

## TERMS OF REFERENCE (TORs)

## Annex B

### OVERVIEW

TITLE	Global Monitoring of WASH Affordability
LOCATION OF ASSIGNMENT	Remote Based
LANGUAGE(S) REQUIRED	Fluent in English and working knowledge of French and/or Spanish desirable.
TRAVEL	Yes, up to 25% of working days
DURATION OF CONTRACT	60 working days (1 December 2017 – 30 August 2018)
ANNUAL WORK PLAN REFERENCE	15.4 - Maintain JMP as the mandated mechanism for monitoring progress towards achieving SDG 6.  15.4.1 - Participation in Joint Monitoring Program (JMP) SAG and strategy development
SECTION & UNIT	WASH Section, Results & Resources Unit
CONSULTANT REPORTING TO	Senior Adviser (Scaling Up), WASH Section, Programme Division

### Background

UNICEF and WHO established a Joint Monitoring Programme for Water Supply and Sanitation (JMP) in 1990. The JMP produces national, regional and global estimates of progress in drinking water and sanitation and was responsible for monitoring progress towards MDG target 7c. The Sustainable Development Goal (SDG) targets call for universal access to safe drinking, water and sanitation and hygiene by 2030. In July 2017 the JMP published baseline estimates for the new SDG targets and indicators relating to household drinking water, sanitation and hygiene. The use of water and sanitation ladders encouraged a focus on progressive realization of the human rights to water and sanitation and the targeting of populations with no service, in particular those practicing open defecation or using surface water for drinking-water.

Affordability is explicitly part of the water target 6.1, and it is also considered implicit in the sanitation and hygiene target 6.2. To date, efforts to monitor WASH affordability globally have been limited, and hampered by lack of data. While the main data sources for monitoring affordability – income and expenditure surveys, and utility billing records – do contain information on water tariffs and sometimes wastewater payments, other types of WASH spending are either hidden in other broader categories, or excluded. Furthermore, the level of WASH service – whether judged according to the ‘basic’ or ‘safely managed’ standard – varies from household to household, making it hard to know what you are actually measuring the affordability of. Hence the efforts to measure affordability so far, such as in the JMP 2017 report, present an incomplete picture.

Also, there is no international consensus around affordability benchmarks (e.g. WASH spending as a proportion of income) or other ways to measure affordability (e.g. whether high spending on WASH affects a household’s ability to access other essential goods and services). The latter issue highlights the need to take a multi-service perspective when measuring affordability, hence WASH cannot be considered in isolation. Other sectors such as food and health have defined their own frameworks over the affordability of for example, adequate nutritional intake or catastrophic health spending which propels a vulnerable households into poverty.

A point of contention remains over whether data on household WASH spending should be presented alongside WASH access figures, or if WASH access figures should be adjusted downwards for those who are judged to not ‘afford’ the service.

## TERMS OF REFERENCE (TORs)

Therefore, clarity is needed on how affordability is to be better measured and monitored over time, so that necessary policy interventions can be made for those groups for whom accessing WASH services is a financial challenge. In the short-term, compromises may need to be made over the quality of data and limited spending categories to be able to present preliminary assessments of WASH affordability globally, but in the longer term questions in household surveys need to be added and adapted, special affordability surveys carried out, and improvements in other sources of WASH spending data such as utility billing records or market information.

### Objective

The objective of this initiative is to develop and begin implementation of a vision for monitoring WASH affordability globally, based on the human rights to drinking water and sanitation. Given the range of stakeholders with a voice, the vision should be developed collaboratively through consensus-building. The solutions proposed should be actionable so that WASH affordability can be reported globally, with progressive improvements, from the JMP 2019 report. In addition to recommendations for global monitoring, recommendations will also be made for how countries can conduct more in-depth assessments of WASH affordability.

### Approach

The initiative seeks to develop a practical methodology for global and national monitoring of WASH affordability, using country case studies to test and fine-tune the methodology. Given the range of data sources/quality and affordability challenges across different countries, a menu of options need to be made available. The following six activities are proposed.

1. An internal concept note will be developed prior to the consultant's start, which includes
  - Review previous approaches to monitoring affordability in WASH and other sectors, and meeting reports (e.g. Special Rapporteurs special meeting on affordability, JMP taskforce on inequalities).
  - Identify the areas of agreement and contention, and the data opportunities and challenges.
  - Develop a concept note (max. 10 pages), for circulation to working group.
2. Members of a working group of international experts and representative institutions will already have been invited prior to the consultant's start date. There is likely to be some follow up and communications to on-board the members who have accepted the invitation. The members include, but are not limited to:
  - Statistical commission – proactive and interested developing countries, especially in the interests of identifying countries for case studies.
  - World Bank and other development banks (AfDB, AsDB, IABD), including IBNET<sup>1</sup> representative
  - Academic community.
  - Other member states, both programme (who might provide case studies) and non-programme (who can share experiences).
  - Regulators.
  - UNICEF and WHO, as co-leaders of JMP, and WHO as leader of TrackFin.

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<sup>1</sup> World Bank, Water Practice

## TERMS OF REFERENCE (TORs)

3. Methodology 'issues' paper that outlines the key issues in measuring and monitoring WASH affordability, based on the concept note. This paper will also have been developed prior to the consultant's start, but the consultant will be expected to comment on the draft paper, play a role in its finalization and assess implications for the case studies.
4. Case studies paper. The consultant will:
  - Work with the JMP team and working group members to identify programme and non-programme countries who volunteer to offer to apply at least one of the methodologies for monitoring WASH affordability using existing data sets – reflecting mainly countries represented in the Statistical Commission, TrackFin<sup>2</sup> countries (of which there are 15 who have completed or in pipeline) and other countries with interesting case studies or who have already expressed interest to collaborate. The expected number of case studies is between 4 and 6.
  - Collect/obtain the available data sets from each case study country.
  - Conduct the case studies based on the recommendations from the methodology paper (in 3.) in close collaboration with the case study countries.
  - Write a paper summarising the results of the case studies, and conclude how the case studies have settled (or not) the methodological and other questions.
  - Write a brief paper proposing how to monitor WASH affordability globally.
5. Meeting of WG. The consultant will:
  - Convene the working group members alongside another meeting, to enable the maximum attendance possible.
  - Collect and review the case studies before presentation, and help lead a discussion on the issues to resolve.
  - Write a report of the meeting.
6. JMP paper. The consultant will:
  - Help draft a paper, based on the previous materials in 1 to 5 above, detailing how JMP will monitor WASH affordability globally, making progressive improvements over time.

### Duty Station

The consultancy is home based, except for the duty travel (up to 15 days).

### Timeframe

The consultancy will be carried out in 60 working days conducted over the period December 2017 – August 2018.

**Start date:** 1 December 2017

**End date:** 30 August 2018

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<sup>2</sup> UN-Water, implemented by World Health Organization

## TERMS OF REFERENCE (TORs)

### Deliverables

The expected results of the operational research with estimated days are presented below. The number of days estimates includes trips and travel time.

Deliverable and activity	Responsible	Days	Deadline
1. Agreed internal concept note	JMP	-	31 October 2017
2. Formation of working group (WG)	JMP, consultant	-	30 November 2017
3. Methodology 'issues' paper commenting and contribution to finalization	JMP, consultant	5 days	31 December 2017
4. Case studies paper	JMP, consultant	30 days	28 February 2018
Circulation of case studies paper post internal review	JMP, WG members		10 March 2018
Revised case studies paper	JMP, consultant		30 April 2018
5. Meeting of WG	JMP, consultant, WG members	15 days	31 March 2018
WG meeting report	JMP, consultant		30 April 2018
6. JMP paper on global monitoring of affordability	JMP, consultant	10 days	30 August 2018

### Reporting

The consultant will report to the Senior Adviser (WASH) in WASH Section, New York. The consultant will communicate regularly with other JMP team members in UNICEF and WHO.

### Evaluation criteria

#### **Technical proposal evaluation criteria**

Criteria	Max. points
<ul style="list-style-type: none"> <li>Advanced degree (Masters or PhD) in science or social science. Preferably a PhD in Economics (or of high relevance to this assignment)</li> </ul>	20
<ul style="list-style-type: none"> <li>A minimum of ten years professional experience in development field, with at least 10 years economic analysis experience and at least 5 years' experience working with developing countries. Prior experience in the WASH sector is desirable.</li> </ul>	20
<ul style="list-style-type: none"> <li>Facilitation and consultation skills – prior experience successfully leading multi-country initiatives, convening stakeholders, organizing workshops and making high-level presentations</li> </ul>	15

### TERMS OF REFERENCE (TORs)

• Excellent communication, presentation and writing skills.	15
• An economist with solid quantitative skills	15
• Familiarity with UNICEF mission, mandate and WASH programme is desirable.	15
<b>Total Points</b>	<b>100</b>

Technical proposals obtaining a score of at least 70 points will qualify for financial evaluation.

#### Key qualifications, technical background, and experience required:

The consultancy can be carried out by either an individual or a small team, with a total number of 60 days. The individual consultant (if only one person applies) or the team lead (if more than 1 person applies) should have the following:

- Advanced degree (Masters or PhD) in science or social science. Preferably a PhD in Economics (or of high relevance to this assignment)
- An economist with solid quantitative skills
- A minimum of ten years professional experience in development field, with at least 10 years economic analysis experience and at least 5 years' experience working with developing countries. Prior experience in the WASH sector is desirable.
- Facilitation and consultation skills – prior experience successfully leading multi-country initiatives, convening stakeholders, organizing workshops and making high-level presentations
- Excellent communication, presentation and writing skills.
- Highly proficient in use of English with the ability to write in a clear and practical manner.
- Familiarity with UNICEF mission, mandate and WASH programme is desirable.
- As well as being fluent in English, good working knowledge of French or Spanish is desirable.

If a small team is proposed, the CVs of all the team members should also be provided and their roles indicated. The team member(s) should have 3-5 years of relevant work experience (research, writing and organizing skills) to conduct the assignment. The financial offer should provide a breakdown of days and daily rate per team member.

#### Financial offer

Please include in your financial offer

- Consultant fees for 60 days work (disaggregated by individual), including overheads

#### Travel

- 2 trips of the team lead to New York, with min. 4 days per diem allowed for each trip (1 trip for kick-off/early in contract, 1 trip for working group meeting), and possibly 1 trip of a team member to NY with min. 4 days per diem allowed for (working group meeting)

## TERMS OF REFERENCE (TORs)

Please note, travel expenses estimate is not required as part of the Financial proposal and for agreed travel the contractor will be responsible in administering its own travel. Number of travellers, duration and dates of travel and travel locations will be agreed with UNICEF and the contractor prior to being arranged, undertaken and expensed. Travel expenses will be reimbursed separately upon presentation of receipts based on actual cost or as per UN rates (<http://icsc.un.org/rootindex.asp>) whichever is lower.

Travel expenses shall be calculated based on economy class travel, regardless of the length of travel and ii) costs for accommodation, meals and incidentals shall not exceed applicable daily subsistence allowance (DSA) rates, as promulgated by the International Civil Service Commission (ICSC)

Any variation in reimbursable travel should be authorized in writing by UNICEF through the Contract Manager.

Submission must include:

- Cover letter, indicating your capacity and availability to undertake the terms of reference above
- CV, and
- P-11 form<sup>3</sup> - <http://www.unicef.org/about/employ/files/P11.doc>

UNICEF is committed to achieving workforce diversity in terms of gender, nationality and culture. Individuals from minority groups, indigenous groups and persons with disabilities are equally encouraged to apply. All applications will be treated with the strictest confidence.

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<sup>3</sup> P 11 form can be downloaded from our website at <http://www.unicef.org/about/employ/files/P11.doc>