Terms of Reference:
Somalia Adaptation Baseline – Finalizing Publication & Developing Communications Products

Background

The Global Water Partnership (GWP) is a global action network with over 3,000 Partner organisations in 179 countries. The network has 68 accredited Country Water Partnerships and 13 Regional Water Partnerships.

The network is open to all organisations involved in water resources management: developed and developing country government institutions, agencies of the United Nations, bi- and multi-lateral development banks, professional associations, research institutions, non-governmental organisations, and the private sector. GWP's action network provides knowledge and builds capacity to improve water management at all levels: global, regional, national and local.

Through the Nationally Determined Contributions Partnership’s Climate Action Enhancement Package (CAEP) initiative, GWP is supporting the Government of Somalia in its process to enhance its Nationally Determined Contribution (NDC) in 2020-2021. Specifically, GWP is supporting the country to establish an adaptation baseline from which all future adaptation actions can be measured from.

The final report for this activity (known as Adaptation Baseline report) has now been prepared by a team of technical consultants on the ground. The report provides an in-depth assessment and baseline information of specific priority sectors of agriculture, energy, forestry, water and public health and the related gender issues in the country. Overall, the report is geared towards contributing to the NDC update process and alignment between climate and development agenda which sets the stage for the development of adaptation actions that can attract climate finance and promote sustainable growth in Somalia.

The Adaptation Baseline report is a result of an in-depth review of various national, state, and international policy documents and a multi-stakeholder consultative process. Through it, the lack of baseline data in the aforementioned critical sectors are addressed. These sectors remain most susceptible to climate change-related shocks such as droughts, floods, pests, diseases, and storms.

The baseline will serve as the point of reference when monitoring and evaluating adaptation progress achievements in different critical sectors, as improvements are only measurable and visible if compared to the ‘point of departure’- the baseline. This allows an opportunity for enhancement through periodic updates based on the sectoral performances using identified indicators. In particular, the report can provide useful inputs for key climate change adaptation plans and processes including the 2021 NDC update, formulation of Somalia’s National Adaptation Plan (NAP), and Somalia’s Readiness projects among others.

The report also provides linkages to an Information Management System for monitoring and tracking adaptation actions in Somalia. The Information Management System incorporates effective collection, displaying, downloading, analysis, packaging of all sector-related indicators and climate information within the NDC process. The System is expected to be a one stop shop for all Somalia NDC adaptation data and processes.
Purpose of the consultancy

The purpose of the consultancy is to prepare of the content of the Adaptation Baseline report for the external communication, by editing and formatting the main text, as well as extracting messages from the main text to produce informative, accessible, and useful communication products.

The communication products are aimed at Somali government and policy makers, GWP Somalia Country Water Partnership, GWP Eastern Africa Regional Water Partnership, GWP Africa Coordination Unit, GWP Global Secretariat, development organisations based in the country, as well as international development practitioners and the global climate finance community as a whole.

The products are intended to be used at various national, regional, and global fora – most immediately during COP26 in Glasgow during 31 Oct – 12 Nov 2021.

Scope of work

The scope of work for this consultancy is as follows:

1. Edit and professionally lay out Somalia Adaptation Baseline report (90pages), including recreation of any diagrams, graphics, graphs etc., delivering high-resolution print ready and digital use files as well as all open InDesign files.
2. Source and purchase any appropriate photography to be used in the report and related communication products described below.
3. Extract content from the Somalia Adaptation Baseline report to produce an approximately 4 page policy brief.
4. Following the approval of the content of the policy brief by the GWP Global Climate team members and the GWP Eastern Africa, edit and professionally lay-out the content for the Policy Brief, including recreation of any diagrams, graphics, graphs etc., delivering high-resolution print ready and digital use files as well as all open InDesign files.
5. Create a PowerPoint presentation summarizing the Policy Brief and aspects of the full report, including conceptualization and creation of any related graphics, diagrams, graphs etc. that may be useful to the comprehension and internalization of the information.
6. Create a 60 second graphic and stock photography/video based video, communicating the main findings of the report/policy brief.
7. Ensure that the products listed above are prepared timeously, are reviewed by GWP global and regional staff according to a pre-agreed schedule, and feedback is incorporated.
8. The communication products listed above are to be prepared according to the GWP writing style guide, which governs grammar, style and tone. This guide should be followed explicitly in the writing of the policy briefs. All products must also integrate donor attribution as instructed by the NDC Partnership: Dropbox - Donor attribution guidance - Simplify your life

Deliverables

1. Final edited Somalia Adaptation Baseline report of approximate length 90pages delivered in Word format.
2. Professionally laid-out Somalia Adaptation Baseline report of approximate length 90pages, including stock photos, diagrams, graphics, graphs, and any other visual aids that may assist with comprehension, delivered in high-resolution print ready (PDF) and digital use files (PDF), as well as all open InDesign files.
3. Policy brief extracted from report, approximately 4 pages long, edited and delivered in in high-resolution print ready (PDF) and digital use files (PDF), as well as all open InDesign files. Policy brief document to include stock photos, diagrams, graphics, graphs, and any other visual aids that may assist with comprehension.
4. PowerPoint slide deck approximately 15 slides, summarizing the Policy Brief and aspects of the full report, with graphics, diagrams, graphs that may aid comprehension.
5. 60 second graphic and stock photo/video based video summarizing main message of the policy brief/report, with or without voiceover, delivered in mp4 format.
Timeline

<table>
<thead>
<tr>
<th>Activity</th>
<th>Dates</th>
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<tbody>
<tr>
<td>Editing report and writing policy brief</td>
<td>September 2021</td>
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<tr>
<td>Layout of report and policy brief</td>
<td>October 2021</td>
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<tr>
<td>Production of PowerPoint Presentation</td>
<td>October 2021</td>
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<tr>
<td>Production of Video</td>
<td>October 2021</td>
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<tr>
<td>Delivery of first draft of products</td>
<td>Mid-October</td>
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<td>Final draft sign off</td>
<td>End-October</td>
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Expertise of consultant

1. The consultant is a skilled writer, specialising in policy writing.
2. The writer understands a systemic approach to development and is able to incorporate these principles into the writing.
3. The writer is able to follow feedback instructions and is able to deliver all writing on deadline.
4. Background knowledge and understanding in water policy and climate change is advantageous.
5. The writer either has graphic design capability or will subcontract the graphic design to a designer.
6. The writer either has video production capability or will subcontract the video production to a video producer.

Consultancy value

The value for this consultancy is USD6500.

Contact

Svetlana Doneva
Communication and External Affairs Manager
Global Water Partnership Southern Africa and Africa Coordination Unit
+27 82 797 6103
svetlana.doneva@gwpsaf.org
MAIN HEADING

FIRST LEVEL HEADING

SECOND LEVEL HEADING

Third Level Heading

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