

Detailed ToR  
Of  
**Community Score Card Assessment**  
**FEDWASUN**

**1. Purpose:**

The purpose of this Terms of Reference (ToR) is to outline the requirements for Community Score Card Assessment, which will serve as a basis of field level information collection, meetings and outcomes recommendations for promotion of integrity at .....water supply project located in Kailali district.

**Background:**

Community Score Card Assessment is a program activity of Water Integrity Nepal Program (WIP). FEDWASUN has been implementing WIP in Kailali, Dailekh, Achham, Kalikot and Jajarkot districts and central level activities in Kathmandu with support of HELVETAS Swiss Intercooperation Nepal/Water Integrity Network. The overall goal of the WIP is to promote integrity in Water Sanitation and Hygiene (WASH) sector. Integrity is putting in practice Transparency, Accountability and Participation (TAP).

**2. Objectives**

The overall objective of the assessment is to assess the Water Supply and Sanitation Users' Committee level governance status and its impacts on quality of service in service delivery side.

**3. Specific objectives are:**

- To provides the opportunity for citizens to analyses the water supply and sanitation service they receive based on their personal feelings, to express dissatisfaction, to provide encouragement if good work is done - and further suggest measures to be taken if flaws still remain.
- To provide support for make service provider more participatory, transparent, accountable to citizens.
- To analyze the issues and assess the feedback of variety of groups and different community of people organize separate meetings at appropriate places.
- Sitting together service provider and users and listening to each other raise the feeling of mutual respect and also plays a significant role forming consensus.

**4. Methodology:**

- Study of existing rules and regulations related to WASH and governance. Study about and communication with WSUC for background of assessment and planning of activities.
- Indicator and Questionnaire development and provide trainings to facilitators.
- Separate meeting at clusters.
- Required information collection form WSUC, meeting at WSUC.

- Joint meeting of WSUC and Clusters/related stakeholders.
- Final recommendation and reporting.
- Brochure for sharing outcomes of the assessment

#### 5. Scope of work preferably in sequence:

- ✓ .....water supply project of Kailali district.
- ✓ Existing resources and technologies in use at local level
- ✓ Based on respond of cluster community and WSUC and stakeholders

#### 6. Deliverables

- A threefold A4 size brochure.
- Final Report of Community Score Card (English Language)
  - Executive summary, Introduction, objective of community score card-1 page
  - Plan, Process, Methodology, Indicators -1 page
  - Outcome summary of clusters-1 page
  - Conclusion and final recommendations (illustration with graphs and pictures) - 2 pages

#### 7. Project Timeline and Breakdown of cost

The assessment will commence from 10<sup>th</sup> July to End of July 2018. Following is the summary of time line.

SN	Description	Duration	Cost
1.	Development of assessment tools/checklists	1 Days	
2.	WSUC assessment and planning of activities	1 Days	
3.	Indicator development and questionnaire	3 Days	
4.	Orientation to Facilitator	1 Days	
5.	Separate Discussion in WSUC and clusters	7 Days	
6.	Combined meeting with WSUC and Cluster Users	1 Days	
7.	Brochure publication of outcomes	3 Days	
8.	Final documentation and reporting	3 Days	
9.			
	<b>Total</b>		

## **8. Consultant's Responsibility**

The consultant is expected to provide information that indicates experience, understanding of the ToRs, capacity and capability to undertake the assignment outlined herein, within the specified timelines. The consultant will ensure a quality and practical assessment report with specific recommendations as per the objective of this assignment.

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