



TERMS OF REFERENCE (TOR) FOR CONSULTANT TO DELIVER SPECIALISED TRAINING ON EFFECTIVE ADVOCACY AND COMMUNITY SENSITISATION

1.0 Background

Environmental Alert (EA)¹ is a Ugandan Non-Governmental Organization, founded in 1988, that promotes sustainable agriculture and natural resources management for sustainable livelihoods in Uganda through supporting community development and policy lobbying and advocacy. EA envisions, *'resilient and dignified communities, managing their environment and natural resources sustainably'*

Environmental Alert in partnership with Water Aid is implementing a project on Water Sanitation and Hygiene project titled **Sustainable WASH (SusWASH)** project. This project also supports Kampala Capital City Authority (KCCA) directorates for Health, Education and Strategic Planning to include elements that strengthen the sustainability of WASH services within their current plans.

This project aims to apply the learning and evidence generated from the SusWASH project to support Urban Water Sanitation and Hygiene (WASH) policy processes as well as inform sector capacity development initiatives towards sustainability of water and sanitation services. The project shall be carried out in two selected communities as confined to this assignment, and these include; Kamwokya Parish in central division and Kansanga in Makindye division, Kampala central division and 5 schools namely; Mirembe primary school, Kansanga Seed secondary school, Railway primary school, Natete Secondary school and Ntinda school for the deaf...

1.1 Project objectives

- i. *Institutions mandated to provide and maintain WASH in schools are strengthened*
- ii. *Capacity development of schools for inclusive and sustainable WASH*
- iii. *To determine the current levels of WASH services sustainability and user satisfaction to improve accountability and conditions*

1.2 Target group for the training:

The activity targets participation of 35 people from local institutions members, 2 community advocacy groups, media, selected leaders on the local council 1 committee.

2.0 Justification

Environmental Alert (EA) conducted a citizen satisfaction survey in the parishes of Kansanga and Kamwokya and results showed a low coverage of the sanitation facilities it was discovered that about 3% landlords had no toilets for their tenants and for such tenants about 27% resort to open defecation, 6.2% use drainage channels and 4.1% of the respondents use other mechanisms such as the metallic drums dug a few feet in the soil and several households defecate in buckets and polythene bags which are emptied in drainage channels during the rainy season.

¹ Further information about Environmental Alert detailed in the profile available at: <http://envalert.org/wp-content/uploads/2018/07/EA-profile-Updated.pdf>

This raises a lot of concerns in the face of public health, person hygiene, and increases poverty due to hic costs channeled to settling hospital bills. From the survey, some factors to the above statistics were established and were; high poverty levels, low community sensitization and awareness on the existing laws and regulations on sanitation, poor planning when constructing houses/rentals among others. *The detailed score card is available for further information.*

Furthermore, EA conducted a scoping exercise that informed the selection of two (2) community based Organizations working on WASH (Favour women's group—Kansanga and Eco-Voice—Kamwokya) and two (local institutions that support enforcement and compliance to sanitation laws and regulations in communities (LC1 Kisenyi III and Sebuliba) within the 2 parishes of Kamwokya and Kansanga respectively. The exercise was aimed at assessing their level of advocacy engagement, their level of enforcement and challenges of compliance and some of the issues identified included were; *people who dump garbage in trenches, people who open their toilets during the rainy season, the inconsistency of the garbage collecting companies in observing collection schedules among others.*

The information generated was validated and follow-up actions were taken to align issues in the report across the different platform assessing the different capacity building needs to advance advocacy initiatives in the communities.

From the follow-up meetings, members suggested trainings on:

- a) *Effective and meaningful advocacy for WASH services in their communities.*
- b) *Community sensitization strategies and measures of success on community WASH.*

It is against this background that Environmental Alert is organizing a capacity building workshop to address these capacity gaps for these groups in Kansanga and Kamwokya parish

3.0 Purpose of the assignment

The overall objective for this assignment is to train the local institutions and the community advocacy groups on the effective and meaningful advocacy skills to effectively demand for sustainable WASH services and effective community sensitisation on WASH issues in their communities.

As a Resource person, you are expected to:

- a. Submit an expression of interest for the task clearly highlighting the technical and financial report.

4.0 Methodology and approaches

- a. The person to deliver on specialised training will use highly participatory approaches and methods to involve all participants;
- b. Group work sessions shall be encouraged to give an opportunity to the participants to develop draft by-laws which shall be presented for reaction by other members;
- c. The training should link the identified and prioritized advocacy WASH issues to the existing policies and laws (ordinances) within the KCCA framework clearly highlighting the entry points for structured engagements to influence decisions at different levels.

5.0 Expected Outputs/deliverables (Refer to Table 1)

- a. *Prepare and submit the detailed inception report clearly highlighting the technical and financial requirements;*
- b. *Deliver the training during the training workshop;*
- c. *Compile and submit quality reports from the trainings conducted to Environmental Alert.*

Table 1. Activities and schedule for the engagements.

Task	Number of days	Deliverables	Timelines
a. <i>Prepare and submit the detailed inception report clearly highlighting the technical and financial requirements;</i>	1	Detailed Inception report.	11 th February, 2020
b. <i>Deliver the training during the training workshop;</i>	2	Deliver training to the targeted beneficiaries	13 th –14 th February, 2020
c. <i>Compile and submit quality reports from the trainings conducted to Environmental Alert.</i>	1	A quality training report	20 th February, 2020
Number of days.	4		

6.0. Correspondence

All contractual and implementation correspondences will be addressed to Dr. Joshua Zake (Ph.D.), Executive Director—Environmental Alert, P.O. Box 11259 Kampala – Uganda, email: ed@envalert.org

7.0 Payments

A modest professional fees will be given to the consultant/facilitator as compensation for his technical expertise, competence and time. This will be agreed upon based on the interpretation by the intending consultants and available resources.

Please Note:

The professional fees will be charged withholding tax (i.e. 6% of the total professional fees) and 10% of total professional fees as contribution to Environmental Alert’s management costs. Other administrative and logistical costs associated with delivery of the assignment will be covered by Environmental Alert.

8.0 Role of Environmental Alert

- a) *Coordinate and organize the training workshop;*
- b) *Pay the Consultant the agreed consultancy fees;*
- c) *Provide the necessary information available to inform the training;*
- d) *Provide other logistics necessary for the assignment as will be agreed.*

9.0 Qualifications and required competencies for the consultant

- a) *Relevant academic background in Environmental Sciences, Social sciences and development, development studies, public health & sanitation or related field;*
- b) *Demonstrated experience in carrying out similar assignments;*
- c) *Strong analytical, facilitation, training and communication skills;*
- d) *Good understanding of the Community WASH issues and knowledge of public policy related to water, environment and sanitation & public health is an added advantage,;*
- e) *Excellent writing and reporting skills (English) and ability to conceptualize WASH issues;*
- f) *Ability to work efficiently and deliver on committed outputs under the assignment within agreed timelines and deadlines.*

10. Contractual conditions

- a) The Consultant shall be persons of high integrity and competence in application of the task at hand for the period required.
- b) Except with prior agreement with Environmental Alert., the Consultant shall not publicize or make public through media or in private any (part) of the raw or finished material, recommendations or information provided within the framework of this contract.
- c) All reference materials belonging to Environmental Alert that the Consultant may have in possession by virtue of the contract shall be surrendered to Environmental Alert at the end of the contract.
- d) In case of conflict arising from the implementation or execution of this contract, the parties agree to do their best to avoid legal action, but shall seek arbitration from a third party acceptable to both parties.

11. Application Submission process

Applications should be submitted in soft copy or hard copies and addressed to the Executive Director, Environmental Alert P.O. Box 11259, Kampala, Uganda. Or email to programme.assistant@envalert.org with a copy to, ed@envalert.org or hand deliver to Plot 3, Sonko Lane, Kabalagala (off Gaba Road). Applications should be delivered to the above address not later than **7th February, 2020**.