

CURRICULUM VITAE

Dipak Prasad Bashyal

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Profile Summary

I am a highly motivated development professional, strategic thinker, and development management expert with a demonstrated history and unwavering commitment to quality, integrity, and positive impact. Throughout my more than **15 years of progressive experience (with more than 10 years of senior management)**, I have undertaken diverse roles in various organizations, contributing significantly to development projects and initiatives in Nepal. These roles have spanned from Head of Programs, Program Director, Project Coordinator, Resource Development Coordinator, to Program Officer, each presenting distinct tasks and responsibilities that underscore my versatility and adaptability.

My academic background includes a master's degree in social science with a specialization in English Literature from Tribhuvan University, Nepal. Complementing my formal education, I have actively participated in courses and training sessions covering a range of topics, including inclusive education, human rights, child protection/rights, gender, governance, peace, and security. These educational experiences, coupled with more than 14 years of hands-on experience, have not only broadened my knowledge base but also equipped me with diverse skills that further enhance my capabilities in the development sector. My key achievements include:

A. Research/Assessment/Study/Evaluation: Contributed as an expert member, senior researcher, or team member to various research and evaluation projects on topics such as:

- Involved (as team members, and administrative and managerial responsibilities) in ILO's 'Situation Analysis (focusing on Child Labor and Education) of Freed Haliyas in Karnali (Surkhet, Jajarkot, and Humla Districts), Nepal'; Aug-Nov 2023
- Involved (as Senior Researcher) in a nationwide research and advocacy project entitled 'Online Gendered Violence against Politically Active Women and Sexual Minorities' by NDI Nepal and USAID; Jan-Aug 2023
- Involved (as Team Lead) in the education feasibility study/research of Darma Municipality of Salyan District. This study was done for developing the periodic plan on inclusive education of Darma Municipality; Sep-Dec 2020.
- Involved as Expert/Team Member for 'Baseline Study for FCA's Nepal Programme Development and Project Proposal development support'. FCA's program focuses on Inclusive Education, Economic Empowerment and Disaster Management/Climate; Jan-July 2019
- Involved in Baseline Survey and Rapid Need Assessment for an Upcoming Project on Women's Economic Empowerment and Education- Oxfam Nepal; Sep-Dec 2021
- Involved in policy review and research related to education, child rights, girls education of DWRF Kailali, LACC Nepal, and Jagaran Nepal.

In all this research, we followed both quantitative and qualitative tools for data collection, data analysis and report development.

B. Project [Cycle] Management- the projects that I took a lead and managed successfully:

- **'Enhancing Access to Justice for Women (A2J)'** - A UN Women funded 3 years consortium project that was implemented in Doti, Kailali and Sarlahi in partnership with local NGOs and 10 grassroots women organizations.
- **'Women in Decision Making, Local Governance, Politics and Election (SMARCO)'** - a 3 years consortium project funded by Governance Facility-a secretariat for pooled funds from UK, Denmark and Switzerland- was implemented in 6 districts of Province 1 and Bagmati Pradesh in partnership with 5 local district-based NGOs.

- **'Exploitative Child Labor Prevention and Child Protection (Child Participation in Child Protection)'**- managed a regular program (3 years) under 'Child Development Sections' of Nepal GoodWeave Foundation funded by GoodWeave International, Humanity United and ILO. Project was focused on child protection and child labor prevention in carpet and Bricklin industry in Nepal

A. Project Design and Development

- Designed and developed hundreds of projects including grants proposal and concept note write-up for different organizations working in Nepal. These projects were submitted to European Commission (EC), USAID, UKAID, NORAD, Global Fund for Women, UN Agencies, US and UK based foundations, other international development and funding agencies. **Around 60% success rate has been observed.**
- Developed and Write-Up Social Welfare Council (SWC) 5 Year's Grant/Project Agreement including log-frame/ToC for Finn Church Aid (FCA Nepal) and Free the Slaves (FTS), particularly on Livelihood, Education, Health and Empowerment, and Anti-Slavery/forced labor.

B. Strategic Planning – facilitate the workshop and developed the strategic planning documents of:

- ***Joint-Strategy of three networks of agricultural bonded/forced labors (ABLS) in Nepal- Harawa-Charawa, Ex- Kamaiya and Freed-Haliya.***
- Nepal Netra Jyoti Sangh (NNJS), Kathmandu
- National Federation of Women Living with HIV and AIDS (NFWLHA),
- Dalit Women Rights Forum (DWRF),
- Nepal Eye Health Program (EHP) of the 'Norwegian Association of the Blind and Partially Sighted' (NABP)

C. Translation/Interpretation Services

- Civic and Democratic Space Framework and Monitoring Tools (English to Nepali)- FEDO/Plan International
- Training of Trainers (TOT) Manual for Gender Responsive Justice at Local Level (English to Nepali) – LACC Nepal
- Standard Training Package for Community Facilitators on GBV Prevention and Response in the Grassroots Community (English to Nepali)- CDWN Nepal
- Training Manual Strengthening the Abortion Ecosystem in Nepal (English to Nepali)- Ipas Nepal – 'Treadle Pump: Installation and Maintenance Guidelines' (Nepali to English)- for IDE Nepal

D. Manual, Guidelines and Policy Development

- Developed Civic and Democratic Space Framework and Monitoring Tools- FEDO/Plan International
- Research project guideline on 'Mis/Disinformation and Hate Speech against Politically Active Women and Gender Minorities in Nepal'
- 5 days training manual for Ipas Nepal on Sexual and Reproductive Health and Rights (SRHR) focusing for Community Champions and Natural Leaders.
- 5 days TOT training manual for Centre for Dalit Women Nepal (CDWN) on Gender Based Violence Prevention and Responds.
- Operational Guideline (OP) of Deep Yogini (DY)- a Feminist Learning Space) programs of Tewa Nepal.
- Revised and developed the Human Resource (HR) manual of Tewa in line with national and international standards.
- HR/GESI/Safeguarding/M&E/Child Protection policy for Dalit Women Rights Forum (DWRF) Nepal.

E. Training Delivery

- Training to Human Rights Defenders (WHRDs) and Civil Society Members on International Human Rights Instruments including UNCRC, CEDAW, ICCPR, etc.

- Training local elected representatives of 6 districts on 'local level political and administrative mechanism/structure and legal provisions of local levels elections.
- Training delivered/facilitated on Sexual and Reproductive Health and Rights (SRHR), Leadership Development, Gender Equality and Social Inclusion (GESI), Advocacy and Movement Building, Good Governance and Inclusion, Result-Based Project Management and Reporting, Project designing and Theory of Change (TOC), etc.
- Training to Local Judicial Committees (LJs) of 3 districts (Doti, Kailali and Sarlahi) on Gender Responsive Justice Mechanism.
- Training CSOs participants on preventing trafficking in person at source.

F. Partner's Management

- Have hands-on experience on partner's selection/assessment, partner's capacity building and mobilization and reporting. Developed all the tools and techniques for partners' assessment under 3 consortium projects mentioned above.

Employment History	
Designation/Organization	Executive Director/Rise Up Foundation
Duration	July 2024- Present
Major Responsibilities As Executive Director, I provide strategic leadership, overseeing the foundation's programs, operations, and financial management. Key responsibilities include: <ul style="list-style-type: none"> • Leadership & Strategy: Develop and implement long-term strategies to achieve organizational goals in education, child protection, gender equality, social inclusion, and human rights. • Fundraising & Business Promotion: Lead fundraising efforts, including grant writing and donor engagement, while promoting the organization's work to attract new partnerships and funding streams. • Program Management: Lead the design, execution, and evaluation of programs supporting marginalized communities, including women, Dalits, and LGBTIQ+ individuals. • Team & Stakeholder Engagement: Manage a diverse team and collaborate with donors, partners, and community stakeholders to drive program success. • Financial Oversight: Ensure financial sustainability through effective budgeting, fundraising, and resource mobilization. • Advocacy & Representation: Represent the foundation in national and international forums, advocating for policy changes and raising awareness of key issues. 	
Designation/Organization	Head of Programs/Purple Foundation
Duration	January 2022- June 2024
Major Responsibilities Freedom Rising Program in Nepal – Freedom Fund, UK <ul style="list-style-type: none"> • Provide strategic oversight for program goals aligned with organizational values. • Lead and support the program team, cultivating a positive and efficient work environment. • Foster and sustain strong relationships with key stakeholders locally and internationally. • Develop and implement a robust framework for monitoring and evaluating program effectiveness. • Efficiently manage program resources, including budgets, personnel, and materials. • Generate periodic reports and submit them to funding agencies, government bodies, and stakeholders. Support to Nepal's Democracy and Inclusion Processes through Electoral Reform Initiatives in Partnership with International IDEA and EU <ul style="list-style-type: none"> • Provide strategic input and guidance to the project team 	

- Involve in various dialogues with Election Commission, major political parties, civil society and other constitutional bodies in the country.
- Assist project team in identifying and inviting senior political leaders, thoughts leaders, government officials and civil society actors.

Joint-Strategy Development Facilitator/Team Member

- Serve as an 'Expert Facilitator' to develop a long-term joint strategy for the three agricultural-bonded-labor networks in Nepal, funded by the Freedom Fund, UK.
- Coordinate with the Freedom Fund, Partners, and Networks, managing the strategy development process on behalf of the Purple Foundation.
- Facilitate strategic development workshops, contribute critical insights to draft reports, and ensure quality.

Senior Researcher

- Act as a Senior Researcher in the national-level research project 'Countering mis/disinformation and hate speech against politically active women and sexual minorities,' funded by the National Democratic Institute (NDI Nepal/USAID).
- Coordinate with NDI, political parties, the Nepal Government, field researchers, and other stakeholders, overseeing the research process.

General Responsibilities

- Supervise the administration, programs, and strategic plan of the organization.
- Lead staff, overseeing employee matters from hiring to fostering a strong organizational culture.
- Manage finances, including budgeting and approving account spending.
- Collaborate with the Board of Directors/Chairperson to report on performance and advocate for the organization.
- Oversee daily operations of the organization's activities, providing necessary technical guidance to project staff.
- Develop fundraising plans, prepare concept notes, and draft proposals for the organization.
- Represent the organization in various national and international forums, networks, and with development agencies.

Designation/Organization	Programme Director/LACC Nepal
Duration	1st January 2019- 31st December, 2021

Major Tasks

- Took a lead for a project management '**Enhancing Access to Justice for Women**', a 3 year **consortium project** being implemented in 10 local levels partnership with **UN Women** and District Partners.
- Strategically managed all resource generation, fundraising activities to support the objectives of LACC through the development of project proposals that reflect LACC's policy and programmatic focus.
- Established and maintain all necessary and relevant external communications related to donor.
- Supervised and advise all program and team for smooth and result oriented implementation, overall program management of organization including admin and finance issues
- **Worked closely with partners**, teams and ensure the donor's all quality reporting requirements and guidance by providing feedback to the team
- Helped and supported to Executive Chairperson for designing projects, conducting M&E and other administrative work
- Kept senior management informed with detailed and accurate updates related to program and finance.
- Provided necessary orientation and capacity building trainings to project staffs, consortium members and community stakeholders.

Designation/Organization	National Project Coordinator (NPC)/Jagaran Nepal
Project Name	Marginalized Women in Local Governance, Politics and Decision Making (SMARCO Project)- A Consortium Project of 5 organizations

<i>Donor</i>	<i>Governance Facility- a secretariat for pooled funds from UK, Denmark and Switzerland</i>
<i>Duration</i>	<i>February 2016- 31 Dec, 2018</i>
<i>Major Tasks</i>	
<ul style="list-style-type: none"> • Worked as the head of the project and be responsible in overall management and day-to-day functions of the project. • <u>Coordinated all project activities with concerned institutions and consortium [local] partners</u> (NWEA-Taplejung, HUCODEC-Panchthar, HURF-Ilam, RUDN-Jhapa and district project team of Morang and Kavre. • Ensure effective and efficient project implementation and management and provide individual guidance as a Project Leader. • Ensured the project's technical framework is in line with the secretarial and programmed strategy and guarantees the quality of the project. • Prepared work plans and guidelines according to the project document and proper guidance to the partners in organizing project events such as orientations, TOTs, workshops, meetings, rally, interactions, etc. • Organized meetings of Project Management Committee (PMC), work as a member secretary of PMC and facilitate it to formulate strategic directions and guidelines, and take appropriate decisions, • Involved in the process of recruitment of required human resources and revising the TORs of various positions as necessary. • Organized Advisory Committee Meetings and review meetings at the center as documented in the project. • Coordinated with partner organizations, Donor (Governance Facility), State Bodies, NGOs as per necessary to maintain functional relation. • Facilitated communication between the project team and PMC, Jagaran Nepal, district partners, Donor, and relevant state and non-state agencies effectively. • Collected the report from the partners, prepare comprehensive progress report, present in PMC and submit to the Donor/Governance Facility. • Supervised and evaluated the performances of all project staff and recommended for the service extension/termination at the centre. • Ensured visibility of the project by producing radio programs, TV talk shows, publication, etc. • Managed finance and budgets of the project by proper accounting and verification, • Facilitated centre level activities like workshops, meetings, discussion programs and seminars, • Explored the agencies working in the field of strengthening women's participation in local governance, democracy, election and politics at central and local levels and building partnership with them. • Approved the time sheets of central level project staff as line manager, • Assured quality control, • Commenced final audit and evaluation of the project. 	

<i>Designation/Organization</i>	<i>Resource Development Coordinator/CVICT</i>
<i>Duration</i>	<i>February 2013- July 2015</i>
<i>Major Tasks</i>	
<ul style="list-style-type: none"> • Compiled and maintained a database of international and local donor organizations (International Foundations/NGOs, Bilateral, and Multilateral Agencies and Private Corporations offering Donations) having similar sectoral priorities of the organization. • Mapped an updated list encompassing priorities and funding cycles of all existing and potential donors and regularly communicate with major donors and foundations on upcoming funding opportunities. • Kept track of relevant proposal calls, and develop project concept notes, project ideas and project proposals and ensure their timely submission. • Developed and periodically updates program documents and communications material for the organization such as brochure, website, annual report, and other IEC materials etc. • Developed and presented project reports, papers and power point presentation including programmatic progress, successes, challenges, issues, lessons learnt to partners, donors, stakeholders, local communities, and media through using various communication tools in close coordination with the President and Director. 	

- Contributed and Involved in the organizational advocacy, networking and coordination activities
- Provided strategic inputs and guidance to the program/project staffs and ensure the quality in project deliverables and impact.
- Took initiation and/or recommend to address the gaps in organizational policies, management and visibility.

Designation/Organization	Programme Officer/ GoodWeave Nepal (formerly Nepal RugMark Foundation)
Duration	April, 2010-January, 2013
Project	Head, Child Development Section (CDS)
Donor	GoodWeave International (GWI)

Major Tasks

- Took a lead for managing the entire social programs (**exploitative labor prevention & protection, education & awareness, vocational training etc.**) of the organization including monitoring of project activities implemented by GoodWeave Partner Organizations.
- Involved in program development and management including grants management/budgeting and proposal writing
- Took an initiation and support to other means of fundraising for organizational development, project implementation, and overall child development including finding sponsorship, donor's searching & mapping, correspondence & linkage development, attend meetings with potential donors and presentation etc.
- Ensured the effective utilization and compliance of GoodWeave International (GWI) Child Protection Policy and Rescue and Rehabilitation Policy among Partners and Staffs working under Program Officer.
- Involved in supervision, monitoring and capacity building of the Child Development Programs implemented by partner NGOs with funding support of GoodWeave.
- Involved in coordination of the Child Development Sub-Committee Meetings, maintenance of minutes and reporting to concerned officials
- Maintained regular coordination and email correspondence with GoodWeave International (GWI) and other national initiatives such as GoodWeave USA, GoodWeave UK, GoodWeave Afghanistan, and GoodWeave India regarding the progress of Child Development Section
- Facilitated and briefed about GoodWeave programs to potential & existing donors, visitors, volunteers and stakeholders
- Represented GoodWeave on various national and regional level forums, networks, coalitions and consortiums such as Children as a Zone of Peace and Protection (CZOPP), National Child Protection Alliance (NCPA), and child rights consortiums etc.

Designation/Institution	Vice Principle (Secondary School Coordinator)/ JVT Palpa
Duration	August 2004-March, 2010

Major Tasks

- **School Management:** Oversee daily school operations, coordinate with staff and teachers, and manage curriculum planning and discipline for grades 8-10.
- **Teaching:** Teach English to students in grades 8-10, focusing on language skills, literature, and exam preparation.
- **Student Development:** Provide guidance and support to students, addressing academic or behavioral challenges and promoting a positive learning environment.
- **Coordination with Government and Stakeholders-** Coordinate with District Education Office and other school to ensure compliance, quality and necessary collaboration.

In addition: I also teach English courses to grades 11 and 12 in various colleges in Kathmandu, preparing students for advanced examinations and fostering critical thinking.

Major Programs Attended

- Participated in a month-long virtual workshop on **RESPECT Women Framework** on Preventing Violence Against Women by **UN Women, WHO, USAID, UK-AID** and many more development partners.
- Training taken on '**Result Based Project Management**' in 2015, 2019, 2018 provided by different national and international trainings institutions including ELD Training, FundsforNGOs, International Research and Exchange Board (IREX), etc.
- Involved in UN Women training on '**Result Based Reporting and Referral Mechanism**' in 2013.
- Involved in **The Hague Training Course (THTC)** in Netherlands for Human Rights Defenders on Security- provided by *Justice and Peace Netherlands* and Dutch Ministry of Foreign Affairs, 1- 12 Dec 2015.
- Completed courses on '**Strategic Planning**', '**Conflict Management**', '**Networking and Communications**' and '**Personal Leadership**' from *Community Leadership Institute* run by *International Research and Exchanges Board (IREX)*, Washington DC, USA, from August to December, 2014.
- Attended '**World Reconstruction Conference (WRC 2)**' organized by World Bank on 10-12 September 2014, Washington DC.
- Involved in '**Investing in Youth and Children - Securing our Future through an International Development Agenda**', a workshop organized by US Department of State and UN Foundation on September 9, 2014, Washington DC.
- Participated in a '**Symposium: Vulnerability, Precarity & Human Rights**' organized by *George Mason University*, on 18-19 September 2014, Virginia, USA
- '**Issues of Social inclusion in Constitution**' by *National Coalition against Racial Discrimination (NCARD)* and SNV Nepal on February 19-20, 2009, Kathmandu, Nepal.
- '**International Peace Workshop**' by *National School of Research & Peace for Justice in Asia* on October 24-29, 2008, Bhaktapur Nepal.
- Training on '**Child Participation in Child Protection**' by *Plan-International Nepal and CZOP* on June 19-21, 2012, Bhaktapur, Nepal

Awards/Honors and Certification

1. Four months **Community Solutions Program Leadership Fellowship** by the **US Department of State** in 2014.
2. Award/Certificate for demonstrating outstanding leadership in the field of **Women and Gender Issues (Human Rights)**, by the US Department of State in 2014.
3. Certificate for excellent participation in **IREX's Community Leadership Institute's Course** by the *Office of Continuing Professional Education, George Mason University, Virginia, USA* in 2014.
4. Gold Medal for excellent education performance by the *Shree Bed Higher Secondary School, PALPA, Nepal* in 1999.

Countries Visited: India, United States of America (USA), Thailand, Singapore and European Countries

Membership

- ⇒ Member, Nepal- US Alumni Network
- ⇒ Member, International Exchange Alumni [-connect, empower, inspire] State Department, USA
- ⇒ Member, Justice and Peace, Netherlands
- ⇒ Member, PRERANA- support group for participatory development
- ⇒ Member, Association for Women's Rights in Development (AWID)
- ⇒ Member, National English Language Teachers Association (NELTA)

Language Proficiency: Nepali (native), English (fluent) and Hindi (fluent)

References

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Ms. Saraswati Pathak

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