

# **Terms of Reference (TORs)**

## **Prosperous Villages Project**

### **Facilitating Partner— Namangan Provinces**

#### **A. Introduction**

The GoU is implementing an unprecedented reform agenda with consequences for all citizens by opening up space for civil society and civic engagement. High-level reform objectives laid out in the GoU's Action Strategy on Priority Areas of the Country's Development for 2017-2021 and Concept for Administrative Reform, include: (i) transforming the relationship between the GoU and its citizens to one of partnership; and (ii) increasing transparency and accountability in the ways regional and local governments serve the population. Through the national *Obod Qishloq* state program, introduced in early 2018, the GoU seeks to promote participatory, community-based development that addresses infrastructure and service delivery gaps. The GoU has invested over US\$360 million annually in 417 and 478 *qishloqs* in 2018 and 2019, respectively, and is expected to expand the program to cover all of Uzbekistan's approximately 8,000 rural *qishloqs* over a 10-year period.

The Obod Qishloq state program aims to improve rural residents' quality of life by constructing new infrastructure, rehabilitating existing infrastructure, and investing in employment-generating opportunities. The laws establishing Obod Qishloq refer to a lack of attention to and coordination of citizen engagement in development projects.<sup>1</sup> To remedy this gap, the GoU is requiring hokimiyat officials to conduct door-to-door assessments of household needs in order to prioritize program investments. The central government is also encouraging provincial and district hokimiyats to use citizen engagement tools, such as complaint hotlines, Virtual Receptions, and consultations with active members of MCAs and MCA chairs. Hokimiyat officials, rather than community members, currently play the most important role in prioritizing Obod Qishloq-financed investments. There is no clear guidance on how these officials should prioritize investments or communicate the decision-making process to beneficiary communities.

To assist the Obod Qishloq state program to meet its full potential, the GoU is implementing the Prosperous Villages Project (PVP). Using a learning-by-doing approach the PVP will trial design adjustments aimed at increasing community participation in project decision-making and oversight, transparency and accountability in project implementation, and the quality and sustainability of subproject investments that can be scaled up through the Obod Qishloq state program. To increase participation and community-led decision-making and oversight, a key design innovation introduced under the PVP is the provision of facilitation support to participating district administrations and *qishloqs* in the form of trained *qishloq* facilitation teams.

#### **B. The Prosperous Villages Project (PVP)**

The PVP is being implemented by the Ministry of Economy and Industry (MoEI) with support from the World Bank (WB) and the Asian Infrastructure Investment Bank (AIIB). The development objective of the PVP is to (i) improve the quality of basic infrastructure and (ii) strengthen participatory local governance processes in Selected *Qishloqs*, where participatory local governance refers to inclusive community participation in needs assessments as well as the planning, prioritization, and selection of subproject investments, and oversight activities including the monitoring of procurement, subprojects, and social audits.

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<sup>1</sup> Presidential Decree of March 29, 2018 No. UP-5386 (Paragraph 10).

The PVP consists of two primary components:

**Component 1: Demand-driven investments in basic infrastructure and services and local governance capacity support** will finance local-level, climate-resilient subproject investments in social infrastructure and services that communities plan and prioritize. This component will also provide technical assistance and facilitation support to hokimiyats and Mahalla Citizens Assemblies to engage communities in inclusive, transparent processes to plan, select, implement, and maintain investments as defined in the POM.

**Subcomponent 1a: Demand-driven investments in basic infrastructure and services** will finance subproject investments identified by MCAs in eligible qishloqs through the participatory Project implementation cycle as defined in subcomponent 1b and detailed in the Project Operations Manual (POM), subject to a negative list that includes housing construction and renovation or any investments that require the physical displacement or resettlement of people. Eligible investments in basic and climate-resilient infrastructure and services subprojects include, but are not limited to: (i) rehabilitation of existing rural drinking water supply and sanitation systems to expand access through innovative, alternative models for rural drinking water supply and sanitation service delivery; (ii) retrofitting of public buildings for energy efficiency; (iii) rehabilitation of social infrastructure; (iv) rehabilitation of tertiary roads, walkways, and footpaths; (v) road drainage and strengthening the flood resilience of rural roads; (vi) bridge rehabilitation and construction (up to 10 meters long); (vii) street lighting upgrading; (viii) improvements to public spaces; (ix) solid waste management systems; (x) small-scale construction of public facilities; (xi) installation of antennas to provide wireless internet services; (xii) construction and rehabilitation of bus terminals and stops; and (xiii) energy supply activities.

**Subcomponent 1b: Communications and community outreach, citizen engagement, local governance capacity building** will support Qishloq Facilitators (QFs) and Qishloq Engineers (QEs) to implement the following technical assistance, training, and capacity building activities for Mahalla Citizens Assembly Project Committees (MDUs) and District administration Project Committees (DPCs):

- a. *Participatory implementation cycle*, including, but not limited to: (i) communications and outreach on Project objectives, rules, and grievance redress system, including to women and vulnerable groups; (ii) participatory needs assessment in all neighborhoods/hamlets in participatory qishloqs; (iii) participatory development planning, prioritization, and selection of subgrant investments in the form of a Qishloq Development Plan; and (iv) participatory O&M.
- b. *Participatory monitoring and oversight*, including, but not limited to, citizen engagement in: (i) subproject monitoring by trained members of MDUs and (ii) social audits, using community scorecards, to ensure that Project decisions are inclusive and transparent, and the accountable use subproject funds.
- c. *Technical assistance for subproject design and sustainability*, including, but not limited to, (i) basic engineering support to allow for initial environmental and social screening and preliminary subproject design estimates, and (ii) and to MDUs to design and implement autonomous water supply and sanitation systems.

**Component 2: Project management, monitoring and evaluation, and capacity building** will provide support for (i) Project management activities, including overall coordination and supervision of Project implementation, communications and public outreach, Project audits, and financing of incremental operating costs; (ii) Project monitoring and evaluation (M&E) activities, transparency, and citizen feedback; (iii) managing a beneficiary feedback mechanism (BFM), including a grievance redress mechanism (GRM); and (iv) capacity building for regional hokimiyats for improved procurement, social and environmental safeguards practices, and quality of infrastructure designs.

Geographically, PVP targets the following five regions (oblasts) for the first phase of the Proposed Project: Jizzakh, Syrdarya, Ferghana, Namangan and Andijan. Within these five regions, the Project will target 21 districts classified as lagging by the GoU, including five lagging districts in Andijan, four in Ferghana, five in Namangan, four in Jizzakh, and three in Syrdarya. Within these districts, the DPCs will use a participatory process to select approximately 300 out of a total of 408 qishloqs eligible for the Project, or around 75 percent of all eligible qishloqs within the 21 districts. Qishloqs participating in the Obod Qishloq, Obod Mahalla (“Prosperous Cities”) or Obod Markaz (“Prosperous District Centers”) programs are not eligible for Project financing.

The Government will also scale up **innovative, alternative models for rural drinking water supply and sanitation service provision**. This eligible subproject investment aims to rehabilitate existing water supply and sanitation systems by applying innovative, alternative models for drinking water supply and sanitation service delivery envisaged through Presidential Decree Number 4040 dated November 30, 2018. If communities select this subproject type, the Project will finance the goods, works, and services required to implement small-scale autonomously managed water supply and sanitation systems. The construction of the systems provides users with metered water supply connections on their premises. The subproject includes the construction and use of environmentally sound sanitation facilities for human waste disposal and rehabilitation of sanitation facilities in schools, health centers and kindergartens. The model’s technical approach and financing are based on consideration of full life-cycle costs, climatic factors and resilience, and the capacity support requirements of the community drinking water organization (CDWO) that the MCAs will establish with FP support to operate the system. Once the water supply and sanitation system is complete, the CDWO will be responsible for its associated O&M. If the CDWO is unable to continue to operate it, the system will be transferred to the MCA.

The PIU will contract Facilitating Partners (FPs) selected from NGOs or private sector entities who will mobilize, train, and manage QFs and QEs.

### **C. The Roles and Responsibilities of Facilitating Partners**

Note: Notwithstanding any details mentioned in this ToR, it should be emphasized that the FP’s work will be guided by the PVP Project Operations Manual (POM) that will be in place during the contract period. The PVP POM thus forms an essential part of the FP ToR and the Contract in place. This Manual is not ready for distribution currently and will be made available only at time of Contract Award. The work entails the following main activities and expected outcomes:

#### **Assignment Activities:**

1. Develop annual work plans and conduct activities to raise awareness and socialize the various actors (district hokimiyats, DPCs, qishloq residents, including Mahalla Citizens’ Assemblies (MCAs), MDUs,) about:
  - The PVP objectives and processes;
  - Innovative solutions to development challenges, such as the use of energy efficient technologies, investments that improve connectivity to mobile internet access, and others
  - Their roles and responsibilities, linkages with other development actors, disaster risk reduction and management, and grievance redress.
  - GoU services and programs operating in region.
2. Schedule and conduct regular meetings and visits to hokimiyats of all districts covered by this ToR to assist to form DPCs as needed.

3. Plan and conduct joint activities with DPCs to assist DPCs to carry out a participatory qishloq selection process, including communicating the selection methodology to district residents and organizing consultations on the results of the selection process;
4. In each selected qishloq, coordinate with MCA Executive Committee members and facilitate elections for the MDUs in timely manner through a process outlined in the POM and detailed in the Training Manual provided by the PIU that results in one male and one female representative from each neighborhood in the qishloq being elected to the MDU;
5. In each selected qishloq, coordinate with MDUs and facilitate participatory exercises that collectively will create community profiles including:
  - Resource Maps that will identify type and number of public resources by Mahalla neighborhoods, and point to infrastructure access and gaps;
  - Well-being analyses to identify socio-economic groupings;
  - Education status/ situation of school-age children and pre-school children;
  - Health situation of vulnerable and marginalized households.
  - One seasonal calendar for every six communities to understand the seasonality of work in the larger area
  - Water supply, sanitation and hygiene (WASH) situation in the qishloq through completion of relevant questionnaires only in qishloqs facing challenged with access to clean drinking water
6. In each selected qishloq, discuss and analyze the outcomes/ findings of the participatory exercises with communities and work with residents from all neighborhoods in communities to enable them to create / design pro-poor, gender relevant qishloq development plans (QDPs).
7. In coordination with MDUs, update the QDP at least once during the implementation cycle.
8. Upload data on implementation progress in real-time into the PVP MIS, including data from the community profiles, QDPs, subproject construction, and social audits.
9. QE should work with MDUs on the environmental and social safeguards screening processes, identify alternative investments based on these findings, prepare Environmental and Social Impact Assessments (ESIAs) from which Environmental and Social Management Plan (ESMPs) and Resettlement Action Plans (RAPs) will be prepared by PIU Regional Environmental and Social Safeguards Specialists as needed;
10. Train MDUs members in procurement, financial management, and construction oversight techniques, monitor and conduct social audits.
11. Train and regular coordination with MDUs to establish the required community-level organizations to monitor the O&M of subproject investments and identify solutions where O&M is deficient, and to upload data into an open access mobile app on the status of subproject O&M.
12. Provide TA to MDUs that prioritize autonomous water supply and sanitation systems for financing under the Project following an implementation cycle outlined in the POM. This includes:
  - a. Establishing CDWOs,
  - b. Delivering the complete training package to CDWOs prior to, during and after construction to ensure sustainable operations.
13. Ensure labeling and safe storage of all participatory exercises in the qishloq and periodically update relevant participatory exercises. This includes maps, matrices, and calendars (where relevant).
14. Develop annual work plans and implement activities in support of women's participation and inclusion. This should include:
  - Facilitating specific exercises with women (e.g. a health analysis) from different socio-economic groupings to collectively identify needs and raise awareness about the benefits of different subproject investment options for women's needs;

- Provide women with tools, information, and encouragement to become active and have their voices heard in MCAs and MDUs
  - Link champion women representatives on MCAs and MDUs in each district with one another through a women's network.
  - Other activities to be suggested by FP and agreed with PIU;
15. Support MCAs and MDUs to establish 'key practices' (periodic meetings, rotating chairmanship in meetings, public awareness campaigns, pro-poor activities, public campaigns (e.g. greening communities)).
  16. Support MCAs and MDUs to work through inclusive means to reach vulnerable and marginalized groups (this includes the identification of interest groups from the well-being analysis – e.g. women headed and very poor households) and prioritize the needs of these groups and link them with relevant GoU programs.
  17. Identify champion MCAs and MDUs in each district and work with district hokimiyats to coordinate learning and knowledge-sharing exchanges.
  18. Monitor MCA and MDU maturity. In qishloqs implementing autonomous drinking water supply and sanitation systems, update qishloq-level data on the WASH situation.
  19. Facilitate learning exchanges across qishloqs and districts participating in the PVP.
  20. Prepare quarterly reports, bi-annual case study report that should discuss of examples of Champion MCAs and MDUs and how they work towards pro-poor and pro-women development. Prepare ad-hoc reports as requested.
  21. Provide operational support to MCAs and MDUs to cover the costs of conducting qishloq-wide meetings and to conduct qishloq-level outreach activities, such as those related to sanitation and hygiene campaigns.

#### **Assignment Outcomes:**

1. Qishloq residents, MCAs and MDUs, as well as district hokimiyats have a clear understanding of the PVP and their roles and responsibilities in achieving development in their communities.
2. A cadre of Qishloq Facilitators and Qishloq Engineers are well trained and mentored in the principles of community-led development, facilitation, analysis and planning, as well as community mobilization.
3. Equitable, inclusive, and participatory development processes are carried out in participating qishloqs.
4. Qishloq Development Plans, that take into account the needs of marginalized neighborhoods as well as the main parts of communities, are finalized and endorsed by a majority of qishloq residents in each participating qishloq. Subprojects that address the needs of marginalized neighborhoods are funded and constructed.
5. MCAs, through MDUs, gain the institutional capacity to operate and maintain subproject investments, including autonomous water supply and sanitation systems, in partnership with Government agencies as appropriate.
6. MCAs, through MDUs, conduct social audits that hold regional hokimiyats accountable for delivering 'quality' infrastructure and services prioritized in the QDP and financed through the PVP.
7. MCAs, with support from MDUs, function as development gateways that identify beneficiary groups (through well-being analysis and maps), create demand for services, lobby for external resources, and mobilize communities in an inclusive manner.
8. MoEI project managers have up-to-date information on implementation progress through the PVP MIS, and are able to identify implementation bottlenecks and facilitate solutions.

#### **D. Key Design Considerations**

1. Qishloq Facilitators: Facilitating Partners will employ Qishloq Facilitators (QFs) who shall work in teams (one man and one woman) in the qishloqs as facilitators and establish MDUs, facilitate various participatory planning and exercises and the production of QDPs, and support MCAs and MDUs in PVP-related activities. QFs will have to be well trained in capacity building, facilitation, analysis, planning, and mobilization.
2. Qishloq Engineers: Facilitating Partners will also employ Qishloq Engineers (QEs) who shall work with MCAs, MDUs, district and regional hokimiyats to advise on the design concept (technical feasibility, cost, potential social and environmental impacts) of investments identified in QDPs, and support MDUs in procurement oversight- and construction oversight-related activities. QEs should have a strong background in rural water supply and sanitation.
3. Qishloq facilitation teams consist of two QFs (one male and one female) and one QE. A given qishloq facilitation team will work in a maximum of six qishloqs simultaneously.
4. A standard qishloq facilitation cycle will last 24 months in each participating qishloq. A standard qishloq facilitation cycle will take place in qishloqs that do not select autonomous drinking supply and sanitation systems for financing under the PVP.
5. A specialized water supply and sanitation facilitation cycle will last for 36 months in qishloqs that select and are assessed as technically appropriate for autonomous drinking water supply and sanitation systems for financing under the PVP. The additional 12 months is required to establish and register the CDWOs and carry out other activities specific to the cycle as defined in the POM.
6. The Project will roll-out in participating qishloqs in a phased manner. This will allow the PIU and FPs to mobilize and train a relatively small number of facilitators initially, learn from the successes and challenges faced during the first year of implementation, and adjust training curricula accordingly before mobilizing the second cohort of QFs and QEs to support the additional villages entering the Project during Year 2 (2021). Table 1 presents an indicative Project work plan of qishloqs to be covered annually with corresponding estimates of QFs and QEs required.

Table 1: Estimated annual qishloq coverage, facilitation team requirements

Calendar Year	# of Qishloqs covered simultaneously	# of facilitation teams required simultaneously	Total # of QFs to be deployed simultaneously	Total # QEs to be deployed simultaneously
2020	60	10	20	10
2021	144	24	48	24
2022	168	28	56	28
2023	162	27	54	27
2024	78	13	26	13
Total	306	-	-	-

7. The contract for FPs will run for a period of three years and will support the full implementation cycle of PVP activities in the 67 qishloqs selected for participation in 2020 and 2021 in Namangan region (see para 10 below).
8. The FP is required to submit completed Qishloq Development Plans as per the UPVP POM as follows:
  - A minimum of 50% of qishloqs within six months of contract award
  - A minimum of 100% of qishloqs within 15 months of contract award

This needs to be noted and followed in the Work schedule preparation of the proposal, and if awarded the contract during contract implementation.

9. Trainings/Capacity Building: The Facilitating Partners will conduct various trainings:
  - For MCAs: Roles and Responsibilities of MCAs; the objective of the UPVP; planning and vision building; Project Management, Basic Community Accounting and Procurement; Grievances Handling; Principles and Strategies of Conflict Resolution; Linkages with Government, Non-Government and Private Sector Agencies; score cards; disaster risk management and prevention, identification of beneficiaries for their respective areas, raising demand for services, including how to conduct campaigns, community mobilization, and raise awareness about labor rights; and innovative infrastructure and service delivery solutions (e.g. energy efficiency, internet connectivity)
  - For MDUs: Roles and Responsibilities of MDUs; the objective of the UPVP; inclusive development, including outreach to women, female-headed households and vulnerable community members including the disabled; analysis of participatory exercises, planning and vision building; project management; Grievances Handling; Community and Resources Mobilization, water supply and sanitation
  - For MDU Monitoring Team: Monitoring and Social Audits and uploading data to the PVP MIS using an open-access mobile application.
10. Offices and Staffing: The Organization is required to maintain one office in Namangan City with, at a minimum, the following personnel: FP PVP Manager for this package, one Chief Trainer and Institutional Development Specialist, one Rural Water Supply and Sanitation Specialist, one Provincial Engineering Specialist, one Provincial Training and Institutional Development Specialist, one MIS specialist, 24 Qishloq Facilitators and 12 Qishloq Engineers.

In the first year, there needs to be a minimum of six qishloq facilitation teams (two QFs (one male and one female) and one QE) with each team responsible for six qishloqs out of the total of 34 qishloqs. In the second year, there needs to be a minimum of 12 qishloq facilitation teams to support the 67 qishloqs covered by the PVP in Namangan region as per Table 2. In the third year, there needs to be a minimum of eight qishloq facilitation teams.

Region	District	# of qishloqs covered in Years 1 and 2
Namangan	Chortoq	10
Namangan	Chust	13
Namangan	Pop	18
Namangan	Mingbuloq	8
Namangan	Yangiurgon	18
	Total	67

#### **E. Team Composition, Competencies for the Assignment and Estimated Staff Months**

The key staff positions, general qualifications, and estimated staff months provided in Table 3.

#	Key Staff Position	General qualifications	Estimated staff months
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1	FP PVP Program Manager	(Preferred) Master's degree or higher in rural development or similar and at least 10 years of relevant work experience OR (Minimum required) Bachelor's Degree completed in relevant field and minimum 8 years of relevant work experience	36
2	Chief Training and Institutional Development Specialist	(Preferred) Master's degree or higher in rural development or similar and at least 8 years of relevant work experience OR (Minimum required) Bachelor's Degree completed in relevant field and minimum 5 years of relevant work experience	36
3	Rural Water Supply and Sanitation Specialist	(Preferred) Master's degree or higher in rural water supply and sanitation or related field and at least 8 years of relevant work experience OR (Minimum required) Bachelor's degree or higher in rural water supply or similar field and at least 5 years of relevant work experience	36
4	Provincial Trainer and Institutional Development Specialist	(Preferred) Master's 's degree or higher in rural development or similar field and at least 5 years of relevant work experience OR (Minimum required) Bachelor's degree or higher in rural development or in relevant field and minimum 3 years of relevant work experience	72
5	Provincial Engineering Specialist	(Preferred) Master's degree or higher in civil engineering or related field and at least 5 years of relevant work experience OR (Minimum required) Bachelor's degree or higher in civil engineering or similar field and at least 5 years of relevant work experience	72
6	MIS Specialist	(Preferred) Master's degree or higher in computer science, business administration, commerce, engineering, or related field and at least 5 years of relevant work experience OR (Minimum required) Bachelor's degree or higher in computer science, business administration, commerce, engineering, or related field and at least 3 years of relevant work experience	72

The Ministry of Economy and Industry now invites eligible consulting firms (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The shortlisting criteria are:

- a) Consultant organization and experience - Describe the background and organization of the company; list previous similar assignments successfully completed in the last 5 years; comment on counterpart staff and facilities to be provided by the applicant. This could take the form of administrative support, office space, local transportation, equipment, data, background reports, etc., if any
- b) Description of approach, methodology and work plan – Demonstrate a clear understanding of the objectives of the assignment as outlined in the TOR, the technical approach, and the methodology would adopt for implementing the tasks to deliver the expected output, and the degree of detail of such output
- c) Work schedule and planning for deliverables
- d) Organization and staffing - Describe the structure and composition of the team, including the list of the key experts, non-key experts and relevant technical and administrative support staff



## **F. Contract Type and Deliverables**

A Lump-Sum Contract will be used. Implementation milestones and deliverables are given below.

<b>Implementation Milestone</b>	<b>Deliverables</b> (as per the specifications stated in the PVP Operational Manual and Training Materials)
1. Contract signature by both parties	Signed contract in original returned to PIU
2. Completed rentals, staff mobilization and offices.	Inception report in the format specified approved by the PIU
3. Qishloq selection completed	Qishloq selection forms uploaded to MIS
4. MDUs elected in Year 1 qishloqs	MDU Election Forms from POM uploaded to the MIS
5. Qishloq Development Plans (QDPs) completed in Year 1 qishloqs	QDP Summary Forms from POM uploaded to MIS
6. Complete set of trainings as defined in the POM completed for Year 1 MDUs	Training Status Report approved by the PIU
7. Social Audits completed in each Year 1 qishloqs	Social Audit Summary Forms from POM uploaded to MIS
8. MDUs elected in Year 2 qishloqs	MDU Election Forms from POM uploaded to the MIS
9. Qishloq Development Plans completed in Year 2 qishloqs:	QDP Summary Forms from POM uploaded to MIS
10. Complete set of trainings as defined in the POM for Year 2 MDUs completed	Training Status Report approved by the PIU
11. Second Social Audits completed in all Year 1 qishloq and first Social Audits completed in all Year 2 qishloqs	Social Audit Summary Forms from POM uploaded to MIS for Year 1 and Year 2 qishloqs
12. MDU refresher trainings completed for Year 1 and 2 qishloqs	Training Status Report approved by the PIU
13. Second Social Audit completed in all Year 2 qishloqs	Social Audit Summary Forms from POM uploaded to MIS for Year 2 qishloqs

## **G. Reporting Requirements and payment schedule**

<b>Payment Stage #</b>	<b>Milestones and Deliverables against which payments shall be made (as per the specifications stated in the PVP Operational Manual and Training Materials)</b>	<b>Sources/ means of verification</b>	<b>Percentage of payment for this installment</b>	<b>Cumulative percentage of per community costs when this payment is completed</b>
One (#1)	Contract signature by both parties	Advance Payment	10% of C x B	10%

		Guarantee submitted and Signed contract in original returned to PIU		
Two (#2)	Completed rentals, staff mobilization and offices. Inception report in the format specified approved by the PIU	Approved inception report filed by PIU	5% of C x B	15%
Three (#3)	MDUs elected in Year 1 qishloqs: MDU Election Forms from POM uploaded to the MIS	PVP MIS	10% of C x # of communities that complete this milestone	25%
Four (#4)	Qishloq Development Plans (QDPs) completed in Year 1 qishloqs: QDP Summary Forms from POM uploaded to MIS	PVP MIS	10% of C x # of communities that complete this milestone	35%
Five (#5)	Complete set of trainings completed for Year 1 MDUs as defined in the POM: Training status report approved by the PIU	PVP database	10% of C x # of communities that complete this milestone (No partial work payments will be considered for each MCA/MDU)	45%
Six (#6)	Completion of the first Social Audit monitoring reports in each Year 1 community: Social Audit Summary Forms from POM uploaded to MIS	PVP database	5% of C x # of communities that complete this milestone (No partial work payments will be considered for each MCA/MDU)	50%
Seven (#7)	MDUs elected in Year 2 qishloqs: MDU Election Forms from POM uploaded to the MIS	PVP database	10% of C x # of communities that complete this milestone	60%
Eight (#8)	Qishloq Development Plans completed in Year	PVP database	10% of C x # of communities that	70%

	2 qishloqs: QDP Summary Forms from POM uploaded to MIS		complete this milestone	
Nine (#9)	Complete set of trainings completed for Year 2 MDUs as defined in the POM: Training status report approved by the PIU	PVP database	5% of C x # of communities that complete this milestone (No partial work payments will be considered for each MCA/MDU)	75%
Ten (#10)	Completion of the second Social Audit monitoring reports in each Year 1 community and the first Social Audit monitoring reports in each Year 2 community	PVP database	5% of C x # of communities that complete this milestone (No partial work payments will be considered for each MCA/MDU)	80%
Eleven (#11)	MDU refresher trainings completed for Year 1 and 2 communities	PVP database	10% of C x # of communities that complete this milestone	90%
Twelve (#12)	Completion of the second Social Audit monitoring report in each Year 2 community	PVP database	10% of C x # of communities that complete this milestone	100%

In addition to these, the Consultant may be required by the Client for ad-hoc reports as may be required by the Government, donors, and other stakeholders on the work related to the FP. The Consultant will also be required to attend monthly joint-coordination, quarterly bi-lateral review, and annual multi-stakeholder review meetings with the Client.

#### **H. Client's Input and Counterpart Personnel**

1. Provision of detailed POM and related forms to upload to MIS translated into Uzbek and Russian
2. Training of FP's Trainers that the FP will be required to train MCAs, MDUs, and/or their subcommittees.
3. Drinking water training package to be delivered to MCAs, MDUs, and CDWOs.