IDC Formation Process

NOTE: Fambul Tok initiates and actively facilitates the early part of the process. Its facilitation scales back at each phase, until the IDC takes over full ownership of its agenda and process.

**STEP ONE**
Facilitation of People’s Planning Process in one Chiefdom in District

**MEETING GOALS**
- Help ensure that they emerge from and reflect the District and people’s agendas.
- Strengthen connections to the national level Wan Fambul Framework structures.
- Develop IDC capacity to create linkages between the appropriate government Ministries, Departments and Agencies and the chiefdom and sectional level structures and plans, so they can support implementation of the Chiefdom People’s Plans.

**SECONDARY OBJECTIVE**

- Train IDC on the PPP so they can oversee PPP rollout across the District.
- Train IDC executive members to build up capacities to run ongoing meetings and activities on their own.

**STEP TWO**
District Stakeholders Conference

Fambul Tok invites representatives from the initial PPP Chiefdom, with an emphasis on women and youth leaders; the District Council Chairperson, Councillors and Chief Administrat or; the District Officer; the Paramount Chiefs (traditional leaders) in the District; District level representatives of: relevant government Ministries, Departments and Agencies (MDAs); District Office of National Security; Police Local Unit Commander; women and youth leaders; persons with disabilities; religious leaders; Members of Parliament; civil society organizations and relevant non-governmental organizations working in the district. Representatives from other districts that don’t yet have an IDC are invited to witness the process.

**MEETING GOALS**
- District stakeholders identify on-going threats to district peace and social cohesion;
- Community members present their Chiefdom’s Peoples’ Plan and describe the formation process;
- Identify district’s preferred way of addressing identified threats/problems and step ing into stronger leadership of its own peace and development agenda;
- Discuss the need for and relevance of an IDC;
- Confirm moving forward on IDC formation.

**STEP THREE**
Second District Stakeholders Conference

Same group of stakeholders are present that were in the first conference. Meeting is facilitated with Fambul Tok staff and District Council/Officer.

**MEETING GOALS**
- Ensure that they emerge from and reflect the District and people’s agendas.
- Strengthen connections to the national level Wan Fambul Framework structures.
- Develop IDC capacity to create linkages between the appropriate government Ministries, Departments and Agencies and the chiefdom and sectional level structures and plans, so they can support implementation of the Chiefdom People’s Plans.

**SECONDARY OBJECTIVE**

- Train IDC on the PPP so they can oversee PPP rollout across the District.
- Train IDC executive members to build up capacities to run ongoing meetings and activities on their own.

**STEP FOUR**
First IDC Executive Committee Meeting

**MEETING GOALS**
- Clarify roles and responsibilities of executive members.
- Create the day to day operational guidelines for executive members.
- Develop initial plan of action and funding plan.

**STEP FIVE**
Training of IDC Executive

- Train IDC to build up capacities to run ongoing meetings and activities on their own.
- Ground in the purpose and values of the IDC.
- Train IDC on the PPP so they can oversee PPP rollout across the District.
- Develop IDC capacity to create linkages between the appropriate government Ministries, Departments and Agencies and the chiefdom and sectional level structures and plans, so they can support implementation of the Chiefdom People’s Plans.

**SECONDARY OBJECTIVE**

- Train IDC on the PPP so they can oversee PPP rollout across the District.
- Train IDC executive members to build up capacities to run ongoing meetings and activities on their own.

**STEP SIX**
Start PPP in a new Chiefdom

Fambul Tok and the IDC together identify the next Chiefdom as well as a lead district-based CSO to facilitate the consultative People’s Planning Process for the development of the Chiefdom People’s Plan, which will then be submitted to the District Council, to be incorporated into the District Development Plan.

**ONGOING**

**REGULAR IDC EXECUTIVE MONTHLY MEETINGS; ONGOING SUBCOMMITTEE MEETINGS**
- Create and operationalize action plans related to the issues and concerns.
- Issues addressed include: conflict between Councils and Paramount Chiefs, especially around revenue collection; pre- and post-election violence prevention and response; quality monitoring of government projects.
- Develop initial plan of action and funding plan.

**ANNUAL GENERAL MEETING**
- Executive reports back annually on achievements and challenges to the wider district stakeholders.
- Committee members report on special assigned tasks (if necessary).
- All stakeholders review and develop annual strategic plan and renew executive mandate through elections.

**INTER-DISTRICT LEARNING**
- IDC executive members attend meetings of other IDCs, to learn and report back, and to cross-fertilize the learning among districts.
- At least annually, gather together with IDCs from other districts to share accomplishments, learning and challenges, and to strengthen overall District level capacity and leadership for its development and cohesion agendas.
- Strengthen connections to the national level Wan Fambul Framework structures; help ensure that they emerge from and reflect the District and people’s agendas.
Inclusive District Peace and Development Committee (IDC)
Formation Process for Sierra Leone’s Wan Fambul National Framework

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GLOSSARY

District Council District-level local governance body
District Officer District supervisor for all Paramount Chiefs and Chiefdom councils
Paramount Chiefs Traditional leaders, at Chiefdom level
Chiefdom The subunit of a District
Section Subunit of a chiefdom, representing a collection of villages
MDAs Ministries, Departments and Agencies—national government functions that have District-level offices
PPP People’s Planning Process—the village, section and chiefdom process by which communities identify their peace and development needs and plans for achieving them
IDC Inclusive District Peace and Development Committee
DE The District Executive of the IDC
CIC Chiefdom Inclusive Committee—chiefdom-level structure of sectional representatives, including CWMCs and PMs, and key chiefdom leaders. They coordinate the activities and programs of the sections in the implementation of the PPP and link the chiefdom activities with the IDC on regular basis.
CWMC Community Welfare and Mediation Committee—sectional level inclusive structure established through the PPP
PM Peace Mothers—women’s support and action group at village and sectional level established through the PPP