

APPLICATION

INCEPTION PHASE

MUNICIPAL PARTNERSHIP

The ICLD's overall objective is to promote the development of sustainable democracy at local and regional levels. A municipal partnership shall contribute to increased citizen influence. This can be by strengthening local governments within one or more of the following core areas:

- Equity/inclusion
- Participation
- Transparency
- Possibility to demand accountability

Read more here: <https://icld.se/static/files/new-results-framework-1-january-2016.pdf>

The ICLD Municipal Partnership Programme also contributes to *the 2030 Agenda for Sustainable Development and its Global Goals*, that aim to end all forms of poverty.

The Agenda 2030 Global Goals are universal, inclusive and indivisible. Furthermore, they recognize that ending poverty must go hand-in-hand with strategies that, amongst other things, achieve gender equality and empower all women and girls and promote human rights.

An Inception Phase gives parties the opportunity to establish a partnership over a one year period, to jointly develop a project plan, and to form the Steering Group that will oversee the partnership. ICLD assesses applications on the basis of relevance and feasibility.

1. Summary - Swedish version

Skriv en sammanfattning av den sökta Förberedelsen. (max 200 ord)

2. Summary - English version

Provide a summary of the Inception Phase. (max. 200 words)

3. Background of the partnership

Describe how contact between the partners was established and how this led to the idea for a tangible collaboration (max. 300 words)

4. Capacity for conducting an international project

a) What support is available, for example strategies, policies, steering documents and political decisions from each partner organisation to initiate and run international projects? (max. 400 words)

- b) Does the international partner have a representative who is participating/has participated in one of the ICLD International Training Programmes? (This does not refer to Municipal Partnership trainings or workshops)
- c) If you are applying for a three or multi-party partnership, please state the names of these parties.

5. Participants

The Municipal Partnership Programme is aimed at politicians and officials from local governments. Participants must be able to create broad support, and lead the process, to establish a partnership project. They need to be able to identify stakeholders, implementers and target groups of interest to the project.

- a) Which two local politicians from the international partner will be included in the Inception Phase? What is their political affiliation?
- b) Which two local politicians from the Swedish partner will be included in the Inception Phase? What is their political affiliation?
- c) Which two officials from the international partner will be part of the Inception phase? What position do they hold?
- d) Which two officials from the Swedish partner will be part of the Inception phase? What position do they hold?
- e) Are there any additional participants in the Inception Phase? If so, state their names and positions.
- f) Describe the role of the participants, including their role in ensuring that the Inception Phase leads to a project application.
- g) How will the parties work to obtain internal support for the project in the partner organisations during the Inception Phase?

6. Problem inventory and capacity

- a) Describe the problems and challenges (potential areas of cooperation for the partnership) within the partners' organisations that could be solved within the partnership.
- b) Describe the Swedish partner organisation's strengths and weaknesses in relation to the above-mentioned problems and challenges. (max. 300 words)
- c) Describe the international partner organisation's strengths and weaknesses in relation to the above-mentioned problems and challenges. (max. 300 words)
- d) Describe how the problems and challenges could relate to one (or if relevant, some) of the initially explained core areas (in Swedish referred to as "kärnområden");
- Equity/inclusion
 - Citizen participation

- Transparency
- Possibility to demand accountability

7. Method/approach during the Inception Phase

A project plan must be produced during the Inception Phase. Use the ICLD project application guides and the LFA guide to help you, these documents are available on the ICLD website www.icld.se/en/municipal-partnership.

A partnership should be mutual and based on equal participation from the partners.

During an Inception Phase, it is encouraged to participate in a Municipal Partnership Training, ideally in combination with the international partner's visit to Sweden, the training is for both partners. Visit www.icld.se/en/municipal-partnership to find out more (including the dates of the next training).

- a) How will you ensure that the views of various stakeholders affected by the partnership will be taken into account?
- b) How will you ensure that the different needs and conditions for women and girls, men and boys are integrated in the project planning?
- c) How will you ensure that environmental impact is integrated in the project planning?
- d) How will you ensure that human rights are integrated in the project planning?

As you draft the project application, make sure to consider other factors in the project that may be important to the project, such as relevant research and other projects or important players. There may also be significant decentralisation reforms, political processes and regional development plans.

- e) How do you intend to gather this information? Please limit the scope of your response.

8. Activities/schedule

The Inception Phase runs over one year and funding is adapted to allow for a minimum of two meetings between the partners, one in each country.

Describe the activities you plan to implement and a schedule.

9. Risk analysis and risk management

Risks may be external, such as political change and natural disasters, or internal, such as corruption and high staff turnover.

- a) Describe external factors/risks that can influence the implementation of the Inception Phase.
- b) Describe internal factors/risks that can influence the implementation of the Inception Phase.
- c) Risk management: How will you manage the risks identified in the Inception Phase.

10. Negative effects/Do no harm:

- a) Describe if there is/you see any potential negative impact on the direct and indirect target groups as a result of the partnership.
- b) How can you work to minimise these?