

ANNEX 4

FUNCTIONAL SPECIFICATION

Project Background

It is a common knowledge that Nigeria, like many other countries in Africa, suffers severe leakage of its public resources through corrupt means. Public funds that could be better used to address critical sectors for national development, such as health, education, electricity, roads, and other infrastructural projects for the social, political, and economic well-being of the country are diverted by some Politically Exposed Persons (PEPs) and Civil Servants. The proceeds of such crimes are often hidden in foreign safe havens or are used for the acquisition of private property within and outside Nigeria.

As a direct response to the situation, the Africa Network for Environment and Economic Justice (ANEEJ) has designed a project entitled “*Tackling corruption through improving transparency in property ownership.*” One of the objectives of the project is to develop an on-line platform to map and share information on ownership of property in three specific districts of Abuja – Maitama, Asokoro, and Wuse. The idea is to identify persons who own specific property and determine whether such persons are meeting their tax obligations to the government and/or have acquired said property with looted public funds.

Introduction

The proposed online platform will be a website and not a mobile app, which will be used to map and share information with the public on property owned by PEPs and civil servants who amassed wealth and acquired choice property in high-brow areas of Abuja. The website will be responsive to all devices (laptop, desktop, tablets, iPhones, and android/windows/iOS) regardless of the size and will be accessed by members of the public seeking information about property ownership in Abuja.

Categories of users and their level of access is as follows:

- a) Trained CSO members who will generate the data from the field:
 - i. Map property in designated areas
 - ii. Feed the information to the platform via email, SMS, MMS
- b) Administrator: who will perform the same tasks as the trained CSO members as well as:
 - i. Authorize records entered by a trained CSOs to be published after verification.
 - ii. Use their social media platforms to share information from the platform
- c) Viewer: who will view records/information on the platform:
 - i. Will be able to share such information with their social media platform
 - ii. Can send their comments to the administrators.

The platform will track the address of and gather information about the location and details (name/occupation) of the owner of a property with the help of geographical information system (GIS) technology embedded in the website. With the GIS function incorporated in the platform, users can search for a property using the address, street name, city, or owner's name and get the expected information or status about a property if such has been uploaded to the database.

MODULES IN THE SYSTEM

The website will have the following sections on the navbar which users can click and navigate to other pages/sections of the website:



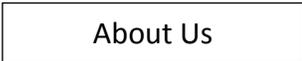
- The index (homepage) will house every other page of the website with navigation buttons on the navbar that takes users to various pages. It will also have a search button linked to the central database that will enable users to search a post by owner's name, category of property, location and owner's occupation (either PEPs or Civil servants) with the GIS function incorporated in the website.



- The iREPORT button will be on the navbar and will direct users to a page where stories with pictures/videos are uploaded about a property after having been verified for public consumption. In this page, users will find necessary details of each property, such as the owner's name, type of building (duplex, estate, hotel, plaza, etc.) and the location of a property with picture/video evidence.



- A module on the navbar (About Us) containing the core objectives of the project for user's accessibility and comprehension of what the project is all about and what it aims to achieve, i.e. using technology (platform) as a trending tool to enhance tax payment for the Nigerian government.



- The platform navbar should have a contact button that will help users navigate to a page where they can get our contact details, follow us on social media, and send comments to us where necessary.



- A news update button should be on the navbar that links to a page where updates uploaded flash out and are viewed by the public about ongoing cases of property in court,

confiscations, and cases already concluded and closed. Each post should have a comment box below it which will enable users make comments and share more information about the post.

News Update

- The navbar should have a map link, which, when clicked, will take users to a page having the Abuja map with some notable features of the city and indicates the three focal districts (Asokoro, Wuse, and Maitama) of Abuja with a red color. Other districts can also appear on the map.

Abuja Map

- On the navigation bar, there will be a link that directs users to a page that clearly states the Laws/Acts governing the acquisition, registration, and ownership of landed properties with the National Assembly logo embedded and watermark in the background.

Laws/Acts

Modules with Dropdowns and Their Content

- A Property Status button will be on the navbar with an auto dropdown of the categories of property cases (Ongoing, Confiscated, and Closed) when hovered. Each of the dropdown will lead to a page with details of all ongoing, confiscated, or closed cases if the property is under litigation.

Schema:

Status:

Property Status ▼
Ongoing
Confiscated
Not Under Litigation

- A District button will be on the navbar with a dropdown list of the three focal districts of Abuja. Each district link will direct users to a page where they can find full details/information and status of all properties located in that specific district.

Schema:

District
Asokoro
Maitama
Wuse

- There will be a Report page link on the navbar directing users to a page with simple reporting tool comprising of fields that will enable custom reporting and which will help the admin source information from the trained CSOs to upload after its been verified. This verified information will be used to produce the monthly newsletter that will be sent out to subscribers. In this page, a user can input data (like owner's name/occupation and full address details with house number, street name, and district) in the fields according to the questions attached to each field, click on the radio button to select the category of property, tick a checkbox appropriately, and upload a picture of the property before submitting (Send button). The user can also click on the select date button and select a date from the 'calendar listing box' that will pop out.

Schema:

Owners Details:	<input type="text" value="Names / occupation"/>
Location:	<input type="text" value="Address"/>
Choose file:	<input type="button" value="Upload"/> <input type="button" value="Date"/>
Category of Property:	Residential▼ <ul style="list-style-type: none"> Duplex <input checked="" type="radio"/> Bungalow <input type="radio"/> Estates <input type="radio"/> Non Residential▼ <ul style="list-style-type: none"> Office Building <input type="radio"/> School <input type="radio"/> Hospital <input type="radio"/> Plaza <input type="radio"/>
Property	<input type="text" value="Estimated cost if possible"/> Value:
	YES NO
Is the property registered with the appropriate authorities?	<input type="checkbox"/> <input type="checkbox"/>
Description:	<input type="text" value="text area"/>
<input type="button" value="Clear"/> <input type="button" value="Reset"/> <input type="button" value="Submit"/>	

GENERIC SPECIFICATIONS OF THE SYSTEM

The website must have and be able to do the following:

- ✓ Have a slider (carousel with width: 100% & height: 500px) on the homepage, each slider pictures/text should be linked to the post itself so when clicked on, redirects users to the read full details of the post.
- ✓ Have a standard responsive navbar with the (class="navbar navbar-inverse-top" data-spy="affix" data-offset-top="197") with dropdown and links to navigate to other pages/section of the website.
- ✓ All buttons/Link in the navbar should have a <button class="navbar-toggle" data-target=". navbar-responsive-collapse" data-toggle="collapse" type="button">
- ✓ Pages where verified information are posted for public consumption (iREPORT, News Update, & District pages) should be paginated so as previous post can be archived. The class active should be added to let users know the exact page he/she is on.
- ✓ Have a page created for **frequently asked questions – FAQ** and where responses can be posted.
- ✓ Have back-to-top glyphicon in all pages of the website which will enable users scroll to top easily.
- ✓ A **standalone social media accounts** (with glyphicons) dedicated for this project embedded in the platform so users can like, share and follow updates from their social media accounts as well.
- ✓ A **newsletter** notification pop-up where users can sign-up for monthly newsletter and receive emails directly in their mailbox.
- ✓ The platform will be structured such that an administrator will approve reports before it can be made public
- ✓ A google calendar should be embedded in the website which will automatically give the date and time of the post published by the administrator.
- ✓ Have a **bandwidth** large enough if possible unlimited to enable speedy loading of pages in the website, necessary google ads & plugins should be embedded to enable efficiency of the website.
- ✓ Be cloud based, with an optional link to EFCC's website where viewers can on their own navigate to confirm some information from the EFCC portal.
- ✓ Capture all necessary details of property as specified bellow under report to be generated
- ✓ Categorize property by location, size and estimated value
- ✓ Identify individuals who sent in reports as anonymous and keep track of the date & time of the received post.
- ✓ Be dynamic (interactive) enough to allow users and viewers to be able to engage with each other in the comments section of any of the post

- ✓ Provide a feedback field in the contact page to enable viewers give reactions about the functionality of the website itself.
- ✓ Accessibility Criteria
- ✓ Ensure all pages have headings that are easily optimized by search engine (SEO)
- ✓ Provide all heading with the “<H> tag for easily navigation for screen reader users.
- ✓ All pictures, logo, gallery and buttons should be well labelled using alternative text for description. For social media plugins, use a plugin with well labelled graphical icons.
- ✓ Ensure all edit fields and check boxes in forms are properly labelled.
- ✓ Where spam verification will be used on the website, audio challenge should be given as alternative.
- ✓ In situation where the public need to fill in a date in a form, allow type-in date (dd/mm/yy) and not just pop up calendar only.

BASIC REPORTING TO BE GENERATED FROM THE PLATFORM

The following information is expected to be generated from the platform:

- Picture of the property
- Owner’s details (name and occupation if possible)
- Category of the property e.g. duplex, plazas, residential house, estates, deluxe buildings under construction etc.
- Location: house number, street name and district.
- Property Value (estimates) if possible
- Extract useful management reports, e.g. showing whether the property is under litigation
- A statement of tax compliance level by the owner
- A statement showing whether the property is registered with the appropriate authorities.

TERMS OF REFERENCE

Developer must ensure the following:

- Proper technical oversight of the design, development, and debugging of the website
- Content, context, and language for the website are appropriate.
- The website has standard security protocols to ensure that it is secure and complies with data protection laws of the Federal Republic of Nigeria.
- The website has password-protected access for users with levels
- Provide a basic back-end training manual for ANEEJ technical team use.
- Provide core training for at least two ANEEJ staff in the management of the website and its full functionality.
- At least one of ANEEJ technical staff will be a part of the development processes who will manage the platform after contract has been closed.

- Provide technical support to ANEEJ staff when the need arises after contract has been closed.
- Provide for one year of licensing and hosting of the website in an appropriate secure cloud/web location.
- Comply with specifications provided.
- Promote the website on social media platforms, in line with USAID branding and marking requirements, to include: Facebook, Twitter, Instagram, YouTube and relevant websites using designated page/account. The core focus of these promotion will be to build brand awareness and brand engagement (posts must drive likes, follows, and share
- Compliance issues adhered to relevant laws that govern development of such platforms like: copy rights.