

# LOCALLY LED DEVELOPMENT CHECKLIST



**USAID**  
FROM THE AMERICAN PEOPLE

Date:

USAID Mission:

Facilitator(s):

Partner Name:

Participants:

In what part of the Program Cycle (planning, design, implementation, monitoring, evaluation, learning) are you currently seeking to empower local actors?

How are you engaging local actors and creating space/opportunities for local leadership at this stage of the process?

Who is involved? (e.g., your organization, USAID, community groups, organizations, individuals, host government entities, others). What is their role?

Place your engagement with each stakeholder on the Locally Led Development Spectrum below:



Who has not been engaged in this process? (groups, organizations, individuals, host government entities, others). What are the barriers to engaging these stakeholders?

# PAUSE & REFLECT



1. In your opinion, how locally led is this part of the development process, in this instance? Why?
  
2. Is this significantly different from the way you usually engage with local actors during this part of the development process? If it is different, why have you been able to engage with local actors differently in this instance?
  
3. What barriers or opportunities have you encountered in making this process more locally led?
  - Did USAID play a role? What role should USAID play going forward?
  
4. What would 'success' for this part of program development look like? How could bringing more local leadership into this process move us closer to achieving this vision of success?
  
5. How might this process be made more locally led...
  - In the near future, as part of this process or activity?
  
  - In future collaborations with these stakeholders?
  
  - If you were to give advice to USAID or other organizations who were trying to do something similar?

**ABOUT** | This Checklist is a Collaborating, Learning, and Adapting (CLA) tool designed to help USAID Missions and partners reflect on how locally led development is integrated into their operations and programs. The point is not to have all the right answers, but to pause and reflect on where you have been and where you are going. This checklist can be adapted to any topic or stage of the Program Cycle. See the Checklist Facilitation Guide for additional prompts on applying this checklist to:

- Identifying the development problem or challenge
- Defining success
- Proposal or activity design
- Co-creation with USAID
- Mobilizing local resources
- Implementation and management decision-making
- Developing local capacity
- Managing financial risk
- Monitoring, evaluation, and learning
- Receiving and using feedback

**QUESTIONS?** | This tool was developed by the USAID Local, Faith, and Transformative Partnerships (LFT) Hub and is currently being piloted. We value your feedback and invite you to share your questions, experiences using these tools, and suggestions for improvement with us at [localworks@usaid.gov](mailto:localworks@usaid.gov).

# SUPPLEMENTAL QUESTIONS

