

**Appendix 1:**  
**How to Organize the Women Candidate Training**

## **Training Methodologies and Implementing THE WOMEN CANDIDATE TRAINING**

Introduction: why is this session necessary-- if we train the party trainers and then they implement training more women have access to this information. The purpose of the TOT is to train party women so that they can give training to women candidates in their party. But how to do this?

Next, the facilitators will ask the participants how they will enact the women candidate training in their own districts and parties. Introduce the following ten steps to organizing this training.

### **HOW TO ORGANIZE THE WOMEN CANDIDATE TRAINING**

1. Identify possible women candidates in your party. Ask the party leadership for a list of possible women candidates. Identify women yourself. What women in your district could be candidates? Who are the women leaders in your party? What women in your party have good leadership qualities and the right experience to be a VDC or municipality ward member.
2. Assess the possible candidate needs. Tell them you are organizing a training and that you want to know what topics they want to know most about. What are the possible candidates' biggest needs? Also ask the campaign managers what the training needs are.
3. Inform the party of your plans to organize a training. Ask them for help. Can you use the party office for the training? Can they provide some money to cover costs of travel or materials for the training? Let the party leaders know when the training will happen. Ask them to participate in one or two sessions.
4. Invite the women who you identified as possible women candidates for your party. Invite the possible candidate and her best friend (could be her husband, neighbor or party worker) who will serve as her campaign manager. Both of these people should attend your training. The campaign manager will help the candidate apply the skills learned in the training to her campaign.
5. Organize the training. Involve the district coordinator in your plans. Set the dates keeping in mind the needs of the possible candidates schedules, party meetings etc. Set the location of the training. What materials will you need?
6. Design the training. Based on the largest needs of your participants, design a training agenda which reflects these needs. Design the sessions. How will you teach the material? What methods will you use to teach these materials. NDI suggests that you organize a two day training, one week apart. This will allow the possible candidates some time in between sessions to apply information from the first week into their campaign plans.

#### **Large Group Discussion:**

The facilitators will ask the participants to comment on the following questions regarding training methodologies.

What are the various types of training methodologies that have been used in this TOT ?

In your own experience in giving or receiving training, what other methods have you experienced?

Why is it necessary to use a variety of methods?

In what instances or circumstances would we use role play, small group discussion, large group presentation, outside resources, etc.?

What are the advantages of participatory methods of training?

7. Prepare. As much as possible, plan ahead and anticipate your needs ahead of time. Purchase anything you need for your training ahead of time. Prepare case studies, role plays, etc before the training.

8. Pre-test the possible candidates. Ask them to complete the questionnaire as much as possible. Tell them that it is ok if they don't know the answer and that there are no right or wrong answers.

Facilitators will distribute the pre and post test questionnaires and the purpose of the testing and how it will be used by NDI.

9. Conduct the training. Focus on the needs of the possible candidates and use a variety of methods to teach the material (i.e. role play, drama, case study, small group discussion questions, outside resource persons, field trips, large group discussion).

10. Evaluate the training and use the post test questionnaire to measure what the participants learned during the training at the end of each day. Ask only the questions for the topic you covered during that day session. Also evaluate the need for more training. Let the possible candidates know that you are a resource person for them. You can also provide consultations and assist them in implementing their campaigns.

**Appendix 2:**  
**Final Women Candidate and Campaign Staff Training Status Chart**

**NDI/NEPAL**  
**WOMEN CANDIDATE TRAINING: CAMPAIGNING FOR LOCAL ELECTIONS**

*Final Training Status Chart*

**Total number of participants in women candidate training sessions: 3,865**

District	Party	Date	Place	# of Women Trained
Sunsari	NSP	3/28-29	Inaruwa	29
	NC	4/23-24	Duhabi	62
		4/26-27	Aurabani	76
	RPP	4/20-21	Inaruwa	52
RJP	3/21-22	Dharan	32	
Morang	RPP	3/18-20	Sinjuwa	108
		3/25-27	Pathri	85
		3/30-4/1	Hoklabari	210
		4/4-6	Biratnagar	70
		5/10-11	Tankisiniwari	45
	UML	4/10	Urlabari	74
		4/12	Ramailo	70
		4/13	Mrigauliya	92
		4/18	Letang	188
		4/27	Dulari	60
	NC	3/20-21	Urlabari	61
		3/25-26	Letang	51
3/28-29		Dhanibanigama	53	
3/31-4/1		Aamgachhi	43	
4/3-4		Darbesa	54	
4/14-15		Tankisiniwari	60	
Saptari	UML	3/17-18	Pipra	60
		3/28-29	Deliha	42
		4/15-16	Kachan Mavi	80
		4/17-18	Kusaha	100
		4/21-22	Padriya	70
	NSP	3/28-29	Hariharpur	56
		4/6-7	Kailali	84
		4/10-11	Tilachhi	58
		4/25-26	Pakari	100
		5/1-2	Rajbiraj	37
	NC	4/2-3	Kanchanpur	62
		4/6-7	Theliya	53
		4/7-8	Mauli	65
		4/23-24	Terauta	80
		4/27-28	Phulbari Gaun	115
4/29-30		Phulbari-9	115	
5/8-9		Inarwa	110	
5/11-12	Hanumannagar	100		

Dhanusa	NC	3/28-29 4/1-2	Mahendranagar Sabela	32 24
Parsa	IND	4/15-16	Janaki Tole	31
		4/18-19	Birgunj	17
		4/26-27	Vishuwa	32
		5/1-2	Birgunj	24
		5/10-11	Pakaha	44
Parsa	NC	5/8-9	Birgunj	27
	UML	5/8-9	Ramgadh	38
		5/14-15	Birgunj	20
	NSP	5/6-7	Birgunj	25
	RPP	4/23-24	Birgunj	24
Chitwan	IND	4/17-18	Narayangarh	16
	NC	4/5-6	Narayangarh	70
		4/10-11	Ratnanagar	55
	UML	3/28-29	Bharatpur	50
	RPP	3/30-31	Bharatpur	77
UPF	3/28-29	Narayangarh	21	
Nawalparasi	IND	4/24-25	Bardghat	27
	NC	3/28-29	Parasi	40
	UML	4/18-19	Dumkibas	39
Rupandehi	IND	4/28-29	Butwal	41
	UML	4/4-5	Butwal	62
	NC	4/18-19	Bhairahawa	40
	RJP	4/25-26	Butwal	27
<b>TOTAL</b>				<b>3,865</b>

**Note**

NC:	Nepali Congress Party
CPN-UML:	Communist Party of Nepal / United Marxist-Leninists
RPP:	Rastriya Prajatantra Party (National Democratic Party)
NSP:	Nepal Sadbhawana Party
RJP:	Rastriya Jana Mukti Party (National People's Front)
UPF:	United People's Front (Samyukta Jana Morcha)
IND:	Independent Candidates

**Appendix 3:**  
**Sample Agenda for Women Candidate and Campaign Staff Training Sessions**

## **Agenda: Day 1**

### **Pre-test Questionnaire**

#### **Introduction Discussion: Barriers to Women in Politics**

How can possible candidates receive ticket in you party?

What are the problems which limit women's participation?

How can these problems be overcome?

(suggestion: break up the group into small groups of 4-5 participants, give them questions and talk about strategies for getting tickets, invite party leaders (women or men) and ask them for advice regarding how to get the party ticket. Use a role play to illustrate the problem)

#### **Understanding the VDC and Municipality Boards**

What is the work of the VDC/Municipality Board?

What is the purpose, structure and functions?

(suggestion, take a field trip to the VDC, or invite a woman (or man) VDC/ward member to talk to the participants, use a question and answer format, let the participants know what are the most important parts of a VDC member's job.)

#### **Developing Your Campaign Plan and Team**

Who are the people in your campaign?

How to organize volunteers and campaign activities?

Make a plan of your campaign, supposing you get a ticket

In the campaign, what should you do, when should you do it?

(suggestion: break up into small groups and each woman will make a plan for her campaign and list possible helpers and volunteers as resource people).

#### **Understanding the Election Law and Code of Conduct**

What is the Code of Conduct and election law- what do candidates need to know?

What if there are violations of the law or Code of Conduct during the campaign?

How should the candidate follow the law?

(suggestion: invite someone from your party or an election commission member, or someone who knows about the law to speak about this subject. Include time for a question and answer session. Prepare ahead of time good questions for the question and answer session).

### **Post-test Questionnaire**



## Agenda: Day 2

Pre-test Questionnaire (for new participants only)

### Developing the Candidate Message

How to assess the community, problems and solutions

How to assess the current VDC's ability to solve problems

What are the weakness of the current VDC and what are the candidate's strengths?

(suggestion: assist each woman in going through the four step message development process so that she can make several messages for herself. Use small groups to do this work so that the women from different areas of the district can help each other).

### Basic Public Speaking

What are tips for good public speaking?

What are the six steps to developing a good political speech?

How to speak effectively and practice?

(suggestion: use a drama or role play to demonstrate good and bad speech techniques.

Participants can use this opportunity to identify their strengths and weaknesses in public speaking and practice organizing their thoughts for effective speaking. Practice sessions can be organized on small speeches in small group settings and the group members can provide constructive suggestions for improvement.

### Making Personal Contact with Voters

How to develop a woman voter constituency?

How to organize women voters?

What should be said to voters when the candidate is canvassing?

How should the candidate approach voters?

(suggestion, use role plays to demonstrate effective ways of approaching voters, and how to convince voters (men and women) to vote for the candidate).

Post-test Questionnaire

Note:

The above is a suggested agenda from NDI for the women candidate training. Based on the needs of the possible women candidates, you should adapt the schedule. It can be longer and longer times can be devoted to any session. Design the training to meet the needs of the possible women candidates.

**Appendix 4:**  
**Independent Candidate Meeting - Pamphlet from Chitwan District**

# सुनौलो अवसर

अहिलेको अवस्थामा नेपाली महिला दिदी-बहिनीहरूले आफ्ना समस्याका समाधान आफै खोज्नु पर्ने भएको छ । राजनीतिक सहभागिता, ती समस्याहरूको एउटा महत्त्वपूर्ण समाधान हो ।

विभिन्न देशहरूमा महिलाहरूको राजनीतिक सहभागिता बढाउन विभिन्न निकायमा महिला आरक्षणको नीति रहेको छ तर नेपालमा हालसम्म त्यस्तो कुनै विशेष व्यवस्था भएको पाइएको छैन । यसकारण पनि महिलाहरूले आफूलाई राजनीतिमा स्वयं सहभागी गराई आफ्नो आवाजलाई बुझ्नु पर्ने आजको आवश्यकता हो । यस आवश्यकतालाई मध्यनजर राखी एक अमेरिकी गै-ह सरकारी संस्था NDI ले हाम्रो जिल्लामा पनि आगामी स्थानीय निर्वाचनमा उठ्न चाहने सम्पूर्ण महिलाहरूलाई तालिम दिने भएको छ ।

## आगामी स्थानीय निर्वाचनमा स्वतन्त्र उम्मेदवारी दिन चाहने महिलाहरूको लागि

स्वतन्त्र महिला उम्मेदवार हुन ईच्छुक महिलाहरूको भेला यही चैत्र १४ गते दिनको १ बजे नारायणगढ NDI कार्यालयमा हुने भएकोले सम्पूर्ण ईच्छुक स्वतन्त्र महिला उम्मेदवारहरूलाई यस भेलामा सहभागी हुन अनुरोध गर्दछौं ।

### सम्पर्क स्थान ।

एन. डि. आई. राइनो क्लब, नारायणी किनार रोड,  
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क्षेत्रपुर फोत । २१७४०, २१३८५  
(विहान र बेलुका मात्र)

पुनश्च : विभिन्न पार्टीबाट उम्मेदवारीको टिकट प्राप्त गर्ने महिला उम्मेदवारहरूको लागि पनि पार्टीकै NDI अन्तर्गत तालिम प्राप्त महिला प्रशिक्षक आफै तालिम दिईने व्यवस्था गरिएको छ ।

### यहाँहरूको जानकारिको लागि

#### पार्टी

#### प्रशिक्षक :

१. नेपाली कांग्रेस

१ सोमा ढुङ्गाना, पिठुवा-३ फोन २२६६४ P.P.

२. ने. क. बा. एमाले

२ पार्वती न्यौपाने, पटिहानी-२ फोन २६३५१ P.P.

३. राष्ट्रिय प्रजातन्त्र पार्टी

१ प्रभा बराल, बीरेन्द्रनगर-६ फोन २०८५८ (पार्टी कार्यालय)

४. संयुक्त जनमोर्चा नेपाल

२ विमला न्यौपाने, भ. न. पा.-५ फोन २२८३५

१ बिष्णु भण्डारी, गीतानगर-५ फोन २६३४५ P.P.

२ कृष्णमाया थापा, चैतपुर-२ फोन ७००१० P.P.

१ शिवा श्रेष्ठ, भ. न. पा.-३ फोन २१८८७

२ तारा रेग्मी, भ. न. पा.-११ फोन २२६०६