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**UNITED STATES OF AMERICA**  
**AGENCY FOR INTERNATIONAL DEVELOPMENT**

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**REGIONAL ECONOMIC DEVELOPMENT SERVICES OFFICE**  
**FOR EAST AND SOUTHERN AFRICA (REDSO /ESA)**

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September 11, 1997

Rev. Canon Gideon G. Ireri  
Director of Peace and Justice Commission  
Church of the Province of Kenya  
P.O. Box 40502  
Nairobi, Kenya

Subject: Award No. 623-G-00-97-00035-00

Dear Mr. Ireri:

Pursuant to the authority contained in the Foreign Assistance Act of 1961, as amended, the U.S. Agency for International Development (hereinafter referred to as "USAID" or "Grantor") hereby grants to the Church of the Province of Kenya (herein after referred to as CPK or "Recipient"), the sum of \$153,740.00 to provide support for a program in Youth Initiatives on Peace and Democracy, as described in the Schedule of this award and the Attachment 2, entitled "Program Description."

This award is effective and obligation is made as of the date of this letter and shall apply to commitments made by the Recipient in furtherance of program objectives during the period beginning with the effective date and ending 09/10/1999. USAID shall not be liable for reimbursing the Recipient for any costs in excess of the obligated amount.

This award is made to CPK, on condition that the funds will be administered in accordance with the terms and conditions as set forth in Attachment 1, entitled "Schedule"; Attachment 2, entitled "Program Description"; and Attachment 3 entitled "Standard Provisions."

Please sign the original and each copy of this letter to acknowledge your receipt of this award, and return the original and all but one copy to the Grant Officer.

Sincerely,



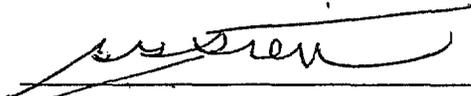
Beth S. Paige  
Grant Officer  
REDSO/ESA/PRO

Attachments:

1. Schedule
2. Program Description
3. Standard Provisions
4. Standards for USAID Funded Communications Projects

ACKNOWLEDGED: Church of the Province of Kenya

BY:



Title:

DIRECTOR  
REV. CANON GIDEON G. IRERI

Date:

11<sup>th</sup> September, 1997

ACCOUNTING AND APPROPRIATION DATA

A. GENERAL

- 1. Total Estimated Amount: \$153,740.00
- 2. Total Program Amount: \$181,150.00
- 3. Total Obligated Amount: \$153,740.00
- 4. Cost-Sharing Percentage  
(Non-Federal): 15.1%
- 5. Activity Title: YIOPEAD-K
- 6. USAID Technical Office: OSPP, USAID/Kenya  
P.O. Box 30261  
Nairobi
- 7. Tax I.D. Number: N/A
- 8. CEC No.: N/A
- 9. LOC Number: N/A

B. SPECIFIC

APP: 727/81021  
BPC: GDV79721615KG13  
RESCNTL NO.: V27026  
MAARD NO.: 615-0266-3-70017  
SO: SO1

## SCHEDULE

## 1.1 PURPOSE OF AGREEMENT

The purpose of this Agreement is to provide support for the program described in Attachment 2 of this Agreement entitled "Program Description."

## 1.2 PERIOD OF AGREEMENT

The effective date of this Agreement is the date of the Cover Letter and the estimated completion date is 09/10/1999.

## 1.3 AMOUNT OF AWARD AND PAYMENT

- (a) USAID hereby obligates the amount of \$153,740.00 for the purposes of this Award.
- (b) Payment shall be made to the Recipient in accordance with procedures set forth in the Standard Provision of this Award entitled Payment - Periodic Advance as shown in Attachment 3.

## 1.4 AWARD BUDGET

The following is the Award Budget, including local cost financing items, if authorized. Revisions to this budget shall be made in accordance with the Standard Provision of the Award entitled "Revision of Grant Budget".

LINE ITEM	YEAR 1 (\$)	YEAR 2 (\$)	TOTAL (\$)
BOARDING CHARGES AND TRAVEL	26,014	25,000	51,014
COORDINATION AND FACILITATION	8,623	8,551	17,174
OFFICE ADMINISTRATION COSTS	11,766	11,766	23,532
COMMODITIES	25,072	-0-	25,072
PERSONNEL COSTS	13,087	13,861	26,948
AUDIT	5,000	5,000	10,000
TOTAL USAID CONTRIBUTION	89,562	64,178	153,740

## CPK'S COST SHARING BUDGET

LINE ITEM	YEAR 1 (\$)	YEAR 2 (\$)	TOTAL (\$)
BOARDING CHARGES AND TRAVEL	6,087	5,870	11,957
COORDINATION AND FACILITATION	924	906	1,830
OFFICE ADMINISTRATION COSTS	1,449	870	2,319
PERSONNEL COSTS	5,217	6,087	11,304
TOTAL CPK COST SHARING BUDGET	13,677	13,733	27,410

1.5 REPORTING

1.5.1 Financial Reporting

- (a) Financial reporting requirements shall be in accordance with the Standard Provision of this award entitled Payment - Periodic Advance as shown in Attachment 3.

1.5.2 Performance Monitoring and Planning Reports

- (a) Reports. The Recipient shall submit an original and one copy of brief quarterly program performance reports, which coincide with the financial reporting periods, to the USAID Technical Office specified in the Cover Letter of this Award. In addition, one copy shall be submitted to USAID/CDIE/D, Washington, DC 20523-1802. These reports shall be submitted within 30 days following the end of the reporting period.

- (b) Paying Office. The paying office for this award is:

PAYMENT OFFICE:

Controller  
USAID/Kenya  
P.O. Box 30261  
Nairobi, Kenya

- (c) Final Report. Within 90 days following the estimated completion date of this Award, the Recipient shall submit the original and one (1) copy of a final report to the USAID Technical Office specified in the Cover Letter of this Award. In addition, one copy shall be submitted to USAID/CDIE/D, Washington, DC 20523-1802. It will cover the entire period of the Award.

1.6 RESOLUTION OF CONFLICTS

Conflicts between any of the Attachments of this Award shall be resolved by applying the following descending order of precedence:

- Attachment 1 - Schedule
- Attachment 3 - Standard Provisions
- Attachment 2 - Program Description

1.7 COST SHARING

The Recipient agrees to expend an amount not less than 15.1% of the total Federal contribution. Cost sharing contributions will meet the criteria as set out in the Standard Provision entitled "Cost Sharing (Matching)" as shown in Attachment 3.

1.8 TITLE TO PROPERTY

Title to all property financed under this award shall vest in

the Recipient in accordance with the Standard Provisions of this Award set forth in Attachment 3.

1.9 AUTHORIZED GEOGRAPHIC CODE

The authorized geographic code for procurement of goods and services under this award is 935.

1.10 COMMUNICATIONS PRODUCTS (OCT 1994)

- (a) Definition - Communications products are any printed materials (other than non-color photocopy material), photographic services or video production services.
- (b) Standards - USAID has established standards for communications products. These standards must be followed unless otherwise specifically provided in the agreement or approved in writing by the agreement officer. A copy of the standards for USAID financed publications and video productions is attached.
- (c) Communications products which meet any of the following criteria are not eligible for USAID financing under this agreement unless specifically authorized in the agreement schedule or in writing by the agreement officer:
  - (1) Any communication product costing over \$25,000, including the costs of both preparation and execution. For example, in the case of a publication, the costs will include research, writing and other editorial services (including any associated overhead), design, layout and production costs.
  - (2) Any communication products that will be sent directly to, or likely to be seen by, a Member of Congress or Congressional staffer; and
  - (3) Any publication that will have more than 50 percent of its copies distributed in the United States (excluding copies provided to CDIE and other USAID/W offices for internal use.

1.11 SPECIAL PROVISIONS

1. In accordance with OMB Circular A-122, Section 13.b.(1) Agreement officer approval is required for the purchase of general purpose equipment with a unit value over \$500. Approval is hereby provided to purchase the following general purpose equipment as budgeted in the negotiated agreement budget:

- 1 Motor Vehicle
- 1 computer
- 1 fax machine

2. CPK shall take action in response to USAID's management assessment recommendations as outlined in USAID letter dated August 25, 1997. CPK shall provide to USAID no later than March 31, 1998 a written summary of actions taken in this regard.

**CHURCH OF THE PROVINCE OF KENYA**

**JUSTICE AND PEACE COMMISSION**

**YOUTH INITIATIVES ON PEACE AND DEMOCRACY  
IN KENYA (YIOPEAD - K) PROJECT PROPOSAL:  
REVISED PROPOSAL DATED 8TH MAY 1997**

1

## 1. PURPOSE OF THE PROJECT

To encourage the Youth to participate meaningfully in Civic affairs.

## 2. BACKGROUND

### 2.1 CHURCH OF THE PROVINCE OF KENYA

The Role of the Anglican Church, that is the Church of the Province of Kenya (CPK), ever since 1844, when it was established by the Church Missionary Society (CMS) from England, has been spiritual, mental, physical and social Development of her members and the society at large. Since 1920 the C.P.K has responded to the needs and aspirations of her members by giving education and promoting Mission and Evangelism.

### 2.2 JUSTICE AND PEACE COMMISSION

In order to involve all the people of God in Kenya and elsewhere in the process of conscientization, education and mobilization of the people towards a stronger commitment to Justice, Peace and Human rights in the Society, the Church established the Justice and Peace Commission at a meeting of the Provincial Synod held at All Saints Cathedral Hall, Nairobi from 28th November to 1st December, 1988. Since then, the Commission has set up 4 Projects to enhance Justice, Peace and Human Rights in Kenya and beyond

### 2.3 RATIONALE

Youth is selected as the Target Group, because the State with enormous amount of power and machinery pays very little attention to Civic Education and recognition of Youth in promoting reconciliation during the elections which are characterized by bribery, violence and death. The current trend of using the young as a peace keeping for or warriors of political parties and ethnic cleansing during elections should be replaced by an orderly, peaceful and informed electorate.

The need to create role models to emulate, now lacking in society, in order to build a credible capacity to adjust and to reduce major social, economic, moral and political cries facing Kenya.

The C.P.K through the Project expects to fill this gap by preparing young generation to be role model to be emulated in the affairs of Civil society and Governance.

2.4 PROGRAMME ACTIVITIES

Justice and Peace Commission programme activities fall under 4 projects namely;

a THE EMPOWERMENT FOR RECONCILIATION AND PEACE WITH JUSTICE (ERPJ) PROJECT

Project Activities

- i Training in conflict resolution prevention and management
- ii Pastoral Action (Relief) to the victims of Ethnic clashes
- iii Peace-making, rehabilitation and resettlement of the victims

b LEGAL EDUCATION PROJECT (LEP)

Project Activities

- i Creating an informed Civil Society in matters of legislation affecting their life and work
- ii Building a network of Legal Education Facilitators
- iii Developing a Training Manual in Legal Education

c CIVIC EDUCATION PROJECT (CEP)

Youth Initiatives on Peace and Democracy in Kenya (YIOPEAD-K) Project

Project activities

- i Participation in Election process
- ii Constitutional Reforms
- iii Building a peaceful democratic culture
- iv Engaging in Inter-Parties, Peace and Reconciliation Movements

d RESEARCH AND INFORMATION PROJECT (REAIIP)

Project activities

- i Carrying out research studies on the current issues in the country and the world eg. Ethnic conflicts, Debt crisis, abuse of human rights
- ii Monitoring, Evaluating and Undertaking annual situational analysis of Justice, Peace and Human Rights in Kenya
- iii Disseminating information to the members of the Church and Society

- iv Networking with other organizations such as NCKK, AACC, WCC, Anglican Peace and Justice Network (APJN) etc.

CPK's Justice and Peace Commission is a recipient of the USAID grant for LEGAL EDUCATION PROJECT. Project Activities started in February this year. The Commission has organized three successful Seminars so far.

3. USAID GRANT FOR YOUTH INITIATIVES ON PEACE AND DEMOCRACY IN KENYA (YIOPEAD-K)

The Commission intends to use the USAID grant (if awarded) to build and strengthen a non-violent Democratic Culture in Kenya through Civic Education by encouraging members of the Civil society to participate in the electoral process, peace and reconciliation through training in conflict Resolution and Dialogue.

YIOPEAD-K Project is divided into 2 phases as follows:

Phase I FOCUS ON 1997 GENERAL ELECTIONS

- Participation in the General Elections
- Monitoring issuance of ID Cards, Voter Registration, Permits, disruption of political campaigns
- Observing the nomination of candidates process
- Monitoring Election at their voting stations
- Engaging in conflict Resolution during and after the General Elections

Phase II(A) FOCUS ON RIGHTS AND ADMINISTRATION

- Meaning of Human Rights
- Gender issues
- Statute Law
- Types of Political Set ups

II(B) FOCUS ON PARTY POLITICS, MEDIA AND PEACE

- Government and Political Parties
- Media and dis-information
- Conflict Resolution

3.1 TARGET GROUP

YOUTH

YIOPEAD-K Project focuses on the Youth in Kenya who comprise of 62% of the total population. The C.P.K has 23 Dioceses spread out in the whole Republic. Each

Diocese has about 450 members of the Kenya Anglican Youth Organization (KAYO). YIOPEAD-K Project activities will aim at reaching out the Youth in the Dioceses who are aged between 13 and 35 years by June 1999. We expect to empower and encourage through Civic Education approximately 1,200 of the registered Kenya Anglican Youth Organization (KAYO) to participate in Civic affairs during the two and a half years covered by this Proposal.

#### REACHING OUT THE BENEFICIARIES

The method of reaching out beneficiaries in two and a half years will be as follows:

YEAR	MONTHS	NO.OF SEMINARS PER MONTH	PARTICIPANTS	TOTAL PARTICIPANT
1	12	10	50	500
2	12	10	50	500
<u>3</u>	<u>6</u>	<u>4</u>	<u>50</u>	<u>200</u>
<u>TOTAL</u>	<u>30</u>	<u>24</u>		<u>1,200</u>

#### NOTES

Thus out of 10 regions the Commission will be able:

- i To train 120 young people in each region in two and a half years to build a peaceful democratic Civil Society
- ii To provide about 52 young people in each Diocese to participate in Electoral Process, peace-making, conflict resolution etc

### 3.2 PROJECT ACTIVITIES (YIOPEAD-K) DETAILS

#### PHASE I

MAY TO DECEMBER, 1997:(CIVIC EDUCATION) 10 SEMINARS

1. FOCUS ON 1997 GENERAL ELECTIONS: TOPICS TO BE COVERED
  - a) Obstacles to democratization
  - b) Election and social conflicts
  - c) The concept of nationalism
  - d) Electoral Law
  - e) Political Parties
  - f) Meaning of Election
  - g) Characteristics of an ideal Electoral Process
  - h) Electoral commission and officials

- i) Electoral Environment
- j) The arms of the Government
- k) The Voting Procedure
- l) Leadership and Politics
- m) Election offenses and Petitions
- n) Electoral Monitors and Poll Watchers
- o) Conflict Resolution and Peace-making (after Elections)

PHASE II

JANUARY TO DECEMBER 1998 (CIVIC EDUCATION) 10 SEMINARS

II(A) FOCUS ON RIGHTS AND ADMINISTRATION: Topics to be covered:-

1. Definition of Civic/Voter Education
2. Meaning of Human Rights
  - a Rights
    - Civil Rights
    - Political Rights
    - Social, Cultural and Group Rights
  - b Gender Issues
    - Gender sensitivity, balance and equality
    - Gender sensitivity in decision making process
    - Gender: Global perspectives
3. General Statute Law in Relation to Administration
  - Chief's Authority Act
  - Police and Provincial Administration Statutes
  - Public Order Act and Preservation of Public Security Act
  - Laws of Sedition
  - Penal Code
4. Types of political set ups
  - Federalism
  - Socialism
  - Dictatorship
  - Multi-partysm

II(B) JANUARY 1999 TO JUNE 1999 (CIVIC EDUCATION)

FOCUS ON PARTY POLITICS, MEDIA AND PEACE (4 SEMINARS AND 2 EVALUATION WORKSHOPS) Topics to be covered:-

1. The Role of the Government and Opposition Parties
  - Teaching and explaining their manifestos
  - Promoting dialogue, vision and joint policies
  - Peace and Development
2. Role and form of the Media
  - Use and misuse of media
  - Information and misinformation
3. Conflict Resolution
  - Definition of Conflict, Social Justice, social closure and property rights
  - Morality and Civil order
  - Group cohesiveness
  - Leadership and Role Model
  - Peace movements
  - Counselling the Youth as agents of change

3.3 IMPLEMENTATION PLAN

3:3:1 The Secretariat of the Commission being the main Facilitator of the Programme Activities will look for gifted Resource Persons from the following background:-

AREA	NUMBER OF PERSONS	RESOURCE
Political Education	2	
Law	1	
Theology	1	
Sociology	1	
TOTAL	<u>5</u>	Resource persons per Seminar.

3:3:2 The Commission will network and draw Resources from the following bodies to promote Civic Education

- i Research and Civic Awareness Programme (RECAP)

- ii Citizens Coalition for Constitutional Change(4C's)
- iii Gender Sensitivity Initiative (GSI)
- iv Kituo cha Sheria

3:3:3 The following strategies/Methods to be used in the dissemination of information:

- i Empowerment in the form of:-
  - Lectures
  - Seminars
  - Group discussions
  - Drama/plays/poems/songs
  - Fact-finding tours - as an exposure to Socio-economic and Political conditions of the poor and marginalised groups
  - Booklets and Newsletters

#### 3.4 PARTICIPATION IN THE ELECTORAL AND PEACE PROCESS

The Climax of the Empowerment process is the participation of the Young people as the agents of the Project in the Electoral Process, peace-making and conflict resolution. Their participation in these efforts will provide them with an opportunity to disseminate the information received and to apply skills and ideals already acquired during their Civic Education Seminars and Fact-finding Missions.

##### 3.4.1 ELECTORAL PROCESS

It is expected that after empowerment process, each diocesan Justice and Peace Committee will mobilize the Youth in its jurisdiction or region to take the following responsibilities:

- i) Voter Registration
  - Monitor Voter registration in 12,500 Centers including areas of Kenyan clash survivors
  - Ensure that those who have attained 18 years have not been denied registration as voters
  - Ensure that the bearers of genuine identification documents are not barred from participating in the Voter Registration process.
  - Record in their surveys that all eligible persons are registered to vote
  - Report cases of irregularities eg double registration etc to their Election Official, Diocesan Justice and Peace Committee or Regional Election monitoring co-ordinator for action

ii) APPOINTMENT OF REGISTRATION CLERKS

- Ensure that at least three clerks per registration Center are posted to all Centers
- Clarify the actual names of the registration centers to their electorate to ensure quick identification
- Ensure that clerks assist applicants to complete the forms by interviewing the individuals at the centers
- Ensure that applicants have been given a tear receipts in exchange with the Voters Card
- Ensure that registers are made available to various political parties through their General Secretaries
- Check on unregistered persons both home and abroad

iii REGISTER INSPECTION

- Participate in the exercise of register inspection at each center. Report cases of advanced rigging especially in relation to names omissions in a given area/constituency

iv INTER-PARTY'S NOMINATIONS

- Monitor inter-party's nominations to ensure level playing ground for all
- Ensure no one is intimidated, hijacked during the nomination process

v CAMPAIGNS

a Public and Private Media Watch

- Monitor coverage of all Political parties statements and activities
- Create/support fora for equal coverage of the electoral process during campaigns period
- Involve some of the young Lawyers to institute legal and administrative measures to ensure fair coverage of all parties especially those that are marginalised

b Licensing and Mobility

- Monitor the licensing of campaign rallies to ensure that none of the Political parties is denied a permit
- Monitor use of public vehicles (number and frequency), personnel and offices for electioneering to ensure fair play

- Monitor non-partisan distribution of famine relief and funds to curb the "zoning" syndrome and corruption during election period.
- Monitor the role of the Security forces and National Youth Service to ensure that there are peaceful campaigns

#### VI POLL WATCHING

- Participation in voting exercise before anything else
- Moving into many polling stations to ensure a free and fair election
- Completing of the Check lists e.g Indicating the time of the opening and a polling station
- Recording cases of bribery, fraud, or campaigning at the polling stations, or at the counting of ballot papers
- ✓ - Record election results and compile an election Report assisted by Diocesan Justice and Peace Committees. *The Secretariat of the Commission will facilitate this process.*

#### V THE POLITICAL, LEGAL AND ELECTORAL PROCESS

Monitor areas with Facilitative Reforms:

- Join other Kenyans in championing for an impartial electoral Commission that provides:  
Funding for parties registration of all parties, access to public media and expenditure limits
- Participate in reforming the Chief's Authority Act, Public Order Act, Provisions of Penal Code
- Monitors the activities of Youth Wingers in each Polling Station to avert their violent actions

#### 3.4.2 PEACE-MAKING AND CONFLICT RESOLUTION

- Organize Seminars on conflict resolution, Prevention, Management within their Dioceses/regions
- Promote peace and Reconciliation by creating understanding through dialogue among different lobby groups, political parties etc with a view to minimizing violence during elections
- Disarm other youths to provide a peaceful election environment
- Organize peace matches, protests etc
- Conducting comparative studies within the Communities living with the threat of violence
- Meeting agents of Empowerment for Reconciliation and Peace With Justice project of the CPK Justice and Peace Commission for testimonies and reports
- Recording the number of perpetrators charged in the Court of Law