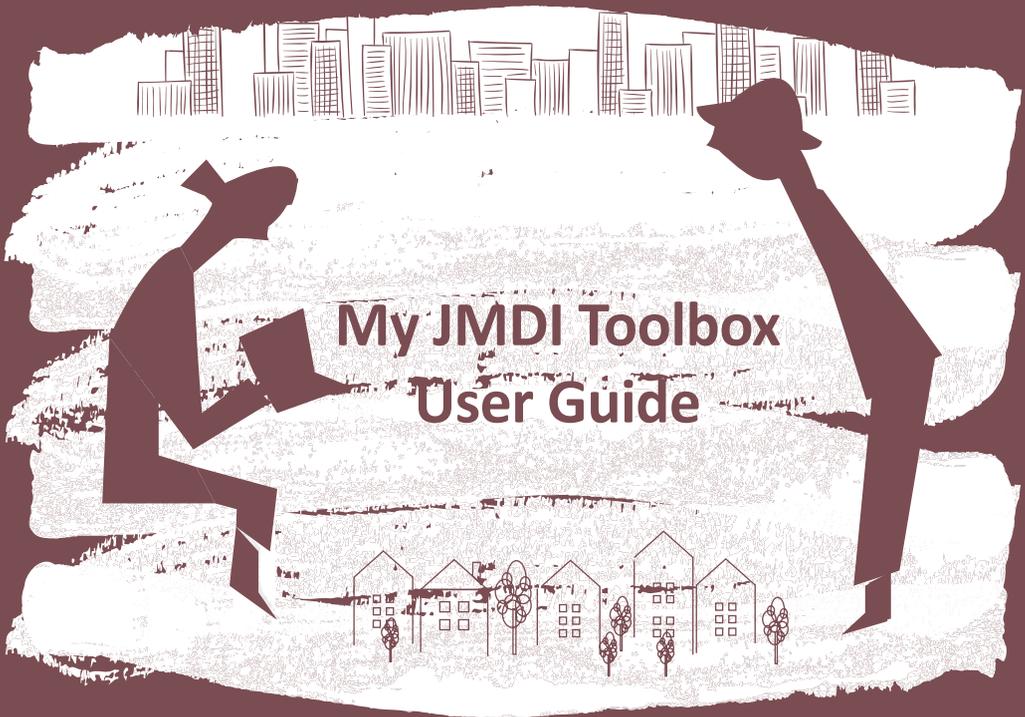
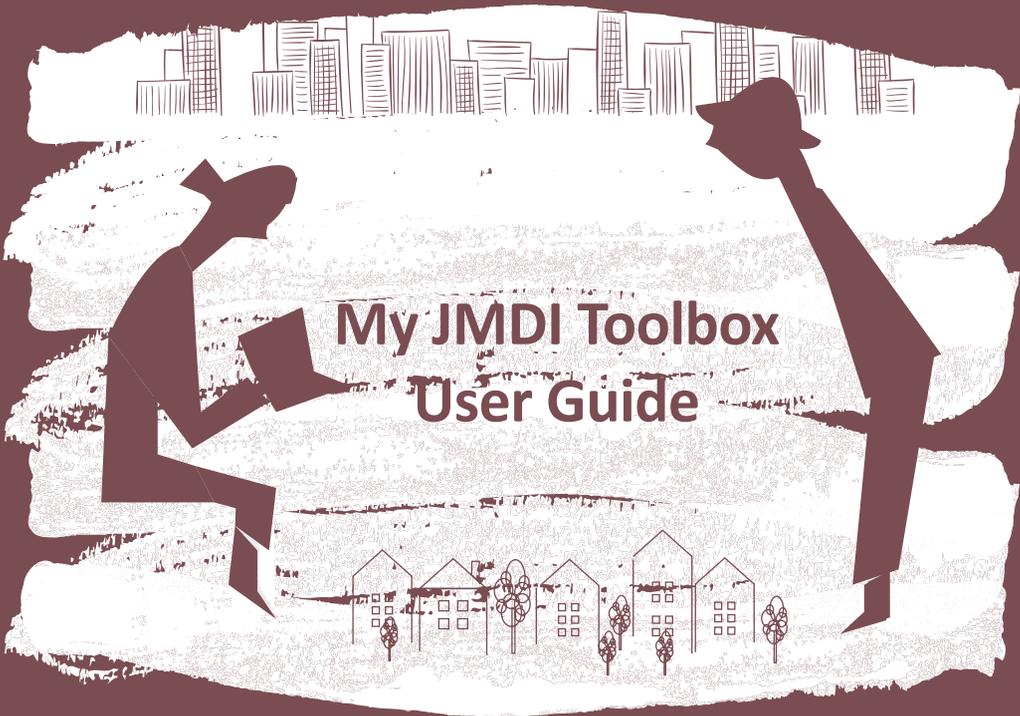




Joint Migration and Development Initiative(JMDI)







# My JMDI Toolbox User Guide

**Intellectual Property:**

© 2015 International Training Centre of the ILO – Turin, Italy

© 2015 International Organization for Migration (IOM) – Geneva, Switzerland

UNDP enjoys a perpetual, royalty-free, non-exclusive and non-transferable license to reproduce, distribute, sub-license and otherwise make use of in all forms and without restriction, such Intellectual Property Rights.

This publication enjoys copyright on intellectual property, under the terms of protocol 2 of the Annex to the Universal Convention on Copyright. However, short excerpts of these publications may be reproduced without authorization, on condition that the source is mentioned. Any request for reproduction or translation must be addressed to:

International Training Centre of the ILO

Viale Maestri del Lavoro, 10 – 10127 Turin, Italy

Telephone: +39 011 693 6359

Fax: +39 011 639 1925

E-mail: [migration@itcilo.org](mailto:migration@itcilo.org)

Website: [www.itcilo.org](http://www.itcilo.org)

or

International Organization for Migration

Labour Migration and Human Development

17 route des Morillons, 1211 Geneva 19, Switzerland

Tél. : +41 22 717 91 11

Fax. : +41 22 798 61 50

E-mail : [lhd@iom.int](mailto:lhd@iom.int)

Website: [www.iom.int](http://www.iom.int)

**List of contributors:**

*Main authors:*

Olivier Ferrari

Miriam Boudraa

*Co-authors:*

Cecile Riallant

Giacomo Negrotto

Joanne Irvine

*Pedagogical development:*

Monica Lisa

Florence Beraud

*Graphic layout:*

Larissa Colombini

**Legal disclaimer:**

This publication has been produced with the assistance of the European Union (EU) and the Swiss Agency for Development and Cooperation (SDC) through the Joint Migration and Development Initiative (JMIDI), a global inter-agency programme led by UNDP and implemented in partnership with IOM, ITC-ILO, UNHCR, UNFPA, UNITAR and UN-Women. The content of this publication can in no way be taken to reflect the views of the EU, the SDC, the United Nations or IOM, or those of their Member States. Therefore, the responsibility for the opinions expressed in this toolbox rests solely with their authors, and this publication does not constitute an endorsement by the United Nations, IOM, EU or SDC of the opinions expressed in it.

The designations employed in this publication, which are in conformity with the United Nations practice, and the presentation of material therein, do not imply the expression of any opinion whatsoever on the part of the United Nations, IOM, the EU or SDC concerning the legal status of any country, area or territory of its authorities, or concerning the delimitation of its frontiers.

Reference to names of firms and commercial products and processes does not imply their endorsement by the United Nations, IOM, the EU or SDC and any failure to mention a particular firm, commercial product or process is not a sign of disapproval.

# *“My JMDI Toolbox”* User Guide

## **Index**

<b>Introduction</b>	<b>2</b>
<b>Context</b>	<b>2</b>
<b><i>Why “My JMDI Toolbox”?</i></b>	<b>4</b>
General objectives	4
Specific objectives	5
<b><i>Who is the target group of “My JMDI Toolbox”?</i></b>	<b>6</b>
<b><i>What is the approach of “My JMDI Toolbox”?</i></b>	<b>7</b>
A modular approach	7
A participative approach	8
<b><i>Structure of “My JMDI Toolbox”</i></b>	<b>9</b>
The Toolbox	9
The Modules	10
The Topics	12
Icons used throughout <i>“My JMDI Toolbox”</i>	12
Organising a training programme with <i>“My JMDI Toolbox”</i>	14
<b>Glossary</b>	<b>16</b>
<b>Acronyms</b>	<b>26</b>

## Introduction

*“My JMDI Toolbox”* is a set of training materials developed by the Joint Migration and Development Initiative (JMDI) as part of the capacity building component of the programme which aims to maximize the potential of migration for local development through the delivery of targeted support to local authorities and non-state actors. *“My JMDI Toolbox”* offers a flexible and comprehensive tool for local stakeholders (local authorities, civil society, migrants’ associations, academia, international organizations etc.) on how to integrate the needs, voice and resources that migrants possess into local development planning in order to be able to better harness the development potential of migration.

## Context

In order to achieve a sustainable, participative approach to the governance of migration at the subnational level it is important not only that sufficient political will is present, but also that local and regional administrations have the internal capacity to develop and implement effective policies. The research conducted by the JMDI during the first phase of the programme has shown that one of the main difficulties faced by local authorities when implementing M&D interventions relates to their lack of internal capacities.

Some of the most influential features that define the ability of local authorities concern the degree of decentralization in place, available financial resources, the functions of the local governments and very importantly the fact that migration and development are often seen and treated as different policy realms. This, more often than not, results in undefined competencies and responsibilities within local administrations. Moreover, local authorities’ M&D initiatives are also more effective when they have a clear awareness of migration dynamics and routes. Sustainable policy making needs to be based on empirical evidence of social and economic trends in order to address existing demands.

It is within this context that the JMDI aims to maximize the potential of migration for local development through the delivery of targeted support to local authorities and non-state actors with the creation of *“My JMDI Toolbox”*.

The JMDI has achieved this objective by up-scaling locally-led M&D initiatives through financial assistance, technical assistance and capacity building. Part of the capacity building component of the JMDI was the creation of “*My JMDI Toolbox*” which brought together the lessons learnt and knowledge attained throughout the implementation of the M&D initiatives under the JMDI into a Tool to be shared globally to guide all local stakeholders in their M&D endeavors.

The Toolbox has been developed by JMDI partners: the International Organization for Migration (IOM) and the International Training Centre of the International Labour Organization (ITC-ILO), in close cooperation with the Programme Management Unit of the JMDI.

# Why “My JMDI Toolbox”?

The “My JMDI Toolbox” is important in order to address an upcoming demand from JMDI target countries and, more widely, from local stakeholders involved in local development and migration issues.

The Toolbox can be:

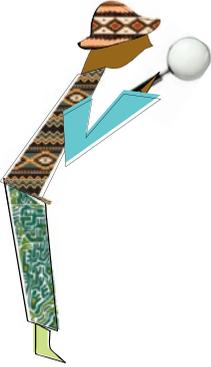
- used to **offer a comprehensive training course** on the complex and multi-faceted issue of Migration and Local Development;
- easily **applied at the local level by those who attend the training programme**, thanks to the Training of Trainers (ToT) approach adopted.

## General objectives



The general objectives of “My JMDI Toolbox” are to:

- develop the understanding of the linkages between M&D at the international, national and local level and their contextualisation of local realities;
- reinforce the capacities of local actors in planning and implementing coherent frameworks for M&D at the local level;
- identify all relevant stakeholders and operationalizing partnerships to increase the impact and sustainability of local M&D initiatives;
- expose stakeholders to a comprehensive informative and learning tool including research and literature;
- provide concrete tools for the institutionalisation and territorialisation of the M&D Nexus and the related actions and policies at local level.



## Specific objectives

By using “*My JMDI Toolbox*”, participants will be able to:

- develop a general understanding of the major concepts, tools and strategies related to migration and local development;
- understand the linkages between migration and local development;
- support the establishment of partnerships, cooperation and dialogue on M&D at the local level;
- establish an enabling framework of conditions geared towards the empowerment of migrants and their associations;
- appreciate the role of migration as an opportunity for job creation and local economic development;
- recognize local integration/re-integration of migrants as an asset for local development.

# Who is the target group of “My JMDI Toolbox”?

*My JMDI Toolbox* is intended for a broad audience, focusing in particular on the different actors involved in M&D at the local level.

These actors could be:



- officials and civil servants working with local authorities and administrations;

Local authorities and administrations



- officials from public institutions involved in development and migration policies;

public institutions



- representatives of civil society including NGOs and migrant associations;

civil society



- social partners (trade-unions' organisations, business/employers' organisations, private sector) and;

social partners



- academia.

academia

# What is the approach of “My JMDI Toolbox”?

## A modular approach

“My JMDI Toolbox” has been designed with a modular approach in order to offer a flexible and comprehensive tool for local stakeholders working in the fields of migration and local development. Depending on the specific training needs of the participants and the available time, the trainer can decide to use all modules or select some, and this way address a wide range of practical issues related to local development.

“My JMDI Toolbox” is composed of 6 modules:

- **1 Core Module** (Introductory module): this module is “compulsory” and must be taught at the start of every training program;
- **5 Optional Modules**, organised by themes: these modules can be taught jointly or separately depending on the needs of the audience.

Every module has a series of topics that are analysed in an in-depth manner from a variety of different angles. Topics are also intended to be used with **flexibility** and may be **extracted and recombined** with topics from other modules in order to offer trainees a **tailor-made training package** that responds to their specific needs and requests.

The different modules and topics have been developed to address the needs identified through the interviews conducted with local stakeholders during the training needs assessment phase. This process was discussed, updated and validated during an expert meeting organised jointly by the IOM and ITC - ILO in close cooperation with the Programme Management Unit of the JMDI.

## A participative approach

“My JMDI Toolbox” has been conceived using a participatory learning approach mostly based on knowledge sharing methodologies. It has also been designed to act as a model that trainees can replicate as trainers.

The training programmes adapted from this Toolbox are:

- **participatory:** participants are expected to take an active role in sharing their knowledge and experience;
- **contextual:** activities call upon practitioner’s professional experience and relate to their working context;
- **competence-based:** learning activities aim to enable practitioners to acquire the knowledge, the skills and the attitudes required for their professional practices;
- **based on experiential learning methods:** new knowledge is acquired not only through experts’ contributions but also through learning activities that build on the experience and knowledge of practitioners. The knowledge acquired and skills developed are applied during the course through active experimentation;
- **valuing diversity:** diversity in terms of gender, origin, background and experience is considered to be an asset for the programme, and participants will be encouraged to express theirs.

Finally, the participatory approach:

- ensures **active participation** from all the learners throughout the training session;
- facilitates networking and collaboration amongst participants;
- enhances the retention of information obtained from the engagement of all the participants.

The role of the trainer evolves from the *Sage on the Stage to the Guide on the Side* (King, 1993) leading practitioners to become actors of their own learning processes.

# Structure of “My JMDI Toolbox”

## The Toolbox

“My JMDI Toolbox” is a box made of two compartments:

- “My JMDI Folder” which contains:
  - o “My JMDI Toolbox” User Guide;
  - o the Core Module;
  - o a table with Complementary tools and other training manual references;
  - o a set of Useful practices on migration and local development.
- “My JMDI Modules” which contains the different Optional Modules (see below).

To facilitate wide dissemination and ownership of the training tools by the trainees, “My JMDI Toolbox” integrates elements of Training of Trainers (ToT) throughout the different modules. Moreover, training activities are provided at the end of each module and can easily be organised and reproduced by local actors even if they are not professional trainers.

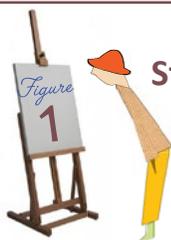
# The Modules

In “My JMDI Toolbox” users will find the following modules:

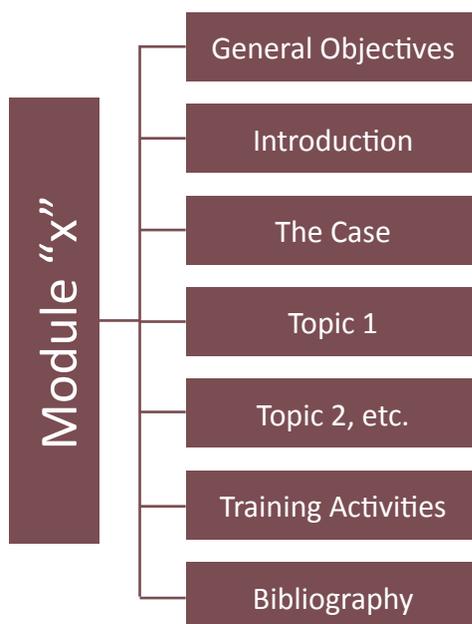
Module	Title	Topics
<b>Core Module</b> 	Introductory module on migration and local development	<b>Topic 1:</b> Challenges and opportunities of migration and local development <b>Topic 2:</b> Adopting a gender approach to migration in a local context <b>Topic 3:</b> Migrants as local development actors <b>Topic 4:</b> The role of local authorities in empowering migrant communities <b>Topic 5:</b> Adopting a human rights-based approach to migration and development in a local context
<b>Module 1</b> 	Managing the link between migration and local development	<b>Topic 1:</b> What is local development? <b>Topic 2:</b> Local development and migration: coordination, synergies and policies <b>Topic 3:</b> Data on migration and local policies
<b>Module 2</b> 	Establishing partnerships, cooperation and dialogue on M&D at local level	<b>Topic 1:</b> M&D partnerships: forms and frameworks, from the global to the local level <b>Topic 2:</b> Decentralized cooperation, co-development and territorial partnerships. <b>Topic 3:</b> Public/private partnerships <b>Topic 4:</b> Working with diasporas/migrant associations in territories of origin and destination
<b>Module 3</b> 	Empowering migrants at the territorial level	<b>Topic 1:</b> Strengthening migrants’ agency as protagonists in local development <b>Topic 2:</b> What are the services for migrants and their families in territories of origin and destination? <b>Topic 3:</b> Promoting and engaging migrant organizations <b>Topic 4:</b> Promoting political participation and engagement in policy-making
<b>Module 4</b> 	Creating jobs and economic opportunities through migration at local level	<b>Topic 1:</b> The Nexus between labour migration and local economic development (LED)) <b>Topic 2:</b> Maximizing the use of migrants’ skills and responding to the labour market needs at local level <b>Topic 3:</b> Entrepreneurship of migrants: challenges and opportunities <b>Topic 4:</b> Remittances and migrant investments for local economic development?
<b>Module 5</b> 	Increasing the impact on development through integration and reintegration policies	<b>Topic 1:</b> The paradigms and challenges of migrants’ integration and reintegration and their impact on development <b>Topic 2:</b> The role of local authorities in facilitating the integration of migrants <b>Topic 3:</b> The role of local authorities in facilitating the reintegration of migrants

Each module respects the following structure:

- General objectives of the module
- Introduction to the module
- A case study specific to the module
- From 3 to 5 topics (for further information on the structure of the topics please see below)
- A range of training activities to support the comprehension and application of each topic
- A bibliography and further readings for each module



### Standard module structure



*Note that the Core Module does not include a case study.*

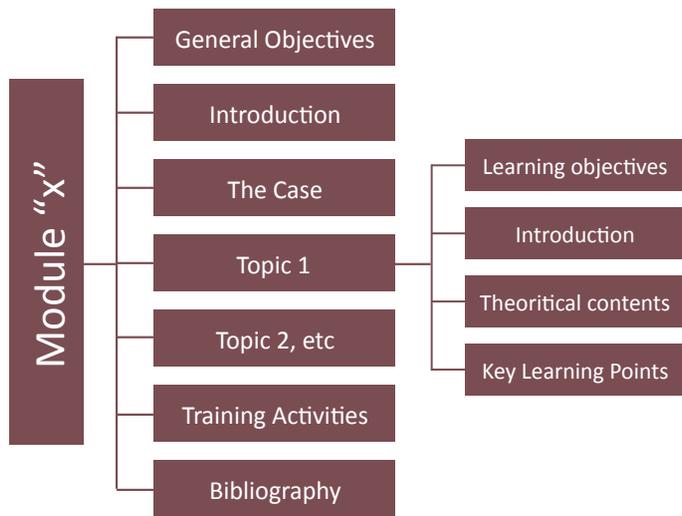
# The Topics

Within the different modules, each topic respects the following structure:

- Learning objectives
- Introduction
- Theoretical contents
- Key learning points



## Standard topic structure



## Icons used throughout “My JMDI Toolbox”

	<p>Indicates the learning objectives of the Module/ Topic</p>
	<p>Indicates a case study The case study is followed throughout the module and serves to illustrate the theoretical content</p>
	<p>Indicates a quote or definition</p>

	<p>Indicates a Point for Reflection</p>
	<p>Indicates an example to illustrate the theoretical content</p>
	<p>Indicates a graph, a chart, a table Figures facilitate learners' comprehension and retention</p>
	<p>Indicates where further information can be found</p>
	<p>Indicates the key learning points of the module</p>
	<p>Indicates training activities for the module</p>
	<p>Indicates important information for the facilitator</p>
	<p>Indicates training tips to help organise and facilitate the training activity</p>
	<p>Indicates information on how to organise the training space</p>
	<p>Indicates the required training material</p>
	<p>Indicates the estimated duration of an activity. The duration of an activity will often increase in relation to the number of participants</p>

# Organising a training programme with “MY JMDI Toolbox”

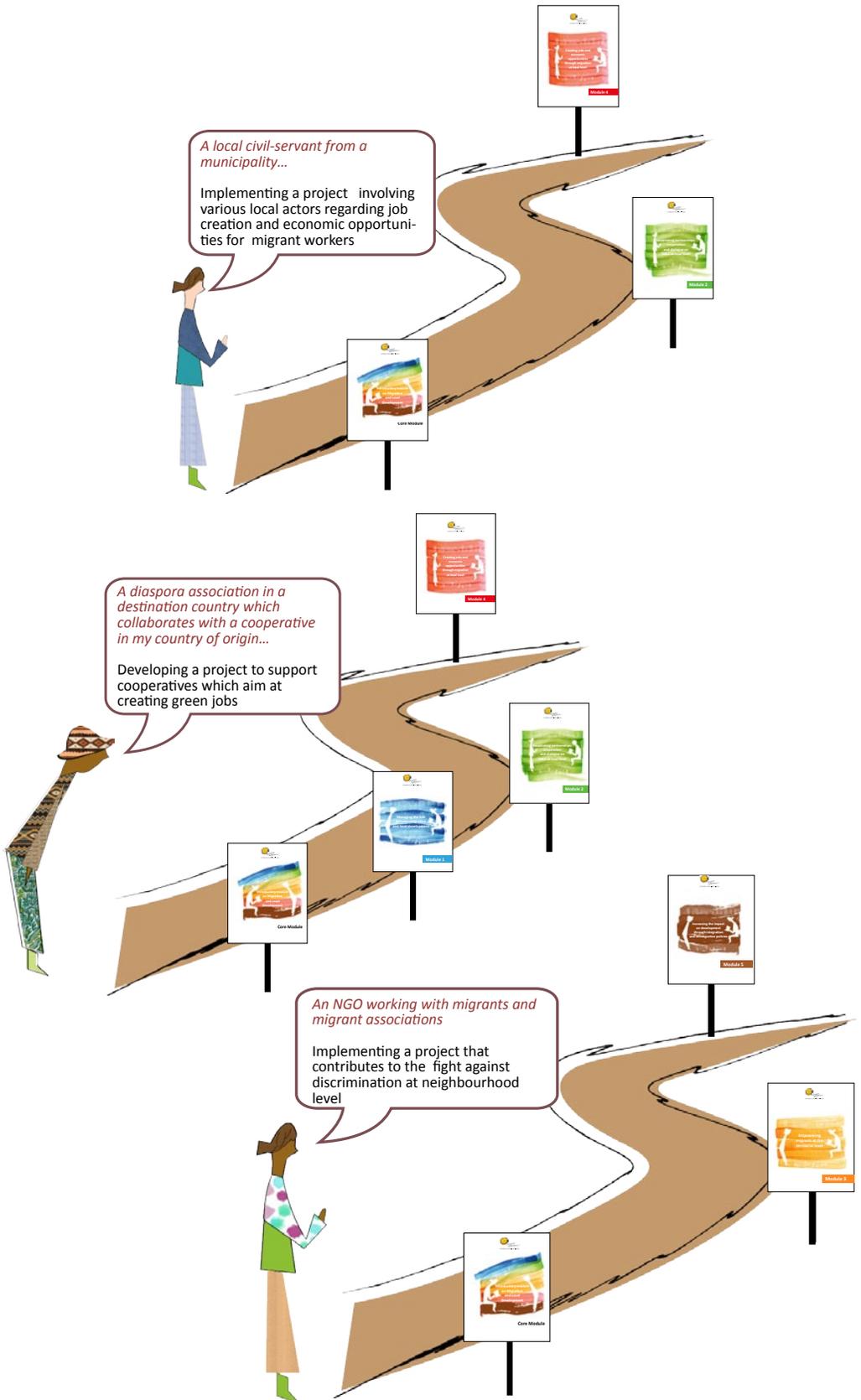
The illustrations below shows how “My JMDI Toolbox”, can be used and customised to specific audiences in order to organise both comprehensive and shorter training courses.

The training compositions presented in this table are indications rather than models to be strictly followed. They should be adapted to the specific training needs and demands, as well as the context.

*Define your profile and your objectives before selecting the modules for your training course*



## And then, choose your training path:



# Glossary



**Asylum seekers** – Persons seeking to be admitted into a country as refugees and awaiting decision on their application for refugee status under relevant international and national instruments. In the event of a negative decision, they must leave the country and may be expelled – as may any foreigner in an irregular situation – unless permission to stay is provided on humanitarian or other related grounds.



**Brain circulation** – The process of high-skilled immigration that benefits host countries and territories of origin.<sup>1</sup>

**Brain drain** – Emigration of trained and talented individuals from the country of origin to another country resulting in a depletion of skills resources in the former.<sup>2</sup>

**Brain gain** – Immigration of trained and talented individuals into a country of destination. Also called “reverse brain drain”.<sup>3</sup>



**Cooperatives** – According to the ILO Recommendation 193 “cooperative” means an autonomous association of persons united voluntarily to meet their common economic, social and cultural needs and aspirations through a jointly owned and democratically controlled enterprise.<sup>4</sup>

**Co-development** – The idea of promoting migrants as vectors for development, to facilitate the integration of existing migrants and to create the socio-economic conditions in the countries of origin to provide alternatives to further migration.

**Culture of migration** – When a large share of the population automatically chooses migration, without necessarily taking into account alternatives or migration realities.<sup>5</sup>

<sup>1</sup> Thomas Hope E., “Skilled Labour Migration from Developing Countries: Study on the Caribbean Region. International Labour Organization, pp. 2–5 (2002).

<sup>2</sup> International Organization for Migration, “Glossary on Migration”, 2nd edition, *International Migration Law n°25* (2011).

<sup>3</sup> Ibid

<sup>4</sup> ILO - Promotion of Cooperatives Recommendation, 2002 (No. 193)

<sup>5</sup> <http://www.migrationpolicy.org/article/philippines-culture-migration>.



**Decentralized cooperation** – An international cooperation activity carried out in partnership between two or more local or regional authorities and their sectorial branches.

**Decent work** – Based on the understanding that work is a source of personal dignity, family stability, peace in the community, democracies that deliver for people, and economic growth that expands opportunities for productive jobs and enterprise development. It involves opportunities for work that is productive and delivers a fair income, security in the workplace and social protection for families, better prospects for personal development and social integration, freedom for people to express their concerns, organize and participate in the decisions that affect their lives and equality of opportunity and treatment for all women and men. “Decent work” is a key element to achieving a fair globalisation and poverty reduction. To achieve “decent work” requires job creation, rights at work, social protection and social dialogue, with gender equality as a crosscutting objective.<sup>6</sup>

**Development** – The United Nations Development Programme (UNDP) defines development as the process of “creating an environment in which people can develop their full potential and lead productive, creative lives in accordance with their needs and interests expanding the choices people have to lead lives that they value”. This definition marks a shift away from the strict emphasis on economic development measured by growth or income indicators and encompasses the human dimension of the process.<sup>7</sup>

**Diaspora** – Diasporas are broadly defined as individuals and members or networks, associations and communities, who have left their country of origin, but maintain links with their homelands. This concept covers more settled expatriate communities, migrant workers based abroad temporarily, expatriates with the nationality of the host country, dual nationals, and second/third generation migrants.<sup>8</sup>

**Discrimination** - The failure to treat all persons equally where no reasonable distinction can be found between those who are favoured and those who are not favoured. Discrimination is prohibited in respect of “*race, sex, language or religion*” (Article 1(3), UN Charter, 1945) or “*of any kind, such as race, colour, sex, language, religion, political or other opinion, national or social origin, property, birth or other status*” (Article 2, Universal Declaration of Human Rights, 1948).

<sup>6</sup> International Labour Organization Declaration on Social Justice for a Fair Globalization, International Labour Conference, 97th Session, Geneva, 10 June 2008.

<sup>7</sup> International Organization for Migration, “Glossary on Migration”, 2nd edition, *International Migration Law* n°25 (2011).

<sup>8</sup> Ibid

**Domestic worker** – A domestic worker is an individual who is paid to perform domestic duties such as cleaning, cooking and looking after children or elderly people in the home. This individual often lives and works at the employer’s residence. The gender neutral term “domestic worker” is preferred to “domestic helper” or “maid” because it underscores that this individual is a worker with labour rights. Article 1 of the ILO Domestic Workers Convention, 2011 (No. 189): (a) the term domestic work means work performed in or for a household or households; (b) the term domestic worker means any person engaged in domestic work within an employment relationship;(c) a person who performs domestic work only occasionally or sporadically and not on an occupational basis is not a domestic worker.<sup>9</sup>



**Employability** – It is related to the skills that enhance the ability of a person to make use of the education and training opportunities available in order to get and keep a decent job.<sup>10</sup>

**Empowerment** – A basic concept for human development that refers to the process through which people, individually and collectively, become conscious of how power relations operate in their lives and gain the necessary confidence and strength to change inequalities and strengthen their economic, political and social position. Empowerment is described as a process in which individuals gain power, and in which power is understood not in terms of domination (“power over”) but rather as creative power (“power to), shared power (“power with”) and personal power (“power from within”).<sup>11</sup>



**Feminization of migration** – Feminization of migration: A term used to describe not only the slight increase in the number of women that migrate but also “the steady increase in the proportion of women that migrate independently in search of employment rather than as ‘dependent relatives’ that travel with their husbands or reunite with them outside of their countries (...) in the past few decades, a large number of women – who now migrate independently, assuming the role of economic providers – have joined the migration flows previously dominated by men.”<sup>12</sup>

<sup>9</sup> UNAOC Glossary

<sup>10</sup> ILO Dictionary

<sup>11</sup> UN Women Gender on the Move Glossary

<sup>12</sup> Ibid

**Financial literacy** – The ability to understand basic principles of business and finance.



**Gender** – While sex refers to the biological characteristics that distinguish us as male or female, the term gender refers to the set of characteristics, values, beliefs, qualities and behaviours that societies assign to men or women. Gender also intersects with other identity and power dynamics such as social class, race, ethnicity, nationality, sexual orientation, migratory and citizenship status, etc.<sup>13</sup>

**Gender perspective on migration** – A focus on the analysis of identities and gender relations that operate throughout the migration process (among other areas of life). In the area of migration-development, the gender perspective allows us to see and understand not only family power dynamics but also how gender operates in meso and macro processes such as social networks or bilateral agreements. This perspective recognizes the construction of masculinities and the diversity of people whose identities are marked by other characteristics such as their ethnicity or social class, and avoids perpetuating stereotypes or making heteronormative assumptions.

**Gender roles** – Activities, tasks and responsibilities assigned to men and women according to the social construction of gender in a given context.

**Gender stereotype** – A preconceived, exaggerated or oversimplified idea, opinion or image of a social group based on sexual identity. Some examples of stereotypes include that “men are strong and decisive” or that “women are submissive and emotional”. Gender stereotypes impede the equal enjoyment of rights by men and women and make policies, programs and community development projects reach men and women differently.

**Glocal** – Adoption of generic (*macro*) policies to the specific (*micro*) conditions of each local context (i.e., slogan “think globally act locally”).<sup>14</sup>

---

<sup>13</sup> Ibid

<sup>14</sup> Think Globally, Act Locally for Compensation Design”. Warren Heaps. 28 February 2010.



**Human rights-based approach** – A human rights-based approach is a conceptual framework for the process of human development that is normatively based on international human rights standards and operationally directed to promoting and protecting human rights. It seeks to analyse inequalities which lie at the heart of development problems and redress discriminatory practices and unjust distributions of power that impede development progress.<sup>15</sup>



**Informal economy** – The term “informal economy” refers to all economic activities by workers and economic units that are – in law or in practice – not covered or insufficiently covered by formal arrangements. Their activities are not included in the law, which means that they are operating outside the formal reach of the law; or they are not covered in practice, which means that – although they are operating within the formal reach of the law - the law is not applied or not enforced; or the law discourages compliance because it is inappropriate, burdensome, or imposes excessive costs.<sup>16</sup>



**Labour market** – A labour market concerns the activities of hiring and supplying certain labour to perform specific jobs, and the process of determining how much shall be paid to whom in performing what tasks. In addition, the definition covers the way in which wages move and the mobility of workers between different jobs and employers. The expression labour market does not mean that there is a physical market place; rather, the labour market is to be seen as a ‘place’ in economic theory where labour demand and supply interact. The labour market as a whole is divided into a number of submarkets, including regional and sectorial markets, as well as markets for specific trades, skills and categories of persons. Labour markets may be local or national (or even international) in their scope. <sup>17</sup>

**Labour migration** – Labour migration is defined as the movement of persons from one geographical location to another in order to find gainful employment. International labour migration involves the crossing of a border for the same purposes. In terms of economic theory there is no difference between internal (e.g. rural to urban) and international labour migration. Differences stem from legal issues that arise if someone wishes to take up employment in a foreign country or when an employer reaches over a border to recruit a worker.<sup>18</sup>

<sup>15</sup> OHCHR, 2006 “Frequently asked questions on a human rights-based approach to development cooperation”

<sup>16</sup> ILO, “Transitioning from the informal to the formal economy” - Report V (1), ILC (2014).

<sup>17</sup> UNAOOC GLOSSARY

<sup>18</sup> Ibid

**Local actors** – These play a fundamental role in managing local development so as to reinforce social cohesion, create interdependencies and think at the global level but act at the local level. Due to their direct connection to a specific area, knowledge of local needs and expertise in traditional sectors of public life, they are able to maximize the effects of development. They can be institutional, economic and social actors – such as non-governmental institutions/organizations, citizens’ associations, the private sector, development-related institutions, and development players from the international level.

**Local development** – Local development is a strategy for diversifying and enriching the activities within a given territory, through mobilization of (natural, human and economic) resources and energies, as opposed to centralized strategies for development of the territory.<sup>19</sup>

**Local economic development** – A participatory development process that promotes cooperation between key public and private actors in a particular territory for the creation and implementation of a common development strategy. The fundamental objective is to stimulate economic activity and generate decent work, through the exploitation of local resources and potential and opportunities of the global context.<sup>20</sup>

**Local to local investments** – Economic activities often carried out by migrants that leverage the opportunities generated by connecting host and home territories, using the demand/supply of locally produced goods or services in a reciprocal manner.



**Mainstreaming of migration** – The process of assessing the implications of migration on any action (or goals) planned in a development and poverty reduction strategy. This means mainstreaming M&D concerns into legislation, policies and programmes at all levels (local, national and, if applicable, regional). It also means integrating M&D concerns at all stages of development planning, including design, implementation, and monitoring and evaluation.<sup>21</sup>

**Micro-insurance** – A micro insurance plan provides protection to individuals who have little savings and is tailored specifically for lower valued assets and compensation for illness, injury or death.<sup>22</sup>

<sup>19</sup> Benko, G., *Lexique de géographie économique* (Paris, Armand Colin), 2001.

<sup>20</sup> LED Glossary <http://www.ledknowledge.org/>

<sup>21</sup> Global Migration Group. 2010. *Mainstreaming migration into development planning: A handbook for policymakers and practitioners* (Geneva, International Organization for Migration).

<sup>22</sup> <http://www.investopedia.com/terms/m/microinsurance.asp>

**Migrants' agency** – Migrant's ability to influence the (social, economic and political) dynamics that affect their lives and the life of the societies they are linked with, along with designing inclusive policies that allow them to take control of their lives.<sup>23</sup>

**Migrant worker** – According to the definition of the United Nations Convention on the Protection of the Rights of all Migrant Workers and Members of their Families, 1990, Article 2(1): The term “migrant worker” refers to a person who is to be engaged, is engaged or has been engaged in a remunerated activity in a State of which he or she is not a national.<sup>24</sup>

**Migrants' capital** – Migrant capitals are seen as the transnational assets migrants possess. These can be social, economic, cultural, financial, affective or local.

**Migration** – The movement of a person or a group of persons, either across an international border, or within a State. It is a population movement, encompassing any kind of movement of people, whatever its length, composition and causes; it includes migration of refugees, displaced persons, economic migrants, and persons moving for other purposes, including family reunification.<sup>25</sup>

**Migration cycle** – A cycle from the moment migrants decide to migrate, to their eventual return; each phase in this cycle bears challenges as well as opportunities for local development. Although migration can be seen as a cycle, this does not mean that the natural consequence of migration is return. Rather, the different phases illustrate the different situations in which a migrant can find himself/herself during his/her life.

**Migration data** – Facts and statistics related to migration trends, migration governance, international local/decentralized cooperation, migration's demographic, socio-economic & environmental impacts, the impact of development on migration, and projects/contributions by migrants and the diaspora. Migration data is a combination of different methodologies (quantitative and qualitative).<sup>26</sup>

---

<sup>23</sup> Department of International Development, *Youth Participation in Development: A Guide for Development Agencies and Policy Makers*.

<sup>24</sup> United Nations Convention on the Protection of the Rights of all Migrant Workers and Members of their Families, 1990, Article 2(1).

<sup>25</sup> International Organization for Migration, “Glossary on Migration”, 2nd edition, *International Migration Law n°25* (2011).

<sup>26</sup> IOM, “Migration Profiles: Making the Most of the Process (2011).

**Migration profiles** – Tools to improve the information on migration in developing countries. They are based on a common template, developed by IOM, which includes: migration trends and characteristics, the impacts of migration, migration-related governance and policy frameworks; and recommendations on management of migration.



**Portability of (social) rights** – The portability of social security entitlements is the ability of migrant workers to preserve, maintain, and transfer benefits from a social security system from one country.<sup>27</sup>

**Public Private Partnerships (PPP)** – A form of structured cooperation between public and private partners in the planning/construction and/or exploitation of infrastructural facilities in which they share or reallocate risks, costs, benefits, resources and responsibilities. Working arrangements based on a mutual commitment (over and above that implied in any contract) between a public sector organization with any other organization outside the public sector.<sup>28</sup>



**Quantitative data** – Data expressing a certain quantity, amount or range. Usually, there are measurement units associated with the data, e.g. metres, in the case of the height of a person. It makes sense to set boundary limits to such data, and it is also meaningful to apply arithmetic operations to the data.

**Qualitative analysis** – Non-statistic oriented analysis which is generally complementary to quantitative analysis. It is a kind of research methodology in social sciences that involves an understanding of human behavior.

---

<sup>27</sup> Sabates-Wheeler et al. (2011: 93).

<sup>28</sup> Bovaird T., “Public-private partnerships: from contested concepts to prevalent practice”. *International Review of Administrative Sciences*, 70(2): 199–215 (2004).



**Refugee** – Someone who is unable or unwilling to return to their country of origin owing to a well-founded fear of being persecuted for reasons of race, religion, nationality, membership of a particular social group or political opinion.

**Remittances**– Monies earned or acquired by non-nationals that are transferred back to their country of origin.<sup>29</sup>



**Skills** – In many countries “skills” are defined in terms of occupational skills and/or educational attainment levels. There is no uniform definition of “skills.”

**Skilled migrant** – A migrant worker who, because of his or her skills or acquired professional experience, is usually granted preferential treatment regarding admission to a host country (and is therefore subject to fewer restrictions regarding length of stay, change of employment and family reunification).<sup>30</sup>

**Social dialogue** – Includes all types of negotiation, consultation and exchange of information between, or among, representatives of governments, employers and workers on issues of common interest relating to economic and social policy.<sup>31</sup>



**Territorial forum** – Collective, participatory and territorial bodies that brings together a wide range of public and private stakeholders that are capable of organize, direct and give legitimacy to the LED process.<sup>32</sup>

**Transnationalism** – The process whereby people establish and maintain socio-cultural connections across geopolitical borders.

---

<sup>29</sup> International Organization for Migration, “Glossary on Migration”, 2nd edition, *International Migration Law n°25* (2011).

<sup>30</sup> Ibid

<sup>31</sup> ILO (2008c).

<sup>32</sup> LED Glossary <http://www.ledknowledge.org/>



**Xenophobia** – Attitudes, prejudices and behaviour that reject, exclude and often vilify persons, based on the perception that they are outsiders or foreign to the community, society or national identity. There is a close link between racism and xenophobia, two terms that are hard to differentiate from each other.

## Acronyms

ASEAN - Association of Southeast Asian Nations
BCI - Cantonal Office for the Integration of Foreigners and Prevention of Racism
BDS - Business Development Services
BRICS - Brazil, Russia, India, China and South Africa
CACOF - City Advisory Committee on Overseas Filipinos
CAN - Andean Community
CARICOM - Caribbean Community and Common Market
CCCI - Canton-level Immigrants Consultative Committee
CDP - Comprehensive Development Plan
CEACR - Committee of Experts on the Application of Conventions and Recommendations
CEN-SAD - Community of Sahel-Saharan States
CFA - Committee on Freedom of Association
CFO - Commission on Filipinos Overseas
CGFOS - Core Group of Families of Overseas Filipinos
CIS - Comitato Internazionale per lo Sviluppo dei popoli
CIVETS - Colombia, Indonesia, Vietnam, Egypt, Turkey and South Africa
CNCE - Nantes Council for Foreigners' Citizenship
COMESA -Common Market for Eastern and Southern Africa
COMPAS - Centre on Migration, Policy and Society
COMURES - Union of Salvadoran Municipalities
CONMIGRANTES - National Council for the Protection and Development of Migrants and their Families
COTSA - American Transnational Salvadoran Communities
CP - Colombo Process
CPDO - City Planning and Development Office
CSOs - Civil Society Organizations
DBF - Democracy for the Children's Future (Demokrati for Barns Framtid)
DC - Decentralized Cooperation
D2D - Diaspora to Development
DELI - Diversity in the Economy and Local Integration
EAC - East African Community
EC - European Commission
ECOWAS - Economic Community of West African States
EDC - Economic Development Corporation
EPS - Employment Permit System
EU - European Union

EUI - European University Institute
EU-MIA - European Migrant Integration Academy
FAO - Food and Agriculture Organization of the United States
FEDEVACO - Vaud Cooperation Federation
FIERI-European Forum on Migration Research
FWC - Filipino Women's Council
GCC - Gulf Cooperation Council
GFMD - Global Forum on Migration and Development
GMG - Global Migration Group
GUF - Global Union Federation
HOM - Help Office for Migrants
ICPD - International Conference on Population and Development
ICTs -Information and Communication Technologies
ILO - International Labour Organization
IOM - International Organization for Migration
IRnet - International Remittances Network
ITC-ILO - International Training Centre of the International Labour Organization
JMDI - Joint Migration and Development Initiative
KNOMAD - Global Knowledge Partnership on Migration and Development
LAs - Local Authorities
LD - Local Development
LDP - Local Development Plans
LED - Local Economic Development
LGUs - Local Government Units
LMPs - Local Migration Profiles
LRAs - Local and Regional Authorities
LRGs - Local and Regional Governments
LVT - Local Vocational Training
M & D - Migration and Development
MERCOSUR - Southern Common Market
MIDSA - Migration Dialogue for Southern Africa
MOIA - Mayor's Office on Immigrant Affairs
MoU - Memorandum of Understanding
MPG - Migration Policy Group
MPI - Migration Policy Institute
MRC - Migrant Resource Centres
MTU - Mobile Training Unit

NAFTA - North America Free Trade Agreement
NCPC - Naga City People's Council
NGO - Non Governmental Organization
NORKAA -Non-Resident Keralites' Affairs
NRI - Non-Resident Indian
OECD - Organization for Economic Co-operation and Development
OFs - Overseas Filipinos
OFWs - Overseas Filipino Workers
OWWA - Overseas Workers Welfare Administration
PEAs - Private Employments Agencies
PPP - Public-Private Partnership
PIC - Canton-level Integration Programme
PoA - Plan of Action
RCPs - Regional Consultative Processes
RDA - Regional Development Agency
R & D - Research and Development
SACCOs - Savings and Credits Cooperatives
SBS - Small Business Services
SCOCAO - Overseas Chinese Affairs Office of China
SD - Social Dialogue
SDC - Swiss Agency for Development and Cooperation
SIDC - Sosoro Ibaba Development Cooperative
SLR - Anti-Racism Department
SMEs - Small and Medium Enterprises
SSC -South-South Cooperation
SSTC - South-South and Triangular Cooperation
STIs - Sexually Transmitted Infections
TC - Technical Cooperation
TCSA - Toronto City Summit Alliance
TED - Territorial Economic Development
TRIEC - Toronto Regional Immigrant Employment Council
TWG- Technical Working Group
UNCHR - United Nations High Commissioner for Refugees
UNDESA - United Nations Department of Economic and Social Affairs
UNDP - United Nations Development Programme
UNI - Union Network International
UNICEF - United Nations Children's Fund
VSDP - Vocational Skills Development Programme
WOCCU - World Council of Credit Unions







Financed by



Schweizerische Eidgenossenschaft  
Confédération suisse  
Confederazione Svizzera  
Confederaziun svizra

Implemented by



<http://www.migration4development.org/>