



---

## **Meeting Report: Pre-launch of the ReCIPE Project at Oxfam Offices, Muyenga– 31 July, 2024**

### **Attendees:**

- 1 Oxfam Uganda project staff
- 3 Center for Constitutional Governance project staff

### **Agenda:**

1. Introduction to the ReCIPE Project including its goals, objectives, scope and the project's deliverables
2. Review the Project Workplan
3. Review M&E aspects
4. Q&A Session

### **1. Introduction to the ReCIPE Project**

The Recentering the Civic Internet through Partner Engagement (ReCIPE) Digital Rights Project, supported by the European Union and implemented by Oxfam in Uganda and the Center for Constitutional Governance for a span of years with overall aim to safeguard and promote digital rights in the evolving technological landscape. Its scope includes advocacy, research, capacity building, and policy development to ensure equitable access to and use of digital technologies.

The primary objective is to create a sustainable framework that protects individual digital rights and enhances digital literacy across diverse communities. The ReCIPE project represents a critical step in promoting digital rights and literacy in Uganda. By investing in the digital capacity of CCG's staff, partners, and other key stakeholders, and by advocating for equitable access to digital technologies, the project aims to bridge the digital divide and empower marginalized communities. This initiative aligns with CCG's broader mission to advance human rights and equality in the digital age.

### **2. Review the Project Workplan**

The meeting highlighted the project activities to be implemented and their timelines, activities include; mapping digital capacities through a comprehensive survey to evaluate the digital capabilities and knowledge of human rights CSOs, designing and executing the survey, recruiting and training enumerators,



analyzing the collected data, and disseminating the findings through workshops. The initiative will also develop and deliver both in-person and virtual training programs focused on digital rights and emerging technologies.

In addition to training, the initiative will offer in-depth support to strengthen digital capacities within CSOs. Support the sustainability of Civic Space TV, provide urgent assistance to activists in challenging contexts, and develop additional resources for CSOs. The action will foster partnerships between digital rights actors from the global north and south through meetings, policy briefs, and multistakeholder forums, the initiative aims to bridge gaps and enhance collaboration. It also supports critical analysis of government and private sector policies, particularly those concerning transformative technologies like AI, and ensure the safe participation of global south partners in major international forums, such as EuroDig and RightsCon.

Furthermore, the initiative will facilitate the creation of networks among CSOs and digital defenders to encourage knowledge sharing, collaborative research, and policy formulation. It will publish targeted policy briefs and engage in direct advocacy with government representatives. Social media campaigns and influencer collaborations will be employed to raise awareness on digital rights. Capacity-building workshops on digital literacy, security, and content discernment are conducted, with specialized consultants providing expert training will be conducted.

### **3. Review M&E aspects**

The key issues were;

- Monitor the implementation of project activities and track progress towards achieving the project's objectives.
- Develop specific, measurable indicators for each objective to assess progress. Examples include the number of stakeholders trained, policy advocacy milestones achieved, and levels of digital literacy among target populations.
- Implement a system for regular reporting on project activities, outputs, and outcomes. This includes periodic progress reports to track adherence to the project timeline and budget.
- Perform a mid-term evaluation to assess the project's progress towards its objectives, identify challenges, and make necessary adjustments.
- Conduct a final evaluation at the end of the project to assess overall impact, effectiveness, and sustainability. This evaluation will provide a comprehensive review of the project's success and areas for improvement.



- Prepare and disseminate regular progress reports to stakeholders, including funders and partners.
- Compile a comprehensive final report summarizing the project's achievements, challenges, and impact. This report will serve as a key document for accountability and future reference.

Deadlines for Submitting Reports include;

Quarterly Progress Reports:

- Deadline: 10<sup>th</sup> of day of the next quarter
- Purpose: Update on project progress, activities, and challenges.

Bi-annual Report:

- Deadline: 20<sup>th</sup> of every six (6) months
- Purpose: Assess progress at the halfway point and suggest adjustments.

First Interim Report:

- Deadline: 1<sup>st</sup> January-31<sup>st</sup> December 2025
- Purpose: Provide a comprehensive review of the project's outcomes, impact, and effectiveness.

Second Interim Report:

- Deadline: 20<sup>th</sup> January 2026
- Purpose: Provide a comprehensive review of the project's outcomes, impact, and effectiveness.

Final Project Report:

- Deadline: 31<sup>st</sup> June 2027
- Purpose: Summarize the overall project achievements, lessons learned, and recommendations for future initiatives.

#### **4. Q&A Session**

The meeting concluded with a Q&A session, addressing queries related to project implementation, stakeholder roles, and expected outcomes.

#### **Expected Results:**

- All partners have a thorough understanding of the project's goals, objectives, and scope.
- Clear identification of the deliverables or outputs expected from the project
- The workplan has been reviewed and validated, with clear timelines and milestones
- Monitoring & Evaluation (M&E) framework is clearly understood, including methods and tools for tracking progress, measuring performance, and ensuring quality control.



**Next Steps:**

- Finalize preparations for the project launch event on 15th August 2024.
- Continued engagement with the Ministry of ICT and other government bodies to attend the launch

**Adjournment:** The meeting was adjourned with a commitment to follow up on the discussed issues and prepare for the upcoming launch event.

**Prepared by:**

Okadapau Simon Peter  
Project Coordinator-ReCIPE