

## Module G. Guidelines for coordinating the bike project with Government

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Note: The first five guidelines also appear in sub-module F since the two texts may be read by different audiences. Package users who are reviewing all sub-module can skip to page two of this module.

1. Ensure implementation of the component via a local agency with strong roots in the local community and with a strong commitment to NMT and gender.
2. Make sure the needs of all NMT users are clearly assessed and recognized as an integral part of the larger transport project.
3. Make sure the involved government agencies strongly support the component. Local agencies need to take ownership of the pilot project and see it as an important opportunity. Avoid a situation where coordination with other project elements is minimal so that the component becomes isolated and is referred to as "the World Bank" project.
4. Organize a launch workshop for the component to make sure all key actors are fully on board. Have the government agency sponsor this event and give them full credit for the component.
5. Make sure that the bicycle component is considered a central part of the overall project and governmental responsibility for coordination is given to a relatively senior level official.
6. Ensure full gender mainstreaming for the component, as well as the larger transport project. In particular:
  - a. Collect and analyze all statistics (transport ownership and use, road accidents etc.) in a sex-disaggregated manner
  - b. Give strong encouragement to meet with women and well as men during project design and monitoring
  - c. In communities where women cannot talk to men (for cultural reasons) or where women do not get invited to community planning and informational meetings, have teams of men and women work together to facilitate contact with and input from women
  - d. Include sections in project reports where staff are asked to identify any ways in which the project may need to be designed to accommodate the needs of both men and women.
  - e. Develop gender-sensitive monitoring and evaluation systems
  - f. Include a gender assessment report to be prepared as one of the documents to be discussed during Bank supervision missions. This will give local implementers a specific opportunity to address gender related issues with the donor agency and possibly result in bringing in additional gender specialists to improve project performance.
7. Do not limit yourself to cooperation with the Ministry of Transport.
8. Appoint a coordinator for the project who is responsible for communication with all the government agencies and outside organizations involved. This coordinator should probably be located within the municipal or local government.
9. During the initial phase of the pilot project, hold a meeting with representatives from various ministries and agencies to explain the rationale, the goals and the design of the pilot project.
10. Find ways to motivate other agencies to actively support the component by demonstrating how the pilot project can benefit their specific goals and objectives. For example:
  - a. Point out to the Ministry of Education that school attendance, especially for girls, can be successfully increased by improving access to schools through availability of bicycles.
  - b. Point out to rural government agencies that agricultural output and income can be dramatically increased through promotion of

bicycles and trailers that enable women to get produce to local markets.

11. Request the preparation of informational materials for the distribution to the interested public.
12. Request the submission of regular progress reports from both the NGO and the implementing local agency.
13. Involve the Ministry of Education for traffic education programs.
14. Involve the Ministry for Women's Affairs (or alternatively: the Ministry of Family) for the gender elements of the project.
15. Involve district government for project details and neighborhood targeting.
16. Make sure the responsibilities and relationships between government agencies and outside organizations are clarified in various Memoranda of Understanding.