

E-GOVERNMENT AND ICT* STRATEGIC PLANNING AND IMPLEMENTATION

* Information and Communication Technology

A TRAINING WORKSHOP • JUNE 16 — JULY 4, 2003 • WASHINGTON, D.C. AND BALTIMORE, MD



Why you should attend:

- Learn the latest in e-government and ICT strategic planning and tactical implementation from experts who have implemented scores of projects, serving millions of customers
- Learn how to use public-private partnerships (PPP) to leverage the power of universities, NGOs, and the private sector in providing e-government/ICT services
- Learn from global case study experiences on what makes for a successful - and failed - e-government/ICT program
- Participate in a simulated e-government/ICT "readiness" assessment to help you plan your program
- Develop your own e-government/ICT Action Plan to implement on-the-job
- Network and build professional relationships with your fellow participants and leading e-government/ICT specialists and government managers in the Washington, DC and Baltimore, MD areas

REGISTER ONLINE!

www.ip3.org

"My attendance at the recent IP3 workshop on E-Government Strategic Planning and Technical Design has helped to prepare me for the bigger challenge of assisting the Government in re-engineering the way it does business with the citizens of the country."

The important network links forged in Washington during my two weeks stay will widen my pool of resources I am sure to call upon, to prepare me for the difficult challenges that are ahead."

*Rachel Andrade-Sankar
Coordinator, ICT Unit
Office of the President
Government of Guyana*

Workshop Sponsor



**THE INSTITUTE FOR
PUBLIC-PRIVATE PARTNERSHIPS**



Visit Our Website: www.ip3.org

COURSE LEARNING OBJECTIVES

Worldwide, governments today are exploring ways to harness the power of information and communication technology to provide better and more cost effective service delivery to their constituents, staff, and other stakeholders. These programs, often called “e-government initiatives,” are taking many forms as governments try to develop and implement a cross-range of electronic services.

To better plan, develop, implement, and monitor such e-government/ICT initiatives, IP3 has designed a three-week comprehensive training course titled, *E-Government and ICT Strategic Planning and Implementation*. The training will specifically address the following:

- How to conduct an “e-readiness” assessment
- How to create the appropriate policy and institutional framework for e-government and ICT
- How to design, manage and monitor pilot e-government and ICT initiatives
- How to use public-private partnership models to create sustainable e-government and ICT programs

Through presentations, case studies, technology labs, simulated exercises and on-site meetings with leading public and private enterprise e-government and ICT managers, participants will gain new knowledge and skills and bring these to bear in developing their own e-government and ICT *Action Plan*.

WHO SHOULD ATTEND

National, State and Local Government Officials responsible for preparing e-readiness strategies and designing e-Government programs.

Government Information Technology Officials and CIOs responsible for IT system management and e-Government development.

Officials from Bi- and Multilateral Agencies promoting or financing e-Government and on-line educational programs.

Private Sector Internet and IT Specialists providing hardware, software, and consulting services to government.

Government Officials from Human Resource Development (HRD) Departments, HRD Consultants and Instructors responsible for HRD planning and execution in government agencies.

TECHNICAL TRAINING DIRECTOR

Abdel M. Fouad

Mr. Abdel Fouad has over 35 years of experience in the telecommunications and information technology sectors providing both training and consulting services on e-government solutions worldwide. Sample project work includes serving as the project manager of the \$50-Million Suez Canal Vessel Traffic Management System (VTMS); serving as team leader to the Government of the Philippines to design, procure, and implement a comprehensive information technology system project; and working with national telecommunication regulatory commissions involved with managing public-private partnership programs in the telecommunications sectors.

Mr. Fouad also has exceptional training and facilitating skills, having taught hundreds of participants from Africa, Asia, and Europe on a number of E-Government/ICT and PPP related topics. He teaches regularly in IP3's courses on *IT System Development* and *E-Government Planning and Management* and recently participated as lead instructor for IP3 on an ICT and E-Government course held in Egypt.

INSTITUTE FOR PUBLIC-PRIVATE PARTNERSHIPS, INC. (IP3)

The Institute for Public-Private Partnerships, Inc. (IP3), is an international training and technical assistance firm that advises governments, banks, and private sector firms around the world on developing, implementing, and monitoring public-private partnerships in the environmental (water, sewerage and solid waste), energy, transportation, technology and social sectors. The emphasis of our activities is on providing training and technical assistance to develop the requisite economic, legal, financial, technical, regulatory and institutional enabling environments for successful public-private partnership arrangements. IP3 provides services to national/state government ministries and agencies, local governments, bi- and multilateral assistance agencies, financial institutions, non-governmental organizations, and private businesses. Since 1994, IP3 has trained over 8,000 officials from 175 countries and has conducted scores of training and technical assistance assignments worldwide.

COURSE CONTENT

Module I: Rationale, Policy and Institutional Framework for an E-Government and ICT Program

- Developing appropriate telecommunications, e-Government and ICT policies and laws
- Assessing the “e-readiness” of government: connectivity, security, leadership, human capital and the enabling environment
- Determining how e-Government and ICT can contribute to overall economic and social development goals

Module II: Planning, Managing and Operating an E-Government and ICT System

- Building the management and operations team
- Determining the desired outputs/outcomes of an e-government/ICT system: publishing, information exchange, communications network, form retrieval and submission, and online transactions
- Planning for hardware and software requirements
- Strategies to budget and cost out a scaleable government website or portal

Module III: Using PPP Models in the Delivery of E-Government and ICT Services

- Strategies to pre-screen PPP project opportunities
- Conducting project pre-feasibility analysis and criteria ranking
- Understanding the different types of public-private partnership methods: service/management contracts, joint ventures, divestiture/asset privatization, licensing agreements, leases, concessions and green field investment projects
- PPP procurement, contract compliance monitoring and regulation procedures
- Assessing the role of universities, libraries, and community telecenters in providing ICT services to end-users
- Promoting businesses and entrepreneurs to finance, design, operate and own ICT services

Module IV: Best Practices in Using E-Government and ICT for Sustainable Development Programming

- Education and training: Using e-learning and “online” solutions for primary, secondary, and university education requirements
- Transparency and accountability: e-government, e-procurement and telecenters
- Environmental Management: Using geographic information systems (GIS) and remote sensing to enhance environmental management
- Telemedicine: enhancing primary and health care delivery services in rural areas

Module V: Site Visits to Successful E-Government and ICT Programs in the Washington, DC and Baltimore, MD area

The Washington, DC and Baltimore, MD areas are some of the most advanced in using e-government and ICT services. Participants will have an opportunity to meet with officials from federal, state, and local government agencies and private ICT providers to discuss a range of e-government and ICT initiatives, actions, and solutions.

Module VI: Action Planning

Prior to completing the course, IP3 requires participants to complete an *Action Plan* detailing how they will apply their new knowledge and skills on-the-job. IP3 has developed a four-step process to guide participants in developing their action plans. Our expert faculty members conduct several action-planning sessions throughout the course to assist each participant to develop his/her plan. On the last day of the course, each participant will present his/her action plan to the group for peer review and comments.

Continuing Education Units (CEUs): 9.0 Credits

CIPA™ Training Methodology

In designing and implementing the training workshop, IP3 will employ our integrated capacity building methodology called the *CIPA™ Training Methodology*. The CIPA model consists of four main drivers:

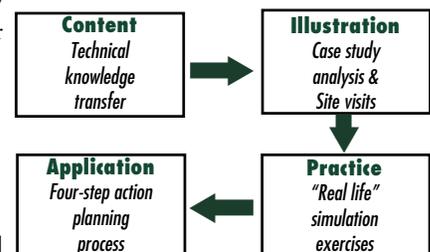
Content sessions, which transfer knowledge through expert-led presentations

Illustration of the content through “best practices” case studies and small group discussions

Practice of the knowledge learned through “real life” simulations

Application of the knowledge learned through the development of *Action Plans*

This integrated methodology is designed to provide participants practical and results-oriented training for mid-career professionals. All of our training modules employ this proven approach.



ADMINISTRATIVE INFORMATION

Application Procedures

Candidates are requested to complete the enclosed application form in its entirety and send it to IP3 by facsimile, airmail, email, or international courier as soon as possible, as registration is limited. Applications may also be processed by telephone or online at www.ip3.org. Please address any correspondence to the *Global Training and Consulting Division*.

Admissions

The IP3 Admissions Committee will review candidate applications. Confirmation of acceptance will be made by return communications once the Committee has reached a decision. Admission decisions are based on educational background, relevant work experience, language capabilities, and a recognized desire/need to attend the particular workshop to achieve personal and professional goals.

Program Fees

The program fee for the workshop is \$4,350 per participant. This fee includes all program training sessions, materials, case studies/simulations, travel for professional field visits and social activities organized by IP3. Please contact IP3 for group discount rates.

Fees must be in U.S. dollars, and may be paid by check, traveler's check, credit card (American Express, VISA, MasterCard) or by wire transfer. A deposit of \$500 is required for all accepted candidates with the balance of the program fees to be paid on the first day of the workshop.

Visa

Visas are required from most countries for travel to the United States. Please make necessary arrangements with the U.S. Embassy/Consulate in your country well in advance of travel plans. Upon admission to a workshop, candidates will receive a letter of invitation, which can be used to assist in visa processing. IP3 is unable, however, to send any direct correspondence to embassies or consulates.

Certificate of Achievement

Participants who successfully complete the training requirements will receive a *Certificate of Achievement* decreeing their professional advancement in the particular field of study. *IP3 has been reviewed and approved as an Authorized Provider by the International Association for Continuing Education and Training (IACET) and will award 9.0 CEUs to participants that successfully complete this program.* CEUs can be used for maintenance of professional affiliation with an institution or professional advancement in organizations. Program requirements will be provided in detail to the participants upon acceptance into the workshop.

For registration and additional information please contact:

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Global Training and Consulting Division
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Washington, D.C. 20036, USA

Tel: 202-466-8930 • Fax: 202-466-8934

E-mail: training@ip3.org • Website: www.ip3.org

2003 Training Schedule

Washington, DC-based International Courses

- **Incentive-Based Regulation: Advanced Techniques for Tariff Setting and Adjustment** (Washington, DC)
March 3 — 14, 2003
- **Best Practices in Corporate Governance for Public and Private Enterprises** (Washington, DC) *March 17 — 28, 2003*
- **Structuring, Financing, and Monitoring PPP Projects in the Energy Sector** (Washington, DC) *April 7 — 25, 2003*
- **Structuring, Financing, and Monitoring PPP Projects in the Water Sector** (Washington, DC) *May 5 — 23, 2003*
- **Managing Regulatory Commissions/Agencies: Mastering the Process and Procedures** (Washington, DC) *June 2 — 20, 2003*
- **E-Government and ICT Strategic Planning and Implementation** (Washington, DC) *June 16 — July 4, 2003*
- **Public-Private Partnership Policies and Strategies: Improving Efficiency and Quality in Public Service Delivery** (Washington, DC) *July 14 — August 8, 2003*
- **Infrastructure Financial Analysis and Tariff Setting: Essential Skills for Financial Analysis** (Washington, DC)
July 21 — August 8, 2003
- **Telecommunications Regulation and Unbundling** (Washington, DC) *August 17 — 28, 2003*
- **Restructuring and Commercializing Utilities: Strategies to Improve Management Efficiency and Financial Performance** (Washington, DC) *September 8 — 19, 2003*
- **Contract Compliance and Performance Monitoring for Public-Private Partnership Projects** (Washington, DC)
October 6 — 17, 2003
- **Public Private Partnership Approaches to Healthcare** (Washington, DC) *November 3 — 14, 2003*
- **Public Awareness and Stakeholder Consultation for PPP Projects** (Washington, DC) *December 8 — 19, 2003*
- **Advanced Project Finance Analysis and Modeling for Infrastructure Investment** (Washington, DC)
December 8 — 19, 2003

Regional Courses

- **Local Government Finance and Management: Strategies to Enhance Municipal Creditworthiness** (Cape Town, South Africa)
March 31 — April 11, 2003
- **Public Private Partnership Policies and Strategies: Promoting Efficient and Cost-Effective Public Service Delivery in Africa** (Dakar, Senegal) *April 7 — 11, 2003*
- **Public Private Partnership Policies and Strategies: Promoting Efficient and Cost-Effective Public Service Delivery in South Asia** (Goa, India) *April 7 — 11, 2003*
- **Planning and Managing PPP Units** (Dublin, Ireland)
May 5 — 16, 2003
- **Structuring and Financing Municipal PPPs** (St. Petersburg, Russia) *June 9 — 20, 2003*
- **Restructuring and Commercializing Utilities in Asia** (Bangkok, Thailand) *July 21 — 25, 2003*
- **Serving the Poor: Special Considerations for Designing Regulations and PPP Programs** (Cape Town, South Africa)
November 3 — 7, 2003
- **Price Cap Regulation Strategies and Techniques for African Regulators** (Cape Town, South Africa) *November 10 — 14, 2003*