Draft Concept Note: Foundational ID

1. Project Overview

Most national identity programmes produce identity cards that require citizens to carry multiple ID cards for different uses. Parallel identity systems often duplicate efforts, create inefficiencies and can lead to fiscal burden. A foundational ID can be an effective solution by serving as a unique identifier for citizens to access a range of different services including governmental, financial and telecom services. While foundational ID registration in most nations is free, it is particularly difficult for people living in conflict prone and hard to reach areas to complete registration due to 1) inability to access registration sites, 2) lack of supporting documentation required to sign up for a foundational ID and 3) lack of funds to afford transport.

Access to a foundational ID for poor and vulnerable households will improve their resiliency, financial stability, and freedom of movement. A robust foundational ID can often grant access to a SIM card, a financial account, national health insurance schemes, national pension schemes, an electronic passport, a driver's license, and registration for certain educational exams among other services. Poor and vulnerable households, including those who are recipients of humanitarian cash transfers, may lack the literacy, capacity, or understanding of how to register for a foundational ID and the documentation that can be used to do so. These households can benefit from support to register for an ID, whether in the form of spreading awareness of documentation requirements, legal advice to prepare documents, transportation to foundational ID registration sites, etc. According to the latest Findex, most people across the globe do not have a financial account because of a lack of documentation.[[1]](#footnote-0)

Cash transfer recipients of humanitarian assistance typically receive their support in the form of cash or vouchers, rather than payments made directly to their financial accounts. Currently, most of these payments are carried out through cash programming, the majority of which is delivered through a voucher system or cash transfers and is concentrated in remote locations. Commonly, recipients do not have an ID that would enable them to comply with the Know Your Customer (KYC) requirements for opening a financial account.

This concept note suggests leveraging the field staff network and operational footprint of large cash transfer oganizations to provide a support infrastructure to accelerate foundational IDregistration for interested recipients of food assistance and humanitarian programming. The project intends to address several barriers to accessing an ID as well as broader economic empowerment that can arise from access to a foundational ID, particularly for women.

This concept note focuses on the following barriers.

1. Identification of key barriers to ownership of a foundational ID
2. Lack of awareness on benefits of a foundational ID
3. Government institutional resources for enrolling citizens at outbound enrollment camps and centers

These barriers can be addressed by supporting the registration authority through sensitization, advisory support to recipients, logistical support for recipients and the authority, operational support, and infrastructure support (i.e. office space, printing, transport). Through this process, recipients will be registered with a foundational ID.

1. Project Activities

Phase 1: Understanding Existing Initiatives and Data Analysis

This first phase recommends reviewing desk research regarding existing initiatives between humanitarian organizations supporting foundational ID registration as well as progress on offline enrollment initiatives. This phase will also involve interviews between social cash payment providers and other humanitarian partners to better understand their experience and any best practices. These engagements will aim to shed light on the successes and challenges of registration partnerships and seek advice on ways to strengthen them. Results will help understand existing collaborations with organizations that support foundational IDregistration.

Other relevant players that may play a role in supporting ID registration such as mobile network operators, local governments, etc. should also be engaged during this phase. In addition to conversations with potential partners, the relevant identification authority should also be engaged to discuss where key gaps in their operations exist and identify potential ways to fill those gaps.

A key part of this analysis will be to identify the typical issues that arise around access to the types of existing documentation required to register for a foundational ID. Many recipients will likely require support in preparing their documentation, so when enrollment events do occur, the process can run smoothly. This approach can also consider securing the support of community influencers in pilot locations to encourage and advocate women and less privilege in their communities to register for a foundational ID. This approach could help mitigate some of the social, religious and cultural norms that may limit women’s interest in registering for a foundational ID.

This phase will also be an opportunity to assess existing databases of cash transfer recipients and identify where there are pockets of recipients who do not currently have access to a foundational ID, should the data be available. If the data is available, an additional analysis should be conducted to determine if the recipients’ existing document type meets KYC requirements for opening bank accounts, which can be helpful to inform the transition from a voucher or cash system to direct deposits.

Once key areas of need are identified as well as any areas where documentation exists but foundational ID penetration is low, implementing partners will be in a position to narrow the pilot location. This decision on location should also consider where the humanitarian organization has stronger operational footprints as well as where the relevant identification authority has weaker operational footprints. This information can be vetted between both institutions once a final list of potential locations is developed.

Phase 2: Develop and Sign an MOU with Identity Authority

Based on the feedback received from the meetings, desk research, and data analysis in Phase 1, the project implementer will work with the identification authority to develop an MOU that defines roles and responsibilities between the two parties. The MOU should focus on the following areas of intervention.

Roles of the cash transfer issuing organization:

1. Raise awareness for the basic requirements of acquiring a foundational ID, what are the supporting documents needed, and building awareness of the benefits of having a foundational ID
2. Build out referral lists of recipients who are interested and in need of a foundational ID
3. Support the authority to establish centers in new locations, where there are large pockets of demand for foundational IDs (this could include leveraging office space the implementer has in certain areas).
4. Organizing enrollment events with recipients, providing support for transportation and moving registration agents around to those events.
5. Provide support through staff to help beneficiaries fill and review forms before submitting to registration agents for review.
6. Support the printing needs of the authority, either through the purchase of printing equipment or the supply of printers implementer has in their offices.
7. Share information related to security risks with the authority’s staff

Roles of the Identification Authority :

1. Provide dedicated staff to work with the project implementer in specific regions.
2. Provide materials required for card and slip printing.
3. Work with implementer to train staff on how to support beneficiaries in preparing documentation and seeking out common errors.
4. Participate in enrollment events.
5. Provide printing equipment where available.
6. Ensure compliant capturing machines.

These are just some examples of the specific roles that both the implementer and authority can play in improving the penetration of a foundational ID amongst beneficiaries. Additional details will need to be added during discussions with the authority and based on findings from activities in Phase 1.

Phase 3:Staff Capacity Building and Implementation Planning

This phase will involve the development of a training of trainers curriculum catered to the staff of the lead implementer and their implementing partners, who will facilitate the sensitization sessions with recipients. Training curriculum will have be developed and facilitated through training of trainers to ensure implementing partners understand how to 1) effectively communicate the benefits of having a foundational ID, 2) answer frequently asked questions about the foundational ID system, 3) bundle digital financial literacy training and 4) communicate information about registration and documentation needs.

In addition to the training of staff and their implementing partners, this phase will begin planning for implementation of the pilot. This means both the authority and lead implementer will coordinate and finalize where the initial enrollment activities will be, and where a base of operations for authority staff can be established. There are a variety of key details that need to be discussed such as:

1. Arranging sensitization sessions between implementing partners and beneficiaries, including ensuring that information is gathered from beneficiaries that are interested in enrollment.
2. How implementing partners can implement document preparation sessions with interested beneficiaries.
3. Ensuring sufficient printing and other materials for the ID slip or plastic ID card will be in place.
4. Coordination between the authority and lead implementer on the days that will work best for the enrollment events, and what will be the maximum number of beneficiaries they can register in a day
5. Ensuring enrollment event areas have network coverage, while not being too difficult for beneficiaries to access. Any existing distribution points can be leveraged for the enrollment and sensitization activities.

The planning period will establish a detailed work plan, timeline, and locations of enrollment events and ongoing enrollment centers.

Phase 4: Implementation

Sensitization and Document Prep Phase

Once planning is complete, the lead implementer will begin the sensitization process with beneficiaries, providing sessions on the benefits of a foundational IDas well as building in some digital literacy training on management and usage of personal data and data protection rights. This process will incorporate visual learning tools to support multiple learning methods. Following the sensitization, recipients will express interest in enrollment. Those that are interested will be guided on the types of documentation they will need. Followed by the collection of information from beneficiaries who are confident that they have the documentation necessary vs. those that are unsure. This will help segment those that may be easier to support in documentation preparation and those who may need support gathering the documents they need (which in some cases may require fees). Finally, provide documentation prep and form filling sessions for groups of interested beneficiaries.

Enrollment Events

These events will be held in central locations, perhaps in areas where beneficiaries are already redeeming vouchers. These events will be held in coordination with identity authority staff, who will be on hand to review the documentation beneficiaries have prepared. These events will also be an opportunity to conduct additional sensitization and reach other recipients that may be interested in registering for a foundational ID. The enrollment process will be facilitated by the identity authority agents, but the lead implementer can support beneficiaries in finalizing the documentation and helping the beneficiaries be as prepared as possible for the enrollment process to go smoothly.

Continuous Support and Physical ID disbursement.

While beneficiaries may be able to immediately access an ID slip that provides proof they have a foundational IDnumber, they will likely not be able to receive their ID card on the day of enrollment. The lead implementer will coordinate with beneficiaries and the identification authority to ensure they know when ID card distribution will take place and provide support in transporting and distributing the IDs.

**III. Project Budget**

**IV. Project KPIs**

* **Number of Implementer staff trained on sensitization efforts**
* **Number of Beneficiaries expressing interest**
* **Number of beneficiaries enrolled for a foundational ID**
* **Number of beneficiaries receiving their foundational ID slip and token**

**V. Project Partners**

* **Identitifcation Authority**
* **Lead Project Implementer**
* **Other implementing partners**

1. https://www.worldbank.org/en/publication/globalfindex/Report [↑](#footnote-ref-0)