

# INTEGRATED FLOOD MANAGEMENT FOR THE VOLTA BASIN

## TERMS OF REFERENCE FOR:

### ***A Consultant to prepare a 3-year project proposal on for the implementation of Integrated Flood Management in the national part of the Volta River Basin***

#### **1.0 BACKGROUND**

The Country Water Partnerships (CWPs) of the countries involved in this initiative have requested support on flood management from the WMO/GWP Associated Programme on Flood Management (APFM) in 2013. Based on this request the WMO/GWP Associated Programme on Flood Management (APFM), in collaboration with GWP West Africa and the GWP WACDEP Africa Coordination Unit has developed an initiative on Project Preparation for the Implementation of Integrated Flood Management (IFM) in the Volta Basin riparian countries in West Africa. The main purpose of the initiative is to develop the capacity of key institutions in applying the concepts of Integrated Flood Management (IFM) and to prepare projects on IFM that attract funding in targeted countries and the Volta transboundary basin, which reached out to the APFM. Specifically, the capacity development workshop will include the countries of Benin, Burkina Faso, Cote d'Ivoire, Ghana, Mali and Togo. The African Network of Basin Organizations (ANBO), including the Volta Basin Authority (VBA) is part of this initiative.

#### **1.1 OBJECTIVE OF ASSIGNMENT AND EXPECTED OUTCOMES**

The objectives of the initiative are twofold:

- To develop the capacity of key institutions in applying the concepts of Integrated Flood Management (IFM).
- To develop project on IFM in these countries and the Volta river basin that attract funding.

The expected outcomes of project are:

- An overall understanding of the IFM concept and its different aspects by key institutions leading and involved in flood management in target countries and the Volta river basin.
- Guidance materials for decision-support in IFM relevant for decision-makers at regional, country and district levels.
- The participants have accessed to the necessary tools to develop projects that successfully translate into funded projects.
- Through the capacity development workshop, decision makers are enabled to develop and implement IFM action plans, policies and bankable project proposals to leverage investments and financial resources.
- Interventions/projects on integrated flood management planned and owned by the competent authorities attract funding and are being implemented.

The expected impacts of the project are:

- Increased synergy and coordination between national, the Volta Basin Authority and regional basin institutions leading and involved in the management of flood issues.
- Flood management aspects mainstreamed/ enhanced in development planning and decision-making processes in target countries and in the Volta basin.
- National, transboundary and regional institutions and stakeholders with enhanced capacity to integrate flood management into development planning and decision-making processes in target countries and in the Volta basin.
- Investments and financial resources leveraged to support integrated flood management in target countries and in the Volta basin.
- Community resilience to flood risks enhanced at local level in target countries and in the Volta basin.
- Social and economic damages related to flood risks (such as loss of life, population displacement, loss of livelihood, water use conflicts, health problems, etc.) and flood-related deaths significantly reduced in target countries and in the Volta basin.

## 2.0 SCOPE OF WORK

The CWP leads the needs assessment and the project preparation with the support of a facilitator (consultant), in which the National Hydrological and Meteorological Services and other key actors related to flood management in the country are actively involved, thus providing an effective multi-stakeholder platform to address flood management in the country.

The work under this initiative is structured into four activity areas as follows:

- Activity Area 1: Flood Management Needs Assessment.
- Activity Area 2 and 3: IFM Capacity Development Workshop on IFM concepts/approach and project preparation on IFM.
- Activity Area 4 Formulation of project on IFM.

## 3.0 SPECIFIC TASKS OF THE CONSULTANCY

**A. Activity Area 1 - Carry out flood management needs assessment:** This seeks to assess the enabling environment for the project. As a result, the consultant, based on the guidelines provided for this task (document available upon request), will;

- Liaise with relevant stakeholders in Ghana to assess the extent/limitations (including relevant basin organizations, different Ministries and Government Agencies, Businesses, Civil Society groups, in particular women, youth and persons with disabilities) who are able to contribute.
- Identify donors at national level potentially interested in investing in flood management.
- Present findings (report) at a validation workshop.

This will help to develop pathways towards the design a project proposal, including actions and possible investments.

The Consultant will work closely with CWP Project Manager and the support team of experts from the WACDEP Technical Working Group to determine context-specific options.

**Expected deliverable:** Needs assessment report expected to be completed by end of the first quarter of 2016. The draft final report will be shared with key stakeholders including the WACDEP African Coordination Unit.

**B. Activity Area 2 and 3 – Hold Capacity Development Workshop on IFM concepts and project preparation:** These tasks seek to strengthen capacity of the consultant and relevant stakeholders with the concept of IFM. As a result, the consultant will;

- Participate in the regional workshop of consultants recruited and country level stakeholders relevant to the process in the other riparian countries.
- Make a 15-minutes presentation on the findings of the needs assessment at the capacity development workshop.
- Within two weeks after the regional workshop provide a report summarising the key findings of relevance to the work undertaken in Activity Area 1.

The Consultant will work closely with CWP Project Manager and the support team of experts from the WACDEP Technical Working Group to determine context-specific options.

**Expected deliverable:** Consolidated report of needs assessment expected to be completed by the end of second quarter.

**C. Activity Area 4 - Prepare project proposal on IFM:** This task is designed to develop a project proposal including a logical framework, implementation schedule and Monitoring and Evaluation (M&E) plan, taking into account the findings of the needs assessment. The consultant will undertake the following:

- Under the guidance of the CWP-Ghana develop a project proposal on IFM.
- In coordination with the CWP-Ghana actively seek feedback from potentially interested donors at the national and regional level during the development of a project proposal.
- Facilitate a 1-day validation workshop convened by the CWP, in which all relevant actors participate to discuss the project proposal and agree on a way forward, which includes submission to donors.
- Support the CWP to submit the project proposal to donors.
- In coordination with the CWP keep the WACDEP Africa Coordination Unit and the WMO/GWP Associated Flood Management Programme informed of submission to donors and outcomes.

The Consultant will work closely with the WACDEP Project Manager taking into account the needs assessment report findings.

**Expected deliverable:** Project document prepared including budgeted logical framework, implementation schedule and M&E Plan. This proposal is expected to be completed by end of third quarter of 2016.

#### 4.0 WORK METHODOLOGY

The integrated flood management needs assessment report will provide a base information from which the consultant will assess at first hand, the priority areas as indicated by stakeholders.

It is planned that the consultant shall work with a sub-committee of the Water, Climate and Development Programme (WACDEP) Technical Working Group. As such three (3) meetings are planned that will be scheduled and aimed at supporting the consultant to produce the required reports.

The consultant shall take note of the following;

- **Client:** The client in respect of the required services is Ghana Country Water Partnership /Water Resources Commission.
- **Collaboration:** Tasks are to be completed by a Consultant, working hand-in-hand with the WACDEP management unit.
- **Coordination:** The Consultant will report to the WACDEP Project Manager/Executive Secretary of Water Resources Commission.
- **Timing:** The work of the Consultant shall not exceed forty five (45) man-days to complete all the tasks over a period of one hundred and eighty (180) days.

#### 5.0 QUALIFICATIONS AND EXPERIENCE

The assignment shall be carried out by a consultant with the following key qualifications and expertise:

- Advanced degree (Master's degree and above) in any or a combination of the following fields: environmental resource planning, economics, water resources with Monitoring & Evaluation expertise or the equivalent.
- Excellent understanding of national and regional water, climate change sectors and related policies.
- Demonstrated experience in project preparation and development planning.
- Familiarity with multi-stakeholder approaches and information gathering.
- Knowledge of the workings of various international and national cooperating partners.
- Excellent report writing and presentation skills.
- Excellent facilitation and inter-personal skills for communication.
- Proven ability to operate in a multi-cultural environment and to interact positively with a wide range of stakeholders within an institutional context.

#### 6.0 COMMENCEMENT OF ASSIGNMENT

Interested consultants should submit the following documents, in English, no later than 10am on **8<sup>th</sup> March 2016**:

- i. A **Brief Technical & Financial Proposals** that should include:

- a. The Consultant's interpretation of the Specific Tasks of the Consultancy;
  - b. A Work Plan and budget for carrying out the assignment within the allocated timeframe;
  - c. Any comments that may improve the final outcome of the assignment.
- ii. ***Curriculum Vitae*** of the consultant who would be responsible for the assignment.

Consultants are to submit their proposals (both technical and financial) to the address below:  
The Executive Secretary, CWP-Ghana, P. O. Box M 32, Accra, CSIR-WRI Campus, Airport Residential Area, Leticia Obeng Block R 18 or [gwpghana@yahoo.com](mailto:gwpghana@yahoo.com) or call 0266730876 for further enquiry.