1. **Background Information and Rationale**

This document - ‘Terms of Reference (ToR)’ is for the purpose of external evaluation of the European Union funded project on Adopting Integrated Urban Water Management in Indian cities (AdoptIUWM).

1.1 About Project

The AdoptIUWM project (Adopting Integrated Urban Water Management in Indian cities) supported by the European Union is aimed at initiating water sector reforms in Indian cities through adoption of an Integrated Urban Water Management (IUWM) based approach. This project would facilitate in building the capacity of urban local bodies to understand and implement the principles of Integrated Urban Water Management (IUWM) and incorporate these in their conventional planning processes. The urban local bodies would be guided towards developing an understanding for management of the urban water loop holistically, through integrated planning of water resources from source to reuse. This will enable cities to align their plans and practices to the guidelines and objectives of national policies. An IUWM framework for Indian cities, based on the principles of the research project ‘SWITCH – Managing Water for the City of the Future’ is also a key output. The Project is intended to draw upon the experience of the European cities involved in the development and adoption of the IUWM based approach for Indian cities.

1.2 Project Partners

ICLEI South Asia is the lead partner for the project; ICLEI European Secretariat and Association of Flemish Cities and Municipalities are the European partners for the project (hereafter collectively referred to as ‘Project Partners’).

1.3 Objectives of the Project

**Overall objective:** The aim of the project is to build the capacity of Indian local authorities (LAs) to undertake water sector reforms through the adoption of Integrated Urban Water Management (IUWM) principles and practices in their planning and implementation processes.

**Specific objectives:**
- Customizing an existing Integrated Urban Water Management framework, to meet the requirements of Indian local authorities.
- Testing the Indian IUWM framework through its application in 4 cities - 2 each from Rajasthan and Maharashtra.
- Implementation of eight service delivery pilot projects in socioeconomically weak Wards of the cities— two in each city – identified through the IUWM planning process.
- Advocating the integration of the Indian IUWM tool-kit as an appropriate planning tool in relevant schemes/programmes of the Ministry of Urban Development (MoUD), Government of India (GoI).
1.4 Project Cities

The Project has been implemented in 2 cities in Rajasthan and 2 cities in Maharashtra. The project cities were nominated by the respective state governments and were finalized after meetings with Urban Local bodies in the respective cities. Memorandum of Understanding was signed with all project cities. These cities are:

- **Rajasthan**: Kishangarh (Ajmer district), Jaisalmer (Jaisalmer district)
- **Maharashtra**: Solapur (Solapur district), Ichalkaranji (Kolhapur district)

1.5 Expected Results and Deliverables

- Preparation of a toolkit for Indian local authorities, based on IUWM principles and practices, that: (i) promotes sustainable inter-sectoral water management at the City level; (ii) supports achieving service level benchmarks in the water supply and allied service sectors; and (iii) is in line with the recommendations of the National Water Policy (2002) and the National Urban Sanitation Policy (NUSP).
- Capacity development and training of identified key stakeholders in cities to plan for water management using the principles of IUWM.
- Preparation of action plans on IUWM in project cities.
- Demonstration of alternative and low cost technology options for improving service delivery, especially to the urban poor
  - Implementation of 8 service delivery pilot projects in socio-economically weak wards of the cities – 2 in each city – identified through the IUWM process
- IUWM tool kit dissemination workshops for other cities/states.

1.6 Project Duration

42 months (3.5 years) from 1st February, 2013 to 31st July, 2016 with an extension for 8 months i.e. 31st March 2017.

2. Objectives of the ToR for Review of AdoptIUWM Project

2.1 Overall Objective of the ToR

The overall objective of the ToR is to conduct a comprehensive technical review of the AdoptIUWM project and evaluate success towards attainment of overall objectives, specific objectives and expected results of the project; and to make recommendations for future EU actions, if any.

2.2 Specific Objectives of the Evaluation

a) To assess the performance of the AdoptIUWM project in achieving the overall objective of the project and the specific objectives towards building the capacity of Indian local authorities (LAs) to undertake water sector reforms.

b) To assess completion of key tasks listed under work packages for the project and highlight the key achievements and shortfalls (if any) of the project.
c) To assess the benefits for stakeholders from the project, particularly the participating Municipalities.

d) To assess outreach of European Union support to participating cities and other stakeholders and also visibility for EU through project implementation.

e) To assess the value for money that the project has been able to deliver and for future replication of the project and next steps.

3. **Scope of the Evaluation**

   This evaluation is a technical evaluation of the AdoptIUWM project. The scope of tasks includes:

3.1 Understanding of project objectives, specific objectives and expected results.

3.2 Discussions with team from ICLEI South Asia on various aspects of the project.

3.3 Visit to 4 project cities (Kishangargh and Jaisalmer in Rajasthan, Solapur and Ichalkaranji in Maharashtra) and undertaking meetings/consultations with City Municipalities and other key stakeholders (select). Visit to pilot project implementation sites and assessment of impact of pilot interventions and scope for replication of the same.

3.4 Review of key aspects of the project including, but not limited to:

   a) Assessment of overall success of the AdoptIUWM project implementation in developing a national framework for IUWM and for sensitization towards water sector reforms in project cities.

   b) Assessment of extent of attainment of overall project objective.

   c) To assess the benefits to the stakeholders, especially City Municipalities and capacity building interventions undertaken as part of the project at local and city level.

   d) Identification of potential for future outreach of the project and replication to other cities.

   e) Assessment of visibility for EU at local, state and national level and dissemination of the project activities and achievements at various platforms.

4. **Professional Qualifications**

   Project implementation shall be externally evaluated by independent evaluator with proven track record and relevant expertise in the urban and water management sector. The evaluator should not have been associated with the design and implementation of the project. The evaluator should have the following minimum qualifications:

   i. At least 12 years of technical experience in the project-related areas;

   ii. Expertise in urban/environmental/water related issues;

   iii. Experience with assessment of projects for local authorities, in particular, projects funded by international organizations.

   iv. Experience in working in the region (of project cities) would be an additional advantage.

4.1 **Deliverables and Schedule**

   The deliverables for the project would be:

   - Project briefing meeting with ICLEI South Asia
Visit to project cities (4 cities)

Draft Evaluation report: This report will include:

- Key findings by the reviewer on the aspects of the project mentioned under ‘Specific objectives of the Evaluation’ and ‘Scope of the Evaluation’
- Report on site visits as part of the evaluation report

Incorporation of comments or queries by EU and submission of final evaluation report, if required

4.2 Contract amount

The evaluator is expected to provide detailed quote along with breakup of costs for travel, accommodation, per diems, logistics and others (taxes) if any. The evaluator is expected to provide schedule of the evaluation process. The payment shall be made by ICLEI South Asia to the reviewer under the AdoptIUWM project, subject to completion of tasks under this contract to the satisfaction of EU and ICLEI South Asia.

4.3 Payment schedule

The payment schedule for the project shall be as follows:

- First installment (40%): At the time of signing the contract.
- Second installment (40%): After city visits and final report submission to EU.
- Third installment (20%): After the final approval from EU.

Following tasks to the satisfaction of ICLEI South Asia and European Union

- Documentation review (desk study) to assess successful achievement of project overall objectives, specific objectives and expected results.
- Visits to project cities for direct interviews with project stakeholders (especially City Municipalities) and visits to pilot project site(s) (4 project cities).
- Submission of evaluation report on findings described under ‘Specific Objectives of the Evaluation’, ‘Scope of Evaluation’, and other related sections of this contract.
- On acceptance of evaluation report by European Union (EU) and incorporation of any observations suggested by EU.

4.4 Contract Duration

The evaluation process should be conducted within 3 weeks from the date of signing of contract between ICLEI South Asia and the external reviewer. The contract shall remain valid till the evaluation report is accepted by the European Union.