

# **GENDER MAINSTREAMING TRAINING PROGRAMME**

*Five-Day Curriculum for Vihiga County Gender Officers*

*With Embedded Digital Tools, Intersectional Approaches & Impact Monitoring*

Vihiga County Government and Maseno University

## **1. PROGRAMME OVERVIEW**

**Programme Title:** Gender Mainstreaming, Digital Innovation & Inclusive Governance Training

**Duration:** 5 Days (40 Contact Hours)

**Target Participants:** 15 Gender Officers from 10 County Departments and Vihiga County Assembly Committee on Social Protection

**Funding Partner:** World Bank under KDSP II

**Implementation:** Maseno University, in partnership with Vihiga County Government

**Venue:** To be discussed

### **1.1 Enhanced Programme Rationale**

This enhanced training programme addresses the evolving landscape of gender mainstreaming in Kenya's devolved governance system. Building on foundational gender competencies, the curriculum integrates contemporary challenges specific to Vihiga County, including climate resilience, disability inclusion, youth engagement, digital transformation, and ethical practice in sensitive gender work. The programme emphasizes practical application through Vihiga-specific case studies, digital data systems, and embedded monitoring frameworks that track real change in service delivery and governance outcomes.

### **1.2 Enhanced Programme Objectives**

#### **Overall Objective:**

To build digitally-enabled capacity of Vihiga County gender officers to effectively mainstream intersectional gender perspectives across all county functions while upholding ethical standards and demonstrating measurable impact in policy, budgeting, service delivery, and governance.

#### **Specific Objectives:**

- Master gender concepts, Kenya's legal framework, and Vihiga County-specific policy context
- Apply intersectional analysis integrating disability, youth, climate resilience, and gender
- Utilize digital tools for gender-responsive data collection, analysis, and reporting
- Implement gender-responsive budgeting with practical Vihiga County budget examples
- Navigate ethical dilemmas and safeguarding in sensitive gender fieldwork
- Design and monitor gender initiatives with embedded M&E frameworks tracking real outcomes
- Engage meaningfully with marginalized populations and amplify their voices in governance

### **1.3 Vihiga County Localization Features**

**Guest Speakers from Vihiga County:**

- Representatives from Vihiga Persons with Disabilities Network
- Youth leaders from Vihiga County Youth Council
- Women farmers and climate adaptation practitioners
- GBV survivors and support network representatives (as appropriate)
- Traditional leaders and cultural gatekeepers promoting gender equity

**Vihiga-Specific Case Studies:**

- Vihiga CIDP gender analysis and implementation challenges
- County budget gender audit findings and trends
- Health services accessibility for women and girls in Vihiga
- Education enrollment and completion gender gaps
- Climate impacts on women farmers and adaptation strategies
- Economic empowerment initiatives and their gender outcomes

## 2. ENHANCED FIVE-DAY CURRICULUM

### DAY 1: Foundations, Legal Frameworks and Vihiga Context

Time	Session Content
8:00 - 9:00 AM	<b>Registration and Opening Ceremony</b> <ul style="list-style-type: none"> <li>• Welcome by Vihiga County Secretary</li> <li>• Opening remarks from marginalized groups representative</li> <li>• Programme overview and expectations</li> <li>• Pre-training assessment results</li> </ul>
9:00 - 10:30 AM	<b>Module 1.1: Gender Concepts and Intersectionality</b> <ul style="list-style-type: none"> <li>• Core concepts: Sex, gender, power, intersectionality</li> <li>• Gender roles and stereotypes in Vihiga cultural context</li> <li>• Multiple discrimination: gender, disability, age, poverty</li> <li>• Gender and development approaches (WID, WAD, GAD)</li> <li>• Interactive exercise: Mapping intersecting identities in Vihiga</li> </ul>
10:30 - 11:00 AM	<i>TEA BREAK</i>
11:00 AM - 1:00 PM	<b>Module 1.2: Legal Frameworks - National and Vihiga County</b> <ul style="list-style-type: none"> <li>• Constitution of Kenya 2010: Gender provisions (Articles 27, 56, 81, 232)</li> <li>• National Gender Equality Policy 2019 and implementation status</li> <li>• County Government Act and Vihiga County gender structures</li> <li>• Vihiga CIDP gender commitments and gaps</li> <li>• International frameworks: CEDAW, SDG 5, African Charter</li> <li>• Case study: Vihiga County gender policy implementation</li> </ul>
1:00 - 2:00 PM	<i>LUNCH BREAK</i>
2:00 - 4:00 PM	<b>Module 1.3: Vihiga Gender Context and Stakeholder Panel</b> <ul style="list-style-type: none"> <li>• Vihiga County socio-economic and gender profile</li> <li>• Gender data snapshot: health, education, economic participation</li> <li>• <b>GUEST PANEL: Voices from Marginalized Communities</b> <ul style="list-style-type: none"> <li>- Person with disability sharing lived experience</li> <li>- Youth leader on youth-gender issues</li> <li>- Women farmer on climate challenges</li> </ul> </li> <li>• Interactive Q&amp;A and dialogue</li> <li>• Group exercise: Prioritizing Vihiga's gender challenges</li> </ul>
4:00 - 4:30 PM	<b>Daily Recap and Digital Introduction</b> <ul style="list-style-type: none"> <li>• Key learning points</li> <li>• Introduction to digital tools for the training</li> <li>• Evening assignment: Reading on gender analysis frameworks</li> </ul>

## DAY 2: Analysis, Data and Digital Tools

Time	Session Content
8:30 - 10:30 AM	<b>Module 2.1: Gender Analysis Frameworks &amp; Vihiga Application</b> <ul style="list-style-type: none"> <li>• Harvard Analytical Framework</li> <li>• Gender Analysis Matrix (GAM)</li> <li>• Social Relations Approach</li> <li>• Choosing frameworks for different contexts</li> <li>• Hands-on: Analyzing Vihiga health services using GAM</li> <li>• Group work: Departmental gender analysis practice</li> </ul>
10:30 - 11:00 AM	<i>TEA BREAK</i>
11:00 AM - 1:00 PM	<b>Module 2.2: Digital Data Systems &amp; Mobile Tools</b> <ul style="list-style-type: none"> <li>• Importance of sex-disaggregated data</li> <li>• <b>HANDS-ON: Using DHIS2 for gender health data</b></li> <li>• <b>PRACTICAL: Mobile data collection with KoBoToolbox</b></li> <li>• Best practices for field reporting using smartphones</li> <li>• Data security, consent, and ethical collection</li> <li>• Exercise: Designing mobile survey for Vihiga context</li> <li>• Developing gender indicators for departments</li> </ul>
1:00 - 2:00 PM	<i>LUNCH BREAK</i>
2:00 - 4:00 PM	<b>Module 2.3: Participatory Assessment &amp; Digital Documentation</b> <ul style="list-style-type: none"> <li>• Community-based participatory approaches</li> <li>• Conducting inclusive gender needs assessments</li> <li>• Focus groups, key informant interviews, stakeholder mapping</li> <li>• Engaging persons with disabilities in assessments</li> <li>• <b>DIGITAL SKILL: Audio/video recording and transcription tools</b></li> <li>• <b>PRACTICAL: Digital note-taking and cloud storage</b></li> <li>• Role play: Facilitating community assessments</li> </ul>
4:00 - 4:30 PM	<b>Daily Recap and Digital Practice</b> <ul style="list-style-type: none"> <li>• Troubleshooting digital tools</li> <li>• Groups: Draft digital gender assessment plans</li> </ul>

### DAY 3: Budgeting, Planning and Ethics

Time	Session Content
8:30 - 10:30 AM	<b>Module 3.1: Gender-Responsive Budgeting - Vihiga Context</b> <ul style="list-style-type: none"> <li>• Concepts and principles of GRB</li> <li>• Kenya's PFM Act and county gender budgeting requirements</li> <li>• Budget cycle and entry points for gender integration</li> <li>• <b>CASE STUDY: Vihiga County FY 2024/25 budget gender audit</b></li> <li>• Gender budget statements and reporting formats</li> <li>• International GRB best practices</li> </ul>
10:30 - 11:00 AM	<i>TEA BREAK</i>
11:00 AM - 1:00 PM	<b>Module 3.2: Practical GRB and Digital Costing Tools</b> <ul style="list-style-type: none"> <li>• Gender budget analysis tools and checklists</li> <li>• Gender expenditure tracking methodologies</li> <li>• <b>DIGITAL TOOL: Spreadsheet templates for GRB</b></li> <li>• Costing gender activities and programmes</li> <li>• <b>PRACTICAL: Review real Vihiga departmental budgets</b></li> <li>• Group work: Developing gender-responsive budget proposals</li> <li>• Integrating disability, youth, and climate considerations</li> </ul>
1:00 - 2:00 PM	<i>LUNCH BREAK</i>
2:00 - 4:00 PM	<b>Module 3.3: Ethics, Power Dynamics &amp; Safeguarding</b> <ul style="list-style-type: none"> <li>• Ethical principles in gender work: do no harm, informed consent</li> <li>• Understanding power dynamics in fieldwork and communities</li> <li>• Safeguarding vulnerable populations: children, GBV survivors</li> <li>• Confidentiality, data protection, and digital security</li> <li>• Recognizing and responding to exploitation, abuse, harassment</li> <li>• Self-care and vicarious trauma management</li> <li>• Case scenarios: Navigating ethical dilemmas</li> <li>• Developing departmental codes of conduct</li> </ul>
4:00 - 4:30 PM	<b>Daily Recap</b> <ul style="list-style-type: none"> <li>• Group presentations on budget proposals</li> <li>• Ethical reflections and commitments</li> </ul>

## DAY 4: Intersectional Mainstreaming and Service Delivery

Time	Session Content
8:30 - 10:00 AM	<b>Module 4.1: Disability Inclusion &amp; Gender</b> <ul style="list-style-type: none"> <li>• Understanding the gender-disability nexus</li> <li>• UN Convention on Rights of Persons with Disabilities (CRPD)</li> <li>• Accessibility barriers in Vihiga County services</li> <li>• <b>GUEST SPEAKER: Disability advocate on lived experiences</b></li> <li>• Universal design and reasonable accommodation</li> <li>• Disability-inclusive gender indicators</li> <li>• Exercise: Disability audit of departmental services</li> </ul>
10:00 - 10:30 AM	<b>Module 4.2: Youth Engagement &amp; Gender</b> <ul style="list-style-type: none"> <li>• Youth demographics and gender dynamics in Vihiga</li> <li>• Youth participation in governance and decision-making</li> <li>• Gendered challenges: education, employment, health</li> <li>• <b>GUEST SPEAKER: Youth leader on county engagement</b></li> <li>• Youth-responsive programming and budgeting</li> </ul>
10:30 - 11:00 AM	<i>TEA BREAK</i>
11:00 AM - 1:00 PM	<b>Module 4.3: Climate Resilience &amp; Gender</b> <ul style="list-style-type: none"> <li>• Climate change impacts: gendered vulnerabilities in Vihiga</li> <li>• <b>CASE STUDY: Women farmers adapting to climate change</b></li> <li>• <b>GUEST SPEAKER: Climate adaptation practitioner</b></li> <li>• Gender-responsive climate adaptation strategies</li> <li>• Climate finance and gender budgeting</li> <li>• Women's roles in natural resource management</li> <li>• Green jobs and economic opportunities</li> <li>• Exercise: Climate gender action planning</li> </ul>
1:00 - 2:00 PM	<i>LUNCH BREAK</i>
2:00 - 4:00 PM	<b>Module 4.4: Gender in Vihiga Service Delivery</b> <ul style="list-style-type: none"> <li>• <b>Health Services Case Study</b> <ul style="list-style-type: none"> <li>- Maternal health access and quality in Vihiga</li> <li>- Adolescent sexual and reproductive health</li> </ul> </li> <li>• <b>Education Case Study</b> <ul style="list-style-type: none"> <li>- Gender parity and completion rates</li> <li>- STEM participation and career guidance</li> </ul> </li> <li>• <b>Economic Empowerment Case Study</b> <ul style="list-style-type: none"> <li>- Women's access to credit and markets</li> <li>- Gender in agriculture extension services</li> </ul> </li> <li>• Infrastructure: water, sanitation, roads from gender lens</li> <li>• Sector-specific mainstreaming exercises</li> </ul>
4:00 - 4:30 PM	<b>Daily Recap and GBV Prevention</b> <ul style="list-style-type: none"> <li>• Brief on GBV forms and county response systems</li> <li>• Referral pathways and do-no-harm principles</li> </ul>

## DAY 5: M&E, Impact Tracking and Action Planning

Time	Session Content
8:30 - 10:30 AM	<b>Module 5.1: Embedded M&amp;E Framework for Real Impact</b> <ul style="list-style-type: none"> <li>• Results-based management and theory of change</li> <li>• Gender-sensitive M&amp;E principles and standards</li> <li>• Developing SMART gender indicators and targets</li> <li>• Tracking outcomes: service delivery, budget, governance changes</li> <li>• <b>EMBEDDED FRAMEWORK: 30-60-90 day tracking system</b></li> <li>• <b>DIGITAL TOOLS: Online dashboards and mobile reporting</b></li> <li>• Exercise: Building department M&amp;E frameworks</li> </ul>
10:30 - 11:00 AM	<i>TEA BREAK</i>
11:00 AM - 12:30 PM	<b>Module 5.2: Digital Reporting &amp; Documentation</b> <ul style="list-style-type: none"> <li>• Gender reporting requirements: county, national, international</li> <li>• Writing effective gender reports with data visualization</li> <li>• <b>HANDS-ON: Creating reports using digital templates</b></li> <li>• <b>PRACTICAL: Data visualization with Excel/Google Sheets</b></li> <li>• Success stories and lessons learned documentation</li> <li>• Using data for advocacy and policy influence</li> <li>• Cloud-based documentation best practices</li> </ul>
12:30 - 1:00 PM	<b>Module 5.3: Action Planning with Accountability</b> <ul style="list-style-type: none"> <li>• Action planning methodology and SMART objectives</li> <li>• <b>Developing 90-day action plans with M&amp;E milestones</b></li> <li>• Accountability mechanisms and peer support</li> <li>• Group work: Departmental action plans</li> </ul>
1:00 - 2:00 PM	<i>LUNCH BREAK</i>
2:00 - 3:00 PM	<b>Action Plan Presentations &amp; Commitments</b> <ul style="list-style-type: none"> <li>• Each department presents a 90-day action plan (5 min)</li> <li>• Peer feedback and refinement</li> <li>• Public commitments to implementation</li> <li>• Signing M&amp;E tracking agreements</li> </ul>
3:00 - 3:30 PM	<b>Post-Training Assessment &amp; Evaluation</b> <ul style="list-style-type: none"> <li>• Complete post-training assessment forms</li> <li>• Training evaluation questionnaire</li> </ul>
3:30 - 4:00 PM	<b>Closing Ceremony</b> <ul style="list-style-type: none"> <li>• Reflections from participants</li> <li>• Closing remarks from County leadership</li> <li>• Introduction to post-training support system</li> <li>• Certificate distribution</li> </ul>

Time	Session Content
	<ul style="list-style-type: none"> <li>• Group photo and celebration</li> </ul>

### 3. TRAINING METHODOLOGY

The training employs a transformative, participatory approach combining multiple methodologies:

#### 3.1 Teaching Methods

- **Localized case studies:** Real Vihiga County data and challenges
- **Guest speakers:** Lived experiences from marginalized groups
- **Hands-on digital training:** DHIS2, KoBoToolbox, mobile reporting
- **Interactive exercises:** Budget reviews, policy analysis, field simulations
- **Role plays:** Ethical dilemmas, stakeholder engagement
- **Peer learning:** Departmental group work and presentations
- **Action-oriented:** Developing real implementation plans with M&E

#### 3.2 Digital Tools & Equipment

- Participants bring smartphones/tablets for hands-on practice
- Wi-Fi enabled venue for digital demonstrations
- Projector and laptops for facilitators
- Pre-installed apps: DHIS2, KoBoToolbox, mobile spreadsheets
- Digital templates on USB drives for all participants

#### 3.3 Learning Materials

- Comprehensive training manual (print + digital)
- Vihiga County gender data fact sheets
- Digital toolkit: templates, checklists, frameworks
- Policy documents: National and Vihiga County
- Case study compendium from Kenya and East Africa
- Certificate of participation upon completion

### 4. ENHANCED LEARNING OUTCOMES

By the end of the training, participants will be able to:

- Apply intersectional gender analysis integrating disability, youth, and climate
- Utilize digital tools for gender data collection, analysis, and reporting
- Conduct gender-responsive budget analysis using Vihiga County examples
- Navigate ethical dilemmas and safeguard vulnerable populations
- Engage meaningfully with persons with disabilities, youth, and women
- Design M&E systems tracking real changes in service delivery and budgets
- Implement 90-day action plans with embedded accountability mechanisms
- Document and report gender outcomes using digital platforms

## 5. EMBEDDED MONITORING & IMPACT EVALUATION FRAMEWORK

An M&E system is embedded throughout the training and post-training period to track real implementation and outcomes:

### 5.1 Three-Tier Tracking System

Timeline	Focus	Method	Key Indicators
<b>30 Days</b>	Quick wins and initiation	<ul style="list-style-type: none"><li>• Mobile survey</li><li>• Virtual check-in</li></ul>	<ul style="list-style-type: none"><li>• Actions initiated</li><li>• Tools utilized</li><li>• Challenges faced</li></ul>
<b>90 Days</b>	Institutional changes	<ul style="list-style-type: none"><li>• Site visits</li><li>• Report review</li><li>• Peer session</li></ul>	<ul style="list-style-type: none"><li>• Policies revised</li><li>• Budget changes</li><li>• Data systems</li></ul>
<b>180 Days</b>	Service delivery outcomes	<ul style="list-style-type: none"><li>• Impact assessment</li><li>• Stakeholder survey</li><li>• Documentation</li></ul>	<ul style="list-style-type: none"><li>• Service access ↑</li><li>• Satisfaction ↑</li><li>• Equity metrics</li></ul>

### 5.2 Digital Monitoring Dashboard

Each department will have access to a simple online dashboard tracking:

- Action plan completion rates (%)
- Gender budget allocations (KES)
- Policies/plans with gender integration
- Service delivery disaggregated data
- Stakeholder satisfaction scores

### 5.3 Accountability Mechanisms

- **Public commitments:** Officers sign action plans shared with management
- **Peer buddies:** Pairs support and monitor each other's progress
- **Monthly reporting:** Brief mobile-based progress updates
- **Learning forums:** Quarterly peer sharing and problem-solving
- **Recognition:** Awards for departments demonstrating measurable impact

## **6. ASSESSMENT AND EVALUATION**

### **6.1 Participant Assessment**

- Pre-training assessment (digital/paper) – Three weeks before training
- Daily reflection forms (quick digital surveys)
- Group presentations and action plans - Days 3-5
- Post-training assessment (comparing with baseline) - Day 5
- Digital competency demonstrations throughout training

### **6.2 Training Evaluation**

- Daily feedback (digital quick polls on content, facilitation, pace)
- Guest speaker effectiveness ratings
- Digital tools usability assessment
- End-of-training comprehensive evaluation - Day 5
- 90-day and 180-day impact surveys

## **7. TRAINING LOGISTICS**

### **7.1 Venue Requirements**

- Training hall with capacity for 25+ participants
- Accessible venue (ramps, accessible toilets, sign language interpreter)
- Arrangement: U-shape or cluster seating for group work
- LCD projector, screen, sound system, flipcharts
- **High-speed Wi-Fi internet (essential for digital training)**
- Charging stations for mobile devices

### **7.2 Enhanced Facilitation Team**

- Lead facilitator with gender expertise
- Digital tools trainer/co-facilitator
- Guest speakers (5-6 from Vihiga communities)
- Sign language interpreter (full 5 days)
- Technical support person for digital systems

## **8. CONCLUSION**

This training programme represents a cutting-edge approach to gender mainstreaming capacity building. By integrating digital literacy, intersectional analysis (disability, youth, climate), ethical practice, real Vihiga County contexts, and embedded impact monitoring, the programme equips gender officers not just with knowledge, but with practical tools and accountable systems to drive measurable change in county governance and service delivery.

The voices of marginalized communities, coupled with hands-on digital skills and rigorous M&E frameworks, ensure that this training translates into tangible improvements in how Vihiga County serves all its residents, leaving no one behind.

### **Prepared by:**

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