



4th EDITION OF FEICOM NATIONAL AWARD FOR COUNCILS' LOCAL DEVELOPMENT BEST PRACTICES

CALL FOR SUBMISSION

1. PURPOSE OF THE CALL FOR SUBMISSION

As part of its actions intended to promote local governance, the **Special Council Support Fund for Mutual Assistance (FEICOM)**, in partnership with the **United Nations Human Settlements Programme (UN-HABITAT)**, hereby launches the 4th edition of ***FEICOM National Award for Councils' Local Development Best Practices, in short "FEICOM National Award"***.

2. ENTITIES ELIGIBLE

2.1 The Award is open to Councils, City Councils and their groupings with legal existence.

2.2 Each candidate may submit at most three (03) practices. However, the practices submitted must have been carried out by the submitting Local Authority.

2.3 Each practice submitted shall comply with the areas of Award and must have been operational for at least two (02) years.

2.4 Initiatives submitted during previous editions of the Award are eligible, except those that won.

3. AREAS OF AWARD

Areas of Award include :

3.1 Management of resources

3.1.1. Mobilization of financial resources

- Mobilization of own resources (council taxes, exploitation of land, etc);
- Mobilization of cooperation resources;
- Mobilization of innovative funding;
- Securement of financial resources;

3.1.2 Management of human resources

- Payroll management;
- Training and capacity building;
- Management of social relationships;
- Putting in place of standard organization charts;
- Organizational and staffing plan;
- Etc.

3.2 Management of facilities and infrastructures

- Construction and maintenance of community facilities;
- Construction and maintenance of basic social facilities (education, health, water, housing, etc.);
- Innovative construction technology in the management of facilities and infrastructures;
- Highly labour-intensive approach;
- Use of local materials ;
- Etc.

3.3 Local governance

- Participatory budgeting;
- Budget transparency ;
- Putting in place of frameworks for civic dialogue ;
- Participatory planning;
- Land-use management;
- Civil status registration management;
- Resilience to crises;
- Public/private partnership;
- Decentralized cooperation;
- Equal access to basic social facilities (women, disabled persons, etc.);
- Development of information and communication technologies (web site, community telecentres, computerization, etc);
- Communication (community radio, liaison magazine, etc);
- Improvement of the quality of the service delivered to citizens;
- Council/University partnership for research in territorial development;
- Etc.

3.4 Sustainable development

- Preservation of the environment ;
- Preservation of the biodiversity ;
- Promotion of organic agriculture ;
- Eco-tourism ;
- Renewable energies ;
- Domestic waste management (disposal, treatment, transformation)
- Management of natural resources ;
- Greening of the city ;
- Adaptation to climate change and climate change mitigation;
- Etc.

3.5 Local economic development

- Local jobs promotion and creation ;
- Promotion of local products ;
- Organization of local economic stakeholders ;
- Development of production and transformation sub-sectors ;
- Wealth and employment generating projects ;
- Trading infrastructures and facilities ;
- Promotion of handicraft;
- Tourism ;
- Etc.

4. SUBMISSION PROCESS

4.1 Submissions shall comply with the reporting format downloadable in English and French on FEICOM's website (www.feicom.cm) and available in printed form at FEICOM's Head Office and Regional Agencies.

4.2 Submissions shall include supporting materials such as:

- Photographs and/or other graphic materials;
- Digital standard format videos of less than 10 minutes;
- Reports, minutes ;
- Brochures or other promotional material;
- Any other document deemed relevant;
- Etc.

4.3 Submitters may, if need be, receive given technical assistance by FEICOM's Regional Agencies.

4.4 Submissions drafted in English or French shall be e-mailed to prixnationalfeicom4@feicom.cm, or be deposited at FEICOM's Head Office or Regional Agencies. Each submission shall be labelled:

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" To be opened only during the submission opening session"

4.5 All submissions received shall be acknowledged.

5. DATE OF ADMISSIBILITY OF SUBMISSIONS

Submissions shall be received latest **30 June 2021**. Submissions reaching after this date shall not be considered.

6. SELECTION PROCESS

- 6.1 All submissions received shall be forwarded to the Steering Committee.
- 6.2 All submissions complying with the reporting format and eligibility criteria shall be subject to document review.
- 6.3 All submissions shortlisted following document review shall be subject to field visit.
- 6.4 An International Jury shall carry out the final evaluation of the good practices and select the best practices.
- 6.5 All submitters shall be notified of the final results.

7. FURTHER INFORMATION

Further information can be obtained during working hours at the Division of Studies, Local Prospective and Monitoring-Evaluation at FEICOM's Head Office in Yaoundé (Mimboman), or Regional Agencies.

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THE GENERAL MANAGER,