Participants project team

The project team shall consist of 3-5 civil servants from each local government partner, among whom at least one decision-maker and one project manager who is the main contact person to ICLD. ICLD also encourage representation from civil society, academic institutions or private sector collaborating with the local government, in the team.

Note and consider the following when selecting participants:
- The role of the project team is to run the project operationally and implements its activities. Based on the topic of your project, reflect on what mandate, qualifications and personal qualities you need in the team for best possible progress! You are asked to motivate selection of each participant.
- Teams should be gender balanced. Diversity in all aspects should be considered.
- All participants must agree to abide by the ICLD Code of Conduct.
- Participants must have time to devote to the project within their ordinary position. The project means international travels and work away from home in a new environment.

Please indicate if a participant has taken part in an ICLD international training programme (ITP).

Only if applicable: When your partnership is part of an ICLD Network training!

In a Network ICLD clusters partnerships with similar topics to provide deepened support through research and joint tailored training to a team of three people from each partner organization, throughout the project phase. In many cases a mentor is appointed each partnership.

The training component aims to empower the partnerships, and the local governments generally, on the topic of the Network and promote successful results in the projects. Each training team shall include the following functions: Two civil servants among one decision-maker and preferably one representative from a civil society organization cooperating with the local administration on the topic. However, preferred composition may vary between different programmes. Please consult your programme officer.

The team is nominated below by their organization. They are usually members of the partnership's project team but can also be other participants within the organization if deemed relevant for good results of the project.

ICLD | **VISITING ADRESS** Söderväg 1D, SE-621 58 Visby, Sweden **TELEPHONE** Contact information can be found on our web/staff | **WEB** www.icld.se **E-MAIL** info@icld.se | **REG. NR.** 802441-7480

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Note and consider the following when nominating participants for the training component. ICLD may reject a nomination on the basis of any of the below bullet points and ask the organization to nominate another candidate.

- ICLD assess nominations on factors like mandate, work responsibilities, expertise, achievements or experience relevant for change management generally and contributing to the project specifically.
- The training programme will be organized and conducted in English.
- Teams must be gender balanced. Diversity in all aspects should be considered.
- The training participants are expected to attend all scheduled parts of the training. Approximately four 3-5-day workshops during the project phase. Possible approval from superior to devote the necessary time, is the responsibility of the nominating organization.
- A candidate cannot have taken part in a previous ICLD international training programme (ITP).
- All participants must agree to abide by the ICLD Code of Conduct-
- The training means international travels and work away from home in a new environment. When planning for an activity ICLD will ask you to certify good health and inform us if you have any special needs.
- All participants are covered under a group insurance while on scheduled training outside of their respective countries. Medical and dental checkups are not included.

NOTE! In case of necessary replacement of any participant, please motivate this to ICLD together with a proposal of a new participant. ICLD must then approve the replacement and a new updated form of the full project team must be submitted. ICLD does not reimburse costs related to other people than the ones on the approved list.

ICLD Swedish International Centre for Local Democracy

Project team

Name	Gender	Position and employer	Email address	Phone number, for example WhatsApp	Participated in an ICLD ITP - Which?	Indicate (X) the Project manager from each partner	If applicable: Nominate (X) 3 from each partner to participate in ICLD training
Which decision-making civil servant(s) from the Swedish partner are part of the project team?							
Which decision-making civil servant(s) from the collaborating partner are part of the project team?							
Which other civil servants from the Swedish partner are part of the project team?							
Which other civil servants from the collaborating partner are part of the project team?							
Which other representatives are part of the project team? ICLD encourages participation from civil society, academic institutions or private sector, collaborating with the local government.							
Only if applicable: If persons other than the above project team are nominated to participate in ICLD training component, please indicate them here:							

ICLD Swedish International
Centre for Local Democracy

Project team

Name	Motivate each participant through work responsibilities or mandate, expertise, achievements or experience relevant for contributing to the project and change management.
Decision-making civil servant(s) from the Swedish partner	

ICLD Swedish International
Centre for Local Democracy

Project team

Name	Motivate each participant through work responsibilities or mandate, expertise, achievements or experience relevant for contributing to the project and change management.
Decision-making civil servant(s) from the collaborating partner	

ICLD Swedish International Centre for Local Democracy

Project team

Name	Motivate each participant through work responsibilities or mandate, expertise, achievements or experience relevant for contributing to the project and change management.
Other civil servants from the Swedish partner	

ICLD Swedish International
Centre for Local Democracy

Project team

Name	Motivate each participant through work responsibilities or mandate, expertise, achievements or experience relevant for contributing to the project and change management.
Other civil servants from the collaborating partner	

Project team

Name	Motivate each participant through work responsibilities or mandate, expertise, achievements or experience relevant for contributing to the project and change management.
Other representatives	

Project team

Name	Motivate each participant through work responsibilities or mandate, expertise, achievements or experience relevant for contributing to the project and change management.
Only if persons other than the above project team are nominated to participate in ICLD training component, please motivate their participation here:	