

IPP AND LOCAL WORK

A GUIDELINE

DRAFT

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1 General Introduction

This is supposed to be a guideline; it's not supposed to be rules or something you HAVE to do when your NA (= National Association) is hosting an IPP.

It is addressed to the national and local Local Work Chairs/ Committees/ Teams.... whoever is in charge of Local Work of the hosting NA.

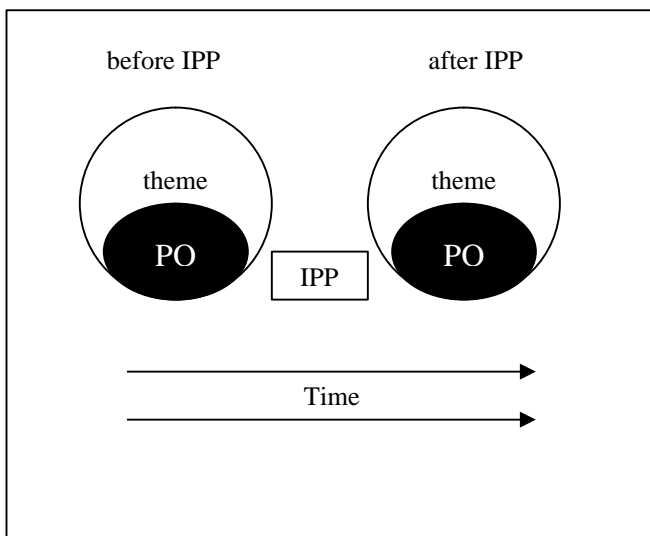
1.1 Why should IPP be linked to Local Work and how?

Both Local Work (and with the program the Chapter as well) and IPP can benefit very much from each other.

The quality of an IPP with clear and focused goals can depend very much on the Local Work done by the chapter with the LMO (= Like Minded Organisation) before the IPP. Local Work as well is one of the best ways to give the LMO an idea of how CISV works and what they can expect from the participants, whereas CISV can see which could be the goal and the particular projects that they eventually could have during the IPP.

The Local Work of a chapter and a National Association can benefit a lot from hosting an IPP, because IPP gives the possibility to the chapter to work very close to an LMO and to share different ways of working. At the same time, having an IPP could motivate people in the chapter to become more involved in doing Local Work.

1.1.1 The IPP-LW “model”- “eyes of IPP”



There are three main time phases in a project that is connected to Local Work.

THE LEFT “EYE”

The left “eye” is the phase before the IPP. There are two ways of doing Local Work in this phase:

- 1) Activities connecting to the theme
- 2) Activities connecting to the theme in cooperation with the partner organisation of the IPP (black part of the eye)

We recommend doing both.

THE IPP

It's also recommended to do Local Work while the IPP is actually happening. The LW committee could plan an activity about the theme during the IPP for participants, the partner organization, and CISV people from the chapter or NA.

A great change of merging IPP participants, the partner organisation, the community and CISVers into a bin happening ON THE THEME is e.g. doing an IPP open day.

THE RIGHT "EYE"

This is the phase after the IPP. It's a great opportunity to develop a continuous long term Local Work program. Again, as in the left "eye", the black part of it shows the possibility of having activities together with the partner organisation.

As well, working with the partner organisation after the IPP gives you the possibility to continue the process that started with the IPP in the project (of course, this depends on the nature of the project)

1.2 Who has to plan the LW plan?

The local LW committee has the task of developing a LW plan, being in close contact with the NIPPC (= National IPP Coordinator) and the staff of the IPP, who should be very active in the working part and the cooperation with the partner organization, and considering their recommendations, ideas and needs.

1.3 When to start?

In the first phase we recommend to start the activities, if possible, 8 or 9 months before the IPP begins. It's very important to do a very well and detailed plan of all the LW activities you need to do, with and without the partner organization.

The International LW Committee contact person might help the national/ local LW group in the planning.

2 Local Work before the IPP

2.1 How to start. Step by step...

1. Have the theme of the IPP clearly in mind.
2. Develop as many aspects as possible about the theme, set educational goals (considering different age groups in the chapter) and work out a long term plan of activities.
We recommend having at least 2 activities just about the project theme and at least 2 activities with the PO.
3. Share the plan with the NIPPC and the staff, listen to the suggestions and delegate tasks if necessary.
4. Make sure that the entire chapter (JB, parents, leaders, and kids) know about the IPP and the partner organization. One recommended way of introducing the project and your plan to your Chapter is to have a big first meeting with all chapter members and people from the partner organization, explaining what the IPP will be about (this doesn't necessarily have to be in a very formal way...)
5. Run the activities

6. Have an evaluation after every activity/ meeting and find out if there is the need of changes in the plan.
7. Send the evaluations to the ILWC (International Local Work Committee) Contact. Please use the official forms that you can find in the web site of CISV international (<http://resources.cisv.org>).

2.2 With the Partner Organisation

After some activities (at least 2) just about the theme, it is a good idea to start doing some activities with the PO (at least 2).

You could, for example, invite a speaker explaining how the PO is working...

It's necessary to plan these last activities together with the PO, according to their needs and goals.

2.3 Without the Partner Organisation

Sometimes, having activities with the PO could be a problem, for different reasons:

- The PO is located too far away from the chapter and this situation doesn't allow much opportunity for chapter members to attend activities.
- The PO doesn't have the possibilities to have activities with the chapter for logistic, structural and organizational reasons.

In this case, it is of course possible to have activities just about the theme.

Anyway, the chapter members should know about the PO and its goal.

Though it may be not possible to have activities together with the PO, it would be good to have one meeting with the chapter CISVers and somebody from the PO who introduces the PO.

We think that it is always (with maybe tiny tiny exceptions) possible to have at least one activity with the PO, you just have to plan it very well!

2.4 In the Chapter

The entire chapter should be involved in the LW project, which also means that people from all age groups in the chapter (kids, JB, leaders, parents) participate in activities on the same theme.

We also recommend having at least one activity involving all age groups.

2.5 In the National Association

If an NA consists of many chapters, there are different possibilities of linking an IPP with Local Work on the national level.

The entire NA can develop the same theme of the IPP and all the chapters can then share their experiences with the chapter that is hosting the project.

The positive side of this solution is that the entire NA is in some way involved in the project and can give ideas. Having the entire NA working on the same theme allows all the LW participants to have a global vision about the different aspects of the theme in the country.

Anyway, working on the same theme is just an idea, but it is not a necessity: different chapters can have different needs and interests; it should also be possible for them to develop a theme they prefer. This issue can be discussed in national board meetings and JB meetings.

3 Local Work during the IPP

During the IPP, it is recommended to have one LW activity involving the chapter members, the IPP participants, and people from the PO.

The activity could be organized by the LW committee in cooperation with the IPP staff and the PO.

It's also possible to involve the IPP participants in the planning of the activity.

Having a LW activity during the IPP allows the chapter to know what is going on in the IPP and, at the same time, it allows the participants to know the chapter better.

It's important that everybody: participants, people from the chapter and PO do an evaluation and send it to the ILWC Contact.

4 Local Work after the IPP

Going on with LW after the IPP gives the programme continuity. This is also a way of evaluating to what extent the IPP influenced the community.

4.1 With the Partner Organisation

If possible, it would be good to have at least one activity with the PO after the IPP to see what the IPP has done and, maybe, finding new ways to cooperate and new goals to reach together.

4.2 Without the Partner Organisation

When is not possible to have activity with the PO (see the situation in 2.3), you can have at least one activity just about the theme. It's important that the activities done in this phase are based also on the results of the IPP.

5 Conclusions

All IPPs are different from each other, and also the PO's can be very different.

Also the theme has a strong influence on the types of activities you can do and the kind of work you can do with the PO.

For this reasons, we are not able to give you very detailed guidelines, but just general information and recommendations.

It's very important that in all the phases and steps of the project you stay in contact with your ILWC Contact in different ways. You ask for suggestion, explaining the concrete situation and the chapter situation, sending the evaluation form after every LW activity you do about the theme and with the PO, and give us suggestion about how to change this guideline.

6 Contacts you might need

The International IPP taskforce: ipp.list@cisv.org

The International Local Work Committee: localwork.list@cisv.org

7 Dictionary

LMO = Like Minded Organisation

IPP = International People Project

PO = Partner Organisation

NA = National Association

ILWC = International Local Work Committee

NIPPC = National International People Project committee

JB = Junior Branch