



BASES OF THE CALL FOR SUBMISSIONS

Introduction

The **INTER-AMERICAN AWARD FOR GOOD PRACTICES IN WOMEN'S LEADERSHIP** is an inter-institutional initiative of the Inter-American Task Force on Women's Leadership. The participating institutions include the Inter-American Commission of Women (CIM), the Inter-American Commission on Human Rights (IACHR), the Pan American Health Organization (PAHO), the Ibero-American General Secretariat (SEGIB), ParlAmericas, and International IDEA, together with two civil society organizations: the Caribbean Institute for Women in Leadership (CIWiL) and the Latin American and Caribbean Committee for Defense of Women's Rights (CLADEM). This initiative is supported by the Government of Canada, as well as the Summit of the Americas Secretariat (SAS) and Department for Effective Public Management (DGPE) of the Organization of American States (OAS).

This call seeks to recognize, highlight and amplify public policies as well as initiatives from the private sector and civil society that promote an increase in the number of women in leadership positions and/or strengthen their empowerment and advocacy capacity in decision-making. The ultimate aim is to contribute to closing gaps and inequalities from a rights perspective, valuing the ability to innovate, generate significant impacts, combine synergies, strategic alliances and, above all, consider leadership from a comprehensive, rights-based intersectional perspective, so that no woman is left behind.

Objectives

The specific objectives of the **INTER-AMERICAN PRACTICE AWARD FOR GOOD PRACTICES IN WOMEN'S LEADERSHIP** are:

1. Identify, recognize and disseminate innovative practices aimed at supporting and strengthening the women's leadership in different power and decision-making spaces;
2. Highlight leaderships that promote the full participation of women in decision-making spaces;
3. Stimulate commitments and concrete actions in support of women's leadership throughout the region;
4. Generate debate, awareness, and public conversation around political / public and private sector responsibility for women's leadership;
5. Compile the initiatives and create a bank of good practices on public and private sector experiences with women's leadership and empowerment in decision-making spaces.

Who can participate?

Government institutions, public administration at the national or subnational level, as well as private sector companies and civil society organizations, belonging to any country in the Americas and the Caribbean.

Categories

Normative and/or programmatic experiences may be presented, from among the following categories:

- [Category 1](#). Public policies and guarantees for the exercise of women's leadership.
- [Category 2](#). Private initiatives for women's leadership in business.
- [Category 3](#). Civil society initiatives for the empowerment and leadership of girls and women.

Special recognition for women leaders of the year

This call includes a special recognition to highlight women's individual leadership, in which the eligibility and evaluation criteria are different. Recognitions for women leaders will be awarded in the following areas:

- **Mention: Women's leadership in the response to the COVID-19 crisis**
This recognition aims to highlight women's leadership in the response to the COVID-19 crisis, including their contributions in mitigating the emergency in the fields of health and scientific research, and also in aspects such as the economy, governance, and social management of the challenges posed.
- **Mention: Young women leaders of the year**
This recognition aims to make highlight the leadership of young women who contribute with their work and their merits in the scientific, cultural, social and humanitarian fields, linked to progress and social well-being in an extraordinary and exemplary way. In this case, applications may be submitted for young women between 16 and 24 years of age.

Eligibility criteria

Criteria for the Good Practice Awards

- a) Applications from individuals in a personal capacity will not be accepted.
- b) Nominations can be made by the initiative's leading institution, or by third parties, provided that all the requirements expressed in these bases are met.
- c) Project ideas that have not yet been executed will not be accepted.
- d) Applicant experiences must have been implemented between January 1, 2017 and December 15, 2021, or still be in execution at the end of this term, with verifiable and measurable results achieved to-date.
- e) The application form must be completed in its entirety.
- f) The nomination must be supported by at least two reference letters issued by third parties, indicating why this experience is worthy of receiving the award.

- g) The nomination must include a letter of consent and authorization to disseminate and make use, totally or partially, of the content of the application and the experience described.
- h) Proposals that refer to ideas or practices that are not respectful of the human rights regulations and framework at the national, regional and international levels will not be accepted.

Considerations:

- i) If any entity wishes to apply to more than one category, it must do so in different application forms.
- j) An entity can apply for a maximum of three (3) experiences within the same category.

Eligibility criteria for Women leaders of the year awards

- a) Nominations must be proposed and submitted by third parties (natural or legal persons).
- b) The nomination will be made through a letter that may be accompanied by as many documents, bibliography and audiovisual materials as desired, in order to accredit the merits of the proposed nomination.
- c) The nomination must be supported by at least two reference letters, issued by third parties.
- d) The women nominated must be from and reside in one of the countries of the Americas or the Caribbean at the time of nomination.

Criteria for evaluating good practices

The selection and prioritization of the nominated initiatives will be evaluated according to different criteria, including aspects such as:

- **Demonstrable results:** The experience demonstrates results or impacts that have been achieved and are measurable through indicators, evaluation reports, studies, etc. It will be critical to include both quantitative and qualitative indicators, as well as baseline indicators and outcome indicators that measure the changes generated by, and the impact of the initiative.

- **Inclusive leadership:** Degree to which the leadership of the initiative itself includes the participation of women. The level at which this participation occurs will be evaluated: in the consultation, assessment, decision-making, implementation and/or evaluation phases. Include quantitative indicators of such participation.
- **Innovation:** Ability to generate innovative proposals that respond creatively to the challenges to women's leadership in decision-making spaces.
- **Intersectionality:** Degree to which the initiative incorporates an intersectional gender approach, with special attention to women from historically excluded groups (indigenous, Afro-descendant, rural, persons with disabilities, LGBTIQ+, youth, older persons and migrants).
- **Multi-actor alliances:** Ability to work in association and/or alliance with different strategic actors for the development of the initiative, be these intra-institutional, inter-institutional, inter-sectoral, or public-private alliances.
- **Sustainability:** A condition that guarantees that the objectives and positive impacts of the initiative last long after its conclusion. Indicate, for example, if there is a regulation that gives validity over time, the allocation of a budget or alliances that guarantee the sustainability of the initiative.
- **Replicability:** Capacity, ease and flexibility of the experience, in whole or in part, in terms of its applicability in similar situations, or its potential to inspire other similar initiatives.
- **Comprehensiveness of the gender perspective:** Initiatives that are framed within a demonstrable organizational policy on women's rights will be valued. One of the ways in which this comprehensiveness can be demonstrated will be the adherence of the institutions to programs such as the [Women's Empowerment Principles](#) (UN Women), the [Gender Equality Seal](#) (UNDP) or the [Gender Parity Initiative](#) (IDB).

Evaluation criteria for the nomination of women leaders

- **Evidence:** Nominations that show evidence of the good work of the nominated women leaders will be valued, whether through their initiatives, programs or projects promoted, as well as their impact on societies.
- **Initiative:** Degree to which the nominated woman stands out for having been a pioneer or proactive in responding to a question of social concern.
- **Inclusive leadership:** Degree to which the nominated woman exercises inclusive leadership, favoring the participation and/or attention to others, especially valuing the inclusion of historically excluded groups (indigenous peoples, Afro-descendants, people with disabilities, LGBTIQ+, youth, migrants, etc.).
- **Values-based leadership:** Nominations will be valued of women whose leadership is based on the human rights approach and, in particular, women's rights, as well as values such as ethics and commitment to causes of social interest.
- **Backing:** Nominations will be valued that are accompanied by the support and adhesions that are considered appropriate, which may be formalized through letters of support or collection of signatures supporting the nomination.

Who can receive the award?

- a) The good practices awards will be conferred on the institutions responsible for the nominated initiatives. Individuals, as well as agencies, consultancy firms and external advisors involved in the design and/or implementation of the initiative do not qualify to receive the award. In the case of public-private partnerships, recognition will be conferred on the public body.
- b) Recognitions for women leaders will be conferred on the nominated individuals.

Jury

The Jury will be made up of a committee of representatives of the different organizations that are part of the call.

The Jury may decide to award honourable mentions if it deems that the nominations warrant such recognition. Likewise, the Jury reserves the right to declare any of the award categories void based on its review of the nominations.

Evaluation process

An evaluation committee will pre-select nominations in view of the documentation presented, and may require the verification and validation of the evidence, which will be carried out in order to ensure the veracity and consistency of the nominations against what has actually happened in the field.

After this first stage, the pre-selected and verified initiatives and women leaders will be submitted to the Jury, who will determine, unanimously, the final selection based on the above-defined evaluation criteria.

Disqualification of nominations

Nominations may be disqualified from the evaluation process for any of the following reasons:

- Failure to observe the bases of this call and the eligibility criteria for the nomination.
- Presentation of false or misleading supporting information or documentation.
- Not contributing to the provision of evidence during the evaluation process, if requested.
- Observance of unethical behavior or exercise of undue pressure during the evaluation process.
- The policies or activities of the nominated institution are not in line with the policies, norms and/or regulations of the member organizations of the Task Force.

Revocation of the Award or recognitions

The award may be revoked if previous or subsequent events of a character incompatible with the criteria established in this call are observed.

Awards Cerermony

The Award Ceremony will be held during a public international event, to be held in 2022 (date to be determined).

The award, in each of the categories, includes:

- An acknowledgment expressed in a certificate issued by the different organizations that are part of the call. This recognition authorizes the entity to use it for the institutional purposes that have been established as a priority in its communications.
- The dissemination and promotion of the award-winning experience as a good practice with potential for replication through digital publications and events for the exchange of experiences organized by any of the different organizations that are part of the call.

Systematization, publication and dissemination of winning experiences

The organizing institutions reserve the right to disseminate the results of the selection process. Likewise, the applicant/awardee must authorize the dissemination and use, in whole or in part, of the content of its application and the experience described, in which case it will become part of a bank of good practices available on the website of the [Inter-American Task Force on Women's Leadership](#).

Timeline

Launch of the Call for Submissions	March 25 th 2021
Deadline for submission	December 15 th 2021
Publication of the results	January 2022
Awards Ceremony	At a public international event (place and dates to be determined)

* These dates could be subject to change due to *force majeure*.

Requirements for the presentation of good practices

(checklist)

1. Complete the online form in its entirety.
2. Include a letter of interest presenting the nomination, describing the reasons why the nominated initiative may be worthy of the Inter-American Prize.
3. At least two letters of reference issued by third parties, indicating why this experience is worthy of receiving the award.
4. Applications from individuals in a personal capacity will not be accepted.
5. Un- executed projects will not be accepted.
6. Nominated experiences must have been implemented between January 1, 2017 and December 15, 2021, or be in execution at the end of this term, with verifiable and measurable results achieved to-date.

Failure to comply with any of these requirements will result in immediate dismissal of the nomination for the good practice awards.

Form for the submission of good practices

Note: This is only the form model. The submission must send online completing the form available [HERE](#).

DETAILS OF THE EXPERIENCE	
Title of the experience:	
Category to which you apply:	
Abstract: <i>The abstract should include the highlights of the initiative (maximum 1100 characters)</i>	
Country:	City :
	State/Province/Department:
Leader institution of the initiative: <i>(Name of the State/public entity, corporation/company or and executing organization)</i>	
Address:	
Telephone:	
Website:	
Problem analysis / Objective of change: <i>Briefly explain the justification for the initiative: the problem identified, what would happen if measures were not taken, as well as the objectives set by the initiative to help change this situation. Indicate the extent to which women have participated in the assessment of the situation, if applicable (maximum 900 characters)</i>	
Target population: <i>Indicate the target population, direct and indirect, of the experience. Specify estimated number of beneficiaries (maximum 900 characters)</i>	

Actions implemented:

Explain what actions, strategies and/or measures were carried out to transform the situation. Indicate the extent to which women have participated as subjects (and not merely beneficiaries) of the implementation of the initiatives, if this is the case (maximum 900 characters)

Results achieved:

Report the results or impacts achieved to-date, sustained and measurable through performance indicators. Highlight if there were additional unintended/unforeseen impacts. Explain why the action was or is succeeding (maximum 900 characters)

Innovation:

If applicable, explain why you consider the experience to be an innovative and creative practice. If there is a history of similar initiatives, highlight which component of this experience is new (maximum 700 characters)

Mechanisms for women's participation:

Describe the mechanisms used to ensure the participation of women during the definition of the initiative, execution, monitoring and/or evaluation. If applicable, highlight the degree to which the initiative includes the participation of diverse women and women's associative movements (maximum 900 characters)

Lessons learned:

What could have been done differently? (maximum 700 characters)

Stakeholders involved:

Give details of the stakeholders who drive the initiative, as well as the alliances established during its implementation (maximum 900 characters)

Main sources of funding:

Indicate the main sources of financing and if the initiative has international partners and cooperators (international cooperation organizations, public financing, private sector). If this is the case, indicate how other types of contributions support the budget, for example in kind (from civil society, academia, etc.) (maximum 900 characters)

Sustainability:

Briefly explain how the sustainability of the initiative is contemplated and the risks to its continuity or setbacks. Specifically indicate the availability of human, technical and budgetary resources that ensure the continuity of the initiative (maximum 900 characters)

<p>Replicability:</p> <p><i>Capacity or potential of the experience, as a whole or in part, to be replicated in similar situations (maximum 900 characters)</i></p>	
<p>Comprehensiveness of the gender perspective:</p> <p><i>Indicate if the initiative is framed within an organizational policy on equality and women's rights. For example, indicate if the institution contemplates a broader equality policy, or adheres to a program such as the Women's Empowerment Principles (UN Women), the Gender Equality Seal (UNDP) or the Gender Parity Initiative (IDB) (maximum 900 characters)</i></p>	
<p>Legal representative name:</p>	
<p>Position:</p>	
<p>Telephone:</p>	
<p>Email:</p>	
<p>Contact person:</p>	
<p>Position:</p>	
<p>Telephone:</p>	
<p>Email:</p>	
<p>Documents attached (checklists):</p>	<p>Letter of interest:</p> <p><i>Letter presenting the nomination, no longer than 1200 words, describing the reasons why the nominated initiative may be worthy of the Inter-American Prize</i></p>
	<p>Letters of support:</p> <p><i>At least two letters of reference issued by third parties, indicating why this experience is worthy of receiving the award.</i></p>
	<p>Supporting documents:</p> <p><i>(Reports, photographs, links to videos, news articles).</i></p>

Frequently asked questions

1) What kinds of experiences can apply for the Good Practices Award?

Below, you will find an indicative list of what type of experiences we are seeking to highlight in each of the categories:

Category 1. Public policies and guarantees of the exercise of women's leadership

This category includes initiatives promoted by the different branches of Government and public administration and institutions.

Applicant experiences can respond to one or more of the following dimensions:

- Regulatory framework to guarantee balanced political representation of women in different branches of Government
- Representation quotas for the public administration
- Regulations against gender-based discrimination and political violence
- Representative balance between women and men in power and decision-making spaces
- Programs to strengthen women's leadership (schools of political leadership, mentoring, etc.)
- Chairs reserved for women in decision-making
- Affirmative actions to include women leaders from traditionally excluded sectors in decision-making spaces (indigenous women, Afro-descendants, with disabilities, LGBTIQ+, rural women, young women, older women and migrants)
- Campaigns aimed at highlighting and positioning women's leadership
- Procedures for inclusive and safe electoral processes for women
- Monitoring and information systems. Observatories of women's political participation
- Mechanisms for the participation of women in public transparency and the fight against corruption
- Others

Category 2. Private Sector Initiatives for Women's Leadership in Business

In this category, experiences promoted and carried out from the private sector (multinational and national companies, SMEs, credit corporations, cooperatives, public

companies, as well as public-private alliances), tending to promote greater leadership of women in their management structures.

Applicant experiences may be oriented, among other measures, to:

- Statutory quotas for women's representation on boards of directors
- Training programs aimed at the internal promotion of women
- Mentoring programs for the empowerment of women workers
- Work-life balance, conciliation and/or co-responsibility policies with a verified impact on the greater participation of women in decision-making positions
- Financial inclusion, support and incentives to women's entrepreneurship
- Others

Category 3. Civil society initiatives for the empowerment and leadership of girls and women

Non-governmental organizations (associations, foundations, networks, etc.) that are carrying out initiatives that contribute to the empowerment and leadership of women in different sectors may participate in this category: politics, the business sector, technology, sports, etc.

Applicant experiences may be oriented, among other measures, to:

- Awareness and advocacy
- Programs to strengthen women's leadership (schools of political leadership, mentoring, etc.)
- Monitoring and information systems. Research. Data collection and analysis. Citizen observatories on women's political participation
- Campaigns to highlight and promote women's leadership
- Others

2) What types of women's leadership can apply for the Women Leaders of the Year Award?

- Mention: Women leaders in the response to the COVID-19 crisis:

In this category, the candidates may be women whose leadership, initiative and commitment have stood out in the response to the COVID-19 crisis in any of its dimensions.

In this sense, women may be prominent in health management, scientific research, political management, or the conduct of social initiatives, which may cover different impacts of the crisis beyond health, such as social, economic, educational, security, mobility, and other impacts.

- Mention: Young Women Leaders of the Year

In this category, the candidates may be young women between 16 and 24 years of age for whose leadership, initiative and commitment have stood out in the conduct of initiatives, campaigns or projects in favor of social, environmental and/or cultural causes, linked to the achievement of the Sustainable Development Goals.

3) What entities are considered part of the Public Administration and Institutions called to participate in this call?

Government institutions and public administration at the national or subnational level may participate in this call. This includes:

- Parliaments and / or Legislative Commissions.
- Ministries
- Justice sector institutions
- Regional/state/provincial governments
- Local governments

4) What kind of private sector companies can participate in the call for Good Practices?

Companies from any sector may participate in this call, except those that are linked to the production or commercialization of weapons, alcohol, tobacco and/or drugs.

Likewise, both MSMEs and large companies may participate. The submitted experiences will be valued in terms of the ability to innovate and impact changes considering the size of the companies.

The media and banking entities may apply in this category.

5) What type of institutions are considered civil society organizations?

The following civil society organizations may participate in this Call:

- Non-governmental organizations (NGOs)
- Federations and Civil Associations
- Unions
- Professional associations
- Think tanks
-

6) How many applications can an entity present in the call for Good Practices?

An entity can submit a maximum of three (3) experiences in the same category, if it wishes.

If any entity wishes to submit one experience to more than one category, it must do so using different application forms.

7) Can experiences already sent to other calls for awards be submitted for this award?

Of course!