

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS AND CONTRACTORS

Title AfDB Climate Action Window Proposal Writer (WASH)	Funding Code/WBS: Non-grant	Type of engagement <input checked="" type="checkbox"/> Consultant	Duty Station: Zambia Country Office (remote with 1 travel to Lusaka)
<p>Purpose of the Assignment:</p> <p>The impacts of climate change are strongly exacerbating the already limited access to WASH services in Zambia. Climate change is causing more consecutive dry days, higher temperatures, and intense rainfall events. Heavy rainfall causes flooding and landslides that damage water sources, cause pit latrines to collapse, and carry runoff from sanitation facilities into drinking water. Heavy rains also oftentimes lead to soil erosion, resulting in sedimentation of water bodies and reducing their storage capacity. Rising temperatures increase the ability of pathogens to survive in water, thus causing a rise in waterborne disease, such as cholera¹ and causing water tanks to age more quickly. Drought is causing water points to dry up. Women and girls, who often carry the burden of fetching water, must travel farther when water sources are damaged from floods or dry up because of drought. This chore keeps girls from attending school consistently and risks loss of quality education. Education and learning expand the adaptive capacity of individuals and communities and have transformative effects in reducing vulnerability to climate change².</p> <p>To reduce the social and economic impacts of climate variability, water and sanitation infrastructure needs to be adapted to withstand the climate-induced flooding that damages toilets and causes faecal matter to contaminate drinking water. The country also needs to adapt its WASH services to make them more drought resilient.</p> <p>According to AfDB³, Zambia's overall need for climate financing currently stands at an estimated US\$50 billion through 2030. Unfortunately, Zambia is significantly affected by debt burden and has limited access to additional finance. The Zambian water and sanitation budget in 2022 had a nominal increase of 9 percent, up from K2.2 billion allocated in 2021. Yet, despite these efforts, the proportion of the population accessing climate resilient, inclusive, and sustainable WASH services in Zambia is lower than for most of Southern African Development Community (SADC) countries and lower middle-income countries globally.⁴ In real terms, Zambia's WASH spending has been on the decline over the last two years. Meanwhile, the system struggles with ongoing challenges due to large amounts of non-revenue water, low tariffs, high energy costs, and staffing issues, while most commercial utilities in the country are struggling financially and few are credit-worthy enough to maintain aging infrastructure, let alone expand to less profitable rural areas.</p> <p>In order to mobilize resource to address climate adaptation needs in country, UNICEF in Zambia has submitted a concept note in response to call for applications launched by the African Development Bank in December 2023 to promote climate change adaptation, build resilience to climate change impacts, and strengthen the adaptive capacity of ecological, social, or economic systems and policy processes in response to climate change.</p> <p>The project proposed by UNICEF focuses on:</p> <ul style="list-style-type: none"> - Improving climate-resilient household sanitation and hygiene - Enhancing climate-resilient institutional WASH and Water Resource Management (WRM) by supporting institutions to develop evidence-based action plans for WASH, WRM, and climate upgrades in public places, such as schools and healthcare facilities - Strengthening the capacity of national and sub-national authorities in budgeting, planning, and monitoring climate-resilient projects in a participatory and inclusive manner - Enhancing the ability of public authorities to mobilize resources through innovative, blended, and green financing mechanisms - Strengthening women's and youth's understanding of climate change impacts by improving their participation and engagement in climate-resilient WASH and water resource management activities 			

¹ <https://academic.oup.com/trstmh/article-abstract/103/2/137/1905583>; <https://www.iied.org/sites/default/files/pdfs/migrate/G02665.pdf>

² <https://data.unicef.org/resources/childrens-climate-risk-index-report/>

³ [Zambia Economic Outlook | African Development Bank Group \(afdb.org\)](https://www.afdb.org/en/news-and-events/story/zambia-economic-outlook-african-development-bank-group)

⁴ <https://www.unicef.org/zambia/media/3201/file/UNICEF%20Zambia%20WASH%20Budget%20Brief%202022.pdf>

The proposed project is aligned with a US\$13 million programme currently under development by AfDB and US \$20 million European Union (EU) Program. The planned AfDB project aims to develop climate-resilient water and sanitation infrastructure in Kabwe, the capital of Central Province. UNICEF's efforts will help the Central Province commercial water utility, Lukanga Water Supply and Sanitation Company (LgWSSC), to improve their performance by fulfilling their rural mandate, particularly among women, children, and youth.

The overall outcome of this consultancy will be to develop the project appraisal report (detailed project proposal) to be submitted to the Bank's Board of Directors for review and approval. The report will be based on the concept note designed by the UNICEF team and should be in line with criteria and templates provided by AfDB. The report should be developed in consultation with the Ministry of Water Development and Sanitation, Local Authorities, the Commercial Utility, UNICEF, and AfDB local counterparts.

Scope of Work: In order to develop the project appraisal report (detailed project proposal), the following tasks should be undertaken by the hired consultant:

1. Review key reports and documents provided by UNICEF team including but not limited to EU NEWZA program documents, UNICEF WASH Budget Briefs, Zambia's National Adaptation Programme of Action (2007), the National Climate Change Response Strategy (2010), the National Policy on Climate Change (2016), the Nationally Determined Contribution (NDC; revised in 2021), AfDB Ten-Year Strategy, the High 5 Priorities, AfDB Climate Change & Green Growth Policy, the, Project Appraisal Report for the project 'Improving Access and strengthening innovations for WASHE in Kabwe and Bauleni Townships' and AfDB's Country Strategy Paper with the Government of Zambia.
2. Review the AfDB Climate Action Window Concept Note prepared by UNICEF team and validate the technical approach to provide services to beneficiaries from the proposed water and sanitation interventions.
3. Lead consultation with key partners and AfDB counterparts in Zambia
4. Review the proposed approach and scope of the project.
5. Discuss and agree on implementation schedule based on the scope.
6. Review and agree on the institutional arrangements to facilitate project implementation complete the assessment of existing capacities of the executing and implementing agencies.
7. Agree and confirm the outputs, results, and potential impacts of the project.
8. Conduct field visits and make consultations with the potential beneficiary communities on their specific roles in the project and their expectations from the project.
9. Assess and confirm the specific climate vulnerabilities of the local population (including for women and youth).
10. Climate Change Adaptation: Review and assess Climate Change effects and possible adaptation measures.
11. Present each deliverable to stakeholders in person or in online workshop before submission.
12. Revise and strengthen the Theory of Change by providing necessary justification based on evidence from desk review assessment and inputs from AfDB and other key partners.
13. Secure alignment between activities proposed and key Commercial Utility, MWDS, local authorities, and AfDB programs and confirm the measurable indicators linked to ensuring development effectiveness and achievement of the SDG related to water supply and sanitation, with special emphasis on climate change, poverty reduction and gender.
14. Drive the consolidation of the final proposal and relative annexes securing the inclusion of UNICEF, MWDS, Commercial Utility, local authorities, and AfDB inputs.

Child Safeguarding

Is this project/assignment considered as "[Elevated Risk Role](#)" from a child safeguarding perspective?

☐ YES ☒ NO If YES, check all that apply:

Direct contact role

☐ YES ☒ NO

If yes, please indicate the number of hours/months of direct interpersonal contact with children, or work in their immediately physical proximity, with limited supervision by a more senior member of personnel:

Child data role

☐ YES ☒ NO

If yes, please indicate the number of hours/months of manipulating or transmitting personal-identifiable information of children (name, national ID, location data, photos):

More information is available in the [Child Safeguarding SharePoint](#) and [Child Safeguarding FAQs and Updates](#)

Budget Year:	Requesting Section / Issuing office:	Reasons why consultancy cannot be done by staff:
2024	WASH, Zambia	The assignment requires services of an independent professional having expertise in the field of WASH AfDB proposal writing.

Included in Annual/Rolling Workplan: ☒ Yes ☐ No, please justify: It is included and in line with UNICEF Country Programme 2023-2027.

Consultant sourcing:

☐ National ☐ International ☒ Both

Consultant selection method:

☐ Competitive Selection (Roster)
☒ Competitive Selection (Advertisement/Desktop Review/Interview)

Request for:

☒ New SSA – Individual Contract
☐ Extension/ Amendment

If Extension, Justification for extension:

Supervisor: Emily Rand, WASH Chief	Start Date: 3 rd May 2024	End Date: 25 th June 2024	Number of Days (working) 35 working days
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Work Assignment Overview: The consultant will work closely with the UNICEF technical teams in all aspects related to the proposal development. For routine management of the assignment, the consultant will coordinate with the Chief of WASH.

Tasks/Milestone:	Deliverables /Outputs:	Indicative Timeline (days/months)	Estimated Budget (US\$)
1. Leading consultation with AfDB counterparts in Zambia	Presentation of the timeline for grant proposal writing with clear indication of support required from stakeholders	6th -10th May 2024	

2. Desk review and stakeholder consultation	Inception Report with gaps to be addressed to strengthen the proposal delivered and presented to stakeholders for endorsement	13th- 24th May 2024	25% of total value
3. Revision of Theory of Change	Theory of Change delivered in the form of a presentation. The material should be adapted as additional guidelines and templates from the AfDB are provided	26th -5th June 2024	
4. First draft of project appraisal report	First draft of project appraisal report, including related annexes (e.g. workplan, budget), presented for stakeholders' inputs. (A written copy should be delivered one week before the presentation)	6th – 18th June 2024	25% of total value
5. Final draft of project appraisal report	Final draft of project appraisal report and related annexes presented for stakeholder endorsement. (A written copy should be delivered one week before the presentation)	18th -25th June	50% of total value
Estimated Total Consultancy Fees	Daily fees	35 days	TBD
Travel International	Return economy airfare (One time)	Lumpsum	TBD
Travel Local (at least one trip to targeted districts during the consultancy period).	Costs of 1 domestic trip	1 trip	TBD
Total estimated consultancy costs	Inclusive of all costs (Fees, Airfare, DSA, Domestic Travels costs, and Communication costs)		
Minimum Qualifications required:		Knowledge/Expertise/Skills required:	
<input type="checkbox"/> Bachelors <input checked="" type="checkbox"/> Masters <input type="checkbox"/> PhD <input type="checkbox"/> Other Enter Disciplines: Data analysis, sustainable development, climate, DRR, resilience, social policy, economics, water resources, or other related discipline	<ul style="list-style-type: none"> • Minimum 10 years of relevant experience in climate change, resilience, and WASH climate resilient WASH • WASH climate resilience proposal writing for IFI's preferably for AfDB. • Excellent English writing and communication skills. • Background with AfDB, WASH, climate adaptation, public finance, and development financing. • Must have experience leading the development of at least two proposals Previous experiences in the Zambian context represent an asset.		
Administrative details: Visa assistance required: <input checked="" type="checkbox"/> Transportation arranged by the office: <input checked="" type="checkbox"/>		<input checked="" type="checkbox"/> Home Based <input checked="" type="checkbox"/> Office Based: 75% remote support and 25% in-country. If office based, seating arrangement identified: <input type="checkbox"/> IT and Communication equipment required: <input type="checkbox"/> Internet access required: <input type="checkbox"/>	

