 **International Bridges to Justice**

**2021 African Access to Justice**

**Women’s Fellowship**

Application Package

*International Bridges to Justice (IBJ) is now accepting applications from women defense lawyers for the 2021 African Access to Justice Women’s Fellowship!*

*IBJ will select women lawyers to become founding members of a transnational African women defenders’ network.*

*These founding fellows will each form a chapter of women legal defenders in their country that will become a part of this dynamic*

*new community.*

**This Application Package includes the following:**

* + - 1. Background
			2. Application Information
			3. Eligibility Requirements
			4. Submission Instructions
			5. Application Forms

**2021 African Access to Justice**

**Women’s Fellowship**

**The Problem:** Women and girls in Africa are facing human rights abuses unmatched elsewhere in the world. Gender based violence, marginalization and discrimination continue to be a problem, curtailing not only access to justice, but resources and opportunities for women**.** At the same time, women lawyers remain a minority across Africa and confront harassment, intimidation and a basic lack of professional respect in general but also from other justice sector actors.

**Our Response: The African Access to Justice Women’s Network.**

In response to widening gaps in accessing justice that are faced by women across the region, IBJ is working to create the *African Access to Justice Women’s Network* (*AA2J Network*), a dynamic new online community of women defenders leading change within their respective justice systems including delivering pro bono legal defense for women and girls in conflict with the law. A group of founding Fellows will be selected based on their leadership capacity, legal aptitude, and ability to implement an access to justice project.

**The 2021 African Access to Justice Women’s Fellowship**

**(AA2J Women’s Fellowship)**

IBJ is hosting this AA2J Women’s Fellowship which, in this phase of the AA2J Network, is open to women lawyers from select countries across Africa. The women chosen under this competition will serve as part of the founding group of Fellows for the AA2J Network, an online network of women defenders. The Fellowship awards women lawyers for their submission of a project that will: 1) build an AA2J Network chapter of women defense lawyers in their country, and 2) spearhead the design and implementation of a chapter project to provide pro bono legal aid to women and girls in conflict with the law. Each Fellow will be supported by an IBJ Mentor to help ensure success.

AA2J Fellows will be tasked with recruiting new members for their chapter and will serve as a spokesperson for the AA2J Network with the government, legal community and the public in their country on access to justice and women’s rights. AA2J Network members across Africa will have access to a digital platform allowing them to communicate, strategize, and network with other members, as well as access IBJ’s eLearning and COVID-19 resources. Fellows will receive financial and project management support to implement their project as outlined below.

**The Application**

The AA2J Women’s Fellowship is seeking experienced women lawyers who can mobilize other women defenders in their country, are comfortable using technology, and are passionate about access to justice and women’s rights. Each Fellow will be awarded **$5,000 USD,** which will compensate the Fellow for her time in building the local Network chapter and serving as its spokesperson, and can also be used for costs related to implementing the activities proposed in her project. In addition to the financial award, each Fellow will receive mentoring from an IBJ mentor to ensure success along with training, access to digital tools, networking opportunities and support from IBJ’s global legal community. Further, each Fellow will have access to an additional pre-allocated amount to pay for COVID-19 personal protection equipment (PPE), chapter meeting supplies and refreshments and modest pro bono case stipends to cover out of pocket expenses for the chapter project. This is explained in further detail in the budget section below.

**Eligibility to Apply**

* You are a female legal defender with experience taking on cases.
* You are motivated by a commitment to legal defense/access to justice and women’s rights, including the rights of accused women and girls in your community.
* You are respected by the legal community and have access to other women defenders.
* You are based in one of these countries:
	+ The Ivory Coast •Niger •Tunisia
* Kenya •Senegal •Zambia
* Malawi •Tanzania •Zimbabwe
	+ Mali

* You have access to an internet connection and a computer that you can use throughout your project to connect to the AA2J Network platform.
* You have experience using technology for training, conducting work and/or holding meetings, including video conferencing software such as Zoom and mobile communication apps such as WhatsApp.

\*Experience in project management valued

\*English language skills a plus

**Submitting your Application**

Applications must be submitted online via email to AA2JNetwork@ibj.org anytime until the **4th April 2021 at 11:59 PM GMT+1**. Application forms can be found on IBJ’s website. If you have any issues submitting the application please contact us before the Fellowship closes, via email ([AA2JNetwork@ibj.org](http://AA2JNetwork@ibj.org)). Please note that you may be contacted for an interview as part of the application process.

**The women chosen as the AA2J Network Fellows will be announced on May 3, 2021!**

**2021 African Access to Justice**

**Women’s Fellowship Application**

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| Applicant Information |
| Please submit your answers below.  |
| Applicant Details |
| Applicant Name |  |
| Street Address  |  |
| City, Country, Postal Code |  |
| Phone |  |
| Email Address |  |
| LinkedIn |  |
| English Level: Fluent, Intermediate, Beginner, or None?  |  |
|  |
| Part a: your profilePlease complete the following information.  |
| **EDUCATION (**Fill in all that apply. **)** |
| University Name |  |
| Degree Achieved |  |
| University City/State/Province |  |
| University Country  |  |
|  |
| University Name |  |
| Degree Achieved |  |
| University City/State/Province  |  |
| University Country  |  |
|  |
| Other Degrees  |  |
|  |
| **PROFESSION** *(Fill in all that apply.)* |
| Name of Current Employer |  |
| Street Address |  |
| City/State/Province |  |
| Postal Code  |  |
| Email |  |
| Activities/ Role  |  |
|  |
| Other Employment |  |
|  |
| **REFERENCES (***Please provide two references.)* |
| **Name 1** |  |
| **Relationship to you** |  |
| **Occupation** |  |
| **Street Address** |  |
| **City/State/Province**  |  |
| **Postal Code** |  |
| **Phone** |  |
| **Email**  |  |
|  |
| **Name 2** |  |
| **Relationship to you** |  |
| **Occupation** |  |
| **Street Address** |  |
| **City/State/Province**  |  |
| **Postal Code** |  |
| **Phone** |  |
| **Email**  |  |
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| PART B: PHOTO  |
| IBJ **requires** that you submit a passport format photo of yourself. |

|  |
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| **PART C: YOUR PROJECT** Please submit your answers in the boxes below. |
| **Please explain your project idea by answering the questions about the required project activities in the table below. Please note that some of the key responsibilities of a Fellow include: 1) mobilizing Chapter members to participate in online trainings and discussions, 2) participating in weekly or biweekly calls with the IBJ mentor, and 3) tracking the required project activities and their expected outcomes.** If you are chosen as a Fellow, we will provide you with additional information regarding the Fellow responsibilities as well as training to be able track and report all activities.\*Please see the preliminary budget section below and note the pre-allocated amounts that will be available to each Fellow (in addition to the $5,000 USD fellowship award) to aid in completing this project. Be sure to consider these amounts and how they may be spent when explaining your project idea. |
| **Project Name:** |  |
| **Project City/District/ Province:**  | **Project Country:**  |
| * 1. **Explain your project idea by completing the table below. You may include all of your ways of completing the required activities in one box or add lines to the table if you prefer to show them separately.**
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| **Project Requirements** (Timeline: 15 Months - May 2021 to July 31, 2022) |
| Required Activity:**Recruit Chapter Members**Expected Outcome:**10 Chapter Members****(The Fellow + 9 other Members)** | Must be Conducted:**May 2021**  |
| *How will you do this?* | *When will you do this?* |
|  |  |
| Required Activity:**Hold Monthly Chapter Meetings**Expected Outcome:**10 Chapter meetings (to be held in person or via video conferencing if social distancing restrictions are in place)** | Must be Conducted:**May 2021 through July 2022** |
| *How will you do this?* | *When will you do this?* |
|  |  |
| Required Activity:**Chapter Members conduct community outreach**Expected Outcome:**Case referral network is developed for pro bono legal representation** | Must be Conducted:**May 2021 through August 2021** |
| *How will you do this? Who will you reach out to?* | *When will you do this?* |
|  |  |
| Required Activity:**Chapter Members conduct pro bono legal representation for women & girls in conflict with the law**Expected Outcome:**70 women & girls in conflict with the law receive legal representation** | Must be Conducted:**June 2021 through July 2022** |
| *How will you do this? Considering your explanation in Question 2 below, what particular problem faced by accused women/girls or particular segment of accused women/girls in your community will the legal representation address or assist?*  | *When will you do this?* |
|  |  |

 |
| **2. Please explain the main reasons accused women in your community are denied their legal rights. Please use available data to explain your answer such as: pre-trial detention rates, average pre-trial detention periods, costs of legal representation, number of lawyers/women lawyers in your city/district/province, etc.**  [WORD LIMIT: 200 words or less]Possible reasons could include:* Police misconduct, physical abuse or torture during arrest, police interrogation, or arbitrary detention
* Denial or delay of access to competent legal representation
* Lack of legal representation/protection due to gender inequality or gender identity within the criminal justice system
 |
|  |
| **3. How will you keep your Network chapter members engaged and focused?**[WORD LIMIT: 200 words or less] |
|  |
| **4. By your signature on this application, you acknowledge that you will be required to meet the expected outcomes outlined above and that you are able to do so.** **What are the potential obstacles you feel you may face, and how will you overcome them ?** [WORD LIMIT: 200 words or less] |
|  |
| **5. What will you do as the Chapter’s spokesperson to inform the wider legal community about the AA2J Network and your Chapter?** [WORD LIMIT: 200 words or less] |
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| **PART D: ABOUT YOU** **Please attach a resume or CV as a means of providing additional information.** |
| **1. Please explain your previous legal experience providing legal defense services in your community. What types of cases have you handled? Please discuss any challenges you faced and how you overcame them.** (WORD LIMIT: 200 words or less) |
|  |
| **2. Please outline any project management and/or leadership experiences you have had, as well as their outcomes.** (WORD LIMIT: 200 words or less) |
|  |
| **3. Some of the AA2J Network activities such as mentoring, trainings and networking, etc. may be conducted on an online digital platform or through video-conferencing. Please explain your previous experience and comfort level with using technology, including video conferencing software such as Zoom. Have you used technology for training, holding meetings or conducting work in the past? Please list all online software programs that you are comfortable using.** (WORD LIMIT: 200 words or less) |
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| **PART E: BUDGET** |
| **Preliminary Budget**Please use the following form to explain your project budget. * Please provide your best estimate of costs in USD ($) within each expense category. Calculate your total expenses at the bottom of the table. The total of these costs cannot exceed $5000 USD.
* Many projects will not use all of the expense categories. If you have unused expense categories enter zero in those categories.
* Please provide a short narrative explanation for each expense category where there is a projected cost.
* Please note that each fellow will have access to the following pre-allocated amounts to aid in completing the project. These amounts will be paid separately from the fellowship award and do not need to be included in your budget below:
* Budget of 140 USD for meeting supplies & materials (printing of resources, texts, banners, etc.).\*
* Budget of 280 USD for refreshments/coffee for chapter meetings.\*
* Budget of 400 USD for Covid-19 personal protection equipment.\*
* 2,100 USD to pay for case filing fees and other expenses associated with pro bono legal aid for 70 accused women & children (30 USD per case).

\**to be reimbursed upon presentation of receipts.*   |
| **Please note: All expenses should be estimated in USD:**

|  |  |
| --- | --- |
| **Expense category** | **Projected cost ($)** |
| Compensation for Fellow *Description of expense category.*  |  |
| Communication (Include any fees associated with internet access, post, or telephone.)*Description of expense category.* |  |
| Travel expenses needed to provide legal aid (Include petrol, taxi fare, train tickets, etc.)*Description of expense category.* |  |
| Equipment, if any (Include any computer or other electronic equipment associated with the implementation of the project.)*Description of expense category.* |  |
| Other (Include any other expenses associated with the project.)*Description of expense category.* |  |
| **TOTAL** (NOT MORE THAN: $5000 USD) |  |

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|  |
| PART F: HOW DID YOU HEAR ABOUT US?  |
| *Please complete the following questions for our reference.* *To cross a box, please double click the box and under the “Default Value” tab, click on “Checked”.*  |
| 1. How did you hear about the Fellowship opportunity? (Check all that apply).  |
| [ ]  A face-to-face conversation |
| [ ]  An email |
| [ ]  The IBJ website |
| [ ]  An event |
| [ ]  Other |
| 2. If you selected "other" please explain below. |
|  |
| 3. If you heard about the AA2J Fellowship from an individual affiliated with a specific organization, please name both the person and their organization below. |
|  |

**Application Continues on the Next Page**

2. Fellowship Terms and Conditions Agreement

Please read the following Terms and Conditions (‘Terms’) carefully and provide your signature\* at the bottom to indicate that you have read carefully and understood completely and clearly the following Terms of the Fellowship and agree to these Terms.

***AA2J Women’s Fellowship***

1. The person applying for the Fellowship (‘the Applicant’) commits to implementing her project, should she be a winner of the Fellowship. If the Applicant is not actually able to implement her Project after being nominated as a fellow for whatever reason, she agrees to return the prize money to International Bridges to Justice (‘IBJ’) immediately on the request of IBJ.
2. The Applicant confirms that the Project she is proposing is original and genuine. By agreeing to these Terms, the Applicant confirms that she has not copied an idea from another person or Applicant.
3. Project ideas should develop an AA2J Network chapter and provide pro bono legal aid to women and girls in conflict with the law as identified in the application.
4. Project ideas should be implemented with due respect to all domestic laws, rules and regulations.
5. Project ideas should not compromise the safety or security of the Applicant or her family, colleagues or friends; the safety or security of any target group or their families; or the safety or security of any government officials or civil servants.
6. Project ideas should not compromise the present employment or livelihood of the Applicant. By agreeing to these Terms, the Applicant confirms that she would be able to undertake her project, if chosen as a winning idea, without having to give up her current employment or livelihood.

***AA2J Network Community***

1. The member of the AA2J Network community ('the Member') must not abuse, harass, threaten, impersonate or intimidate other community members.
2. The Member will make an effort to provide accurate content, including data, text, information, URLs, graphics, photos, profiles, and audio and video and links that she submits to the IBJ staff .
3. The Member must not create or submit unwanted emails to any AA2J Network community members, such as spam. The Member may not harvest information about the members of the AA2J Network community for the purpose of sending, or to facilitate the sending, of unsolicited bulk communications.
4. The Member may use the services IBJ provides only for personal, non-commercial purposes. The Member may use content offered for download, such as photos, videos, and eLearning curricula, for personal use only and subject to the rules that accompany that particular content.
5. The Member must not use the AA2J Network community or digital platform to do anything unlawful, misleading, malicious, or discriminatory.

By agreeing to these terms, the applicant releases, waives and discharges IBJ, its agents, partners and employees from all liability to the applicant, her personal representatives, heirs, and next of kin, for all loss or damage and any claims or demands thereof, including attorney fees, on account of injury to herself or her property, whether caused by the negligence of IBJ, its agents, partners and employees, or otherwise, which she may experience or sustain arising directly or indirectly out of her participation in this Fellowship or the AA2J Network.

Further, by agreeing to these terms, the applicant indemnifies, defends and holds harmless IBJ, its agents, partners and employees and all persons, including but not limited to other participants and judges

in the Fellowship, from any and all claims and costs arising directly or indirectly out of any of her activities, acts and/or omissions, which are concerned with her participation in this Fellowship or the AA2J Network.

**Signature\* of Applicant:**

**Full Name of Applicant:**

 **Date: \_**

**\*If you are completing your Application online, typing your full name in the signature line will be treated as your acknowledgement that you accept the Fellowship Terms and Conditions.**

[PLEASE SEE CHECKLIST BELOW]

**2021 Women’s Fellowship Checklist for Applicants:**

Please make sure that are able to check “Yes” for meeting each of the following requirements before submitting your application.

|  |  |  |
| --- | --- | --- |
| **Eligibility Requirements** | **Yes** | **No** |
| I am a woman lawyer. |  |  |
| My project idea includes all the required elements outlined in the application. |  |  |
| I have experience with and am comfortable using technology to work and to conduct meetings including video conferencing software such as Zoom. |  |  |
| My application is typed in French or English. |  |  |
| I have read the Fellowship Instructions. |  |  |
| I have completely answered all required questions and tables in the application. |  |  |
| I have provided the names of at least two references. |  |  |
| I have attached a project photo to my email. |  |  |
| I have contacted AA2Jnetwork@ibj.org with any questions I have regarding my application. |  |  |
| I have signed or acknowledged my agreement to the Fellowship Terms and Conditions. |  |  |

**Once you have checked “Yes” for all requirements, email your application to:**

**AA2JNetwork@ibj.org****.**

**Good Luck!**