

# **GUIDELINES FOR ACCESSING ICT SUPPORT INTERVENTION 2021/2022/2023 FOR DIGITAL LITERACY AND ICT NEEDS**

## **1.0 INTRODUCTION**

The ICT Support Intervention is designed to expand the role of information and communication technology in Beneficiary Institutions in delivering quality education, deepen technology adoption, and empower staff with requisite skills to effectively utilize ICT. The ICT Support Intervention for 2021/2022/2023 will enable Beneficiary Institutions in line with policy direction of the Fund address ICT needs and enhance digital literacy of staff by establishing a skill-based accreditation computer testing center available to staff, students, the public while equally addressing prioritized needs of the Institution.

## **2.0 INTERVENTION ALLOCATION**

2.1 University (N130m) – **N15m** (2021), **N15m** (2022), **N100m** (2023)

2.2 CoE/Poly (N65m) – **N7.5m** (2021), **N7.5m** (2022), **N50m** (2023)

## **3.0 INTERVENTION FOCUS**

The Intervention focuses on the following Intervention Policy goals and Beneficiaries Institutions are advised to focus their proposals in line with the following:

3.1 Establishment of ICDL Accredited Test Center (2021/22)

3.2 ICDL Train the Trainer (TTT) (2021/22)

3.3 Computer Hardware Procurement (2023)

3.4 Custom Software Development, Hosting & Evaluation (2023)

3.5 Converged Services (2023)

## **4.0 ESTABLISHMENT OF ICDL ACCREDITED TEST CENTER**

In continuation of the ICDL training intervention of 2016-18, the Fund has identified the need for BIs to establish self-sustaining Accredited Test Centers (ATC) for the International Computer Digital Literacy program,

ICDL. Beneficiaries should provide a proposal for offering International Computer Digital Literacy (ICDL) courses using computer facilities within the beneficiary institution's premises to staff, students, and the public. It is expected that the beneficiary institution should commence the process of ICDL accreditation to become an accredited test center (ATC). Furthermore, the proposal should include the following:

4.1 Location and seating capacity of training rooms/locations

4.2 Detailed plan for promoting ICDL.

*Establishment of ICDL ATC should utilize 30% of 2021/22 allocation, as allocated.*

## **5.0 ICDL TRAIN THE TRAINER (TTT) & CANDIDATE REGISTRATION NUMBER:**

Capacity development is necessary to leverage the benefits of an Accredited Test Centre (ATC) within the Beneficiary Institutions to provide training on ICDL courses. Beneficiaries are required to include a training program for training staff that will be Accredited Trainers (AT), and Accredited Test Proctors (ATP). The proposal should include the number of staff and their current qualifications, including ICDL (if available). Onboarding of each ATC integration with the Tertiary Research Application System (TeRAS) is required to ensure accredited test centers are monitored for performance, securing the integrity of testing and accreditation process, and ensuring the integrity and attribution of certified staff and students. It is required that Accredited Test Centers (ATC) integrate with the Beneficiary Identity Management Service (BIMS).

5.1 Number of Candidate Registration Numbers (CRN) for staff

5.2 Proposed allocation plan of CRN to ONLY staff of institution.

The URL for the ATC is <https://icdlafrica.org/nigeria>

*ICDL CRN allocation and TTT program should utilize 70% of 2021/22 allocation, as allocated.*

## **SUGGESTED BENEFICIARY INSTITUTIONAL PRIORITIZED NEEDS**

### **6.0 HARDWARE PROCURMENT**

Given the need to offer computer-based training and accreditation, procurement of ICT Hardware may be required; specifically all-in-one computer desktops should be procured along with network devices such as printers, scanners, access points.

*Computer hardware should utilize 20% of 2023 allocation, as allocated.*

### **7.0 SOFTWARE LICENCES**

Original Microsoft Software Licenses are required for active and adequate computer-based training centers within the campus. To provide broad access and productivity with access to cloud storage and user privileges.

*Software Licenses should utilize 10% of 2023 allocation, as allocated.*

### **8.0 CUSTOM SOFTWARE DEVELOPMENT, HOSTING, AND EVALUATION**

The need for custom developed software applications has been identified for administrative purposes including eTranscript, eClearance, online academic records verification, CBT testing and proctoring, Facility and Equipment Information Management System (FEIMS), CV Management Systems and others as deemed necessary. Beneficiaries should include proposals for the development of such software systems to serve administrative purposes and be available online via the web and mobile.

**8.1 Software:** Implemented software applications to integrate with Beneficiary Identity Management System (BIMS) to enable the Fund monitor implementation and activity where necessary.

**8.2 Hosting:** There is need to ensure applications are hosted in-country. BIs are therefore advised to use only in-country hosting providers as certified by NITDA when selecting cloud-based hosting providers inclusive of Galaxy Backbone Plc.

*Custom Software should utilize 20% of 2023 allocation, as allocated.*

## 9.0 CONVERGED SERVICES

Beneficiaries Institutions will be advised of the details soon.

*Converged Services will utilize 50% of 2023 allocation, as allocated.*

### ALLOCATION DISTRIBUTION

Distribution	2021/2022
30%	ESTABLISHMENT OF ICDL ATC
70%	ICDL TRAIN THE TRAINER & CANDIDATE REGISTRATION NUMBER

S/No	Distribution	2023	Remarks
1	50%	Converged Services	Institutions to be advised ASAP
2	20%	Custom Software	Suggested Institutional prioritized needs as applicable for S/No 2,3,4
3	20%	Hardware Procurement	
4	10%	Software License	

## 10.0 DELIVERABLES AND TIMEFRAMES

10.1 All submissions for Approval-In-Principle must be submitted on or before **July 31, 2023** using the **TETFund Beneficiary Submission Portal** online at <http://beneficiary.tetfund.gov.ng>.

10.2 All projects must be completed within a timeframe of 6 months from release of first tranche of the funds.