
	water and forestry	 <b>SALGA</b> <small>South African Local Government Association</small>
	provincial and local government	
<b>INTEGRATED WATER RESOURCES MANAGEMENT</b>		

## Application for support under the pilot project facility – Strand 1 in Olifants Doorn WMA

### (Projects with Municipalities)

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#### 1. Introduction

This application sheet is for project proposals that will be submitted under Strand One of IWRM II, the Municipal Pilot Project Facility.

##### 1.1 Who is eligible?

Applications are welcome from Municipalities in partnership with DWAF Head Office and Regional Offices.

##### 1.2 Partnerships

Applicants will be encouraged to seek partnerships with other bodies, private and public. Projects should not be “top-down” and must demonstrate an active involvement with stakeholders. The project should make linkages to the municipal, district council or government department strategic plans and budgets. The Water User Associations and Water Forums should be involved in the projects.

##### 1.3 Deadlines

The project preparation process will have two stages.

##### 1.3.1 Preliminary Themes - Proposals

A workshop will be held in February 2008 in Clanwilliam to discuss project themes and to elaborate outline project ideas. During the workshop a working group will be established to guide the final preparation and selection of the municipal pilot projects. This group will ensure that there are synergies between DWAF, DPLG and SALGA members’ strategic objectives in relation to integrating IWRM into service delivery. Moreover, potential co-funders (also in kind) should be identified in an effort to stimulate cooperative governance.

### 1.3.2 Detailed Design

Support in the detailed phase will be provided by the IWRM programme. Projects will be prepared on the basis of the criteria established at the workshop. This process will take up to a maximum of six weeks.

### 1.4 Funding

The maximum contribution for support for projects under Strand 1 will be for a total of **500,000** Rand over one year.

An initial allocation for start-up of five per-cent of the project total will be made upon the signature of the contract. Thereafter, payments will be made on a monthly basis against invoices.

### 1.5 Implementation Arrangements

There will be two implementation arrangements available. The first will be through an **Implementing Agent** between DWAF and the Municipality involved. Funds will be transferred in stages against invoice and progress in implementation. The second will be through the use of a **procurement agent** that will fast-track the procurement and payment process, particularly in situations where emerging service providers, NGOs or other bodies such as WUAs or CMFs may be directly involved in the implementation.

### 1.6 Monitoring and Reporting

As indicated under 1.3.3. indicators will be agreed with the key stakeholders and beneficiaries during the detailed design stage. Quarterly monitoring workshops will be held with the participation of the regional programme management team and possibly the external monitoring-dissemination agency.

### 1.7 Additional technical support during implementation

The proposal should indicate where additional technical support may be required during implementation (outside the budget). This could be in the form of short-term technical inputs and/or training.

The proposal should also indicate the potential for engaging new graduates in order to offer work experience.

## 1.8 BASIC DATA and the Project Implementation Plan (PIP)

<b>Proposed project theme</b>		
<b>Organisation Applying</b>		
<b>Contact person(s)</b>	Name	
	Address	
	Tel	Fax
	email	
<b>Date</b>		

All sections of the Project Implementation Plan (PIP) need to be completed and attached to this application form.

In Section 1 of the PIP, describe the project and create a list of background information, all of which should be numbered and attached. Also indicate references to the project in the IDP document for the local and district municipality, with additional supporting documentation listed as appendices and attached.

Section 2 of the PIP must be completed in full, indicating roles and responsibilities and project size and period. Note that funding will be provided for Studies, Equipment and Infrastructure as well as Organisation Development in support of the goals of IWRM II. All Project roleplayers should be listed, with contact details and positions within the project framework. The monitoring and review plan should be completed and all records collected in this way submitted with monthly reports to DWAF and SALGA.

A framework has been included in the PIP for the completion of a project organogram.

Section 3 summarises the financial commitment for the project per specific activity and output. This schedule supports the budget request and expenditure will be expected within this framework.

Section 4 summarises the financial commitment for the project and the projected expenditure should be indicated. The same schedule should be updated every month to form part of monthly reporting to DWAF and SALGA. Committed amounts are those for which the project manager has made all arrangements in the month indicated, but payments are pending delivery of services or goods. Actual expenditure amounts are those that have been disbursed successfully in the month indicated.

All fields should be checked and verified by the project manager before completing this report for submission to DWAF and SALGA by the 15<sup>th</sup> day of the month after the month for which the report has been updated.

## 1.9 Criteria overview

Use the following table to summarise the extent to which the proposed project/initiative meets the criteria for IWRM II.

Sector/Theme	Seed Funding		Health		Pollution control	
	Water Conservation		Small infrastructure		Cooperatives-micro enterprise development	
	Groundwater		Local employment		Capacity building	
	Agriculture		Irrigation		Poverty alleviation	
	Gender		Environment			

## 1.10 Guideline on IWRM Feasibility Study Grants

Study grants can be made under IWRM II for any project illustrating or linking water to service delivery which has not received funding support from other departments or budgets in the 2008/9 financial year

## 1.11 Guideline on IWRM Infrastructure and Equipment Grants

Infrastructure and Equipment grants can be made under IWRM II for the following types of projects which have not received funding support from other departments or budget in the 2008/9 financial year:

- a) Water Quality Improvement
- b) Water Re-use
- c) Water Conservation and Demand Management

## 1.12 Guideline on IWRM Organisation Development Grants

Organisation Development grants are intended to support projects accessing Feasibility Study grants and Equipment and Infrastructure grants, in order to ensure that the appropriate levels of stakeholder involvement as well as capacity building within the project scope is achieved.

The following types of project outputs which have not received funding support from other departments or budget in the 2008/9 financial year will be considered:

- a) Capacity Building within the Municipality regarding the main project outputs
- b) General Water User communications and information dissemination regarding the main project outputs
- c) Water User Association / Water Forum Capacity Building during the project life cycle
- d) Project Team Capacity Building during the project life cycle
- e) Project specific organisation development activities aimed to ensure the sustainability of IWRM and the participative management of water resources in the project area

## 2 Proposal synopsis

### 2.1 Project Objective – Long Term

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### 2.2 Immediate Objectives:

#### 2.2.1 Specific Objective - Feasibility Studies (Describe the Specific Activity)

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#### 2.2.2 Outputs – Feasibility Studies (Describe the Specific Activity that will result in the output, which together provides the cost of the output)

List the key outputs of the proposal. From the analysis that will have been undertaken on the basis of the subsequent pages of this document, try to identify the objectively verifiable indicators (OVIs) i.e. what can be expected to be achieved by when, and whom will it impact upon (e.g. quantity, number of community members, savings etc), the means of verification (e.g. what kind of base line data exists for monitoring purposes or will need to be obtained e.g, poverty reduction, gender etc.); and what are the assumptions and risks .

<b>Output 1 :</b>
<b>Objectively Verifiable Indicator</b>
<b>Means of Verification</b>
<b>Conditions and Assumptions</b>
<b>Output 2 :</b>
<b>Objectively Verifiable Indicator</b>
<b>Means of Verification</b>

<b>Conditions and Assumptions</b>
<b>Output 3 :</b>
<b>Objectively Verifiable Indicator</b>
<b>Means of Verification</b>
<b>Conditions and Assumptions</b>

Use additional sheets if required

**2.2.3 Specific Objective – Equipment and Infrastructure (Describe the Specific Activity)**

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**2.2.4 Outputs – Equipment and Infrastructure (Describe the Specific Activity that will result in the output, which together provides the cost of the output)**

List the key outputs of the proposal. From the analysis that will have been undertaken on the basis of the subsequent pages of this document, try to identify the objectively verifiable indicators (OVIs) i.e. what can be expected to be achieved by when, and whom will it impact upon (e.g. quantity, number of community members, savings etc), the means of verification (e.g. what kind of base line data exists for monitoring purposes or will need to be obtained e.g. poverty reduction, gender etc.); and what are the assumptions and risks .

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<b>Output 3 :</b>
<b>Objectively Verifiable Indicator</b>
<b>Means of Verification</b>
<b>Conditions and Assumptions</b>
<b>Output 4 :</b>
<b>Objectively Verifiable Indicator</b>
<b>Means of Verification</b>
<b>Conditions and Assumptions</b>

Use additional sheets if required

**2.2.5 Specific Objective – Organisation Development (Describe the Specific Activity)**

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**2.2.6 Outputs – Organisation Development (Describe the Specific Activity that will result in the output, which together provides the cost of the output)**

List the key outputs of the proposal. From the analysis that will have been undertaken on the basis of the subsequent pages of this document, try to identify the objectively verifiable indicators (OVIs) i.e. what can be expected to be achieved by when, and whom will it impact upon (e.g. quantity, number of community members, savings etc), the means of verification

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<b>Means of Verification</b>
<b>Conditions and Assumptions</b>

Use additional sheets if required

### **3 Thematic orientation of the proposal**

The IWRM themes that should be considered for inclusion in proposals are:

IWRM II Criteria:

- Project forms part of the Integrated Development Plan
- Project reflects participative governance and reflects appropriate attention to community needs
- Project is integrated with water management institutions and organisations

Millenium Development Goals:

- Poverty Alleviation
- HIV / AIDS
- Food Security
- Gender
- Youth
- Access to Water and Sanitation
- Capacity Building
- Economic Development

IWRM Themes:

- Water Quality
- Groundwater
- Water Conservation
- Emerging Farmers
- Environment

In reporting on these please ensure that supporting documentary evidence is obtained, and updated for Project Monitoring and Evaluation purposes.

#### **3.1 Is the project to be used for seed funding?**

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**Supplementary Documentation/Evidence (e.g. DWAF KFA)**

Source	Title	Section/ Page No	Bibliography No

Use additional sheets if required

**3.2 Briefly explain how the proposed project is linked to the local IDP, Provincial Development Plans etc.**

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**Supplementary Documentation/Evidence**

Source	Title	Section/ Page No	Bibliography No

**3.3 Does the project deal with cross-cutting issues in particular poverty alleviation, gender and environment?**

<b>Does base line data exist for monitoring purposes? -Describe</b>			
<b>Supplementary Documentation/Evidence</b>			
<b>Source</b>	<b>Title</b>	<b>Section/Page No</b>	<b>Bibliography No</b>

**3.4 Does the proposal address MDGs, rights and empowerment?**

<b>Does base line data exist for monitoring purposes? -Describe</b>			
<b>Supplementary Documentation/Evidence</b>			
<b>Source</b>	<b>Title</b>	<b>Section/Page No</b>	<b>Bibliography No</b>

### **Involvement of Stakeholders**

This is considered one of the fundamental principles of IWRM and should be very prominent in the identification and formulation of activities.

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**Does base line data exist for monitoring purposes? -Describe**

<b>Supplementary Documentation/Evidence</b>			
<b>Source</b>	<b>Title</b>	<b>Section/Page No</b>	<b>Bibliography No</b>

**3.5 Does the proposal demonstrate links between IWRM to service delivery?**

It is a priority for the programme and to demonstrate that IWRM does lead to better and more sustainable service delivery. This obviously implies that the activities must include some element of services to end-users. Activities that are exclusively studies, planning and policy papers, will not receive funding

**Does base line data exist for monitoring purposes? -Describe**  
 ..

<b>Supplementary Documentation/Evidence</b>			
<b>Source</b>	<b>Title</b>	<b>Section/Page No</b>	<b>Bibliography No</b>

**3.6 Does the proposal add value to the water planning processes that are already ongoing, and make a difference on the ground.**

This can well mean that the activities take a different approach than the national processes that are already ongoing, and thus demonstrate the value of implementing the IWMR principles.

**Does base line data exist for monitoring purposes? -Describe**

<b>Supplementary Documentation/Evidence</b>			
<b>Source</b>	<b>Title</b>	<b>Section/Page No</b>	<b>Bibliography No</b>

### 3.7 How is the proposal linked to other initiatives?

- Whenever possible the activities should be linked to other initiatives rather than be stand alone interventions. It is therefore an imperative that the identified activities add value to the processes and not just take over national initiatives that would be implemented anyway. By linking to other initiatives there is also a better chance of having an impact by influencing the processes and making other projects work towards implementation of IWRM.

**Does base line data exist for monitoring purposes? -Describe**

<b>Supplementary Documentation/Evidence</b>			
<b>Source</b>	<b>Title</b>	<b>Section/Page No</b>	<b>Bibliography No</b>
	-		

**3.8 How can the project initiative lead to employment creation?**

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**Does base line data exist for monitoring purposes? -Describe**

**Supplementary Documentation/Evidence**

<b>Source</b>	<b>Title</b>	<b>Section/Page No</b>	<b>Bibliography No</b>
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