

**PARTICIPATORY APPROACH AND DEVELOPMENT PLANNING  
PROCESS IN MASWA DISTRICT, SHINYANGA - TANZANIA**

**BY**

**BENEDICT JOHN MABULA**

**A DISSERTATION SUBMITTED IN PARTIAL FULFILMENT OF THE  
REQUIREMENTS FOR THE DEGREE OF MASTER OF ARTS IN RURAL  
DEVELOPMENT OF SOKOINE UNIVERSITY OF AGRICULTURE  
MOROGORO, TANZANIA.**

**2007**

## **ABSTRACT**

A study on participatory approach and development planning process was conducted at Maswa District in Shinyanga Region. Overall objective of the study was to assess participatory planning process for development; specifically the study assessed the extent to which development stakeholders are informed about participatory planning approach concept. Secondly, the study assessed the extent at which stakeholders participate in the process and thirdly it assessed constraints that are being faced in the course of using the approach. Cross-sectional research design was used. Study findings show that 48% of respondents were not aware of the approach and the concept. Knowledge on the approach and concept was lower (34%) for females compared to males (54%). Findings revealed that majority of community members (71%) do not attend village development planning meetings. CBOs and NGOs are involved at implementation stage instead of being involved from plan preparation stage. Majority of community members participate in plan implementation; however, some CBOs fail to provide their contributions. Delay in releasing financial support by development supporters has resulted to poor implementation of planned activities. Findings in the study areas show that village assemblies are not regularly convened, physical progress and financial reports are also not regularly communicated to people. Generally, findings in the study areas showed that participatory planning approach is a useful means for attaining sustainable development. Constraints to the approach are; inadequate funds for facilitating the process, poor accountability and transparency of some leaders. The study recommends; sensitisation of people on the process, timely disbursement of funds, creation of active and empowered ward facilitation team, regular follow ups and monitoring of district and ward facilitation

teams at village levels. Regular retraining of village and ward leaders on participatory planning, formation of informal savings and credits to enhance CBOs' ability to contribute for development activities is also recommended.

**DECLARATION**

I, Benedict John Mabula, do hereby declare to the SENATE of Sokoine University of Agriculture that this dissertation is my own original work and that it has not been submitted for a degree at any other University.

\_\_\_\_\_  
Benedict John Mabula  
(MARD Candidate)

\_\_\_\_\_  
Date

The above declaration is confirmed

\_\_\_\_\_  
Dr. Evelyne A. Lazaro  
(Supervisor)

\_\_\_\_\_  
Date

**COPYRIGHT**

No part of this dissertation may be reproduced, stored in any retrieval system, or transmitted in any form without prior written permission of the author or Sokoine University of Agriculture on that behalf.

## **ACKNOWLEDGEMENT**

I would like to express my gratitude to Maswa District Council administration for giving me a leave of absence to pursue studies in spite of leaving behind a big load of activities to the Council staff in general and on the remaining staff in my Department in particular. I appreciate the financial support from the Council, which facilitated my studies at SUA. I am also grateful to my employer, Maswa District Council Directors, who also supported my study financially. Special thanks go to my supervisor Dr Evelyne A. Lazaro for her tireless guidance, encouragement and assistance in making this study successful. Thanks are extended to the District Executive Directors (DEDs) Ms. Joyce J. Mbutta and Mr. Fuime G.B of Maswa District and the District Council Treasurer Mr. A.F.K. Kimisha for their cooperation and moral support during my MA studies.

I also thank the district council staff, Ward Executive Officers (WEOs), Village Executive Officers (VEOs) and Village Chairpersons in all areas where data were collected. I would like also to express my sincere thanks to my wife Florence Gika and my sons John, Kelvin, Ezekiel and Noel who tolerated the loneliness due to my absence during the whole period of study. More appreciation is extended to my parents Mzee John Dede Mabula and Magdarena Madukuru who built up the foundation of my background education. Lastly, I would like to thank all who participated in one way or another towards completion of my study.

## TABLE OF CONTENTS

2007      ii

ABSTRACT.....	ii
DECLARATION.....	iv
Dr. Evelyne A. Lazaro      Date.....	iv
COPYRIGHT.....	v
ACKNOWLEDGEMENT.....	vi
TABLE OF CONTENTS.....	vii
LIST OF TABLES.....	x
LIST OF FIGURES.....	xiii
LIST OF APPENDICES.....	xiv
LIST ABBREVIATIONS.....	xv
CHAPTER ONE.....	1
INTRODUCTION.....	1
1.1 BACKGROUND INFORMATION.....	1
1.2 STATEMENT OF THE PROBLEM.....	6
1.3 JUSTIFICATION OF THE STUDY.....	9
1.4 OBJECTIVES OF THE STUDY.....	9
1.5 RESEARCH QUESTIONS.....	10
1.6 CONCEPTUAL FRAMEWORK.....	10
 11 	
CHAPTER TWO.....	12
LITERATURE REVIEW.....	12
2.1 DEVELOPMENT PLANNING.....	12
2.1.1 <i>The concept of planning</i> .....	13
2.1.2 <i>Approaches to planning</i> .....	13
2.1.3 <i>The top down approach</i> .....	13
2.1.4 <i>Participatory planning</i> .....	15
2.1.5 <i>Popular participation</i> .....	15
2.1.7 <i>Types of participation</i> .....	17
2.1.8 <i>Indicators of participation</i> .....	19
2.2 PARTICIPATION IN PLANNING THEORY.....	19

2.2.1 Rational planning.....	19
2.2.2 Disjointed incrementalism.....	20
2.2.3 Mixed scanning.....	20
2.2.4 Perspective incrementalism .....	20
2.2.5 Transactive planning .....	21
2.2.6 Dialogical incrementalism .....	21
2.2.7 Critical planning theory.....	21
2.2.8 Advocacy planning.....	22
2.2.9 Planning as a co-operative action .....	22
2.2.10 Collaborative planning.....	23
2.2.11 Radical planning theory .....	23
2.3 LINKING PARTICIPATION AND PLANNING THEORY.....	23
2.4 PARTICIPATION AND DECENTRALIZATION.....	25
2.5 RURAL DEVELOPMENT.....	26
2.6 RURAL PLANNING.....	27
2.7 THE LINK BETWEEN EMPOWERMENT AND PARTICIPATION IN DEVELOPMENT PROCESS.....	28
2.8 THE PLANNING PROCESS.....	30
2.8.1 The planning cycle .....	30
2.8.2 Major actors in development plan process.....	32
2.8.3 Constraints in the planning process .....	32
<b>CHAPTER THREE.....</b>	<b>34</b>
<b>METHODOLOGY.....</b>	<b>34</b>
3.1 OVERVIEW.....	34
3.2 LOCATION AND DESCRIPTION OF THE STUDY AREA.....	34
3.2.1 Location and area.....	34
3.2.2 Climate.....	35
3.2.3 Population.....	35
3.2.4 Economic activities.....	35
3.3 RESEARCH DESIGN.....	36
3.4 SAMPLING PROCEDURES.....	36
3.5 DATA COLLECTION AND ANALYSIS.....	37
3.5.1 Data collection.....	37
3.5.2 Primary data.....	37
3.5.3 Secondary data collection .....	38
3.6 DATA PROCESSING AND ANALYSIS.....	38
<b>CHAPTER FOUR.....</b>	<b>39</b>
<b>RESULTS AND DISCUSSION.....</b>	<b>39</b>
4.1 OVERVIEW.....	39
4.2 DEMOGRAPHIC AND SOCIOECONOMIC CHARACTERISTICS OF RESPONDENTS.....	39
4.2.1 Age and sex.....	39
4.2.2 Marital status of respondents.....	41
TABLE 2: MARITAL STATUS OF RESPONDENTS.....	42



4.2.3 Education.....	42
4.2.4 Main occupation of respondents.....	44
4.3 KNOWLEDGE ON PARTICIPATORY PLANNING PROCESS APPROACH CONCEPT.....	44
4.4 STAKEHOLDERS' PARTICIPATION IN PLANNING AND IMPLEMENTATION PROCESS.....	46
4.4.1 Stakeholders' participation in the planning process.....	47
4.4.1.1 Community participation in the planning process.....	47
4.4.1.2 Participation of non governmental and community based organisation in the planning process.....	49
4.4.1.3 Participation of the district council and ward development committees in planning process.....	50
4.4.2 Stakeholders' participation in plan implementation .....	53
4.4.2.1 Community participation in plan implementation process.....	54
4.4.2.2 NGOs and CBOs participation in plan implementation process.....	56
4.4.2.3 Participation of district council and village government in plan implementation process.....	57
4.4.3 Transparency and accountability in the participatory planning process.....	59
4.4.3.1 Transparency and accountability at village level.....	60
4.4.3.2 Transparency and accountability at ward and district levels.....	62
4.5 CHALLENGES/PROBLEMS, COMMENTS AND SUGGESTIONS ON PARTICIPATORY PLANNING PROCESS APPROACH.....	63
4.5.1 Challenges/problems.....	63
4.5.2 Comment on participatory planning process approach for development.....	65
FIGURE: 3 RESPONDENTS COMMENTS ON PARTICIPATORY PLANNING PROCESS APPROACH.....	66
4.5.3 Respondents' suggestions for improvement .....	66
FIGURE: 4 RESPONDENTS SUGGESTIONS FOR IMPROVEMENT.....	67
4.6 RELATIONSHIP BETWEEN SOME VARIABLES.....	67
<b>CHAPTER FIVE.....</b>	<b>69</b>
<b>CONCLUSION AND RECOMMENDATIONS.....</b>	<b>69</b>
5.1 OVERVIEW.....	69
5.2 CONCLUSION.....	69
5.3 RECOMMENDATIONS.....	71
5.4 SUGGESTIONS FOR FUTURE RESEARCH.....	73
<b>REFERENCES.....</b>	<b>74</b>
<b>APPENDICES.....</b>	<b>82</b>

Number 83

## LIST OF TABLES

2007 ii

ABSTRACT.....	ii
DECLARATION.....	iv
Dr. Evelyne A. Lazaro Date.....	iv
COPYRIGHT.....	v
ACKNOWLEDGEMENT.....	vi
TABLE OF CONTENTS.....	vii
LIST OF TABLES.....	x
LIST OF FIGURES.....	xiii
LIST OF APPENDICES.....	xiv
LIST ABBREVIATIONS.....	xv
CHAPTER ONE.....	1
INTRODUCTION.....	1
1.1 BACKGROUND INFORMATION.....	1
1.2 STATEMENT OF THE PROBLEM.....	6
1.3 JUSTIFICATION OF THE STUDY.....	9
1.4 OBJECTIVES OF THE STUDY.....	9
1.5 RESEARCH QUESTIONS.....	10
1.6 CONCEPTUAL FRAMEWORK.....	10
11	
CHAPTER TWO.....	12
LITERATURE REVIEW.....	12
2.1 DEVELOPMENT PLANNING.....	12
2.1.1 <i>The concept of planning</i> .....	13
2.1.2 <i>Approaches to planning</i> .....	13
2.1.3 <i>The top down approach</i> .....	13
2.1.4 <i>Participatory planning</i> .....	15
2.1.5 <i>Popular participation</i> .....	15
2.1.7 <i>Types of participation</i> .....	17
2.1.8 <i>Indicators of participation</i> .....	19

2.2 PARTICIPATION IN PLANNING THEORY.....	19
2.2.1 Rational planning.....	19
2.2.2 Disjointed incrementalism.....	20
2.2.3 Mixed scanning.....	20
2.2.4 Perspective incrementalism .....	20
2.2.5 Transactive planning .....	21
2.2.6 Dialogical incrementalism .....	21
2.2.7 Critical planning theory.....	21
2.2.8 Advocacy planning.....	22
2.2.9 Planning as a co-operative action .....	22
2.2.10 Collaborative planning.....	23
2.2.11 Radical planning theory .....	23
2.3 LINKING PARTICIPATION AND PLANNING THEORY.....	23
2.4 PARTICIPATION AND DECENTRALIZATION.....	25
2.5 RURAL DEVELOPMENT.....	26
2.6 RURAL PLANNING.....	27
2.7 THE LINK BETWEEN EMPOWERMENT AND PARTICIPATION IN DEVELOPMENT PROCESS.....	28
2.8 THE PLANNING PROCESS.....	30
2.8.1 The planning cycle .....	30
2.8.2 Major actors in development plan process.....	32
2.8.3 Constraints in the planning process .....	32
<b>CHAPTER THREE.....</b>	<b>34</b>
<b>METHODOLOGY.....</b>	<b>34</b>
3.1 OVERVIEW.....	34
3.2 LOCATION AND DESCRIPTION OF THE STUDY AREA.....	34
3.2.1 Location and area.....	34
3.2.2 Climate.....	35
3.2.3 Population.....	35
3.2.4 Economic activities.....	35
3.3 RESEARCH DESIGN.....	36
3.4 SAMPLING PROCEDURES.....	36
3.5 DATA COLLECTION AND ANALYSIS.....	37
3.5.1 Data collection.....	37
3.5.2 Primary data.....	37
3.5.3 Secondary data collection .....	38
3.6 DATA PROCESSING AND ANALYSIS.....	38
<b>CHAPTER FOUR.....</b>	<b>39</b>
<b>RESULTS AND DISCUSSION.....</b>	<b>39</b>
4.1 OVERVIEW.....	39
4.2 DEMOGRAPHIC AND SOCIOECONOMIC CHARACTERISTICS OF RESPONDENTS.....	39
4.2.1 Age and sex.....	39
Table 1: Age and sex of respondents.....	41

4.2.2 Marital status of respondents.....	41
TABLE 2: MARITAL STATUS OF RESPONDENTS.....	42
4.2.3 Education.....	42
Table 3: Attendance on formal education.....	43
Table 4: Highest level of education .....	43
4.2.4 Main occupation of respondents.....	44
Table 5: Main occupation of respondents.....	44
4.3 KNOWLEDGE ON PARTICIPATORY PLANNING PROCESS APPROACH CONCEPT.....	44
Table 6: Knowledge on the planning process concept .....	45
Table 7: Knowledge of the planning process concept by sex .....	46
4.4 STAKEHOLDERS' PARTICIPATION IN PLANNING AND IMPLEMENTATION PROCESS.....	46
4.4.1 Stakeholders' participation in the planning process.....	47
4.4.1.1 Community participation in the planning process.....	47
Table 8: Annual village development planning meetings and attendance .....	48
4.4.1.2 Participation of non governmental and community based organisation in the planning process.....	49
Table 9: Stage at which an NGO and CBO is involved .....	50
4.4.1.3 Participation of the district council and ward development committees in planning process.....	50
Table 10: Existence of active ward facilitation team .....	53
4.4.2 Stakeholders' participation in plan implementation .....	53
4.4.2.1 Community participation in plan implementation process.....	54
Table 11: Community participation in plan implementation process.....	55
4.4.2.2 NGOs and CBOs participation in plan implementation process.....	56
4.4.2.3 Participation of district council and village government in plan implementation process.....	57
Table 12: Accomplishment of development projects .....	58
Table 13: Factors contributing to not completing development projects .....	59
4.4.3 Transparency and accountability in the participatory planning process.....	59
4.4.3.1 Transparency and accountability at village level.....	60
Table 14: Conducting village assemblies .....	61
Table 15: Quarterly village income, expenditure and physical progress reports.....	61
4.4.3.2 Transparency and accountability at ward and district levels.....	62
4.5 CHALLENGES/PROBLEMS, COMMENTS AND SUGGESTIONS ON PARTICIPATORY PLANNING PROCESS APPROACH.....	63
4.5.1 Challenges/problems.....	63
Table 16: Challenges/ problems facing participatory planning process approach .....	64
4.5.2 Comment on participatory planning process approach for development.....	65
FIGURE: 3 RESPONDENTS COMMENTS ON PARTICIPATORY PLANNING PROCESS APPROACH.....	66
4.5.3 Respondents' suggestions for improvement .....	66
.....	67
FIGURE: 4 RESPONDENTS SUGGESTIONS FOR IMPROVEMENT.....	67

4.6 RELATIONSHIP BETWEEN SOME VARIABLES.....67  
Table 17: Relationship between some variables.....68  
**CHAPTER FIVE.....69**  
**CONCLUSION AND RECOMMENDATIONS.....69**  
5.1 OVERVIEW.....69  
5.2 CONCLUSION.....69  
5.3 RECOMMENDATIONS.....71  
5.4 SUGGESTIONS FOR FUTURE RESEARCH.....73  
**REFERENCES.....74**  
**APPENDICES.....82**

Number 83

**LIST OF FIGURES**

Figure 1: Conceptual framework for the study.....11  
Figure 2: Empowerment participatin-link.....29

**LIST OF APPENDICES**

Appendix 1: Variables and their operational definitions.....82  
Appendix 2: Sample size of key informants.....83  
Appendix 3: Research questionnaire.....84

## LIST ABBREVIATIONS

ADP	Area Development Programme
CBO	Community Based Organization
IFAD	International Fund for Agriculture Development
LGCDG	Local Government Capital Development Grants
LGRP	Local Government Reform Programme
MDC	Maswa District Council
NGO	Non Governmental Organization
NSGRP	National Strategy for Growth and Reduction of Poverty
NSSD	National Strategies for Sustainable Development
O&OD	Opportunity and Obstacles to Development
PEDP	Primary Education Development Programme
PIDP	Participatory Irrigation Development Programme
PORALG	President's Office, Regional Administration and Local Government
PRA	Participatory Rural Appraisal
RDS	Rural Development Strategies
RIDEPs	Regional Integrated Development Programme
RWSSP	Rural Water Supply and Sanitation Programme
SNAL	Sokoine National Agriculture Library
SPSS	Statistical Package for Social Science
SUA	Sokoine University of Agriculture
TASAF	Tanzania Social Action Fund
UNFPA	United Nations Population fund
URT	United Republic of Tanzania
VEO	Village Executive Officer
WDC	Ward Development Committee
WEO	Ward Executive Officer

## CHAPTER ONE

### INTRODUCTION

#### 1.1 Background information

It is said that the first participatory was conducted by God during creation of the universe and everything. The Bible says; on the first day of creation God said, “let us create a human being of our image”. So if God the creator conducted a participatory planning we his creators should also conduct (Makanya, 2002).

Rahnema (1992) report that, the words ‘participation’ and ‘participatory’ appeared for the first time in the development jargon during the late 1950s. These words appeared as the result of failures of the top down approach. Donors and recipient national governments were witnessing the facts that the billions spent on development projects had failed to produce the expected results, often even adding new problems to the old. Rahnema (1992) further report that even McNamara, then president of the World Bank had to admit, in 1973, that ‘growth was not equally reaching the poor’. In his view, growth had been accompanied by ‘greater misdistribution of income in many developing countries’. Thus, following the recommendations of many experts, number major international aid organizations agreed that development projects had often floundered because people were left out. It was then found that, whenever people were locally involved, and actively participating in projects much more was achieved with much less, even in sheer financial terms. As it stands now, participation is the most accepted concept in most of third world countries.



In recent years, there have been an increasing number of comparative studies of development projects that show participation is one of the critical components of success. It has been associated with increased mobilization of ownership of policies and projects; great efficiency, understanding and social cohesion; more cost-effective services; greater transparency and accountability; increasing empowering of the poor and disadvantaged; and strengthened capacity of people to learn and act (Hawlett and Nagu, 2001).

According to Rugumamu (2005), participatory planning ensures efficiency because by involving all interested parties, a wider pool of knowledge is available that supports better development plans and implementation strategies. It ensures effectiveness because stakeholders' varied interests are identified and addressed well in advance and shared ownership of the plan, which means there is great chance of achieving the intended outcomes. Also it ensures sustainability because people are encouraged to use their knowledge and take their initiatives they gain skills and confidence to maintain the benefits. Participation as a concept in development theory and practice has gained wide acceptance as it is rooted in a dialogue with the rural population and thus it is more responsive to local potential and needs (Gow and Vansant, 1983).

Since the early 1970s, third world governments and international donors have directed development efforts towards the poor majority. Based on experience, a consensus has evolved that participatory planning is a necessary condition for rural

people to manage their affairs, control their environment and enhance their own well being (Howlett and Nagu, 2001).

After independence in 1961, Tanzania has been employing various approaches to improve the well being of her people in rural areas. During the 1961 – 1967 three approaches to rural development were introduced and implemented; the improvement, transformation and the frontal approaches. The improvement approach concentrated public support services to progressive farmers; the transformation that based on establishment of village settlements and the frontal approach, which based on Ujamaa village. In 1968, the decentralised system of governance was introduced, Regional and District directorates were established with powers to prepare and implement development programmes, powers to make almost all decisions of local importance and authority to prepare budgets and supervise expenditure. Kasege (2004) argue that the first major weakness of this decentralization system was that it was wholly centred on central government in terms of decision-making and local action. Local initiatives were generally stifled. The second serious weakness was that decisions pertaining to local development were made by government bureaucrats albeit at local level and not by democratically elected representatives of the people. The flexibility that had been intended in setting up priorities was not achieved. Government officials were influenced more by rules, regulations and bureaucratic exigencies rather than by local opinion and priorities. He further ague that the decentralization exercise of the 1970s couldn't bring about the desired results that are in terms of increased efficiency and effectiveness in decision- making, enhanced public participation in development process and accelerated rural development. In

1972 the Regional Development Integrated Programmes (RIDEPs) were introduced to promote rural development. However due to minimum local participation and lack of project/programme ownership by the target groups most of RIDEPs projects resulted into 'dead' projects (Kapinga, 2003).

Rahman (1994) and Bazaara (2002) report that by the beginning of the 1970s most of developing countries faced economic crisis, Tanzania was also confronted with deep and persistent economic crisis caused mainly by (1) the poor agricultural performance (2) the poor performance of industrial sector due to excessive import dependence for recurrent imports to utilize existing capacity and (3) the persistent poor performance of parastatal institutions. Bad governance, mismanagement of public affairs and enterprises and the state control of the economy were also projected as causes of unsustainable development, thus such conceptions influenced the kind of prescriptions of the 1980s and 1990s, and various economic and political reforms were introduced (Kapinga, 2003). The political reform constituted the introduction of multiparty system, the promotion of human right and good governance. In 1984 local government were re-established, in order to strengthen local government authorities and enable them to discharge more effectively their service provision and development roles, the Local Government Reform Programme (LGRP) was established in 1998. The government vision is to develop a local government system in which Local Government Authorities will be institutions which will facilitate participation of the people in planning and executing their development plans and foster partnerships with civic groups, institutions which will operate in a transparent and accountable manner, thus justifying their autonomy from

central government interference and the institutions that will mobilise resources for development at local level ( Kasege, 2004).

Thus, in order to implement the introduced political reforms and after experiencing problems resulting from inadequate involvement of people in planning, implementation and monitoring of development activities, Tanzania changed the approach and started involving people in planning, implementation and monitoring of development project/programme. The current planning process and structure officially the planning process in Tanzania is bottom-up and participatory. The development planning process starts its route at village level, where by involving a range of development stakeholders and the community village development plans and budget are discussed and approved by the village assembly before it is sent to the Ward Development Committee (WDC) for consolidation and compilation of the ward development plan. The ward development plans are then discussed by the council's standing committees and compiled to form the District Development Plan which is approved by the Full Council after accommodating technical advices from the Regional Secretariat. The regional secretariat after compiling districts development plans it sent them to higher levels for discussion and thereafter approval by National Assembly. In order to enhance decentralization process by devolution, the government through legislation mandated to local government authorities the right and power to participate, and to involve people in the planning process and implementation of development projects/programmes (URT, 2004). Maswa district council being one of the local government authorities in Tanzania has also been

using participatory planning approach in planning and implementing development projects since it was re-established in 1984.

### **1.2 Statement of the problem**

According to planning guidelines for villages and “mitaa” (“street”, the lowest level of local government in urban councils) (URT, 2004) local authorities are directed to prepare annual development plans through participatory and bottom up approach by involving development stakeholders.

According to (NSSD, 2001) Participatory planning in some areas have not adequately been disseminated to the implementers at the grassroots, despite the fact that the concept has been heard since it was introduced in the 1980s. Mongula (2005) has pointed out that Village level planning machinery which were expected to bring about democratic participation has not been perfected well in some areas as they has developed into a state rather than a grassroots planning machinery. Villagers are powerless and village as well as ward officials have become main village level planning players.

In line with the local government authorities’ guidelines Maswa district has been emphasizing and using development participatory planning approach through different techniques such as Participatory Rural Appraisal “PRA” and the Opportunity and Obstacles to Development (O & OD) approaches. However with all efforts the district that has been making, yet it seems participatory planning approach has not gained significant outcomes as it is anticipated. Village/Ward development

plan proposals submitted to the council annually have generally shown low community participation in planning sessions/meetings evidenced by poor attendances. (MDC-Village Development plans Proposals, 2003/04, 2004/05). Similar low participation trends were observed in donor funded projects for instance in 2002, the community and the district council collaborated with IFAD to implement three paddy irrigation schemes in the district through community participatory approach, the Participatory Irrigation Development Programme "PIDP". The District Programme Monitoring Committee "DPMC" quarterly reports among other factors were pin pointing low community participation in the targeted villages as one of factors that slowed down the implementation pace of the programme.

In May, 2005 the Council in collaboration with President's Office, Regional Administration and local Government 'PO-RALG' (now is under Prime's Minister Office) conducted Opportunity and Obstacles to Development exercise 'O & OD' in all 105 villages in the district, however poor community attendance and participation during the exercise persisted as only 12% of the targeted village members attended that important exercise (MDC- O &OD report, 2005).

Planned development projects in various sectors such as construction of classrooms, teachers' houses, charcoal dams for livestock and domestic purposes and other development projects which need community participation have been implemented at a slow rate taking more than two years beyond scheduled completion time. According to annual council physical progress report of 2003/04 in education sector

for instance the target was to construct 44 classrooms, 44 teachers' houses and 40 latrines, by the end of the year all structures were still at different stage of construction. The council also planned to rehabilitate 4 charcoal dams but no one was rehabilitated. In 2004/05 the report shows that the targets were to construct 220 classrooms and to make 13 800 school desks, only 68 and 2 318 were constructed, made respectively (MDC- Physical Progress Reports, 2003/04, 2004/05).

By the end of 2005 year, the district data bank report showed that the district was still facing shortage of 781 classrooms and 543 teachers' houses. Shortage of teachers' houses is one of factors, which are contributing for the district to be unattractive district for newly recruited teachers. About 46% of the population is yet to access reliable water sources and about 67% of livestock face water shortage especially during dry season (MDC-Data Bank Report, 2005).

The government and the district has adopted the participatory planning approach as the best for development planning as real community problems are identified and addressed in a participatory manner. However according to annual physical progress reports (MDC- Physical Progress Reports, 2003/04, 2004/05) the district has not been performing well in some projects which need stakeholders participation, thus this situation necessitates for the study to be undertaken to assess if participatory planning process has been undertaken the way it is supposed to be undertaken.

### **1.3 Justification of the study**

The undertaking of this study lay on the facts that by assessing how development participatory planning process is undertaken in the district, the study will identify factors that influence implementation of the participatory planning approach in the district. The results of the study will provide inputs to Maswa district and other development partners to look for solutions and ultimately yield the expected outcomes through this approach. The improvement in development participatory planning will sustain favourable environment for the district to access capital development grants from the established Local Government Capital Development Grants “LGCDG”, as one of the conditions of accessing the grants is for the district to have a development plan that have been prepared through participatory approach. The study will contribute to the government efforts in streamlining participatory approach in policies and programmes such as Rural Development Policy, the National Strategy for Growth and Reduction of Poverty “NSGRP”, the Tanzania Social Action Fund “TASAF”, the Local Government Reform Programme “LGRP”, A programme to formalize property and Businesses of the poor as well as the 2025 Development Vision which all of them emphasizes on development participatory planning approach as a means of attaining community development.

### **1.4 Objectives of the study**

The general objective of the study was to assess participatory planning process for development in Maswa district; specifically the study focused on assessing the following; (i) the extent to which key development stakeholders are informed about the participatory planning approach concept. (ii) The extent at which key



stakeholders have been participating in the planning and implementation process.

(iii) The challenges for the attainment of the planned development goals/targets as scheduled through participatory planning approach.

### **1.5 Research questions**

The research was addressed to get answers for the following questions;

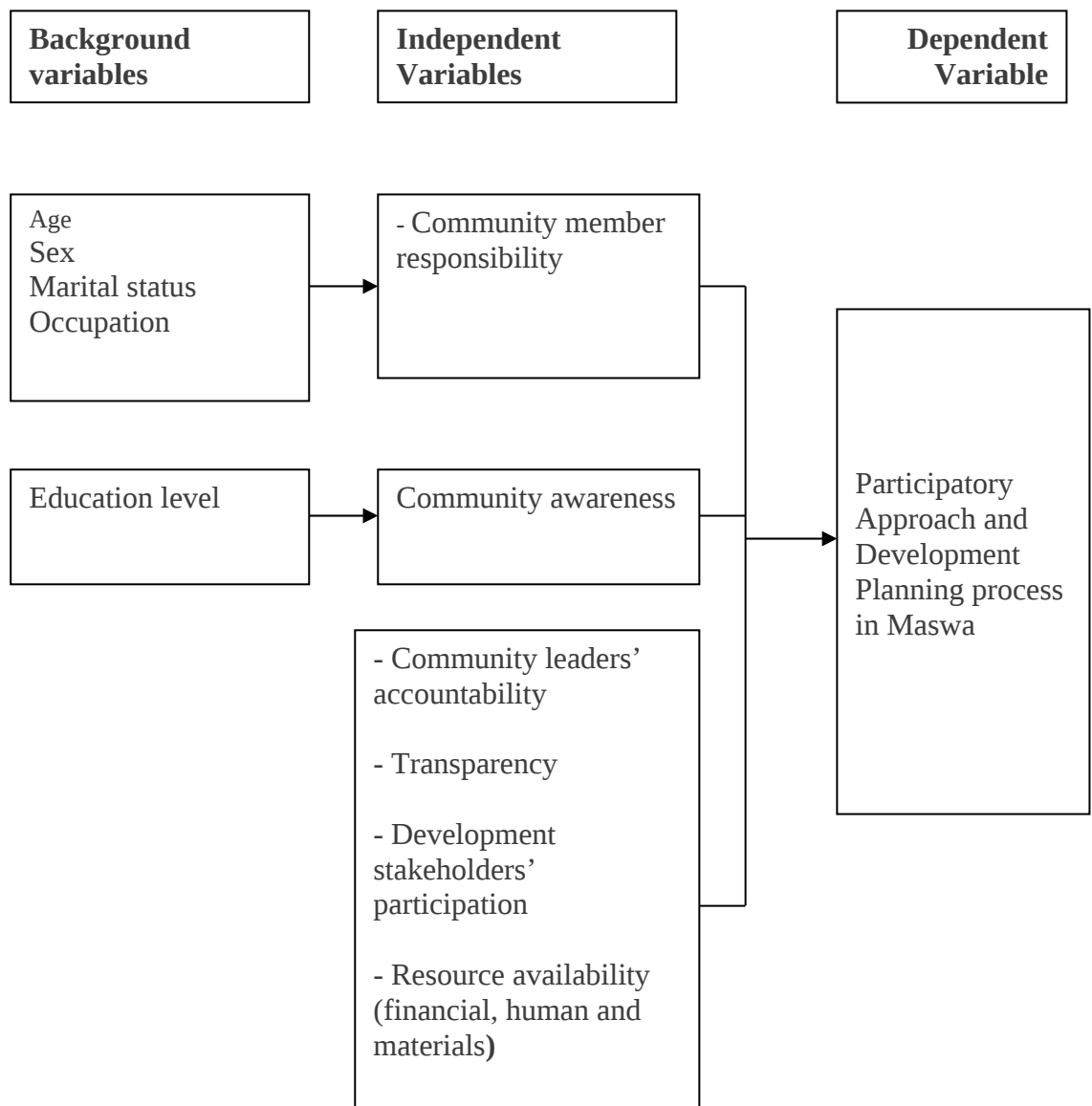
- (i) To what extent key development stakeholders are informed about the participatory planning process approach?
- (ii) To what extent key development stakeholders participate in planning and implementation processes?
- (iii) What are the main problems/challenges to participatory planning process approach in the study area?
- (iv) What are opinions of stakeholders on the approach?

### **1.6 Conceptual framework**

In an attempt to put this study in context, the conceptual framework as shown in (Figure 1) was applied.

The dependent variables which is the participatory approach and development process is influenced by independent variable which includes; community members awareness and fulfilment of their responsibilities, accountability of community leaders, the transparency, participation of other stakeholders as well as resources availability (finance, human and materials). However there are other variables behind these (background variables) that are responsible for determining the influence of

independent variables on dependent variables these are; age, sex, marital status, occupation and the level of education in the given community.



**Figure 1: Conceptual framework for the study**

## **CHAPTER TWO**

### **LITERATURE REVIEW**

#### **2.1 Development planning**

Development is a complex process and there are no quick fixes for it. It is important to make sure that the process does not take place at the cost of excluding large parts of society. Development needs to be an inclusive and participatory process (Wangwe, 2005).

It is now widely acknowledged that sustainable economic and social development including the success of various development initiatives requires not merely financial and physical investment but also effective participation of the people in ownership and control of resources, in evaluation of possible solution to their problems and obstacles to development, and in setting up development priorities and strategies.

In recent years, the researchers, government and donors have recognized the urgent need for participation and people centered development as a means of sustainable development. In view of this governments are now pursuing various reforms of local government reforms involving decentralization of government administration, devolution of the over concentrated powers of the central government, building the capacity of local government and strengthening local planning and administration. In recognition of the role of participation, today various government programmes and projects have been subjected to participatory process during their formulation and implementation. Needless to point out the success in participatory development as the means for sustainable development and poverty reduction will depend not only

on correct interpretation of participation and people centered development but also on understanding and attempts to overcome the barriers of participation (Mongula, 2005).

### **2.1.1 The concept of planning**

There are certainly many different ways of looking at the concept of planning. The theme and objective of the planning exercise largely influence these variations. Conyers *et al.* (1984), cited by Coosey and Kikula (2005) defined planning as a continuous process that involves making decisions or choices about alternative ways of using available resources, with the aim of achieving particular goals in the future. The word 'Process' is the key word in this definition. URT- UNFPA (2003) defines process as clearly defined steps in realization of a specific outcome.

### **2.1.2 Approaches to planning**

There two ways of implementing the planning process. Community involvement during planning, implementation, monitoring and evaluation of a programme or a project distinguishes the two main approaches; these are the top down approach and the bottom-up; commonly referred to as participatory (Coosey and Kikula, 2005).

### **2.1.3 The top down approach**

According to Coosey and Kikula (2005) this is the predominant and most common development planning approach. The approach has dominated in the planning cycles for a long time not only in Tanzania but also in many other parts of the world. This has been the case for both government and donor-funded programmes. Generally, one of the main reasons for this dominance of the top-down planning approach is that

it is seen to allow rapid, large scale spending of budgets in accordance with pre-established timetables. Also it gives government planners, donors and the bureaucrats an illusory feeling of control and efficiency.

The main features of this approach are as follows; Planning decisions are centrally made by organizations that are remote from the project area.

Participation of stakeholders is only limited to provision of data or approving and adhering to what has already been planned.

Planners and bureaucrats proceed as if they were writing on a clean slate and possessing all the knowledge for improving people's lives. In reality, they are making interventions in a well-established community social system, which has survived over generations of struggles and interactions with the local environment.

Plans are generally based on quantitative data or numerical estimations collected through rapid diagnostic feasibility studies or project formulation missions.

Planning (as well as implementation) follows a pre-conceived project design (a master plan type), fixed time schedule leading to rigid interventions having no respect and consideration of environmental changes, local initiatives and development choices.

The approach follows a predetermined project design usually based on assumptions of uniformity and cost-effectiveness regardless of area specific conditions where the project is implemented. Top down planning is usually based on poor assumptions of social and environmental behaviour often proven to be incorrect as locality and social formations differ.

#### **2.1.4 Participatory planning**

Participatory development planning is a process through which stakeholders can influence and share control over development initiatives, and over the decisions and resources that affect themselves. Participating in formulating the fundamental goals as well as in planning and carrying out an activity empowers stakeholders and fosters a sense of ownership. These facilitate effective project implementation, conscientious monitoring of activities, and sustainable outcomes.

When citizens develop a sense of ownership of development efforts as a consequence of their engagement in decision making about selecting, planning, managing, and monitoring project activities, results are typically enhanced and impact more sustained, failure to generate effective participation among stakeholders and ownership in the implementation of projects invariably leads to unsatisfactory outcomes (Odrick, 2003).

#### **2.1.5 Popular participation**

Rehnema (1992) report that, activists strongly favoring participatory development agree that they are fully aware of the reasons why politicians and development

planners try to co-opt the concept of participation for their own ends. In their view, the types of interactions they propose are precisely intended to prevent all such hegemonistic and manipulative designs. They therefore believe the concept should be further refined to 'popular participation' being able to save development from its present crisis and give it new stamina for enabling the grassroots populations to regenerate their life spaces. Rehnema (1992) summarizes the assumptions underlying the popular participatory approach as follows;

- (a) Present obstacle to people's development can and should be overcome by giving the populations concerned the full opportunity of participating in all the activities related to their development.
- (b) Participation is justified because it expresses not only the will of the majority people, but also it is the only way for them to ensure that the important moral, humanitarian, social, cultural and economic objectives of the more humane and effective development can be peacefully attained.
- (c) 'Dialogical interaction' and other similar activities can make it possible for all the people to organize themselves in a manner best suited to meet their desired ends.

Tegege (2000) report that, development planning by involving all development stakeholders is very important approach and it is appropriate for rural development in low-income countries. Tanzania has also experienced the advantage of popular participation in development activities. In recent years (1995 – 2004) Tanzania has experienced an increase in provision of some social service facilities. For instance, construction of classrooms increased from 61 006 classrooms constructed in 2000 year to 141 892 in 2004, an increase of 132 %. Teachers houses constructed

increased from 27 156 houses constructed in 2000 to 44 797 in 2004 an increase of 65%, while accessibility of water services in rural areas increased from 42% in 1995 to 53% in 2004, an increase of 11%. These achievements were made possible by combing efforts of donors, central government, local government, civil societies, non-government organizations and the community (URT, 2005a).

### **2.1.6 Meaning of participation**

According to Miller (1979), cited by Gow *et al.* (1983) participation is that thing which means more much than an occasional meeting in which project staffs discuss their plans with local farmers in the usual benefactor-to-beneficiary manner. Rather meaningful participation implies a systematic local autonomy, in which communities discover the possibilities of exercising choice and their by becoming capable of managing their own development.

### **2.1.7 Types of participation**

To day, the term people's participation and popular participation are part of the normal languages of many development agencies. It is such a fashion that almost everyone says that participation is part of their work. According to Hawlett, *et el.* (2001) there are five types of participation these are;

- (a) **Manipulative participation** this is a type of participation that is simply presence, with people representative on official board but who are unelected and no power of final decision making.
- (b) **Passive participation-** people participate by being told what has been decided or has already happened.



- (c) **Participation by consultation-** with this type of participation people participate by being consulted or answering questions.
- (d) **Participation by contributing resources-** here people participate by contributing resources example labour in return for food, cash or other material incentives, example farmer may provide the field and labour but are not involved in experimentation.
- (e) **Interactive and self mobilization**

This is the type of participation, which is recommended. With this type, people participate in analysis stage, planning, and implementation and evaluation stages. This type of participation ensures active people participation in the whole process so as to ensure that needs and objectives of people have been attained. The process involves interdisciplinary methods that seek multiple perspectives.

Cooksey and Kikula (2005) argue that apart from the above mentioned types of participation there is also forced participation. They report that, during the colonial administration, people were forced to participate in different activities including road construction, clearing vegetation during the tsetse campaigns, environmental conservation initiatives, etc. they further argue that a similar type of forced participation was practiced even after independence. People have been more or less given instructions to participate in carrying out an activity that has already been decided upon by higher authorities

### **2.1.8 Indicators of participation**

Mvella (2000) contend that there two types of indicators of participation namely Qualitative and Quantitative indicators. Quantitative indicators of participation include number of development meetings and attendance levels, percentages of different groups attending meetings example women. Qualitative indicators on the other hand includes organizational growth of community level, people concern for being involved in decision making at different stages and increasing ability of stakeholders to propose and undertake actions.

## **2.2 Participation in planning theory**

In this part participation is discussed in the light of planning theories. There are several planning theories ranging from rational to radical. Kinyashi (2006) summarizes these theories as follow;

### **2.2.1 Rational planning**

This theory sometimes called comprehensive planning model ideally, operates under the following routine: The politicians define general goals. The planner converts those goals into a hierarchical matrix and explores all possible alternative actions for reaching these goals, and then examines the effects of all alternatives in relation to each goal. The final result is handed over to politicians who are to make final decision. Based on these procedures' planning remains a purely scientific-technical process without any interference from outside hence; this theory gives no room for any kind of participation of the poor.

### **2.2.2 Disjointed incrementalism**

This theory base on the assumption that time, money, information and mental capacities of planners and politicians are not sufficient to find the best solutions for the highly complex problems of modern societies. Hence, it would be better to tackle only the most pressing problems and strive for small, incremental changes. The theory operates in two ways. First, only a limited number of alternative actions are analyzed. Secondly, the analysis and evaluation of alternatives are disjointed and distributed among a large number of organizations within society. Planning is thus decentralized and moves into civil society. As a result, a broad spectrum of perceptions and ideas is captured which would make plans better and more responsive to later changes.

### **2.2.3 Mixed scanning**

The mixed scanning theory aims at promoting an “active society” which steers its own development in a self-confident and determined way. In this process the role of planner is to analyze the needs and wishes of the population and simultaneously, investigate the interests of the politicians. In operationalising this theory planners are mixing the two methods proposed by the rational and the incremental planning model.

### **2.2.4 Perspective incrementalism**

This theory divides the planning process into two separate phases. First, planners develop overall goals and standards of quality in consultation with the politicians. In

second phase the goals and standards are operationalised and explained by examples (in terms of practical projects). The planning and implementation of these exemplary projects is done in close co-operation with local actors, including citizens and users.

### **2.2.5 Transactive planning**

This theory builds on constant citizen participation. In an atmosphere of “radical openness” the expert knowledge of the planners and the experiential knowledge of the citizens are combined and transformed into collective action. In addition to their technical knowledge planners should therefore particularly possess communicative and group-psychological skills. So equipped they would be able, at least in small groups, to reduce disparities among participants in terms of time, money and knowledge.

### **2.2.6 Dialogical incrementalism**

This theory defines planning as “dialogical processes aiming at mutual understanding and agreement on future directed collective action. This is a step by step process where all participants are equal and treat each other as equals, and only the rational power of the best argument prevails. Within this framework the planner is process manager who watches over the fairness of the process.

### **2.2.7 Critical planning theory**

This theory calls for planners to counter the communicative distortions of planning process by alternatives and consequences. Less organized social groups should be

provided additional information; they should be advised and involved in the planning process.

### **2.2.8 Advocacy planning**

The advocacy planning theory explicitly side with those people who lack the necessary resources and skills to advance their interests within the pluralistic competition over public resources. It calls for planners to concentrate exclusively on supporting these disadvantaged groups. Like an advocate in a court case planners should inform their “clients” of their rights, provide them with relevant information and represent their interests in a professional manner in public. The long-term goal is to enhance the organizational competence and political awareness of these groups, so that they can articulate their matters independently and confidently in the future.

### **2.2.9 Planning as a co-operative action**

In this theory, planning is conceptualized as a co-operation between the state, businesses and households. In this way planning consist of dialogical processes in which all participants develop a joint understanding and possible solutions to a problem and co-ordinate their actions accordingly. In this process the role of planners is to bring together actors from different spheres of society, they facilitate a co-operative communication process between them and give inputs, stands as advocates for neglected values and interests and mobilize or support the participation of disadvantaged groups of citizens.

### **2.2.10 Collaborative planning**

This theory builds on the wider concept of “governance”, which refers to all kinds of formal and informal process through which collective affairs are managed. In this theory the task of planning, as a policy-driven activity, would be to reinforce and build links between disparate parts of society and create new relation. Planners are to actively include all those who have a stake in particular issues and, recognizing and preserving their cultural differences, to build new shared systems of meaning in order to facilitate spatial co-existence.

### **2.2.11 Radical planning theory**

Unlike advocacy planning, radical planning theory aim not at improving the position of disadvantaged groups with the existing society, but to strengthen them in their fight to change the system or to prepare them for an alternative, independent development outside the existing system.

## **2.3 Linking participation and planning theory**

This part provides a brief link between participation and the above described theories. For easy understanding the link between participation and planning theory Kinyashi (2006) classifies the theories into three classes; instrumental rationality, communicative rationality and substantive rationality.

The first classification is based on instrumental rationality, whereas in the rational planning theory, simply are no actors other than planners and politicians. But disjointed incrementalism, mixed scanning and perspective incrementalism include,

to differing degrees, some involvement of other actors in the planning process. This involvement serves purely strategic goals: with the help of participation approaches they seek to overcome such restrictions as incomplete information, insufficient planning capacities and potential local resistance to plans and projects. The involvement of other actors is to generate information, relieve the administration and increase societal acceptance.

The second classification is based on communicative rationality. This type of rationality is based on human communication. Planning is conceptualized as a dialogue between planners and other stakeholders. All together contribute different views of problems and solutions to the planning process. This process triggers a process of social learning with the aim of undistorted and fair communication about collective action. However, these communicative planning processes are considered the main source of legitimating plans and not the preceding political decision making process.

The last classification is based on substantive rationality. It calls for a new planning model, which aims at enabling the oppressed groups through an action-oriented political process. It would be the task of planners to make these groups politically sensitive and to mobilize them for collective action. The development professionals become facilitators of a locally driven process. In these way barriers of political apathy, lack of knowledge and lack of skills should be overcome. In the end these theories aim at a radical change of societal status quo in the direction of an alternative, self-reliant development of formerly dependent social groups. In a way

this group of theories promotes participation, a kind of participation, which is more or less genuine.

#### **2.4 Participation and decentralization**

Decentralization is an attempt of the state to open up windows for more people to participate in decision-making. It is a transfer of planning, decision-making or administrative authority from central government to local government or non-governmental organization (Kinyashi, 2006).

There are number of advantages that have been attached to the decentralization, IOB (2004) report that through decentralization development programmes can be more effective in meeting local needs if they can draw on local information, moreover the increased flow of information from local communities to government staff may increase government awareness of local needs. Decentralization has a strong potential for increased popular participation in planning and implementation of development activities. Decentralization also can increase accountability and transparency as local monitoring can be effective for ensuring that officials perform diligently and it makes easier for people to obtain information on budget and the use of funds.

The concept of decentralization is not new in Tanzania, as in 1972 decentralization policy was introduced. The 1972 decentralization policy was intended to increase peasant participation in development process, increase bureaucratic efficiency, and facilitate development planning. However the policy didn't yield the expected



outcome due to number of problems one of them was inadequate participation of people (URT, 2003). In respect of the above situation, in recent years the government of Tanzania has undertaken some fundamental structural and public reforms, this includes the Local Government Reform Programme (LGRP), the LGRP was launched in 1996 and one of key components of LGRP is decentralization. LGRP which is still in operation aims at facilitating the participation of people in deciding on matter affecting their lives, planning and executing their development projects and fastens partnership with civic groups (Kinyashi, 2006).

## **2.5 Rural development**

Kapinga (2003) define rural development as a programme which concerns with the improvement of the living standards of low income population living in rural areas on a self sustaining basis through transforming of social-spatial structure of their productive activities. According to URT (2003) rural area is a geographical area in which primary production takes place and where population is found in varying densities. In Tanzania rural areas are all areas under district (rural) councils and areas under village councils in the peri-urban areas of urban councils.

According to URT (2003) the rationale behind rural development lay on the facts that majority of Tanzania population (about 80%) lives in rural areas. Agriculture activities, which are mainly done in rural areas accounts for about 50% of the national incomes, most parts of rural Tanzania are still not accessible by road during rain season. Illiteracy rate is still the highest in rural areas (33.1%) compared to urban areas (14.2%), enrolment rate for a rural area is 56% compared to urban areas,

which is (71%). In water sector official estimates indicate a rural and urban coverage level of 46% and 88% respectively and about 47% (2002) of rural population were unable to afford basic needs.

Hence, basing on the above rural development is an interdisciplinary and multi-dimensional as it involves improvement in production sector (agriculture, industry and mining), economic infrastructures (roads, transport and transportation, rural finance storage and marketing). It also involves improvement in social infrastructures (water, health, education and nutrition) thus, rural development entails interventions by the state, NGOs CBOs etc, it should ensure sustainability; hence the need for the rural peoples full participation in all stages of development planning process and in the implementation of rural development programmes (Kapinga, 2003).

## **2.6 Rural planning**

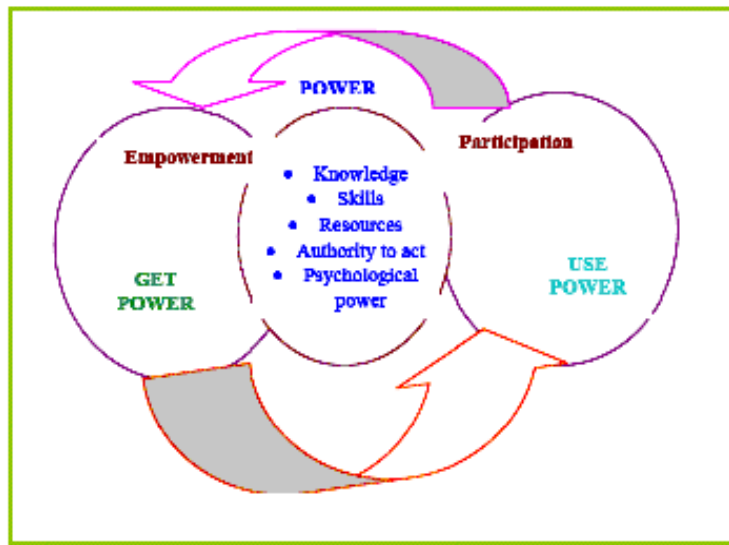
Since development is a process and there are number of problems rural areas are facing, Cookesey and Kikula (2005) reveal that planning for rural development is about choosing or making choices/priorities. In other words to plan is to make decisions about which problems (out of a large array of problems) should be tackled and in what order of priority. Planning is about consensus building among the stakeholders. Consensus is required in making priorities because not all problems or needs can be met at once given that resources are always limited. Decision making in planning is also about alternative ways of achieving the objectives or meeting the needs or goals.

## **2.7 The link between empowerment and participation in development process**

In discussing participation of stakeholders in development process the issues of empowerment and its relation to participation especially to the community members is crucial. Kinyashi (2006) stress that, inducing the poor to participate without equipping them with even general knowledge of the existing framework conditions will mean closing them into a “box”. Whilst equipping them with such understanding will help them to have proper reasoning and hence hold responsible and accountable those development actors that seem to have bad conduct. And eventually enhance sustainable development. He went as far as clarifying that empowerment is all about providing ability to an individual or groups of individuals to act. On the other end, participation is about using the ability gained during the empowerment process.

Using figure 2 and direct translation of the words empowerment and participation Kinyashi (2006) explain the importance and the link between the two terms in development process as follows; The term empowerment comes from the word “empowering”, which means “to give somebody power or authority”. On the other hand the word “power” means; the ability, knowledge and skill, or capacity to do something, the authority to act or do something according to a law or rule. Power can be political, financial or psychological. Based on this translation, empowerment therefore, means the process wherein, communities are equipped with the knowledge, skills and resources sufficient and necessary for changing and improving the quality of their lives. The term participation means, “being part”, whereas the word “part” means an integral and essential feature or component of something.

Hence, participation means being an integral and essential feature of something (in our case “development process”).



**Figure 2: Empowerment participatin-link**

Source: Adopted from Kinyashi (2006)

Figure 2 above shows that there is a reciprocal relationship between empowerment and participation. The relationship is in such a way that empowerment enables people to get power (as translated in the middle of Figure 2), and participation is the use of the power in the development process. However, based on the fact that practice makes perfect, participating individuals have opportunities to be empowered as they participate in certain development activities. In other words participation is another way of empowering the participating individuals.

## **2.8 The planning process**

A planning process is defined as a sequence of steps that must be closely followed in deciding what to include in a development plan. The concept “Process” is used to refer to a situation, which depicts clearly defined steps in the realization of a specific outcome, in this case, a plan. “Planning” on the other hand means making choices among alternative actions in order to meet certain defined ends. The making of choices and priorities are necessary because available resources are scarce while human wants are numerous (URT-UNFPA, 2003).

Cooksey *et al.* (2005) defines planning process as a continuous process that involves making decisions or choices about alternative ways of using available resources, with the aim of achieving particular goals in the future. Planning is also about scheduling of activities in terms of the sequence of events of what should be done to achieve a particular goal. Equally important is that the time horizon in which the future extends for the plans has to be considered and specified.

### **2.8.1 The planning cycle**

The planning cycle is an important aspect of the planning process, it consists five major steps organized in a logical sequence but in an independence relationship. These include; Projects identification. Others are plan preparation; plan implementation as well as monitoring and evaluation. For sustainability of development projects key stakeholders should participate in all steps or stages (URT-UNFPA, 2003).

The planning process or procedure form a cycle as completion of one stage call for the start of the other stage/step. The planning cycle start by community members identifying and analyzing problems they are facing in deferent sectors.

The second stage is the plan preparation, in this stage, activities includes assessing previous objectives, policies and strategies employed. Other consideration in preparation of a plan is the setting up of targets, type of project activities for each sector basing on sectoral priorities the source and availability of implementing resources which includes finance, manpower, implementation capacity and time, all these should be known at this stage. Stakeholders participation at this stage enable them to assess their performance on the previous plan in term of achievement and failures, at this stage they are able to identify problems the community is facing analyzing them, making priorities, setting targets while assessing their capacities in attaining the targets they have set, it is at this stage when responsibilities of every development partner is also known.

The third step is plan implementation. This step involves establishing modalities for carrying out the plan in order to meet the specified objectives and achieve set targets. At this stage plan is broken into activities and every stakeholder is assigned an activity to perform and duration for completion of each activity is established.

The fourth is the monitoring and supervision this ensures the plan implementation takes place according to schedule. The fifth stage is evaluation stage, this aims at

assessing the operation of the plan in terms of policies, objectives, strategies, targets, inputs and budgets to determine if the plan operated on the right path (URT-UNFPA, 2003).

### **2.8.2 Major actors in development plan process**

These are the stakeholders who make the planning process work. Development can no longer be left to chance or to a few groups of individuals; initiatives from actors acting together as stakeholders of development are the rightful means to the development on the right path. Any effective and meaningful development must involve different players; the people, the state, non governmental organizations, civil societies, the private sector and the donor community acting together but in a coordinated manner, with internal dynamics taking upper hand (Shoo, 2004).

### **2.8.3 Constraints in the planning process**

According to NSSD (2001) and URT (2001) factors that has been associated with poor performance of participatory approach includes; inadequate participation of the people in preparation of plans, reluctance on the side of villagers in attending village meetings, incompetent and irresponsible leaders, lack of accountability and transparency, low capacity in preparation (formulation) of plans, and low level of understanding by the community. Many villages have tended to list down projects that heavily require support from central government, local government authority and donors rather than planning on the basis of locally available opportunities and strength, as the term O&OD implies (Mongula, 2006), (Fjeldstad *et al.* 2006) and (Cooksey *et al.* 2005). Furthermore, Gaventa (2002) noted that tax base in most of

local governments has remained small and types of revenue activities available also tend to have lowest yields, this greatly restricts the capacity of local governments. Lack of funds gives the whole process of planning a surreal character, as the plans were unlikely to get financial support. Bazaara (2002) also observed that the most critical element that is affecting local government budgeting and planning is the inadequate finances.



## **CHAPTER THREE**

### **METHODOLOGY**

#### **3.1 Overview**

This chapter describes the methodology employed during the research work. It includes the chapter overview, description of the research area, research design, sampling procedures used during collection of data and the statistical procedures used to analyze the collected data.

#### **3.2 Location and description of the study area**

##### **3.2.1 Location and area**

The research was conducted in three villages (Bushashi, Ilamata and Mwasayi) of Maswa District in Shinyanga Region. The study area was selected due to the fact that, it is among of the districts that have been practicing participatory planning process for a long time and no study has ever been conducted in the district to assess the performance of the approach. According to the MDC profile (2006), Maswa is one of the eight districts constituting Shinyanga Region. Other districts in Shinyanga include Shinyanga Urban, Shinyanga Rural, Meatu, Bariadi, Bukombe, Kahama and Kishapu. The district is bordered by Meatu in the East, Bariadi in the North and Northwest, Kishapu in the South and Southwest and Kwimba District in the West. The district is located between latitudes 2.45' and 3.15' south of the equator and between the longitudes of 33.0' and 34.7' east of the Greenwich meridian, it lies between 1200 and 1300 meters above the sea level. The district occupies 3398 square km of which 2475 are suitable for agriculture and livestock keeping, 77 square km is forestry reserve and 846 square km is mountains and

bushes. Administratively, the district is divided in 3 divisions (Mwagala, Sengerema and Nung'hu) there 18 wards and 105 villages.

### **3.2.2 Climate**

Maswa has a semi-arid climate with a bimodal rainfall pattern of between 450 and 1000mm with an average of 750mm. The average rainfall decreases from north to south and from west to east. The short rains are around November/December and the long rains start in February up to May. However, the rainfall pattern in the last few years has been hardly the representative for this average. Average temperature is 16°C.

### **3.2.3 Population**

According to 2002 population and housing census URT (2005) the district had a population of 304 402 people with an average of 90 people per square kilometer; the annual average inter censal growth rate is 2.3%. The number of households was 48,921 with an average of 6 people per household. Out of the total population 48% (146 643) were males and 52% (157 759) were women. 92% of the population lives in rural areas and the remaining 8% lives in urban areas. The district has a labour force (15 – 64) years) of 145 616 which is 48% of total population. Out of this total working force 46% (67 544) were males while 54% (78 072) were females.

### **3.2.4 Economic activities**

Agriculture and livestock keeping are main economic activities in the district it employs 76% of the total population. Main crops grown are cotton and paddy as cash

crops, while maize, sorghum, millet, groundnuts, beans and sweet potatoes are grown as food crops.

### **3.3 Research design**

Social survey was conducted where by a cross-sectional research design was adopted at which information at one point in time was collected. Saunders *et al.* (2003) recommend this design because of its dual characteristics as collected data can be used for the purpose of simple statistical description and interpretation and also make it possible to determine relationship between different variables that were in focus at the time of the survey.

### **3.4 Sampling procedures**

A multi stage sampling techniques were employed in selecting villages and respondents to be included in the study. According to Babbie (1990) the technique is useful in a diverse population. The technique involves sampling in phases (stages) and more than one sampling method, purposive, simple random and stratified sampling techniques were employed. In the first stage divisions to be included in the study were purposely selected, this was done to ensure every division is involved in the study. A simple random technique was then applied to get 3 wards, one ward from each division. In the second stage a simple random sampling method was again applied to get 3 villages, that is one from each of the selected ward. In the third stage stratified sampling methods was applied to get representatives from the five homogeneous categories/ strata (household strata, Village government leaders, CBOs and NGOs strata, ward leaders and district level stratum). The fourth stage concerned

with getting number of representatives to be involved in the study from each stratum. Simple random sampling technique was used to get 90 respondents from household level stratum, thirty from each of the three selected villages, while purposive sampling method was applied to get 12 respondents from Village government stratum, four from each of the three selected villages, 9 respondents from CBOs and NGOs that is three from each village, 6 respondents from ward leaders which means two from each village as well as 6 respondents were drawn from the district level stratum, thus making a total of 123 respondents (Appendix 2).

### **3.5 Data collection and analysis**

#### **3.5.1 Data collection**

Two types of data were collected, primary and secondary data.

Primary data were collected using the pre tested close and open-ended questionnaires.

#### **3.5.2 Primary data**

Data collection was conducted from 15<sup>th</sup> October – 17<sup>th</sup> December 2006. The questionnaire was divided into five main parts. Part one was designed for collecting data from community members (household member) where household member male or female aged 18 years and above were interviewed. Part two of the questionnaire was designed to collect data from some members of village government. Part three was designed aiming at collecting data from leaders of NGOs and CBOs. Part four focused to collect data from ward leaders while part five of the questionnaire collected data from district level.

### **3.5.3 Secondary data collection**

Secondary data on participatory planning process were collected through reading various reports, records, from village, wards, district, National Agricultural Library (SNAL) and Internets.

### **3.6 Data processing and analysis**

Data processing and analysis was done at SUA main campus. Statistical Package for Social Science (SPSS 11.5) for Windows was used for analysis. Before analysis data were verified, compiled, coded, and summarized prior analysis. Univariate analysis used to determine distributions and magnitudes of individual variables among respondents, which include percentages and frequencies. Cross –Tabs were used to test association between different variables and other statistics. Chi-square (bivariate analysis) was employed to determine associations between some variables.

## **CHAPTER FOUR**

### **RESULTS AND DISCUSSION**

#### **4.1 Overview**

This chapter presents results and discussion of the study on participatory approach and development planning process in Maswa District. It includes tables which illustrate the findings. The chapter is divided into six main sections. Apart from the overview, section 4.2 discusses the demographic and socioeconomic characteristics of the respondents. Section 4.3 discusses the extent to which key development stakeholders are informed about the participatory planning approach concept in the study area, Section 4.4 presents findings on the extent to which key stakeholders have been participating in the planning and implementation process, the section also assess how issues of transparency and accountability have been addressed in the surveyed area. Finally, section 4.5 discusses the challenges/problems they face in attaining the planned development goals/targets as scheduled through participatory planning approach. Respondents' comments on the process and suggestions for improvement are also provided in this section. Finally, section 4.6 discusses the relationship between knowledge of the concept and sex as well as knowledge of the concept and education level of the respondents.

#### **4.2 Demographic and socioeconomic characteristics of respondents**

##### **4.2.1 Age and sex**

Age and sex are important demographic variables, they are the most basic and most important characteristics of a population, the information of age and sex are used for a wide range of planning and administrative purposes such as determining the

segments of population qualified for voting, school enrolment, size and structure of the labour force, pensions and so forth (URT, 2004a). Age in this study is presented in single years as well as in eight-year age groups by sex to facilitate data analysis, a total of 123 respondents (85 male and 38 female) were interviewed in the survey areas.

The findings show that 83% of the respondents in the study areas were between 26 to 57 years of age (Table 1). The age between 26 to 57 is within the labour force age group which is 15- 64 years, people in this age group tend to be active, creative and participates in many social and economic activities (URT, 2004a). Summary of findings in (Table 1) shows that 12% of respondents were between the ages of 18 to 25 years, the findings are in line with the observation by Mwanyika (2001) who found that young people, particularly those in rural areas are not very well decided about their future and this usually affected their seriousness and commitment to participate in rural development activities despite their high potentials. The author farther agree that young people in villages tend to adores urban life and thus considers rural life as full of drudgeries and short of basic human necessities. Findings reveal that 4% of the respondents were people aged between 58 to 73 years, the low percentage is in line with the findings by Nanai (1993) who reported that the level of participation to social and development activities tends to increase with the optimum age group, after which participation starts to decline with increase in age.

**Table 1: Age and sex of respondents**

Age class (years)	Male (%) (n=85)	Female (%) (n=38)	Total (%) (N=123)
18 - 25	5.9	26.4	12.2
26 - 33	28.2	21.1	26.0
34 - 41	21.2	21.1	21.1
42 - 49	23.5	13.2	20.3
50 - 57	16.5	13.2	15.4
58 - 65	2.4	5.0	3.3
66 - 73	2.3	0.0	1.7
Total	100.0	100.0	100.0

From the results in (Table 1), it can be observed that majority (85) which is 69% of respondents in the study area were men; the proportion of women whom were interviewed (38), which was 31%, smaller than that of men. The results reflect the traditional patriarchal system in the study area. This finding supports the observation made by Danda (2003) who argued that in presence of men few women are ready to express their views as a result they are usually unwilling to be spokespersons in matters pertaining to their life situations.

#### **4.2.2 Marital status of respondents**

During this study the marital status question was asked to respondents, a total of 123 respondents were involved in the interview. The category used to classify the marital status of a person was either a person is married or not married. The findings in (Table 2) indicate that proportionally more people (86%) in the study area were married. This implies that a greater proportion of the respondents were mature people from whom the information was gathered. Since the minimum age of the respondent



in the study area was 18 years and the maximum was 72 years, this was the expected outcome as according to URT (2004a) the minimum age at marriage in Tanzania is 16 and 18 years for females and males respectively.

**Table 2: Marital status of respondents**

Marital status	District level				
	Bushashi (%) (n=39)	Ilamata (%) (n=39)	Mwasayi (%) (n=39)	(%) (n=6)	Total (%) (N=123)
Married	84.6	87.2	89.7	66.7	86.2
Not married	15.4	12.8	10.3	33.3	13.8
Total	100.0	100.0	100.0	100.0	100.0

#### 4.2.3 Education

Two questions were asked to collect information on education of respondents, a total of 123 respondents, responded for the first question and 107 respondents for the second question. In the first question the respondent was asked to state if he/she had attended any formal education and the second question was about the highest level of education attained by the respondent. No test was administered so as to identify those who were really literate. The categories used to obtain information on person's literacy were (yes) and (no) categories, and to obtain information on the level of education attained by a person the categories used were; adult education, primary, secondary, post secondary and others.

**Table 3: Attendance on formal education**

Attendance on formal education	Sex of the respondent		Total (%) (N=123)
	Male (%) (n=85)	Female (%) (n=38)	
Yes	88.2	84.2	87.0
No	11.8	15.8	13.0
Total	100.0	100.0	100.0

**Table 4: Highest level of education**

Highest level of education	Sex of the respondent		Total (%) (N=107)
	Male (%) (n=75)	Female (%) (n=32)	
Adult education	17.3	12.5	15.9
Primary education	53.3	65.6	57.0
Secondary education	6.7	0.0	4.7
Post secondary education	22.7	21.9	22.4
Total	100.0	100.0	100.0

Data in (Table 3) shows that 87% of respondents in the study area (88 for males and 84 for females) attended formal education and the remaining 13% had no access to formal education.

From (Table 4) it can be observed that the majority of respondents (57%) had attained primary school education, 22% post secondary education, 16% had attained adult education and only 5% had a secondary education. It is implicit from the above results that the majority of respondents are able to read and write, due to high literacy level the communities in the study area had potentials to actively participate in all stages of participatory planning process.

#### 4.2.4 Main occupation of respondents

Main occupation provides an explanation with regard to what the labour force of given locality is engaged in. During the study the respondents were asked to state their main occupation, this variable involved 111 respondents. The categories used to collect information on the main occupation of the respondent were classified as peasants (people engaged in agriculture and livestock keeping), civil servant employee and business persons. The findings presented in (Table 5) show that farmers constituted 76%; civil servants (salary/wage employees) were 21% and 4% were engaging in business. Like in many developing countries the findings reflect that farming/ cattle keeping are the main occupation. The situation is comparable with that was observed in the 2002 Population and Housing Census in the Tanzania (URT, 2004a).

**Table 5: Main occupation of respondents**

Main occupation	Bushashi (%) (n=37)	Ilamata (%) (n=37)	Mwasayi (%) (n=37)	Total (%) (N=111)
Farming (peasant/cattle keeper)	78.4	78.4	70.3	75.7
Salary/wage employee	21.6	16.2	24.3	20.7
Business	0.0	5.4	5.4	3.6
Total	100.0	100.0	100.0	100.0

#### 4.3 Knowledge on participatory planning process approach concept

The results in (Table 6 and 7) show how respondents responded when they were asked about the extent to which they were informed about the participatory planning process approach concept. It can be observed from the (Table 6) that 48% of the respondents were well informed about the concept and the approach while 52% of

them were not well informed. It is evident from the results that all respondents whom were reached by the study at the district level were all (100%) familiar with the concept and the approach and only 38% of respondents in Ilamata village had knowledge of the participatory planning process.

Generally a village meeting is a place where all issues related to village development are conveyed to villagers. The low knowledge of the approach and concept in some villages can have been attributed by poor attendance in villages meetings as it was pointed out by NSSD (2001) and URT (2001) that, factors that has been associated with poor performance of participatory approach includes; inadequate participation of the people in preparation of plans and reluctance on the side of villagers in attending village meetings.

As far as knowledge of the participatory development planning process concept per gender as it concern, results in (Table 7) reveal that knowledge of the approach and the concept was higher among males' respondents (54%) as compared to female respondents (34%).

**Table 6: Knowledge on the planning process concept**

Knowledge on the planning process concept	Bushashi (%) (n=39)	Ilamata (%) (n=39)	Mwasayi (%) (n=39)	District level (%) (n=6)	Total (%) (N=123)
Yes	43.6	38.5	53.8	100.0	48.0
No	56.4	61.5	46.2	0.0	52.0
Total	100.0	100.0	100.0	100.0	100.0

The results reflect the traditional patriarchy system in the study area, as it has been observed by URT (2003) that in rural areas, women constitute the majority of the workforce, however they are poorly educated and lack skills. It is hoped that gender policy and programmes to enhance the effective participation of women in the process of rural development will make difference and ensure participation of women in the process of rural development.

**Table 7: Knowledge of the planning process concept by sex**

Knowledge of the concept by sex	Male (%) (n=85)	Female (%) (n=38)	Total (%) (N=123)
Yes	54.1	34.2	48.0
No	45.9	65.8	52.0
Total	100.0	100.0	100.0

#### **4.4 Stakeholders' participation in planning and implementation process**

The planning process needs to utilize the participatory planning approach, which would bring together views aspirations and efforts of all stakeholders. This approach is vital in all stages of participatory planning process. However, in the route of implementation of the approach the issue of transparency and accountability is overriding if a genuine participatory approach is to be attained.

In this section, therefore, we are going to get study results showing how different stakeholders have been participating in the planning and implementation of development activities. The section will also reveal how issues of transparency and accountability have been addressed in the study area.

#### **4.4.1 Stakeholders' participation in the planning process**

##### **4.4.1.1 Community participation in the planning process**

The primary responsibility of the Council Director as the chief executive officer of the Council is to supervise preparation of annual plan and budget (URT, 2005). The Council Director, she/he has also to ensure that lower local governments are involved in the participatory planning and that the district council development plan integrates their plans (URT, 2006). At the village level, the Village Executive Officer (VEO) being the executive officer of the village his /her primary responsibility is to coordinate and supervise the exercise of plan and budget preparation (URT, 2004b). Following local tax reform, Village and Ward Executive Officers now can perform their main responsibilities better. These tasks include supporting the village governments and ward committees on development issues, planning, among others. Previously, most of their time was spent on tax collection and revenue mobilization (Fjeldstad, 2006). In all stages of plan preparation and implementation, stakeholders participation should be adhered (URT, 2003).

Study findings in (Table 8) show that 65% of respondents in the study area said that the village annual development planning meetings are not convened annually, 31% said they are convened every year and 4% they didn't know whether they were convened every year or not.

As far as the attendance of household member in the convened planning meetings as it concern, field findings from the study area in (Table 8), show that only 27% attended, 2% were represented by one member of the household and the remaining

71% didn't attend the last year (2005/06) village development planning meeting. This results implies that majority of people in the study area do not attend village meetings hence do not contribute their ideas and aspirations; this situation may endanger implementation of plans. Results of the research findings are in line with what was observed by NSSD (2001) report, which reported that, reluctance on the side of villagers in attending village meetings, weak leadership and inactive participation of youth in the planning process at Village level are some of the problems facing participatory planning approach.

**Table 8: Annual village development planning meetings and attendance**

Village annual development planning meetings	Bushashi (%) (n=37)	Ilamata (%) (n=37)	Mwasayi (%) (n=37)	Total (%) (N=111)
Yes	13.5	48.6	32.4	31.5
No	78.4	48.6	67.6	64.9
I don't know	8.1	2.7	0.0	3.6
Total	100.0	100.0	100.0	100.0
Household member attendance to annual planning meetings				
Yes I attended	12.1	48.5	18.8	27.3
No, I didn't attend	84.8	51.5	78.1	70.7
One member of household attended	3.1	0.0	3.1	2.0
Total	100.0	100.0	100.0	100.0

#### **4.4.1.2 Participation of non governmental and community based organisation in the planning process**

Non-governmental organizations and community-based organizations are one of key players in participatory planning process. Development can no longer be left to chance or to a few groups of individuals; initiatives from actors acting together as stakeholders of development are the rightful means to the development on the right path. Any effective and meaningful development must involves different players; the people, the state, non governmental organizations, civil societies, the private sector and the donor community acting together but in a coordinated manner, with internal dynamics taking upper hand (Shoo, 2004). In Maswa district, one of the key development players is the World Vision Tanzania (WVT), this organization operates in five Area Development Programmes (ADPs) supporting development activities in 15 wards. At village level, other key development players are the Community Based Organizations (CBOs) these also support development activities, they includes Primary Cooperative Societies and the Sungusungu. Sungusungu is a community-based organization, which apart from supporting development activities it also cares peace and security in villages. Key stakeholders should play actively in every stage of the participatory planning process.

Research findings in (Table 9) show that 78% of NGO and CBOs representatives said that they were only involved at plan implementation stage instead of being involved from the plan formulation and preparation stage. From the table it can be observed that only in Mwasayi village (100%), NGO and CBO participated in plan preparation, approval and implementation stages. These results implies that in a study areas, still there were some village leaders who do not adhere to the principles



of participatory planning approach which emphasizes participation of stakeholders in all stages of plan preparation and implementation. The finding is inline with what was reported by Cooksey and Kikula (2005) who report that poor organization/leadership at community level is one of the constraints the participatory planning process is facing.

**Table 9: Stage at which an NGO and CBO is involved**

Stage at which an organization is involved	Bushashi (%) (n=3)	Ilamata (%) (n=3)	Mwasayi (%) (n=3)	Total (%) (N=9)
plan implementation stage	66.7	66.7	0.0	77.8
Plan, approval and implementation stage	33.3	33.3	100.0	22.2
Total	100.0	100.0	100.0	100.0

#### **4.4.1.3 Participation of the district council and ward development committees in planning process**

According to URT (2004) Ward Development Committee (WDC) is an important intermediary organ between the district council and the village in the rural areas and between urban council and the mtaa in urban areas. Among others, functions of the WDC includes, coordinating village development plan, consolidating and submission of village plans to the council as well as assembling ward facilitation team that will facilitate participatory planning at village level.

A strong and active facilitation team at ward level is very important if well and achievable development plans from village level are to be realised. Being an intermediary organ between the council and the village, the team which should draw

members from extension staff working at ward level should be able to interpret different national, programme, sector policies as well as guidelines delivered to them from the district council. The team should have skills that will enable them to facilitate people and stakeholders in the analysis of problems, obstacles, resource base, opportunities and priorities. Other skills that have to be possessed by facilitation teams are plan design and plan formulation. Thus following this chain of responsibilities, the ward team is to be trained and equipped by the district council facilitation team.

As for the matter of accountability and responsibility, every level (the district, ward, and the village) has to fulfil their obligations by supervising, monitoring and making follow ups so as to ensure that, participatory planning process is conducted in the manner that is supposed to be conducted.

The findings in the study area show that 83% of respondents (the ward executive officers and ward councillors) said that, they had no active ward facilitation team in their respective ward (Table 10). Furthermore, it was noted during the study that the district council had only provided planning guidelines without providing technical support when the wards were discussing village/ward development plan proposals.

The survey outcome implies that, the wards receive no or little technical support from the district council when discussing village development plan proposals. In the same chain the absence of active ward facilitation team implies that villagers formulate development plans without technical/advice support from the ward level.

This situation may ultimately lead to villages coming up with poorly designed village development plans which may yield poorly and unachievable development projects or projects that may be completed beyond scheduled time.

During the survey it was noted that inadequate funds to execute participatory planning process, inadequate means of transport for monitoring and facilitating the process as well as poor documentation and record keeping were among the factors which constraints the smooth operation of the process. Another observation noted was the issue of low understanding ability, as it was observed during the study that some VEOs in the survey areas were even not aware that council financial year (calendar year) has been harmonised with the central government financial year.

The survey outcomes are in line with what was observed by Mongula (2006) who reported that in preparation of village development plans it seems that more attention has been focused on producing village plans rather than on creating a capacity inside the villages to enable them carryout planning themselves. He further reported that the process has failed to create competent local cadre who are properly versed in the process and skills of participatory development planning. Furthermore NSSD (2001) come up with the observation that low capacity in preparation (formulation) of plans, inadequate funds at stage of preparation and implementation, low expertise on project and budget preparation by some of leaders and low qualification to some village leaders are some of problems constraining participatory planning in rural areas.

**Table 10: Existence of active ward facilitation team**

Existence of active ward facilitation team	Ipililo (%) (n=2)	Kulimi (%) (n=2)	Masela (%) (n=2)	Total (%) (N=6)
Yes, we have	0.0	0.0	50.0	16.7
No, we don't have	100.0	100.0	50.0	83.3
Total	100.0	100.0	100.0	100.0

#### 4.4.2 Stakeholders' participation in plan implementation

This step involves establishing modalities for carrying out the plan in order to meet the specified objectives and achieves the set targets. It is at this stage where every identified stakeholder is supposed to perform the assigned tasks within a specified period of time. Those responsible for supervision and coordination of the implementation process should also be known.

In the course of plan implementation aspects of supervision and monitoring are very important to be taken care of. Usually supervision takes place continuously throughout the life of the plan; supervision is done on day to day bases to ensure the daily planned activities are implemented as scheduled. On the other hand monitoring takes place at a specified time period example on quarterly bases, the monitoring exercises helps coordinators in preparation of financial and physical reports. Monitoring exercise also help to ensure that plan implementation takes place according to the schedule or action plan (URT-UNFPA, 2003).

#### **4.4.2.1 Community participation in plan implementation process**

The rural community is composed of people with different economic and cultural background. These form the majority of Tanzania population and the most reliable workforce for the country's economy. In implementing the rural development policy the role of the rural community include effective participation in plan preparation and giving their contributions in kind or cash during implementation of development projects (URT, 2003).

Table 11 show how community being one of the key stakeholders have been well participating in implementing the village development plan. From (Table 11) it can be learnt that 99% of respondents were participating in implementing the plan. 63% participated by contributing cash, labour and local materials such as sand, stones and aggregates, 20% contributed cash only and 17% participated by providing labour only. The majority of respondents (61%) contributed more than Tsh 2000, while 21% contributed less than Tsh 1000 and 17% contributed nothing in terms of cash.

**Table 11: Community participation in plan implementation process**

Community participation		Bushashi (%) (n=30)	Ilamata (%) (n=30)	Mwasayi (%) (n=30)	Total (%) (N=90)
Participation in implementation of the annual plan	Yes	96.7	100	100	98.9
	No	3.3	0.0	0.0	1.1
	<b>Total</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>
Type of participation	Contribution of funds	23.4	13.4	23.4	20.0
	Contribution of labour	23.3	13.3	13.3	16.7
	Contribution of funds, labour and material	53.3	73.3	63.3	63.3
	<b>Total</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>
Cash contribution to development activities	Less than Tsh 1000	26.7	0.0	36.6	21.1
	Between Tsh 1000 and 2000	3.3	0.0	0.0	1.1
	More than Tsh 2000	50.0	86.7	46.7	61.1
	Nothing contributed	20.0	13.3	16.7	16.7
	<b>Total</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>	<b>100.0</b>

The findings from the study areas reveals that, generally community participation in plan implementation in terms of cash, material and labour contribution is good, however the number of respondents who contributed less than 1000 Tsh (21%) and those who contributed nothing in terms of cash (17%) may have negative effects on the development budget leading to some planned activities/projects not completed or completed beyond scheduled time period, if no appropriate measure is taken against

non cash contributors other cash contributors might also be discouraged from contributing for development activities.

#### **4.4.2.2 NGOs and CBOs participation in plan implementation process**

Well-designed and planned development plan will be meaningless if some of identified stakeholders will not fulfil their obligations during the plan implementation. During the study it was observed that only primary cooperative society and Sungusungu of Ilamata village managed to contribute 185 000 Tsh and 320 000 Tsh respectively for development activities in their respective village while CBOs of Bushashi and Mwasayi Villages didn't manage. Poor cotton harvest in 2004/05 season was mentioned by primary cooperatives societies as one of factors that constrained them from contributing for development activities. As for the case of Sungusungu unreliable revenue sources was the main reason as the main source of revenues for this community based organisation is gained through fines and penalties paid by people who misbehave in their society. It was further observed that in 2005/06 financial year world vision Tanzania through Ipililo ADP allocated few funds for Bushashi village, it was just for completion of a dispensary which was not yet completed since it was planned in 2002/03 financial year, the same was for Ilamata village as few funds were budgeted for completion of three classrooms and one teachers house which were also not finished since they were allocated funds in 2004/05 financial year.

The above observations imply that the majority of stakeholders do not fulfil their obligations hence resulting into some projects not or completed beyond their planned and budgeted period.

#### **4.4.2.3 Participation of district council and village government in plan implementation process**

Apart from community contributions in terms of cash, labour, local materials and funds from CBOs, NGOs and national programmes such as Primary Education Development Programme (PEDP) other sources for development activities at village level includes; compensation funds for the abolished taxes and levies, produce cess, council contributions, Local Government Capital Development Grant (LGCDG) and funds from the Tanzania Social Action Fund (TASAF). These funds are usually channelled to the villages via the district council. However with a good system and arrangement that exists, there some problems that affects implementation of development activities at village level, these problems includes; first is the delay in disbursing these funds from the source, the delay has either delayed implementation of targeted projects or non implementation of projects/activities. For instance according to MDC-Development plan and budget for 2005/06 financial year, Maswa district council was allocated Tsh. 531 047 700 for capacity building and development activities through the LGCDG, however MDC- 2005/06 Financial report showed that, up to the end of second quarter no funds were received by the council for implementation of activities which were scheduled in the first and second quarters (July – September and October – December). Likewise funds for implementing fourth quarter activities were received in June 21, just nine days before the end of 2005/06 financial year. The same problem was pointed out by (RWSSP, 2005/06) and (MDC-PIDP, 2005) reports.



When asked if planned projects are implemented and completed as scheduled only 6% responded positively while 94% of respondents (Table 12) said village development projects are always not completed in the planned time period. (Table 13) results shows that, 41% of the respondents mentioned poor accountability and responsibility of village leaders were the main factors that are causing poor performance in plan implementation, 29% mentioned poor accountability and responsibility of village leaders, poor community labour contributions, Poor support from Government, Council, NGOs, CBOs and inadequate transparency in development projects were barriers for smooth completion of development plans. 26% pointed out poor community labour and cash contributions, Poor support from Government, Council, NGOs, CBOs were the main factors while 4% pointed out the inadequate transparency in development projects as the main factor.

**Table 12: Accomplishment of development projects**

Accomplishment of development projects	Bushashi (%) (n=39)	Ilamata (%) (n=39)	Mwasayi (%) (n=39)	District level (%) (n=6)	Total (%) (N=123)
Yes, completed as scheduled	5.1	5.1	7.7	0.0	5.7
No, not completed as scheduled	94.9	94.9	92.3	100.0	94.3
Total	100.0	100.0	100.0	100.0	100.0

**Table 13: Factors contributing to not completing development projects**

Contributing factors	Bushashi (%) (n=39)	Ilamata (%) (n=39)	Mwasayi (%) (n=39)	District level (%) (n=6)	Total (%) (N=123)
Poor accountability and responsibility of village leaders	51.3	35.9	41.0	0.0	40.7
Poor community labour and contributions	5.1	12.8	17.9	50.0	13.8
Poor support from Government, Council, NGOs, CBOs	7.7	25.6	5.1	0.0	12.2
Inadequate transparency in development projects	0.0	7.7	2.6	16.7	4.1
All of the above (1- 4)	35.9	17.9	33.3	33.3	29.3
Total	100.0	100.0	100.0	100.0	100.0

#### 4.4.3 Transparency and accountability in the participatory planning process

Transparency with respect to budgets and accounts is at the heart of local government accountability. Improved information to the public on budgets and accounts may improve the opportunities for citizens to voice their opinions and hold local authorities accountable (Fjeldstad *et al.* 2006). The government of Tanzania is implementing the local Government Reform Programme (LGRP) in order to strengthen Local Government Authorities and enable them to discharge more effectively their service provision and development roles. The strategy that is guiding the reform process is decentralization by devolution that aims at among others enhancing accountability of political and staff to the people (Kasege, 2004). Accountability of leaders and of an organisation to its customers embed the idea that it has to account to the people for its performance; people need to know what was achieved through public spending in different sectors. Good governance calls for

leaders or an institution to operate in an open, transparent and accountable manner (URT, 2006a). This section assesses how the issues of transparency and accountability have been addressed at village, ward and district level in areas, which were involved in the survey.

#### **4.4.3.1 Transparency and accountability at village level**

Generally, a village assembly is the place where all issues related to village development are conveyed to villagers by the village government. The Village assembly have to be conducted after every 3 months and it's in this meeting when community members and other development stakeholders get opportunities of receiving village quarterly physical development reports, village income and expenditure reports, generally it is during these meetings when people give their suggestions and comments related to village development.

Findings in (Table 14 and 15) depict community participation in village meetings and the issue of report preparation and submission respectively. 89% of the respondents (Table 14) said village assemblies are not conducted on quarterly basis while 11% they said village assemblies meetings are conducted in every quarter. Results in (Table 15) show that, 87% of respondents agreed that village income and expenditure are not prepared and presented and 13% reported that income and expenditure reports are prepared and presented on quarterly basis as required. On the issue of preparation and submission of physical development reports, findings in (Table 15) show that only 15% of respondents said physical progress reports are prepared and submitted on quarterly basis while 85% reported that physical progress reports are not prepared and presented on quarterly basis.

**Table 14: Conducting village assemblies**

Conducting village assemblies	Bushashi (%) (n=34)	Ilamata (%) (n=34)	Mwasayi (%) (n=34)	Total (%) (N=102)
Conducted every quarter	17.6	11.8	2.9	10.8
Not conducted every quarter	82.4	88.2	97.1	89.2
Total	100.0	100.0	100.0	100.0

**Table 15: Quarterly village income, expenditure and physical progress reports**

Preparation of financial and physical reports		Bushashi (%) (n=34)	Ilamata (%) (n=34)	Mwasayi (%) (n=34)	Total (%) (N=102)
Village income and Expenditure report	Prepared and presented quarterly	8.8	14.7	14.7	12.7
	Not prepared and presented quarterly	91.2	85.3	85.3	87.3
Total		100.0	100.0	100.0	100.0
Village Physical development progress report	Prepared and presented quarterly	11.8	23.5	8.8	14.7
	Not prepared and presented quarterly	88.2	76.5	91.2	85.3
Total		100.0	100.0	100.0	100.0

Research findings on organising village assembly meetings and that of preparation and presentation of financial and physical progress reports to village assemblies can have two implications; In the first place, failure to conduct village assembly meetings by village leaders might have been attributed by poor leadership, incompetent and

irresponsible leaders. This argument is in line with what was reported by URT (2001) which reported that poor leadership, incompetent and irresponsible leaders as well as lack of accountability and transparency are hindrances to rural development. Adding to the problems of leadership at lower levels Rutatora (2004) report that lack of vision and commitment of some ward and village government officials are some of challenges facing bottom up development process. In the second place, results which showed that village assembly meetings were not conducted and that financial and physical progress reports are not prepared and submitted to the village assembly meetings might have been attributed by those who do not attend and participate in village meetings. This argument is in line with NSSD (2001) report which argued that one of the problems facing participatory planning in villages is the reluctance on the side of villagers in attending village meetings.

Thus to rectify the situation, stakeholders mobilization and sensitization on the importance of attending village assembly meetings together with strengthen village leaders' accountability, responsibility and transparency at all levels are important if genuine participatory planning process is to be attained.

#### **4.4.3.2 Transparency and accountability at ward and district levels**

At ward level, quarterly organised meetings to discuss development and other issues have to be conducted in every three months. Likewise standing committees of the district council have to meet on quarterly basis. It was noted in the study area that, all meetings that were to be conducted at ward and district levels were conducted.

Local Government Authorities are supposed to operate in a transparent and accountable manner; all funds received by the council have to be made public to the people. The council has to publish information on revenue collected and allocation of funds as obliged under Local Authority Financial Memorandum of 1997 (Fjeldstad, *et al.* 2006). Study findings show that Village development funds, which were received by the council, were made public and disbursed to lower levels.

These findings imply that at ward and district levels elements of transparency and accountability are being observed as available funds were made public and wards as well as council standing committees were regularly conducted unlike to lower levels where financial and physical reports were not regularly reported to people as village assemblies were also not regularly convened.

#### **4.5 Challenges/problems, comments and suggestions on participatory planning process approach**

This section discusses the challenges/problems they face in attaining the planned development goals/targets through the process. Respondents' comments on participatory planning process and suggestions for improvement are also provided in this section.

##### **4.5.1 Challenges/problems**

During the study, respondents were asked problems or challenges they face in implementing participatory planning process for attaining their development targets. Findings in (Table 16) indicate that, majority of respondents (58%) pointed out that

the main problem they face in practicing participatory planning approach was the issue of poor accountability and responsibility of their leaders in their respective areas, 19% of them said, inadequate community and stakeholders participation in the process are the problems, 8% pointed out the problems are inadequate transparency in planning and implementation of the process, while 14% mentioned the inadequate community and stakeholders participation in the process, poor accountability and responsibility of leaders as well as inadequate transparency in planning and implementation are the main problems the approach is facing.

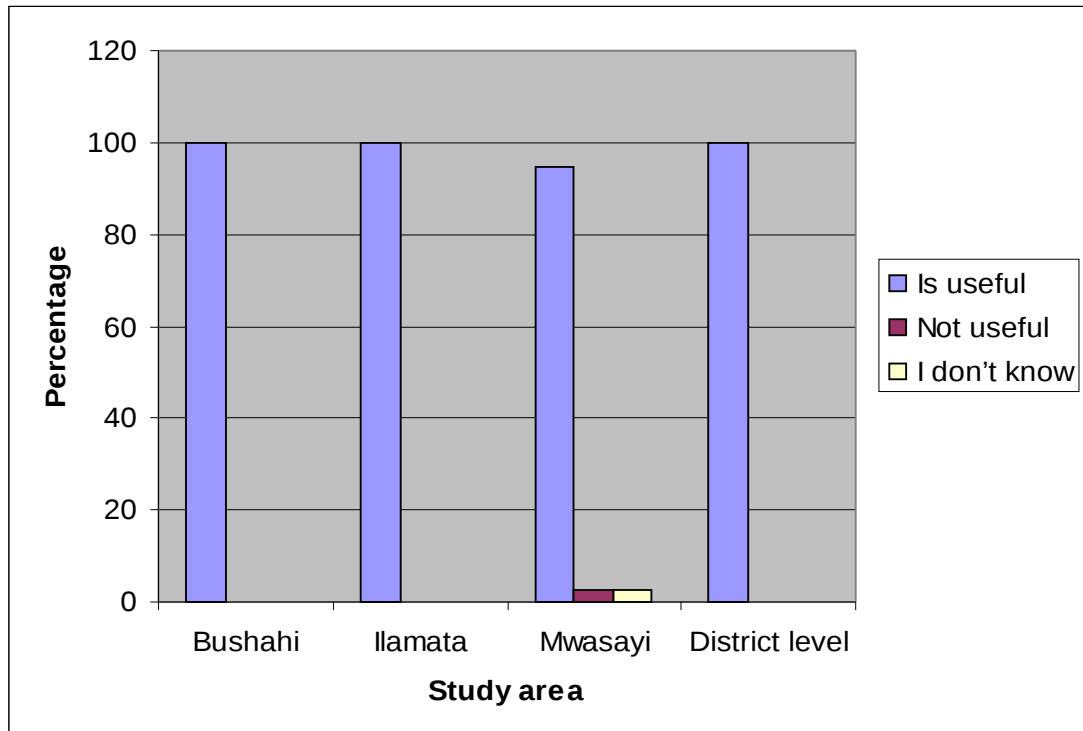
**Table 16: Challenges/ problems facing participatory planning process approach**

Main problems facing the approach	Bushashi (%) (n=39)	Ilamata (%) (n=39)	Mwasayi (%) (n=39)	District level (%) (n=6)	Total (%) (N=123)
Inadequate community and stakeholders participation	10.3	30.8	17.9	16.7	19.5
Poor accountability and responsibility of leaders	79.5	51.3	46.2	50.0	58.5
Inadequate transparency in planning and implementation	7.7	10.3	5.1	16.7	8.1
All of the above (1- 4)	2.6	7.7	30.8	16.7	13.8
Total	100.0	100.0	100.0	100.0	100.0

#### **4.5.2 Comment on participatory planning process approach for development**

When asked to comment on participatory approach as a means for facilitating development in their areas, majority of respondents 100% in Bushashi, Ilamata and at district level (Figure 3) said the approach is useful for their development, 2.6% said the approach is not useful while 2.6% of respondents said they didn't know whether the approach is useful or not. This finding is in line with the government decision of choosing the approach as the best for facilitating development in Tanzania. The application of the approach is being emphasized in policies and programmes such as Rural Development Policy, the National Strategy for Growth and Reduction of Poverty "NSGRP/MUKUKUTA", the Tanzania Social Action Fund "TASAF", the Local Government Reform Programme "LGRP", A programme to formalize property and Businesses of the poor/MKURABITA as well as the 2025 Development Vision which all of them emphasizes on development participatory planning approach as a means of facilitating community development.

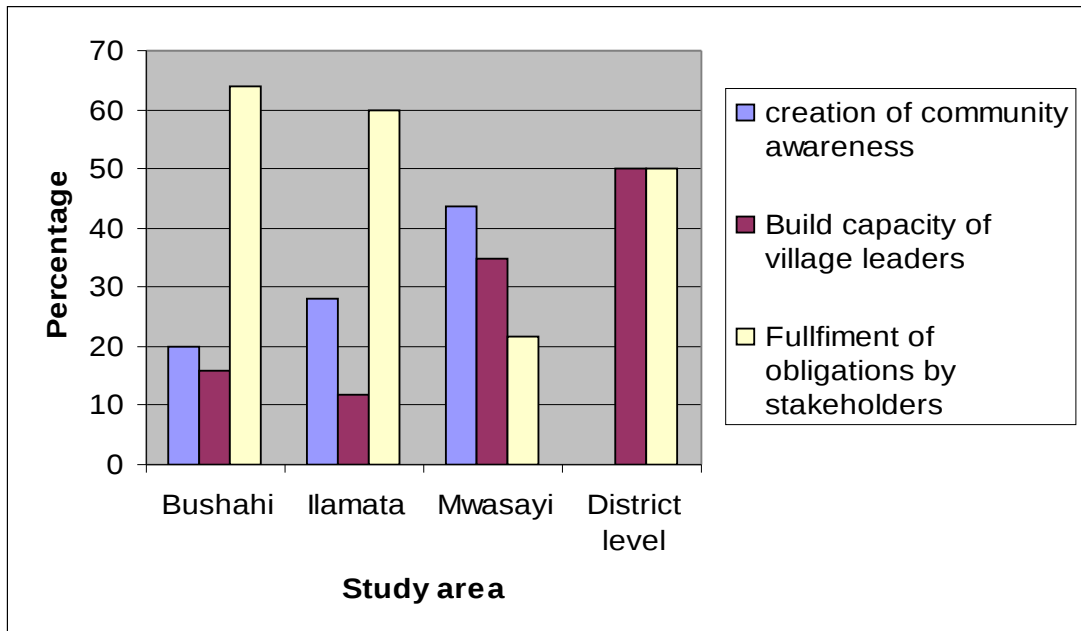




**Figure: 3 Respondents comments on participatory planning process approach**

#### **4.5.3 Respondents' suggestions for improvement**

Since participatory approach seems to be the best approach for facilitating community development, yet still there are some areas that needs attentions. According to the results in (Figure 4), interviewed people had the following suggestions to improve the process; (64%) of the respondents in Bushashi, 60% in Ilamata and 50% at district level suggested that, all identified stakeholders and leaders at all levels should be fulfilling their obligations and assigned duties.



**Figure: 4 Respondents suggestions for improvement**

28% of respondents in Ilamata and 44% in Mwasayi suggested that, the focus should be directed on creation of awareness to community on all matters pertaining to participatory planning approach. While 50% of the respondents at the district level and 35% of Mwasayi suggested that building capacity of village leaders should be the focus. All suggestions made by respondents are all vital for improving the participatory planning process approach.

#### **4.6 Relationship between some variables**

Relationships between some variables were assessed by identifying statistical association that might exist between variables in the study area. In this case chi-square test was employed at 5% level of significance.

**Table 17: Relationship between some variables**

Variables	Pearson chi-square value	Degree of freedom	Level of significance
Knowledge of participatory planning process concept & highest level of education.	35.000	3	0.000
Knowledge of participatory planning process concept & sex of respondent.	4.170	1	0.041

As it can be seen in (Table 17) above, there is an overall chi-square value of 35.000 with 3 degree of freedom. This means that the probability of the values occurring by chance alone is less than 0.05 ( $P < 0.000$ ), thus the relationship between knowledge of participatory development planning process concept and highest level of education is statistically significant. This result implies that an educated person is likely to have more knowledge on different matters as compared to the less or none educated person (illiterate).

Likewise the relationship between knowledge of participatory development planning process concept and sex of respondent was also observed to be statistically significant as the value of P is less than 0.05 ( $P < 0.041$ ). Thus this result implies that knowledge of the concept and approach is influenced by sex. As it was observed in (Table 6) above, knowledge of the concept and the approach was higher among males' respondents (54%) as compared to females (46%). Low knowledge among females might have been attributed by literacy rate as it was observed during the 2002 housing and population census results, literacy rate was higher among males (60%) of literate population as compared to 49% for females (URT, 2004a).

## **CHAPTER FIVE**

### **CONCLUSION AND RECOMMENDATIONS**

#### **5.1 Overview**

This chapter provides conclusion and recommendations on the study of participatory planning process approach that was carried out in three villages (Bushashi, Ilamata and Mwasayi) of Maswa district. The overall objective of the study was to assess the participatory planning process for development in Maswa district; specifically the study focused on assessing first, the extent to which key development stakeholders are informed about the participatory planning approach concept. Secondly, the study assessed the extent at which key stakeholders participate in the planning and implementation processes and thirdly the study assessed challenges/problems that are being faced in the course of using the approach.

#### **5.2 Conclusion**

From the study findings it can be concluded that participatory planning process concept has not been adequately disseminated to the majority in the study area despite the fact that the concept has been heard since it was introduced in the country in the 1980s. Knowledge on the approach and concept was lower for females as compared to males.

Development planning process start with plan preparation, at this stage all identified stakeholders have to participate as it is at this stage when all views, aspirations and ideas and various experiences of stakeholders are brought together shared and discussed in the participatory manner. It is at this stage when community have to be

facilitated in order to come up with achievable development plans. However this situation does not prevail in the study area as community members are poorly sensitised in attending development planning meetings. Majority of community members do not attend village development planning meetings. And for those who happen to attend the meetings they get inadequate technical advice as ward facilitation teams whom are supposed to facilitate the planning process they do not perform that work. Convened planning meetings also do not receive sufficient inputs from CBOs and NGOs as most of these institutions are involved at implementation stage instead of being involved from the plan preparation stage.

Plan implementation stage is that follows after plan preparation stage. At this stage every stakeholder is assigned specific task(s) that have to be performed at specified time period. In the study area majority of community members participates in plan implementation in terms of cash contributions, provision of labour as well as provision of local building materials such as stones, sand, water, burnt bricks and aggregates. However, plan implementation is affected by some CBOs who fail to provide their contributions as promised, unreliable sources of funds especially for CBOs is one of factors that contribute to their failures. Another constraint to implementation of village development plans is the delay of financial support from the central government via the district council. The delay has always led to none or delayed implementation of the planned activities.

Accountability and transparency are vital ingredients in implementation of participatory planning process. Accountability of leaders or an institution to it is

customers embed the idea that it has to account to the people for its performance; people need to know what is happening in their areas/villages. At village level, village assemblies are places where all issues related to village development are conveyed to people. Village assemblies have to be convened after every three months. In the study area, accountability and transparency issues especially at village level have not well achieved, as community members are not regularly informed what is happening in their areas. Village assemblies are not regularly convened, thus physical progress and financial reports are not regularly communicated to people. This situation jeopardises participatory planning process and it is against good governance practices.

Generally, community members in the study area appreciate that participatory planning approach is a useful means for attaining sustainable development in rural areas. However constraints such as low community awareness of the process, inadequate funds for facilitating planning and implementation processes, accountability of leaders and stakeholders as well as transparency are issues that have to be properly addressed if participatory approach is to attain its intended goals.

### **5.3 Recommendations**

The study recommends the following;

- i. Both government and community leaders at their different position and levels such as region, district, ward and village level they have to use different forums such as public meetings, village assemblies and radio programmes to educate the community with special attention to women on the importance of

participating in the participatory planning process. Traditional dances (ngoma) and choirs have to be directed to formulate songs, which carry message on the importance of the community to participate in the process. Church leaders can also be used to sensitise their followers to be participating in the process. These combined efforts will raise peoples' awareness and attendance in development planning meetings and other development activities. Community awareness can be achieved through different ways; one way of attaining it is through media. Maswa district is one of the districts that are lucky of having a local community radio station (Sibuka 97.0 FM). The district Council can prepare programme on participatory planning process and other development issues and broadcast them to people, community education and sensitisation through radio can be both efficient and effective as many people can be reached and educated within a short time of period.

- ii. Timely disbursement of development funds from central government to villages via district council will speed up implementation of planned development activities.
- iii. The district council should create competent and active ward facilitation teams which are properly versed with the process and skills of participatory development planning process. Adequate funds should also be allocated to facilitate the process at lower levels.
- iv. The district council should be allocating funds for capacity building and regular retraining of village and ward leaders on participatory planning process and good governance as these will help to build confidence and competence in doing their daily duties.

- v. The district and ward facilitation teams they should be regularly doing follow ups and monitoring at village levels. This will help them to know what is really happening at every stage of the participatory planning process and take appropriate measures to rectify emerging problems.
- vi. Community Based Organisation such as Sungusungu is very important in the study area as they are identified as one of key development stakeholders. However, inadequate fund to contribute for development activities is the problem. Thus, formation of informal savings and credits association within this CBO should be encouraged. This will increase their capital and use part of the generated fund to contribute substantially for development activities in their respective villages.

#### **5.4 Suggestions for future research**

Since this study assessed how participatory planning process is carried out in the study area, it has not exhausted all elements relating to participatory planning. Hence this study is expected to encourage other researchers to investigate and establish more solutions to the unanswered questions by this study.

Thus the suggested further studies in future could be on:

- (i) The cost of not supporting participatory planning process
- (ii) Institutional and structural arrangement for sustainable planning process
- (iii) Sustainability of (O&OD) Opportunity and Obstacles to Development approach at Local Government Authorities.



## REFERENCES

- Babbie, E.P. (1990) *Survey Research Methods*. Second edition, Wadsworth Publishing Company, Belmont, California. 395pp.
- Bazaara, N., (October 2002). Legal and Policy Frameworks for Citizen Participation in East Africa: A Comparative Analysis  
[<http://www.Ids.ac.uk/loglink/resources/legalframeregional.htm>] site visited on 19/3/2007.
- Cooksey, B. and Kikula, I (2005). *When bottom-up meets top-down: The limits of local Participation in Local Government Planning in Tanzania*, Mkuki and Nyota Publiahers., Dar es salaam. 52pp.
- Danda, F.J.C. (2003). The role of participatory approach (PA) in smallholder farmer rice production in Lindi Region: The case of Kinyope micro-irrigation project in Rutamba ward, Milola Division in Lindi District. Dissertation for Award of MARD Degree at Sokoine University of Agriculture, Morogoro, Tanzania, 184pp.
- Daniel Nicholaus Mvella, (2000). Impact of stakeholders' participation on the sustainability of donor funded rural development projects: A case of rural water supply projects in Arumeru District. Dissertation for Award of MARD Degree at Sokoine University of Agriculture, Morogoro, Tanzania, 149pp.
- David, J.B.Howllett and Joseph Nagu, (2001). *Agriculture Project Planning in Tanzania: A handbook on cycles and sequences, participation, identification,*

planning and design, economic and financial analysis and environmental assessment of agricultural projects. Published by IDM Mzumbe, Morogoro, Tanzania and development and project planning centre University of Bradford, United Kingdom. 278pp.

Fjeldstad, O., (March 2006). Formative Process Research on the Local Government Reform in Tanzania, Project Brief No2: New challenges for Local Government Revenue Enhancement. [<http://www.repoa.or.tz/documents-storage/Publications>] site visited on 15/4/2007.

Fjeldstad, O. and Challiga, A., (October 2006). Local Government Reform in Tanzania 2002-2005: Summary of Research Findings on Governance, Finance and Service Delivery [[http://www.repoa.or.tz/documents-storage/Publications/REPOA Brief 6](http://www.repoa.or.tz/documents-storage/Publications/REPOA%20Brief%206)] site visited on 15/4/2007.

Gaventa, J., (September 2002). Legal and Policy Frameworks for Citizen Participation in Local Governance in East Africa: a regional report [<http://www.Ids.ac.uk/loglink/resources/legalframeregional.htm>] site visited on 19/3/2007.

Gow, A. and Vansant, K. (1983). Beyond the Rhetoric of Rural Development Participation: How can it be done? *World development Journal* 11(5): 440 - 446pp.

IOB Evaluations, (2004). *Poverty Policies and Perceptions in Tanzania*. TDS printmaldata., The Hague. 171pp.

- Kapinga, D.S. (2003). Political economy of agrarian change, teaching material for DS604. Sokoine University of Agriculture, Morogoro, Tanzania. 36pp.
- Kasege, B. (2004). Tanzania's experience in decentralization and service delivery. In: *Proceedings of the Perspectives and Approaches for sustainable rural development in Africa*. (Edited by Rutatora, D. F. et al.), 18 – 20 February 2004, Morogoro, Tanzania. 157- 180pp.
- Kinyashi, G., (April 2006). Towards genuine participation of the poor. [<http://www.tzonline.org/pdf/towardsgenuineparticipationforthepoor.pdf>] site visited on 26/2/2007.
- Makenya, M.Z. (2002). Community participatory impact assessment, monitoring and evaluation in agriculture, *group up, Pelum association promoting sustainable agriculture and communities* 1(9): 4 - 5.
- MDC, (2003/04). Maswa District Council, Annual Village development plan proposals.
- MDC, (2003/4). Maswa District Council, Annual physical progress development report.
- MDC, (2004/05). Maswa District Council, Annual physical progress development report.
- MDC (2004/05). Maswa District Council, Annual Village development plan proposals.
- MDC, (2005/06). Maswa District Council, Development Plan and Budget.

- MDC, (2005/06). Maswa District Council, Financial Report (Cash book report).
- MDC- profile, (2006). Maswa District Council Profile.
- MDC, (2005). Maswa District Council, data bank report.
- MDC-O&OD, (2005). Maswa District Council, Opportunity and Obstacles to Development, District Report on O& OD Exercise.
- MDC-PIDP, (2005). Maswa District Council, Participatory Irrigation Development Programme, Exit strategy Report.
- Mongula, B. (2005). Special issue on participatory development. *Tanzania Journal of Development studies* 6(1): 5 – 9.
- Mongula, B. (2006). The dependent character of development planning in Tanzania. *Journal of Eastern Africa Social Science Research Review* 22(2): 65-80.
- Mwanyika, E.E. (2001). Impact assessment of entrepreneurship development on rural women's micro enterprises in Muheza and Handeni Districts. The case of UNFEM projects in Tanga Region. Dissertation for Award of MSc Degree at Sokoine University of Agriculture, Morogoro, Tanzania, 116pp.
- Nanai, N.A.K. (1993). Peasants' participation in community development projects: Its implication in laying a strategy for participation extension. Dissertation for Award of MSc Degree at Sokoine University of Agriculture, Morogoro, Tanzania, 138pp.

- NSSD, (2001). *National Strategies for Sustainable Development Country Dialogue Report for Tanzania*. Economic Research Bureau, University of Dar es Salaam, Tanzania. 17pp.
- Odrik, R.S. ( March 2003). Participatory approach to national development planning. [[http://www. site resource.worldbank.org/INTEAPACIFIC/Resource](http://www.site_resource.worldbank.org/INTEAPACIFIC/Resource)] site visited on 27/10/2007.
- Rahman, M.A, (January 1994). Rural development planning in Tanzania: A synthesis of relevant publications. [<http://www.tzonline.org/ruraldvptplanningtanzania>] site visited on 26/2/2007.
- Rahnema, M. (1992). Participation. In: *The Development Dictionary*. (Edited by Wolfgang Sachs), Zed Books Ltd, London. pp. 117-121.
- Rugumamu Severine (2005); Foreign aid grassroots participation and poverty alleviation in Tanzania the HESAWA fiasco. In: *Researching Poverty in Tanzania Problems Policies and Perspectives*. (Edited by Kikula, I. Kipolola, J, Shivji, I, Semboja, J. and Tarimo, B.), Mkuki na nyota publishers, Dar es salaam. pp. 277-329.
- Rutatora, D.F. (2004). Linkage of SUA to Local Government Authorities in the field. In: *Proceedings of the Perspectives and Approaches for Sustainable Rural Development in Africa*. (Edited by Rutatora, D.F. et al.), 18 – 20 February 2004, Morogoro, Tanzania. 293- 307pp.

RWSSP, (2005/06). Rural Water Supply and Sanitation Programme- Shinyanga, Summary of quarterly progress reports for 2005/06 financial year.

Samuel, Wangwe. (2005). Making dead capital live: How can these happen in Tanzania? In: *Proceedings of Information Report and Discussion Forum*. (Edited by NGO Policy Forum & Norwegian People's Aids), 10 -15 February 2005, Dar es salaam, Tanzania. 20 - 27pp.

Saunders, M. Lewis, P. and Thornhill, A. (2003). *Research for Business Students*. Pearson education Ltd., Edinburgh. 504pp.

Shoo, I. F. (2004). Challenges of Development; A theoretical and Conceptual Overview. *Tanzania Journal of Development Studies* 5 (3): 79 - 80.

Tegegne, G. (2000). Regional development planning in Ethiopia: past experience, current initiatives and future prospects. *Journal of Eastern Africa Social Science Research Review* 16(1): 64-90.

URT, (2001). United Republic of Tanzania, *Rural Development Strategy Final Report*. Central printing works Ltd., Dar es salaam. 84pp.

URT, (2006). United Republic of Tanzania, The prime Minister's Office Regional Administration and Local Government, *Local Government Capital Development Grants system, manual for the assessment of Councils against minimum access conditions and performance measurement criteria*. Central printing works Ltd., Dar es salaam. 62pp.

- URT, (2006a). United Republic of Tanzania, Ministry of Finance, Government Budget Department, *Planning and budgeting training manual for Regional Secretariat and Local Government Authorities*. Central printing works Ltd Dar es salaam. 67pp.
- URT, (2003). United Republic of Tanzania , President's Office, Regional Administration and Local Government, *Rural Development Policy*. Government printer, Dar es salaam. 80pp.
- URT, (2004). United Republic of Tanzania, President Office, Regional administration and Local Government, *local Government Capital Development grant System, Planning guidelines for Villages and Mitaa*, Central printing works Ltd, Dar es salaam. 30pp.
- URT, (2005). United Republic of Tanzania, President's Office, Regional Administration and Local Government, *Guidelines for preparation of local Government Authorities, midterm plan and budgets for 2005/2006*. Dodoma. 65pp.
- URT, (2005a). United Republic of Tanzania, President's Office, Regional Administration and Local Government, *Report on achievements of the third phase government*, Central printing works Ltd, Dar es salaam. 147pp.
- URT, (2004a): *2002 Population and Housing Census, VOL IV, Maswa District Profile*". National Bureau of Statistics, Dar es Salaam.119pp.

URT, (2004b) United Republic of Tanzania, The president's Office, Regional Administration and Local Government, *Stage one training for Village and mitaa/streets Executive Officers, Tanzania mainland Training manual*. First edition, Dodoma. 47pp.

URT-UNFPA (2003) United Republic of Tanzania- United Nation Population Fund *Integration of Population Variable in Development Planning, Part II Trainees Manual*. Demographic training unit, University of Dar es salaam. 254pp.



## APPENDICES

### Appendix 1: Variables and their operational definitions

BACKGROUND VARIABLES	OPERATIONAL DEFINITIONS
Age	A complete number of years of a person since birth
Sex	A person is either male or female
Marital status of a person	Current status of a person, married or not married
Education level	Highest level of formal schooling attained by a person
Occupation	Legal activities performed to enable a person to get a daily livelihood
INDEPENDENT VARIABLES	
Community awareness	Level of understanding of community members on the concept of participatory planning process
Community leaders accountability	Ability of community leaders in fulfilling their obligations efficiently and effectively
Transparency	Regular provision of light information of public/village resources (funds, materials)
Community responsibility	Level of community members ability in fulfilling their obligation(s)
Development stakeholders participation	Level of participation of stakeholders in all levels of development planning process
Resource availability	Availability of resources for implementation of development projects from stakeholders
DEPENDENT VARIABLE	
Participatory approach and development planning process	A systematic process which aim at attaining a set objective(s) by involving different stakeholders in the process.

**Appendix 2: Sample size of key informants**

Organization	Respondents	Number
District Council level	District Executive Director	1
	District Planning Officer	1
	District Treasurer	1
	District Education Officer	1
	District medical officer	1
	District Water Engineer	1
Ward level	Ward Executive Officers (WEO), one from each ward (Ipililo, Kulimi and Masela)	3
	Ward Councillors from Ipililo Kulimi and Masela wards	3
Non governmental Organisation (NGOs)	Managers/leaders of the NGO from Isanga ADP, Nyabibinza ADP and Ipililo ADP	3
Community Based Organisation (CBOs)	Leaders of CBOs, 2 (1 sungusungu 1 primary society) from each Village (Ilamata, Bushashi and Mwasayi)	6
Village Council Representatives	Village Executive Officer(s) from Villages of Ilamata, Bushashi and Mwasayi	3
	Village Chairperson (s) one from each village (Ilamata, Bushashi and Mwasayi)	3
	2 Village council members, (1 men, 1 women) from each village (Ilamata, Bushashi and Mwasayi)	6
Community level	30 households from each village (Ilamata, Bushashi and Mwasayi)	90
TOTAL		123

### **Appendix 3: Research questionnaire**

SOKOINE UNIVERSITY OF AGRICULTURE  
DEVELOPMENT STUDY INSTITUTE



### **RESEARCH TOPIC: PARTICIPATORY APPROACH AND DEVELOPMENT PLANNING PROCESS IN MASWA DISTRICT.**

#### **Introduction**

The purpose of this study is to assess the participatory planning process for development in Maswa district. Specifically the study will focus on: (i) Assessing the extent to which different development stakeholders participating in the process are informed about the participatory planning approach concept.

(ii) Determining the extent at which key development stakeholders have been participating in planning and implementation processes. (iii) Identifying challenges stakeholders are experiencing by using this approach in attaining their intended targets/goals. The study will accommodate stakeholders' suggestions on different ways of improving the development participatory planning process in the district.

Findings of the study will help the district council, non-governmental organisations and any agencies dealing with community development in improving stakeholders' participation in the process thus leading to attainments of development goals. Therefore, I kindly request your cooperation with regard to this exercise. The information obtained from you will be strictly confidential.

#### **PART ONE: QUESTIONNAIRE FOR HOUSEHOLD**

Ward name \_\_\_\_\_ Village name \_\_\_\_\_

Respondent's name \_\_\_\_\_ House hold number \_\_\_\_\_

**A: GENERAL INFORMATION:** tick (✓) the right answer where necessary

1. How old are you?  
I'm----- years old
2. Sex of respondent
  - (1) ( ) Male
  - (2) ( ) Female
3. What is your marital status?
  - (1) ( ) Married
  - (2) ( ) Not married
4. Have you attended any formal education?
  - (1) ( ) Yes
  - (2) ( ) No (If the answer is No go to Qn6)
5. What is your highest level of education?
  - (1) ( ) Adult education
  - (2) ( ) Primary education
  - (3) ( ) Secondary education
  - (4) ( ) Post secondary education
  - (5) ( ) Others (specify).....
6. What is your main occupation?
  - (1) ( ) Farming (peasant/cattle keepers)
  - (2) ( ) Salary/wages employee
  - (3) ( ) Business
  - (4) ( ) Others (specify)

**B: COMMUNITY MEMBERS PARTICIPATION IN DEVELOPMENT PLANNING**

7. Do you know the concept of participatory development planning process?
  - (1) ( ) Yes, I know it
  - (2) ( ) No, I do not know it
8. Does meetings for formulation of village development plans held every year in this village?
  - (1) ( ) Yes, they are held every year
  - (2) ( ) No, they are not held every year
  - (3) ( ) I don't know
9. Did anybody in the household attended the last year (2005/06) village development planning meetings?

- (1)  Yes, I attended
- (2)  No, I didn't attend
- (3)  One member of household attended
- (4)  No one attended from this household

10. Who always formulate the annual village development plans in this village?

- (1)  Members of village government
- (2)  Village Executive Officer (VEO)
- (3)  Village members and the available development partners
- (4)  I don't know

11. Who approves the annual village development plans of the village?

- (1)  Village government
- (2)  Village Executive Officer (VEO)
- (3)  Village assembly
- (4)  Ward development committee 'WDC'
- (5)  I don't know

### **C: COMMUNITY MEMBERS PARTICIPATION IN IMPLEMENTATION OF VILLAGE DEVELOPMENT PLAN**

12. Do you participate in the implementation of village development projects?

- (1) Yes, I participate (If the answer is Yes continue to Qn13)
- (2) No, I don't participate

13. What was the type of participation?

- (1)  Contribution of funds
- (2)  Contribution of labour
- (3)  Contribution of material
- (4)  Contribution of 1- 3

14. In the last year development plan how much did you contributed?

- (1)  Less than Tsh. 1,000/=
- (2)  1,000/= - 2,000/=
- (3)  More than 2,000/=
- (4)  I contributed nothing (If the answer is No go to Qn15)

15. Are the planned projects implemented and completed as scheduled?

- (1)  Yes, they are implemented and completed as scheduled
- (2)  No, they are not implemented and completed as scheduled (if the answer is No go to Qn 17)

16. What factor(s) contributes for not completing Village development projects as scheduled?

- (1)  Poor accountability and responsibility of village leaders
- (2)  Poor community labour and finance contribution
- (3)  Poor support from the council/NGOs/CBOs
- (4)  Lack of transparency in development projects

(5)  All of the above

(6)  Other(s) specify \_\_\_\_\_

**D: TRANSPARENCY AND ACCOUNTABILITY**

17. How often do the village assemblies held in this village?

(1)  They are held every quarter

(2)  They are not held every quarter

(3)  Other (explain)

18. What are issues that are presented to the village assembly?

(1)  Village incomes and expenditures are prepared and presented to the village assembly on quarterly bases.

(2)  Village incomes and expenditures are not prepared and presented to the village assembly on quarterly bases

(3)  other (explain)

19. Are the physical progress reports prepared quarterly and presented to the village assembly?

(1)  Yes, they are prepared and presented to the village assembly on quarterly bases.

(2)  No, they are not prepared and presented to the village assembly on quarterly bases.

20. What do you comment on participatory planning process approach for community development?

1.  Participatory planning process approach is useful for our development

2.  Participatory planning process is not useful for our development

3.  I don't know

21. What do you think are main problems facing participatory planning process in this village?

1.  Inadequate participation of community and other development stakeholders

2.  Poor accountability and responsibility of village leaders

3.  Inadequate transparency in planning and implementation of village development projects

4.  No legal action is taken for those who do not participate in the process

5.  All of the above

22. Do you have any suggestion to improve the participatory planning process approach?

Yes, I suggest

-----  
-----

**Thank you very much for your cooperation**

**PART TWO: QUESTIONNAIRE FOR VILLAGE COUNCIL LEADERS**

Ward name \_\_\_\_\_ Village name \_\_\_\_\_

Respondent's name \_\_\_\_\_ Title \_\_\_\_\_

**A: GENERAL INFORMATION:** tick (✓) the right answer where necessary

1. How old are you?

I'm----- years old

2. Sex of respondent

1. ( ) Male

2. ( ) Female

3. What is your marital status?

1. ( ) Married

2. ( ) Not married

4. Have you attended any formal education?

1. ( ) Yes

2. ( ) No (if the answer is No go Q6)

5. What is your highest level of education?

1. ( ) Adult education

2. ( ) Primary education

3. ( ) Secondary education

4. ( ) Post secondary education

5. ( ) Others (specify).....

6. What is your main occupation?

1. ( ) Farming (peasant/cattle keepers)

2. ( ) Salary/wages employee

3. ( ) Business

4. ( ) Others (specify)

**B: PARTICIPATION OF VILLAGE GOVERNMENT IN DEVELOPMENT PLANNING**

7. Do you know the concept of participatory development planning process?

1. ( ) Yes, I know it

2. ( ) No, I do not know it

8. Does meetings for formulation of village development plans held every year in this village?

(1) ( ) Yes, they are held every year

(2) ( ) No, they are not held every year

(3) ( ) I don't know

9. Who always formulate the annual village development plans in this village?

- (1)  Members of village government
- (2)  Village Executive Officer (VEO)
- (3)  Village members and the available development partners
- (4)  I don't know

10. During the process of formulation of village development plan do you get expert advice from Ward Development Committee 'WDC'?

- (1)  Yes, we get expert advice from 'WDC'
- (2)  No, we don't get any expert advice from 'WDC'

11. Who approves the annual village development plans of the village?

- (1)  Village government
- (2)  Village Executive Officer (VEO)
- (3)  Village assembly
- (4)  Ward development committee 'WDC'

12. How many eligible village members participated in the approval of last year (2005/06) village plan and budget?

...Village members participated, which is ...% of the eligible village members.

### **C: PARTICIPATION OF VILLAGE GOVERNMENT IN IMPLEMENTATION OF VILLAGE DEVELOPMENT PLAN**

13. In the last year (2005/06) development budget planned to spent Tsh.....from the following sources

- (1)  Council Tsh.....
- (2)  CBO (name.....) Tsh.....
- (3)  Primary society (name.....) Tsh.....
- (4)  Village members' contributions.....
- (5)  Village government, Tsh.....
- (6)  NGO (name.....)Tsh.....
- (7)  Others specify (name.....) Tsh.....

14. In the last year budget (2005/06) how much the village collected from its own sources?

Tsh\_\_\_\_\_which is .....% of the target and Tsh.....  
Was spent for development projects which are .....% of collected revenue from own sources

15. In last year (2005/06) how much the village received for development activities from different sources? (Mention the source and the amount received)

- (1)  Council Tsh.....
- (2)  CBO (name.....) Tsh.....
- (3)  Primary society (name.....) Tsh.....
- (4)  Village members' contributions Tsh.....
- (5)  Village government, Tsh.....
- (6)  NGO (name.....)Tsh.....
- (7)  Others specify (name.....) Tsh.....



16. Out of the development funds received (own and other sources) Tsh..... were spent for village development projects, which is.....% of the total received funds

17. Are the planned projects always implemented and completed as scheduled?

(1)  Yes, they are implemented and completed as scheduled

(2)  No, they are not implemented and completed as scheduled (If, No go to Qn 18)

18. What factor(s) contributes for not completing village development projects as scheduled?

(1)  Poor accountability and responsibility of village leaders

(2)  Poor community labour and finance contribution

(3)  Poor support from the council/NGOs/CBOs

(4)  Lack of transparency in development projects

(5)  All of the above

(6)  Other(s) specify \_\_\_\_\_

#### **D: TRANSPARENCY AND ACCOUNTABILITY**

19. Does the village government hold village assemblies every quarter?

(1)  Yes, it holds every quarter

(2)  No, it does not hold every quarter

20. Does the village government prepare and present to the village assemblies incomes and expenditures of village revenues on quarterly bases?

(1)  Yes, village government prepares incomes and expenditures and presents the reports to the village assembly on quarterly bases.

(2)  No, village government does not prepare incomes and expenditures and presents to the village assembly on quarterly bases

21. Does the village government prepares physical progress reports on quarterly bases and presents to the village assembly?

(1)  Yes, village government prepare and presents the physical progress reports to the village assembly on quarterly bases.

(2)  No, village government does not prepare and presents physical progress reports to the village assembly on quarterly bases.

22. What do you comment on participatory planning process approach for community development?

1.  Participatory planning process approach is useful for our development

2.  participatory planning process approach is not useful for our development

3.  I do not know

23. What do you think are main problems facing participatory planning process in this village?

- 1. ( ) Inadequate participation of community and other development stakeholders
- 2. ( ) Poor accountability and responsibility of village leaders
- 3. ( ) Inadequate transparency in planning and implementation of village development projects
- 4. ( ) No legal action is taken for those who do not participate in the process
- 5. ( ) All of the above

24. Do you have any suggestion to improve the participatory planning process approach?

Yes, I suggest  
-----  
-----

**Thank you very much for your cooperation**

Ward name \_\_\_\_\_ Village \_\_\_\_\_

Respondent's name \_\_\_\_\_

Organisation \_\_\_\_\_ Title \_\_\_\_\_

**A: GENERAL INFORMATION: tick (✓) the right answer where necessary**

1. How old are you? I'm----- years old

2. Sex of respondent

1. ( ) Male

2. ( ) Female

3. What is your marital status?

1. ( ) Married

2. ( ) Not married

4. Have you attended any formal education?

1. ( ) Yes

2. ( ) No (If the answer is No go to Qn 6)

5. What is your highest level of education?

1. ( ) Adult education

2. ( ) Primary education

3. ( ) Secondary education

4. ( ) Post secondary education

5. ( ) Others (specify).....

6. What is your main occupation?

1. ( ) Farming (peasant/cattle keepers)

2. ( ) Salary/wages employee

3. ( ) Business

4. ( ) Others (specify)

**B: NGOs/CBOs PARTICIPATION IN DEVELOPMENT PLANNING**

7. Do you know the concept of participatory development planning process?

1. ( ) Yes, I know it

2. ( ) No, I do not know it

8. Does meetings for formulation of village development plans held every \_\_\_\_\_ year in this village?

(1) ( ) Yes, they are held every year

(2) ( ) No, they are not held every year

(3) ( ) I don't know

9. Did you attend the last two years village development planning meetings?

- (1)  Yes I attended  
 (2)  No I didn't attend

10. Who always formulate the annual village development plans in this village?

- (1)  Members of village government  
 (2)  Village Executive Officer (VEO)  
 (3)  Village members and the available development partners  
 (4)  I don't know

11. At what stage of development planning process does your organisation participate?

- (1)  At formulation stage of the development plan  
 (2)  At approval stage of the development plan  
 (3)  At implementation stage  
 (4)  At all the above stages  
 (5)  We are not involved at any stage

12. Who approves the annual village development plans of the village?

- (1)  Village government  
 (2)  Village Executive Officer (VEO)  
 (3)  Village assembly  
 (4)  Ward Development Committee 'WDC'

### **C: NGOs/CBOs PARTICIPATION IN IMPLEMENTATION OF VILLAGE DEVELOPMENT PLAN**

13. In last year budget how much did your organisation received/allocated for village development projects

Tsh \_\_\_\_\_

14. Out of the received/allocated how much were spent? Tsh.....were spent for village development projects, which is.....% of total funds received/allocated for development

15. Are the planned projects implemented and completed as scheduled?

- (1)  Yes, they are implemented and completed as scheduled  
 (2)  No, they are not implemented and completed as scheduled (If, No go to Qn 16)

16. What factor(s) contributes for not completing village development projects as scheduled?

- (1)  Poor accountability and responsibility of village leaders  
 (2)  Poor community labour and finance contribution  
 (3)  Poor support from the council/NGOs/CBOs  
 (4)  Lack of transparency in development projects  
 (5)  All of the above  
 (6)  Other(s) (specify) \_\_\_\_\_

**D: TRANSPARENCY AND ACCOUNTABILITY**

17. Does your organisation prepare physical progress reports on quarterly bases and presents to the village government?

(1) (  ) Yes, the organisation prepares and presents the physical progress reports to the village government on quarterly bases.

(2) (  ) No, the organisation does not prepare and presents physical progress reports to the village assembly on quarterly bases.

18. What do you comment on participatory planning process approach for community development?

1.(  ) Participatory planning process approach is useful for our development

2. (  ) Participatory planning process approach is not useful for our development

3. (  ) I do not know

19. What do you think are main problems facing participatory planning process in this village?

1. (  ) Inadequate participation of community and other development stakeholders

2. (  ) Poor accountability and responsibility of village leaders

3. (  ) Inadequate transparency in planning and implementation of village development projects

4. (  ) No legal action is taken for those who do not participate in the process

5. (  ) All of the above

20. Do you have any suggestion to improve the participatory planning process approach?

Yes, \_\_\_\_\_ I \_\_\_\_\_ suggest

-----  
-----

**Thank you very much for your cooperation**

**PART FOUR: QUESTIONNAIRE FOR WARD LEADERS**

Ward name \_\_\_\_\_

Respondent's name \_\_\_\_\_

Title \_\_\_\_\_

**A: GENERAL INFORMATION:** tick (✓) the right answer where necessary

1. How old are you? I'm----- years old
2. Sex of respondent
  1. ( ) Male
  2. ( ) Female
3. What is your marital status?
  1. ( ) Married
  2. ( ) Not married
4. Have you attended any formal education?
  1. ( ) Yes (If the answer is Yes go to Qn 5)
  2. ( ) No
5. What is your highest level of education?
  1. ( ) Adult education
  2. ( ) Primary education
  3. ( ) Secondary education
  4. ( ) Post secondary education
  5. ( ) Others (specify).....

**B: WARD LEDERS PARTICIPATION IN DEVELOPMENT PLANNING**

6. Do you know the concept of participatory development planning process?
  1. ( ) Yes, I know it
  2. ( ) No, I do not know it
7. Does the Ward provide planning guidelines to villages?
  - (1) ( ) Yes, we provide
  - (2) ( ) No, we don't provide
  - (3) ( ) I don't know
8. Does the ward have an active ward facilitation team which facilitates village development plans?
  - (1) ( ) Yes, we have
  - (2) ( ) No, we don't have
9. Does Ward Development Committee 'WDC' held to discuss village development plans proposals every year?
  - (1) ( ) Yes, they are held every year
  - (2) ( ) No, they are not held every year
  - (3) ( ) I don't know

10. Who approves the annual village development plans of the village?

- (1)  Village government
- (2)  Village Executive Officer (VEO)
- (3)  Village assembly
- (4)  Ward Development Committee 'WDC'

**C: WARD LEDERS PARTICIPATION IN IMPLEMENTATION OF WARD DEVELOPMENT PLAN**

11. Are the planned projects implemented and completed as scheduled?

- (1)  yes, they are implemented and completed as scheduled
- (2)  No, they are not implemented and completed as scheduled (If No go to Qn12)

12. What factor(s) contributes for not completing village development projects as scheduled?

- (1)  Poor accountability and responsibility of village leaders
- (2)  Poor community labour and finance contribution
- (3)  Poor support from the council/NGOs/CBOs
- (4)  Lack of transparency in development projects
- (5)  All of the above
- (6)  Other(s) (specify)\_\_\_\_\_

**D: TRANSPARENCY AND ACCOUNTABILITY**

13. Does the ward development committee held every quarter?

- (1)  Yes, it is held every quarter
- (2)  No, it is not held every quarter

14. Does the village government prepare and present to the WDC incomes and expenditures of village revenues on quarterly bases?

- (1)  Yes, village government prepares incomes and expenditures and presents the reports to the WDC on quarterly bases.
- (2)  No, village government does not prepare incomes and expenditures and presents to WDC on quarterly bases

15. Does the village government prepare physical progress reports on quarterly bases and presents to the WDC?

- (1)  Yes, village government prepare and presents the physical progress reports to the WDC on quarterly bases.
- (2)  No, village government does not prepare and presents physical progress reports to the WDC on quarterly bases.

16. What do you comment on participatory planning process approach for community development?

- 1.  Participatory planning process approach is useful for our development
- 2.  Participatory planning process approach is not useful for our development
- 3.  I do not know

17. What do you think are main problems facing participatory planning process in this ward?

- 1. (  ) Inadequate participation of community and other development stakeholders
- 2. (  ) Poor accountability and responsibility of village leaders
- 3. (  ) Inadequate transparency in planning and implementation of village development projects
- 4. (  ) No legal action is taken for those who do not participate in the process
- 5. (  ) All of the above

18. Do you have any suggestion to improve the participatory planning process approach?

Yes, I suggest  
-----  
-----

**Thank you very much for your cooperation**



**PART FIVE: QUESTIONNAIRE FOR DISTRICT COUNCIL LEADERS**

Respondent's name \_\_\_\_\_

Title \_\_\_\_\_

**A: GENERAL INFORMATION:** tick ( ) the right answer where necessary

1. How old are you? I'm----- years old

2. Sex of respondent

1. () Male2. () Female

3. What is your marital status?

1. () Married2. () Not married

4. Have you attended any formal education?

1. () Yes2. () No

5. What is your highest level of education?

1. () Adult education2. () Primary education3. () Secondary education4. () Post secondary education5. () Others (specify).....**B: PARTICIPATION OF DISTRICT COUNCIL IN DEVELOPMENT PLANNING**

6. Do you know the concept of participatory development planning process?

1. () Yes, I know it2. () No, I do not know it

7. Does the district council provide planning guidelines and planning indicative figures to the wards every year?

(1) () Yes, it provide(2) () No, it doesn't provide(3) () I don't know

8. During the process of formulation of ward/village development plan do you provide expert advice to the Ward Development Committee 'WDC'?

(1) () Yes, we provide expert advice to 'WDC'(2) () No, we don't provide any expert advice to 'WDC'

9. Does the district gives feedback to the WDC on the approved ward/ village development plans?

(1) () Yes, it provides(2) () No, it does not provide

**C: PARTICIPATION OF DISTRICT COUNCIL IN IMPLEMENTATION OF VILLAGE DEVELOPMENT PLAN**

10. In the last year budget (2005/06) how much the Council budgeted for development activities from her own sources?

Tsh\_\_\_\_\_were planned for development budget which is ....% of own source budget

11. In the last year budget (2005/06) how much the Council collected from her own sources?

Tsh\_\_\_\_\_ which is .....% of the target

12. Out of the collected revenue (own sources) Tsh..... were spent for development budget, which is.....% of the total collected revenue from own sources

13. In the last year budget (2005/06) how much the Council planned for development budget from different sources (own and other sources)?

Tsh\_\_\_\_\_

14. In the last year budget (2005/06) how much the Council received from different sources for development activities?

Tsh\_\_\_\_\_

15. Out of the received funds Tsh..... were spent for development projects, which is.....% of the total received funds

16. Are the planned projects implemented and completed as scheduled?

(1)  yes, they are implemented and completed as scheduled

(2)  No, they are not implemented and completed as scheduled (If No go to Qn15)

17. What factor(s) contributes for not completing village development projects?

(1)  Poor accountability and responsibility of village leaders

(2)  Poor community labour and finance contribution

(3)  Poor support from the council/NGOs/CBOs

(4)  Lack of transparency in development projects

(5)  All of the above

(6)  Other(s) specify\_\_\_\_\_

**D: TRANSPARENCY AND ACCOUNTABILITY**

18. Does the district council holds district standing committees on every quarter?

(1)  Yes, it holds every quarter

(2)  No, it does not hold every quarter

19. Does the district council inform villages on development funds received and disbursed to respective villages?

- (1)  Yes, the district council inform and disburse funds to villages
- (2)  No, the district council does not inform and disburse to villages.

20. Does the council management prepares physical progress reports on quarterly bases and presents to council standing committees?

- (1)  Yes, council prepare and presents the physical progress reports to council standing committee on quarterly bases.
- (2)  No, the council does not prepare and presents physical progress reports to Council standing committee on quarterly bases.

21. What do you comment on participatory planning process approach for community development?

- 1.  Participatory planning process approach is useful for our development
- 2.  Participatory planning process approach is not useful for our development
- 3.  I do not know

22. What do you think are main problems facing participatory planning process in the district?

- 1.  Inadequate participation of community and other development stakeholders
- 2.  Poor accountability and responsibility of village leaders
- 3.  Inadequate transparency in planning and implementation of village development projects
- 4.  No legal action is taken for those who do not participate in the process
- 5.  All of the above

21. Do you have any suggestion to improve the participatory planning process approach?

Yes, I suggest  
-----  
-----

**Thank you very much for your cooperation**