

**Project Number:**

Project Title: Connect a School, Connect a Community in Gambia

Start Date: February 2012

Estimated End Date: December 2012

Government Coop. Agency: Ministry of Information and Communication Infrastructure

Implementing Agency: International Telecommunication Union (ITU)

Beneficiary Country: Gambia

ITU Project Manager: Diadié Toure

BDT outputs: 4

SUMMARY OF CONTRIBUTIONS**Project Budget:**

Description	ITU In-cash (EUR)	ITU In-Kind (EUR)	Gambia In-kind (EUR)
Staff costs	39,000	30,000	55,724
Missions	27,300		7,623
Ext. services			51,224
Equipment and supplies	70,800		15,245
Comm. services	2,400		12,562
Other charges	35		7,622
AOS (7.5%)	10,465		
Sub-total:	150,000	30,000	150,000
TOTAL:	EUR 330,000		

Brief Description:

This Project is designed to promote broadband connectivity in schools in remote, rural or underserved areas of GAMBIA, so that schools can be used as community ICT centres (CICs). This Project aims to improve ICT access and use by school children and members of the local community, including disadvantaged and vulnerable groups such as women and girls, indigenous and rural people, older persons and persons with disabilities.

This Project will connect schools to broadband Internet services, provide individual or shared computing devices to school children, and establish in the connected schools community ICT centres that can be used both for the socio-economic development of community members and to provide fee-paying services to foster sustainability for the community ICT centres. Furthermore, this Project will also provide relevant training for teachers, managers of the ICT centres and the trainers who will provide socio-economic relevant training for community members to enable use of ICTs in their day-to-day social and economic activities.

Best practices in promoting school connectivity related to policies, regulation, applications, services and practical experiences included in the ITU "Connect a School, Connect a Community" Toolkit (www.connectaschool.org) will be used in the implementation of this Project including any emerging best practices which ITU will identify around the world.

In addition, in order to ensure a common vision and understanding of the roles of all stakeholders, a national workshop will be organized for senior Government officials and other national stakeholders, to discuss based on the implementation of this Project and the best practices identified in the ITU "Connect a School, Connect a Community" toolkit (www.connectaschool.org) future steps that the country stakeholders can take to extend connectivity at country level.

The ITU in cash contribution to this Project is funded by a donation of the French Ministry of Foreign and European Affairs, while in kind contribution is provided through direct support to this Project by ITU staff and experts.

For the**Signature****Date****Name/Title**

ITU:

27/02/2012

Mr Brahima Sanou, Director of BDT

Gambia:

14/03/2012

Dr Njogou L. Bah, Secretary General and Head of the Civil Services

1. BACKGROUND AND CONTEXT

1.1. GENERAL INTRODUCTION

There has been sufficient evidence that Information and Communication Technologies (ICTs) provide unprecedented opportunities to accelerate development. ICTs have proven to be a powerful driver of innovation, growth and productivity globally. Broad access to ICTs provides significant opportunities for improving government public services, health care, education, business development and the environment. They also open new channels for sharing of global knowledge resources and the free flow of ideas and opinions.

Although communities that lack access and know-how of the use of ICTs risk marginalization, providing individual connectivity to rural and underserved areas as well as to disadvantaged and vulnerable groups is often too expensive for both the public or private sector. Smart policies promoting community access targeting these groups is required. Existing school buildings can be used as community ICT centers. These centres can use ICTs to provide training and education for the improved social and economic development of marginalized groups. It is for this reason that the International Telecommunication Union (ITU) has launched the "Connect a School, Connect a Community" Initiative.

Promoting school connectivity to enable schools to serve as community ICT centres (CICs) includes understanding and implementing a range of issues including policy and regulation; technologies for broadband network access, installation of network equipment; access to end-user devices such as laptops; teacher training; basic ICT training and ICT-enabled career training for members of the local community; providing assistive technologies and an accessible environment for persons with disabilities; developing and accessing content for education; understanding resources such as digital libraries; etc.

The ITU "Connect a School, Connect a Community" initiative promotes the twin goals of connecting schools to broadband Internet services and using schools as ICT community centres through two main activities: 1) identifying policies, legislation and regulations that ITU Member States can implement to connect their schools; and 2) implementing projects to connect schools to serve not only school children but also members of the local community including: youth, women, indigenous people and persons with disabilities. The ITU initiative was endorsed by the UN Secretary-General Ban Ki-moon during the 2009 ITU World TELECOM Youth Forum. Young people are the best promoters of ICTs and key facilitators in bridging the digital divide. Investing in school connectivity promotes ICT enabled education and development which leads to overall social and economic development particularly for developing and least developed countries such as Gambia.

The Ministry of Foreign and European Affairs of France (MFAEE) is actively supporting the ITU "Connect a School, Connect a Community" initiative by co-funding with ITU, selected beneficiary countries and other partners, the development of school-based community ICT centres in three Sub-Saharan African countries.

Following an announcement of the MFAEE donation during the ITU World Telecommunication Development Conference in Hyderabad, India in May 2010, ITU issued a call for expression of interest by Sub-Saharan African countries in implementing national projects in line with the objectives identified in this Project Document. Eligible countries were selected based on this call for expression of interest and confirmation of their commitment to co-fund implementation of a national project in line with the Country In-Kind Contributions included in Section 7 of this Project Document, including obtaining any commitments from other partners to co-fund its implementation. ITU and MFAEE have entered into a related Partnership Agreement on 23 December 2010 which sets the terms and conditions for the MFAEE contribution. As part of this Agreement, MFAEE will provide its contribution to ITU in two tranches. The ITU cash contribution for this Project with Gambia is subject to the terms and conditions of the above mentioned ITU-MFAEE Partnership Agreement.

1.2. JUSTIFICATION

A number of policymakers and regulators continue to develop policies and regulations, which promote school connectivity and connect marginalized and vulnerable populations to broadband services. Gambia is no exception.

ICT in Education Indicators:

- Utilising ICT for more effective and efficient monitoring and management of the education system;
- Promoting ICT literacy and creating ICT culture;
- Planning of ICT Human resources development to sustain the ICT led initiatives in the country;
- Providing the necessary ICT resources (hardware, software and applications) to ensure efficient and effective administration of the sector;
- Facilitating national and international partnerships, with the goal of increasing private sector participation and development;
- Extending cost effective ICT facilities to rural areas to provide internet access to all schools, as well as adult education and computer literacy classes;
- Utilising ICT to provide Distance and Open Learning and equitable access to limited resources, especially in remote areas;
- Introducing compulsory ICT training for all professional education staff and students by 2011;
- Maintaining consistent national standards in ICT education curriculum; and
- Creating comprehensive research facilities by linking them locally and internationally with schools, libraries and resources centres.

Category of Educational Institution	Urban Student/PC Ratio	Rural Student/PC Ratio	The Gambia Student/PC Ratio
Lower Basic School	363.9	146.8	286.3
Middle/Upper Basic	93.6	179.3	110.2
Secondary School	28.8	0.0	28.8
Vocational/Technical	11.3	6.0	11.2
Tertiary/Higher Education	9.6	23.0	9.6
The Gambia			142.1

1.3. BENEFICIARIES

The primary target beneficiaries are school children as well as communities of remote, rural or underserved areas of Gambia, which was selected as a beneficiary country for this Project considering the expression of interest manifested by Gambia to ITU.

1.4. PROJECT DESCRIPTION

This Project will connect schools in remote, rural or underserved areas to broadband Internet services, through individual or shared computing devices to school children in the selected schools (including any necessary servers, printers, local area networks and other ICT equipment including assistive technologies for persons with disabilities). It will also establish community ICT centres in the connected schools that can be used to support socio-economic development activities of community members and to provide fee-paying services to ensure sustainability for the community ICT centres.

In order to address the local needs of the communities and further ensure project sustainability, this Project will also develop training materials and provide related training for three different groups to improve the quality of life for members of the targeted local community as follows:

- Teachers (e.g. on teaching children how to use computing devices, programmes and applications).
- ICT centre managers (e.g. on how to install, operate and maintain all ICT equipment, develop a business plan, teach users basic ICT literacy, etc.).
- Trainers who will provide training for community members (e.g. using ICTs to support the ongoing economic and social activities of community members and ICT-enabled career training, access to on-line public services, micro-credit and a host of other e-services).

To ensure common vision and understanding of the roles of all stakeholders, a workshop will be organized to create awareness among Senior Government officials and other national stakeholders, to discuss and agree on a work plan that will guide the implementation of this project, based on the best practices identified in the ITU "Connect a School, Connect a Community" toolkit (www.connectaschool.org) and any lessons learned from projects implemented in the country as well as future steps that the country stakeholders can take to extend connectivity at country level.

2. OBJECTIVES

The objective of this Project is to assist the Government of Gambia to improve ICT access and use by school children and members of the local community, including the disadvantaged and vulnerable groups in remote, rural or underserved areas.

It is also an objective of this Project to enhance the capacity building of local communities and individuals to harness the power of ICTs to improve their quality of life.

3. EXPECTED RESULTS

In particular, the following outputs are expected:

- A minimum of three (3) schools in remote, rural or underserved areas of Gambia equipped and connected to broadband Internet services.
- Associated community ICT centres established.
- ICT equipment, software, applications and services procured and installed in the selected school-based community ICT centres.
- Use and awareness of ICT services and applications enhanced.
- School teachers, managers and trainers of the community ICT centres trained.
- Recommendations for the sustainability of the connected schools and community centres.

PERFORMANCE INDICATORS

- Number of schools in remote, rural or underserved areas equipped and connected to broadband Internet services.
- Number of associated community ICT centres established.
- Number and characteristics of ICT equipment and computer devices installed.
- Number of people trained (teachers, managers and trainers).
- Number of training programs delivered.
- Number of school children given access to and using ICT equipment and related training.
- Number of community users per day.
- Number and type of fee-paying users per day.
- Number of teachers trained to use and teach by ICT enabled methods.
- Percentage of local funding provided for the project compared to total budget.

4. ACTIVITIES AND RESPONSIBILITIES OF THE PARTIES

The following key activities will be implemented by the Parties to this Project Document to achieve its objectives:

Activity	Parties
Appointment of ITU Project manager	ITU
Designation of Project team and counterparts (local personnel)	Gambia
Assessment of the existing situation of the country	Gambia
Identification and selection of the beneficiary schools	Gambia
Identification of partners (local & foreign)	Gambia, ITU
Evaluation of each school site (including identification of the type of connectivity to be implemented, equipment to be purchased, etc.)	Gambia
Site preparation	Gambia
Identification of equipment suppliers, procurement and delivery of the equipment	Gambia, ITU and partners
Exemption of custom duties, taxes and other fees	Gambia
Installation, testing and commissioning of equipment in the identified schools	Gambia
Transfer of equipment ownership	ITU, Gambia
Development of training materials	Gambia, ITU and partners
Delivery of training courses to school teachers and community ICT centres managers, trainers and end users	Gambia, ITU and partners
Official launch of the school-based ICT community centres	Gambia
Monitoring usability of the centres	Gambia
Evaluation of the Project and report	ITU, Gambia and partners

5. INPUTS

5.1. ITU

- In-cash contribution held in trust by ITU:** EUR 150'000. The voluntary contribution is funded by a donation of MFAEE referred to in Sub-Section 1.1 above. In the framework of the implementation of this Project, the MFAEE donation will be used exclusively to provide schools with ICT equipment for school children and implement school-based community ICT centres in Gambia (computers, local area networks, printers, servers, copy machines, assistive technology for persons with disabilities, software, etc.). It will also be used to develop the training materials, and to deliver the related training (to school teachers, community ICT centres managers and trainers). It may also be used for hiring experts to conduct the technical assessment of the situation at the national/local level. The amount of the MFAEE donation used in the framework of the implementation of this Project shall not exceed the in-kind and/or in-cash contribution from Gambia, including any relevant contributions from third-parties (e.g. ITU, sponsors or donors) provided the third-party is approved in advance by ITU. ITU will make no financial commitments nor begin Project activities to be funded by the

MFAEE donation for which the necessary contribution(s) from MFAEE are not deposited in ITU's account.

- ITU In-kind: estimated at EUR 30,000. ITU will exercise all reasonable skill, care and diligence to ensure success of this Project. In particular, ITU will provide human resources for the overall management of this Project and training materials developed by ITU.

5.2. GAMBIA:

- In kind: EUR 150,000.00.

In particular, Gambia shall provide support by providing local and international bandwidth for the pilot project; cover local costs within target institutions for setting up and supporting the LANs and equipment; some of the costs of training of local staff and users to support the pilot project: during installations and when operational; some of the travel costs for local (Ministry and others) staff up country; and costs for public seminars, awareness and marketing campaigns.

Specifically Gambia shall provide:

- Internet connectivity for a minimum of three (3) years to the schools where the community ICT centres will be implemented.
- Dedicated space for a community ICT centre in the schools and the required furniture, electricity and renovations, etc. for the approved community ICT centres;
- Local staff to serve as managers responsible for the community ICT centre for three years;
- Teachers to participate in training courses to teach school children how to use ICT equipment, software and other services.
- Trainers to participate in "train the trainer" courses in order to provide ICT skills to support socio-economic activities for community members (e.g. using ICTs to support their on-going economic activity and ICT-enabled career training, etc.).
- National Focal Point to provide oversight of all local and national entities in implementing this Project and to organize the logistics for all related training.
- Support to ITU staff and experts during implementation of this Project.
- Senior government officials to participate in the workshop on the steps they and other stakeholders can take to connect all schools to broadband internet services and create school-based community ICT centres
- Promotion of this Project among national media and local communities in order to encourage all stakeholders' continued involvement in this Project, and to build political will for connecting all schools at the national level.
- Exemption for any imported equipment necessary for this Project, from prohibition and restriction on imports, custom duties, taxes (direct and indirect) and from any other fees.

The value of the contribution of Gambia can include relevant contributions from third-party sponsors or donors to Gambia, provided the donors or sponsors are approved in advance by ITU.

6. RISKS

In-country activities may suffer delays due to unforeseen local events and/or circumstances. This risk will be reduced by closely involving the national focal point and the ITU Project manager based in the ITU Regional Office for Africa (Addis Ababa) in the development and implementation of this Project.

Lack of required expertise and commitment at the local level may also delay this Project. This risk will be reduced by ensuring provision of appropriate on-site training of the relevant local staff.

7. PROJECT MANAGEMENT

This Project will be managed by an ITU Project manager based at the ITU Sub Regional Office in Dakar, Mr. Diadié Toure, Senior Adviser in close collaboration with Ms. Daisy L.I. Carrol, Ministry of Information and Communication Infrastructure in Gambia as a Focal Point, participating partners and relevant departments of ITU Headquarters.

7.1. ROLES AND RESPONSIBILITIES

- ITU:

ITU will be responsible for the overall management of this Project. ITU will provide its expertise and international experience to enable realization of this Project's objectives. In particular, ITU will be responsible for those activities identified under Section 4 above.

The voluntary contribution portion of this project managed by ITU will be implemented in accordance with applicable ITU Rules, Regulations and Procedures. Accordingly, personnel will be engaged and administered, equipment, suppliers and services purchased, and contracts entered into, in accordance with the provisions of such Rules, Regulations and Procedures.

All financial statements will be expressed in Euros (EUR).

The ITU-managed portion will only be subject to the internal and external auditing procedures laid down in the Financial Rules, Regulations and Procedures of ITU.

- Gambia:

GAMBIA will be responsible for on-site implementation of this Project as well as for those activities identified under Section 4 and 5 above.

7.2. MONITORING AND EVALUATION

The ITU Project manager will prepare, in collaboration with the national focal point, periodic progress reports, which will provide a summary of this Project progress on a site-by-site basis, challenges faced in implementation, as well as any necessary amendment(s) that may be required in the process of implementation.

At the end of this Project, the ITU Project manager will prepare, in collaboration with the national focal point, an evaluation which will assess the success of this Project for each site in terms of meeting its stated objectives, expected outcomes and impact on the beneficiaries, including the performance indicators.

Post-implementation feedback from Gambia will provide lessons-learned and best practices. This will be used in planning and replicating similar projects.

8. MISCELLANEOUS

ITU cannot be held responsible for any consequences should "Gambia" fail to meet its obligations under this Project Document.

Nothing in or related to this Project Document may be interpreted or construed as a waiver, a modification or a renunciation of the privileges, immunities and facilities which ITU enjoys by virtue of the 1947 Convention on the Privileges and Immunities of the Specialized Agencies to which Gambia is a Party since 1 August 1966.

The Parties to this Project Document confirm that they shall exercise good faith efforts to resolve any dispute between them arising from or in connection with this Project Document through mutual negotiation and agreement.

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9. PROJECT SUSTAINABILITY

Sustainability of this Project is a key issue in this project. Therefore to foster community responsibility for long term sustainability, Gambia commits to ensure that Internet connectivity is provided for a minimum of 3 years to the schools where the community ICT centres will be implemented.

Moreover, to ensure a shared vision of the concept of the ITU "Connect a School, Connect a Community" initiative, a workshop will be organized, to build political will and to encourage the country to extend this Project at a national level in order to ensure long term Internet connectivity in the country's schools.

10. PROJECT BUDGET

The budget is shown in Annex A.

11. PROJECT WORK PLAN

The Work Plan is shown in Annex B.

Annex A. BUDGET

DESCRIPTION	ITU	ITU	Gambia	TOTAL
	EUR In cash	EUR In kind	EUR in-kind	EUR
STAFF COSTS				
Permanent Staff			55'724	55'724
SSA – Consulting	36'000	21'000		57'000
SSA – Translation	3'000	9'000		12'000
Non-Permanent Personnel Salaries				
Sub-total:	39'000	30'000	55,724	124'724
MISSION EXPENSES				
DSA – SSA Consulting	10'800			10'800
Transportation– SSA Consulting	16'500			16'500
DSA Staff				
Transport staff			7'623	7'623
Misc. mission staff				
Sub-total:	27'300		7'623	34'923
EXTERNAL SERVICES				
Accommodation to Schools- rehabilitation of rooms and provision of power			51'224	51'224
Sub-total:			51'224	51'224
PURCHASE OF EQUIPMENT AND SUPPLIES				
Purchase IT equipment	60'000			60'000
Furniture for Schools and Project Office	1'800		15'245	17,045
Purchase computer software	9'000			9'000
Sub-total:	70'800		15'245	86'045
COMMUNICATION SERVICES				
Shipping costs (transportation)	1'200			1,200
Broadband Internet (2Mbps on Copper) for ten schools and Project office (3yrs)			12'562	12'562
Insurance costs	1'200			1'200
Sub-total:	2'400		12'562	14'962
OTHER CHARGES				
Misc. and contingency (e.g. customs clearing)	35		7'622	7'657
Sub-total:	35		7'622	7'657
SUB-TOTAL PROJECT	139'535	30'000	150'000	319'535
AOS (7.5%)	10'465			10,465
TOTAL BUDGET	150'000	30'000	150'000	330'000

Annex B. WORK PLAN

Activity	Start	End
Appointment of ITU Project manager	February 2012	February 2012
Designation of Project team and counterparts (local personnel)	February 2012	February 2012
Assessment of the existing situation of the country	February 2012	February 2012
Identification and selection of the beneficiary schools	March 2012	March 2012
Evaluation of the school site (including identification of the type of connectivity to be implemented, equipment to be purchased, etc.)	April 2012	May 2012
Site preparation	May 2012	June 2012
Identification of equipment suppliers, procurement and delivery of the equipment	June 2012	July 2012
Installation and commissioning of equipment in the identified schools	July 2012	September 2012
Transfer of equipment ownership	September 2012	September 2012
Development of training materials	September 2012	October 2012
Delivery of training courses to school teachers and community ICT centres managers and trainers	November 2012	November 2012
Official launch of the schools based ICT community centres	November 2012	December 2012
Evaluation of the Project and report	December 2012	December 2012