

## PREPARATION OF GEF RG-G1016

### CREW+: AN INTEGRATED APPROACH TO WATER AND WASTEWATER MANAGEMENT USING INNOVATIVE SOLUTIONS AND PROMOTING FINANCING MECHANISMS IN THE WIDER CARIBBEAN REGION RG-T3209

#### TERMS OF REFERENCE

#### CONSULTANCY FOR PPG PROGRAM MANAGEMENT SUPPORT

#### I. BACKGROUND

The objective of the proposed full-size GEF operation (RG-G1016) “CReW+: An integrated approach to water and wastewater management using innovative solutions and promoting financing mechanisms in the Wider Caribbean Region” is to implement innovative technical small-scale solutions in the Wider Caribbean Region, using an integrated water and wastewater management approach and building on sustainable financing mechanisms piloted through the program. The project will promote a more integrated approach to water and wastewater management, highlighting the negative effects of untreated wastewater, as well as the importance of watershed and freshwater basin protection, water conservation and efficiency, and water reuse. It will prioritize new technologies for treating wastewater in rural and peri-urban areas that are replicable and sustainable in the long run, with proven results in critical watersheds. It will also identify a suite/menu of innovative financing mechanisms for water and wastewater resources, with adequate piloting through the project investments. Finally, it will promote participatory planning and implementation, and ensure that the participating countries benefit from institutional strengthening and regional/national capacity building and knowledge management activities.

The GEF operation will include the following components: (1) institutional and policy reforms, with a diagnostic of institutional and regulatory frameworks for IWW, establishment of coordination mechanisms and information exchanges, and knowledge and capacity building activities; (2) Sustainable financing options, with the design of financing mechanisms for wastewater management at small-scale local, rural/ peri-urban/ and community level, and their application to three watersheds/hot spots; (3) the design and implementation of innovative solutions, based on an identification and applications of technological options and best practices, taking into consideration the best use of limited investment resources, and demonstrations in fourteen priority watersheds, and (4) Knowledge management, with the design and implementation of a communication strategy for CReW+, the habilitation of the clearinghouse mechanisms for investments and technologies implementation, documentation process and results of CReW+, and the dissemination to reach out the full range of stakeholders of the project.

The Technical Cooperation RG-T3209, which funds this consultancy, supports the preparation of a Full-size GEF Project RG-G1016, which will be executed jointly by IDB and UN Environment (previously UNEP). The beneficiary countries include 13 IDB-member countries, and 5 non-member countries. Activities exclusively directed to non-member countries will be executed under the UN Environment-provided funding.

The main components of the TC are:

*Component 1* (institutional), which includes: a) Diagnostic of institutional and regulatory frameworks for IWW needed, the countries where the analysis should focus; b) Coordination

mechanisms and information exchanges needed, including the design of platforms and databases, for the adoption of IWWM approaches; and c) Knowledge and capacity building needs and the packages that will be required for institutional strengthening.

Component 2 (sustainable financing options), which includes: a) definition of the array of financing options for wastewater management financing at small-scale local, rural/ peri-urban/0 community level; b) the definition and selection of three watersheds/hot spots where the design of financial mechanisms will be supported (including innovations that allow for water conservation, water reuse ; c) and definition of the scope and type of knowledge and training packages that best suit the beneficiaries (in the selected watersheds, as well as among all participating countries).

Component 3 (innovative solutions), which includes: a) Identification of the technological options and their performance (in contaminants' removal, ecological/conservation objectives, water use/conservation), best practices across the region (and outside the region if relevant), and recommendations regarding the best use of limited investment resources; b) recommendations for the selection of demonstration projects, with a preliminary definition of the types of technological options, design parameters and economic sustainability considerations to be considered in later phases of design; and c) identification of specific capacity building needs for the types of interventions and demonstration projects proposed.

Component 4 (knowledge management), which includes: b) Identification of key elements and content of a communication strategy for CReW+, the clearinghouse mechanisms for investment mechanisms and technologies to be sought during implementation, best ways to document processes and results of CReW+, and dissemination mechanisms to reach out the full range of stakeholders of the project.

## **II. OBJETIVES OF THE CONSULTANCY**

The objective is to hire a consultant to coordinate the general planning and logistic activities (in HQ and in the field) and a team of consultants to support the design of the four (4) project components of the Full-size GEF project. The consultant will be responsible for articulating the technical and management content of the project proposal, including the coordination of inputs for the design and validation of the components, their indicators and targets, confirmation of co-financing, risk assessment, institutional arrangements for execution, detailed budget and other supporting documentation for the preparation of the CEO Endorsement Request for GEF and the final document for the RG-G1016.

## **III. ACTIVITIES**

The main activities that the consultant will develop as part of the project documentation for GEF FSP CEO Endorsement, in line with GEF, IDB and UN Environment requirements, include:

- a) Establish clear targets, activities, time schedule, responsibilities and deliverables for project preparation, with an adequate system to manage and monitor deliverables.
- b) Coordinate the PPG task team, including: 2 sub-regional coordinators (one for English-speaking participant countries, and one for Spanish-speaking participating countries); technical consultants with expertise in water and wastewater management, including policy and institutional aspects; and national experts in charge of data gathering/ supporting/ packaging/ facilitating information on the different project components and stakeholders (mostly accountable to the sub-regional coordinators)

- c) Assemble technical packages and project documentation
- d) Define the log frame/results framework, monitoring and evaluation of the project, supported by the necessary inputs and required management assistance.
- e) Support the coordination and conduction, in coordination with the IDB and the project preparation team, of country dialogues and meetings to present and discuss progress and results of project preparation. This includes: regional and sub-regional sessions with stakeholders at mid-term of project preparation, to validated results of country baselines and conception/early proposals for financing packages to be included in the project; selective meetings with stakeholders to discuss project concepts and early designs/ pre-feasibility studies; facilitated workshops to assist the development and validation of investment packages, capacity building and knowledge development and dissemination packages to be submitted in the final package for GEF CEO endorsement.

#### **IV. PRODUCTS**

The consultant will deliver the following products:

1. Workplan, to be developed by consultant during the first 3 weeks of the consultancy
2. Monthly reports to IDB and UN Environment coordinators to inform on the development of all program activities, with detailed description of activities and achievements.
3. Bimonthly reports and presentations, with contributions from Sub-regional coordinators, national experts and technical experts, to inform GEF Focal points and project stakeholders on the preparation of the GEF project
4. Continuous management of the Log/frame and M&E framework, providing information on execution of the TC activities (summary reports to be included in the monthly and bi-monthly reports.
5. Aid memoires and reports on: regional and sub-regional sessions with stakeholders (mid-term of project preparation); meetings with stakeholders; workshops and capacity building sessions; and dissemination packages for final package for GEF CEO endorsement
6. Draft Project documentations for GEF FSP CEO Endorsement, in line with GEF, IDB and UN Environment requirements

#### **V. SCHEDULE OF PAYMENTS**

The payment schedule is the following:

- 10% at contract signature and approval of Work Plan.
- 25% upon presentation and acceptance of 2 monthly reports and 1 bi-monthly report, including products 4 and 5 (Months 1-2).
- 25% upon presentation and acceptance of 2 monthly reports and 1 bi-monthly report, including products 4 and 5 (Months 3-4).
- 25% upon presentation and acceptance of 2 monthly reports and 1 bi-monthly report, including products 4 and 5 (Months 5-6).
- approval of Stage II Final Report
- 15% upon presentation and acceptance of Product 6 (Draft Project documentations for GEF FSP CEO Endorsement).

## **VI. QUALIFICATIONS**

**Academic Degree/ Level & Years of Professional Work Experience:** B.A./B.S. and Master's Degree in environmental planning/sanitation engineering or related fields, with 15-20 years of experience in projects requiring interdisciplinary approaches to water management, wastewater management, ecosystems management/conservation, climate resilience and/or other related professional practices. Experience in project management and Knowledge and experience working with IDB's procedures and stakeholders is desired.

**Areas of Expertise:** water management, wastewater management, ecosystems management/conservation, climate resilience and other related professional practices.

**Skills:** Excellent management skills, Excellent drafting ability and strong communication skills, both written and oral; proven ability to communicate complex concepts and prepare reports that are clear, concise and meaningful.

**Languages:** Fluency in English and Spanish is required.

## **VII. CHARACTERISTICS OF THE CONSULTANCY**

**Contractual category and modality:** Individual consultant, part-time commitment under a TTC Contract.

**Duration:** 50 work-days, during an 8 months calendar period.

**Place of work:** IDB Headquarters, with travel to participating countries

**Coordination/Responsible person:** Mr. David Wilk, INE/WSA (davidw@iadb.org) and Rodrigo Riquelme, INE/WSA (rodrigor@iadb.org), as Team Leader and Co-Team Leader of the TC, respectively, will be responsible for the day-to day supervision of the consultancy.

**Payment and Conditions of Employment:** Remuneration will be determined in accordance with Bank regulations and criteria.

**Consanguinity:** Individuals with relatives working for the IDB within, including the fourth degree of consanguinity and the second degree of affinity are not eligible for employment as staff or contractor. Candidates must be citizens of a member country of the Inter-American Development Bank.

**Diversity:** The IDB is committed to diversity and inclusion and to providing equal opportunities in employment. The IDB embraces diversity on the basis of gender, age, education, national origin, ethnic origin, race, disability, sexual orientation, religion and HIV/AIDs status. The IDB encourages women, Afro-descendants and persons of indigenous origins to apply.

**PREPARATION OF GEF RG-G1016**

**CREW+: AN INTEGRATED APPROACH TO WATER AND WASTEWATER MANAGEMENT USING  
INNOVATIVE SOLUTIONS AND PROMOTING FINANCING MECHANISMS IN THE WIDER  
CARIBBEAN REGION  
RG-T3209**

**TERMS OF REFERENCE**

**CONSULTANCY FOR SUBREGIONAL PPG COORDINATOR (SPANISH - SPEAKING COUNTRIES)**

**I. BACKGROUND**

The objective of the proposed Full-size GEF operation (RG-G1016) “CReW+: An integrated approach to water and wastewater management using innovative solutions and promoting financing mechanisms in the Wider Caribbean Region” is to implement innovative technical small-scale solutions in the Wider Caribbean Region, using an integrated water and wastewater management approach and building on sustainable financing mechanisms piloted through the program. The project will promote a more integrated approach to water and wastewater management, highlighting the negative effects of untreated wastewater, as well as the importance of watershed and freshwater basin protection, water conservation and efficiency, and water reuse. It will prioritize new technologies for treating wastewater in rural and peri-urban areas that are replicable and sustainable in the long run, with proven results in critical watersheds. It will also identify a suite/menu of innovative financing mechanisms for water and wastewater resources, with adequate piloting through the project investments. Finally, it will promote participatory planning and implementation, and ensure that the participating countries benefit from institutional strengthening and regional/national capacity building and knowledge management activities.

The GEF operation will include the following components: (1) institutional and policy reforms, with a diagnostic of institutional and regulatory frameworks for IWW, establishment of coordination mechanisms and information exchanges, and knowledge and capacity building activities; (2) Sustainable financing options, with the design of financing mechanisms for wastewater management at small-scale local, rural/ peri-urban/ and community level, and their application to three watersheds/hot spots; (3) the design and implementation of innovative solutions, based on an identification and applications of technological options and best practices, taking into consideration the best use of limited investment resources, and demonstrations in fourteen priority watersheds, and (4) Knowledge management, with the design and implementation of a communication strategy for CReW+, the habilitation of the clearinghouse mechanisms for investments and technologies implementation, documentation process and results of CReW+, and the dissemination to reach out the full range of stakeholders of the project.

The Technical Cooperation RG-T3209, which funds this consultancy, supports the preparation of a Full-size GEF Project RG-G1016, which will be executed jointly by IDB and UN Environment (previously UNEP). The beneficiary countries include 13 IDB-member countries, and 5 non-member countries. Activities exclusively directed to non-member countries will be executed under the UN Environment-provided funding.

The main components of the TC are:

*Component 1* (institutional), which includes: (a) Diagnostic of institutional and regulatory frameworks for IWWM needed, the countries where the analysis should focus; (b) Coordination mechanisms and information exchanges needed, including the design of platforms and databases, for the adoption of IWWM approaches; and (c) Knowledge and capacity building needs and the packages that will be required for institutional strengthening.

Component 2 (sustainable financing options), which includes: a) definition of the array of financing options for wastewater management financing at small-scale local, rural/ peri-urban/ community level; b) the definition and selection of three watersheds/hot spots where the design of financial mechanisms will be supported (including innovations that allow for water conservation, water reuse ; c) and definition of the scope and type of knowledge and training packages that best suit the beneficiaries (in the selected watersheds, as well as among all participating countries).

Component 3 (innovative solutions), which includes: a) Identification of the technological options and their performance (in contaminants' removal, ecological/conservation objectives, water use/conservation), best practices across the region (and outside the region if relevant), and recommendations regarding the best use of limited investment resources; b) recommendations for the selection of demonstration projects, with a preliminary definition of the types of technological options, design parameters and economic sustainability considerations to be considered in later phases of design; and c) identification of specific capacity building needs for the types of interventions and demonstration projects proposed.

Component 4 (knowledge management), which includes: b) Identification of key elements and content of a communication strategy for CReW+, the clearinghouse mechanisms for investment mechanisms and technologies to be sought during implementation, best ways to document processed and results of CReW+, and dissemination mechanisms to reach out the full range of stakeholders of the project.

## **II. OBJETIVES OF THE CONSULTANCY**

The objective is to hire a consultant to coordinate all sub-regional activities related to the Spanish-Speaking participants and content needed for the formulation of the CEO Endorsement package of the GEF proposal. The Spanish-speaking countries included in the CReW+ program include: Colombia, Costa Rica, Dominican Republic, Guatemala, Honduras, Mexico and Panama. The consultant will coordinate a range of technical and management activities, including the integration of inputs from the technical and national experts, under the leadership of the PPG Program Manager.

## **III. ACTIVITIES**

The main activities that the consultant will develop as part of the project documentation for GEF FSP CEO Endorsement, include:

- Provide technical expertise and inputs to the methodology for site/ hotspot selection
- Develop workplan and content outlines for national consultation and baseline data collection,
- Develop guidelines for sub-regional documentation
- Develop technical reports, with the necessary integration of national documentation / technical inputs provided by national and technical experts.
- Review and improve preliminary costs of proposed investment packages by technical experts

- Coordinate validation process with counterparts and stakeholders.
- Assist specific tasks coordinated by the PPG Program Management pertaining the Spanish-speaking countries
- Provide draft reports to be integrated in the final GEF proposal

#### IV. PRODUCTS

The consultant will deliver the following products

1. Workplan, to be developed by consultant during the first 3 weeks of the consultancy, in agreement with PPG Program Management program of activities.
2. Monthly reports to IDB and UN Environment coordinators, and to PPG Program Manager, to inform on the development of all program activities, with detailed description of activities and achievements.
3. Draft reports, submitted for review to the PPG Program Manager, of: regional and sub-regional sessions with stakeholders (mid-term of project preparation); meetings with stakeholders; workshops and capacity building sessions; and dissemination packages for final package for GEF CEO endorsement
4. Contributions to Draft Project documentations for GEF FSP CEO Endorsement.

#### V. SCHEDULE OF PAYMENTS

The payment schedule is the following:

- Monthly payments (upon submission of monthly reports)

#### VI. QUALIFICATIONS

- **Academic Degree:** Bachelor's degree(s) in Civil, Environmental, Sanitation or Mechanical Engineering. Master's degree would be an asset.
- **Language:** High proficiency in Spanish. Proficiency in English.
- **Areas of Expertise:** At least 5 years work experience in the water and wastewater sector, with strong design and construction experience in the sector; Solid technical skills in water and wastewater treatment system design, especially in decentralize systems, including a good balance of technical, socio-economic and environmental expertise; Knowledge and understanding of the water and wastewater sector in the wider Caribbean region; Knowledge of systems in use and/or feasible for use in developing countries (LAC); Excellent verbal and written communication skills; Field experience in working for multilateral, bilateral or NGO funded projects; Experience of IDB, UNEP or GEF projects and procedures would be an asset.
- **Skills:** Good technical and management skills. Ability to meet project goals and stakeholder expectations that produce high-quality results by applying technical knowledge and analyzing. Excellent team working skills. High level of skills in Microsoft word, excel, power point, access and project management. Previous experience in building and managing a log-frame.

## **VII. CHARACTERISTICS OF THE CONSULTANCY**

**Contractual category and modality:** Individual consultant, part-time commitment under a TTC Contract.

**Duration:** 120 work-days, during a 10 months calendar period.

**Place of work:** Mexico Country office, with some travel to participating countries and IDB Headquarters.

**Coordination/Responsible person:** Mr. David Wilk, INE/WSA (davidw@iadb.org) and Rodrigo Riquelme, INE/WSA (rodrigor@iadb.org), as Team Leader and Co-Team Leader of the TC, respectively, will be responsible for the day-to day supervision of the consultancy.

**Payment and Conditions of Employment:** Remuneration will be determined in accordance with Bank regulations and criteria.

**Consanguinity:** Individuals with relatives working for the IDB within and including the fourth degree of consanguinity and the second degree of affinity are not eligible for employment as staff or contractor. Candidates must be citizens of a member country of the Inter-American Development Bank.

**Diversity:** The IDB is committed to diversity and inclusion and to providing equal opportunities in employment. The IDB embraces diversity on the basis of gender, age, education, national origin, ethnic origin, race, disability, sexual orientation, religion and HIV/AIDs status. The IDB encourages women, Afro-descendants and persons of indigenous origins to apply.



**PREPARATION OF GEF RG-G1016**

**CREW+: AN INTEGRATED APPROACH TO WATER AND WASTEWATER MANAGEMENT  
USING INNOVATIVE SOLUTIONS AND PROMOTING FINANCING MECHANISMS IN THE  
WIDER CARIBBEAN REGION**

**RG-T3209**

**TERMS OF REFERENCE**

**CONSULTANCY FOR TECHNICAL EXPERT, WATER AND WASTEWATER MANAGEMENT**

**I. BACKGROUND**

The objective of the proposed Full-size GEF operation (RG-G1016) “CReW+: An integrated approach to water and wastewater management using innovative solutions and promoting financing mechanisms in the Wider Caribbean Region” is to implement innovative technical small-scale solutions in the Wider Caribbean Region, using an integrated water and wastewater management approach and building on sustainable financing mechanisms piloted through the program. The project will promote a more integrated approach to water and wastewater management, highlighting the negative effects of untreated wastewater, as well as the importance of watershed and freshwater basin protection, water conservation and efficiency, and water reuse. It will prioritize new technologies for treating wastewater in rural and peri-urban areas that are replicable and sustainable in the long run, with proven results in critical watersheds. It will also identify a suite/menu of innovative financing mechanisms for water and wastewater resources, with adequate piloting through the project investments. Finally, it will promote participatory planning and implementation, and ensure that the participating countries benefit from institutional strengthening and regional/national capacity building and knowledge management activities.

The GEF operation will include the following components: (1) institutional and policy reforms, with a diagnostic of institutional and regulatory frameworks for IWW, establishment of coordination mechanisms and information exchanges, and knowledge and capacity building activities; (2) Sustainable financing options, with the design of financing mechanisms for wastewater management at small-scale local, rural/ peri-urban/ and community level, and their application to three watersheds/hot spots; (3) the design and implementation of innovative solutions, based on an identification and applications of technological options and best practices, taking into consideration the best use of limited investment resources, and demonstrations in fourteen priority watersheds, and (4) Knowledge management, with the design and implementation of a communication strategy for CReW+, the habilitation of the clearinghouse mechanisms for investments and technologies implementation, documentation process and results of CReW+, and the dissemination to reach out the full range of stakeholders of the project.

The Technical Cooperation RG-T3209, which funds this consultancy, supports the preparation of a Full-size GEF Project RG-G1016, which will be executed jointly by IDB and UN Environment (previously UNEP). The beneficiary countries include 13 IDB-member countries, and 5 non-member countries. Activities exclusively directed to non-member countries will be executed under the UN Environment-provided funding.

The main components of the TC are:

*Component 1* (institutional), which includes: a) Diagnostic of institutional and regulatory frameworks for IWWM needed, the countries where the analysis should focus; b) Coordination mechanisms and information exchanges needed, including the design of platforms and databases, for the adoption of IWWM approaches; and c) Knowledge and capacity building needs and the packages that will be required for institutional strengthening.

Component 2 (sustainable financing options), which includes: a) definition of the array of financing options for wastewater management financing at small-scale local, rural/ peri-urban/0 community level; b) the definition and selection of three watersheds/hot spots where the design of financial mechanisms will be supported (including innovations that allow for water conservation, water reuse ; c) and definition of the scope and type of knowledge and training packages that best suit the beneficiaries (in the selected watersheds, as well as among all participating countries).

Component 3 (innovative solutions), which includes: a) Identification of the technological options and their performance (in contaminants' removal, ecological/conservation objectives, water use/conservation), best practices across the region (and outside the region if relevant), and recommendations regarding the best use of limited investment resources; b) recommendations for the selection of demonstration projects, with a preliminary definition of the types of technological options, design parameters and economic sustainability considerations to be considered in later phases of design; and c) identification of specific capacity building needs for the types of interventions and demonstration projects proposed.

Component 4 (knowledge management), which includes: b) Identification of key elements and content of a communication strategy for CReW+, the clearinghouse mechanisms for investment mechanisms and technologies to be sought during implementation, best ways to document processed and results of CReW+, and dissemination mechanisms to reach out the full range of stakeholders of the project.

## **II. OBJECTIVES OF THE CONSULTANCY**

The objective is to hire a technical expert in water and wastewater management, responsible of assessing technological options that can be considered given the national and local priorities identified in the national baselines and documentation. He/she will also provide analysis and inputs on the technical, economic and environmental feasibility of alternative solutions, as well as policy and institutional/ capacity requirements necessary for successful implementation.

## **III. ACTIVITIES**

The main activities that the consultant will develop include:

- Select and summarize best practices, reporting on effectiveness and costs.
- Draw recommendations for demonstration projects, including short technical and cost profiles for consideration in the package of investments to be funded.
- Provide recommendations on capacity building to assure sustainability of projects, with preliminary costing, institutional and regulatory assessment needed for component 1 (institutions),
- Develop a mapping of capacities (individual countries or groups of countries), the types of coordination mechanisms and platforms that can be used for interventions in watersheds/ hot-spots.
- Develop pre-feasibility studies and design concepts, based on the project team's selection of priority watersheds/ hotspots. This include technical analysis of technological options
- Provide recommendations on best suitable financial mechanism for successful implementation of technological options.

#### IV. PRODUCTS

The consultant will deliver the following products

1. Interim technical reports, according to the program management schedule (program of activities drafted by the PPG Program manager and Sub-regional coordinators) and selection of Hot-spots and priority watersheds.
- V. Final report, submitted to IDB, for inclusion in the final package for GEF CEO endorsement **SCHEDULE OF PAYMENTS**

The payment schedule is the following:

Partial payments upon delivery and acceptance of task orders.

Final payment upon delivery and acceptance of final product

#### VI. QUALIFICATIONS

- **Academic Degree:** Bachelor's degree(s) in Civil, Environmental, Sanitation or Mechanical Engineering, with a minimum of a Master's degree in related fields/disciplines.
- **Language:** High proficiency in Spanish and English.
- **Areas of Expertise:** At least 10 years work experience in the water and wastewater project design/ project evaluation, with strong experience in project supervision. Solid technical skills in water and wastewater treatment system design, especially in decentralize systems, including a good balance of technical, socio-economic and environmental expertise; Knowledge and

understanding of the water and wastewater sector in the wider Caribbean region; Knowledge of systems in use and/or feasible for use in developing countries (LAC); Excellent verbal and written communication skills; Experience of IDB, UNEP, World Bank or GEF projects and procedures would be an asset.

- **Skills:** Excellent technical skills. Ability to meet project goals and stakeholder expectations that produce high-quality results by applying technical knowledge and analysis. Good team working skills.

## **VII. CHARACTERISTICS OF THE CONSULTANCY**

**Contractual category and modality:** Individual consultant, part-time commitment under a PEC Contract.

**Duration:** 25 work-days, during a 4 months calendar period.

**Place of work:** From country residence, with probable trips to LAC and IDB Headquarters.

**Coordination/Responsible person:** Mr. David Wilk, INE/WSA (davidw@iadb.org) and Rodrigo Riquelme, INE/WSA (rodrigor@iadb.org), as Team Leader and Co-Team Leader of the TC, respectively, will be responsible for the day-to day supervision of the consultancy.

**Payment and Conditions of Employment:** Remuneration will be determined in accordance with Bank regulations and criteria.

**Consanguinity:** Individuals with relatives working for the IDB within and including the fourth degree of consanguinity and the second degree of affinity are not eligible for employment as staff or contractor. Candidates must be citizens of a member country of the Inter-American Development Bank.

**Diversity:** The IDB is committed to diversity and inclusion and to providing equal opportunities in employment. The IDB embraces diversity on the basis of gender, age, education, national origin, ethnic origin, race, disability, sexual orientation, religion and HIV/AIDs status. The IDB encourages women, Afro-descendants and persons of indigenous origins to apply.

## PREPARATION OF GEF RG-G1016

CREW+: AN INTEGRATED APPROACH TO WATER AND WASTEWATER MANAGEMENT USING INNOVATIVE SOLUTIONS  
AND PROMOTING FINANCING MECHANISMS IN THE WIDER CARIBBEAN REGION

RG-T3209

## TERMS OF REFERENCE

## CONSULTANCY FOR NATIONAL EXPERTS

**I. BACKGROUND**

The objective of the proposed Full-size GEF operation (RG-G1016) “CREW+: An integrated approach to water and wastewater management using innovative solutions and promoting financing mechanisms in the Wider Caribbean Region” is to implement innovative technical small-scale solutions in the Wider Caribbean Region, using an integrated water and wastewater management approach and building on sustainable financing mechanisms piloted through the program. The project will promote a more integrated approach to water and wastewater management, highlighting the negative effects of untreated wastewater, as well as the importance of watershed and freshwater basin protection, water conservation and efficiency, and water reuse. It will prioritize new technologies for treating wastewater in rural and peri-urban areas that are replicable and sustainable in the long run, with proven results in critical watersheds. It will also identify a suite/menu of innovative financing mechanisms for water and wastewater resources, with adequate piloting through the project investments. Finally, it will promote participatory planning and implementation, and ensure that the participating countries benefit from institutional strengthening and regional/national capacity building and knowledge management activities.

The GEF operation will include the following components: (i) institutional and policy reforms, with a diagnostic of institutional and regulatory frameworks for IWW, establishment of coordination mechanisms and information exchanges, and knowledge and capacity building activities; (ii) sustainable financing options, with the design of financing mechanisms for wastewater management at small-scale local, rural, periurban and community level, and their application to three watersheds/hot spots; (iii) the design and implementation of innovative solutions, based on an identification and applications of technological options and best practices, taking into consideration the best use of limited investment resources, and demonstrations in fourteen priority watersheds; and (iv) knowledge management, with the design and implementation of a communication strategy for CREW+, the habilitation of the clearinghouse mechanisms for investments and technologies implementation, documentation process and results of CREW+, and the dissemination to reach out the full range of stakeholders of the project.

The TC that funds this consultancy, supports the preparation of a Full-size GEF Project RG-G1016, which will be executed jointly by IDB and UN Environment (previously UNEP). The beneficiary countries include 13 IDB-member countries, and 5 non-member countries. Activities exclusively directed to non-member countries will be executed under the UN Environment-provided funding.

The main components of the TC are:

*Component 1* (institutional), which includes: a) Diagnostic of institutional and regulatory frameworks for IWWM needed, the countries where the analysis should focus; b) Coordination mechanisms and information exchanges needed, including the design of platforms and databases, for the adoption of IWWM approaches; and c) Knowledge and capacity building needs and the packages that will be required for institutional strengthening.

Component 2 (sustainable financing options), which includes: a) definition of the array of financing options for wastewater management financing at small-scale local, rural/ peri-urban/0 community level; b) the definition and selection of three watersheds/hot spots where the design of financial mechanisms will be supported (including innovations that allow for water conservation, water reuse ; c) and definition of the scope and type of knowledge and training packages that best suit the beneficiaries (in the selected watersheds, as well as among all participating countries).

Component 3 (innovative solutions), which includes: a) Identification of the technological options and their performance (in contaminants' removal, ecological/conservation objectives, water use/conservation), best practices across the region (and outside the region if relevant), and recommendations regarding the best use of limited investment resources; b) recommendations for the selection of demonstration projects, with a preliminary definition of the types of technological options, design parameters and economic sustainability considerations to be considered in later phases of design; and c) identification of specific capacity building needs for the types of interventions and demonstration projects proposed.

Component 4 (knowledge management), which includes: b) Identification of key elements and content of a communication strategy for CReW+, the clearinghouse mechanisms for investment mechanisms and technologies to be sought during implementation, best ways to document processed and results of CReW+, and dissemination mechanisms to reach out the full range of stakeholders of the project.

## **II. OBJECTIVES OF THE CONSULTANCY**

The objective is to hire national experts to assist in data gathering, support packaging, facilitation of various in-country activities and products. He/she will be accountable to the sub-regional coordinators, in order to integrate the necessary material in different products, especially in the selection and development of options in hot spots and priority watersheds.

## **III. ACTIVITIES**

The main activities that the national experts will develop include:

- Analyze and summarize country priorities, develop inputs for national baselines, and assist in the selection and analysis of priority watersheds and hot-spots.
- Assist/coordinate country dialogues/consultations
- Provide feedback on adoption of technologies and the enabling environment
- Synthesis and packaging of documentation for project proposal
- Presentation/dissemination of objectives and project activities.

#### IV. PRODUCTS

The consultant will deliver the following products

1. Interim technical reports, according to the program management schedule (program of activities drafted by the PPG Program manager and Sub-regional coordinators) and selection of Hot-spots and priority watersheds.
2. Final report, submitted to IDB, for inclusion in the final package for GEF CEO endorsement

#### V. SCHEDULE OF PAYMENTS

The payment schedule is the following:

- Partial payments upon delivery and acceptance of task orders.
- Final payment upon delivery and acceptance of final product

#### VI. QUALIFICATIONS

- **Academic Degree:** Bachelor's degree(s) in Civil, Environmental, Sanitation or Mechanical Engineering, with a minimum of a Master's degree in related fields/disciplines.
- **Language:** Proficiency in Spanish or English (based on supported country)
- **Areas of Expertise:** At least 10 years work experience in the water and wastewater project design/ project evaluation, with strong experience in project supervision. Solid technical skills in water and wastewater treatment system design, especially in decentralize systems, including a good balance of technical, socio-economic and environmental expertise; Knowledge and understanding of the water and wastewater sector in the corresponding country. Good written and communication skills, necessary for report generation and stakeholder engagements.
- **Skills:** Excellent technical skills, with proven experience in the corresponding country. Ability to meet project goals and stakeholder expectations that produce high-quality results by applying technical knowledge and analysis. Good team working skills.

#### VII. CHARACTERISTICS OF THE CONSULTANCY

**Contractual category and modality:** Individual consultant, part-time commitment under a PEC Contract.

**Duration:** 100 work-days, distributed amount "X" consultants (depending on hot-spots and priority watersheds and worked during a 6 months calendar period.

**Place of work:** Country of residence, with probable trips to LAC.

**Coordination/Responsible person:** Mr. David Wilk, INE/WSA (davidw@iadb.org) and Rodrigo Riquelme, INE/WSA (rodrigor@iadb.org), as Team Leader and Co-Team Leader of the TC, respectively, will be responsible for the day-to day supervision of the consultancy.

**Payment and Conditions of Employment:** Remuneration will be determined in accordance with Bank regulations and criteria.

**Consanguinity:** Individuals with relatives working for the IDB within, including the fourth degree of consanguinity and the second degree of affinity are not eligible for employment as staff or contractor. Candidates must be citizens of a member country of the Inter-American Development Bank.

**Diversity:** The IDB is committed to diversity and inclusion and to providing equal opportunities in employment. The IDB embraces diversity on the basis of gender, age, education, national origin, ethnic origin, race, disability, sexual orientation, religion and HIV/AIDs status. The IDB encourages women, Afro-descendants and persons of indigenous origins to apply.