



**THE 4<sup>TH</sup> ANNUAL RESIDENT ASSOCIATIONS EXCELLENCE AWARDS (ARAEA):  
ENTRY FORM**

**Timelines:**

- All entries and accompanying citations and evidences to be submitted by end of day on **26<sup>th</sup> November 2021**. Any entries received after the closing date will be automatically disqualified.
- The judges will consider and review the entries and nomination for winners and runners up for each category identified by **9<sup>th</sup> December 2021**.
- Selected nominees will be notified by **10<sup>th</sup> December 2021** in preparation for the awards ceremony to be held on **17<sup>th</sup> December 2021**.
- Winners and Runners up are presented with a certificate and trophy at a colorful gala event attended by representatives of various Resident Associations; Government; Community Leaders; Media among other service delivery stakeholders.

**Guidelines:**

1. All the form fields must be filled and be legible
2. You may submit entries for more than one category (maximum three categories) provided that each entry is made on a separate form. All submissions must be submitted through the Residents Association leadership
3. Potential awardees (Resident Associations) will submit direct entries with brief citations demonstrating how their entry activity has practically enhanced access to public services in a specific sector between **1<sup>st</sup> January 2020 and 31<sup>st</sup> August 2021** and contributed to improvement of quality of life in the neighborhood
4. Selection of winners will be based on the criteria set by panel of judges
5. The judges will have the final say on the winners for each category
6. For any clarification, get in touch with Sarah or Vincent on 0725983445 or email: [mail@kara.or.ke](mailto:mail@kara.or.ke)

**Personal Details:**

Name of Residents Association	
Location	County:  Sub-County:  Ward:
Year of formation /Registration number	
Your Name	
Designation at the Residents Association	



**Declaration:**

I certify that the information provided above is true to the best of my knowledge and I understand that providing any false information may lead to automatic disqualification of the nominee and/or prosecution of the nominator in a court of law.

Signature of entrant	
Date	

**About the categories**

**(a) Mazingira Award**

The purpose of this award is to recognize and reward residents association whose work has immensely contributed towards promotion of sustainable environmental management at the neighborhood level

**(b) Usalama Award**

The purpose of this award is to recognize and reward residents association whose work has immensely contributed towards promotion of security at the neighborhood level

**(c) Mawasiliano Award**

The purpose of this award is to recognize and reward residents association that has leveraged on creative communication approaches to ensure improved and structured communication among its membership.

**(d) Maji Award**

The purpose of this award is to recognize and reward residents association whose work has immensely contributed towards access to better water services for its members

**(e) Afya Award**

The purpose of this award is to recognize and reward residents association whose work has immensely contributed towards better hygiene and sanitation conditions within their neighbourhood

**(f) Mihadarati Award**

The purpose of this award is to recognize and reward residents association whose work has immensely contributed towards the fight against alcohol and drug abuse in Kenya

**(g) Viwanja Award**

The purpose of this award is to recognize and reward residents association whose work has immensely contributed towards protection of public spaces within their neighbourhood.

**(h) Ujenzi Award**

The purpose of this award is to recognize and reward residents association whose work has immensely contributed towards the fight against uncontrolled and illegal development within their neighbourhood

**(i) COVID 19 Mitigation Award**

The purpose of this award is to recognize and reward residents association that carried out initiatives that had immense positive impact on the fight against COVID 19 pandemic

**Criteria for Selecting Winners:**

A panel of competent judges will review all the entries received and determine the awardees for each category based on the following criteria:

<b>CRITERIA</b>	<b>DESCRIPTION</b>	<b>SCORE (%)</b>
<b>Innovation</b>	Is the idea distinctive and practical? Does it provide a new dimension to addressing service delivery challenges faced by resident associations?	20
<b>Relevance</b>	Is the entry in line with the set objectives of the awards? Does the idea address the needs and expectations of Residents Association members?	15
<b>Clarity</b>	Is the citation well- articulated to give a clear picture of what the association has achieved and is seeking to be awarded for? Does it provide concrete evidence?	10
<b>Output</b>	Is the output of the idea submitted Specific, Measurable, Achievable, Realistic and Time bound - SMART?	10
<b>Ethical</b>	Was the process followed to achieve the idea above board and devoid of any unethical practices?	15
<b>Sustainability</b>	Have proper mechanisms been put in place to ensure sustainability of the idea - Does it meet the present economic, social and environmental needs without compromising the ability of future generations to meet their needs?	20
<b>Scalability</b>	Can the idea be expanded to accommodate growth or increased demand? Can it be replicated by other resident associations?	10
<b>Total (%)</b>		<b>100</b>