

A Brief Report on
Local Project Advisory Committee (LPAC) Meeting
2025

District: Gorkha

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1. Introduction

Community Development Project (CDP), Gorkha has been implementing in Gorkha from May 2014 with the financial and technical support of Good Neighbors International Nepal. Ward No. 4, Finam of Gorkha Municipality, Ward No. 1, 2, 3, 4, 5 and 6 of Aarughat Rural Municipality and Ward No. 5, 6 and 7 of Dharche Rural Municipality are major area of project. Education, Livelihood, Health and WASH and Child Protection are major theme of intervention of CDP. Besides of these, Advocacy, Community Partnership and Network Building and DRR are also cross cutting theme of project which are implementing by local partner System Development Service Center, Gorkha.

Partnership with four cooperatives, collaboration with 8 health institution, coordination and collaboration with 45 community schools, association with 24 child clubs, regular meeting of one Project Management Committee, regular meeting of 10 Community Development Committee and direct support to 1179 sponsored children are brief overview of Community Development Project, Gorkha.

In 2025, regular activities of ICDP have done. Close coordination with local government and stakeholder had prioritized during the planning, implement and monitoring in 2025. There, Local Project Advisory Committee meeting has organized in order to formal review and reflection of activities that carried out in 2025.

2. Objective of the Meeting

Local Project Advisory Committee (LPAC) meetings have organized by Aarughat Rural Municipality and Dharche Rural Municipality with the request of Community Development Project, Gorkha. Main objective of LPAC is sharing feedback and suggestions after discussion between local government and project team. Besides of these, following points are objectives of LPAC meeting;

- To share the progress of 2025 based on the POA 2025
- To share the issues and challenges faced during the project implementation
- To collect the feedback and suggestions of local government on the project's activity.
- To build up mutual understanding about the project between local government and partner
- Explore the way out of issue and challenges.

3. Participants

Mainly two types of participants are invited in the Local Project Advisory Committee (LPAC) meeting that local government representatives of respective rural municipalities including ward level and thematic staffs of rural municipalities. Details of participants are listed below:

3.1 Participants of Aarughat Rural Municipality

SN	Name of Participants	Designation	Remarks
1	Raju Gurung	Chair person	
2	Kalpana Neplai	Vice- Chair person	
3	Sirjana Koirala	Treasurer/ SDSC	
4	Birendra Tharu	CC /GNI	
5	Indrahari Khanal	Veterinary Unit	
6	Chhatra Badaila	SSO/GNI	
7	Rajan Dhakal	Information section	
8	Kabiraj Khanal	Administrative assistance	
9	Khadka Gurung	Ganesh SS	
10	Bishram Bohara	Agriculture section	
11	Amir Dhanuk	Education section	
12	Prabin Thapa	Health Section	
13	Nabaraj Khanal	Panjikaran Section	
14	Sunil Neupane	PO /SDSC	
15	Sirjana Dhakal	EPA/SDSC	
16	Ser Bahaduer Gurung	Staff	

3.2 Participants of Dharche Rural Municipality

SN	Name of Participants	Designation	Remarks
1	Kishan Gurung	Social Development Committee Head	
2	Buddhi Ram Basnet	Chief Administrative Officer	
3	Chhatra Badaila	SSO/GNI	
4	Anil Nepali	Agriculture Unit	
5	Niru BK	Social Unit	
6	Bijaya Kumar Shrestha	Health Section	
7	Sanam Rai	Technical Section	
8	Narayan Shaihe	Information section	
9	Sabina Kc	Administer Section	
10	Harka B Karki	Vetnary Section	
11	Sirjana Gurung	MEDPA Section	
12	Ramesh Gurung	Education Section	
13	Sunil Neupane	PO /SDSC	

4. Proceeding of Meeting (Activities Carried out)

Program coverage area of Integrated Community Development Project, Gorkha is Gorkha Municipality Ward No. 4 Finam, Aarughat Rural Municipality Ward No. 1 to 6 and Dharche Rural Municipality Ward No.

5, 6 and 7. By considering of major coverage area, only two LPACs have conducted that are Aarughat Rural Municipality and Dharche Rural Municipality. During the LPAC, following activities have carried out;

- Coordination with local government for date fixation by sharing objectives.
- Letter circulation including detail of participants
- Preparation of LPAC
- Organize LPAC
 - Chairing by Vice-chairperson of Rural Municipality
 - Presentation of annual plan and achievement based on POA-2023 and 2024
 - Open discussion
 - Feedback sharing
 - Closing of LPAC by Vice-Chairperson of Rural Municipality.
- Minute keeping of program
- Summarization of feedback and suggestion
- Minute closing by Vice-Chairperson.

5. Discussion and Feedback (imp)

The Chairperson and Vice-Chairperson of the Rural Municipality, Chief Administrative Officer, Ward Chairpersons from the project coverage area, and thematic heads of the Rural Municipality participated in the LPAC meeting. Key representatives from agriculture, public health, education, women and children, infrastructure, livestock, and the coordinator of the Social Development Committee were also invited to the meeting.

During the meeting and the open discussion session, local government representatives and government staff provided several important pieces of feedback and suggestions, which are outlined below:

5.1 Discussion and feedback of Aarughat Rural Municipality

- Minute keeping of program
- Summarization of feedback and suggestion
- Minute closing by Vice-Chairperson.

5.2 Discussion and feedback of Dharche Rural Municipality

- Minute keeping of program
- Summarization of feedback and suggestion
- Minute closing by Vice-Chairperson.

6. Major Learnings (if any)

The Local Project Advisory Committee (LPAC) meetings have proven to be both fruitful and meaningful, particularly in how the local government and government staff consider the project's modality and its impact at the community level. Following the LPAC meeting, several key learnings were identified:

- Periodic progress report sharing with the local government is crucial, as this mechanism helps minimize gaps and avoid duplication.
- It would be beneficial for the ward chairperson to monitor project activities before the LPAC meeting.
- Organizing meetings within the premises of the local government office facilitates easier participation by government staff.

7. Conclusion

The Local Government of Gorkha District does not currently have specific regulations regarding LPAC. However, the local government typically organizes LPAC meetings in accordance with the provision for coordination with I/NGOs, as outlined under the leadership of the vice-chairperson in the Local Government Operation Act 2074. Therefore, there should be no issues in organizing such meetings in the future as well.

8. Annex

8.1 Meeting minute

8.2 Photographs

8.3 PPT of LPAC