



ADEN Fund

(Fostering Digital Inclusion)

Support Fund for Internet Usage and Applications
for Development

Regulations



1. Presentation of the ADEN Project

The ADEN project has 6 million euros in funding from the French Ministry of Foreign Affairs for the period from 2003 to 2008. It covers 12 countries in Sub-Saharan Africa. The project is organised around three objectives: equipping and connecting sixty public Internet access centres managed by local stakeholders in unconnected areas; organising training in technical, administrative, financial and events management for public access points; supporting development of local Internet usage and applications to promote development. ADEN uses and promotes free and open source software. The Fund is governed by the regulations set out below and corresponds to the third objective of the project: Support Fund for Internet Usage and Applications for Development (hereinafter, the “Fund”).

2. Objectives of the Fund

The ADEN Fund is a support fund for projects aimed at producing and developing local Internet usage and applications involving stakeholders in the 12 “ADEN countries” (see 3.1.a below) that could be based on the operational ADEN centres.

The Fund is intended to promote the production and development of computer applications and content for publication on the Internet.

The Fund is part of France’s strategy to protect and promote cultural diversity. It will make it possible to finance the creation of African content available on the Internet and thereby enhance the cultural diversity of the Worldwide Web.

3. Players and projects concerned

3.1 Countries concerned

- a) Projects must be presented by entities established in the following countries: Angola, Burkina Faso, Burundi, Cameroon, Guinea, Mali, Mozambique, Nigeria, Central African Republic, Democratic Republic of the Congo, Senegal, Tanzania.
- b) By extension, projects may be presented by entities from any country in Sub-Saharan Africa, as long as they also involve entities from one or more “ADEN countries”.
- c) Projects must be implemented in the said countries.

3.2 Project promoter / coordinating entity

The project shall be presented by a “coordinating entity”, which shall be solely responsible for the proper implementation of the project. This entity shall be called the “project promoter”.

It must be from one of the “ADEN countries” or it must present a project in partnership with at least one stakeholder from one of the “ADEN countries”.

This entity may be from one of the following categories:

- non-profit associations,



- NGOs,
- cooperatives,
- local government,
- government agencies,
- public institutions and universities,
- ADEN centres that are incorporated as separate legal entities.

3.3 Co-Promoters / partnerships

The project may involve partners from any country or geographical area, as long as they meet the eligibility requirements set out above, to wit:

- The coordinating entity must be from a country in Sub-Saharan Africa.
- At least one of the project partners must be from one of the “ADEN countries”.

Partnerships with private companies are possible and even encouraged.

3.4 Projects concerned

- Projects must be in line with sustainable development principles and based on new information and communications technologies. They must address up to two of the priority areas listed below:
 - * agriculture
 - * health
 - * education / training
 - * media
 - * culture and cultural diversity
 - * public service / citizenship
 - * microcredit / craft industries / development of local entrepreneurship
- Projects shall indicate whether their outcomes or one of their outcomes is a computer application or Internet content. Projects must use free and open source software by preference. Purchase of proprietary software licenses must be the exception and needs to be justified on a case-by-case basis.
- Projects involving women or young people as players or beneficiaries shall be given preference over other projects of equal quality.
- Projects must be consistent with national strategies to develop information and communications technologies in the country where they are to be implemented.
- The content and applications produced must be accessible via the Internet and/or for the use of the general public.
- One of their primary objectives shall be greater penetration and ownership of new information and communications technologies, or conventional development objectives where these technologies are used to enhance their effectiveness. In the latter case, only the budget items relating to ICTs can be financed. The use of ICTs must contribute to the achievement of the overall



project objectives. Expenditures on pure communications (such as “website presenting the project”) shall not be eligible for the Fund’s support.

- Two types of projects shall be eligible for the Fund’s support:
 - projects where the design has been finalised and financial and/or technical support is required for their implementation.
 - projects requiring finalisation support before entering the implementation phase.

4. Form of assistance

4.1 Projects where the design has been finalised and financial and/or technical support is required for implementation.

- Execution support will take the form of a subsidy granted to the “coordinating entity” and devoted solely to the execution of the project.
- For projects involving several partners, including private sector partners, the budget shall provide a clear breakdown of the contributions from each partner in financial terms or values. Each of the stakeholder’s (partners and potential suppliers) operational responsibilities must be set out clearly (see Application form).
- Support shall be provided in the form of a subsidy. Therefore, the project promoter must report cofinancing amounts, given that the amount provided by the ADEN Fund must not account for more than 50% of the total project amount.
- The ADEN Fund may not finance operating expenditures that are not related expressly to the execution of the project.
- Depending on the nature of the projects and the selection commission’s decisions, the subsidies may be paid in several consecutive instalments. If subsidies are paid in instalments, payment of the next instalment shall depend on the production of an intermediate technical and financial execution report concerning the use made of the previous instalment. This report shall be submitted to the Cultural Action Section of the French embassy concerned and to the ICT Bureau at the Ministry of Foreign Affairs.
- Each subsidy shall be covered by a subsidy agreement signed with the beneficiary entity, and the amount granted shall be paid directly into the account of the entity promoting the project.
- The Cultural Action Sections concerned and the ICT Bureau shall monitor the contractual commitments, which may vary from one subsidy agreement to the next.
- All subsidies must be covered by a final technical and financial execution report covering the use of the amounts granted in the 12 months following the signature of the subsidy agreement. A report on the use of all of the funds received to implement a project receiving support from the ADEN Fund should also be provided. These reports shall be submitted to the Cultural Action



Section for the country promoting the project and to the ICT Bureau.

4.2 Projects requiring finalisation support before entering the implementation phase

- Finalisation support is intended to enable the project promoter to finalise its project with regard to:
 - its technical design,
 - the budgetary aspects (finding co-financing),
 - finding partners,
 - finding suppliers,
 - identifying users and end beneficiaries.

- Each application for finalisation support shall include a clear statement of the further requirements for finalising the project. These needs shall systematically be translated into specific requests for support.

- This support may take the form of:
 - technical advice, project engineering advice,
 - recommendations to other donors,
 - a feasibility study paid for by the Fund.

- Projects applying for finalisation support may only be presented in response to a single call for such projects.

- Projects applying for finalisation support may only be presented in response to a single call for projects for execution support.

5. Procedures for examining projects

Projects shall be examined in two successive phases, based on the duly completed application form:

5.1 Examination by the Cultural Action Section in the country promoting the project:

- The Cultural Action Section receives the project applications,
- It verifies the eligibility of the projects (formal compliance with these regulations),
- The Cultural Action Section shall examine projects using the criteria annexed to these regulations and shall rank them and submit this ranking and its comments to the ICT Bureau.
- After completing its examination of the projects, the Cultural Action Section concerned may advise a project promoter to redirect its application for support to either one or the other of the two types of support.
- In projects where entities from several countries are involved, the Cultural Action Sections



concerned shall be consulted by the Cultural Action Section in the country of the “coordinating entity”. The ICT Bureau may also consult them.

5.2 Examination by the Selection Committee

- The Committee shall examine projects using the criteria annexed to these regulations and shall rank them, taking the rankings submitted by the Cultural Action Sections into account.
- The Committee shall then decide by consensus on the form and the amount of support to be granted to each of the projects selected.
- Where appropriate, the Committee shall take into consideration the analysis of the project carried out by one or more ADEN centres at the request of the ICT Bureau.

.6 Announcing the results

- The list of selected projects shall be posted to the Africaden.net website.
- Following this announcement and within a reasonable timeframe, an evaluation sheet with comments, based on the evaluation criteria, shall be sent to the project promoter.
- This sheet will explain why the Selection Committee accepted or rejected the application and describe any further requirements for obtaining funding.
- When a project where the design has been finalised and where financial and/or technical support is required for its implementation is rejected and then amended in line with the comments transmitted to the project promoter, it may be presented in response to the next call for projects.

.7 Timetable

- The response deadline for a call for projects shall be 60 days after the posting of the call to the africaden.net website.
- The list of the projects supported shall be posted to the africaden.net website no later than 60 days after the deadline for applications.
- The projects receiving support shall be completed in 24 months or less, starting from the date on which the subsidy is announced. The subsidy agreement signed with the coordinating entity shall stipulate the period covered by the subsidy.

.8 Intellectual property and credits

- Projects involving free and open source software shall comply with the provisions of the GNU/GPL and GNU/FDL licenses.



- Where appropriate, the projects selected shall be encouraged to have their final product hosted on the <http://www.africaden.net> website.
- In all cases, project promoters shall authorise hypertext links to their projects from the <http://www.africaden.net> website.
- The list of projects supported shall be published and updated on the <http://www.africaden.net> website.
- Each project promoter, and each partner for projects implemented by several entities that the ADEN Fund supports, shall include the following text in all communication media relating to the project:

With the support of the
ADEN Fund
Ministry of Foreign Affairs
(France)

- They shall also include the ADEN logo and the “France Coopération” logo, which can be obtained from the ICT Bureau, in accordance with the style guide, which can also be obtained from the ICT Bureau.
- At public presentations of the project, the promoters shall mention that the project has been supported by the ADEN Fund.

.9 Applications

- Completed applications shall be submitted in duplicate hard copy and one electronic copy, containing the annexes and scanned files of the required documents, to the Cultural Action Section in the home country of the coordinating entity.
- Applications shall be written in French. Exceptionally, applications written in English shall be accepted, as long as the project promoter undertakes to have them translated in full if the Selection Committee accepts the application.

.10 Dissemination of the regulations and applications

These regulations and the applications will be posted to the following websites:

<http://www.africaden.net/spip.php?article437>

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http://www.diplomatie.gouv.fr/fr/actions-france_830/internet-ntic_1038/ntic-pour-developpement_5332/appel-projets-fonds-aden_48753.html

<http://www.diplomatie.gouv.fr/en/internet-use-and-applications-for-development-support-fund-call->



for-works-aden-fund_9049.html