

CITIZEN JOURNALISTS INITIATIVE

Guidelines and deadlines for co-applicants

Main guidelines and responsibilities:

As you know, all partners involved are in charge of launching and running the citizen journalists initiative in their respective country/region and, following the process, by identifying at least 2 citizen journalists. Once the selection is done, each partner is in charge of coordinating and supporting the selected citizen journalists at national/regional level, supporting them when deemed relevant throughout the project's duration year in the publication/production of pieces/articles/videos/documentaries/etc. of citizens' journalists at national/regional level.

We strongly urge you to support their work, fostering their engagement as much as possible. Furthermore, you are also in charge to verify their outputs in terms of relevance to the project's objectives.

Contributions should be disseminated through co-applicants channels and can be delivered in national language. Please bear in mind that outputs to be published on LADDER website must be provided in English, in order to make understanding accessible to all users. A simple translation of the contribution should be asked by you directly to the author.

The citizen journalists are supposed to cover/produce articles/videos/interviews/etc. reflecting topics of DEAR (such as: poverty & development, climate & energy, tolerance & inclusion, citizens' participation for poverty eradication, engagement of public & private sector for development, local actions for global impact, etc.).

ALDA will, of course, support you if have any doubt, and will be in charge of organising and delivering a training on Communication & Journalism. Regarding this point, please note that only a selection of the best Citizen Journalists across the countries will be invited for the training, according to their engagement, efforts and quality of outputs. Considering the network of citizens journalists is not yet very much developed, the training is foreseen to take place in 2017 (or end of 2016), once the network of citizens' journalists is well established & you have identified at least 2 citizens journalists in your country as well as collected/supported a number of contributions from them.

Network of Citizen Journalist

- At least 50 people

Citizen Journalists participating to the training

- Up to 30 people

To further engage candidates, please feel free to disseminate the [Citizen Journalist profile](#), containing all details on who can participate to the initiative and what a citizen journalist is required to do.



Website updates:

From the communication side, we are now working on building a dedicated page for the Citizen Journalists initiative on LADDER website.

Our first draft foresees the creation of two sections in particular:

- **One page on the Network of Citizen Journalists** – providing a presentation of the selected candidates, who will work side by side with each of you for this initiative;
- **One page for the Contributions** – gathering all outputs of Citizen Journalists that you have identified and are supporting, in order to be shared and disseminated on our website.

For this scope, we will need some details on the citizen journalists you identified (*see below*), in order to build up the page of the network. Once you have identified interesting profiles you would like to support, please inform ALDA by sending the above information, while updating us every time you wish that a contribution is uploaded on the website.

As for their contributions, the Citizens Journalists are free to produce contents in their mother tongue and you upload on your websites. Please bear in mind that outputs to be published on LADDER website must be provided in English, in order to make understanding accessible to all users (a simple translation will be therefore required)

Next steps and deadlines:

- For those who haven't launched or completed the initiative at national level yet, we kindly ask to **launch/finalise in the upcoming weeks and before 15th July 2016**.
- All partners are asked to provide ALDA with the following data by **end of July**:
 - Name and Surname of each Citizen Journalist identified/ selected;
 - Picture of each Citizen Journalist, in colours, only head and shoulders;
 - Short biography (four lines).These data can be easily collected filling in the Citizen Journalists template (attached) that should be submitted by each co-applicant to the selected candidates who wish to appear on LADDER website with their contributions. Each co-applicant is required to provide ALDA with the template duly filled in and to inform candidates about the outreach and visibility that the promotion of their contributions via the LADDER website can offer, giving to all of them and all users a dimension of the network.
- All partners are also asked to start collecting the contributions of their Citizen Journalists.

