



## **Gender Mainstreaming Checklist for the Community Development Plans (CDPs)<sup>1</sup>**

The Community Development Plan (CDP) is a key tool for community's strategic planning and participatory governance. It allows local authorities to guide development in their areas promoting economic and territorial development, and in particular improving the socio-economic situation of a given community through reforms along the lines of the provisions of the Law on Local Self Government and Budget Law as well as other strategic regional and territorial development programmes of the Republic of Armenia.

The systematic consideration of the gender dimension in the definition, implementation, monitoring and implementation of the CDP is one of the key principles of 'good governance'. By mainstreaming gender in the community development governments can promote and ensure increased participation by women in the community's activities; more equitable access to public services and resources both for men and women, more livelihood options and increased mobility; and progress toward gender equality, including changing household decision-making patterns and membership or leadership in community-based organizations.

The attached Gender Mainstreaming<sup>2</sup> Checklist for the Community Development Plan has been designed under the framework of the Data for Accountable and Transparent Action Programme (DATA) supported by the USAID and Eurasia Partner Foundation. It is a tool that guides users through all the stages of the community development plan - drafting, implementation, monitoring and evaluation - in identifying the main gender issues in the local community and its development to be addressed by the local government's intervention. The Checklist – Annex D) allows to identify gender issues, gaps, potential gender inequalities as well as opportunities across the socio-economic and political dimensions at the community level.

Gender mainstreaming in the CDP requires strengthening the local government's assessment capabilities, both in terms of the situations they wish to act against (gender analysis capacity), as well as in terms of the policies they wish to implement or have implemented. An optimal

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<sup>1</sup> Drafted under the framework of the Data for Accountable and Transparent Action Programme (DATA) supported by the USAID by Dr Alenka Verbole.

<sup>2</sup> Gender mainstreaming is defined as " ... a strategy for making women's as well as men's concerns and experiences an integral dimension of the design, implementation, monitoring and evaluation of policies and programmes in all political, economic and societal spheres so that women and men benefit equally and ensuring that inequality is not perpetuated" (United Nations).

CDP is based on gender disaggregated data and detailed gender and social analyses, which identify key gender inequalities and constraints that the development plan will aim to improve.

## **Annex I: Gender Mainstreaming Checklist for the Community Development Plans (CDPs)**

This Checklist is intended to be completed by for community development plans. Please note that this Checklist is a simplified analytical tool and questions set out herein are made simple and short as far as practicable. Should there be any constraints, restrictions, difficulties or considerations which you think cannot be fully reflected in this Checklist, please feel free to list them out on a separate sheet.

### **GENERAL INFORMATION**

Name of the Community:

Title of the document:

Objective and main content of the document:

Stakeholders<sup>3</sup> likely to be affected:

### **DESIGN**

**1. Have gender disaggregated data (GDD)<sup>4</sup> been collected and considered regarding those likely to be affected? Yes/No**

**2. Do the data show gender differences or correlations with the following variables:**

- |                               |        |
|-------------------------------|--------|
| • age                         | Yes/No |
| • disabilities                | Yes/No |
| • education                   | Yes/No |
| • employment status           | Yes/No |
| • ethnic origin (if relevant) | Yes/No |
| • family role <sup>5</sup>    | Yes/No |
| • income                      | Yes/No |
| • property rights             | Yes/No |
| • others (please specify:)    | Yes/No |

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<sup>3</sup> Stakeholders are individuals, groups, organizations and similar ed that are having a stake (interest) in the community development. In other words, stakeholders are all those who affect and are affected by the community development plan and its impacts. They may encompass citizens, communities, men and women, youth, local and regional governments, different organizations, NGOs, political parties, politicians, elected officials, administration, voters, poor, vulnerable groups, farmers, businesses, media, institutions, groups and similar.

<sup>4</sup> It should be noted that gender statistics go well beyond sex-disaggregation. They comprise sex-disaggregated data, data pertaining specifically to women or to men, data that captures specific gender issues (i.e., differences in use of time, exposure to violence, intra-household inequalities, use of natural resources, specific health concerns and similar). It would also imply collecting data directly from the impacted men and women using different tools and techniques. MANUAL FOR TRAINERS MAINSTREAMING GENDER INTO POLICIES

by Dr Alenka Verbole and Dr Igor Davor Gaon (EPF, 2022)

<sup>5</sup> Engagement of men and women in productive work outside the home, the reproductive and domestic work.

3. **Does the document provide a summary of such data.** Yes/No

### **CONSULTATION**

4. **Has any of the following been consulted about the gender impact of this document?**
- gender specialists (e.g., gender research centres, individual gender experts, and similar)
  - relevant government departments/units (i.e., Unit for Family Protection, Gender and Children Rights) PLS CHECK THE NAME
  - Non-governmental organisations including women's associations, associations promoting gender equality
  - Women and men likely to be affected positively/negatively\* by this plan
5. **Have specific needs of women and men been identified, considered and integrated in designing the CDP?**
6. **Does the CDP require any specific reference to women or men?**

### **RESOURCES**

7. **Have resources been allocated to address the identified needs and concerns of women, if any?**

### **CONSIDERING IMPACT ON WOMEN and MEN**

8. **Will women or any sub-groups of women be affected differently from men by the CDP?**

If yes, in a positive (P) or negative (N) way?

9. **Will the CDP, in any way (directly and indirectly, in the short, medium and long-term), promote the elimination of discrimination of women by:**
- improving upon any previous programme that was discriminatory or disadvantageous to women;
  - promoting the rights of women;
  - strengthening women's decision-making role;
  - increasing women's access to and control of resources; or
  - contributing towards economic empowerment of women?
  - promoting opportunities for women in community
  - any other way.

If yes, please elaborate:

10. **Will there be any restrictions or limitations, even of a temporary nature, imposed on women (or sub-groups of women) by the CDP? If yes, please elaborate:**
11. **Is gender-sensitive language used throughout the CDP?**
12. **Through what means has the CDP been promoted?**
  - printed materials
  - mass media
  - on-line
  - public consultation
  - other
13. **Is the communication medium (e.g., venues, or time slots) effective in reaching both men and women?**
14. **Will women or any sub-groups of women be affected differently from men during the implementation process, e.g. eligibility, level of benefits, accessibility, or availability services or support facilities? If yes, please elaborate:**
17. **Are there been any special measures to address women's needs during the implementation process? If yes, please elaborate:**

### **III. HOW WILL BE THE IMPLEMENTATION OF THE COMMUNITY DEVELOPMENT PLAN BE MONITORED**

Compilation and analysis of gender information

18. **Are GDDS and indicators (qualitative or quantitative) been collected or compiled to monitor the process and outcome of the development plan**
19. **Has gender perspective and concerns been included in the monitoring mechanism? If yes, please elaborate:**

### **IV. EVALUATION AND REVIEW**

20. **When, and how, will the evaluation of the design, implementation and outcome of the community development plan be conducted?**
21. **How will GDDs and indicators (qualitative or quantitative) be analysed in the evaluation process?**

**22. Does the analysis show gender differences or correlations with the following variables:**

- |                               |        |
|-------------------------------|--------|
| • age                         | Yes/No |
| • disabilities                | Yes/No |
| • education                   | Yes/No |
| • employment status           | Yes/No |
| • ethnic origin (if relevant) | Yes/No |
| • family role <sup>6</sup>    | Yes/No |
| • income                      | Yes/No |
| • property rights             | Yes/No |
| • others (please specify:)    | Yes/No |

If yes, please elaborate:

**23. Who will be consulted during the evaluation of the CDP**

- gender specialists (e.g., gender research centres, individual gender experts, and similar)
- relevant government departments/units (i.e., Unit for Family Protection, Gender and Children Rights) PLS CHECK THE NAME
- Non-governmental organisations including women's associations, associations promoting gender equality
- Women and men likely to be affected positively/negatively\* by this plan

**24. Has the development plan, in any way (directly and indirectly, in the short, medium or long-term), resulted in:**

- improving upon any previous programme that was discriminatory or disadvantageous to women;
- promoting the rights of women;
- strengthening women's decision-making role;
- increasing women's access to and control of resources; or
- contributing towards economic empowerment of women?
- promoting opportunities for women in community
- any other way.

If yes, please elaborate:

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<sup>6</sup> Engagement of men and women in productive work outside the home, the reproductive and domestic work.

25. **Have there been any restrictions or limitations imposed on women or sub-groups of women?** If yes, please elaborate:
26. **Have staff who are responsible for reviewing the evaluation reports ensured that gender-related omissions and successes in the CDP are properly reflected?**
28. **Have the evaluation findings been used to enhance gender-sensitivity in future planning, implementation and monitoring processes of this CDP?**

## **V. GENERAL**

Institution, municipal staff gender sensitivity and capacity building

29. **Is there a policy document that expressly states the government's commitment to gender equality?**
30. **Is there a designated person in the municipality responsible for gender mainstreaming in the community development plan?**
31. **Have relevant staff responsible for the following stages of work been briefed or given training on gender issues?** If so, please specify:
- Design
  - Implementation
  - Monitoring
  - Evaluation
32. **Has gender sensitivity been included as one of the attributes in the staff appraisal, other feedback system?**
33. **Is the municipal staff trained in gender issues? Do they have gender mainstreaming (gender-based analysis) capacities and resources (human, financial)? Are they aware of women's and men's specific needs and interests?**

## **Annex II: Steps in gender mainstreaming in the Community development Plans**

**Step 1. Reach common agreement on how gender issues will be defined and inform the process.** This will include defining what types of gender issues are relevant in the specific community. Where possible, aggregating information according to gender will facilitate the development of the vision, strategy and its main goals and projects/sectoral programmes to be implemented

### **Step 2. Ensure adequate representation during the process**

It is necessary to encourage the full representation of women in all aspects of the community development plan drafting and implementing process, including public participation activities. Having more women participating in the process is necessary, but it is not sufficient to ensure that gender issues feature as part of the process. Municipal governments must also have to look at how to increase their own capacities to ensure that the needs and concerns of men and women are met.

### **Step 3. Mainstream gender issues throughout the planning and implementation process**

Gender issues are cross-cutting. They cut across all aspects and sectors of development. This means that gender issues should feature as part of the process in a targeted systematic manner, and continuously in all the phases of the process. Throughout the planning and implementation process and during the monitoring and evaluation activities key questions may be raised to verify that gender issues have received adequate attention.

### **Step 4. Build capacities on gender mainstreaming and raise awareness on gender issues**

Developing and strengthening capacities on gender issues is key to successful gender mainstreaming as well as awareness arising among various stakeholders. Municipalities should invest in building capacities of its staff as well as promoting activities for raising awareness on gender issues in their communities.