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**Multi-national – Africa**  
**African Ministers' Council on Water**

**Support for the Establishment of a Monitoring and Reporting System for the Water Sector in Africa**

**Appraisal Report**

This report is made available to staff members to whose work it relates. Any further releases must be authorised by the Director of AWF.

**July 2013**

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## LIST OF ACRONYMS

AfDB	African Development Bank
AfWA	African Water Association
AMCO EXCO	AMCOW Executive Committee
AMCOW	African Ministers' Council on Water
AMCOW TAC	AMCOW Technical Advisory Committee
ANBO	African Network of Basin Organisations
AU	African Union
AUC	African Union Commission
AWF	African Water Facility
CAADP	Comprehensive African Agricultural Development Programme
CEDARE	Center for Environment and Development for the Arab Region and Europe
CICOS	International Commission for the Congo-Oubangui-Sangha Basin
CSO	Country Status Overviews
DFID	Department of International Development, UK
EAC	East African Community
ECCAS	Economic Community of Central African States
ECOWAS	Economic Commission of West African States
FAO	Food and Agriculture Organisation
GIZ	Deutsche Gesellschaft für Internationale Zusammenarbeit
GLAAS	Global Water Analysis and Assessment of Sanitation and Drinking
GWP	Global Water Partnership
IGAD	Intergovernmental Authority on Development
IRWM	Integrated Water Resources Management
IWMI	International Water Management Institute
JMP	Joint Monitoring Programme
LCBC	Lake Chad Basin Commission
LVBC	Lake Victoria Basin Commission
M&E	Monitoring and Evaluation
MDGs	Millennium Development Goals
NBA	Niger Basin Authority
NEPAD	New Partnership for Africa's Development
NELSAP	Nile Equatorial Lakes Subsidiary Action Program
NGO	Non-Governmental Organisation
PAR	Project Appraisal Report
PIDA	Programme for Infrastructure Development in Africa
RBO	River Basin Organisation
REC	Regional Economic Commission
RWR	Renewable Water Resources
RWSSI	Rural Water Supply and Sanitation
SADC	Southern Africa Development Commission
SEC	Sharm El Sheikh Commitments (SEC)
SSO	Sahara and Sahel Observatory
TWRM	Transboundary Water Resources management
UNESCO	United Nations Educational Scientific and Cultural Organisation
UNICEF	UN Children's Fund
VBA	Volta Basin Authority
WHO	World Health Organisation
WSP	Water and Sanitation Programme
WSS	Water Supply and Sanitation
WWAP	World Water Assessment Programme

## CURRENCY:

**1 UA = Euro 1.20689 = USD 1.52201 (Sept 2012)**

## RESULT-BASED LOGICAL FRAMEWORK

**Country and project name: Multinational – Africa: Support for the Establishment of a Monitoring and Reporting System for the Water Sector in Africa**

**Objective of the project:** Establish a harmonised national, basin and regional water sector monitoring and reporting system to enable AMCOW to report annually to the AU and the AU Summit on the state of water resources management and use in Africa in line with the Sharm El Sheikh Commitments.

RESULTS CHAIN		PERFORMANCE INDICATORS			MEANS OF VERIFICATION	RISKS/MITIGATION MEASURES
		Indicator	Baseline	Targets		
IMPACT	<p><b>Impact</b> Enhanced quality of life resulting from efficient use of the water resources potential in Africa</p>	<p>1.1 % of RWR potential used for growth and development 1.2 % of population with access to water supply &amp; sanitation coverage 1.3 Value of investment financing per annum 1.4 Increase in per capita storage capacity for multipurpose use including climate change and risk management 1.5 No. of transboundary river basin cooperation frameworks</p>	<p><b>1.1</b> 5% of potential RWR used in 2000 for growth and development <b>1.2</b> 66% access to WS &amp; 40% to sanitation in 2010 <b>1.3</b> US\$ 20 billion per annum in 2010 1.4 Average storage capacity of 200 m<sup>3</sup> per capita in 2008 1.5 17 river basin organisations in 2010 <b>Sources<sup>1</sup></b></p>	<p>1.1 25% of potential by 2025 1.2 Increased to 95% by 2025 1.3 Reaching US\$ 50 billion per annum in 2025 1.4 700 m<sup>3</sup> per capita of storage capacity by 2025 1.5 Framework for cooperation strengthened for 17 existing RBOs and established in 47 new river basins by 2025 <b>Sources<sup>2</sup></b></p>	<p>National water resources development reports submitted to AMCOW and consolidated regional reports submitted to the AU summit by AMCOWAU annually  JMP and WWDR and other data sources</p>	<p><b>Risks :</b> (i) Investment finance may not be mobilised at the required level. (ii) Weak political commitment and political will by AU member states to implement the Sharm El Sheikh Commitments at national and regional levels as well as actions to harmonise and standardise the M&amp;E indicators and methodologies. <b>Mitigation strategies</b> (i) Countries and river basin organisations should prepare water resources development plans and devise national and international resources mobilisation strategies as required in the Sharm El Sheikh Commitments. (ii) Strengthening the regional integration agenda from tangible economic and social development through continental programmes such as PIDA and CAADP and annual deliberation by the AU Summit on the AMCOW report to give guidance and decisions.</p>
OUTCOMES	<p>1. Harmonised reporting system prepared and adopted by African countries, and RECs 2. Regular reporting on the state of water &amp; sanitation in Africa achieved 3. Capacities of AU &amp; AMCOW to lead and manage the M&amp;E and reporting process strengthened</p>	<p>1. Standardised M&amp;E indicators adopted methodologies and reporting system 2. Submission of credible annual report to the AU Summit 3. Strengthened institutional capacity of AU and AMCOW Secretariat to monitor water resources development</p>	<p>1. There are no standardised indicators for monitor the SEC 2. The annual reports submitted at present are not regularised and credible due to lack of national data 3. Both AU and AMCOW lack capacity to follow-up implementation of SEC continent wide</p>	<p>1. Standardised system and methodology established in all countries by 2015 with national M&amp;E capacity programme put in place 2. Quality annual report submitted to the AU Summit beginning from 2015 3. AMCOW Secretariat continue to monitor progress and prepare quality annual report to the AU for consideration on the AU Summit from 2015</p>	<p>1. Reliable sources of data and information delivered to AMCOW for preparing annual state of water resources report 2. National and regional reports prepared annually 3. Strong and institutionalised M&amp;E capacity at regional and national level put in place.</p>	<p><b>Risks:</b> (i) Lack of M&amp;E capacity in countries and willingness to standardise indicators, harmonise methodologies and share information. (ii) Lack of funding for national and regional M&amp;E capacity building <b>Mitigation strategies</b> (i) AMCOW to promote implementation on continuous basis programmes for building national and sub-regional M&amp;E capacity (ii) Confidence building measures leading to agreed protocols to share data and information. AMCOW to mobilise resources from countries and partners based on the long term M&amp;E capacity building programme</p>

<sup>1</sup> FAO AQUASTAT data base for (1.1); JMP 2012 report for (1.2); ADB financing water Security paper for (1.3); AICD 2008 for (1.4) & ANBO 2010 for 1.5.

<sup>2</sup> Africa Water Vision 2025 for items 1.1, 1.2 and 1.5; Africa Regional Paper 5th World Water Forum for item 1.3 - 25% use of potential RWR indicated AWV assuming population of 1.4 billion by 2025 and 3930 km<sup>3</sup> of annually RWR.

<b>OUTPUTS</b>	<p><b>Component 1 – Harmonised reporting system:</b></p> <p>1.1. Draft water &amp; sanitation reporting format</p> <p>1.2. Draft guidelines on reporting</p> <p><b>Component 2 - Annual Reporting:</b></p> <p>2.1. Adopted Regional reporting format and guidelines</p> <p>2.2. National and regional reports prepared based on agreed format</p> <p>2.3. Roadmap for M&amp;E capacity building programme prepared</p> <p><b>Component 3- AU and AMCOW Capacity Building:</b></p> <p>3.1. Establishment of data management and reporting system at AU/AMCOW</p> <p>3.2. Training for AU and AMCOW Staff</p> <p><b>Component 4 - Project Management</b></p> <p>4.1. Project implemented according to schedule</p>	<p>1.1. Draft reporting format for national and sub-regional reporting prepared</p> <p>1.2. Draft guidelines on the use of the reporting format developed</p> <p>=====</p> <p>2.1. Availability of approved reporting format and guidelines</p> <p>2.2. Annual report prepared by AMCOW Secretariat</p> <p>2.3. Programme for national and sub-regional M&amp;E capacity building with funding</p> <p>=====</p> <p>3.1. Availability of functioning data and information management system at AMCOW Secretariat and AU</p> <p>3.2. Number of trained staff in AMCOW Secretariat and AU</p> <p>=====</p> <p>4.1. Achievement of project objectives and project outputs.</p>	<p>1.1. Draft format prepared by end of 2014</p> <p>1.2. Draft guidelines prepared by end of 2014</p> <p>=====</p> <p>2.1 AMCOW approves reporting format and guidelines for country use by end of mid . 2015</p> <p>2.2 AMCOW Secretariat prepare the first annual report based on the format by end of 2015</p> <p>2.3 Programme approved by AMCOW General Assembly end of 2014</p> <p>=====</p> <p>3.1 System established in AMCOW Secretariat and AU by end of mid . 2015</p> <p>3.2 6 Staff from AMCOW secretariat and AU trained by end of mid 2015</p> <p>=====</p> <p>4.1 Implementation from beginning of 2014 to end of 2015</p>	<p>1. Executing agency quarterly progress report</p> <p>2. AWF project supervision reports</p> <p>3. Other reports specified in the PAR</p>	<p><b>Risks</b></p> <p>(i) Situation assessment may not cover all AMCOW member countries due to existing conditions and limitations.</p> <p>(ii) Countries unwilling to share information or agree to standardise indicators or comply with the reporting format</p> <p>(iii) Weak information availability due to lack of capacity and comprehensive coverage of all water uses to respond to the Sharm El Sheikh Commitments.</p> <p>(iv) Difficulty for AMCOW and AU to assign qualified staff and organise the AMCOW assembly to adopt the reporting format</p> <p><b>Mitigations</b></p> <p>(i) Select critical mass of countries based on rapid assessment of existing information and representativeness</p> <p>(ii) Promotion of Sharm El Sheikh Commitments, awareness creation by AMCOW and AU and implementation of the AMCOW Assembly decisions</p> <p>(iii) Assess weakness and develop capacity development programme as well as rapid assessment tools to fill the gap</p> <p>(iv) AMCOW Secretariat should take proactive action to mobilise additional resources and ensure that proposed staff are assigned for project duty</p>
	<b>KEY ACTIVITIES</b>	<p><b>COMPONENTS</b></p> <p><b>Component1- Harmonised reporting system:</b></p> <ul style="list-style-type: none"> <li>Situation assessment and compilation of existing M&amp;E systems and reporting format</li> <li>Develop harmonised reporting format and guidelines</li> </ul> <p><b>Component 2 - Annual Reporting:</b></p> <ul style="list-style-type: none"> <li>Validation and adoption of format and guidelines</li> <li>Training on use of format, guidelines and report preparation</li> <li>Preparation of reports and submission to the AU Summit</li> <li>Preparation of M&amp;E capacity building programme and action plan</li> </ul> <p><b>Component 3 - AU and AMCOW Capacity Building:</b></p> <ul style="list-style-type: none"> <li>Assessment of short to long-term capacity building needs</li> <li>Strengthening AU &amp; AMCOW Secretariat data management and reporting capacity</li> <li>Preparation of long term follow-up M&amp;E capacity building programme</li> <li>Training of AMCOW Secretariat and AU staff on data base management</li> </ul> <p><b>Component 4 - Project Management</b></p> <ul style="list-style-type: none"> <li>Appointment of core professional logistical staff</li> <li>Procurement of TA and other goods and services</li> <li>Organisation of workshops and meetings</li> <li>Coordination, supervisions and monitoring</li> <li>Preparation of various reports</li> </ul>		<p><b>INPUTS</b></p> <p><b>Total Project Cost</b> : Euro 2,647,260</p> <p><b>Total AWF Funding</b> : Euro 1,998,780</p> <ul style="list-style-type: none"> <li><b>Component 1</b> : Euro 462,998</li> <li><b>Component 2</b> : Euro 663,338</li> <li><b>Component 3</b> : Euro 452,655</li> <li><b>Component 4</b> : Euro 419,790</li> </ul> <p><b>AU Contribution (in-kind)</b> : Euro 236,250</p> <p><b>AMCOW Secretary Contribution (in Kind)</b> : Euro 412,230</p>	

## EXECUTIVE SUMMARY

The lack of national and regional water and sanitation sector monitoring and reporting system in Africa is widely recognised as one of the critical constraints towards making informed decisions on the development and use of water resources. The AWF received a funding request from AMCOW Secretariat in May 2012 to support the establishment of African water and sanitation monitoring and reporting system to enable AMCOW report to the AU Summit as stipulated in the 2008 AU Heads of State and Governments Commitments made in Sharm El Sheikh. The origin of the project concept is embodied in the Africa Water Vision which calls for action on the creation of a sustainable system for monitoring and sharing of information. The call for action on the establishment of a system of monitoring and reporting on all aspects of water use has been made on various regional and global stakeholders fora concerned with accelerating water resources development in Africa.

The objective of the project is to develop harmonised national, basin and regional water sector monitoring and reporting system in Africa to enable AMCOW to report annually to the AU Summit on the state of water in Africa. It will, in the long run, result in a continent wide credible monitoring and reporting system that will regularly provide information on the state of water development and use for decision making at the level of Heads of State and Governments. The project will assist AU and AMCOW to establish a data management system and prepare the regional report for the AU Summit.

The project consists of four main components: (i) preparation of a harmonised reporting system and format; (ii) preparation of the annual reports based on harmonised system (iii) capacity building of AU and AMCOW including establishing data management and reporting platform as well as training and (iv) project management. The project is implemented by AMCOW Secretariat over a period of 24 months through a Project team with specialised technical assistance. The project implementation function is part of a capacity building platform to enable AMCOW Secretariat to continue with the reporting process on a sustainable manner. The total project cost is estimated at **Euro 2,647,260**. The proposed funding from the AWF is **Euro 1,998,780 or 75%** of total project cost with an in-kind contribution from the AU and AMCOW Secretariat estimated at **Euro 236,250** and **412,230** respectively which constitutes **9%** and **16%** of the project cost.

The project is directly aligned with the Facility's mission of mobilising resources for water in Africa by increasing water wisdom, the AWF strategic plan 2012-16, and the achievement of AWF strategic objective of leveraging investments by enhancing water knowledge through information management, monitoring and evaluation. The proposed project establishes a regional structure for monitoring and reporting based on credible national data and information systems thus attracting support from the AWF within the framework of its strategic priorities.

In view of the enormous benefits of the project to the continental agenda of accelerating water and sanitation development, it is recommended that an AWF grant not exceeding **Euro 1,998,780** be extended to the AMCOW Secretariat for the implementation of the project described in this appraisal report.

# 1. BACKGROUND

## 1.1 Origin of the Project

1.1.1 The AWF received a funding request from the AMCOW Secretariat in May 2012 to support the establishment of an African water and sanitation information management and reporting system. This will enable AMCOW to prepare annual water and sanitation report to the AU Summit as required in the AU Heads of State and Government (HoSGs) Sharm El Sheikh Commitments (SEC) adopted in July 2008 (attached as Annex 2). The HoSGs agreed to enhance information and knowledge management; strengthen monitoring and evaluation and build partnership at all levels and specifically called on AMCOW to report annually to the AU Assembly on the progress made in the implementation of the SEC.

1.1.2 The origin of the project concept is embodied in the Africa Water Vision which calls for action on the creation of ‘a sustainable system for data collection, management, and dissemination including standardisation and harmonisation of data’ and sets specific national, sub-regional and regional targets for establishing the systems for information generation, assessment and dissemination. The call for action on the establishment of a system of monitoring and reporting on all aspects of water use has been made on various regional and global stakeholders fora, such as the African Water Week and the World Water Forum series, concerned with accelerating water resources development in Africa.

1.1.3 In February 2008, the Ministerial declaration of the 2<sup>nd</sup> African Conference on Hygiene and Sanitation known as “**The eThekweni Declaration and AfricaSan Action Plan**’ came up with a commitment to develop and implement sanitation information and monitoring systems and tools and produce regular regional reports on African sanitation status. The Tunis Ministerial Declaration on Accelerating Water Security for Africa’s Socio Economic Development from the 1<sup>st</sup> African Water Week of March 2008 underlined the need for strengthening the information and knowledge base and monitoring capacity as a key action for achieving water security. In December 2008, the Sirte Conference on Water for Agriculture and Energy underlined the need for the AU to design mechanisms for monitoring and evaluation of the ministerial commitments.

1.1.4 The SEC (Annex 2) is a consolidated response from HoSGs that provides a comprehensive set of actions that are designed to pave the way for the accelerated development of water for economic, social and environmental uses. In 2009, the AfDB on request from AMCOW prepared the ‘**Roadmap for Implementing and Reporting Actions to the African Union**’ that outlined the approach and strategy for implementing the SEC and provides the framework for monitoring and reporting. The underlying principles for implementing and reporting charged AMCOW to play a key oversight, coordination and leadership role as well as build capacity; engender country ownership of actions and reporting; promote participation by all stakeholders and match actions to partners adopt a common reporting framework as well as dissemination and sharing of results.

1.1.5 The approach proposed in the Roadmap was premised on the political reality of dealing with many countries (54 in total) and the recognition that countries are at different stages of development and follow different sets of values. An institutional set up for reporting that puts the AU at the apex with AMCOW at the center was proposed. It was recommended that the

AMCOW Secretariat should mobilise resources and, in this respect, seek the support of the AWF to prepare the first report under the proposed framework and establishes the institutional system for subsequent annual reports within the AMCOW Secretariat. The document and recommendations were adopted by stakeholders and AMCOW EXCO during the 2<sup>nd</sup> African Water Week proceedings in November 2009. The proposed main areas and themes for monitoring the SEC identified in the report are provided in Annex 3.

1.1.6 AMCOW EXCO took a follow-up decision in 2011 and directed the AMCOW Secretariat to develop a project proposal for submission to the African Water Facility and other funding partners to establish the water and sanitation monitoring and reporting systems for Africa. The AUC and AMCOW Secretariat with the assistance of GIZ established an African M&E Task Force and Steering Committee and launched a stakeholder consultation process that engaged key partners (UNESCO, WWAP, UNICEF/WHO – JMP &GLAAS, WSP, UN Water, FAO, DFID, GIZ, IWMI, Water AID, WIN, GWP), regional stakeholders (CEDARE, NEPAD, AfDB, AfWA, SADC, ECCAS, ECOWAS, IGAD, EAC), and country representatives (41 countries). The results of the consultation process indicated that current reporting at regional level does not address the full range of SEC requirements and that data and information input for reporting are not of adequate quality to serve as decision making tools.

1.1.7 The stakeholder consultation process agreed on the need for setting-up a credible regional reporting system. This led to the formulation of initial proposals on the reporting needs and format as well as the identification of key issues for consideration in the funding proposal submitted to AWF. The AMCOW funding proposal envisages a three phase approach. Phase I focuses on the development, adoption and use of harmonised and commonly agreed water and sanitation sector monitoring and reporting mechanism to regularise annual reporting to the AU. This will be followed by Phase II which will implement national and regional M&E capacity building programme to establish and strengthen systematic data management systems that facilitate a regular water and sanitation sector reporting. Phase III is concerned with updating national strategies, action programmes and investment plans to achieve the African Water Vision 2025 and its continued monitoring and reporting.

1.1.8 AMCOW Secretariat used the regional preparatory process for the 6<sup>th</sup> World Water Forum to focus on the elaboration and development of the proposal for harmonised water information mechanisms and an M&E methodology to support the reporting requirement. Specific targets of launching the preparation of the regional report in 2012 and attaining harmonised M&E capacity by 2017 were proposed. The funding proposal submitted for AWF support is the consolidated result of the above multifaceted and extended processes.

1.1.9 The proposal was subjected to an AWF internal review which identified issues that were discussed and clarified at the joint AUC, AMCOW and AWF appraisal mission team held a meeting in Addis Ababa at AU office in August, 2012. The review highlighted that the development of M&E capacity in Africa is a gradual process and requires longer timeframe. The AWF considered funding the Phase I tasks envisaged in the AMCOW proposal to kick start the reporting process and design the M&E capacity building programme for implementation in Phase II as foreseen in the AMCOW proposal. This was agreed at the above joint appraisal mission meeting held in Addis Ababa. The PAR is based on the review of the outputs of the extensive consultation processes as well as key high level decisions. The PAR is further

informed from lessons of AWF experiences in the preparation of the pan African Water Sector Monitoring and Evaluation Assessment and support for national and sub-regional capacity building efforts.

## 1.2 Sector Priorities

1.2.1 Water in the context of the African development agenda encompasses the use of water for social and economic development and environmental well-being. It is the capacity to ensure water security through the provisions of infrastructure and institutional mechanisms to meet the needs of household water supply and sanitation, food and agricultural production energy, transport, industry, mining, flood and drought mitigation, etc. as well as sustaining essential environmental functions. Managing water is key to tackling climate variability and change and to take the necessary mitigation and adaptation measures. The main challenges facing Africa include closing the MDG gaps; developing and expanding the water infrastructure assets; fostering transboundary cooperation; mobilising the financial resources to build the assets; building institutional and technical capacity and skills; strengthening the water data base, **information, knowledge and monitoring capacity and fostering partnerships**. Tackling the climate variability and change challenges and building resilient adaptation systems are issues that require urgent actions.

1.2.2 Current level of water development is low and does not significantly contribute to the immediate challenge of poverty reduction and the boarder social and economic growth needs. Overall only about 5% of annually renewable water resources potential is utilised for growth and development; 34% of the populations do not have access to clean water and 60% to adequate sanitation; only about 6% of the cultivated land is irrigated; 5% of the hydropower potential is used and the infrastructure assets is low with about 200 m<sup>3</sup> of per capita of storage capacity for various purposes. The realisation by African countries and partners of water as a critical factor for growth and development has elevated it to the center stage of continental development agenda as manifested by the adoption of the SEC.

1.2.3 In 2000, African governments and stakeholders launched the Africa Water Vision as a coordinated framework for accelerating water development at national and transboundary levels. Regional initiatives such us the RWSSI for WSS in rural areas, AWF for mobilising resources for water, CAADP for agriculture and PIDA for TWRM are under implementation. With the adoption of the IWRM approach, water resources development is picking at national and transboundary basins level. The guiding framework is the achievement of the Africa Water Vision targets for 2025 of reducing people without access to WSS to 5%; increasing area under irrigation by 100%; increasing per capita storage to 700 m<sup>3</sup> and strengthening cooperation on all major transboundary basins. **Establishing and strengthening the system and capacity for data, information and knowledge generation; monitoring and reporting are targeted to be completed by 2015 for all countries and transboundary rivers basins**. The investment required to achieve this significant level of development is estimated at USD 50 billion per annum.

1.2.4 Addressing the water challenges of Africa is now high on the agenda of the AU which represents the highest level of Africa's political leadership and is collectively committed to accelerating progress towards Africa's water security. The landmark Sharm El Sheikh

Commitments in July 2008 represents the coordinated response for action to achieve the Vision targets. **The cornerstone of this Commitment is the call for enhancing the information and knowledge management, strengthening monitoring and evaluation, and requesting AMCOW to report annually on the state of the continent's water thus underlining the priority need for follow-up of progress and informed decision making.**

1.2.5 AMCOW is a ministerial body with 54 members countries established as Special Technical Committee for Water and Sanitation in the AU with the responsibility for strengthening inter-governmental co-operation and coordination to achieve the regional water agenda. One of the core tasks of AMCOW is to monitor progress in the implementation of major regional water and sanitation initiatives and activities of the member states and to report to the AU on the implementation of the actions. AMCOW has established the AMCOW Secretariat that is legally constituted in Nigeria with the responsibility for implementing the decisions emerging from its mandate. The Secretariat has set in motion the **development of a harmonised national, basin and regional water information system and putting in place the mechanisms for monitoring and reporting as priority target for completion by 2015.** The 2011-2013 AMCOW Secretariat work plan and the follow-up solutions developed for meeting urgent regional water priorities in Africa submitted at the 6<sup>th</sup> World Water Forum underline the urgent need for setting-up of the annual reporting system.

### **1.3 Problem Definition**

1.3.1 The lessons from the past decades indicate that the adoption of the IWRM approach has enhanced the management and development of water resources at national level and increased cooperation at transboundary river basin level; however, data and information on the overall water use management is not readily available. There is no credible and consistent national monitoring and reporting on water use for social, economic and environmental purposes. The situation with transboundary river basin is similar even though some modest attempt has been made to establish monitoring capacities and systems for some basins such as the Senegal and Niger River basins. At the national level, the issue is related to the establishment of appropriate governance structures and infrastructure to monitor and report on all aspects of water use.

1.3.2 Multiple entities are involved in various aspects of water resources management from local to national level without proper coordination under the IWRM framework. Monitoring and reporting on water supply and sanitation is relatively better developed with the work of the JMP (UNICEF & WHO) which currently is the only source of national coverage information. FAO has data base on irrigation which has served as the only sources for monitoring agricultural water use. Information on other aspects of water use related to energy, industry and mining, transport, ecological services are not available. The African Water Development Report prepared by UN Water which attempts to provide comprehensive reporting on the state of water use in Africa is not regular. The preparation of this report is seriously hampered by lack of data and information and the need for harmonised reporting at national and sub-regional level. The report is prepared as part of the World Water Assessment Programme to complement the triennial UN Water Development Report which is released every three years to coincide with the World Water Forum event.

1.3.3 Upon the request from AMCOW, the African Water Facility commissioned the preparation of the Pan African Water Sector Monitoring and Evaluation Assessment study in 2008. The findings of this study showed that water and sanitation sector monitoring and reporting in almost every African country is deficient and this failure has brought enormous opportunity costs in terms of development loss and use of scarce water resource. Country level systems are unable to provide reliable data and information either for sector planning and management, or for use in regional or global decision making process. Most of the systems do not demonstrate clear links with national and regional commitments that is essential for good sector management. The monitoring systems in place do not serve the purpose of reporting on progress towards the MDGs and the Africa Water Vision 2025 goals, and do not serve as the basis for effective sector planning and budgeting, the starting point for transparency and accountability at the local, national and regional levels.

1.3.4 The current state of countries using different data management methodologies and standards does not permit effective comparison of countries efforts in achieving regional commitments. Sub-regional monitoring systems placed at RECs and RBOs are not always in line with existing countries systems regarding the defined sub-regional objectives of monitoring and consequently do not use the same targets, indicators and data management protocols, even if some of the data come from the countries. The current disparities in data management architectures and objectives among RECs, RBOs and countries do not allow effective Africa-wide monitoring and evaluation as well as its use for peer review and benchmarking to accelerate development.

1.3.5 The weakness in monitoring has resulted in the lack of regular reporting on the state of water use at national, sub-regional and regional level. The proposed project is the starting point to lay the foundation for a strong, credible and sustainable system of monitoring and reporting annually as required by the AU Summit. The project has been conceived to lay the foundation for continuous M&E capacity building programme at national, sub-regional and regional levels under AMCOW and AU.

## **1.4 Beneficiaries and Stakeholders**

1.4.1 The direct beneficiaries of the project are the AU Heads of State and Governments who will be provided with annual reports to enable them to review progress and take collective decisions of short to long-term implications. The individual Governments of the 54 countries will benefit from the capacity to monitor progress of water resources development in its entirety and the annual reports that will permit informed decision as well as sharing of information with other governments and regional and international organisations. The AU and AMCOW will be able to promote, coordinate and follow-up implementation of the Sharm El Sheikh Commitments at regional, sub-regional and national levels.

1.4.2 Other direct beneficiaries include regional organisations such as the AfDB, River Basin Organisations, Regional Economic Communities, International Organisations such as the UN and the World Bank, NGOs active in Africa's water sector as well as research and knowledge institutions. The ultimate beneficiaries will be the people as end users of improved water and sanitation sector in Africa due to better planning and implementation driven by good quality monitoring and evaluation system.

1.4.3 The target area of the project is the 54 African countries, RECs and RBOs. The main stakeholders of the project are the AMCOW Secretariat and AU and the associated RECs (SADC, ECCAS, ECOWAS, ECA, IGAD), RBOs (some of which are Zambezi, Congo, Nile, Lake Chad, Niger, Senegal, Volta,), regional/international organisations (AfDB, CEDARE, OSS, UNICEF/WHO, WSP, UNESCO), NGOs (GWP, AfWA). The AMCOW EXCO and TAC are directly implicated as representing the interests of the 54 countries.

## 1.5 Justification of AWF Intervention

1.5.1 AWF strategic priorities as defined in the Facility's 2012-2016 Strategic Plan are to (i) **prepare investment projects** to “mobilise” investment funds; (ii) **enhance water governance** to create the conducive environment for effective and sustainable investments and (iii) **promote water knowledge** for the preparation of viable projects and informed governance leading to **effective and sustainable investments. The project is directly aligned with this Strategic Plan** and contributes to the strategic objective of leveraging **investments** by enhancing **water knowledge through information management, monitoring and evaluation**. The Facility's strategic orientation indicates that ensuring the availability of data and information is vital for planning, designing and management of sustainable water sector programmes. It recognises that timely and regular monitoring and evaluation as essential for suitable use of the available resources of the continent. The proposed project establishes a regional structure for monitoring and reporting based on national credible data and information systems thus attracting support from the AWF within the framework of its strategic priorities.

1.5.2 AWF has undertaken an assessment of the information and monitoring situation in Africa upon a request from AMCOW. This has led to the development of a rapid M&E assessment template to assist the national information and monitoring capacity building efforts. The project will apply this template along with other tools for undertaking existing situation assessment for countries where information is deficient for the purpose of preparing the annual water report and the regional M&E capacity building programme. The AWF is currently supporting AMCOW sub-regional bodies, RECs (ECCAS/CEEAC, ECOWAS, IGAD, and SADC), Regional organisations (CEDARE, SSO), RBOs (ANBO, LCBC, CICOS, LVBC, NBA, NELSAP, and VBA) and many African countries (Ethiopia, Malawi, Mali, Togo, Tunisia, etc.) in strengthening the M&E capacity and information exchange based on commonly accepted indicators and methodologies. This ongoing support to water information and M&E will be consolidated under the proposed project and will serve as a platform for sustainable monitoring and reporting. The list of relevant AWF supported projects is provided in Annex 4.

1.5.3 The AWF has been actively engaged in the process of the formulation of the Sharm El Sheikh Commitments and this project provides an opportunity for the AWF to support AMCOW in its implementation. This is very well in line with the overarching goal of the Facility and will firmly anchor the AWF as a key regional instrument of AMCOW serving the continental agenda set by the AU.

## 2. The Project

### 2.1 Goal and Impact

2.1.1 **Goal:** The overarching goal of the project is to develop the water and sanitation sector monitoring and reporting system in Africa. The project will lead to the establishment of a strong national and regional monitoring and reporting system based on a common framework of indicators and methodologies.

2.1.2 **Impact:** The long term impact from the project will be the enhanced quality of life resulting from efficient use of the water resources potential for economic and social development in Africa. The project will create the framework for continuous monitoring and decision making process at the national, regional, basin, continental as well the AU levels through credible annual reporting by AMCOW to the AU.

2.1.3 Overall, it is anticipated that the current 5% utilisation of the annually renewable water resources under managed conditions will increase to 25% by 2025 thus resulting in better access to water supply and sanitation, food, energy and other economic, social and environmental uses. This will be realised through concerted collective efforts of promotion and prioritisation of investments in the sector by national governments, RBOs, communities, development partners, private sector and other actors. The impact and related monitoring indicators are summarised in the Logical Framework matrix.

### 2.2 Objective and Outcome

2.2.1 **Objective:** The objective of the project is to develop a harmonised national, basin and regional water sector monitoring and reporting system for AMCOW to report annually to the AU on the state of implementation of the Sharm El Sheikh Commitments. The project will enable AMCOW member countries and AMCOW Secretariat to develop and adopt a common reporting format and prepare the annual report to the AU, on the basis of data and information collected at national and sub-regional levels. This will, in the long run, result in a continent wide credible monitoring and reporting system that will regularly provide information on the state of water development and use for various purposes for decision making by African Governments.

2.2.2 **Outcomes:** The outcomes of the project are (i) the adoption of a continent-wide harmonised monitoring and reporting system on state of water development and use; (ii) the preparation of a consolidated annual report on water and sanitation by AMCOW Secretariat and submission to the AU annually; and (iii) strengthening the information management and monitoring capacities at national, sub-regional and regional levels particularly at AMCOW Secretariat and AU.

2.2.3 The project will roll out a comprehensive monitoring and evaluation capacity building programme that will cover all African countries for implementation in the follow-up phase. This will ensure the sustainability of flow of information from national to regional level and regular reporting to the AU. The programme will encapsulate a roadmap for resources mobilisation and implementation that will integrate the ongoing national and sub-regional efforts with additional capacity building actions necessary for a strong harmonised monitoring and reporting system.

## 2.3 Outputs

The project encompasses 8 key outputs under the four components that will lead to the achievement of the envisaged outcomes indicated as follows:

- (i) Component 1: the outputs are (a) Draft water & sanitation reporting format and (b) Draft guidelines on reporting.
- (ii) Component 2: (a) Adopted regional reporting format and guidelines, (b) Annual Report based on agreed format and (c) National and Sub-regional M&E Capacity Building Programme.
- (iii) Component 3: the outputs are (a) Data management and reporting system at the AU and AMCOW secretariat and (b) Trained AU and AMCOW Secretariat staff in the use and management of the data platform.
- (iv) Component 4 ensures the timely implementation of the project. This includes the recruitment of technical assistance and key project staff; organisation and coordination of the project activities; guidance at technical and strategic level; and monitoring of progress and preparation of various reports.

2.3.1 The project implementation function constitutes the core capacity building platform for AMCOW Secretariat to continue to implement the reporting process and the follow-up M&E capacity building programme.

## 2.4 Activities

2.4.1 The project activities are conducted in overlapping stages under four main components. The tasks will commence with the formation of the project implementation structure and team at AMCOW Secretariat. The situation assessment activities will proceed to establish the existing reporting systems and quality which will provide the basis for developing the common reporting format and associated guidelines for validation and adoption. This will be followed by compilation of national data and overview sector reports by applying the agreed format and submission to AMCOW Secretariat.

2.4.2 The project implementation team will assist AMCOW Secretariat to prepare the Annual Report based on the adopted format and submit to the AU. This report will also serve as a model for the subsequent annual reports. Concurrent tasks include training of national focal persons on the use of the format and preparation of national reports; establishing the data management platform at AMCOW Secretariat and AU and staff training on its use as well as preparation of the follow-up M&E Capacity Building Programme. The specific tasks under each component are elaborated as follows.

### 2.4.3 Component 1 – Preparation of a Harmonised Reporting System:

- (i) Review existing commitments, monitoring and reporting systems, indicators and methodologies and ongoing M&E related activities at national, sub-regional and regional levels and other global and regional experiences to establish the adequacy and veracity of

available data and information and develop the list of initial indicators and methodologies for monitoring and reporting requirements. The review will include but not limited to :

- Africa Water Vision and Sharm El Sheikh Commitments and other relevant continental and international frameworks such the CAADP, PIDA, MDG, JMP, GLASS, etc.
  - The situation assessment studies of 27 countries undertaken through the GIZ support to AU.
  - The AWF supported monitoring and information capacity building projects listed in Annex 4.
  - Other relevant multilateral and bilateral supported monitoring and reporting initiatives and projects
- (ii) Undertake national situation assessment to establish the status of water & sanitation sector information and monitoring systems; reporting arrangements and contents; indicators and methodologies for monitoring Sharm El Sheik Commitments and identify gaps for incorporation into the follow-up M&E Capacity building Programme. Undertake similar assessment for RBOs, RECs and other key actors in the sector. The situation assessment should focus on the 27 countries not covered by the GIZ supported AU project. It should also be prioritised for countries where the availability of information is limited but should as much as possible cover the majority of African countries. The number of countries for which the assessment is absolutely necessary should be determined after the review work.
- (iii) Review the initial set of indicators and develop consolidated and harmonised sets of indicators and methodology for national monitoring and reporting. The country M&E systems can be designed to meet specific needs of the country but information provided for the regional report will be harmonised with all other countries.
- (iv) Preparing draft reporting format for national and sub-regional reporting with the draft guidelines for preparing the national reports. Conduct initial testing of the proposed format and guidelines in at least 10 countries.
- (v) Prepare the report on the results of the review, analysis and existing **situation assessment** that will provide the status of monitoring and the draft reporting format with draft guidelines.

#### 2.4.4 **Component 2 – Adoption of Format and Preparation of Annual Report:**

- (i) Organise a regional workshop that will review the draft reporting format and guidelines and validate for approval by AMCOW. The workshops participants should include representatives of countries and all other key stakeholders. The draft format and guidelines should be submitted to the countries and other stakeholders in advance for review and comments in a workshop.
- (ii) Prepare the final format and guidelines based on input from the regional workshops review and submit to AMCOW for approval and adoption.
- (iii) Organise training for national and sub-regional focal persons on the use of the format and report preparation by applying the guidelines.
- (iv) Undertake national data and information collection and compilation and prepare national overview reports through the national focal persons. Similar exercises are undertaken for RBOs and RECs. The compiled overview reports and information are submitted to the

AMCOW Secretariat data base established by the project. The data and information collected will be segregated to categorise countries, RBOs and RECs according to the reliability of the data and information provided.

- (v) Organise the AMCOW Secretariat's data and information platform, process data storage and analysis and prepare a model annual water sector report. The report will be validated and adopted by AMCOW and submitted to the AU Summit.
- (vi) Prepare the M&E Capacity Building Programme that includes an action plan and roadmap for implementation including the strategy for resource mobilisation and submit for approval by AMCOW. The Programme should identify priority national M&E capacity building projects for implementation by governments, RECs and RBOs. Resources mobilisation roundtables will be organised along with the AMCOW EXCO meetings to raise funds for programme implementation.
- (vii) Prepare and submit a report on the M&E Capacity Building Programme and the regional reporting process. The report on the M&E Capacity Building Programme should be submitted as a standalone report for use in advocacy, resources mobilisation and implementation.

#### **2.4.5 Component 3 - AUC and AMCOW Capacity Building**

- (i) Assess existing data management and information sharing platforms and relevance to monitoring the implementation of the Sharm El Sheikh Commitments in regional and sub-regional organisation and other AMCOW partner organisations.
- (ii) Assess the need for data and information platform for AMCOW Secretariat and AUC to enable them to compile, use, and prepare annual reports and share incoming national data and information as well as access other systems such as the AfDB programme for improving national statistical capacity. Develop sample data and information sharing protocols and agreements between countries and organisational.
- (iii) Prepare a data management capacity building programme including the hardware and software needed, structure and staffing and budget requirement and submit for consideration to AMCOW Secretariat and AUC.
- (iv) Establish core data management and reporting system at AUC and AMCOW Secretariat including procurement of hard and software and training of AUC and AMCOW Secretariat staff on the use and management of the data platform. The platform should facilitate web based data and information sharing between AMCOW and the AUC as well as countries, RBOs, RECs and other stakeholders such as the AfDB. .
- (v) Prepare a report on the short to long term data management needs with budget for consideration by AMCOW and AUC.

#### **2.4.6 Component 4 - Project Management**

- (i) Establish the project management structure and team by assigning the professional and support staff from AMCOW and AUC and recruiting the technical assistance team, project manager, liaison officer and other support staff.
- (ii) Undertake project implementation task and follow-up of implementation according to schedule and budget.
- (iii) Review and identify the communication and promotion needs of the project, develop a communication action plan and implement

- (iv) Organise meetings and workshops including that of the Steering Committee.
- (v) Prepare reports on progress and performance as per the reporting schedule in Annex 10.

## **2.5 Risks and Assumptions**

2.5.1 At the impact level, achieving the African water resources development objectives set in the African Water Vision requires commitment and increased national investment from countries. . There is a risk that this may not be achieved due to competing demands and lack of innovative investment mobilisation approaches. There is also an added factor of weak political commitment by AU member states to implement the Sharm El Sheikh Commitments at national and regional levels as well as actions to harmonise and standardise the M&E indicators and methodologies.

2.5.2 To mitigate this risk, Countries and river basin organisations should embark on the preparation of national and river basin water resources development plans and devise strategies for mobilising investment funds from national and international sources as required in the Sharm El Sheikh Commitments. Investment on continental water development programmes such as PIDA and CAADP will strengthen regional integration which will facilitate mobilisation of development finance. The annual deliberation and review at the AU Summit on the AMCOW report provides a mechanism for continuous monitoring and review for concerted action to achieve the Africa Water Vision development targets.

2.5.3 At the outcome level, there is a risk related to lack of cooperation and unwillingness by countries, RECs, RBOs and other concerned organisation to comply with the data and information sharing protocols and agreements and avail quality data on time. This may hamper the achievement of a common reporting platform. In addition to this, inadequate funding for national and sub-regional M&E capacity building will be a critical drawback for compiling quality information and preparing a credible annual report. There is a need for the implementation of continuous programmes for building national and sub-regional M&E capacity and build confidence that will lead to agreed protocols to share data and information. AMCOW should continue to facilitate mobilisation of resources from partners and countries should allocate adequate budget for the implementation of M&E capacity building programmes.

2.5.4 At the output level, the project may face the risk that the country situation assessment may not cover all AMCOW member states due to existing conditions and limitations. The available data and information may not be of adequate quality and reliability. Countries might not be ready or willing to share information, agree on standardised indicators or comply with the reporting format. The available information may not be of adequate quality and cover all water uses to respond to the Sharm El Sheikh Commitments. Standardisation and harmonisation are long term processes and may not be achieved during the life of the project. At the project level, a common set of indicators for monitoring the Sharm El Sheikh commitment will be developed and where agreement is possible these will be harmonised. Where there is no agreement, the differences are documented and applied in developing the report.

2.5.5 Focus should be made on selected countries to achieve a critical mass of countries based on rapid assessment of existing information and representativeness with respect to main themes and sub regional situation. The project communication strategy should focus on the awareness

creation and promotion of Sharm El Sheikh Commitments and follow AMCOW assembly decisions as common ground to facilitate national support for the project. The rapid assessment template developed under the Pan African Water Sector M&E study could be applied to fill some of data gaps and improve quality and reliability.

2.5.6 The assignment of qualified and experienced staff by AU and AMCOW Secretariat as well as the timely adoption of the reporting format by AMCOW member states are critical factors for success. AMCOW Secretariat should take proactive action to mobilise additional resources and make sure that proposed staff are assigned to the project. The AMCOW Secretariat should aim to organise the extraordinary meeting of the AMCOW general assembly meeting to adopt the reporting format, which will trigger the report preparation process.

## 2.6 Cost and Financing

2.6.1 Table 2.1 present the preliminary project cost estimate for the three main components with details provided in Annex 5. The total project cost is estimated as Euro **2,647,260** including 5% contingency.

**Table 2.1: Project Cost Estimate by Component in Millions of Euro**

Item	Description	Comp. 1	Comp. 2	Comp. 3	Comp. 4	Total
1.	Technical Assistance Services	254,000	214,700	155,500	-	624,200
2.	AU and AMCOW Professional Team	136,700	214,800	50,650	-	402,150
3.	Project Management Team	-	-	-	394,800	394,800
4.	National Coordination & Consultants	195,250	120,250	-	-	315,500
5.	Office Equipment and services	-	-	-	41,600	41,600
6.	Data Management Equipment & Services	-	-	80,000	-	80,000
7.	Training, Workshops and Meetings	-	382,000	189,950	91,000	662,950
8.	Total	585,950	931,750	476,100	727,400	2,521,200
9.	Contingency (5%)	29,298	46,588	23,805	26370	126,060
<b>10.</b>	<b>Grand total</b>	<b>615,248</b>	<b>978,338</b>	<b>499,905</b>	<b>553,770</b>	<b>2,647,260</b>
<b>11.</b>	<b>AWF Support</b>	<b>462,998</b>	<b>663,338</b>	<b>452,655</b>	<b>419,790</b>	<b>1,998,780</b>

2.6.2 The main project activities are related to collection of information for all countries in Africa; analysis and development of specific products and conducting facilitation of consultation, validation and approval process. The activities involve significant travel, workshop, meetings and training and hence 95% of the cost is allocated for services related to these aspects as shown in Table 2.2 below.

**Table 2.2: Project Cost Estimate by Category of Expenditure in Euro**

Item	Description	Goods	Services	Total
1.	Technical Assistance Services	-	655,410	655,410
2.	AUC and AMCOW Professional Staff	-	422,258	422,258
3.	Project Management Team	-	414,540	414,540
4.	National Consultants & Coordination	-	331,275	331,275
5.	Office Equipment and services	14,700	28,980	43,680

6.	Data Management equipment and services	84,000	-	84,000
7.	Training, Workshops and Meetings	-	696,098	696,098
8.	<b>Grand total</b>	<b>98,700</b>	<b>2,548,560</b>	<b>2,647,260</b>
9.	<b>% of Total</b>	<b>4%</b>	<b>96%</b>	<b>100%</b>

2.6.3 Table 2.3 summarises the sources of finance. The proposed funding from the AWF is Euro **1,998,780** or 75% of the total project cost. This covers the full cost of the technical assistance team; national consultants, data management and trainings, workshops and meetings. AUC and AMCOW will provide staff for professional and logistical support, office space and running costs for use at the AMCOW Secretariat. The in-kind contribution from the AUC and AMCOW Secretariat is estimated as Euro **236,250** and **412,230** respectively which constitutes 9% and 16% of the project cost.

**Table 2.3: Project Cost Estimate by Sources of Financing)**

Item	Description	Sources of Finance in Euro			
		AWF	AUC	AMCOW	Total
1.	Technical Assistance Team	655,410	-	-	655,410
2.	AUC and AMCOW Professional Team	75,758	236,250	110,250	422,258
3.	Project Management	351,540	-	63,000	414,540
4.	National Consultants & Coordination Platforms	247,275	-	84,000	331,275
5.	Office Equipment and services	14,700	-	28,980	43,680
6.	Data Management equipment and services	84,000	-	-	84,000
7.	Training, Workshops and Meetings	570,098	-	126,000	696,098
8.	<b>Total</b>	<b>1,998,780</b>	<b>236,250</b>	<b>412,230</b>	<b>2,647,260</b>
9.	<b>Percentage of total</b>	<b>75%</b>	<b>9%</b>	<b>16%</b>	<b>100%</b>

### 3. Project Implementation

#### 3.1 Recipient and Executing Agency

3.1.1 The Recipient and Executing Agency of the grant shall be the AMCOW Secretariat located at Abuja, Nigeria. AMCOW Secretariat headed by the Executive Secretary is accountable to the AMCOW Executive Committee and will be responsible for the implementation of the project. The AMCOW Secretariat is a legally constituted entity under the Nigerian law established to serve as the executing organ of AMCOW. The AMCOW Secretariat has implemented similar externally financed projects on behalf of AMCOW. The Secretariat is also linked to the AU through the AMCOW Executive Committee and Governing Council and has the responsibility for monitoring and reporting the implementation of the Sharm El Sheikh Commitments.

3.1.2 The AUC has responsibility for reporting to the AU Summit on the implementation of the Sharm El Sheikh Commitments and hence has a key role of coordinating and facilitating the implementation of the project. The AU participation is ensured by the AUC Directorate for Rural Economy and Agriculture under the Commission for Rural Economy & Agriculture. The AUC, supported by a Liaison Officer (recruited by the project with an M&E background), has a

coordination role of linking the AU organs; AMCOW, RECs; RBOs and national governments and is responsible for processing and submitting the annual reports to the AU Summit. The AUC will also second an M&E and a Water Resources Management expert to directly participate in the project activities.

## **3.2 Implementation Arrangements**

3.2.1 The proposed organisational set-up and arrangement with the coordination linkages and reporting flow is shown in Annex 6 & 7. The Project team consisting of professional staff seconded from the AU and AMCOW Secretariat and assisted by specialised technical assistance will be established under the AMCOW Secretariat's Programme Coordination Department. The team will undertake all activities of the project including the specific technical tasks and preparation of various reports.

3.2.2 A Project Manager (PM) will be appointed to lead project implementation and the day-to-day management of the project. The PM will also undertake the coordination tasks required at various levels. The proposed Terms of Reference for the PM are attached as Annex 8. The project management team will lay the foundation for the continued implementation of the follow-up M&E Programme and constitutes a key capacity building aspect for AMCOW. A Liaison Officer (LO) with an M&E background will be recruited and assigned to the AUC to coordinate the linkages between the project, AU organs; AMCOW, RECs; RBOs and national governments. He will assist AMCOW in the processing and submission of the annual reports to the AU Summit. The LO will work closely with the PM in the coordination tasks.

3.2.3 National Coordination Platforms (NCP) that bring together all relevant sectoral data custodians at national level will be established in each country with a designated focal person from the National Focal Agency. The NCP will facilitate and participate in the collection and provision of information for the national situation assessment and provide input for the national validation process.

3.2.4 A Technical Assistance Team from a consulting firm will be engaged to provide core technical inputs in the areas of water resources information and monitoring and the development of data and information platform in AMCOW Secretariat and AUC. The TA team will undertake the review and country situation assessment tasks, develop the reporting format, prepare the M&E Capacity Building Programme, and support the validation process as well as the preparation of the various reports of the assignment. The TA will also support the establishment of data management system within AMCOW Secretariat and AUC and train staff on its use. The TA will closely work with the professional team assigned by AMCOW and AUC as well as the NCP and focal agency in undertaking the assignment. The TA will be under the direct supervision of the Project Manager. The draft Terms of Reference for the TA is attached as Annex 9.

3.2.5 The Executive Secretary of AMCOW will closely follow-up implementation and monitor progress through the Programme Coordination Department. Coordination with the AU organs will be achieved through the Director of Rural Economy and Agriculture of the AUC. Logistical support and office space for the Team is provided at the office of AMCOW Secretariat in Abuja, Nigeria. Provisions have been made for the requirement of a procurement officer, accountant and

administrative assistance. The AMCOW Secretariat will convene the AMCOW Executive Committee meetings to (i) validate and adopt the reporting format and the model regional report, (ii) validate and adopt the M&E Capacity Building Programme and (iii) Final Project Report. The M&E capacity building resources mobilisation roundtables will be organised to coincide with the EXCO meetings.

3.2.6 The Project Steering Committee will be constituted with an oversight function and will also provide strategic guidance and direction as well as validation of key outputs with recommendation for next level of decisions making within AMCOW and AU. The Committee will be chaired by the AMCOW with membership from AU, AMCOW Secretariat, RBOs, RECs, CSOs, regional organisations and key partners. The list of proposed members of the PSC is attached as Annex 10.

3.2.7 AMCOW and the AU have established a Pan African Water and Sanitation M&E Task Forces and Steering Committee with the support of the GIZ technical assistance for the purpose of providing technical and strategic analysis and advise to AMCOW and AUC in terms of developing the M&E capacity and institutionalisation from national to regional level. The AMCOW Secretariat will provide feedback on the achievements of the key project outputs and will facilitate contribution from these bodies as necessary. The modalities of engagement will be detailed in the Inception Report.

### 3.3 Implementation Schedule

3.3.1 The Project is expected to be implemented over a period of twenty four (24) months from the date of grant signing. Annex 11 provides the tentative activity, reporting and staff schedule. The preparatory tasks include establishing the project office, assignment of the professional staff from AUC and AMCOW Secretariat, recruitment of the Project Manager, and other support staff as well procurement of the TA. Project launching and preparation of the Inception Report will proceed after the placement of the key staffs.

3.3.2 The main activity will be carried in four distinct but overlapping implementation stages as indicated below.

- (i) **Launching and Inception:** This stage encompasses the period from grant effectiveness to the submission of the Inception report. The main tasks during this period are the launching of the project, recruitment of staff and TA team and preparation of the Inception Report targeted to be 6 months after Grant signature.
- (ii) **Preparation of Reporting Format:** Review and analysis of existing information will be undertaken followed by country situation assessment. The draft format and guideline will be developed and submitted for validation. The assessment of the AMCOW Secretariat and AUC information management capacity building needs will be completed. This stage shall be completed 12 months after project commencement.
- (iii) **Adoption of Format and Preparation of Regional Report:** The reporting format and guidelines are adopted and preparation of national reports using the agreed format will be completed. The follow-up M&E Capacity Building Programme will be prepared and submitted for approval. The tasks in stage will be completed 18 months after project

commencement. The regional report preparation will proceed and be completed 24 months after project commencement.

- (iv) **AUC & AMCOW Secretariat Capacity Building:** Implementation of the AMCOW Secretariat and AUC data management platform will take place between month 9 and 18.

### 3.4 Procurement Arrangements

3.4.1 All procurement arrangements of this project will be made in accordance with AWF Operational Procedures, Bank Rules and Procedures for Procurement of Goods and Works and Rules of Procedure for the use of Consultants. The use of relevant Bank Standard Bidding documents is mandatory. The AMCOW Secretariat will be responsible for the procurement of goods and services. To support this role, the project team will include a procurement officer and accountant. Procurement arrangements are summarised in Table 3.1 and described below.

3.4.2 **Technical Assistance Services** amounting to EUR 655,410 including fees and reimbursable expenditures shall be procured through short listing using the Quality and Cost Based Selection (QCBS) procedure. **The travel and allowance** coverage for the AUC and AMCOW professional team amounting to Euro 75,757 shall be procured through Direct Negotiation with justification.

**Table 3.1: Procurement Arrangements in Euro**

Item	Description	AWF				NBF <sup>3</sup>	Total
		Shortlist	Shopping	Others	Total		
1.	Technical Assistance	655,410	-	-	655,410	-	655,410
2.	AUC and AMCOW Professional staff travel and allowance	-	-	75,758	75,757	346,500	422,258
3.	Project Management	351,540	-	-	351,540	63,000	414,540
4.	National Consultants	78,750	-	-	78,750	-	78,750
5.	National Coordination Platform	-	-	168,525	168,525	84,000	252,525
6.	Office Equipment and services	-	14,700	-	14,700	28,980	43,680
7.	Data Management equipment & services	-	84,000	-	84,000	-	84,000
8.	Training, Workshops and Meetings	-	-	570,098	570,098	126,000	696,098
9.	<b>Total</b>	<b>1,085,700</b>	<b>98,700</b>	<b>814,380</b>	<b>1,998,780</b>	<b>648,480</b>	<b>2,647,260</b>

3.4.3 Recruitment of **project management staff** (project manager, coordinator, liaison officer procurement officer, accountant and administrative assistant) amounting to Euro 351,540 (including salaries, travel and allowances) and national consultant amounting to Euro 78,750 shall be on short list basis and through consultant qualification. **Project management services** funded by AWF related to support to national coordination of Euro 168,525 and workshop, meetings and training amounting to Euro 570,098 shall be procured through Direct Negotiation with justification. The AU and AMCOW Secretariat will make in kind contribution of Euro 619,500 to cover salaries and allowances.

<sup>3</sup> NBF – Non Bank funded (AU and AMCOW contribution)

3.4.4 **Office equipment** amounting to Euro 14,700 will be procured through local shopping while data **management equipment and services** amounting to Euro 84,000 shall be procured through international shopping. AMCOW Secretariat will make in kind contribution of Euro 28,980 to cover secretarial services and logistical support.

3.4.5 **Advertising:** General and Specific Procurement Notices (GPN and SPN) for goods, and services will be prepared by the AMCOW Secretariat and subject to review and no objection by the AWF before submission for publication in the UNDP online and advertised in local media, in accordance with the Bank’s procurement rules and procedures.

3.4.6 **Procurement Plan:** The Recipient shall, prior to Grant Effectiveness, prepare and submit a Procurement Plan acceptable to the AWF, setting forth (a) the particular contracts for goods, works and consulting services during the life of the project; (b) the proposed modes of procurement; and (c) the related AWF review procedures (prior or post review). The Procurement Plan shall also set out in detail the miscellaneous items to be paid for from the Special Account. The Recipient shall update the Procurement Plan annually or as needed throughout the duration of the project. Any revisions to the Procurement Plan will be subject to prior approval by the AWF.

### 3.5 Disbursement Arrangements and Schedule

3.5.1 The AMCOW Secretariat will open a Euro denominated special account for the project in a reputable Bank acceptable to the African Development Bank. The conditions precedent to first disbursement of funds are (i) the entry into force of the Agreement (ii) the opening of a special account in Euros to receive the resources of the Grant (iii) the establishment of the project team (para 3.2.1) and (iv) the submission of the Procurement Plan (para 3.4.6). The proposed disbursement arrangement for the project as indicated in the Table 3.2 below will be under the Special Account Method.

**Table 3.2: AWF Disbursement Schedule AWF Funds in Euro**

Item	Disbursement Tranches	Amount	% of Total	Proposed Timing
1.	1 <sup>st</sup> Disbursement	699,573	35%	M+0: Grant effectiveness and fulfilment of conditions
2.	2 <sup>nd</sup> Disbursement	899,451	45%	M+12: Preparation of reporting format
3.	3 <sup>rd</sup> Disbursement	399,756	20%	M+ 18: Preparation of national reports
4.	Total	1,998,780	100%	

3.5.2 The funds from AWF shall be transferred into the project account in 3 tranches, according to the schedule shown in Table 3.2. Obligations of the AWF to make the first disbursement of the Grant shall be conditional upon the satisfaction of conditions set in para 3.5.1 above. The replenishment of the tranches will be subject to AfDB financial regulations. Conditions for second and later disbursement will include regular submission of the progress reports and an update to the cash flow projections for the remainder of the project.

### **3.6 Financial Management Arrangements**

3.6.1 The Financial Management of the project will be carried out by the AMCOW Secretariat, who shall be responsible for budgeting, accounting, internal control, funds flow and financial reporting. An assessment of the financial management capacity of the AMCOW Secretariat indicated that the system in place is adequate to manage the financial management requirements of the proposed project with the residual risk rated as moderate. The summary of the findings of the assessment and actions is attached as Annex 12. The internal controls of the AMCOW Secretariat will apply, with the accounting to be done in line with international accounting standards. In accordance with the foregoing, the AMCOW Secretariat will be required to produce Financial Reports for the project every quarter in a format to be agreed with the AWF. The reports will be submitted to the AWF for review no later than 30 days after the end of each quarter, as part of the quarterly progress report.

3.6.2 The Bank financial regulations require the project accounts to be kept separately, indicating expenditure by component category and source of financing. Statements of expenditure and supporting documents should be kept for review by the Bank and for submission for justification during the request for replenishment. These documents, as well as the financial reports, shall be reviewed and audited twice by an independent auditor to ensure that the funds provided have been spent for the intended purpose. The AWF will recruit and retain an auditor for the project and will cover the cost from its administrative budget. There shall be at least two audits during the life of the project. Interim auditing is proposed 12 months after commencement and 2<sup>nd</sup> auditing at the end of the project. Financial Management will also be part of the AWF supervision missions.

### **3.7 Monitoring and Reporting Arrangements**

3.7.1 The monitoring of the project implementation activities including the Technical Assistance Team will be carried out by the Project Manager and AMCOW Secretariat's Director of Programme Coordination. The AMCOW Executive Secretary will from time to time review progress and provide guidance.. The PM will submit quarterly progress reports which will serve as a basis for close and timely reviews of progress from AWF as well as AMCOW and AU. The PSC will also review implementation progress at key project output stages. The Logical Framework matrix included in this PAR, and as modified in the Inception Report, shall serve as a basis for the results-based assessment of the outputs of the project during implementation and after completion.

3.7.2 The AWF will also monitor project implementation through communication and correspondence with the AMCOW Secretariat and project team, as well as review the progress reports. In addition, the AWF may undertake supervision missions as the need to do so arises. The AfDB Field Office in Abuja will assist the Facility in undertaking project supervision and the options for supervision support. AMCOW Secretariat and the Project team will apply the AWF Communication and Visibility Guidelines as outlined in Annex 13.

3.7.3 The project team shall adhere to the reporting requirements and schedule outlined in Annex 10 and as modified in the Inception Report. The timing for submission of draft reports, review requirement and final reports preparation will be clarified in the Inception Report. The

AWF Progress and PCR reporting formats will be used in preparing these reports. The main reporting requirements are summarised as follows.

- (i) **Quarterly Progress Report:** The reports will cover technical, procurement, disbursement and financial progress, administrative issues and constraints affecting the project and suggested solutions.
- (ii) **Inception Report:** Inception Report will provide review of the proposed implementation at project appraisal and present detailed workplan, reporting, staff composition and schedule and issues for guidance. The report will be submitted 2 months after project launching for review by AMCOW, AU, AWF and the Project Steering Committee.
- (iii) **Situation Assessment Report:** This report, submitted 6 months after inception, will present the finding of the assessment of the existing situation, proposed indicators and methodologies, draft reporting format and guidelines. It will be discussed, reviewed and validated by countries and stakeholders at workshops organised in the 5 sub-regions.
- (iv) **Regional Monitoring Report:** The report provides the consolidated and adopted reporting format and guidelines, the national M&E Capacity Building Programme and progress on the preparation of national reports based on the adopted format. The report shall be submitted 14 months after inception and will be reviewed and discussed by AMCOW, AU, AWF and PSC.
- (v) **Capacity building Report:** This is dedicated report on the data and information capacity building within AMCOW Secretariat and AU and shall be submitted 12 months after inception. The report will be reviewed and adopted by AMCOW Secretariat and AU for implementation.
- (vi) **Consolidated Final Project Report:** The report will present the consolidated final output of the project including the overview of the sector from the first Annual Report. The report will be reviewed and discussed by AMCOW, AU, AWF and other key stakeholders.

## **4. EFFECTIVENESS, EFFICIENCY AND SUSTAINABILITY**

### **4.1 Effectiveness and Efficiency**

4.1.1 The project design approach specified in this PAR is considered to be a viable, effective and efficient method for achieving the goal and objectives of the project in view of the comprehensive processes of consultation and analyses undertaken to arrive at this proposal. The Project concept and implementation approaches emerged from a series of regional consultation processes following the AU Summit of July 2008 where the Sharm El Sheikh Commitments were adopted. Proposal for preparing a credible annual report that outlines the state of water resources development and use were reviewed at the 2<sup>nd</sup> African Water Week and further elaborated through a consultation process that engaged all the key stakeholders resulting in the development of the proposal submitted for AWF funding.

4.1.2 The AWF has reviewed the proposal with regional actors on the margins of the Stockholm International Water Week in 2011 and 2012. All technical and implementation related alternatives were reviewed jointly with the AUC and AMCOW during the August 2012 AWF appraisal mission to AUC Headquarters in Addis Ababa, Ethiopia. Furthermore, the project has gone through standard AWF internal review processes, and the AUC and AMCOW Secretariat has also reviewed and endorsed a draft version of this appraisal report.

4.1.3 The proposed implementation arrangements presented in Chapter 3 with the use of a project team located in AMCOW Secretariat responsible for the implementation of the project including undertaking procurement is considered as the most viable way of executing the project. AMCOW Secretariat has the ability and experience of implementing similar regional projects supported by external funding sources.

## **4.2 Sustainability**

4.2.1 The project is anchored in the Africa Water Vision which is the strategic framework for collective actions by Africa for the development of the continent's water resources. Successful implementation of the Project will ensure the close monitoring of the achievement of the continental vision for which the Sharm El Sheikh Heads of State and Governments' Commitments provide the specific operational guidelines. The strong commitment and ownership by African Heads of State at the AU Summit level and the internalisation of these commitments within the African institutions with the AU at the apex is the strongest measure for ensuring sustainability. This is further underpinned by the need for a credible system that ensures regular monitoring and reporting on the achievements and challenges of the sector for which the project is uniquely designed to respond. The benefit of the project in supporting the regional integration agenda strengthens its long term sustainability.

4.2.2 The project has obtained the support and engagement of all key regional stakeholders under the leadership of the AU and AMCOW in the process of conceptualisation, development and commitment to support implementation. The design of the project has a built-in task of developing the follow-up M&E Capacity Building Programme that is intended to strengthen the system for national and sub-regional monitoring and reporting on a continuous basis. The Project Implementation Team established within the AMCOW Secretariat and the data management capacity developed for AU and AMCOW are key operational measures for the long term institutional commitment and continuity. The project is streamlined with broader AWF mission of mobilising resources for water in Africa and the specific strategic objective of promoting water knowledge and in this respect consolidates the ongoing AWF support for RECs and AMCOW to develop M&E systems.

## **5. CONCLUSIONS AND RECOMMENDATIONS**

### **5.1 Conclusion**

5.1.1 The key purpose of the project is to establish an Africa wide system of monitoring and reporting which will in turn drive the achievements of water and sanitation sector development at the national and regional levels. The project will enable the AU Assembly to review progress of water and sanitation development on an annual basis and provide guidance for AU Assembly

decisions for concrete actions to meet the Africa Water Vision targets in 2025. The project is very well aligned with the continental development agenda and the strategic objectives of the AWF to mobilise investments to meet the water security needs of Africa. The project will create a platform for data and information exchange and establish a system for credible review of progress within AU and AMCOW. The project is conceived and owned by key stakeholders in the sector and national governments through the AU and AMCOW thus ensuring the long-term institutional commitment in a sustainable manner.

5.1.2 The Project will establish the benchmark situation for national, sub regional and regional monitoring and reporting system and collect existing data and information on the basis of a common format and preparing the first continental annual report on the state of water resources development using indicators based on the Sharm El Sheikh Commitments. The project is designed to build the institutional and technical capacity of the AU and AMCOW to continue implementing the sector reporting work started by the project as well as the follow-up M&E Capacity Building programme developed as part of the project output. The project is proposed to be implemented over a period of 24 months from grant signature at the total cost of Euro **2,647,260** with AMCOW Secretariat as the beneficiary and Executing Agency. The proposed AWF support amounts to Euro **1,998,780** or 75% of the project cost with in-kind contribution from AU (9%) and AMCOW Secretariat (16%).

## **5.2 Recommendations**

In view of the enormous benefits of the project to the continental agenda of water and sanitation development, it is recommended that an AWF grant not exceeding **Euro 1,998,780** out of a total budget of **Euro 2,647,260** be extended to the AMCOW Secretariat for the implementation of the project as described in this appraisal report.

5.2.1 The conditions precedent to grant effectiveness and first disbursement of funds is the entry into force of the Agreement and the satisfaction of the following conditions by the Recipient: (i) the opening of a special account in Euros to receive the resources of the Grant. (ii) the establishment of the project team (para 3.2.1) and (iii) the submission of the Procurement Plan acceptable to the AWF (para 3.4.6).

## ANNEX 1: REFERENCES

1. 2<sup>nd</sup> World Water Forum (2000). The Africa Water Vision for 2025.
2. 5<sup>th</sup> World Water Forum (2009). Africa Regional Paper.
3. AfDB (2009). Delivering on Africa's Water Security Commitments - A Roadmap for Implementing and Reporting Actions to the African Union.
4. AMCOW/AUC (2012). Reports of Consultation Meetings (FAO-AQUSAT; JMP and GLAAS; Africa Experts Group Meeting on African Water Sector M&E; Coordination Workshop of RECs, NPCA, and CEDARE; Sub-regional Workshops.
5. AMCOW/AUC (2012). Project for establishing the pan African Water and Sanitation Information and reporting system.
6. AMCOW/AUC (2012). Synthesis Report of the Consultation Process in establishing the pan-African M&E.
7. AMCOW/ECOWAS (2011). Regional consultation workshop on the implementation of the AMCOW Programme in West Africa.
8. AMCOW (2010). Pan African Water Sector Monitoring and Evaluation Assessment Vol.1 &2.
9. AMCOW (2012). Multiplying Solutions to Africa's Water Security Challenges – Africa Regional Report to the 6<sup>th</sup> World Water Forum.
10. AUC (2008). Sharm El-Sheikh Commitments for Accelerating the Achievement of Water and Sanitation Goals in Africa.
11. AWF (2012). African Water Facility Strategic Plan 2012-2016.

## **Annex 2: Sharm El-Sheikh Commitments for Accelerating the Achievement of Water and Sanitation Goals in Africa**

**WE**, the Heads of State and Government of the African Union, meeting at the 11<sup>th</sup> Ordinary Session of our Assembly in Sharm El-Sheikh, Arab Republic of Egypt, from 30 June to 1 July 2008,

**Recognizing** the importance of water and sanitation for social, economic and environmental development of our countries and Continent;

**Reaffirming** our commitment to the principles and objectives, stipulated in the Constitutive Act of the African Union aimed at promoting cooperation and integration between our countries in all fields with a view to raising the living standards of our peoples and the wellbeing of future generations;

**Recognizing** that water is and must remain a key to sustainable development in Africa, and that water supply and sanitation are prerequisites for Africa's human capital development;

**Concerned** that there is an underutilization and uneven sharing of water resources in Africa, and that remains a growing challenge in the achievement of food and energy securities;

**Reaffirming** our commitment to the African Water Vision 2025, the Sirte Declaration on Agriculture and Water in Africa; the Declaration on Climate Change in Africa; and the Millennium Development Goal on water supply and sanitation;

**Mindful** that our Summit is taking place mid way to the 2015 water, sanitation and other MDGs targets and aware that not much progress has been made in Africa compared to the rest of the world to achieve the MDGs target, and that based on current trends, Africa needs to accelerate its efforts;

**Welcoming** the Declaration by the international community of 2008 as the year of action on the MDGs, and the Declaration by the United Nations of 2008 as the "International Year of Sanitation" which, for Africa, provides an opportunity for accelerating its regional action plans and implementation strategies by adopting concrete decisions at our Heads of State and Government Summit;

**Aware** of the need to make progress on the challenges of water and sanitation infrastructure financing, water conservation and equitable distribution, closing the sanitation gap, breaking the silence on sanitation and hygiene, adapting to climate change, integrated management of national and transboundary surface and ground water, investing in information, knowledge and monitoring and institutional development as well capacity building;

**Aware** also of the urgent need to develop our water and sanitation infrastructure and institutions in order to provide sufficient and sustainable quantity and quality for all types of services and provide acceptable level of protection from risks of water related disasters and impact of climate change as key for the transformation and socio-economic development, and for public health in Africa;

**Recognizing** the progress that the African Ministers' Council on Water (AMCOW) and other institutions and organizations and their development partners have made in the area of water resource management and in the provision of safe drinking water and adequate sanitation to the urban and rural populations of our countries albeit the inadequacies;

**Welcoming** the Ministerial Declaration and outcomes of the first Africa Water Week convened by AMCOW and hosted by the African Development Bank (AfDB) in Tunis, Tunisia from 26 to 28 March 2008; and further welcoming the eThekweni Declaration on Sanitation and its accompanying actions adopted in South Africa in February 2008, and the Africa-EU Statement on Sanitation of March 2008;

**Acknowledging** the work done by AMCOW in mobilizing action towards sustainable and integrated water resource management and in providing policy guidance for coordination of water resources management and for water supply and sanitation initiatives as well as the funding mechanisms put in place for these initiatives;

### **WE COMMIT OURSELVES TO:**

(a) **Increase** our efforts to implement our past declarations related to water and sanitation.

(b) **Raise** the profile of sanitation by addressing the gaps in the context of the 2008 eThekweni Ministerial Declaration on sanitation in Africa adopted by AMCOW.

(c) **Address** issues pertaining to agricultural water use for food security as provided for in the Ministerial Declaration and outcomes of the first African Water Week.

**And particularly;**

(d) **Develop and/or update** national water management policies, regulatory frameworks, and programmes, and prepare national strategies and action plans for achieving the MDG targets for water and sanitation over the next seven (7) years;

(e) **Create** conducive environment to enhance the effective engagement of local authorities and the private sector;

(f) **Ensure** the equitable and sustainable use, as well as promote integrated management and development, of national and shared water resources in Africa;

(g) **Build** institutional and human resources capacity at all levels including the decentralized local government level for programme implementation, enhance information and knowledge management as well as strengthen monitoring and evaluation;

(h) **Put in place** adaptation measures to improve the resilience of our countries to the increasing threat of climate change and variability to our water resources and our capacity to meet the water and sanitation targets;

(i) **Significantly increase** domestic financial resources allocated for implementing national and regional water and sanitation development activities and **Call upon** Ministers of water and finance to develop appropriate investment plans;

(j) **Develop** local financial instruments and markets for investments in the water and sanitation sectors;

(k) **Mobilize** increased donor and other financing for the water and sanitation initiatives including national projects and Rural Water and Sanitation Initiatives, the African Water Facility; Water for African Cities programme and the NEPAD Infrastructure Project Preparation Facility, as committed in the G8 Initiatives on water and sanitation;

(l) **Promote** effective engagement of African civil society and public participation in water and sanitation activities and programmes;

(m) **Promote** programming that addresses the role and interests of youth and women, given that the burden of poor water and sanitation falls disproportionately on women and children;

(n) **Strengthen** AMCOW as a key regional mechanism, and other regional stakeholders, as relevant, for promoting cooperation on water and sanitation;

(o) **Strengthen** AMCOW's initiative on sustainable management of water resources, to implement its roadmap for the African Groundwater Commission;

(p) **Strengthen** partnership at all levels in our countries and between Regional Economic Communities as well as with the international development agencies and promote public-private partnerships with the view to fast tracking actions towards meeting the MDG on water and sanitation in our continent;

(q) **Request** AMCOW to annually report on progress made in the implementation of our commitment on water and sanitation with support from regional partners, and to submit these reports for our consideration;

(r) **Call on** African Ministers in charge of water and finance in collaboration with the African Development Bank and development partners, to hold a meeting of Ministers of Water and Finance to develop appropriate financing policies;

(s) **Request** the Regional Economic Communities and the Rivers and Lake Basin Organizations to initiate regional dialogues on climate change and its impacts on the water sector with the aim of designing appropriate adaptation measures;

(t) **Call upon** the G8 to reaffirm at its next Summit in Japan its commitment to fully implement the G8 initiatives on water in Africa, notably the 2003 Evian Plan on Water, to step up their engagement in the sanitation sector and to enter into a strengthened partnership with the AU Member States, through AMCOW, for achieving the Water and Sanitation MDGs.

*Done in Sharm El-Sheikh on 1 July, 2008*

### Annex 3: Proposed Themes for Mapping the Sharm El Sheikh Commitments

Main Areas	Main Themes	Sectors/Sub themes
Water for Sustainable Development	Water Infrastructure for Economic Growth	Water for Energy
		Water for Agriculture
		Water for multiple uses
	Managing and Protecting national and Transboundary Water Resources	Basin and transboundary plans
		Transboundary infrastructure development
		Groundwater
		Rainwater
	Achieving the Water and Sanitation MDGs	Urban water supply
		Urban sanitation
		Rural water supply
		Rural sanitation and hygiene
	Global changes and risk management: Climate variability and Change	Adaptation to climate change
Water related hazards		
Enabling Mechanisms for Development	Governance and Management	Institutional arrangements
		Ethics, transparency, empowerment
		Public and private roles
		Right to water
		Regulatory approaches
	Financing	Financing water and sanitation
		Pricing Strategies
		Pro-poor Financing Strategies
		Financing Local Authorities
	Education, Knowledge and Capacity Development	Education and capacity development
		Information
		Water science and technology
		Professional networks and associations

#### Annex 4: List of Relevant AWF Supported Projects

Item	Country/ Region	Project title/ Executing Agency	Executing Agency	Objectives and Relevance	Status
1.	Lake Victoria Basin	Water and Sanitation Project: Investment Plan Preparation for 15 Centres.	Lake Victoria Basin Commission (LVBC)	Prepare WSS and environmental management programme for 15 towns around the lake. Provides an overview of the WSS situation and investment programme around the Lake.	Completed and investment mobilised for implementation
2.	Mozambique	National Rural Water Supply and Sanitation Programme (NRWSSP) Preparation	National Directorate of Water (DNA).	Prepare national RWSSI Programme. Provides an overview national WSS situation and investment programme.	Completed and investment mobilised for implementation
3.	Congo River Basin	Preparation of Integrated Water Resource Management Strategic Action Plan for the Basin	International Commission of Congo-Oubangui-Sangha Basin (CICOS)	Prepare strategic action plan for the development of the Basin. Provided information on the Congo Basin and plans for long term development..	Completed and SAP is available for implementation
4.	Burundi	IWRM Plan Formulation. Financing	GWP – East Africa in coordination with the Government of Burundi	Formulate national IWRM and water conservation plan. Provide the long term development strategies and overview of the water sector	Completed and results are available
5.	Namibia	IWRM Plan Formulation. Financing	Ministry of Agriculture, Water and Forestry (MAWF).	Preparation of national IWRM plan and strategies Long-term development strategies as well as M&E and information management	Completed and results are available
6.	Africa Wide	Support to the Development of African Network for Basin Organisations (ANBO).	African Network for Basin Organisations (ANBO)	Strengthen ANBO interactions with RBOs to form new basin organisations and improvement of the existing ones. Data and information of the existing RBOs	Completed and results are available
7.	Lake Chad Basin	Preparation of a Lake Chad Basin Water Charter.	Lake Chad Basin Commission (LCBC)	Formulating and adopting a Lake Chad Water Charter Legal framework for information exchange and monitoring.	Completed and results are available
8.	Northern Sahara Aquifer System	Geo-aquifer: Improving Northern Sahara Aquifer System Knowledge and Water Resource Management Using Satellite Imagery.	Sahara and Sahel Observatory (OSS)	Establish an information and knowledge base to support trans-boundary groundwater resource management Information on north African aquifer system	Completed and results are available
9.	Congo River Basin	Congo River Basin WRM Information and Knowledge Capacity Building.	CICOS (International Commission of Congo-Oubangui-Sangha Basin	Build capacity of CICOS in the collection and management of hydrologic data and water resources information. Sources of information for the Congo basin	Completed and results are available
10.	Ethiopia	Support to Water Information and Knowledge Management Systems Development.	Ministry of Water Resources	Establish information and knowledge systems for the water sector. Sources for information and M&E	Completed and results are available

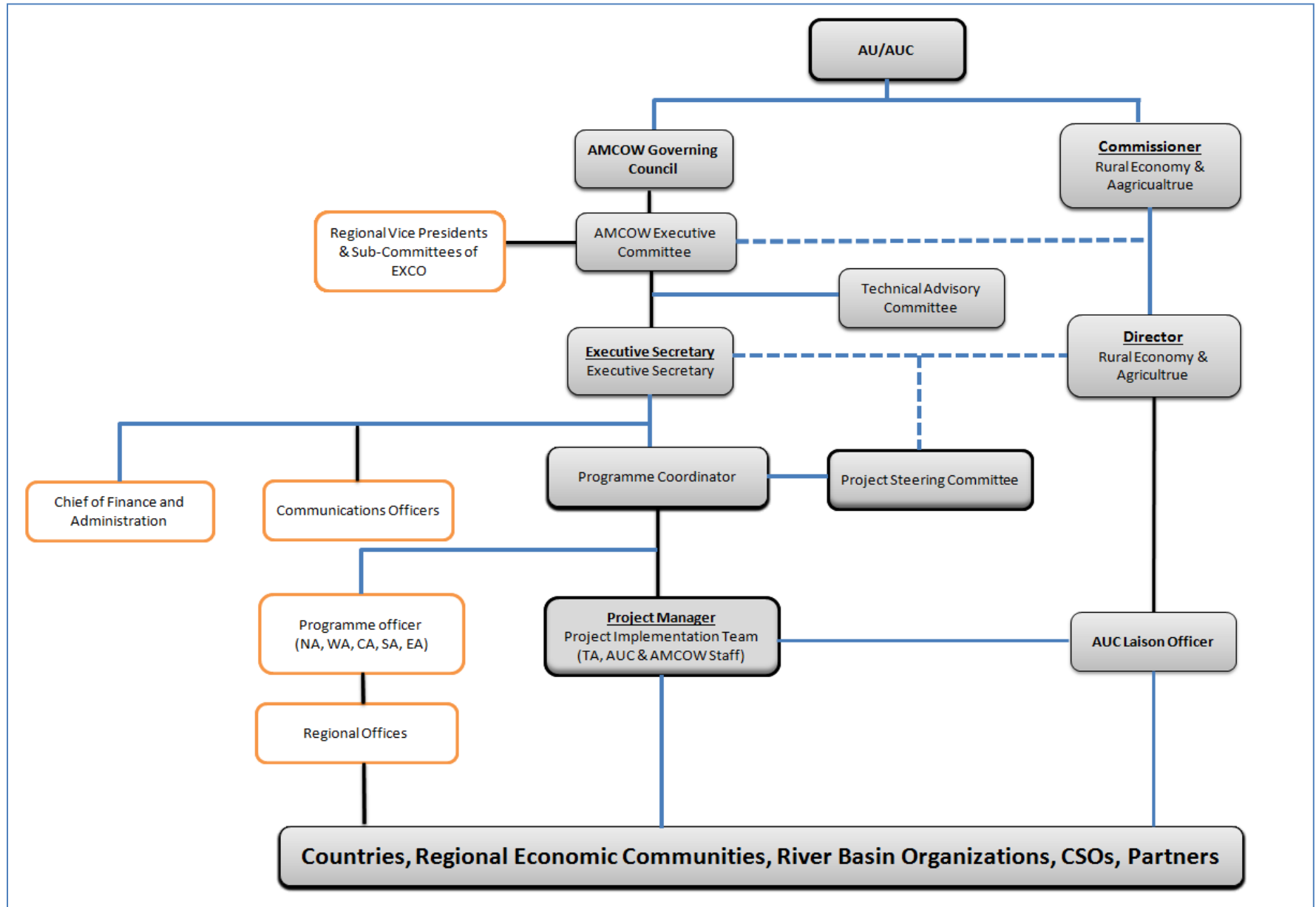
				system for Ethiopia	
11.	Niger Basin	Support to Niger Basin HYCOS Project	Niger Basin Authority (NBA)	Developing the water information system. Information monitoring and reporting system at the river basin level.	Completed and results are available
12.	Africa Wide	Programme for Infrastructure Development (PIDA) - Trans-boundary Water Resource Infrastructure Development Study	African Union Commission (AUC)	Prepare strategic framework for TWR infrastructure investment programme. Provides status and plan for TWRM for 10 main river basins	Completed and results are available
13.	SADC Member States	Support to SADC Regional Water and Sanitation Programme	Southern Africa Development Community (SADC)	Establish a regional framework for WSS planning and management to achieve MDG. Formulating and implementing a harmonised monitoring framework and regional knowledge management programme.	Under implementation. Interim report mid 2013 and final report mid 2014.
14.	Central African Republic	Water and Sanitation Sector Institutional Support	Directorate of Water Sources, Ministry of Mines, Energy and Water	Strengthen water sector governance and institutional capacity Plan to put in place a centralised information system	Diagnostic study of the institutional framework on-going.
15.	Gambia	Water Sector Reform Support	Ministry of Water Resources	Support the implementation of the IWRM Plan Improving water database and knowledge and monitoring system.	Under implementation
16.	Senegal	Implementation of IWRM Action Plan for Senegal.	DGPRES (Directorate of Water Resources)	Strengthen implementation of the IWRM Plan Improving water information and knowledge system.	Substantially completed and interim results are available
17.	Tunisia	Water Vision and Strategy 2050	Ministry of Agriculture, Water Resources and Fisheries	Support preparation of water resources development planning up to 2050 Provides information on long term development actions and monitoring systems	Under implementation
18.	Central Africa	Institutional Support for the Implementation of ECCAS Regional Water Policy	Economic Community of Central African States (ECCAS)	Strengthening the capacity of ECCAS on water resource REC based regional water resources coordination and management centre.	Under implementation
19.	Gambia River Basin	Kayanga Geba River Basin IWRM Plan	Gambia River Basin Organisation (OMVG)	Build the institutional capacity of OMVG for shared water resources management. Water resources information system for the basin	Under implementation.
20.	Mali	Support to IWRM Plan Implementation	Ministry of Energy and Water - National Water Sources Directorate (DNH).	Water resources information management capacity building establishment of a national water information system and hydrologic networks	Under implementation
21.	West Africa	IWRM of the Iullemeden and Taoudéni Aquifer	Sahara and Sahel Observatory	Support the evaluation of the water potential and define elements for	Under implementation

		Systems and Niger River Basin	(OSS)	monitoring all groundwater resources. Groundwater resources knowledge and monitoring systems	
22.	East Africa	Trans-boundary Water Resources Mapping, Assessment and Management in the IGAD Sub-region.	Inter-Governmental Authority for Development (IGAD)	Strengthen regional capacity to provide hydrological data and information services, and mechanism for cooperation. Water resources information at REC level	Substantially completed
23.	Togo	Establishment of Integrated Water Information System.	General Directorate of Water and Sanitation (DGEA) of the Ministry of Water, Energy and Mines	Formulation and operationalising a national water information system. National water information and monitoring system.	Under implementation
24.	Tunisia	National Water Information System (SINEAU).	Ministry of Agriculture and Water Resources (MARH).	Support for establishing an operational national water information system. Water information system at national level	Under implementation
25.	Malawi	Strengthening Water Sector Monitoring and Evaluation	Ministry of Irrigation, Water and Development	Support establishment of for water sector data and information system to monitor the achievement of development targets, Information and monitoring system at national level.	Under implementation
26.	North Africa	Monitoring and Evaluation of Water MDGs in North Africa.	Centre for Environment and Development of Arab Region and Europe (CEDARE)	Establish and strengthen harmonised monitoring-evaluation system and prepare regional water sector reports. Rec level monitoring and reporting system	Under implementation
27.	West Africa	Establishment of Regional Water Observatory	ECOWAS	Improving water sector performance through the operationalisation of the Regional Water Observatory. Water sector information and reporting system at REC level	Under implementation

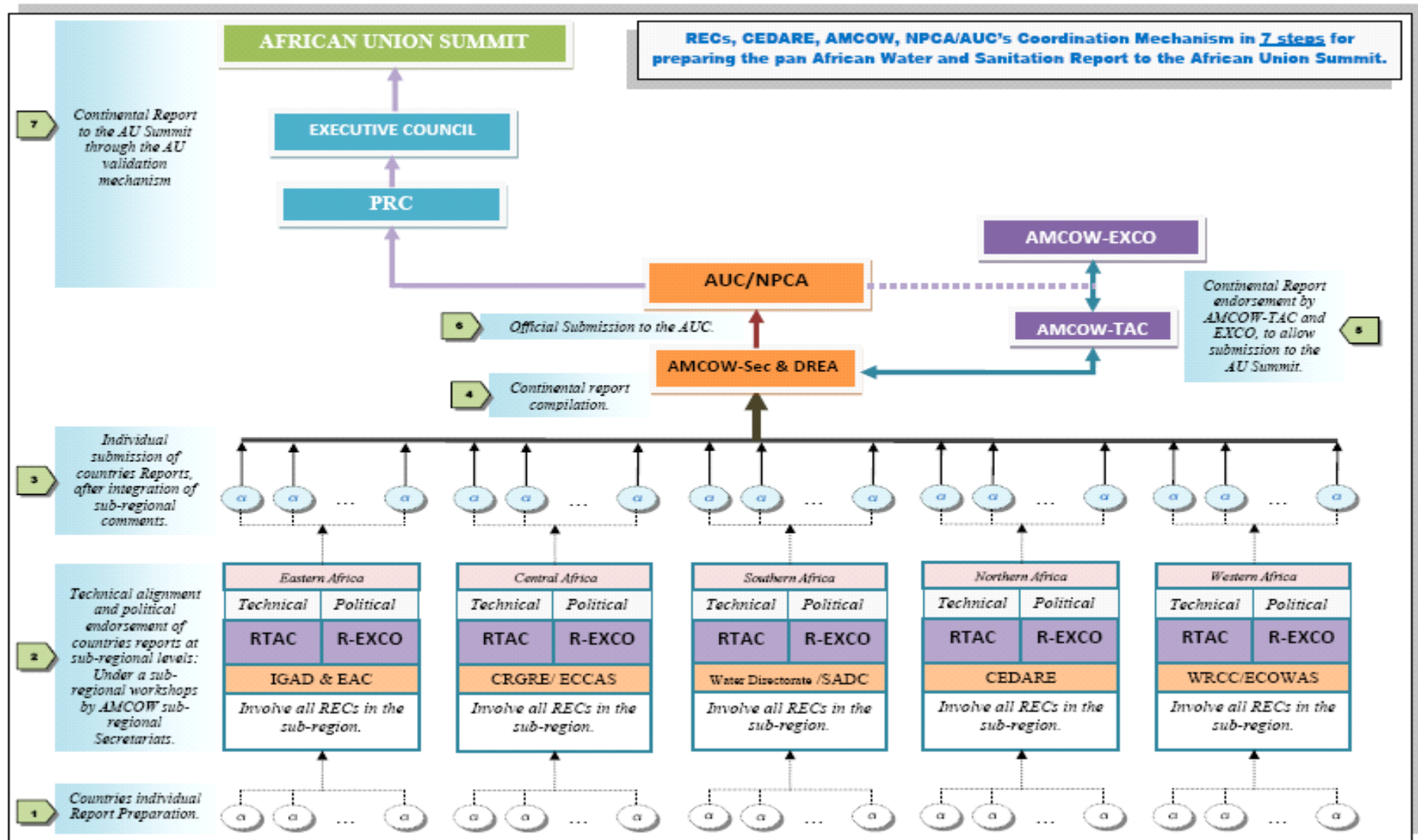
## ANNEX 5: PRELIMINARY PROJECT COST ESTIMATE

Item	Description	Unit	Rate	Quantity				Amount in Euro						
				Comp I	Comp II	Comp III	Comp IV	Total	Comp I	Comp II	Comp III	Comp IV	Total	
<b>I</b>	<b>AWF Support</b>													
<b>A.</b>	<b>Technical Assistance Team</b>													
1	Water Information/M&E Specialist - Team Leader	MM	15,000	6	7	2	-	15	90,000	105,000	30,000	-	-	225,000
2	Country Water Assessment specialist	MM	12,500	5	0	0	-	5	62,500	-	-	-	-	62,500
3	Data Management Expert	MM	15,000	0	2	5	-	7	-	30,000	75,000	-	-	105,000
4	Specialists experts (on call)	MM	12,500	2	2	1	-	5	25,000	25,000	12,500	-	-	62,500
4	<b>Subtotal</b>								<b>177,500</b>	<b>160,000</b>	<b>117,500</b>	-	-	<b>455,000</b>
<b>B</b>	<b>National Consultants &amp; Coordination Platform</b>													
1	National Consultants	mm	2,500	30	0	0	-	30	75,000	-	-	-	-	75,000
2	National Coordination Platform	sum	160,500	0.5	0.5	0	-	1	80,250	80,250	-	-	-	160,500
3	<b>Subtotal</b>								<b>155,250</b>	<b>80,250</b>	-	-	-	<b>235,500</b>
<b>C</b>	<b>Project Management</b>													
1	Project Manager	MM	6,500	0	0	0	21	21	-	-	-	136,500	-	136,500
2	Liaison Officer (at the AUC)	MM	5,000	0	0	0	20	20	-	-	-	100,000	-	100,000
3	Procurement Officer	MM	2,500	0	0	0	10	10	-	-	-	25,000	-	25,000
4	Accountant/Administrative officer	MM	2,000	0	0	0	20	20	-	-	-	40,000	-	40,000
9	<b>Subtotal</b>								-	-	-	<b>301,500</b>	-	<b>301,500</b>
<b>D</b>	<b>Air ticket for Technical Assistance and Project Team</b>													
1	TA International travel (round trip)	TKT	1,200	5	1	1	0	7	6,000	1,200	1,200	-	-	8,400
2	TA Regional Travel	TKT	800	15	5	1	0	21	12,000	4,000	800	-	-	16,800
3	PIT Regional Travel (round trip)	TKT	800	16	12	2	18	48	12,800	9,600	1,600	14,400	-	38,400
4	<b>Subtotal</b>								<b>30,800</b>	<b>14,800</b>	<b>3,600</b>	<b>14,400</b>	-	<b>63,600</b>
<b>E</b>	<b>Allowance</b>													
1	TA Staff	MD	150	390	330	240	-	960	58,500	49,500	36,000	-	-	144,000
2	PIT Staff	MD	150	126	168	27	126	447	18,900	25,200	4,050	18,900	-	67,050
3	<b>Subtotal</b>								<b>77,400</b>	<b>74,700</b>	<b>40,050</b>	<b>18,900</b>	-	<b>211,050</b>
<b>F</b>	<b>Workshops and meetings</b>													
1	Regional validation workshop	No	99,000		3			3	-	297,000	-	-	-	297,000
2	Steering committee meetings	No	17,000				3	3	-	-	-	51,000	-	51,000
3	Preparatory tasks for AMCOW Exco meetings	Sum	5,000		1			1	-	5,000	-	-	-	5,000
4	<b>Subtotal</b>								-	<b>302,000</b>	-	<b>51,000</b>	-	<b>353,000</b>
<b>G</b>	<b>Training</b>													
1	Training of country focal persons	Sum	164,950			1		1	-	-	164,950	-	-	164,950
2	Training of AMCOW and AUC staff	Sum	25,000			1		1	-	-	25,000	-	-	25,000
3	<b>Subtotal</b>								-	-	<b>189,950</b>	-	-	<b>189,950</b>
<b>H</b>	<b>Office and Data Management Equipment</b>													
1	Office equipment	Sum	14,000				1	1	-	-	-	14,000	-	14,000
2	Data management equipment and services	sum	80,000			1		1	-	-	80,000	-	-	80,000
3	<b>Subtotal</b>								-	-	<b>80,000</b>	<b>14,000</b>	-	<b>94,000</b>
	<b>Total for AWF Support</b>								<b>440,950</b>	<b>631,750</b>	<b>431,100</b>	<b>399,800</b>	-	<b>1,903,600</b>
	<b>Total including 5% contingency</b>								<b>462,998</b>	<b>663,338</b>	<b>452,655</b>	<b>419,790</b>	-	<b>1,998,780</b>
<b>II</b>	<b>Cost of AUC support</b>													
1	M&E Specialist	MM	7,500	6	10	4	-	20	45,000	75,000	30,000	-	-	150,000
2	WRM Expert	MM	7,500	4	6	0	-	10	30,000	45,000	-	-	-	75,000
3	<b>Total AUC</b>			<b>10</b>	<b>16</b>	<b>4</b>		<b>30</b>	<b>75,000</b>	<b>120,000</b>	<b>30,000</b>	-	-	<b>225,000</b>
4	<b>Total including 5% contingency</b>								<b>78,750</b>	<b>126,000</b>	<b>31,500</b>	-	-	<b>236,250</b>
<b>III</b>	<b>Cost of AMCOW Secretariat Support</b>													
<b>A.</b>	<b>Professional Staff</b>													
1	Communication officer	MM	7,500	4	8	2	0	14	30,000	60,000	15,000	-	-	105,000
2	Support for National Coordination Platform	MM	500	80	80	0	0	160	40,000	40,000	-	-	-	80,000
3	<b>Subtotal</b>								<b>70,000</b>	<b>100,000</b>	<b>15,000</b>	-	-	<b>185,000</b>
<b>B</b>	<b>Support staff</b>													
1	Secretarial support	MM	1,500	0	0	0	24	24	-	-	-	36,000	-	36,000
2	Office support staff	MM	1,000	0	0	0	24	24	-	-	-	24,000	-	24,000
3	<b>Subtotal</b>			<b>0</b>	<b>0</b>	<b>0</b>		<b>48</b>	-	-	-	<b>60,000</b>	-	<b>60,000</b>
<b>C</b>	<b>Office services</b>													
1	Furnished office space	M	100	0	0	0	24	24	-	-	-	2,400	-	2,400
2	Communication (tel, fax, internet)	M	300	0	0	0	21	21	-	-	-	6,300	-	6,300
3	Consumable (paper and other items)	M	200	0	0	0	21	21	-	-	-	4,200	-	4,200
4	Office running cost (electricity, water, etc)	M	100	0	0	0	21	21	-	-	-	2,100	-	2,100
5	Transport	M	600	0	0	0	21	21	-	-	-	12,600	-	12,600
6	<b>Subtotal</b>			<b>0</b>	<b>0</b>	<b>0</b>		<b>108</b>	-	-	-	<b>27,600</b>	-	<b>27,600</b>
<b>D</b>	<b>Workshop and Meeting</b>													
2	AMCOW EXCO Meetings to review final report	sum	40,000	0	2	0	1	3	-	80,000	-	40,000	-	120,000
3	<b>Subtotal</b>								-	<b>80,000</b>	-	<b>40,000</b>	-	<b>120,000</b>
	<b>Total AMCOW Secretariat</b>								<b>70,000</b>	<b>180,000</b>	<b>15,000</b>	<b>127,600</b>	-	<b>392,600</b>
	<b>Total AMCOW Secretariat including 5% contingency</b>								<b>73,500</b>	<b>189,000</b>	<b>15,750</b>	<b>133,980</b>	-	<b>412,230</b>
	<b>Total Project Cost</b>													
<b>V</b>	<b>AWF Support</b>								<b>462,998</b>	<b>663,338</b>	<b>452,655</b>	<b>419,790</b>	-	<b>1,998,780</b>
<b>VI</b>	<b>AUC</b>								<b>78,750</b>	<b>126,000</b>	<b>31,500</b>	-	-	<b>236,250</b>
<b>VII</b>	<b>AMCOW</b>								<b>73,500</b>	<b>189,000</b>	<b>15,750</b>	<b>133,980</b>	-	<b>412,230</b>
<b>VIII</b>	<b>Total Project Cost</b>								<b>615,248</b>	<b>978,338</b>	<b>499,905</b>	<b>553,770</b>	-	<b>2,647,260</b>

**ANNEX 6: PROJECT IMPLEMENTATION ARRANGEMENT**



# ANNEX 7: REPORTING FLOW PROCESS



## **Annex 8: Draft Terms of Reference for Project Manager**

### **Responsibility**

The Project Manager will lead the Project implementation team consisting of professional staff assigned by AMCOW Secretariat and AUC, the Technical Assistance Team, national consultants and other support staff and will principally be responsible for the implementation of the project and achievements of its objectives. The Project Manager in addition to his project management responsibility will provide professional inputs in the areas of water resources management, monitoring and reporting. He will be the lead person in preparing the reporting format, compilation of national reports and preparation of the first annual report.

### **Specific Duties**

The specific duties of the Project Manager include the following:

1. Administrative management of the project including supervision of the implementation team, project procurement and management of funds.
2. Coordination of various stakeholders which include the AUC, AMCOW, RECs, RBOs, CSOs, Regional and International Organisations and other key partners.
3. Overall technical management of the project including preparation and implementation of project work plan, preparation and submission of reports, dissemination of results, etc.
4. Undertake the analysis and synthesis of the water and sanitation sector monitoring needs and, with the assistance of the professional team, develop the common indicators and methodologies for monitoring the Sharm El Sheikh Commitments.
5. Prepare the project Inception report and take the lead in the preparation of the main project report (these are The Situation Assessment Report, Regional Monitoring Report, AMCOW & AUC Capacity Building Report, and Consolidated, Final Project Report).
6. With the support of the Liaison Officer, facilitate coordination between countries, RECs and RBOs, regional and international actors, governments and CSOs and other key stakeholders.
7. Organise the consultative workshops at national, sub-regional and regional levels to discuss various project outputs.
8. Prepare and conduct donors' roundtable on resource mobilisation for implementing the follow-up M&E Capacity Building programme.
9. Organise and facilitate the meeting of the Project Steering Committee and ensure proper recording and dissemination of their proceedings.

## **Qualifications**

The Project is a continent wide approach on monitoring and reporting on all aspects of water use at national, sub-regional and regional levels, which requires a multi-disciplinary approach and complex coordination of various interests in its implementation. Key qualifications and experiences of the Project Manager include:

- Multi-disciplinary experience in the water resources management, information and monitoring systems and preparation complex reports;
- Very good knowledge and understanding of the key African water resources development challenges and the regional and national strategies and the progress made in the sector;
- Proper understanding of regional, sub-regional and national water and sanitation sector governance architecture including roles and responsibilities of the AU, AMCOW, RECs, RBOs, national governments, key partners and other key actors;
- Proper understanding of the regional initiatives such the Africa Water Vision and Framework for Action; the eThekweni Declaration; Tunis Ministerial Declaration of Accelerating Water Security; Sirte Ministerial Declaration on Water for Agriculture and Energy; and more importantly the Sharm El Sheikh Commitments for Accelerating the Achievement of the Water and Sanitation Goals;
- At least a Master's Degree in Water Resources Management or related fields with a minimum of 15 years of experience in the management of water resources with monitoring and evaluation focus in Africa;
- Experiences in similar project management and familiarity with the AfDB procedures;
- Ability to write and communicate effectively in English, knowledge of French is advantageous;
- Competency in the use of standard computers and software.

## **Time Frame**

The Project is expected to be implemented over a period of 24 months including 4 months of preparatory period. The Project manager will be engaged for a minimum period of 21 months. A periodic assessment will be carried to evaluate the performance of the Project Manager.

## **Location and Reporting Structure**

The Project implementation team will be established under the AMCOW Secretariat's Programme Coordinator in Abuja Nigeria. A Project Manager will report to the Director of Programme Coordinator with functional access to the Executive Secretary of AMCOW.

## **Annex 9: Draft Terms of Reference for Technical Assistance Team**

### **Support of the Establishment of the African Water and Sanitation Sector Monitoring and Reporting Systems**

#### **1. Introduction**

1.1 The lack of national and regional water and sanitation sector monitoring and reporting system in Africa is widely recognised as critical constraints for making informed decisions on the development and use of water resources in the continent. Recent studies showed that water and sanitation sector monitoring and reporting in almost every African country is deficient and this failure has brought enormous opportunity costs in terms of loss of development opportunity and management of scarce water resource. The monitoring systems are not set for reporting on progress towards the MDGs and the Africa Water Vision 2025 goals, and could not serve as basis for effective sector planning and development.

1.2 Water in the context of African development agenda encompasses the full range of water management for social, economic and environmental purposes. It is the capacity to ensure water security through the provisions of infrastructure and institutional mechanisms to meet the needs of household water supply and sanitation, food and agricultural production, energy, transport, industry, mining, flood and drought mitigation, etc. as well as sustaining essential environmental functions. Tackling the climate change challenges and building resilient adaptation systems are part of this effort.

1.3 The current state of countries using different data management methodologies and standards does not permit effective comparison of countries efforts in achieving regional commitments. Sub-regional monitoring systems placed at RECs and RLBOs are not always in line with existing countries systems regarding the defined sub-regional objectives of monitoring and consequently do not use the same targets, indicators and data management protocols. The current disparities in data management architectures and objectives amongst RECs, RLBOs and countries do not allow effective African wide monitoring and evaluation and its resultant peer review and benchmarking to accelerate development.

1.4 The weakness in national data and information management and monitoring system and the lack of credible regular reporting on the state of the water resources of the continent have been the subject of various regional and global stakeholders fora concerned with accelerating water resources development in Africa. The issues have been taken up at the AU Summit level leading to the landmark Sharm El Sheikh Commitments in July 2008. The AU Heads of State and Government specifically called on AMCOW to report annually to the Summit on the state of the continent's water resources.

1.5 In response to this, AMCOW Secretariat with support from the African Water Facility is implementing a project on the Establishment of an African Water and Sanitation Monitoring and Reporting System. The overarching goal of the project is to develop the water sector information management and monitoring system in Africa. This, in the long run, will result in a continent wide monitoring and reporting system that will regularly provide information on the state of water development and use for various purposes for decision at AU Summit level as well as by other stakeholders.

1.6 The overall outcomes of the project are: (i) the preparation of a continent wide harmonised reporting system on state of water development and use, (ii) preparation of a consolidated annual report on water and sanitation by AMCOW Secretariat and submission to the AU Summit annually, and (iii) strengthening the information management and monitoring capacities at national and sub-regional levels particularly at AMCOW Secretariat and AUC. The project will enable AMCOW member countries and AMCOW Secretariat to develop common reporting format and apply it to prepare the first annual report to the AU Summit, on the basis of data and information collected at national and sub-regional levels.

1.7 The services of a Technical Assistance Team from a reputable consultancy firm is required to support and assist the AMCOW Secretariat Project Implementation Team in the development of the information and monitoring system and the common reporting format.

## **2. Objective of the Technical Assistance Consultancy Service**

2.1 The overall objective of the Technical Assistance is to support the AMCOW Secretariat Project Implementation Team to develop a common reporting format and guidelines based on an assessment of the existing information and monitoring situation in the continent. The format will incorporate a set of indicators that will enable AMCOW to monitor progress in the implementation of the Sharm El Sheikh Commitments and prepare annual water and sanitation sector report for AU Summit.

2.2 The specific objectives of the Technical Assistance Services are to provide specialised expertise in water and sanitation sector monitoring and evaluation; data and information management and other specified specialists to undertake the following main tasks:

- (i) Preparation of indicators for the monitoring of the Sharm El Sheikh Commitments and methodologies for monitoring achievement at national, sub-regional and regional levels;
- (ii) Development of the water & sanitation reporting format for countries, and guidelines on reporting;
- (iii) Preparation of the roadmap for strengthening national and sub-regional monitoring and reporting systems;
- (iv) Preparation of the first annual report based on the reporting format;
- (v) Establishment of data management and reporting platform at the AUC and AMCOW secretariat and training of AUC and AMCOW Secretariat staff in the use management of the data platform;
- (vi) Training of selected national and sub-regional focal persons on harmonised indicators and reporting preparation.

## **3. Scope of Work**

3.1 The project activities are conducted in overlapping stages under the three main components. The Technical Assistance Team with staff assigned from AMCOW Secretariat and AUC will constitute the Project Implementation Team under the overall leadership and guidance of the Project Manager. The specific tasks under each component are elaborated as follows.

### **3.2 Component 1 – Preparation of harmonised reporting system:**

- (i) Review the Africa Water Vision and Sharm El Sheikh Commitments and other relevant continental and international frameworks such the CAADP, PIDA, MDG, JMP, WWDP, AWDP, etc. and develop the list of key indicators and methodologies for assessing implementation and reporting requirements.
- (i) Review exiting monitoring and reporting structures at sub-regional, regional or global levels to assess content vis-a-vis the requirement of the Sharm El Sheikh Commitments and establish the adequacy and veracity of data and information input.

- (ii) Undertake national situation assessment to establish status of water & sanitation sector information and monitoring systems; reporting arrangements and contents; indicators and methodologies for monitoring Sharm El Sheikh Commitments and identify gaps for incorporation into the follow-up M&E Capacity Programme.
- (iii) Similar assessment will be undertaken for RBOs, RECs and key actors in the sector. In country situation assessment should be prioritised for countries where the availability of information is limited but should cover the majority of African countries.
- (iv) Develop consolidated and harmonised sets of indicators and methodologies, format for national and sub-regional reporting.
- (v) Draft guidelines for preparing the national overview reports with the required information. Initial testing of the proposed format and guidelines should be undertaken in at least 10 countries.
- (vi) Prepare the situation assessment report that will provide the status of monitoring and the draft reporting format with draft guidelines.

### **3.3 Component 2 – Adoption of Format and preparation of 1<sup>st</sup> Annual Report:**

- (i) Submit the draft format and guidelines to the countries and other stakeholders in advance through the focal points for review and comment on the workshop. Organise sub-regional workshops that will review the draft reporting format and guidelines and validate it for approval.
  - (ii) Prepare the final format and guidelines after the sub-region review and submit to AMCOW general assembly for adoption.
  - (iii) Organise training for national and sub-regional focal persons on the use of the format and report preparation by applying the guidelines.
  - (iv) Undertake preparation of national information compilation and preparation of overview reports through the national focal person. Similar exercises are undertaken for RBOs and RECs. The compiled overview reports and information are submitted to the AMCOW Secretariat.
  - (v) Organise the data and information using the data management platform and prepare the first comprehensive report. The report will be validated through the appropriate AMCOW channel and submit to the AU Summit.
  - (vi) Prepare the M&E capacity building programme that includes action plan and roadmap for implementation including the resources for mobilisation strategy.
  - (vii) Prepare and submit a report on the capacity building programme and regional reporting process.

### **3.4 Component 3 - AUC and AMCOW Capacity Building**

- (i) Assess existing data management and information sharing platforms and relevance to monitoring the implementation of the Sharm EL Sheikh Commitments in regional and sub-regional organisations and other AMCOW partner organisations.
- (ii) Assess the need for data and information platform for AMCOW Secretariat and AUC to enable them to compile, use, prepare annual reports and share incoming national data and information as well as access other systems.

- (iii) Prepare a data management capacity building programme including the hardware and software needed, structure and staffing and budget requirement and submit for consideration by AMCOW Secretariat and AUC.
- (iv) Establish core data management and reporting system at AUC/AMCOW and train AUC and AMCOW Secretariat Staff on the use and management of the data platform.
- (v) Prepare a report on the short to long term data management needs with budget for consideration by AMCOW.

### 3.5 The main outputs from the above activities shall consist of the following:

- (i) **Situation assessment:** A review of existing information, monitoring and reporting architecture that will assess the role of different actors in M&E in the Region, existing M&E mechanisms, type of available data and information, status of M&E in RMCs, major constraints and challenges in M&E activities, definitions, benchmarks, indicators and methodologies in use.
- (ii) **Indicators and Methodologies:** A detailed set of harmonised indicators for monitoring the Sharm El Sheikh Commitments and methodologies for monitoring achievement at national, sub-regional and regional levels.
- (iii) **Water & Sanitation Reporting Format:** A common reporting format for preparing national reports on an annual basis to feed into the AMCOW Secretariat's database. This will provide the input for AMCOW to prepare the annual report for the AU Summit.
- (iv) **Guidelines on the Use of Reporting Format:** Detailed guidelines that will assist countries to prepare nation reports using the common format and training on its use.
- (v) **M&E Capacity Building Programme:** National and sub-regional M&E capacity programme for follow-up implementation including the strategy for resources mobilisation and implementation roadmap.
- (vi) **Data Management and Reporting Platform:** A system of data management with the necessary software and hardware as well as budget and manpower for the AUC and AMCOW secretariat and training.
- (vii) **Annual Report on Water and Sanitation for the AU Summit:** The first annual report based on the adopted reporting format.

### 3.6 The above main outputs will be consolidated and presented in accordance with the following reporting schedule:

- (i) **Quarterly Progress Report:** The reports will cover technical, procurement, disbursement and financial progress, administrative issues and constraints affecting the project and suggested solutions.
- (ii) **Inception Report:** Inception Report will provide review of the proposed implementation at project appraisal and present detailed work plan, reporting, staff composition and schedule, and issues for guidance. The report will be submitted 2 months after project launching for review by AMCOW and the AWF.

- (iii) **Situation Assessment Report:** This report, submitted 6 months after inception, will present the finding of the assessment of the existing situation, proposed indicators and methodologies, draft reporting format and guidelines. It will be discussed, reviewed and validated by countries and stakeholders at workshops organised in the 5 sub-regions.
- (iv) **Regional Monitoring Report:** The report provides the consolidated and adopted reporting format and guidelines, the national M&E Capacity Building Programme and progress on the preparation of national reports based on the adopted format. The report shall be submitted 14 months after inception and will be reviewed and discussed by AMCOW, AWF and PSC.
- (v) **Capacity building Report:** This is a dedicated report on the data and information capacity building within AMCOW Secretariat and AUC and shall be submitted 12 months after inception. The report will be reviewed and adopted by AMCOW Secretariat and AUC for implementation.
- (vi) **Consolidated Final Project Report:** The report will present the consolidated final output of the project including the overview of the sector from the first Annual Report. The report will be reviewed and discussed by AMCOW, AWF and other key stakeholders.

#### 4. Implementation Arrangements

4.1 The Project is expected to be implemented over a period of twenty four (24) months from the date of grant signing. The activities will be carried in four distinct but overlapping implementation stages as indicated below.

- (i) **Inception:** This stage encompasses the period from grant effectiveness to the submission of the Inception report. The main tasks during this period are the launching of the project, recruitment of staff and TA team and preparation for Inception report. The Inception is expected to be completed 6 months after grant signing.
- (ii) **Situation Assessment and Format Development:** This is the period where an analysis of the common indicators is made with review of existing information and reporting situation in AMCOW member countries. The draft format and guideline will be developed and submitted for validation. The assessment of the AMCOW Secretariat and AUC information management capacity building needs will be completed. This stage shall be completed 12 months after project commencement.
- (iii) **Format Adoption and National Reporting:** The reporting format and guidelines are adopted and preparation of national reports using the agreed format will be completed. The follow-up M&E Capacity Building Programme will be completed and submitted for approval and implementation. Implementation for the AMCOW Secretariat and AUC data management platform will take place. The tasks in this stage will be completed 18 months after project commencement.
- (iv) **Annual Report Preparation:** This is the final stage of the project where the preparation of the first annual report using the adopted format is prepared and submitted to the AU Summit.

4.2 The Technical Assistance Team, with the professional staff assigned from AMCOW Secretariat and AUC will constitute the Project implementation team. The team will be led by the Project Manager under the AMCOW Secretariat's Programme Coordination Directorate. The professional staff from AMCOW Secretariat and AUC includes M&E specialist, Water Resources Management Expert, and communication officers. National Coordination Platforms (NCP) that bring together all relevant sectoral data custodians at national level will be established in each country with a designated focal person from the National Focal

Agency. The NCP will facilitate provision of information for the national situation assessment and provide input for the national validation process. The Project operates from the Project office in AMCOW Secretariat in Abuja, Nigeria.

4.3 The Project Manager in addition to his/her project management responsibility will provide professional input in the areas of water resources management and will be the lead person in preparing the regional report based on the adopted reporting format. The Project team shall be assisted by NCP and national consultants in undertaking the country situation assessment.

4.4 The Technical Assistance Team from a consulting firm shall be engaged to provide core technical input in the areas of water resources information and monitoring and the development of data and information platform in AMCOW Secretariat and AUC. In view of the complexity of the assignment, specialists inputs in the areas of water governance, institutional framework, integrated water resources management, etc. could be solicited depending on the situation on the ground. The TA team's core responsibility will be in the areas of developing the common indicators, reporting format and guidelines; review and analysis of existing systems, undertaking situation assessment; establishing the information management platform within AMCOW Secretariat and AUC and supporting the preparation of various reports.

4.5 The project will be implemented over a period of 24 months from the date of grant signing. The Technical Assistance Team input will start 4 months after project commencement and span over a period of 20 months. Within this period, the professional input from the Technical Assistance Team is estimated to be 32 man-months.

## **5. Profile of Expertise Required**

5.1 The consulting firm should have key competences and relevant experience in planning, study, design and implementation of multipurpose water resources use. Proven experiences in water sector information management, monitoring and evaluation of water-related activities particularly in Africa would be essential.

5.2 The specific nature of the TA services requires the appointment, by the consulting firm, of a qualified and experienced senior information management and M&E experts; 1 country water M&E specialist, and 1 Data and Information Technology Expert. The minimum requirement for both positions will be 15 years of relevant professional experience with master's degree in water resources management or related fields. The firm will make provisions to provide other specialist experts (6 man-month input possibly in the areas of water governance, institutional development, etc.) of similar competence to be determined at project inception.

5.3 The TA will be provided with logistical and administrative services through the project implementation office. The project will also facilitate travel within the continent and be responsible for the provision of documentation for this purpose.

**Annex 10: Proposed List of Project Steering Committee**

**A. Project Steering Committee (PSC):** The PSC will have an oversight function and will provide strategic guidance and direction as well as validation of key outputs with recommendation for next level of decision making within AMCOW and AU. The PSC will be composed of high level representatives of the following proposed institutions.

1. African Union Commission	1
2. AMCOW Secretariat	1
3. AMCOW TAC Chairperson	1
4. Regional Economic Communities (RECs)	4
5. ANBO	1
6. UN WATER (JMP, GLAAS)	1
7. World Bank/WSP Africa	1
8. AfDB	1
9. ANEW	1
<b>Total</b>	<b>12</b>

## ANNEX 11: TENTATIVE IMPLEMENTATION SCHEDULE

Item	Activities	Duration in Months																								Interval/input Month/MM
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	
	<b>Fulfillment of condition and effectiveness</b>	→																								
<b>A</b>	<b>Launching and Inception</b>																									
1	Appointment of Project Manager																									3
2	Procurement of Technical Assistance																									3
3	Recruitment of support staff																									
4	Project Inception																									3
<b>B</b>	<b>Preparation of Reporting System</b>																									
1	Review and development of indicators																									2
2	National situation assessment																									4
3	Preparation of reporting format																									2
4	Preparation of guidelines																									3
<b>C</b>	<b>Adoption of Format and Preparation of Regional Report</b>																									
1	National and regional validation of format																									4
2	Finalization and adoption by AMCOW																									3
3	Training of national focal persons on use of reporting format																									2
4	Preparation of national reports																									4
5	Preparation of regional report																									4
6	Preparation of M&E capacity building programme																									5
7	Resources mobilization																									5
<b>D</b>	<b>AUC and AMCOW Secretariat Capacity building</b>																									
1	Assessment of capacity building needs																									4
2	Establish data management system																									4
3	Training of AMCOW/AUC staff																									4
<b>E</b>	<b>Meetings and Workshops</b>																									
1	Project launching																									1
2	Steering Committee meetings																									3
3	Regional validation workshops																									5
4	AMCOW EXCO Meeting																									3
<b>F</b>	<b>Monitoring and Reporting</b>																									
1	Supervision missions																									4
2	Audit by AWF																									2
3	Inception Report																									M+6
4	Quarterly Progress Report																									every quarter
5	Situation Assessment Report																									M+12
6	AUC/AMCOW Capacity Building Report																									M+15
7	Regional Monitoring Systems Reports																									M+20
8	Audit Report																									M+12 & M+24
9	Consolidated Final Report																									M+24
<b>G</b>	<b>Staff Schedule</b>																									
<b>G1</b>	<b>Technical Assistance Team</b>																									
1	Water Information/M&E Specialist (Team Leader)																									15
2	M&E Expert																									5
3	Data Management Expert																									7
4	Technical specialists																									5
<b>G2</b>	<b>AUC/AMCOW Professional Staff</b>																									
1	M&E Specialist (AUC)																									20
2	WRM Expert (AUC)																									10
3	Communication expert (AMCOW Sec)																									14
<b>G3</b>	<b>Project Management Team</b>																									
1	Project Manager (recruited)																									21
2	Project Liaison Officer (recruited)																									20
3	Procurement assistant (recruited)																									10
4	Accountant/Administrative officer (recruited)																									20
5	Support Staff (AMCOW SEC)																									21

## Annex 12: Financial Management, Disbursement and Audit Arrangements

### 1. Background

A review of the proposed FM arrangements for the project was carried out with the following conclusions:

The AMCOW Project concept is embodied in the Africa Water Vision which calls for action on the creation of a sustainable system for monitoring and sharing of information. The AWF received a funding request from the AMCOW Secretariat in May 2012 to support the establishment of an African water and sanitation information management and reporting system. This will enable AMCOW to prepare annual water and sanitation reports to the AU Summit as required by the AU Heads of State and Government (HoSGs) and Sharm EL Sheikh Commitments (SEC) for Accelerating Achievement of Water and Sanitation Goals adopted in July 2008.

The HoSGs agreed to enhance information and knowledge management; strengthen monitoring and evaluation and build partnership at all levels and specifically called on AMCOW to annually report to the AU Assembly on the progress made in the implementation of the SEC. AMCOW is a ministerial body with 54 members countries established as Special Technical Committee for Water and Sanitation in the AU with the responsibility to strengthen intergovernmental co-operation and coordination to achieve the regional water agenda. One of the core tasks of AMCOW is to monitor progress in the implementation of major regional water and sanitation initiative and activities of the member states and to report to the AU on the implementation of the actions. AMCOW has established the AMCOW Secretariat that is legally constituted in Nigeria with the responsibility for implementing the decisions emerging from its mandate.

The project will make use of the existing financial management and audit arrangements which were used satisfactorily by other donors in discharging the fiduciary and audit requirements of previous AMCOW managed projects. AMCOW has technical and experienced officials including the Executive Secretary who will be responsible for the overall day to day running of the project, a Financial and Administrative Officer (FAAO) who will be supported by the project accountant. The FAAO will be responsible for the overall FM functions of the project. Other key staffs at the AMCOW Secretariat include programme coordinator, internal auditor, communication officer and other support staff. The Secretariat reports to the AMCOW Executive Committee which is made up of regional VPs and is chaired by the President, currently the Minister of Water Resources and Irrigation for Egypt.

In order to determine the continued relevance and effectiveness of the current FM system for the fiduciary requirements of AMCOW, the AMCOW Secretariat was subjected to the financial management (FM) capacity assessment.

### 2. Financial Management Capacity Assessment

The accounting staff supporting the Project Manager in the fiduciary function includes an Accountant and Administrative Officer (to be hired), the Accountant (in place), and an Administrative Officer (in place). AMCOW Secretariat also has one Accounting Assistant (in place) who provides support services to the accountant. Member Countries do not have accounts officers solely responsible for the project since all disbursement to them will be paid directly to beneficiaries by the Secretariat. This arrangement is acceptable to the Bank considering the Grant amount in relation to incremental costs of maintaining accounts officers at each of the 54 member countries.

The current FM system is manual and uses a simple MS Excel spread-sheet for preparing financial records and reports. The assessment recommended that the Secretariat be required to procure and install formal accounting software and also train the accounting staff on its usage to improve the recording, processing, and the reporting of financial information.

The current Secretariat structure has provision for internal audit function; however, it does not have a dedicated internal auditor. **The assessment recommended the hiring of an internal auditor to strengthen the internal control function of the project.** Nevertheless the AWF, consistent with its procedures will engage an external auditor for the purpose of the Project. No internal audit function is required at member country levels because all the activities to be executed by AMCOW Secretariat are expected to be audited by the internal auditor at the Secretariat who will generate reports for management action. Based on the above, the assessment concluded that AMCOW has adequate capacity to meet the accounting, internal control and reporting requirements of the proposed project, subject to addressing the gaps discussed above which are summarised below:

- Hiring of Finance and Administrative Officer
- Procuring and installing of accounting software and training of the accounting staff on the usage of the software

- Hiring of an Internal Auditor for the Secretariat to strengthen the internal control environment of the project.

### 3. Disbursement

The Special Account method (SA) will be used. The Secretariat will open a segregated Euro Special Account in a commercial bank to be approved by the Executive Secretary and acceptable to the Bank. A separate local currency account will not be opened by AMCOW because the Secretariat has an arrangement in place whereby they instruct their bankers to pay their beneficiaries local currency equivalent for expenses for services from the foreign currency account. This arrangement is acceptable to the Bank and would be maintained for the Euro SA to be opened by AMCOW. Member Countries will be expected to contribute to the cost of the project as would be agreed upon by the AMCOW in collaboration with AU. All disbursements will follow the procedures outlined in the Bank's *Disbursement Handbook*.

### 4. Audit arrangements

The AMCOW Executive Secretary is mandated to ensure the audit of AMCOW Secretariat funds and projects. The Executive Secretary currently outsources the audit of donor financed projects to approved independent audit firms within the AU member states. Consistent with AWF procedures, The AWF will recruit and retain an auditor for the project and will cover the cost from its administrative budget. There shall be at least two audits during the life of the project. Interim auditing is proposed 12 months after commencement and 2nd auditing at the end of the project. Financial Management will also be part of the AWF supervision missions. The project will engage only one auditor across the member Countries at any one time.

### 3. FM ACTION PLAN

In order to operationalise the agreed mitigating measures, the following FM related actions need to be carried out:

Action	Responsible Person	Completion Date
1. Opening of the Euro Special Account	AMCOW Secretariat	Within 2 months on approval of the Grant agreement.
2. Hire/deployment of Finance and Administrative Officer	AMCOW Secretariat	Within 1 month upon grant approval
3. Procure and install accounting software and train the accounting staff on its usage for efficient financial reporting of the Project. The software should include key modules as: Budgeting, M&E, Inventory and Fixed Assets, functionalities.	AMCOW Secretariat	Within 3 months after effectiveness.
4. Prepare a draft ToR for the engagement of an external auditor for the audit of the project accounts.	AWF	Within 3 months of project effectiveness
5. Develop PIM and AAPM	AMCOW Secretariat	Within two months after effectiveness

### 5. Overall Conclusion

It is the overall conclusion of the FM capacity assessment that AMCOW Secretariat, after addressing the issues indicated in the FM Action Plan above, has adequate systems to manage the FM (inclusive of the disbursement and audit requirements) of the proposed Bank project. The residual FM Risk as noted as **Moderate**.

## **ANNEX 13 – AWF COMMUNICATION AND VISIBILITY GUIDELINES**

To AWF, brand visibility and communication greatly matter. Both visibility as well as steady and clear communication help build brand recognition, reputation and credibility through improved understanding of the AWF's mission and accomplishments. For a Special Fund entirely financed by donor contributions, image is key for keeping donors' trust and for attracting new ones. AWF donors and stakeholders expect contributions to be used to catalyse the development of the water sector in Africa through strategic projects expected to prepare investment projects, enable water governance and promote water knowledge, and they want evidence of it.

While AWF engages in reporting activities aimed at communicating its progress in all three areas, it is also important to broaden efforts to show its presence and contribution to the water sector in Africa by being more clearly associated with the projects it supports. The collaboration of AWF Grant Recipients (referred to as Recipient below) is instrumental in achieving this objective.

To that effect, the AWF has established visibility guidelines to help Recipients properly acknowledge AWF's contribution.

*NOTE: These guidelines are subject to negotiation between AWF and the Recipient to adapt to the reality of the Recipient and possible constraints that could prevent the Recipient from complying.*

### **GENERAL REQUIREMENTS**

- At an early stage in the preparation process for communication activities, contact the Communication Officer at AWF Secretariat, copying the AWF Project Manager.
- At a minimum, and wherever possible, the AWF logo should be applied to all outreach materials. The proper use of the logo should be discussed with the AWF Communication Officer.
- The AWF should be verbally mentioned as donor of the project it is funding at public speaking events where the project is discussed, and also be mentioned as donor in any Power Point presentations relevant to the project funded by the AWF, using the name and the logo of the AWF appropriately.
- The logo is to be obtained upon request from the AWF Communication Officer.
- Documents and publications should contain the AWF logo, as well as this phrase on the cover page: "This project/program/study is funded by the African Water Facility".
- Implementing and executing agencies should always have a link to the AWF website on the page of their website relevant to an AWF-funded project/activity. The website is: [www.africanwaterfacility.org](http://www.africanwaterfacility.org)

### **VEHICLES, SUPPLIES AND EQUIPMENT**

- AWF generally requests that vehicles, supplies and equipment funded by AWF be clearly identified, and visibly carry the AWF logo and the phrase "Provided with the support of the African Water Facility" in English, French or Portuguese, as relevant.
- This requirement is subject to negotiation between AWF and the Recipient as some supplies and equipment may be exempt.
- The Recipient must provide evidence of compliance with this rule (digital photos sent by email are recommended.)

### **PRESS RELEASES & MEDIA ADVISORIES**

- The AWF encourages and appreciates initiatives to issue joint press releases with its partners. A standard joint press release should be issued at least i) at the launch of the project at a time agreed by the AWF and the Recipient, and if possible ii) at project completion.

- When the Recipient wishes to produce a press release, liaising with the AWF Communication Officer is required, as well as receiving a quote from the AWF Coordinator, as appropriate, and getting approval and clearance.
- The AWF should be included in the title and/or first paragraph of the press release, as appropriate.
- The press release should incorporate the AWF logo, mention that funding was provided by the AWF, and mention the amount of AWF funding.
- If a press conference is planned, the press release should include the name of an AWF senior representative who will be present at the press conference, when relevant.
- All press releases must bear the name and contact information of the AWF Communication Officer along with the communication/media representative from the Recipient.
- The AWF boilerplate text (“About the AWF”) must be added to the text, including the AWF web site address.

Boiler plate as at May 2012\*:

**About the African Water Facility (AWF)**

The African Water Facility (AWF) is an initiative of the African Ministers’ Council on Water (AMCOW) hosted by the African Development Bank. Established in 2004, it assists African countries to meet the goals and targets for the water and sanitation sector set by the Millennium Development Goals 2015 and the Africa Water Vision 2025. Its mission is to mobilise resources for water and sanitation in Africa by contributing to the preparation of investment projects, the enhancement of water governance, and the promotion of water knowledge for improving water security in Africa. At the end of 2012, AWF had funded 74 projects in 51 countries through national and regional projects, including most of Africa’s Fragile States. Since its inception, the Facility’s has mobilised over €771 million as a result of its project preparation activities, bringing its average financial leveraging ratio to about **1:20**.

For more information, visit [www.africanwaterfacility.org](http://www.africanwaterfacility.org) \*This text is updated once or twice a year.

- The rules above also apply to media advisories.

**PRESS CONFERENCES**

- Press conferences to launch projects funded by the AWF should be organised in cooperation with the AWF, as much as possible.
- The invitations should bear an AWF logo.
- The AWF logo of a visible size should appear on any banner or poster to be displayed at the site of the conference.
- Press kits need to include a press release with the AWF logo.
- Whenever possible an AWF banner should be on hand and set up to serve as a backdrop for TV and photo purposes.

**PRESS VISITS**

- When appropriate, journalists should be invited to visit the project funded by AWF, accompanied by representatives of the AWF or the AWF Focal Point in the respective authority / government of the Recipient.

**VISITS BY GOVERNMENT OFFICIALS, AWF DONORS**

- Visits to projects by government officials and AWF donors are encouraged. Those should be prepared in coordination with the AWF and the AWF Focal Points of the host government. This can include meetings with local beneficiaries.
- These visits may also include government officials and AWF donors’ participation to round tables and other events, as relevant.

## **LEAFLETS, BROCHURES AND NEWSLETTERS**

- All leaflets and brochures relevant to the project/program financed by AWF should incorporate the basic elements of the AWF visual identity, i.e. the AWF logo -with or without tagline.
- Leaflets and brochures produced by a Recipient must also incorporate a definition of the AWF (boilerplate text).
- The cover page of all documents pertaining to the project financed by the AWF must clearly identify the activity as being part of an AWF-funded activity.
- Copies, including electronic copies of the publications, should be made available to the AWF.

## **ELECTRONIC COMMUNICATION**

- Electronic communication disseminating information on AWF-funded projects including websites, newsletter, and social media, should link to the AWF website.

## **SIGNAGE**

- The Recipient should produce display panels, posters or banners to promote their AWF-funded or AWF-related activities at exhibitions and other events, placed in strategic locations for all to see.

## **PHOTOGRAPHS AND AUDIOVISUAL PRODUCTIONS**

- Professional high resolutions (300 Dpi) digital photographs of the project funded by AWF should be supplied to the AWF throughout the different phases of the project, to document the progress of actions and events related to these, and to be used in print and online publications.
- All photos should be submitted with full caption and credit information.
- The AWF will be entitled to use or reproduce photos submitted to it without payment of royalties.
- Whenever relevant, audiovisual materials should acknowledge AWF support, by featuring the AWF logo at the beginning and/or end of the movie/documentary.
- Copies of the movie(s) / documentary (ies) should be supplied to the AWF.

## **COMMEMORATIVE PLAQUES OR SIGNAGE**

- Whenever relevant, the Recipient should place a permanent plaque or some other type of large, commemorative signage in the most visible part of the building, infrastructure or nearby the project site, which received funding by AWF, beside the name of the implementing agency and/or name of the project, for visitors to see.
- When appropriate, the plaque or signage could contain the following sentence: “This [name of the infrastructure] was funded by the African Water Facility” alongside the AWF logo.

## **PROMOTIONAL ITEMS**

- Before taking any decision on the production of such items, the Communication Officer at the AWF should be consulted.
- Promotional items bearing the AWF logo can be distributed to support communications activities related to the project funded by AWF. This may include T-shirts, caps, pens, notebooks, USB keys etc.