



**Pan-African Recognition Program and Rewards Inspiring Experiences and Innovations in Decentralization, Governance, Local Development and Access to Public Service in Africa**

## **Local Leadership Award of Excellence**



***PARTICIPATION AND CIVIC ENGAGEMENT***

### **A. PRESENTATION OF THE LOCAL AUTHORITY (CT)**

<b>1. Country</b>			
<b>2. Region</b>			
<b>3. Status of the local authority</b>			
<b>4. Name of the local authority</b>			
<b>5. Contact Phone</b>			
<b>6. E-mail</b>			
<b>7. Composition of the Local Council</b>	<b>MEN</b>		<b>WOMEN</b>
<b>8. Population size</b>	<b>MEN</b>	<b>WOMEN</b>	<b>YOUTH</b>
<b>9. Community size</b>			

<b>10. Population density</b>		
<b>11. Major Economic Sectors</b>		
<b>12. Territorial framework (to be checked) (drop-down menu)</b>	<b>Departmental Council</b>	
	<b>City</b>	
	<b>Municipality</b>	
<b>13. Topic area<sup>1</sup> (Check the relevant area)</b>	<b>Citizen and community participation and engagement</b>	
	<b>Transparency and accountability</b>	
	<b>Budgetary Effectiveness and Efficiency</b>	
	<b>Inclusion, Equality and Equity</b>	
	<b>Solidarity and assistance to vulnerable communities</b>	
	<b>Territorialization of public policies and international agendas</b>	

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<sup>1</sup>Applicants can apply to all of the fields listed.

**If you are interested in submitting to another field, please fill out another form**

## B. DESCRIPTION OF THE PROJECT

<b>1. Title of the project:</b>
<b>2. Start date of the project:</b>
<b>3. End date of the project:</b>
<b>4. Name of the contact person:</b>
<b>5. Contact Person Position:</b>
<b>6. OBJECTIVES</b> (maximum 100 words)  6.1 <i>Explain what is the purpose of this experiment of citizen participation and engagement?</i>
<b>7. DESCRIPTION OF THE DIFFERENT STEPS OF THE PROCESS IMPLEMENTED IN THE TC</b> (maximum 400 words)
<b>8. RELEVANCE OF THE PROJECT</b> (maximum 150 words)  8.1 Explain all the elements that characterize the relevance of the implementation of an experiment on citizen participation and engagement? (Problem to be solved, commitment of the populations, number of initiatives supported by the citizen participation framework, leadership of the project, origin of the project etc.)
<b>9. COHERENCE OF THE PROJECT</b> (maximum 200 words)  9.1. Explain how this experiment in participatory democracy is coherent, technically and financially, with the General Code of Local Authorities, other regulatory texts and other public initiatives? (principle of participation, budget orientation debate, inclusive participatory planning, gender mainstreaming, etc.)

#### **10. SUSTAINABILITY OF THE PROJECT (maximum 200 words)**

On the social level, explain the contribution/participation of the community in the implementation of this experiment?

At the technical level, what sustainability mechanisms have been put in place to benefit this experiment? (the various management committees set up to participate in the improvement of the service offer, their functionality, etc.).

At the financial level, demonstrate participation in the development effort, the replicability of the approach of experience, etc.

#### **C. PROCESS IMPLEMENTATION METHODOLOGY**

<b>Process Steps</b>	<b>METHODOLOGY</b>	<b>PARTICIPATORY AND CIVIC ENGAGEMENT TOOLS USED</b>
<b>1.</b>		
<b>2.</b>		
<b>3.</b>		
<b>4.</b>		
<b>5.</b>		
<b>6.</b>		
<b>7.</b>		
<b>8.</b>		
<b>9.</b>		
<b>...</b>		
<b>...</b>		
<b>...</b>		
<b>n...</b>		

## D. OUTCOMES

### 1. EFFECTIVENESS (maximum 200 words)

Indicate the results achieved with the project of citizen participation and engagement, within the time frame (number of meetings between the citizen participation framework and the municipal or county council; number of initiatives supported by the citizen participation framework, community participation in the maintenance and management of infrastructure, community participation in the development of planning documents, etc.).

### 2. EFFICIENCY OF THE PROJECT (maximum 200 words)

2.1. What are the elements that have made it possible to reduce the community's burdens with the advent of the citizen participation framework? (participation of youth and women's organizations in raising awareness for the collection of the tax on the minimum tax, improvement of the living environment with the involvement of the population, contribution in kind as part of the construction of infrastructure, etc.)

### 3. CAPITALIZATION OF RESULTS (maximum 200 words)

Is the documentation accessible, by what mechanism(s)?

What are the key lessons that have been learned from this experience?

### 4. EFFECTS/INFLUENCES ON LOCAL PUBLIC POLICY. (maximum 200 words)

Indicate whether, as a result of the project, there have been any changes in legislation, administrative interventions (plans, projects, etc.), the budget or local management.

5. EFFECTS/INFLUENCES ON THE ACTORS, ON THE POPULATIONS AS WELL AS ON THE LOCAL ADMINISTRATION (TECHNICIANS, ELECTED OFFICIALS, ETC.). (maximum 200 words)

## E. PROSPECTS

**1. FUTURE USE OF RESULTS (maximum 200 words)**

What are the benefits of the project?

What is the perspective envisaged with this experiment?

**2. VIABILITY OF RESULTS (maximum 200 words)**

**Is there a functioning performance monitoring committee?**

What are the aspects that demonstrate the replicability of the project? (citizen support and ownership, community engagement around the project of citizen participation and engagement)

**3. DISSEMINATION OF RESULTS AND FEEDBACK TO THE POPULATION (maximum 200 words)**

Are there information and communication materials designed that deal with the results of the project?

How do people enjoy this experience of participation and civic engagement in their community?

**F. SUMMARY AND CONCLUSIONS**

<p><b>1. HIGHLIGHTS OF THE PROJECT.</b> (maximum 100 words)</p>
<p><b>2. CHALLENGES</b> (maximum 100 words)</p>
<p><b>3. OPPORTUNITIES</b> (maximum 100 words)</p>
<p><b>4. REASON(S) WHY IT IS CONSIDERED A GOOD PRACTICE.</b> (maximum 100 words)</p>
<p><b>5. WHAT ARE THE REASONS WHY YOUR SUBMISSION IS THE BEST</b> (maximum 100 words)</p>