

# ANNEX 1 :

## LOCAL GOVERNANCE in Global Perspectives

(JFY 2024)

### *Outline of Inception Report*

**All applicants for this program are required to submit “Inception Report” on one of the issues elaborated below to identify the problems which you are facing.**

The Committee of Experts of this program will select the participants based on your report. **Therefore, the report must be submitted with the Application Form.** The paper should be in English. It ought to be type written in double-space and in an A4 size paper. **The length is approximately 6 pages.**

**The Report should include:**

- 1. Name of the Course**
- 2. Name of Applicant and Country**
- 3. Major Theme of Your Report**

The primary theme of this program is about local government and related policy. The program is centered on such prominent issues as decentralization, local governance and local human capacity building. Of many problems and issues, an applicant ought to choose ONE ISSUE and formulate the report along this single problem. The applicant is encouraged to elaborate on the issue in his/her own experience. Those reports which would only enumerate several issues without analytical comments would be screened out and considered disqualified.

#### **4. The Organization which you belong to**

##### **(1) What is the issue?**

Taking the thematic contour of program into account, you are first asked **clearly to identify the most important issue that your local governments have lately been facing.**

**\* Please take up only one issue which you think is the most important. Please DO NOT take up more than one issue.**

##### **(2) Why is the issue so critical?**

You are likewise requested **to elucidate and elaborate on the reason for the problem.** Your report ought to provide a deep analysis and statistical data to substantiate your opinion.

##### **(3) How has your government been dealing with the problem?**

You are also requested **to describe your policy efforts to alleviate the effects of the critical issue.**

##### **(4) What is your future program to combat the issue?**

You must write **a future policy to deal with the problem.**

**Sample**

Below is an excerpt from an ex-participant’s inception report. Please use it as a guide to write your own inception report.

**3. Major Theme of Your Report**

Development of Union Councils by Own Financial Resources Mobilization

**4. The Organization which you belong to**

**(1) What is the issue?**

.....

Union Councils being the century old rural local government are yet to fulfill the expectations of rural citizen which is mainly due to own resources constrains including miserable local resources mobilization.

.....

**(2) Why is the issue so critical?**

.....

Since the independence, many projects have been taken for rural development. But still 40% of the population lives under the poverty line. It is perceived that there were weak revenue administration, inadequate adjustments and assignments of local revenue sources, absence of effective tax assessment system.

.....

**(1)How has your government been dealing with the program?**

The government has recognized the Union Councils as a primary economic and administrative unit of rural local government and has undertaken initiatives to streamline the local revenue administration and resources mobilization.

.....

In 2009, first 174 Union Councils and then 264 Union Councils in LIC areas received predictable formula-based direct block grants, for FY 2008-2009 and 2009-2010 respectively to accomplish necessary development for their constituents.

.....

**(4) What is your future program to combat the issue?**

.....

The Union Councils will implement activities aimed at identifying potential areas of resource mobilization, such as public-private partnerships, outsourcing and improved management and collection of current or new fees, taxes and licenses. In parallel, the campaign program will be conducted to . . . .