



UN-HABITAT



THE MASHARIKI INNOVATIONS IN LOCAL GOVERNANCE AWARDS PROGRAMME (MILGAP)

1. Eligibility

The project should have been in effective operation at least for two years and be in a partnership involving at least a local authority and/or a civil society organization as one of the key actors, in collaboration with other partners.

The award is open to:

- Central Government Ministries Departments and Sections
- All categories of local authorities in city, municipal, county and town councils
- Private Sector
- Training and research institutions
- Youth groups
- Women groups
- Non-Governmental Organizations
- Community Based Organizations

2. Awards Criteria

- **Innovation:** Projects should show clear signs of creative and innovative thinking on alleviation of poverty at the local level.
- **Impact:** Projects should aim at addressing a key public sector concern and must show direct and tangible results. There must be evidence that the project has impacted positively on the target group. Site visits are indispensable to ensure that good intentions can be seen to have translated to effective practice.
- **Partnership building** - a key element of promoting local governance. The project must show evidence in involving the poor, women or other disadvantaged groups. Projects that have shown evidence of uncommon partnerships will be highly rated.
- **Sustainability:** Evidence that the projects are soundly developed, funded and enjoy strong community support will be sought. This includes: factors that have ensured project continuity and whether the resources have been harnessed in a cost effective and self sustaining manner
- **Replicability:** Successful ventures deserve to be copied by others in whole or in part. Evidence of whether the project has aspects of transferability will be sought.
- **Gender Sensitivity:** Successful projects aimed at poverty alleviation and enhancing local governance respond to the distinct needs of men and women. Evidence that

the project has been sensitive to the needs and priorities of men and women as well as in their involvement will be sought.

- **Youth involvement** of successful projects that have involved the youth and offered them leadership opportunities for integration of their ideas and project sustainability will be sought.
- **Leadership**
Leadership in creating opportunities for all stakeholders to participate and allowing them shared responsibilities. In addition, allowing for individual/community expression of new ideas, innovation and application of skills as well as keeping target groups well informed about project activities in order to make good decisions and participate effectively.

SUBMISSION GUIDELINES FOR PREPARING A CASE STUDY

Submissions should be concise and not longer than five A4 size pages. They must follow the format outlined below otherwise they may not be considered. The deadline for submissions for the 2008 Award is **31 May 2008**. Ideally, submissions should be sent by email but those arriving by post or fax will also be considered

PART A: Basic Details Of The Project

1. Title of the Project and key Project Manager
2. Address of the project including: Name of the organization, P.O Box, City/Town, Street Postal Code, Country, Telephone, Fax, Email addresses and website. Please ensure country and city codes are provided for telephone and fax.
3. Type of organization: Choose from the following;
 - Central Government Ministries, Departments and Sections
 - Local Governments including District and Sub county Local Governments
 - Private Sector
 - Training and research institutions
 - Youth groups
 - Women groups
 - Non-Governmental Organizations
 - Community Based Organizations
4. Year and month the project started
5. Other partners and their roles in the project
6. Target population of the project
7. Budget and source of funding
8. Scope of coverage – (Area of geographic coverage)

PART B: Category of the project

From the list below, select the theme that best describes the focus of your work. Then select as appropriate, the sub- categories from those themes that best describes the project.

Participatory Governance

- Community participation
- Civic engagement awareness and education
- Participatory budgeting and decision –making development
- Management and information systems
- Public-private partnerships
- Resource mobilization
- Women in leadership roles

Social Services, Gender and Inclusion

- Equal access to social services (especially by women and children)
- Education
- Health and welfare
- Gender roles and responsibilities
- Women empowerment
- Access to resources
- Ethnicity
- Human rights

Infrastructure, Communication and Transport

- Energy use, conservation and production
- Communication and media
- Waste management and treatment
- Infrastructure technology
- Equal access to infrastructure (especially by women)
- Transportation and mobility
- Safe-water provision
- Drainage and sanitation
- Eco-sanitation

Poverty Reduction and Economic Development

- Income generation
- Vocational training
- Equal access to jobs, credit and training
- Job creation
- Access to credit
- Local economic development
- Enterprise development (formal and informal sector)
- Capital formation and entrepreneurship

- Equal access to economic resources
- Industrial development
- Investment development
- Training
- Micro-credit
- Co-operative opportunities

Environmental Sustainability and Ecology

- Pollution reduction
- Environmentally sound technologies
- Eco-tourism
- Resource management
- Ecological sustainability
- Environmental health and control
- Indicators of sustainability

PART C: Summary Of Innovation

In 2000 words or less, use the following headings and suggestions to describe your work. Please note that the summary should be in narrative and not in point form.

1. AN EXPLANATION ON WHAT IN PARTICULAR IS INNOVATIVE OR CREATIVE ABOUT THE PROJECT (100 words)

2. THE PROBLEM OR CONCERN ADDRESSED BY THE PROJECT (200 words)

Briefly describe the situation before the initiative including major issues, trends and conditions in the area. Please specify which social groups were most affected, including women, men and youth.

3. THE OBJECTIVES AND KEY ACTIVITIES OF THE PROJECT (200 words)

Provide a summary of the main objectives and key activities of the project, how they were established and by whom.

4 ESTABLISHMENT OF PRIORITIES (100 words)

List the priorities of the project, how they were established and involving whom.

5. MOBILIZATION OF RESOURCES (300 words)

Describe how financial, technical and human resources were mobilized and where they came from including any form of bilateral and or multilateral assistance. Specify key actors (including women) organizations or institutions that were/ are responsible and accountable for managing the resources.

6. CHALLENGES OF THE PROJECT AND PROPOSED/USED STRATEGIES (200 words)

Describe the challenges that were faced in implementing the project, how they were overcome and the problems that remain to be solved. Provide a summary of tools,

methods and / or benchmarks that were used in assessing performance and who is using them.

7. PROJECT STRUCTURE AND NUMBER OF STAFF INVOLVED INCLUDING VOLUNTEERS AND BUDGET

Describe the structure of the project (using diagrams where applicable), number of staff involved including volunteers and project budget

8. SUSTAINABILITY (200 words)

Describe how the integration of the social, economic, environmental, institutional and cultural elements of sustainability was achieved, particularly with regards to:

Financial: The use and leveraging of resources, including cost recovery, indicating how loans if any are being paid back and their terms and conditions

Social and Economic: Gender equity, equality and social inclusion, economic and social mobility

Cultural: Respect for and consideration of attitudes, behavior patterns and heritage

Environmental: Reducing dependence and non-renewable resources (air, water, land, energy, etc) and changing production and consumption patterns and technology

Institutional: Legislation, regulatory frameworks, by-laws or standards formally addressing the issues and problems that have been dealt with by a practice.

9. TRANSFERABILITY (200 words)

Describe how your initiative has benefited from the experience or expertise of other practices. Describe how your initiative could be replicated. If the process of replication has commenced, please indicate when and by whom.

IMPACT (300 words)

Describe to what extent the objectives listed above were realized, how the impact was measured, quantitatively and qualitatively and who benefited from them.

Submission Process

Submitters are encouraged to include the following supporting materials:

- a) Brochures or other promotional material
- b) Photographs and or other graphic material
- c) Articles appearing in newspapers, professional journals, newsletters or other publications

Qualifying projects shall be contacted and validated through site visits and on site interviews by the National Steering Committees and consultants suitably selected for the purpose.

Submissions shall be sent to the following relevant country office:

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