and sustainable development can foster peace and security – especially human security;
- Be able to explain how gender inequality can drive conflict and insecurity; and
- Be able to explain the nexus between environment, climate change, and peace and security.

Session time: 60 min

Materials needed: A4 sheets of paper and markers

Facilitation guidance

- **Interactive presentation (40 min):** Facilitator delivers an intersectional and integrative presentation analyzing how good governance can lead to the achievement of the Sustainable Development Goals and how good governance and sustainable development can result to peace and security—particularly human security.

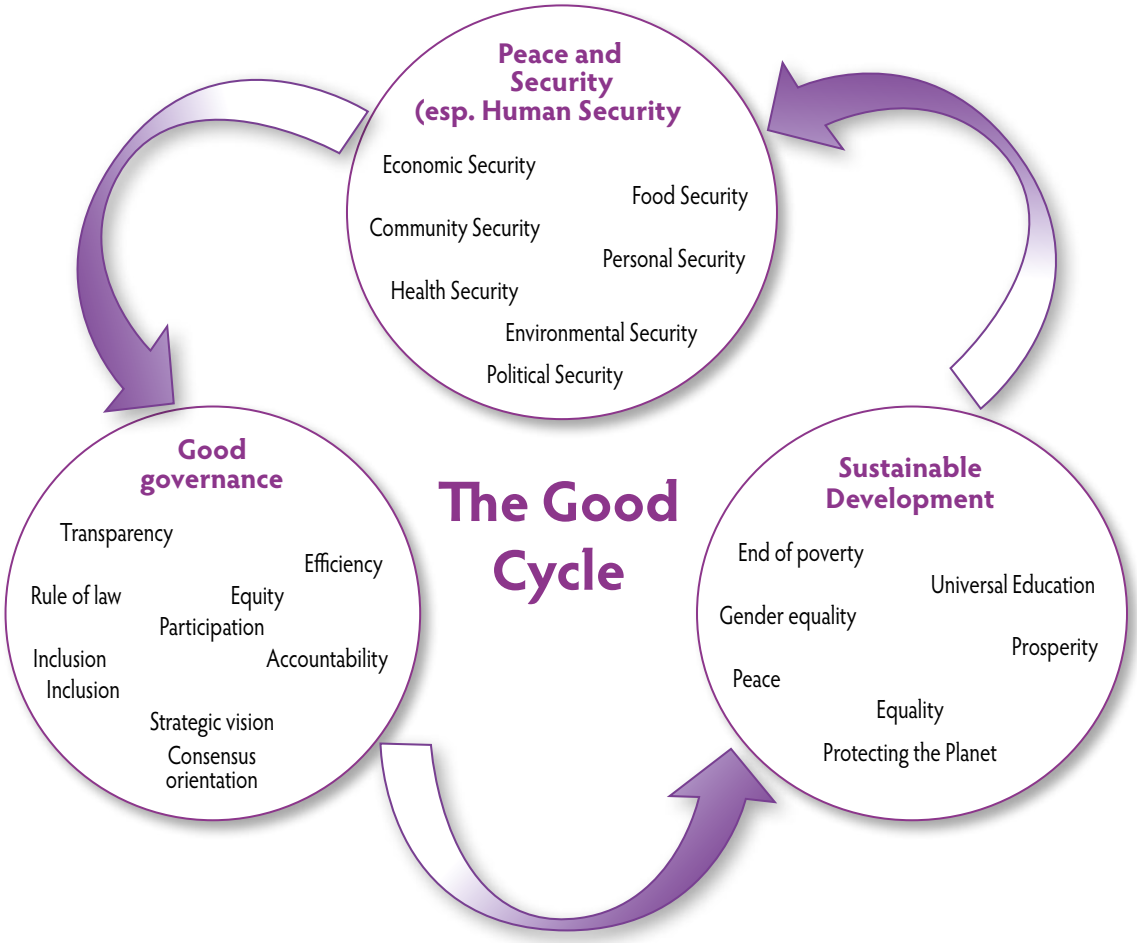
  The facilitator should ask the participants what each of the terms "peace and security"; "good governance"; and "sustainable development" means to them, and write down the key words on a flipchart with the "Good Cycle" drawn on them. The facilitator should elicit from the participants the different elements that constitute good governance such as transparency, accountability, inclusiveness, being participatory, effectiveness and efficiency. The participants will also be asked what elements constitute human security such as economic security, food security, health security, environmental security, personal security, community security and political security. (see the Facilitation Notes for an example).

The presentation should:

- ▹ Underscore that there cannot be peace and security if there is no good governance and sustainable development. Therefore, each one needs the other; and each one results into the other.
- ▹ Illustrate the nexus between environment, climate change and peace and security. Environmental degradation and devastation of natural resources often results to economic failure and poverty which are two of the root causes of violent conflicts. Conversely, well-managed natural resources sustain economic development and generates employment which are necessary ingredients of peaceful societies.
- ▹ Highlight the importance of gender equality for the Good Cycle and elaborate that gender inequality is one of the drivers of conflict.

- ► **Discussion (20 min):** Following the presentation, the facilitator invites participants to share their thoughts, as well as their own experiences of witnessing the impact of the "good cycle" and the linkages between peace and security, good governance, and sustainable development.

The learning from The Good Cycle session will be integrated into the local development planning and in the development of Local Action Plans on WPS.



SESSION 7 – Local governance and decentralization laws & local development planning

Objective: To ensure all participants understand local governance framework and processes, as well as all stages of local development planning, budgeting and implementation

Session summary

At the end of this session the participants will:

- Be fully aware of the Local governance and decentralization laws in their country;
- Understand how the Localization of UNSCR 1325 is supported by the Local governance and decentralization laws in their country including how budget can be allocated for the implementation of LAPs, local by-laws or local resolutions on WPS;
- Be able to explain all stages of the Local Development Planning Process, from the consultations with local communities, drafting of the local development plan, budgeting, deliberation and approval; and
- Understand how WPS can be integrated at all stages of the Local Development Planning.

Session time: 45 mins

Materials needed: Flipcharts and markers; or lap top and projector; PowerPoint presentation on Local Development Process (prepared by a local expert)

Facilitation guidance

- **Presentation and discussion with local expert (45 mins):** A local expert on local governance and decentralization laws of the country will be invited to serve as a resource person for this session.

  S/he will deliver a presentation, covering the following sub-topics: the mandates of local authorities such as governors, mayors, councilors; their authority to adopt local laws and policies; the process of drafting and adopting local laws and policies; the role of civil society in local governance; and the budgeting cycle in local government.

  The expert will also discuss with participants how the Localization of UNSCR 1325 strategy is in line with the Local governance and decentralization laws of the country.

  S/he will provide tips on how LAPs, local by-laws or local resolutions and text for the local development plans should be presented to and deliberated in local council/local parliament and how to ensure that budget is allocated for their implementation.

SESSION 8: Formulating Concrete Local Strategies

Objective: To formulate concrete strategies for WPS implementation at the local level and begin drafting Local Action Plans

Session summary

At the end of this session the participants will:

- Have identified concrete actions needed to implement WPS at the local level, and address the local peace and security concerns, identified during the context analysis;
- Have developed a first draft of the Local Action Plan, including concrete activities with timelines, actors responsible, etc.; and
- Understand their role in implementing WPS in their local community, and how they can concretely contribute.

Session time: 120 min

Materials needed: flipcharts and markers

Facilitation guidance

- **Conflict/Context analysis recap (10 min):** Facilitator reviews the flipcharts produced during the Conflict/Context Analysis (Session 3), which summarize the key peace and security concerns in the local community. Together with the participants they summarize/validate the key priority areas.
- **Small group work (40 min):** Facilitator divides participants into small groups, each tasked with identifying key activities/actions needed under one priority area. Facilitator and resource persons circulate among the small groups, helping keep the discussions focused, and making sure that the activities are "SMART": Specific, Measurable, Actionable, Relevant and Time-bound (see facilitation notes below for detailed guidance on "SMART" objectives).
- **Plenary discussion (40 min)**: Each group presents the activities they came up with; the plenary then discusses them, and changes are made as needed. The facilitator helps keep the discussion concise and constructive.
- **Formulation of first draft of Local Action Plan (30 min):** Based on the revised and "validates" activities, each small group begins developing a "Local Action Plan", assigning responsible actors and a specific time-frame to each activity.

SESSION 9: Professional and personal commitments

Objective: To generate concrete personal and professional commitments related to implement the WPS resolutions from participants

Session summary

At the end of this session the participants will:

- Have made concrete commitments to implementing WPS in their personal and professional lives.

Session time: 30 min

Materials needed: A4 sheets of paper and markers

Facilitation guidance

- Facilitator asks the participants to reflect on the jointly identified "next steps" as well as the priority areas and WPS pillars discussed during the workshop, and to think about how they can (personally or professionally) contribute to WPS implementation in their community.
- Facilitator asks the participants to write down their commitments (at least 1 personal and 1 professional commitment) on A4 sheets of paper. After a few minutes, facilitator asks participants to present their commitments to the room.

SESSION 10: Peace Exchange

Objective: To exchange experiences, good practices and lessons learned on what works and what does not work in localizing UNSCR 1325 and supporting resolutions in different countries or different regions, states, provinces, districts, cities or municipalities in the same country

***NOTE: This session can be located at a different point during the workshop, depending on the need and the local context. Furthermore, the Peace Exchange participants should be active and serve as resource persons throughout the workshop, sharing their experience and perspective in various sessions and discussions.*

Session summary

At the end of this session the participants will:

- Understand the impacts, successes, obstacles and challenges of localization in another context.

Session time: 60 min

Materials needed: Laptop and projector; PowerPoint presentation prepared by the civil society/government representative from another Localization country.

Facilitation guidance

- **Presentation (30 min):** Facilitator (civil society/government representative from another Localization country) makes a presentation about the Localization process in their country, highlighting:
  - The positive changes (outcomes and impacts) that resulted from the Localization;
  - The obstacles and challenges that were faced during the Localization process and how they have been overcome; and
  - Thoughts on the current Localization Workshop and the LAP developed in previous sessions.

- **Q&A (30 min):** Facilitator accepts and answers questions from the participants.

SESSION 11: Filling out the Evaluation and Knowledge, Beliefs, Attitudes and Perceptions Surveys and Closing

Objective: To complete the evaluation and the knowledge, beliefs, attitudes and perceptions forms; to summarize the workshops and key take-aways and thank the participants.

Session summary

At the end of this session the participants will:

- Have filled out the workshop evaluation and the knowledge, beliefs, attitudes and perceptions surveys;
- Understand the key results of the workshop, and the next steps needed to implement the Localization.

Session time: 30 min

Materials needed: Evaluations forms; Knowledge, Attitudes, Perceptions and Beliefs surveys.

At the end of the sessions, the facilitator should give the participants 10-15 minutes to fill out the evaluation forms, as well as the knowledge, beliefs, attitudes and perceptions surveys (the same ones they filled out at the beginning of the workshop).

This should be built into the workshop agenda, to ensure that the forms are filled out properly.

Once the forms have been filled out ant collected, the facilitator should thank all the participants, and summarize the main conclusions of the workshop, and the next steps.

ANNEX 1b – "Writeshop" Training Module

SESSION 1: Introduction

Objective: To set the stage for the workshop by introducing the participants, resource persons, facilitators, workshop objectives and agenda

Session summary

Session time: 30 min

Materials needed: Microphones, LCD projector

Facilitation guide

- **Introductions:** The facilitator asks the participants to briefly introduce themselves, sharing their name, role/position and community, and to share how they have been working to localize WPS since their participation in the Localization workshop.
- **Introducing the agenda and objectives:** The facilitator describes the overall objective of the writeshop, and the objectives of the different sessions.

SESSION 2: Presentation of the different modalities of including WPS in the local legislation

Objective: To explain the different modalities of including WPS in the local legislation, including: Local Action Plan; local policies/by-laws and integrating WPS into the local development plan.

Session Summary

Session time: 60 min

Materials needed: Microphones, LCD projector, Laptop and PowerPoint presentation

Facilitation guide

- **Presentation:** The facilitator should briefly describe each of the modalities, and their advantages and disadvantages in the local context. This session should be prepared based on each local context and its specificities.

SESSION 3: Process of adoption of a Local Action Plan; by-laws; or amendments to the local development plan

Objective: To explain the process and steps that will be required to adopt a Local Action Plan; local policies/by-laws; or to amend the local development plan, in line with the local legislation.

Session Summary

Session time: 60 min

Materials needed: Microphones, LCD projector, Laptop and PowerPoint presentation

Facilitation guide

- This session should be led by the resource person with strong expertise on local governance and development process;
- The resource person should provide a summary of the process required to adopt an action plan; pass a new resolution/by-law; or amend the local development plan, including:
  - The relevant body/entity that has the authority to adopt or amend these documents;
  - The timeline for the official adoption of an action plan; adoption of a new by-law; or amendment of the local development plan;
  - Steps that will have to be undertaken by the "writeshop" participants to ensure such adoption.

SESSION 4: Plenary discussion to select the most appropriate modality

Objective: To discuss and select the most appropriate modality for the local context.

Session Summary

Session time: 90 min

Materials needed: Microphones, LCD projector, Flipcharts and markers

Facilitation guide

- **Small group discussion** (30 mins): The facilitator should divide the participants into three groups, and request each group to discuss the advantages and disadvantages of one of the modalities.
- **Debriefing and plenary discussion** (60 mins): Following the discussion, each small group should present its conclusions regarding the advantages and disadvantages of the specific modality. The facilitator should them moderate a plenary discussion of the advantages and disadvantages, and help the participants achieve a consensus on what kind of implementation mechanism would best serve the needs. This could be any or a combination of the following: Local Action Plans, local laws and policies such as by-laws or resolutions, or provisions in local development plans.

  It is also important to agree on the level of governance that implementation mechanism will be adopted and applied: e.g., province/district/city/municipality/village

SESSION 5: Monitoring and evaluation and defining "SMART" objectives

Objective: To explain the principles of the monitoring and evaluation, and its applicability to the selected modality

Session Summary

Session time: 60 min

Materials needed: Microphones, LCD projector, Laptop and PowerPoint presentation

Facilitation guide

- **Presentation** (30 mins): The facilitator should deliver a short presentation, explaining:
  - The importance of Monitoring and Evaluation for the success of implementation, including the fact that it can be used to "correct" the implementation to ensure that it remains on track; detect possible gaps or weaknesses and "fix" them; and generate more support (including donor support) for the implementation
  - The guidance on formulating "SMART" (specific, measurable, actionable, relevant and time-bound) objectives (see Facilitation notes under Session 8 of Component 1 for more information on this);
  - Examples of successful mechanisms to monitor the implementation of local laws and policies, and to ensure accountability
- **Discussion** (30 mins): To start the discussion, the facilitator can provide a few examples of objectives or activities and ask the participants whether they think these are "SMART", and – if not – how they may be made stronger. The facilitator should also respond to all questions and concerns of the participants.

SESSION 6: Drafting of the Local Action Plan OR by-laws/ resolutions OR provisions for the local action plan

Objective: To draft the Local Action Plan OR by-laws/resolutions OR provisions for the local development plan.

Session Summary

Session time: 180-240 min

Materials needed: Microphones, LCD projector, Flipcharts and markers, pens, notebooks

Facilitation guide

- The facilitator should provide a methodology to support the drafting of the Local Action Plan, local laws and policies and/or new provisions for the local development plans, depending on the need, as discussed during the previous sessions.
- Depending on the modality selected by the participants in the previous sessions, the facilitator should then follow one of the three options for the facilitation of this Session. However, the methodology must be contextualized and revised depending on the local policy processes and needs. The time of the session will depend on the selected modality.

Modality 1. Drafting a LAP

- **Reviewing the NAP**. In a country with a NAP, the facilitator should ask the participants to review the NAP and identify the specific objectives, activities, outputs and outcomes that are most relevant to their local community.

  Note: The NAP has already been thoroughly discussed in the Localization Workshop (Component 1). Thus, it is expected that the participants have already given some thought on which provisions of the NAP are most relevant to their provinces/districts/cities/municipalities/village. The conclusions from the Localization Workshop can be used/reminded during the "writeshop".

- **Filling out the log frame.** The facilitator should support the participants in jointly choosing and formulating the priority areas (aligned with the NAP), under which they will identify local objectives, activities, outputs, and outcomes for their local action plan. *(Note: This can be based on the strategies identified during Session 8 of the Localization Workshop).*

  The participants should then be divided into groups to work on specific priority areas—for example women's participation in peace processes and decision-making, prevention of and protection from sexual and gender-based violence; promotion of gender equality in the security sector. *(Note:*

To facilitate the drafting process, the log-frame can be prepared in advance with a few examples of specific objectives, activities, outputs and outcomes.)

Representative/s of each group will present the completed logframes in a plenary session. After about 15 minutes of Question and Answer and interactive discussions, the facilitator will ask the participants if all of the key issues on WPS, gender equality and women's rights issues in their province/district/city/municipality/village are reflected. They will then give the draft LAP a vote of confidence.

Modality 2. Drafting of local laws and policies on WPS

- **Law-making and policy-making at the local level.** This session should focus on the process of law-making and policy-making at the local level. The participants will learn about the various steps of drafting, deliberation, and adoption of local laws and policies. They will also discuss the political persuasion of political parties and local parliamentarians or local council members. Based on that, they will identify those who could sponsor and vote in support of the **local laws and policies on WPS** they are drafting.

Based on the above session, the participants will proceed with the drafting of the WPS-related by-laws or resolutions. The facilitator may decide to divide the participants into two or three groups based on their areas of interest and expertise. The draft policies will then be presented in a plenary to discuss and achieve consensus on the final versions of the policies that will be submitted to the local council or local parliament for deliberation and approval.

Modality 3. Drafting of WPS provisions for integration into local development plans

- **Refresher session on local development planning.** The drafting of WPS provisions for local development plans requires that all participants have good knowledge of local governance and decentralization laws & local development planning. To make sure that this is the case, the resource person should conduct a "refresher" session based on Session 7 of the Localization Workshop (see above). The discussion should focus on the stages of local development planning—from the consultations with local communities, drafting of the local development plan, budgeting, deliberation and approval. The session will enable the participants to better understand the format and tone that should be used in drafting the WPS provisions that they would like to integrate in the local development plan. They will also gain knowledge on how to lobby or advocate with the local council or local parliament who will be voting to approve the integration of the WPS resolutions into the local development plan. In addition, the participants will learn about how the local development plan is costed and budgeted including specifically the activities identified as part of the WPS provisions.

- Analysis of the current local development plan. ***The participants will discuss the current local development plan and analyze if it has any provision related to women's rights, gender equality and peace and security. If the local development plan contains such provisions, they will discuss how to strengthen them in line with UNSCR 1325. If such provisions are not included in the plan, the participants will draft the provisions. The drafting will be informed by the discussions during the Localization Workshop, particularly Session 8: Formulating Concrete Local Strategies.***

Based on the above two sessions, the participants will proceed with the drafting of the WPS provisions they want to integrate in the local development plan. The facilitator may decide to divide the participants into two or three groups based on their areas of interest and expertise. The draft provisions will then be presented in a plenary to discuss and achieve consensus on the final versions of the provisions that will be submitted to the local council or local parliament for deliberation and approval.

SESSION 7: "Strategy session" to identify next steps for the Localization of WPS

Objective: To identify the next steps for the adoption and implementation of the draft local action plan, policies, or provisions for the local development plan

Session Summary

Session time: 60 min

Materials needed: Microphones, LCD projector, Flipcharts and markers, pens, notebooks

Facilitation guide

- Regardless of the modality selected for the previous session, the facilitator should follow the drafting with a strategy session to a) identify and forge alliance with stakeholders who would support the adoption and implementation of the Local Action Plans, laws and policies on WPS; and WPS provisions in local development b) identify and if possible, attend the sessions in the local council or local parliament which could lead to the adoption of the instruments; c) collaborate with the government ministries and agencies or local government unit/s whose mandate include the funding and roll out of the adopted documents; d) broaden the awareness and ownership of the Local Action Plans, laws and policies on WPS; and WPS provisions in local development plans through media and social media.

  The facilitator should moderate a plenary discussion, wherein the participants should discuss the next steps, and the relevant channels, events and meetings to be used to disseminate, and ensure the adoption of, the LAP, policies or provisions they drafted.

At the end of this session, the participants should select a small group of individuals – a "Steering Committee" from among themselves. The Steering Committee will consist of 5 -7 members, and should include representatives of all major groups including local authorities, religious and indigenous leaders, local police/military, youth, women etc. It is responsible for ensuring that the LAP, policies or provisions drafted during the workshop will be officially adopted; and lead the advocacy and mobilization for their implementation.

ANNEX 2 – Localization Training Needs Analysis (Sample Form)

Name: _____ **Email:** _____

Organization/affiliation _____ **Position:** _____

Date: _____

1. Have you heard of/come across the United Nations Security Council Resolution (UNSCR 1325) and the Women, Peace and Security agenda?

   Yes ____ No _____

   Please explain how you have come across it briefly:

   _____

   _____

2. On a scale from 1 to 5 (1 being the lowest, and 5 the highest), how would you rate your knowledge of UNSCR 1325 and the Women, Peace and Security agenda?

   _____

   Please explain:

   _____

   _____

3. Have you been involved in the development of the National Action Plan on UNSCR 1325 (NAP) in your country?

   Yes ____ No _____

   Please explain your involvement briefly:

   _____

   _____

4. In what ways have you been involved in the work related to Women, Peace and Security in your local community?

   _____

   _____

5. What are the three main learning objectives you would like to achieve through the Localization workshop?

   1. _____

   2. _____

   3. _____

Thank you for your response.

ANNEX 3 – Knowledge, Attitudes, Perceptions and Beliefs survey
(Sample Form)

Name: _____ **Email:** _____

Organization/affiliation _____ **Position:** _____

Date: _____

Please read all the questions carefully, and respond in accordance with your opinion and experience:

1. Does war impact women differently from men?

YES/NO

2. What impact does war have on women?

3. Should women participate in peacebuilding and decision-making?

YES/NO

4. Why/Why not?

5. What is the importance of the NAP 1325 for your country?

6. Do you believe UNSCR 1325 and the NAP is relevant to your local community?

YES/NO

7. Why/Why not?

8. What is the current situation of women in your local community?

9. What roles do women currently play in the your local community, especially with regards to:

- peace and security;

- political decision-making

10. What roles should women play, especially with regards to:

- peace and security;

- political decision-making

Thank you for your responses.

ANNEX 4 – Post-workshop evaluation
(Sample Form)

Name: _____ **Email:** _____

Organization/affiliation _____ **Position:** _____

Date: _____

Post-Workshop Evaluation Form

Workshop Objectives:

[Please list workshop objetives]

Questions:

In your opinion, were the above workshop objectives met? Please explain.

YES/NO

_____

_____

_____

Was the content of the workshop relevant to your Ministry, Department or Organization's work? Please explain.

_____

_____

_____

What was the most interesting topic/session for you? Why?

_____

_____

_____

What was the least interesting topic/session for you? Why?

_____

_____

_____

What was the most important learning for you during the workshop? Why?

_____

_____

How can we improve future similar workshops?

_____

_____

_____

Thank you for your responses.

ANNEX 5 – Examples of Monitoring and Evaluation Tables

Example 1: Increase in women's participation

	Indicators	Baseline	Target	Sources of data
Impact 1: Women are key influencers and meaningful participants in decision-making, especially on peace and security, in province X	Number of women that hold key positions in local councils, steering committees and coordination mechanisms on peace and security	XX	XX	Mapping of local institutions, interviews, document review
	Extent to which the women holding the key positions feel their concerns are listened to and taken into account in decision- and policy-making	XX	XX	Interviews, questionnaire distributed to women holding key positions
Outcome 1.1: Local authorities/ leaders are aware of their obligations to support women's meaningful participation in decision-making, and fulfil them	Number of local leaders/authorities who attended training workshops on WPS	XX	XX	Workshop report, participant list
	% of local leaders/authorities who believe that "women's participation in decision-making is important and necessary to achieve peace"	XX%	XX%	Questionnaires distributed to participants before and after workshop
	Number of local laws and policies guaranteeing women's meaningful participation, adopted in province X	XX	XX	Document review, interviews
	Level of confidence of local women/ civil society that the laws and policies are useful and will be implemented	NA	XX	Questionnaire distributed to local civil society, interviews, focus group discussions
Output 1.1.1: XX local authorities/leaders attending a Localization Workshop on UNSCR 1325	Number of local authorities/leaders attending the Localization workshop			

Example 2: Protection of victims of sexual violence

	Indicators	Baseline	Target	Sources of data
Impact 1: Cases of sexual violence in province X are appropriately addressed	% of sexual violence cases reported to police in province X that have been investigated, tried and resolved within XX months from the report	XX	XX	Interviews with local police, document review
	Extent to which victims of sexual violence feel that the treatment of their cases has been adequate	XX	XX	Interviews, questionnaire distributed to victims of sexual violence who have reported their cases to the police
Outcome 1.1: Local police is trained on handling of sexual violence cases and aware of their obligations to address sexual violence cases in a confidential and effective manner	Number of local police officers who attended training workshops on WPS	XX	XX	Workshop report, participant list
	Number of police stations that have special desks dedicated to handling sexual violence cases	XX	XX	Document review, interviews with local police, visits to local police stations
	Level of confidence of local women that the special desks are useful, and that they will contribute to confidential and effective treatment of sexual violence cases by local police	NA	XX	Questionnaire distributed to local women, interviews, focus group discussions
Output 1.1.1: XX local police/ security officers attending a Localization Workshop on UNSCR 1325	Number of local police/security officers attending the Localization workshop	XX	XX	Workshop report, participants list

ANNEX 6 – List of Participants of the Localization Conference in Nepal

	Participant name	Country	Government/ Civil society	Participant organization/function
1	Joselyne Bucumi	Burundi	Civil Society	Executive Secretary Fontaine Isoko
2	Terence Mbonabuca	Burundi	Government	Ministry of Interior
3	Annik Lussier Rez	Canada	Government	Deputy Director (Women, Peace and Security) Peace Operations, Stabilization and Conflict Policy Division, Global Affairs Canada
4	Cristina Giron	Colombia	Government	Popayan municipality Secretariat for Women, Cauca Department, leads localization of UNSCR 1325 & 1820 in Cauca Department
5	Francy L. Jaramillo Piedrahita	Colombia	Civil Society	National Women's Network (Red Nacional de Mujeres), leads localization of UNSCR 1325 & 1820 in Cauca Department
6	Ann-Sofie Stude	Finland	Government	Ministry of Foreign Affairs 1325 Ambassador/National Lead on WPS
7	Nazi Burduladze	Georgia	Civil Society	Project Coordinator, Women's Information Centre
8	*Sopo Japaridze*	Georgia	Government	*Prime Minister's Adviser for Human Rights and Gender Equality; National Coordinator of the NAP 1325*
9	Prof. Dr. Vennetia R. Danes	Indonesia	Government	Deputy Minister for Women's Rights Protection Ministry of Women's Empowerment and Child Protection (MoWE), National Coordinating Agency for the NAP 1325
10	Ruby Kholifah	Indonesia	Civil Society	Asian Muslim Action Network, one of the leaders in the Indonesian Civil Society Working Group on 1325
11	Catherine Chegero	Kenya	Government	National Coordinator of the Kenyan NAP/ Ministry of Service, Youth and Gender
12	Emma Mogaka	Kenya	Civil Society	Rural Women's Peace Link, Civil society lead on the Localization of the NAP 1325 and supporting resolutions
13	Ruth Caesar	Liberia	Civil Society	Women NGO Secretariat of Liberia, Civil society lead on the NAP 1325 and 1820 and Localization
14	Vivian Innis	Liberia	Government	Head of Government for UNSCR 1325; Ministry of Gender
15	Bandana Rana	Nepal	Civil Society	Member - UN CEDAW Committee
16	Dr. Kiran Rupakheti	Nepal	Government	Joint – Secretary, National Planning Commission
17	Nava Raj Adhikari	Nepal	Civil Society	1325 Action Group and Executive Director, World Vision Advocacy Forum (WVAF)

18	Pinky Singh Rana	Nepal	Civil Society	1325 Action Group and Rural Women's Development and Unity Center (RUWDUC) and Samantha-Institute for Social and Gender Equality
19	Rishi Raj Bhandari	Nepal	Government	Focal point for the NAP on UNSCR 1325/Joint Secretary for the Ministry of Peace and Reconstruction
20	Juna Gurung	Nepal	Local Civil Society	Women's Rights Activist and Lawyer, Trainer of UNSCR 1325
21	Sri Krishna Poudel	Nepal	Local Government	Chief Administrative Officer, Nuwakot District
22	Bridget Osakwe	Nigeria	Civil Society	West Africa Network for Peacebuilding – Nigeria
23	Idriss Mohammed	Nigeria	Government	Ministry of Women Affairs and Social Development
24	Jasmin Nario Galace	Philippines	Civil Society	Centre for Peace Education/Women Engaged in Action on Resolution 1325, Convenor of the NAP Civil Society Coordinating Group
25	Rebecca Baylosis	Philippines	Government	Philippine Commission on Women
26	Helen M. Rojas	Philippines	Government	Office of the Presidential Adviser on the Peace Process
27	Gordana Subotic	Serbia	Civil Society	Dea Dia, Civil society lead on the NAP 1325 and Localization
28	Stojanka Lekic	Serbia	Government	MP in Vojvodina district; Localization champion
29	Nana Pratt	Sierra Leone	Civil Society	National Organization for Women (NOW) Sierra Leone, Civil society lead on the NAP 1325 and 1820 and Localization
30	Amara Sowa	Sierra Leone	Government	Ministry of Local Government and Rural Development (key stakeholder in the Localization program)
31	Robinah Rubimbwa	Uganda	Civil Society	Coalition for Action on 1325, Civil society lead on the NAP 1325 and 1820 and Localization
32	Rhoda Oroma	Uganda	Government	Deputy Chief Administration Officer
33	Ella Lamakh	Ukraine	Civil Society	Democracy Development Center, one of the civil society leaders in WPS advocacy
34	Svitlana Zakrynytska	Ukraine	UN Women	WPS Project Analyst, UN Women
35	Harriette Williams Bright	USA	UN Women	Policy Specialist, Peace and Security Section, UN Women
36	Mavic Cabrera-Balleza	Philippines	GNWP	Chief Executive Officer
37	Agnieszka Fal-Dutra Santos	Poland	GNWP	Program Coordinator
38	Prativa Khanal	Nepal	GNWP	Cora Weiss Fellow
39	Runhan Tian	China	GNWP	Research and Advocacy Intern

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