

Uraia and International Budget Partnership Kenya Training Series on County Budgeting: From Formulation to Implementation and Beyond Expression of Interest 2018

Introduction

Uraia and IBP Kenya are embarking on the third phase of the training on county budgeting program designed to build the capacity of facilitators around the country in understanding and training on county budgets for citizens and government. The goal of the program is to support a limited number of facilitators to improve their content knowledge and facilitation skills in order to support county level organizations, individuals and governments in engaging effectively around the county budget process.

Background on Uraia

Uraia Trust is a national organization that supports democratic transformation processes in Kenya. Uraia seeks to facilitate provision of quality civic education, participatory and inclusive governance and institutional transformation.

Background on IBP Kenya

The International Budget Partnership Kenya (IBPK) is a non-governmental organization focused on enhancing transparency and engagement in budgeting at the national and county level in Kenya. IBPK conducts public finance research, advocacy and provides technical assistance to civil society, media and government.

The Program

The program envisions the following activities for facilitators working in counties.

1. **Initial training on budget content at national level.** The facilitators would be given an initial training on the content needed for the budget trainings to ensure they have a good grasp of the material. This would be based largely on existing materials developed by IBPK with inputs from Uraia.
2. **Ongoing “mock” style facilitator training events throughout the year at national level.** The participants in the program will be invited to a series of activities designed to build their facilitation skills and content knowledge over the course of a year. At these events, they will practice delivering content and receive feedback. Other exercises may be designed to help build their facilitation skills further and to ensure that these skills can be used for other content as well.
3. **Field visits and peer learning.** Staff from Uraia/IBPK will visit facilitators in the field to evaluate their progress and provide them with feedback. Some regional peer visits might also be organized where a facilitator in one county would visit a facilitator in another county to observe their practice and provide feedback.
4. **Facilitators will be expected to build a group of budget “champions” in their counties.** As part of building their capacity and that of other individuals and organizations in their counties, the facilitators will be required to work with a core partners. This will be done with technical support from Uraia/IBPK as part of the field visits.

5. **Revisions to materials.** Based on the various activities at both national level and in the field, the participants will recommend a series of modifications to the materials, or the production of new materials that will address gaps either in content or in style/approach/methodology to improve delivery for the intended audiences. For example, if certain material is too complex for certain audiences, revisions or new material will be proposed.
6. **Evaluation, certification and selection of facilitators for expansion after program.** At the end of the program, the best members of the group could potentially be recruited to help lead in subsequent programs going forward.

Facilitators

The facilitators will be selected through this expression of interest. Facilitators must show interest and competence at the outset and must agree to participate in all program activities. Any participant that does not participate actively and consistently in program activities may be asked to leave at any time.

Remuneration

Participation in this program is voluntary. The program will cover costs associated with facilitator travel to and from their station to Nairobi and for any peer review sessions they participate in.

Expression of Interest

Uraia and IBPK are looking for individuals who are interested in budget work and are committed promoting budget engagement and to scaling this work in their respective counties.

Application and Recruitment Process

The recruitment process will be undertaken in three stages

Stage: I

Interested parties are invited to share a 60 – 90 second video explaining

- Why budget work is important to them or their organizations,
- Why they are interested in the budget training programme
- What they will be bringing to the budget training programme and
- Why they should be considered for this training programme

We want to see you and hear what you have to say! Shoot a clear video on your smartphone and submit it via **WhatsApp to 0791183600**. The video just needs to be of average quality and not a professional recording.

Stage 1 submission date: 4th May 2018

Stage 2:

Individuals who are successful at stage one will be invited to submit the following information:

1. A curriculum vitae
2. A two-paragraph summary of previous facilitation experience

3. Two references that can speak to your facilitation experience and interest in county budgets
4. Completed tasks (below)

Stage 2 submission date: 15th May 2018

Stage 3:

Candidates will be further short-listed based on this information and those who are short-listed will be contacted for an interview.

Stage 3 interview dates: tbc

Application Tasks

Complete the following tasks and submit with your application.

1. Based on your current understanding of the budget cycle and the calendar available [here](#), design a one hour session to teach ordinary people how the county budget works and how they should get involved (explain your design in 1 page).
2. You have been asked by your county government to help the public give their views on the County's Integrated Development Plan. Members of the public are convening the day before the meeting with the government to prepare themselves and you have been asked to facilitate this session. How would you organize the meeting in an engaging way to ensure that the participants were ready to meet the government the next day?
3. Review the attached page from a County Fiscal Strategy Paper. Discuss what you think is most significant about the information it contains (see attached).

Submit all the relevant documents by **the dates indicated** to budgettraining@uraia.or.ke

Call Schedule

Invitation for stage 1	25 th April 2018
Deadline for receipt of videos	4 th May 2018
Review of videos	7 th May 2018
Invitation for stage 2	7 th May 2018
Deadline for Second stage applications	16 th May 2018
Review of applications	17 th – 19 th May 2018
Interviews	28 th – 31 st May 2018
Induction workshop	25 th – 30 th June 2018