

Himalayan Community Development Forum (HICODEF)

Organizational Profile

1. Basic Information

Name of Organization: Himalayan Community Development Forum (HICODEF)

Legal Status: Non-Governmental, Non-Profit Organization

Year of Establishment: 1999 (2055/12/04 B.S.)

Registration Authority: District Administration Office (DAO), Nawalparasi

Registration Number: 507

Social Welfare Council Affiliation Number: 11469 (Affiliated on 2057/07/30 B.S.)

PAN Number: 300500419

Office Address: Kawasoti Municipality Ward No. 2, Nawalparasi East, Nepal

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2. Organizational Background

Himalayan Community Development Forum (HICODEF) is a well-established a non-governmental organization with more than **27 years of continuous grassroots development experience** in Nepal. Since its establishment in 1999, HICODEF has been working to improve the socio-economic conditions of marginalized and socially excluded communities through integrated, participatory, and rights-based development approaches.

HICODEF is affiliated with the Social Welfare Council, NGO Federation of Nepal, and other district-level civil society networks. The organization has implemented development and humanitarian assistance programmes in multiple districts of Nepal and is currently active in **Nawalparasi East and West**. Thousands of households have directly benefited from HICODEF's interventions over the years.

The organization primarily focuses on empowering women, children, Dalits, persons with disabilities, poor households, and socially excluded groups by strengthening community institutions, improving livelihoods, enhancing access to basic services, and promoting rights and social justice.

3. Vision, Mission, and Core Values

Vision

A just and inclusive society where all people live with dignity, free from discrimination, exploitation, and poverty.

Mission

To contribute to the elimination of poverty, discrimination, and exploitation through community empowerment, participatory development, and rights-based approaches.

Core Values

- Mutual Respect
- Transparency and Accountability
- Equity and Social Justice
- Non-sectarian and Inclusive Practice
- Quality and Excellence in Programme Implementation

4. Strategic Approaches and Thematic Focus

HICODEF's programmes are guided by the following strategic approaches:

- **Community Empowerment:** Enabling marginalized communities to identify, analyze, and address the root causes of poverty and exclusion.
- **Rights-Based Approach:** Recognizing basic needs as fundamental rights and promoting access to social, economic, and political rights.
- **Partnership and Collaboration:** Working closely with local governments, community-based organizations (CBOs), user groups, and civil society actors.
- **Advocacy and Policy Engagement:** Influencing policy formulation, reform, and effective implementation in favor of marginalized populations.
- **Gender and Generation Sensitivity:** Mainstreaming gender equity and intergenerational inclusion across all programmes.
- **Emergency Response and Resilience:** Providing relief, rehabilitation, and recovery support during natural disasters and crises.

Key Thematic Areas:

- Livelihoods, Agriculture, and Food Security

- Livestock and Agro-enterprise Development
- Health, Nutrition, and WASH
- Climate Change Adaptation and Disaster Risk Reduction (LAPA, CAPA)
- Natural Resource Management and Forestry
- Safe Migration and Social Protection
- Infrastructure Development (Community Suspension Bridges)
- Governance, Social Mobilization, and Advocacy

5. Governance and Organizational Structure

HICODEF practices democratic governance and strong accountability mechanisms. The organizational structure consists of:

- General Assembly
- Executive Committee (9 Members)
- Executive Director
- Programme Department
- Administration and Finance Department

The Executive Committee is elected by the General Assembly and provides policy direction, strategic oversight, and fiduciary governance. Board members are actively involved in project monitoring and approving plans and budgets.

Key Governance Mechanisms Include:

- Annual General Assembly
- External financial audits and statutory renewals
- Public audits, social audits, and public hearings
- Clear human resource policies and recruitment procedures
- Defined job descriptions and performance accountability
- Organizational Code of Conduct
- Regular publication of annual reports and programme updates

6. Human Resource Capacity

HICODEF currently has **8 professional and core staff members** (5 male and 3 female) with strong technical expertise in programme management, agriculture, forestry, infrastructure, social mobilization, and finance.

The organization is led by an experienced Executive Director with over **28 years of development sector experience**. In addition, HICODEF maintains a strong pool of former staff and members across Nawalparasi East and West, enabling rapid mobilization and emergency response when required.

7. Programme Experience and Donor Engagement

Since 1999, HICODEF has successfully implemented integrated development Programmes in partnership with reputable national and international agencies, including:

- UNICEF – Health, Nutrition, and WASH
- Heifer International Nepal – Livelihoods, Food Security, and Nutrition
- ActionAid Nepal – Rights-Based Development and Advocacy
- Practical Action – Disaster Risk Reduction and Climate Change
- Action Against Hunger (ACF) – WASH and Health Promotion
- Helvetas Nepal – Safe Migration (SAMI) and Trail Bridge Support (TBSU)
- USAID – Development Programmes
- DFID (LFP and MSFP) – Natural Resource Management and Livelihoods
- The Glacier Trust – Climate Change Mitigation and Resilience

HICODEF also implemented an **Economic Recovery Project (2020–2021)** to mitigate the socio-economic impacts of COVID-19 in Sunwal Municipality, Nawalparasi West.

8. Current Programmes

HICODEF is currently implementing the following Programmes in Nawalparasi East and West:

- **From Surviving to Thriving Project (STTP)** – Funded by The Glacier Trust
- **SPICES Project** – Funded by Catholic Relief Services (CRS)

- **Trail Bridge Support Programme (TBSU)** – Supported by Helvetas Nepal

HICODEF works directly with **all local governments in Nawalparasi East and three local governments in Nawalparasi West**, maintaining formal project agreements with municipalities and rural municipalities.

9. Institutional Capacity and Infrastructure

HICODEF owns a permanent office building located in Kawasoti, the district headquarters of Nawalparasi. The office is fully equipped with:

- Adequate office space and equipment
- Training and meeting hall
- Cafeteria and basic accommodation facilities
- Administrative and programme management systems

This infrastructure enables HICODEF to manage multi-sectoral projects efficiently and to host training, coordination meeting, and stakeholder engagements.

10. Organizational Strengths and Comparative Advantage

- More than two decades of continuous grassroots engagement
- Strong credibility and trust among communities and local governments
- Proven capacity in participatory social mobilization and rights-based programming
- Experience working with diverse donors and compliance with donor requirements
- Strong governance, financial management, and accountability systems
- Ability to work in both development and humanitarian contexts
- Extensive local networks enabling sustainability and rapid response

11. Conclusion

With its long-standing presence, strong community trust, experienced leadership, and proven programme management capacity, HICODEF is a reliable and capable local partner for donors seeking sustainable, inclusive, and accountable development outcomes in Nepal. The organization remains committed to adapting to emerging contexts while upholding its mission of social justice, equity, and community empowerment.