

OGP Local: Expression of Interest & Application Process FAQ

Please read the [OGP Local Expression of Interest webpage](#) carefully in its entirety as it details the entire Expression of Interest & Application Process. Additionally, you can find all of the questions, including character limits, that will be asked on the [Expression of Interest form](#) (for all stakeholders) [here](#). For additional information we have put together this living FAQ document, created from various questions we have received from local open government stakeholders, that will be updated regularly. If you have any questions that are not answered within this document or the Expression of Interest webpage, please contact us at local@opengovpartnership.org.

Application process

- Can government and non-governmental stakeholders submit separate applications?
 - No-- government and non-governmental stakeholders must jointly apply. A complete application must include two (2) Expression of Interest form submissions per local jurisdiction: one (1) submission from the government stakeholders **and** one (1) submission from the non-governmental stakeholders.
- Should government and non-governmental stakeholders coordinate prior to submitting the Expression of Interest forms? Or should they approach the process separately?
 - Yes-- it is expected that government and non-governmental stakeholders communicate regarding this joint application process prior to both submissions (government and non-governmental) of the Expression of Interest.
- Do local government stakeholders and non-governmental stakeholders need permission from the national government OGP point of contact (POC) to submit an Expression of Interest?
 - No-- local stakeholders, both government and non-government, do not need permission from the national government OGP POC in order to submit an Expression of Interest.
- Are two or more local jurisdictions able to apply in consortium? For example, a region and its capital city submit a joint application? With the commitment to work together jointly on one action plan with commitments from both?
 - Yes-- two or more local jurisdictions may apply to OGP Local as a consortium. When doing so, please select "Other" when asked for "Type of jurisdiction:" on the Expression of Interest form and subsequently write in "Consortium of *[jurisdiction names]*"
- Does the Expression of Interest form and subsequent application materials need to be completed in English?
 - Yes-- the Expression of Interest as well as all other application materials need to be completed in English.



- Can we respond to the Expression of Interest form over a period of time, allowing for saved responses? Or should it be completed in its entirety at one time?
 - Unfortunately, Google Forms does not allow for saving responses and coming back to finish the form. We strongly suggest you and other stakeholders use this PDF of all of the questions that will be asked on the Expression of Interest form for planning purposes and then once you are ready to submit, assign one person to input and submit the form. Remember there must be two (2) submissions: one (1) from government stakeholders and one (1) from non-governmental stakeholders.
- Will the “track record” be evaluated for the government stakeholder submission only or for the non-governmental submission as well?
 - Both government and non-governmental stakeholders will be asked to demonstrate a track record on open government and/or co-creation.
- “Track record on open government” - is this connected only to National Action Plans or could it be related to OGP values which are implemented locally?
 - Having a connection to national OGP processes is one example of a track record in open government. Examples of locally implemented open government reforms as well as other examples of co-creation may also be used to highlight your local jurisdictions or organizations track record on open government.

Selection process

- Is OGP Local considering to allow more than one (1) shortlisted local jurisdiction per country? Additionally, is there a maximum (or minimum) number of local jurisdictions per region?
 - Yes-- there is no cap on shortlisted candidates per country. Additionally, there is no maximum (or minimum) number of local jurisdictions per region. However, we will take into consideration the diversity of the cohort in order to be inclusive of regional balance, as well as varying jurisdiction types (i.e. city, province, state, town, etc.) and population size.
- Part of the Expression of Interest criteria is to ensure adequate time for the application, preferably 12- 18 months before elections are due. Will you be strict with this?
 - No-- the timeframe is desirable. But it will be evaluated by the Selection Committee to understand the sustainability of the jurisdiction regarding their commitment to be part of OGP and how a change of administration could change the scenario.
- Between the Expression of Interest and Full Application steps, will we receive feedback?
 - All Expressions of Interests and Full Applications will be made available online and OGP will communicate how the final cohort was selected at the conclusion of the process by mid-September. Individual one-to-one feedback will not be provided, but unsuccessful applicants will also be invited



to participate in the OGP Local community of practice, learning circles, and overall activities.

- Will there be a “key” in how new Local members will be selected?
 - All criteria for how new Local members will be selected can be found [here](#) under the “Application Process” section.

Government stakeholders

- The Expression of Interest webpage states that the Full Application step requires a Letter of Support from the “head of government”, what positions qualify as “head of government”?
 - This may be a mayor, governor, minister, secretary, director, councilor, etc. This is dependent on the type of local jurisdiction. Please note that the Expression of Interests step does not require a signed letter from the head of local government and will only be required if the Expression of Interest is selected to move on to the Full Application step.
- When referencing the importance of a “track record on open government”, is that referring to initiatives implemented by the current administration of the local jurisdiction (or previous administrations) or by the agency/department/team that will be participating in the program? or both?
 - Both. Feel free to mention past and current relevant examples of co-creation and/or open government reforms. This can be from the perspective of current administration or the agency/department/team that will be participating in the program. If there are institutionalized reforms from previous administrations that impact the current local open government landscape, you may also mention those.

Non-governmental stakeholders

- Should non-governmental stakeholders be based within the local jurisdiction? Is it possible for national and/or international non-governmental stakeholders to jointly apply with a local government?
 - Local, national and international non-governmental stakeholders are all eligible to jointly apply with local governments for the program. However, it will be important for there to be non-governmental stakeholders locally and/or nationally situated.
- Is there a limit to how many non-governmental stakeholders can jointly apply with government stakeholders?
 - No-- multiple non-governmental stakeholders are able to jointly apply with governmental stakeholders. The EOI form allows for three organization names and contact information. Should there be more than three stakeholder groups, the additional non-governmental stakeholders can submit an additional form. The second non-governmental stakeholder submission should also include the same local jurisdiction information.
- What is the role of non-governmental stakeholders in the first step (Expression of Interest) of the application process?



- Both governmental and non-governmental stakeholders are integral to successful co-creation, implementation, and monitoring of local action plan processes through OGP Local. At the Expression of Interest step in the application process, there are two (2) submissions required, one from government stakeholders and one from non-governmental stakeholders.
- What is the role of non-governmental stakeholders in the second step (Full Application) of the application process?
 - Once the jurisdiction has been invited to submit a complete application, the government stakeholder and the non-governmental organization must coordinate the contents of the letter of support.
- Are there any specific conditions for non-governmental stakeholders to partner with a local jurisdiction? Are references necessary?
 - All stakeholders, government and non-governmental, should have successful examples of public policy co-creation and/or open government reforms within the past 3 years. References are not necessary in order for non-governmental organizations to partner with a local government.
- Do non-governmental stakeholder organizations/groups need to be registered nationally and/or have an formalized registration number?
 - The non-governmental stakeholder needs to be an existing, legal organization to jointly apply with the government. Other types of non-governmental stakeholders can be involved in the co-creation process for the action plan.

Onboarding program

- Can anyone join and learn from the onboarding program? Or is it only for local government stakeholders?
 - The OGP Local onboarding program is only for stakeholders (both government and non-governmental) that are current and future members of the OGP Local cohort program.
- What are members expected to do once they join the program other than participating in onboarding and learning programs?
 - The OGP process centers on action plans, which must be co-created, implemented, and monitored by both government and non-governmental stakeholders. While the onboarding program is not required for new OGP Local stakeholders, it is strongly encouraged as it will thoroughly detail the OGP action plan processes as well as allow for knowledge sharing and thematic policy dives. Aside from the onboarding and learning programs, OGP Local members are expected to co-create action plans and implement their commitments on a locally agreed upon timeframe between one (1) and four (4) years.

Other

- Are there any costs or membership fees to participate in OGP Local?
 - No-- there are no costs or memberships fees associated for members of OGP Local.



- Does OGP Local provide financial assistance to those who are accepted?
 - No, OGP is not a development organization and does not provide funding to stakeholders for the co-creation, implementation, and monitoring of local action plan processes.
- When are OGP Local action plans due?
 - OGP Local action plans may be submitted to OGP on either June 30th or December 31st of any given year. For the 2020 cohort of OGP Local, action plans should plan to submit an action plan on either June 30th, 2021 or December 30th, 2021.
- Will there be new calls from Expressions of Interest in the coming years?
 - Yes-- we hope to offer more calls for Expressions of Interest in the coming years.

