

Guidelines

Democratic Governance in Kenya

*Employing civic technology in the context of the
2022 elections*

22 December 2021

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1. Overview

These guidelines provide an overview of the call (hereafter the 'Call') launched by the **Charter Project Africa**, in partnership with the **African Union Civic Tech Fund**. The primary purpose of this document is to allow prospective applicants to understand the Call's background, its scope, its priorities, its support package, the application and selection process as well as the eligibility criteria. This will allow prospective applicants to write strong proposals that align with the objectives of the Call.

2. Background

The **Charter Project Africa** is a pan-African project focused on the commitments contained in the African Charter on Democracy, Elections and Governance (ACDEG) – the central African Union policy document to advance democratic governance in African Union member states.

The project promotes the usage of civic technology to amplify citizen voices. This is achieved by providing financial resources, through grants, as well as technical resources, through know-how, to civic initiatives pursuing democracy, particularly those led by underrepresented groups. This support is delivered in eleven African Union member states – Benin, Botswana, Cabo Verde, Ethiopia, Kenya, Nigeria, Senegal, South Africa, Sudan, Tanzania, and Zambia – as well as at regional and continental level.

The project also opens spaces of collaboration between citizens, civic initiatives and African Union policy makers, at national, regional and continental levels – with an emphasis on digital formats. A particular focus is given to the role and the mandate of the African Governance Architecture (AGA). Further, the role of the ACDEG in achieving positive change in African Union member states is monitored, analysed and promoted. Presence through a dedicated Secretariat in Addis Ababa ensures that linkages between pan-African civil society and African Union policy makers are strengthened.

The project is implemented by a consortium of six African and European organisations:

[AfricTivistes](#) is a pan-African union of bloggers and web-activists across the continent. It promotes democratic values, human rights and good governance through digital media. In the project, it assumes a major role in civic technology and digital engagement activities.

[Code for Africa](#) (CfA) is the continent's largest federation of data journalism and civic technology laboratories with a presence across Africa. In the project, it leverages its expertise in digital democracy projects as well as its existing digital toolkits and will support the grantees in implementing their initiatives.

The [Democracy Works Foundation](#) (DWF) is a regional democracy support organisation, with multiple offices across Southern Africa. In the project, it coordinates dialogue and advocacy activities at regional level and supports grantees in the region.

The [Gorée Institute](#) is a pan-African organisation located on Gorée Island in Dakar, Senegal, supporting peace and democracy in Africa since 1992. In the project, it coordinates dialogue and advocacy activities at regional level and supports grantees in the region.

The [European Centre for Development Policy Management](#) (ECDPM) is a leading independent think tank on international cooperation, and has a long-standing work stream of policy research on Africa's regional and continental governance initiatives. In the project, ECDPM assumes main responsibility for policy analysis & strategy development.

The [European Partnership for Democracy](#) (EPD) is a pan-continental network of European democracy support organisations, based in Brussels, Belgium. It supports democratic initiatives across the world. In the project, it is primarily responsible for the engagement vis-à-vis the AGA and acts as the consortium lead.

The **African Union Civic Tech Fund** is a pan-African initiative designed to contribute to achieving ambitious goals contained in the policies of the African Union (Agenda 2063 and Digital Transformation Strategy for Africa, 2020-2030). It responds to the need to drive forward meaningful citizen participation in spaces of governance through the innovative use of data and digital technologies to address governance and development challenges while recognising the central importance of Africa's youth in shaping the future of the continent.

To do so, the African Union Civic Tech Fund supports initiatives, particularly those led by or relevant to youth, that strengthen citizen engagement through the innovative use of data and digital technologies, or, in other words, that can support targeted civic technology solutions. The objective is to demonstrate effective models of citizen participation, support the scalability of initiatives, and influence policy to support replicable and/or scalable civic technology initiatives and transformative citizen-led actions across the African continent. The African Union Civic Tech Fund includes a virtual accelerator program organised by AfriLabs.

The African Union Civic Tech Fund is hosted by the African Union, managed by EPD and financially supported by the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ).

3. Priorities of this Call

In recent years, the state of democratic governance in Kenya has been defined by the political polarisation that followed its highly contested elections. Indeed, the 2017 Presidential elections saw the initial results nullified by the country's Supreme Court

and a rerun of the election punctuated by incidences of violence. In 2013, the outcome of the Presidential elections was also determined by the Supreme Court after a contested outcome and the 2007 elections before that saw Kenya experience its worst episode of post-election violence with over 1,000 fatalities and over 600,000 persons displaced.

It is against this backdrop that Kenya approaches yet another pivotal election in August 2022, which will see the election of a new President as the current incumbent will have served the constitutional limit of two terms. In terms of the operating environment, concerns remain in relation to incomplete electoral reforms ahead of the 2022 elections, challenges to the institutional independence of state organs with responsibilities of oversight, and law enforcement and political realignments that have reawakened concerns of ethnic polarisation.

As Kenya heads into the 2022 elections, civil society remains a critical stakeholder in the promotion of electoral integrity. Civil society can play a key role in identifying issues that may prevent a free, fair, transparent and credible electoral process and in facilitating the involvement of citizens in producing evidence-based recommendations for reform.

This Call seeks to support Kenyan civil society to fulfill such efforts. More specifically, it will enable the deployment of civic technology in the context of the upcoming 2022 elections. Such work may produce evidence on challenges to electoral integrity or facilitate the involvement of citizens in the electoral processes that can be used to deliver recommendations for reform.

Due to the momentum that the 2022 elections may give to democratic reform agenda in Kenya after the elections are concluded, applicants should integrate a clear strategy of how their initiatives will be of use in the review of and follow-up to elections.

For example, initiatives may propose to leverage civic technology in order to...

- ...generate and analyse evidence on the conduct of electoral processes and thereby enable citizen engagement on formulating evidence-based recommendations and/or monitoring of such recommendations;
- ...develop monitoring and/or engagement frameworks that will allow civil society to keep track of the post-election democratic reform agenda and enable multi-stakeholder dialogue (this could also be a function added to existing tools);
- ...enable citizen journalism in the context of post-election review, e.g. by sourcing, opening and analysing public data;
- ...help citizens to exchange with political decision makers to have a voice on key issues within their constituencies, e.g. by encouraging participation in digital councils, fora, etc (pre- and post-election);
- ...conduct analysis of voting behaviour, linking that to key democracy issues and formulate recommendations for democratic reforms;

- ...review spending and/or nature of online political advertising during the election period;
- ...monitor the adherence to formal and legal rules by political parties and candidates, e.g. on campaigning;
- ...use existing electoral violence and/or incidents mapping to analyse patterns, draw conclusions and make recommendations.

These are only examples. Applicants are free to suggest interventions of their preference, as long as they are linked to the priorities of the call.

Particular added-value elements are...

- ...a decided focus on **youth involvement**;
For example, as indicated in the [African Union Manuals on Youth Participation in Political and Electoral Processes in Africa](#) which provide an overview of meaningful forms of involvement, also in post-election review;
- ...a clear emphasis on **gender equality & women's empowerment**;
- ...identifiable entry points for **African Union policy & programming processes**;
For example by feeding into the policy processes of members of the AGA Platform members, such as the Pan-African Parliament (PAP), the African Peer Review Mechanism (APRM), the African Commission for Human and Peoples' Rights ACHPR), or the East African Community (EAC), and others.

4. Scope

The overall budget available under this current Call is **EUR 32 000** to be awarded to a single initiative. The winning proposal will be supported over an implementation period of **approximately seven months** (to be confirmed at the time of contracting). The recipient will enter a grant contract agreement with EPD.

Due to the moderate size of financial support available to each recipient, the Call will pay particular attention to the **upscaling, adaptation or replication** of pre-existing civic tech initiatives - if they are in accordance with any of the priorities described further below. The financial support may also be used to fund the deployment of civic technology in close partnership with a particular citizen group or civil society organisation that does not have the expertise to do so on its own. While the **ground-up development of original ideas** qualifies for funding as well, such

proposals, like all others, need to demonstrate feasibility and probabilities of success within the budget ceilings specified above.

5. Support package

Aside from the financial support, the Call will provide the selected initiative with additional technical support according to its identified needs.

In sum, the support package looks as follows:

- 1. Financial support**
 - Up to EUR 32 000.
- 2. Technical support**
 - Provision of embedded technical expertise through the engagement of civic tech specialists.
- 3. Thematic support**
 - Provision of thematic expertise on democracy support, African Union governance & continental policy-making.
- 4. Marketing, communication & showcasing support**
 - Facilitation of access to decision-makers at the African Union level as well as the international development community.
- 5. Peer-to-peer learning & networking**
 - Facilitation of exchange between recipients and other members of related civic tech ecosystems.

6. Application & selection process

The selection process consists of **two steps**: the submission of the **expression of interest** and, once the received expressions of interest have been reviewed and evaluated, the submission of the **full proposal** by shortlisted applicants.

The following provides an overview of the application and selection process from the publication of the guidelines to the start of implementation.

6.1. Indicative timeline

Publication of guidelines	22 December 2021
Deadline to submit expression of interest	23 January 2022
Announcement of shortlisted applicants	4 February 2022

Deadline to submit full proposal	27 February 2022
Negotiation, finalisation & award	March 2022
Implementation	April - October 2022

6.2. Expression of Interest

The application period is open immediately and will close on **Sunday, 23 January 2022, 23h59 (East Africa Time)**. This means that prospective applicants will have a period of roughly 4 weeks to prepare and submit their concept notes.

The online application form is available at <https://civictechfund.africa/apply-for-support/kenya>. Only concept notes submitted via the online application form will be considered.

Upon submission of the concept note, applicants will receive a confirmation that their concept note has been received. If such a confirmation is not received, please get in touch with info@civictechfund.africa, mentioning the title of this call.

6.3. Screening, initial evaluation and shortlisting

All expressions of interest will undergo an administrative check that establishes whether the information required by the online application form has been provided. Further, applications will be assessed through the eligibility criteria (see Section 7 below).

Upon passing this administrative check, the applications will undergo a first assessment. At this stage the following three evaluation criteria will be assessed:

- Relevance to the priorities (as described in these present guidelines);
- Technical viability of the suggested civic tech initiative;
- Experience and operational capacity of the implementing organisation.

Based on this initial evaluation, expressions of interest will be shortlisted. All applicants will receive an official response with the outcome of their expression of interest by **Monday, 7 February 2022**. However, individual feedback on the reasons on why expressions of interest have been unsuccessful cannot be provided due to the resource implications.

6.4. Final evaluation, due diligence & award decision

The shortlisted applicants will be invited to develop a full proposal by **Sunday, 27 February 2022, 23h59 (East Africa Time)** Together with the full application, a number of additional documents will be requested from applicants including a detailed budget and a MEL framework. **Specific instructions and templates will be sent by email to shortlisted applicants.**

In addition to the three evaluation criteria mentioned above (relevance, technical viability, experience & operational capacity), the following four criteria will also be assessed for full proposals:

- Added-value elements (as described in these present guidelines);
- Expected impact on proposed target groups;
- Sustainability;
- Cost-effectiveness.

The evaluation of the full proposals will be conducted by the Charter Project Africa's Project Management Unit (PMU) composed of representatives of Consortium members.

At this stage, a due diligence process will be conducted: applicants will be asked to provide additional financial documents, such as the most recent organisational business plan, audited annual financial statements, and recent financial statements, including organisational performance indicators, if available.

Based on this, the strongest proposal will be identified and passed on for approval by the Charter Project Africa Steering Committee and African Union Civic Tech Fund Selection Committee.

However, individual feedback on the reasons on why proposals have been unsuccessful cannot be provided due to the resource implications.

6.5. Negotiation, finalisation and contracting

The responsible EPD staff (hereafter the 'Management Team') will engage with the selected applicant and provide comments and requests in relation to the proposed initiative. A number of additional documents may have to be completed by the applicant. Once all comments have been addressed and additional information and documents have been provided, a grant agreement will be signed between the applicant and the Management Team.

7. Eligibility criteria

Prospective applicants need to pay close attention to the following eligibility criteria that determine whether they can be considered.

7.1. Recipients

The Call will focus on the provision of support to not-for-profit and for-profit organisations (e.g. social enterprises) acting within the civic space & the civic tech ecosystem.

In short, the following eligibility criteria exists for recipients:

- The organisation must be a legal entity;
- The organisation must be a non-governmental, independent of local, regional and central government, political parties and religious institutions;
- The organisation can be a not-for-profit organisation or a for profit organisation, but must - in both cases- be strongly committed to advancing civic participation.
- The organisation must be registered in Kenya;
- The organisation must be able to sign a grant agreement;
- The organisation must not be bankrupt or being wound up nor having its affairs administered by the courts;
- The organisation must not have received an adverse audit opinion, either by its own auditors or its donors' auditors;
- The organisation must have policies in place and/or practices in place to guarantee the ethical management of personal identifiable information;
- The organisation must not have been the subject of a judgment for fraud, corruption, involvement in a criminal organisation or any other illegal activity.

In addition, recipients of the Call must adhere to several (but not necessarily all) of the following high-level guiding principles:

- The organisation's activity is positioned to effect innovation, sustainable growth, and/or large-scale policy, behaviour, and systems change;
- The organisation has an approach that fundamentally adopts a sustainable equilibrium to solve social and/or economic problems;
- The organisation has local, regional and/or national partnerships in place to optimise its model and execute its mission on a larger scale;

- The organisation has the capacity to expand in terms of ability to manage additional resources and the work associated with the expansion;
- The organisation can already show evidence of the impact of their work and can indicate how additional resources will increase their impact;
- The organisation can demonstrate how the intervention supported through the Call will be sustained.

7.2. Geographic focus

Activities should be implemented in Kenya.

7.3. Costs

Recipients will be asked to submit a budget with necessary costs to deliver the agreed results. Such eligible types of costs include:

- Staff costs and expert fees;
- Travel and subsistence costs;
- Purchase costs for equipment and/or software applications;
- Costs of consumables;
- Costs of service & supply contracts;

Ineligible costs include:

- Debts and service charges;
- Provisions for losses, debts or potential future liabilities;
- Purchases of land or buildings;
- Currency exchange losses.

8. Further information

For any further questions, please feel free to write an email to info@civictechfund.africa, mentioning the title of this call.