

Training-of-Trainers online workshop organized by:

**United Cities and Local Governments of Africa (UCLG-Africa)
through its Academy (ALGA) in partnership with the International Centre
for the Promotion of Human Rights at the Local and Regional Levels
Under the Auspices of UNESCO and UNESCO Regional Bureau
for Sciences in the Arab States – Cairo**

Theme of the Workshop:

**“Training-of-Trainers on the Toolkit for Urban Inclusion:
Sport for Youth Inclusion and Citizenship and Human Rights
Education”**

From 22 to 23 September 2021

Local time of Lomé/Accra/Ouagadougou (UTC), from 12:00 pm to 15:00 pm

Local time of Rabat/Niamey/Yaoundé (UTC+1), from 13:00 pm to 16:00 pm

Local time of Cairo/Johannesburg/Vienna (UTC+2), from 14:00 pm to 17:00 pm

Local time of Kampala/Dodoma/Nairobi (UTC+3), from 11:00 am to 14:00pm

On the Zoom platform of UCLG Africa

Link zoom:

<https://us02web.zoom.us/j/85956785077?pwd=YkRZcINJeXA3M01SVkRlVld4V3V4UT09>

Meeting ID: 859 5678 5077

Passcode: 730844

With the support of:



«Together for an effective local Africa»

Portal of UCLG Africa: www.uclga.org / Website of ALGA: www.uclgafrica-alga.org

Portal of the International Centre for the Promotion of Human Rights at the Local and Regional Levels under the Auspices of UNESCO: www.humanrightsgolocal.org



CONCEPT NOTE

I. Context

UCLG Africa is firmly committed to the territorialisation and localization of the World Agendas for Sustainable Development 2030 and the African Agenda 2063, which put people at the center of this dynamic of global and African transformation.

Moreover, among the founding values and objectives of UCLG Africa, respect for human rights occupies a very important place. Similarly, in its new vision, the Organization has retained Youth and basic services among its priority axes, especially in cultural and sports affairs.

The African Academy of Local Government (ALGA) of UCLG Africa has also selected the investment in the Training of Trainers as a priority axis in its training offer, in order to be able to count on them as Multipliers, with a view to strengthening the capacities of Local Government in the field of human rights and sport.

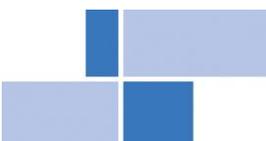
Based on its experience in training local authorities, government officials and law enforcement agencies, the International Centre for the Promotion of Human Rights at the Local and Regional Level, under the Auspices of UNESCO, offers training to human resource managers, staff trainers, human rights trainers and human rights education multipliers with the aim of creating a pool of trainers on the principle of "Leave No One Behind".

II. Content

The Toolkit for Urban Inclusion (the Toolkit, available for download [here](#)) provides Local Authorities with approaches, tools and practical advice for building inclusive and sustainable cities. It was prepared "by the cities for the cities" through a series of workshops bringing together Local Authorities, policy makers and members of civil society. The workshops were implemented jointly by the UNESCO Cairo Office, the member cities of the Arab Coalition of Cities against Racism, Discrimination, Xenophobia and Intolerance, and the International Centre for the Promotion of Human Rights at the local and regional levels under the Auspices of UNESCO. The objective of these workshops was to discover and document all the knowledge and experiences accumulated by Arab cities in the field of urban inclusion. The compilation of this information inspires the policies of other cities. The information can be transferred and benefit other cities, as well as other regions.

The Toolkit reflects real experiences and practices of participating cities, accumulates their transferable and tacit knowledge and compiles it into policy models. Model policies (tools) offer step-by-step guidance on a certain human rights policy or measure, based on the experience of several cities. The model policies (tools) offer step-by-step guidance on a certain human rights policy or measure, based on the experience of several cities. They are not intended to provide prescriptive plans or "models", but rather to offer practical guidance and advice that African cities can benefit from in the way they deem most relevant to their needs, specific contexts and local conditions.

The Toolkit promotes a human rights-based approach to local policy making. It can be used by multipliers in training events for various target audiences. It can be used by multipliers at training events for various target audiences. The Training of Trainers workshop presents the background, methodology and practical application of the toolkit. It focuses on two model policies (chapters) from the Urban Inclusion Toolkit. The two model policies provide practical guidance on topics highly relevant to African cities, as well as appropriate training tools. They are:



Sports for Youth Inclusion:

Youth are key partners in achieving inclusion and sustainable development. Yet, the inclusion of youth in urban life is a major challenge for most cities in the world, and particularly in Africa and the Arab world. This challenge is a result of the limited capacity of local authorities to tap into the potential of young people, provide safe spaces for their effective participation, and develop a discourse that addresses their interests. The toolkit presents experiences and tools to overcome this challenge.

Citizenship and Human Rights Education:

Educating local authority employees and inhabitants on citizenship and human rights is an essential entry point to achieve urban inclusion. The Toolkit discusses the importance, planning, implementation and evaluation of citizenship and human rights education at city level, reflecting experiences of cities.

III. Target group

The workshop's target group includes:

- Representatives of local governments or local government associations, mayors, local elected officials, local decision-makers, heads of local authorities, local government advisors and officers;
- Stakeholders involved in local management;
- Representatives of local government stakeholders;
- Human resource development officers in local governments;
- Representatives of the Civil Society;
- Academics, training and capacity building schools and institutes as well as researchers and experts.

Participants have the opportunity and power to train, inform, exchange and to interact, consult or accompany those who take decisions on or implement policies. They seek to deepen the impact and sustainability of their capacity building and training efforts by applying a human rights-based approach. They are experts in their field of competence.

The organizers particularly encourage the participation of:

- The members of the Local Africa HRnet who can act as multipliers and integrate human rights standards into local government staff training programs;
- The members of the ALGA Network, such as Territorial Coaches, trainers, experts and resource persons who are already certified trainers and who could benefit from the Human rights expertise
- The Representatives of ALGA's Anchor Institutes in Africa.

An official certificate of participation is delivered to participants who have completed the workshop.

IV. Application

Application for the event is required. People interested to participate are invited to submit their application. The application form is available [HERE](#) . The call is open until **17 September 2021**. Selected participants will be provided with links and access codes.

The participation is free of charge.



V. Goals

This online Training of Trainers (ToT) workshop will provide participants with an opportunity to appropriate the contents of the Toolkit get tips on how to identify and implement tools to promote urban inclusion, apply a human rights-based approach in their trainings and share this knowledge with others using the Toolkit.

The goals of the workshop are to:

- Apply the Urban Inclusion Toolkit to promote the human rights-based approach to local policy making in the context of the targeted participants.
- Provide knowledge and training skills on human rights training methodology;
- Provide an opportunity for trainers and multipliers to improve and enhance their capacity;
- Serve as a platform to share experiences and best practices and to initiate deep learning among participants;
- Empower "Toolkit Ambassadors" who appreciate the relevance of the Toolkit, apply it, promote it and help shape it further

VI. Learning objectives

By the end of the workshop, participants will be able to :

- Recognise the importance of human rights for inclusive and sustainable cities;
- Apply the Toolkit in the training of their respective target groups;
- Increase sustainability and the impact of their capacity building efforts by building on the experiences of other cities and by using the Toolkit
- Appreciate the integration of HRBA in their trainings as a matter of professionalism;
- Identify strategies to reach and motivate their respective target group

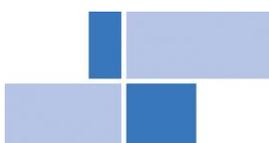
VII. Pedagogical and methodological approach

This ToT workshop combines content and methodology with the aim to empower participants to be able to deliver trainings for their target groups, using the Toolkit. The Workshop follows a human rights-based approach to training. A human rights-based approach operationalizes human rights principles in training practice and provides a guideline for monitoring education programs. Therefore, the human rights principles provide guidance for the implementation of the ToT workshop, as well as indicators that allow participants to analyze the actions, programs and policies of their target group in terms of how well they respect, protect and fulfill human rights. These are generally referred to as the acronym:

- **P**articipation.
- **R**esponsibility and the Rule of Law.
- **N**on-discrimination and vulnerable groups.
- **E**mpowerment.
- **L**inks to human rights frameworks, systems and standards.to Human Rights framework, systems and standards

VIII. Modalities

This Workshop will be led and facilitated by the International Centre for the Promotion of Human Rights at the Local and Regional Levels under the auspices of UNESCO supported by its Partners. It is organized in cooperation with United Cities and Local Governments of Africa (UCLG Africa). The workshop, which will be organized remotely, will be held in English, with simultaneous translation into French and Arabic. It is designed as an interactive webinar.



Join Zoom Meeting

<https://us02web.zoom.us/j/85956785077?pwd=YkRZcINJeXA3M01SVkRlVld4V3V4UT09>

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Passcode: 730844

The workshop will be conducted in English, with simultaneous translation into French and Arabic. Communication and collaboration tools will be provided by ALGA of UCLG Africa. Links and access codes will be provided to participants.

IX. Organizers

- The United Cities and Local Governments of Africa (UCLG Africa) through its African Local Governments Academy (ALGA).

Website: www.uclgfrica-alga.org

Contacts: Dr. Najat ZARROUK: Nzarrouk@uclga.org

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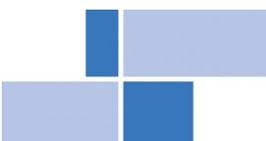
Abir ACHOUR: Aachour@uclga.org

- The International Centre for the Promotion of Human Rights at the Local and Regional Levels under the Auspices of UNESCO.

Website: www.humanrightsgolocal.org

Contact: Bernadette HOLZER (Knauder): bernadette.holzer@uni-graz.at

- UNESCO Regional Bureau for Sciences in the Arab States – Cairo.

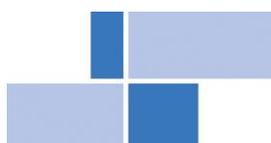


X. Course Outline

Day 1: September 22, 2021

Module 1: A Human Rights-based approach

14:00	Opening and Welcome
-	Facilitators: Representatives of UCLG Africa, UNESCO Regional Office for Science in the Arab States - Cairo, and Representative of the International Centre for the Promotion of Human Rights at the local and regional levels.
14:15	
14:15	Introductory session
-	Presentation of Participants, Workshop rules and procedures
14:30	Facilitator: Bernadette Holzer, Senior Researcher, International Centre for the Promotion of Human Rights at the Local and Regional Levels
14:30	Key elements of human rights and the HRBA
-	Human Rights as a system of laws, set of values and a vision for good governance
14:50	Method: Presentation and discussion
	Facilitator: Bernadette Holzer
14:50	Local government, good governance and human rights
-	The role of local governments in the fulfillment of Human Rights and concrete benefits of a human rights-compliant behavior
15:10	Method: Presentation and discussion
	Facilitator: Bernadette Holzer
BREAK	
15:20	Principles of human rights education and training
-	Discussion of a HRBA to training (PANEL principles). Enabling participants to apply HRBA principles in their training efforts, presentation of tools.
15:40	Method: Presentation and discussion
	Facilitator: Bernadette Holzer
15:40	The toolkit methodology
-	Presentation of the Toolkit for a HRBA to local policy making. Scope, background, core objectives, application and practical relevance of the Toolkit. Methods to collect cities' successful approaches to overcome challenges in the implementation of specific policies.
16:00	Method: Presentation and discussion
	Facilitator: Dr. Isabella Meier, Senior Social Scientist, International Centre for the Promotion of Human Rights at the Local and Regional Levels under the Auspices of UNESCO
16:00	By cities for cities
-	Experiences of cities with the creation and application of the toolkit
16:30	Method: Presentation and exchange of experiences



Facilitators: UNESCO Regional Bureau for Sciences in the Arab States - Cairo, Arab Coalition of Cities against Racism, Discrimination, Xenophobia and Intolerance

16:30 **Sports and youth inclusion in the Comores**

- Said El Hadi Loukmann, Deputy Mayor of the Commune of Domoni, President of the Comorian Institute for the Training of Elected Officials and President of the Comorian Federation of Badminton, Comoros

16:45

Facilitator: Dr Najat Zarrouk, Director of the Development Pole and the African Local Governments Academy

16:45 **Wrap-up session**

- Discussion, Q&A, explanation of home assignment

17:00 Facilitators: Bernadette Holzer, Isabella Meier

Module 2: Home Assignment

Identifying target groups

Participants familiarize themselves with the content of the Toolkit chapters *Sport for Youth Inclusion and Citizenship and Human Rights Education* and complete a worksheet where they

- Identify and name the target group/s of their capacity building efforts
- Assess in which stage of the policy cycle their target group is primarily involved
- Sketch how their target group would benefit from applying the Toolkit

Method: Self-paced work

Facilitators: Bernadette Holzer, Isabella Meier

Day 2: September 23, 2021

Module 3: Applying the Toolkit to build inclusive cities

14:00 **Recap and presentation of the work of the home assignment**

- Method: Presentations and discussion

14:15 **Facilitators:** Bernadette Holzer, Isabella Meier

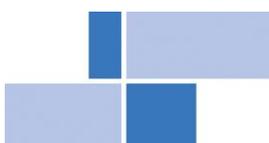
14:15 **The Toolkit on Sport for Youth Inclusion and Citizenship and Human Rights Education**

- Discussion of a HRBA in all phases of the policy cycle, using examples from the Toolkit, chapters *Sport for Youth Inclusion and Citizenship and Human Rights Education*. Introduction to useful tools and training resources for each step. Participants contribute with their own experience and identify context factors. Participants learn to transfer the Toolkit to their own context and that it offers tools for local application, as well as selected solutions from other cities. They will be empowered to use the Toolkit in trainings with their target group.

15:30

Importance and identification (L)

- Relevance
 - Benefits
 - Commitments/ Human Rights framework
-



-
- TOOL: Human Rights assessment and analysis

Planning (P, N, E)

- Conducting a diagnosis study/ Evaluating existing programs
- Identifying (detailed) objectives
- Assessing feasibility of implementation
- Identifying stakeholders and concerned parties and plan for their engagement
- Designing programs/ program components
- Institutionalization and continuity
- Planning Challenges and ways to overcome them
- Checklist: Planning phase
- TOOL: Stakeholder analysis, Checklist planning phase

Implementation (P,A,N,E)

- Implementation Methods
- Implementation challenges and solutions
- Checklist: Implementation phase

Evaluation (A, I)

- Success indicators and key questions
- TOOL: Monitoring and evaluation section in Supporting Tools

Method: Presentation and guided discussion along the experiences of the participants and/or examples from the Toolkit.

Facilitators:

- Marwa Barakat, Urban Planning and Development Specialist ;
- Abdelaziz Zaki, Heba Sharma and Hanna Marie, Regional Office for Science in the Arab States Cairo
- Bernadette Holzer, Isabella Meier and Prof. Klaus Starl, International Centre for the Promotion of Human Rights at Local and Regional Levels under the Auspices of UNESCO).

15:45 **Applying the toolkit independently**

– Group composition, based on the three language versions of the Toolkit: English, French, Arabic.

16:30

Participants use the chapters of the Toolkit, identify its use for their target group and contextualize it, with the support and facilitation of the Organizers.

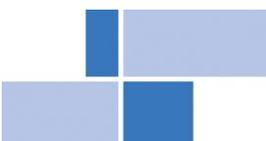
Guiding Questions:

- How can the target group be reached and encouraged to apply the Toolbox in practice?
- Which elements of the Toolkit are of importance to my target group?
- How can I use those elements in a training?

Method: Group work

Facilitators:

- Marwa Barakat;
- Dr. Abdelaziz Zaki, Heba Sharma, Hanna Marie, UNESCO Cairo;



- Bernadette Holzer, Dr. Isabella Meier, Dr. Klaus Starl, International Centre for the Advancement of Human Rights at the Local and Regional Levels

16:30 **Discussion and exchange**

– Plenary presentations of the working group results and exchange

17:00 Q&A and Discussion of ways forward and further use of the Toolkit.

Method: Presentation and exchange of experiences

Facilitators:

- Marwa Barakat;

- Abdelaziz Zaki, Heba Sharma, Hanna Marie, UNESCO Cairo;

- Bernadette Holzer, Isabella Meier, Klaus Starl, International Centre for the Promotion of Human Rights at Local and Regional Levels.

17:00 **Closing of workshop**

