

PROJECT REFERENCES



A. DECENTRALISATION/LOCAL GOVERNMENT

1.

Assignment name: Independent Verification Agent for the Ghana Secondary Cities Support Programme (5 th Annual Performance Assessment)	Approx. value of the contract (in current \$): 128,000
Country: Ghana Location within country: Nationwide	Duration of Assignment (month): 3
Name of Client: Ministry of Local Government, Decentralisation and Rural Development Address: P.O. Box M50 Ministries, Accra	Total N^o of staff-months of the assignment: 12.8 months
Financier: The World Bank	
Start date (month/year): August 2024 Completion date (month/year): May 2025	No. of professional staff-months provided by Associated Consultants: 11.5 months
Name of Associated Consultants, if any: Dr. Benjamin Doe – Team Leader Dr. Edna Agyapong – Urban Development Specialist Kwaku Adjei Fosu – Urban Development Specialist Hope Dotsey – Local Revenue Specialist Christoph Anagbonu – Local Revenue Specialist Enock Avotri – Local Revenue Specialist Evans Osam-Tawiah – Local Revenue Specialist Michael Appiah – Civil Engineer Thomas Peprah-Manu - Civil Engineer Jonas Ayi - Civil Engineer Slase Kuwornu - Civil Engineer	Name of Senior Professional Staff of your firm involved and duties performed: Christopher Sackeyfio- Quality Assurance Manager
Narrative description of Project: Verify the levels of attainment of the Disbursement Linked Indicators (DLIs) for the assessment years 2023, by the respective implementing agencies, and determine the allocation of funds for the year 2024 respectively.	
Description of actual services provided by your staff within the assignment: <ol style="list-style-type: none"> i. Assess the timeliness of the MMDAs annual assessment using the District Assembly Performance Tool (DPAT) and publication of allocation results; ii. Assess the timeliness of the release of program funds to the implementing agencies (OHLGS, RCCs, and MAs); iii. Identify the key causes of performance gaps and propose remedial actions to address those gaps iv. Determine the assessment score and funds allocation using the Program Disbursement Table. v. Assess whether OHLGS has posted and maintained the key and core staff at the 16RCCS and 35MAs; vi. Assess whether the OHLGS have developed an approved annual program workplan to support the 16RCCs and 35MAs for the discharge of their functions; vii. Assess the extent to which the OHLGS have implemented the annual program workplan to support the 16RCCs and 35MAs for the discharge of their functions; viii. Identify the key causes of performance gaps and propose remedial actions to address those gaps ix. Determine the assessment score and funds allocation using the Program Disbursement Table. 	

x.	Assess whether the RCCs have developed an approved Annual Capacity Support Plan (ACSP) for the MAs within their respective regions;
xi.	Assess the extent to which the RCCs have implemented their Annual Capacity Support Plan (ACSP) for the MAs within their respective regions;
xii.	Identify the key causes of performance gaps and propose remedial actions to address those gaps;
xiii.	Determine the assessment score for each RCC and funds allocation using the Program Disbursement Table;
xiv.	Assess the extent to which participating Municipal Assemblies have achieved the Capacity Support Grant (CSG) Minimum Conditions under the Annual Performance Assessment (DPAT);
xv.	The extent to which the participating Municipal Assemblies have scored equal to or above the national average of the annual performance assessment (DPAT);
xvi.	Assess the extent to which the participating Municipal Assemblies have achieved the Urban Performance Benchmarks targets for; <ul style="list-style-type: none"> ✓ Urban Planning Services ✓ Urban Economic Development and Competitiveness ✓ Sustainable Urban Systems ✓ Urban Infrastructure and Service Delivery
xvii.	Assess the extent to which the participating Municipal Assemblies have implemented the annual Infrastructure Services Delivery targets as per their annual work plan;
xviii.	Identify the key causes of performance gaps and propose remedial actions to address those gaps

2.

Assignment name: Facilitation of Study Visit for Ethiopian Delegation to Ghana on Social Accountability	Approx. value of the services: €19,927.78
Client: VNG-International	No. of months : 0.25 months
Financier: The World Bank	
Start date: July 2024	
Completion date: July 2024	
Name of Associated Consultants, if any:	No. of Months of Professional Staff Provided by Associated Consultants:
Name of Professional Staff provided by your firm: Christopher Sackeyfio	
Description of actual services provided by your staff: <ul style="list-style-type: none">• Facilitation of study tour of delegation from Ethiopian Ministry of Finance• Report writing	

3.

Assignment name: Independent Verification Agent for the Ghana Secondary Cities Support Programme (FY2021 Assessment)	Approx. value of the contract (in current \$): 137,705.00
Country: Ghana Location within country: Nationwide	Duration of Assignment (month): 3
Name of Client: Ministry of Local Government, Decentralisation and Rural Development Address: P.O. Box M50 Ministries, Accra	Total N^o of staff-months of the assignment: 12.8 months
Financier: The World Bank	
Start date (month/year): September 2023 Completion date (month/year): Jan 2024	No. of professional staff-months provided by Associated Consultants: 11.5 months
Name of Associated Consultants, if any: Dr. Benjamin Doe – Team Leader Celestine Deku – Urban Development Specialist Anthony Owusu – Urban Development Specialist Samuel Ampah – Local Revenue Specialist Christoph Anagbonu – Local Revenue Specialist Richard Quaigrain – Local Revenue Specialist Evans Osam-Tawiah – Local Revenue Specialist Michael Appiah – Civil Engineer Thomas Peprah-Manu - Civil Engineer Jonas Ayi - Civil Engineer Slase Kuwornu - Civil Engineer	Name of Senior Professional Staff of your firm involved and duties performed: Mawuena Dotse- Quality Assurance Manager Gertrude Amissah Asokwah –Urban Development Specialist
Narrative description of Project: Verify the levels of attainment of the Disbursement Linked Indicators (DLIs) for the assessment years 2021, by the respective implementing agencies, and determine the allocation of funds for the year 2023 respectively.	
Description of actual services provided by your staff within the assignment: xix. Assess the timeliness of the MMDAs annual assessment using the District Assembly Performance Tool (DPAT) and publication of allocation results; xx. Assess the timeliness of the release of program funds to the implementing agencies (OHLGS, RCCs, and MAs); xxi. Identify the key causes of performance gaps and propose remedial actions to address those gaps xxii. Determine the assessment score and funds allocation using the Program Disbursement Table. xxiii. Assess whether OHLGS has posted and maintained the key and core staff at the 10RCCs and 25MAs; xxiv. Assess whether the OHLGS have developed an approved annual program workplan to support the 10RCCs and 25MAs for the discharge of their functions; xxv. Assess the extent to which the OHLGS have implemented the annual program workplan to support the 10RCCs and 25MAs for the discharge of their functions; xxvi. Identify the key causes of performance gaps and propose remedial actions to address those gaps xxvii. Determine the assessment score and funds allocation using the Program Disbursement Table. xxviii. Assess whether the RCCs have developed an approved Annual Capacity Support Plan (ACSP) for the MAs within their respective regions; xxix. Assess the extent to which the RCCs have implemented their Annual Capacity Support Plan (ACSP) for the MAs within their respective regions; xxx. Identify the key causes of performance gaps and propose remedial actions to address those gaps xxxi. Determine the assessment score for each RCC and funds allocation using the Program Disbursement Table xxxii. Assess the extent to which participating Municipal Assemblies have achieved the Capacity Support	

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| | Grant (CSG) Minimum Conditions under the Annual Performance Assessment (DPAT); |
| xxiii. | The extent to which the participating Municipal Assemblies have scored equal to or above the national average of the annual performance assessment (DPAT); |
| xxiv. | Assess the extent to which the participating Municipal Assemblies have achieved the Urban Performance Benchmarks targets for; <ul style="list-style-type: none"> ✓ Urban Planning Services ✓ Urban Economic Development and Competitiveness ✓ Sustainable Urban Systems ✓ Urban Infrastructure and Service Delivery |
| xxv. | Assess the extent to which the participating Municipal Assemblies have implemented the annual Infrastructure Services Delivery targets as per their annual work plan; |
| xxvi. | Identify the key causes of performance gaps and propose remedial actions to address those gaps |

4.

Assignment name: Independent Verification Agent for the Ghana Secondary Cities Support Programme (Supplementary Assessment for FY2020)		Approx. value of the contract (in current \$): 47,930.21
Country: Ghana Location: Savannah, North East, Oti, Western North, Bono East and Ahafo regions		Duration of Assignment (month): 8 months
Name of Client: Ministry of Local Government, Decentralisation and Rural Development Address: P.O. Box M50 Ministries, Accra		Total N° of staff-months of the assignment: 4.7 months
Financier: The World Bank		
Start date (month/year): August 2022 Completion date (month/year): March 2023		No. of professional staff-months provided by Associated Consultants: 4 months
Name of Associated Consultants, if any: Dr. Benjamin Doe – Urban Development Specialist/Team Leader Samuel Ampah – Local Revenue Specialist Christoph Anagbonu – Local Revenue Specialist Michael Appiah – Civil Engineer Thomas Peprah-Manu - Civil Engineer		Name of Senior Professional Staff of your firm involved and duties performed: Mr. Mawuena Dotse- Quality Assurance Manager Gertrude Amissah Asokwah –Urban Development Specialist
Narrative description of Project: Verify the levels of attainment of the Disbursement Linked Indicators (DLIs) for the assessment year 2020, by 16 new implementing agencies, and determine the allocation of funds for the year 2022.		
Description of actual services provided by your staff within the assignment:		
xxvii. Identify the key causes of performance gaps and propose remedial actions to address those gaps xxviii. Determine the assessment score and funds allocation using the Program Disbursement Table. xxix. Assess whether the RCCs have developed an approved Annual Capacity Support Plan (ACSP) for the MAs within their respective regions; xl. Assess the extent to which the RCCs have implemented their Annual Capacity Support Plan (ACSP) for the MAs within their respective regions; xli. Determine the fund allocation for each RCC and funds allocation using the Program Disbursement Table xl.ii. Assess the extent to which participating Municipal Assemblies have achieved the Capacity Support Grant (CSG) Minimum Conditions under the Annual Performance Assessment (DPAT); xl.iii. The extent to which the participating Municipal Assemblies have scored equal to or above the national average of the annual performance assessment (DPAT); xliv. Assess the extent to which the participating Municipal Assemblies have achieved the Urban Performance Benchmarks targets for; ✓ Urban Planning Services ✓ Urban Economic Development and Competitiveness ✓ Sustainable Urban Systems		

5.

Assignment Name: Performance Assessment of Metropolitan, Municipal and District Assemblies using the District Performance Assessment Tool	Approx. value of the contract: \$ 77,425.50
Name of client: Ministry of Local Government, Decentralisation and Rural Development Address: P.O. Box M50, Ministries, Accra	Country: Ghana Location within country: Ashanti Region
Financier: Office of the District Assemblies Common Fund/District Development Facility Secretariat	
Start date: July 2022 Completion date: September 2022	Number of staff: 13
Coordinator/Team Leader: Mr. Christopher Sackeyfio	
Narrative description of service: To assess the performance of some Metropolitan, Municipal and District Assemblies in the Ashanti Region using the District Performance Assessment Tool.	
Description of actual services: <ul style="list-style-type: none"> • To visit 22 Metropolitan, Municipal and District Assemblies in the Ashanti Region • Assess the performance of the MMDAs based on performance indicators and scores outlined in the DPAT • Prepare a report on the assessment for each MMDA • Identify capacity building needs for consideration and funding under the District Development Facility 	

6.

Assignment Name: Development of Structure Plan for Greater Accra Metropolitan Area (in association with COWI Consult, Denmark)		Approximate Value of the Services Provided by Your Firm under the Contract: € 196,400.00	
Country: Ghana Location within Country: Greater Accra		Duration of Assignment (months): 21 Months	
Name of Client: Ministry of Roads and Highways Address: P. O. Box M.57, Ministries- Accra		Total no. of staff months for the assignment: 80 Months	
Financier: African Development Bank		No of Professional Staff-Months Provided by Associated Consultants: 31 man months	
Start Date: December 2021 Completion Date: August 2023			
Name of Associated Consultants, If Any: Betty Akumatey – Sociologist/Gender Expert Vincent Awotwe Pratt – Environmental Expert Solace Asafo – Communication and Marketing Specialist Michael Appiah – Municipal Infrastructure Engineer George Gyentu – Videographer Kizito Amartei – Graphic Artist Michael Nyoagbe - GIS Expert Edem Yankah – Urban Designer		Name of Senior Professional Staff of Your Firm Involved and Functions Performed: Mawuena Dotse – Quality Assurance Manager	
Detailed Description of Project: Provision of technical assistance to the Government of Ghana - to and through its key project stakeholders, the Ministry of Roads and Highways, its Department of Urban Roads, and the Land Use and Spatial Planning Authority (LUSPA) - in the formulation of a Structure Plan for the Greater Accra Metropolitan Area (GAMA). The principal objective of the assignment is the Structure Plan for the Greater Accra Metropolitan Area, including a Strategic Environmental Assessment (SEA), an Implementation Strategy or Action Plan, an Investment Plan for a five-year pilot period, and five local plans.			
Description of Actual Services Provided by Your Staff Within the Assignment: <ul style="list-style-type: none"> • Identification of current and anticipated (range of principal) land uses within GAMA including the areas that are undergoing functional transformation due to reviewed zoning decisions by any of the MMDAs. • Assessment of the existing institutional arrangements for land use planning and development, identifying the bottlenecks to sustainable land use outcomes. • Proposals establishing goals, objectives and guidelines for planning future land uses in the metropolitan area. • Preparation of a Strategic Environmental Assessment in accordance with the Environmental Protection Act (Act 490 of 1994) • The preparation of local plans for five (5) selected areas detailing the zoning regulations covering all parcels of land and the plans for the requisite infrastructure serving the specified area. 			

7.

Assignment name: Independent Verification Agent for the Ghana Secondary Cities Support Programme (FY2020 Assessment)		Approx. value of the contract (in current \$): 92,309.40	
Country: Ghana Location: Nationwide		Duration of Assignment (month): 13 months	
Name of Client: Ministry of Local Government, Decentralisation and Rural Development Address: P.O. Box M50 Ministries, Accra		Total N° of staff-months of the assignment: 10.7 months	
Financier: The World Bank			
Start date (month/year): October 2021 Completion date (month/year): April 2022		No. of professional staff-months provided by Associated Consultants: 10.7 months	
Name of Associated Consultants, if any: Dr. Benjamin Doe – Urban Development Specialist/Team Leader Kofi Kekeli Amedzro – Urban Development Specialist Samuel Ampah – Local Revenue Specialist Christoph Anagbonu – Local Revenue Specialist Michael Appiah – Civil Engineer Thomas Peprah-Manu - Civil Engineer		Name of Senior Professional Staff of your firm involved and duties performed: Mr. Mawuena Dotse- Quality Assurance Manager Gertrude Amisah Asokwah – Complementary Urban Development Specialist	
Narrative description of Project: Verify the levels of attainment of the Disbursement Linked Indicators (DLIs) for the assessment year 2020, by the respective implementing agencies, and determine the allocation of funds for the year 2022 respectively.			
Description of actual services provided by your staff within the assignment: i. Assess the timeliness of the MMDAs annual assessment using the District Assembly Performance Tool (DPAT) and publication of allocation results; ii. Assess the timeliness of the release of program funds to the implementing agencies (OHLGS, RCCs, and MAs); iii. Identify the key causes of performance gaps and propose remedial actions to address those gaps; iv. Determine the assessment score and funds allocation using the Program Disbursement Table. v. Assess whether OHLGS has posted and maintained the key and core staff at the 10RCCs and 25MAs; vi. Assess whether the OHLGS have developed an approved annual program workplan to support the 10RCCs and 25MAs for the discharge of their functions; vii. Assess the extent to which the OHLGS have implemented the annual program workplan to support the 10RCCs and 25MAs for the discharge of their functions; viii. Identify the key causes of performance gaps and propose remedial actions to address those gaps ix. Determine the assessment score and funds allocation using the Program Disbursement Table. x. Assess whether the RCCs have developed an approved Annual Capacity Support Plan (ACSP) for the MAs within their respective regions; xi. Assess the extent to which the RCCs have implemented their Annual Capacity Support Plan (ACSP) for the MAs within their respective regions; xii. Identify the key causes of performance gaps and propose remedial actions to address those gaps xiii. Determine the assessment score for each RCC and funds allocation using the Program Disbursement Table xiv. Assess the extent to which participating Municipal Assemblies have achieved the Capacity Support Grant (CSG) Minimum Conditions under the Annual Performance Assessment (DPAT); xv. The extent to which the participating Municipal Assemblies have scored equal to or above the national average of the annual performance assessment (DPAT); xvi. Assess the extent to which the participating Municipal Assemblies have achieved the Urban Performance Benchmarks targets for; ✓ Urban Planning Services ✓ Urban Economic Development and Competitiveness ✓ Sustainable Urban Systems ✓ Urban Infrastructure and Service Delivery xvii. Assess the extent to which the participating Municipal Assemblies have implemented the annual Infrastructure Services Delivery targets as per their annual work plan; xviii. Identify the key causes of performance gaps and propose remedial actions to address those gaps			

8.

Assignment name: Technical Assistance to the Inter-ministerial Coordination Committee on Decentralisation (in association with ECORYS Nederland BV, The Netherlands and VNG International, The Netherlands)		Approx. value of the services: €457,700.00
Country: Ghana Location: Nationwide		Duration of Assignment: 22 months
Client: Ministry of Finance Address: P.O Box M40, Accra		
Financier: European Union		
Start date: October, 2018 Completion date: March 2021		
Name of Associated Consultants, if any: Christoph Mensah Anagbonu Prof. Joseph R.A. Ayee Kwami Edem Senanu Philip Ankomah Dr. James Kwame Mensah Dr. Bertha Darteh Isaac Oware Rudolph Kuuzegh Michael Owusu Nimako Selom Segbedzi	Selom Apanya Prof. Richard Boateng Prof. Kwabena Nyarko Dr. Ohene Sarfo Emmanuel Kwami Emmanuel Ofori Baah Dr. Solace Asafo Boye Frimpong Richard Abankwa Agyapon Firmino Aasoyir Maxwell Ashong Samuel Baye Yaw Adu Boahen	Name of Senior Staff Involved and Duties Performed: Mr. Mawuena Dotse Christopher Sackeyfio (Institutional Assessment of IMCC)
Narrative description of Project: To support the institutions in charge of decentralisation reforms, particularly the Inter-Ministerial Coordinating Committee (IMCC) on Decentralisation and its members, through EU focusing on skills transfer and capacity development in the planning and implementation of the National Decentralisation Policy Framework (NDPF) and National Decentralisation Action Plan (NDAP) in a participatory manner		
Description of actual services provided by your staff: <ul style="list-style-type: none"> • Development of a new NDPF/NDAP (2019-2022) with Medium Term Expenditure Framework (MTEF) and Performance Assessment framework (PAF) • Creating an enabling environment for the implementation of Local Economic Development and Public-Private Partnership policies • Decentralisation by de-concentration of appropriate Departments and Agencies to the district and regional levels • Enhancement of the capacity of MMDAs to deliver municipal services effectively and on their general mandates • Support the implementation of the reviewed Local Economic Development and Public-Private Partnership policies at the district level for economic growth, employment creation and income generation • Support the implementation of approved Inter-Governmental Fiscal Framework (IGFF), Inter-Governmental Fiscal Transfers (IGFT) and Internally Generated Funds (IGF) strategy • Enhancement of the revenue mobilisation capacity of MMDAs 		

9.

Assignment name: Facilitation and Support to Malawian Delegation to Ghana to study Decentralisation		Approx. value of the services (in US\$): 2,400.00
Client: Ministry of Finance, Malawi		No. of months : 0.25 months
Financier: The World Bank		
Start date: May 2019		
Completion date: May 2019		
Name of Associated Consultants, if any:		No. of Months of Professional Staff Provided by Associated Consultants:
Name of Professional Staff provided by your firm: Mr. Mawuena Dotse		
Description of actual services provided by your staff: <ul style="list-style-type: none"> • Facilitation of study tour of delegation from Government of Malawi to Ghana • Presentation on Local Government Performance Based Grant System in Ghana • Presentation on the operations of the District Assemblies Common Fund in Ghana 		

10.

Assignment Name: Tax Revenue for Economic Enhancement project (in association with VNG International, The Netherlands)		Approx. value of the services- €1,524,260.84
Country: Ghana Location within country: 33 Metropolitan, Municipal and District Assemblies in the Central, Western and Ashanti Regions		Duration of Assignment: 53 months
Name of Client: The Netherlands Embassy-Ghana Address: 89 Liberation Road-Ako Adjei Interchange, Accra		Nº of professional staff-months: 276 months
Financier: Netherlands Government		No. of staff months provided by Associated Consultants: 270 months
Start date: November 2017 Completion date: April 2022		
Name of Associated Consultants (if any): Bless Darkey-Team Leader Philip Dorny- Communications Expert Paul Sampson Ntiri-Asiedu – Fiscal Decentralisation Expert Samuel Dadzie- IT Expert Michael Osae Brenu- IT Expert Doreen Awuku-Dei- Office Manager Mohammed Hamza Bawa - Communications Expert Theophilus Ansah- Customer Relations and Behaviour Change Expert		Professional Staff Provided by your firm: Mawuena Dotse – Governance Advisor Gertrude Amissah Asokwah – Complementary Communications and Gender Expert
Narrative description of Project: To develop the skills of key Assembly staff in the Central, Ashanti and Western regions in tax mobilisation, communication and enforcement.		
Description of actual services provided by your staff: <ul style="list-style-type: none"> • Capacity building for key staff of Assemblies in the Central, Ashanti and Volta regions in communications and taxation. • Compilation of electronic data for property roll in beneficiary MMDAs • Introduction of digital platform for revenue mobilisation by beneficiary MMDAs • Introduction of utilisation of portion of revenue generated for electoral area projects • Coaching and training on social accountability and improved local service delivery • Report writing 		

11.

Assignment Name: Local Government Capacity Programme (LGCP) in 7 MMDAs (Kumasi, Tema, Sekondi-Takoradi, Elmina, Kadjebi, Twifo and Hemang) (sub consultancy from VNG International, The Netherlands)	Approx. value of the services - € 276,141.22
Country: Ghana Location within country: Central, Ashanti, Western, Greater Accra and Volta regions	Start date: 2013 Completion date: January 2017
Name of Client: Netherlands Ministry of Foreign Affairs	Nº of professional staff-months: 36 months
Financier: Netherlands Government	
Name of Associated Consultants, if any: Dr. Bertha Darteh Emmanuel Addai Jonas Amanu Kwaku Kwarteng Rose Adisenu	Professional Staff Provided by your firm (profiles): Mawuena Dotse Nii Odai Anidaso Laryea Christopher Sackeyfio (Resident Programme Manager) Precious Akodi (Resident Programme Manager) Edward Gyan (Resident Programme Manager) Gertrude Amissah Asokwah (Resident Programme Manager)
Narrative description of Project: To develop the skills of key Assembly staff in the Central, Ashanti and Volta regions in water and sanitation. Assisting staff of MMDAs to prepare their District Environmental Sanitation Strategy and Action Plans (DESSAPs) and implement priority water and sanitation projects.	
Description of actual services provided by your staff: <ul style="list-style-type: none"> • On the job coaching for key staff of Assemblies in the Central, Ashanti and Volta regions in water and sanitation. • Benchmarking activities among participating Assemblies • Report writing 	

12.

Assignment name: Mid-Term Review of DANIDA funded" Right to Services and Good Governance Programme (RSGGP)" in Ghana.		Approx. value of the services (in US\$): 5,500.00
Country: Ghana Location within country: Nationwide		Duration of Assignment: 1 month
Client/Financier : DANIDA		
Start date: 20 th February, 2017 Completion date: 2 nd March, 2017		Professional Staff Provided by your firm (profiles): Mawuena Dotse – Decentralisation Expert
Name of Associated Consultants, if any: none		No. of Months of Professional Staff Provided by Associated Consultants: 1 month
Narrative description of Project: Mid-Term Review of DANIDA funded" Right to Services and Good Governance Programme (RSGGP)" in Ghana.		
Description of actual services provided by your staff: <ul style="list-style-type: none"> • To visit selected beneficiary Municipal and District Assemblies of the RSGGP. • Assess the project implementation capacity of the Office of Head of Local Government Service. • Assess the following: <ul style="list-style-type: none"> - status of establishment of decentralized departments at the district level - development and implementation of Local Government Service protocols (scheme of service, conditions of service, staffing norms, human resource operational manual, code of conduct, service delivery standards, performance management system, capacity building framework, inter-service and sectoral collaboration and cooperation system) - status of staffing and appointment of heads of decentralized departments at the district level - operationalization of the performance management system - capacity building framework and capacity building activities • Report writing 		

13.

Assignment name: Design of a Sector Wide Approach (SWAp) to Decentralisation in Ghana (In Association with Dege Consult, Denmark)		Approx. value of the contract (in current Euro): 45,892.00
Country: Ghana		Duration of Assignment (month): 5
Name of Client: Office of the President (Inter-Ministerial Coordination Committee (IMCC) on Decentralisation) Address: Office of the President, Accra		Total N° of staff-months of the assignment: 15
Financier: DANIDA		
Start date (month/year): January 2016 Completion date (month/year): May, 2016		No. of professional staff-months provided by your firm: 5 months
Name of Associated Consultants, if any:		Name of Professional Staff of your firm: Mr. Mawuena Dotse- Fiscal Decentralisation Expert
Narrative description of Project: To formulate concrete steps involved in the design of a SWAp in decentralization in Ghana.		
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> • Outlined SWAp objectives, indicators and main activities by analyzing and integrating key issues of the 2014 Joint Decentralization Sector review report into a concise "issues paper" based on a critical analysis of current decentralisation reforms; • Comprehensive study of the current decentralization process by harmonizing findings of various studies and existing reports on significant decentralization reforms in Ghana and explicitly examine priorities of the sector as outlined in the National Decentralisation Policy and the National Decentralisation Action Plan and analyze the extent to which they could be translated into concrete actions; • Costed the National Decentralization Action Plan and prepared a decentralization investment plan (budget) and a sector budget support calendar, while taking into account the preliminary costing of current Action plan and the implication for other units (since decentralization is not a sector per se); • Analyze the feasibility, potential and real risks to an effective SWAp in Ghana. The analysis included inter alia, timing and duration of the SWAp; • Identify and analyze the key requirements of a SWAp and advise the beneficiary (IMCC) on how they can be fulfilled and optimized; • Define the role of stakeholders' participation in the SWAp and funding modalities <ul style="list-style-type: none"> <input type="checkbox"/> e.g., who will finance the SWAp and how? • Identify the best financing mechanism given the experience of the District Development Facility, Urban Development Grant, Inter-Governmental Fiscal Transfer Performance Based Grant System and Sector Budget Support in general. • Provide options regarding different modalities contributing to the SWAp that will allow for DPs with different requirements to participate. • Prepared a comprehensive Program of Work (POW) that integrates all domestic and external assistance (technical and financial cooperation) and propose the best mechanism for harmonizing Development Partners' interventions, particularly: <ul style="list-style-type: none"> <input type="checkbox"/> Contributions and respective modes of financing the SWAp <input type="checkbox"/> Planning cycles • Developed proposals to synchronize EU Development Partners programming cycles and design a common framework with clear, realistic and mutually agreed milestones, indicators and accompanying disbursement modalities in the framework of the SWAP; • Designed a common reporting, accountability, monitoring and evaluation framework (with accompanying timelines) as well as joint review mechanisms. • Created a repository, preferably an electronic database or archive of relevant documents cited in completing the assignment 		

14.

Assignment Name: Logical Framework and Monitoring & Evaluation Framework for the District Development Facility (In Association with MDF Training & Consultancy, The Netherlands and MDF West Africa, Ghana)		Approx. value of the services provided by your firm (in Euros): 12,000.00
Country: Ghana Location within country: Accra		Duration of assignment: 3 months
Name of Client/Financier: KfW- German Development Bank, Accra Address: P. O. Box 9698, KIA- Accra.		Professional Staff Provided by your firm: Mawuena Dotse
Start date: 1 December, 2014 Completion date: 27 th February, 2015		No. of staff months provided by Associated Consultants: 1.5 months
Name of Associate Consultants, if any: Dr. Theresa Baah-Ennumh		
Narrative description of project: To Develop a Log Frame and Monitoring and Evaluation Framework for the District Development Facility in Ghana.		
Description of actual services provided by your staff: <ul style="list-style-type: none"> - Conceptual definition of Results Based management in Performance Monitoring and Evaluation - Document review of the 4th Republican Constitution, Local Government Act, 1993 (Act 462) - Interview of key stakeholders - Participation in the design of the draft log frame and M&E framework - Participation in inception and validation workshops 		

15.

Assignment Name: Review of performance Indicators for the Sector Reform Contract under the Ghana Decentralisation Support Programme funded on 10 th EDF (In association with ACE Consultants, Spain)		Approx. value of the services provided by your firm (in Euro): 12,000.00
Country: Ghana Location within country: Nationwide		Duration of Assignment: 1 month
Name of Client/Financier: European Commission Address: Delegation of the European Commission to Ghana, Accra		Nº of professional staff-months provided by your firm: 1 month
Start date: 7 th October 2013 Completion date: 8 th November 2013		Name of Associated Consultants, if any: none
Name of Professional Staff Provided by your firm: Mr. Mawuena Dotse (Local decentralization expert) Christopher Sackeyfio – Complementary Decentralisation Expert		
Narrative description of Project: Review of performance indicators for the sector reform under Ghana's decentralization support programme.		
Description of actual services provided by your staff: <ul style="list-style-type: none"> • Focus group meetings with key officials of the Local Government Service Secretariat • Focus group meetings with officials of key Ministries, Departments and Agencies which are to be decentralized • Focus group discussions with officials of the Inter-ministerial Coordinating Committee (IMCC) on Decentralisation • Review and testing of Indicators in selected Metropolitan/Municipal/District Assemblies • Presentation of revised indicators at a validation workshop • Report writing 		

Assignment Name: Performance Assessment of Metropolitan, Municipal and District Assemblies using the Functional and Organisational Assessment Tool and Process for Local Government in Ghana	Approx. value of the services (in US\$): 108,655.00
Country: Ghana Location within country: Eastern Region	Duration of Assignment: 1 month
Name of Client: District Development Facility Secretariat of Ministry of Local Government and Rural Development Address: P.O. Box M50, Ministries, Accra	Nº of professional staff-months : 9.8 months
Financiers: DANIDA, KfW, AFD, SECO and Government of Ghana	
Start date: 1 st July 2013 Completion date: 8 th August 2013	Professional Staff Provided by your firm: Mawuena Dotse – Overall Team Leader Nii Odai Laryea –Management& Organisation Expert/Sub Team Leader Edward Gyan - Planning and Budgeting Expert
Name of Associate Consultants, if any: Jacob Duut Mibuika – Planning and Budgeting Expert/Sub-Team Leader; H.A.C.K Kpozah– Finance and Procurement Expert/Sub-Team Leader; Mrs Theresa Baah-Ennumh – Planning/Environmental Management Expert/Sub Team Leader Jonathan Tetteh-Lartey – Management and Organisation Expert Christoph Anagbonu - Finance and Procurement Expert Sam Ampah - Finance and Procurement Expert Ernest Yaw Kwarteng - Management and Organisation Expert Charles Gogoe - Finance and Procurement Expert Alexander Adu Berko - Management and Organisation Expert Judith Kwawukume - Finance and Procurement Expert	No. of Months of Professional Staff Provided by Associated Consultants: 7.4 months
Narrative description of Project: To assess the performance of Municipal and District Assemblies using the Functional and Organisational Assessment Tool and Process for Local Government in Ghana.	
Description of actual services provided by your staff: <ul style="list-style-type: none"> • To visit all Municipal and District Assemblies of the region • Assess the performance of the MMDAs based on performance indicators and scores outlined in the FOAT • Prepare a report on the assessment for each MMDA • Identify capacity building needs for consideration and funding under the District Development Facility • Prepare a regional composite report on the outcome of the assessment process highlighting strengths and weaknesses of the FOAT assessment process. 	

17.

Assignment Name: Capacity Building Training on Assets and Contract Management	Approx. value of the services (in US\$)- 19,608.75
Country: Ghana Location within country: Greater Accra, Central and Volta regions	Duration of Assignment: 1 month
Name of Client/Financier: Local Government Service Secretariat Address: University Post office, Private Mail Bag, L-52, Legon, Accra	Nº of professional staff-months : 5.5 months
Start date: 23 rd April 2013 Completion date: 14 th June 2013	Professional Staff Provided by your firm: Edward Gyan - Planning expert Precious Akodi - Planning expert
Name of Associated Consultants, if any: Mr. H.A.C.K Kpozah– Procurement Expert and Team Leader Mr. Alex Anim- Nyarkoh- Procurement and Contract Management expert Mr. Christopher Anagbonu- Asset and Procurement management expert Mr. Jacob Duut- Planning, Procurement and Asset Management expert	No. of Months of Professional Staff Provided by Associated Consultants: 3.6 months
Narrative description of Project: To develop the skills of key Assembly staff in the Greater Accra, Central and Volta regions in “Contract and Assets Management”.	
Description of actual services provided by your staff: <ul style="list-style-type: none"> • Training of key staff of assemblies in the Greater Accra, Central and Volta regions in Contract and Assets Management. • Report writing 	

18.

Assignment name: Review of Existing Performance Management Measures and Indicators	Approx. value of the contract (in current Euro): 4,000.00
Country: Ghana Location within country: Weija, Sowutuom and Amasaman	Duration of Assignment (month): 3 months
Name of Client: Inter-Ministerial Coordinating Committee (IMCC)	Total Nº of staff-months of the assignment: 2 months
Start date (month/year): November 2012 Completion date (month/year): January 2013	
Name of Associated Consultants, if any: None	Name of Senior Professional Staff of your firm involved and functions performed: Mr. Mawuena Dotse- Team Leader Mr. Edward Aboagye (Decentralisation Specialist)
Narrative description of Project: Harmonisation and Alignment of existing performance management measures and indicators	
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> ▪ Content analysis of relevant documents ▪ Stakeholder consultations at DDF Secretariat, African Peer Review Mechanism, SEND Foundation and selected MMDAs. ▪ Report writing 	

Assignment Name: Performance Assessment of Metropolitan, Municipal and District Assemblies using the Functional and Organisational Assessment Tool and Process for Local Government in Ghana	Approx. value of the services (in US\$): 133,000.00
Country: Ghana Location within country: Northern and Upper East Regions	Duration of Assignment: 0.68 months
Name of Client: District Development Facility Secretariat of Ministry of Local Government and Rural Development Address: P.O. Box M50, Ministries, Accra	No of professional staff-months : 8.2 months
Financiers: DANIDA, KfW, AFD, SECO and Government of Ghana	
Start date: 15 th October 2012 Completion date: 8 th November 2012	Professional Staff Provided by your firm: Mawuena Dotse – Overall Team Leader/Quality Assurance Manager Edward Gyan - Planning and Budgeting Expert
Name of Associated Consultants, if any: Jacob Duut Mibuika – Planning and Budgeting Expert/Sub-Team Leader Alex Badu Amoah - Planning and Budgeting Expert/Sub-Team Leader H.A.C.K Kpozah– Finance and Procurement Expert/Sub-Team Leader Mrs Theresa Baah-Ennumh –Planning/Environmental Management Expert/Sub Team Leader Ms Judith Kwawukume –Financial Management/Procurement Expert/Sub Team Leader Alexander Adu-Berko – Management and Organisation Expert Alhaji I. M. J Hussein - Management and Organisation Expert Ernest Kwarteng - Management and Organisation Expert Jonathan Tetteh-Lartey - Management and Organisation Expert Richard Owusu – Financial Management/Procurement Expert Christoph Anagbonu - Financial Management/Procurement Expert	No. of Months of Professional Staff Provided by Associated Consultants: 6.8 months
Narrative description of Project: To assess the performance of Metropolitan, Municipal and District Assemblies using the Functional and Organisational Assessment Tool and Process for Local Government in Ghana.	
Description of actual services provided by your staff: <ul style="list-style-type: none"> To visit all Metropolitan, Municipal and District Assemblies of the two regions Assess the performance of the MMDAs based on performance indicators and scores outlined in the FOAT Prepare a report on the assessment for each MMDA Identify capacity building needs for consideration and funding under the District Development Facility Prepare a regional composite report on the outcome of the assessment process highlighting strengths and weaknesses of the FOAT assessment process. 	

Assignment Name: Training in Modern Strategies and Techniques in Assessing Training Needs in MMDAs & Appraising Staff Performance at the MMDAs	Approx. value of the services (in US\$): 35,962.50
Country: Ghana Location within country: All MMDAs in the Eastern and Brong Ahafo Regions	Duration of Assignment: 1 month
Name of Client/Financier: Local Government Service Secretariat (LGSS) Address: The Head of Service, LGSS, P.M.B. L52 Legon – Accra	Nº of professional staff-months : 3.4 months
Start date: April 2012 Completion date: May 2012	Professional Staff Provided by your firm: Mawuena Dotse – Overall Team Leader/ Quality Assurance Manager
Name of Associated Consultants, if any: Ernest Yaw Kwarteng – Supporting Consultant/Trainer Alhaji I.M.J Hussein – Supporting Consultant/Trainer Jonathan Tettah Lartey – Supporting Consultant/Trainer Elikem Mensah – Supporting Consultant/Trainer	No. of Months of Professional Staff Provided by Associated Consultants: 2.7 months
Narrative description of Project: To develop skills of key Assembly staff in Modern Strategies and Techniques in Assessing Training Needs in Metropolitan, Municipal and District Assemblies (MMDAs) and Appraising Staff Performance at the MMDAs to improve upon their operations in the execution of their mandates.	
Description of actual services provided by your staff: <ul style="list-style-type: none"> • Training of key staff of the MMDAs in the Eastern and Brong Ahafo Regions on specific topics in Modern Strategies and Techniques in Training Needs Assessment and Staff Performance Appraisal; • Coaching of Human Resource (HR) managers and heads of departments in the identification, documentation and budgeting for training needs of staff and the systematic approach of carrying out staff appraisal; • Production of training report outlining: <ul style="list-style-type: none"> ○ participants' expectation; ○ specific skills gaps identified from participants and how they were addressed; ○ achievement of the objectives and scope of the assignment; ○ organisation of the training sessions and issues arising; ○ challenges encountered and recommendations; ○ annexes including list of participants. 	

21.

Assignment Name: Performance Assessment of Metropolitan, Municipal and District Assemblies using the Functional and Organisational Assessment Tool and Process for Local Government in Ghana		Approx. value of the services (in US\$): 121,549.13
Country: Ghana Location: Greater Accra and Volta Regions		Duration of Assignment: 1 month
Name of Client: District Development Facility Secretariat of MLGRD		Nº of professional staff-months : 8.2 months
Address: P.O. Box M50, Ministries, Accra		
Financiers: DANIDA, KfW, AFD, SECO and Government of Ghana		
Start date: Jan. 2012 Completion date: Feb. 2012		Professional Staff Provided by your firm: Mawuena Dotse – Overall Team Leader Nii Odai Laryea – Management and Organisation Expert/Sub Team Leader Edward Gyan - Planning and Budgeting Expert
Name of Associated Consultants, if any: Christopher Sackeyfio - Planning and Budgeting Expert Jacob Duut Mibuika – Planning and Budgeting Expert/Sub-Team Leader Joseph Ampadu Boakye – Planning and Budgeting Expert Judith Kwakume- Finance and Procurement Expert Richard Quagrain - Finance and Procurement Expert H.A.C.K Kpozah– Finance and Procurement Expert/Sub-Team Leader Charles Gogoe - Finance and Procurement Expert Ernest Y. Kwarteng - Management and Organisation Expert/Sub Team Leader Alexander Adu Berko - Management and Organisation Expert Alhaji Hussein - Management and Organisation Expert		No. of Months of Professional Staff Provided by Associated Consultants: 6.8 months
Narrative description of Project: To assess the performance of Metropolitan, Municipal and District Assemblies using the Functional and Organisational Assessment Tool and Process for Local Government in Ghana.		
Description of actual services provided by your staff: <ul style="list-style-type: none"> To visit all Metropolitan, Municipal and District Assemblies of the two regions Assess the performance of the MMDAs based on performance indicators and scores outlined in the FOAT Prepare a report on the assessment for each MMDA Identify capacity building needs for consideration and funding under the District Development Facility Prepare a regional composite report on the outcome of the assessment process highlighting strengths and weaknesses of the FOAT assessment process. 		

22.

Assignment Name: Institutional and Capacity Assessment of Key Stakeholders within the Joint Decentralisation Review Mission		Approx. value of the services (in US\$): 23,330.00
Country: Ghana Location within country: Nationwide		Duration of the assignment: 1.6 months
Name of Client: Ministry of Finance and Economic Planning (ACP/EU section) Address: P.O. Box M40, Ministries, Accra		Nº of professional staff-months : 1.4 months
Financier: European Union		
Start date: August 2011 Completion date: September 2011		Professional Staff Provided by your firm (profiles): Mawuena Dotse – (Institutional Development Expert/Member, Joint Decentralisation Review Mission)
Name of Associated Consultants, if any: None		No. of Months of Professional Staff Provided by Associated Consultants: None
Narrative description of Project: To carry out an institutional and capacity assessment of major stakeholders responsible for the different aspects of decentralisation reform in Ghana and develop a proposal for strategic options on future organisation of capacity development with prioritisation on the most critical issues to be addressed.		
Description of actual services provided by your staff: <ul style="list-style-type: none"> • Carry out an analysis of the general context of the public sector including institutional and political factors impacting on the performance of decentralisation sector; • Carry out an analysis of the institutional setting with regards to the legal framework establishing central, deconcentrated and decentralised institutions and other main actors involved in decentralisation reform; • Outline the existing capacity levels and most critical existing and potential capacity gaps of main stakeholders, including sample of Districts and Regions with emphasis on the following: <ul style="list-style-type: none"> - Strategic management, organisation structure, leadership and strategic planning and decision making processes. - Financial management – financial planning and financial accountability. - Human resource management. - Service delivery. - Process management, problem solving, decision-making and communication. - Inter-organisational linkages, network, partnership. • Map existing and planned intervention strategies and support programmes to build required capacity gaps; • Develop strategic options based on lessons learnt and best practices from other sectors and countries on how to address the most critical gaps in a coordinated and effective manner in alignment with existing national capacity building mechanisms and responsibilities. 		

Assignment Name: Performance Assessment of Metropolitan, Municipal and District Assemblies using the Functional and Organisational Assessment Tool for 2009 Assessment Year	Approx. value of the services (in US\$): 120,000.00
Country: Ghana Location within country: Western and Central Regions	Duration of Assignment: 2 months
Name of Client: DDF Secretariat of MLGRD Address: P.O. Box M50, Ministries, Accra	Nº of professional staff-months : 24 months
Financiers: DANIDA, KfW, AFD, SECO and Government of Ghana	
Start date: Feb. 2011 Completion date: March. 2011	Professional Staff Provided by your firm (profiles): Mawuena Dotse – Decentralisation/Management and Organisation Expert/Overall Team Leader Joseph Ampadu –Boakye – Planning and Budgeting Expert/Sub-Team Leader Nii Odai Laryea – Management and Organisation Expert/Sub Team Leader
Name of Associated Consultants, if any: Christopher Sackeyfio - Planning and Budgeting Expert Theresah Baah-Ennumh - Planning and Budgeting Expert Jacob Duut Mubuka - Planning and Budgeting Expert Christoph Anagbonu - Finance and Procurement Expert Richard Owusu-Afiriye – Finance and Procurement Expert/Sub-Team Leader Samuel Ampah – Finance and Procurement Expert/Sub-Team Leader HACK Kpozah - Finance and Procurement Expert/Sub-Team Alhaji I. M. J. Hussein - Management and Organisation Expert Jonathan Tetteh-Lartey - Management and Organisation Expert C. B. Kpankpan - Management and Organisation Expert	No. of Months of Professional Staff Provided by Associated Consultants: 20 months
Narrative description of Project: To assess the performance of Metropolitan, Municipal and District Assemblies using the Functional and Organisational Assessment Tool and Process for Local Government in Ghana	
Description of actual services provided by your staff: <ul style="list-style-type: none"> To visit all Metropolitan, Municipal and District Assemblies of the two regions Assess the performance of the MMDAs based on performance indicators and scores outlined in the FOAT Identify capacity building needs for consideration and funding under the District Development Facility Prepare a district specific and regional composite report on the outcome of the assessment process highlighting strengths and weaknesses of the FOAT assessment process. 	

24.

Assignment Name: Facilitation of Discussion Fora as an input into the Finalisation of the Social Accountability Component of the IDA financed Local Government Capacity Support Project (LGCSP)	Approx. value of the services (in US\$): 25,000.00
Country: Ghana Location within country: Nationwide	Duration of Assignment: 3 months
Name of Client/Financier: The World Bank Address: The Sector (AFTPR) Manager, The World Bank, 1818, H Street, NW, Washington, DC 20433, USA	Nº of professional staff-months : 3.25 months
Start date: Jan. 2011 Completion date: April 2011	Professional Staff Provided by your firm: Mawuena Dotse – Team Leader/ Local Government/Decentralisation Expert
Name of Associated Consultants, if any: Elikem Mensah - Team Member	No. of Months of Professional Staff Provided by Associate Consultants: 0.25 months
Narrative description of Project: To organise and facilitate three (3) separate discussion fora with representatives of (a) CSOs working on local services issues, (b) Assembly Members and (c) Traditional Authorities to solicit relevant ideas and suggestions with a view to strengthening local accountability and enhancing local service delivery in Ghana as an input into the finalisation of the Local Government Capacity Support Project (LGCSP).	
Description of actual services provided by your staff: <ul style="list-style-type: none"> Organise and facilitate three (3) separate discussion fora with representatives from three (3) distinct groups: <ol style="list-style-type: none"> Civil Society Organisations (CSOs) working on local services issues; Assembly Members Traditional Authorities Prepare and submit detailed reports of each of the three (3) discussion fora to the client. 	

25.

Assignment Name: Study on management practices of the District Assemblies Common Fund (DACF)	Approx. value of the services (in US\$): 13,416.00
Country: Ghana Location within country: Nationwide	Duration of Assignment: 5 months
Name of Client/Financier: GIZ Address: P. O. Box 9698, KIA-Accra	Nº of professional staff-months : 4
Start date: December 2010 Completion date: April 2011	Professional Staff Provided by your firm: Mawuena Dotse – Fiscal Decentralisation Expert/Team Leader
Name of Associated Consultants, if any: Solomon Osei Gyamera (Financial Management Expert)	No. of Professional Staff months Provided by Associate Consultants: 1 months
Narrative description of Project: To undertake a study on the legislative, administrative and managerial practices of the DACF with a view to identifying weaknesses and anomalies and propose appropriate recommendations for consideration.	
Description of actual services provided by your staff: <ul style="list-style-type: none"> Review of current legislation regarding DACF Review of current management practices of DACF Identification of core reform areas for DACF Recommendation of performance indicators and targets 	

26.

Assignment Name: Capacity Building/ Training in Financial Regulation, Management and Accounting and Revenue Mobilisation.	Approx. value of the services (in US\$): 13,000.00
Country: Ghana Location within country: All M/DAs in the Brong Ahafo and Eastern Regions	Duration of Assignment: 0.68 months
Name of Client/Financier : Local Government Service Secretariat (LGSS) Address: The Head of Service, LGSS, P.M.B. L52 Legon – Accra	Nº of professional staff-months : 1.75 months
Start date: Nov. 2010 Completion date: Nov. 2010	Professional Staff Provided by your firm (profiles): Mawuena Dotse – Coordinator/ Quality Assurance Manager Joseph Ampadu-Boakye – Supporting Consultant/Trainer
Name of Associated Consultants, if any: Ernest Yaw Kwarteng – Lead Consultant/Trainer Samuel Wilson Ampah – Supporting Consultant/Trainer Eric Adjei Ofori - Supporting Consultant/Trainer	No. of Months of Professional Staff Provided by Associated Consultants: 1.3 months
Narrative description of Project: To carry out capacity building training in Financial Regulation, Management and Accounting and Revenue Mobilisation for key staff of the M/M/DAs in the two regions with the fundamental aim of enhancing the efficiency, accountability and transparency of their financial management function.	
Description of actual services provided by your staff: <ul style="list-style-type: none"> • Training of key staff of the M/M/D/As in the two regions on specific topics in Financial Regulation, Management and Accounting and Revenue Mobilisation; • Preparation and submission of report on the assignment (training), outlining the following: <ul style="list-style-type: none"> ○ participants expectation ○ specific skills gaps identified from participants and how they were addressed ○ achievement of the objectives and scope of the assignment ○ organisation of the training sessions and issues arising ○ challenges encountered and recommendations ○ annexes including list of participants 	

27.

Assignment Name: Review of the Status of Decentralisation in Ghana including a review of the operationalisation of the District Development Facility (DDF)	Approx. value of the services (in US\$): 8,000.00
Country: Ghana Location within country: Nationwide	Duration of Assignment: 1 month
	1 month
	Professional Staff Provided by Your Consultancy: Mawuena Dotse- Team Member
Start date: Aug. 2010 Completion date: Sept. 2010	
Name of Associated Consultants, if any: None	No. of Months of Professional Staff Provided by Associated Consultants: None
Narrative description of Project: To assess and make recommendations on how Government of Ghana (GoG) and Development Partners (DPs) actions and programmes undertaken to further decentralisation can be optimized towards effective implementation of decentralisation reforms in Ghana and to assess two years of implementation of the District Development Facility (DDF)	
Description of actual services provided by your staff: <ul style="list-style-type: none"> ▪ Develop questionnaires to the DPs on ongoing programmes to update existing donor mapping document and links to the decentralisation agenda; ▪ Review the policy framework and resulting action plan further to the decentralisation stakeholder consultations; ▪ Identify institutions, processes, capacities etc. of importance for the decentralisation process which are under addressed and or underfunded in the light of policy/action plan objectives; ▪ Assess the core DP supported programmes in their compliance with the principles agreed upon in the Accra Agenda for Action; ▪ Review existing M&E systems related to LG institutions and service delivery; based on GoG guidelines for all levels including integrating regional initiatives to strengthen M&E; ▪ Make recommendations to strengthen JSWG with emphasis on communication and decision making processes. ▪ Analyse the first two FOAT assessments and processes, reporting formats and process, funding flow mechanisms and make recommendations. 	

Assignment Name: Study on MMDA Development Planning, Budgeting, Medium Term Expenditure Framework (MTEF) and Capital Budgeting Processes.	Approx. value of the services (in US\$): 60,000.00
Country: Ghana Location within country: Nationwide	Duration of Assignment: 12 months
	Nº of professional staff-months : 11 months
	Professional Staff Provided by your firm (profiles): Mawuena Dotse – Team Leader Joseph Ampadu –Boakye – Planning and Budgeting Expert
Start date: June 2009 Completion date: June 2010	
Name of Associated Consultants, if any: Solomon Osei-Gyamera – Finance Expert	No. of Months of Professional Staff Provided by Associated Consultants: 2 months
Narrative description of Project: <ul style="list-style-type: none"> ▪ Identify gaps within national and local planning and budgeting systems; and ▪ Propose measures to harmonise the processes for a more effective and integrated planning and budgeting processes in the decentralised governance system. 	
Description of actual services provided by your staff: <ul style="list-style-type: none"> • Reviewing existing legislative and institutional framework for planning, budgeting and accounting as well as expenditure management systems in Ghana; • Review current practice of planning, budgeting and accounting processes at both local and national levels; • Identification of inconsistencies in the process relating to timing, reporting, allocation and disbursement of funds; • Identification of the resource and human capacity gaps in the processes in terms of alignment and harmonisation within the context of public financial management; and • Making recommendations on how these processes can be better aligned, harmonised and coordinated. 	

Assignment Name: Municipal Capacity Assessment/Audit of the Sekondi Takoradi Metropolitan Assembly and Ho Municipal Assembly towards the Preparation of an Urban Management Programme in the form of the Ghana Urban Management Pilot Project (GUMPP)	Approx. value of the services (in US\$): 98,000.00
Country: Ghana Location within country: Sekondi Takoradi Metropolitan Assembly and Ho Municipal Assembly	Duration of Assignment: 7 months
Name of Client: Ministry of Local Government and Rural Development Address: P.O. Box M50, Ministries, Accra	Nº of professional staff-months : 7.13 months
Financier: AFD	Professional Staff Provided by your firm: Maweuna Dotse- Overall Team Leader/Quality Assurance Manager Joseph Ampadu Boakye – Urban Planning Expert
Start date: February 2010 Completion date: August 2010	
Name of Associated Consultants, if any: Prof. E.A. Tamakloe – Urban Planning Expert/Sub-Team Leader E.A. Amankwa- Urban Planning Expert/Sub-Team Leader Alhaji I. M. J. Hussein- Management and Organisation Expert Prosper Dzansi- Urban Planning Expert Bernard Akaba – Urban Designer Kobla Tamakloe – Urban Designer Sam Ampah – Finance Expert Richard Owusu Afriyie – Finance Expert Dan Kabe – Engineer	No. of Months of Professional Staff Provided by Associated Consultants: 7.13 months
Narrative description of Project: Municipal Capacity Assessment/Audit of the Sekondi-Takoradi Metropolitan Assembly and Ho Municipal Assembly towards the preparation of an urban management programme in the form of the Ghana Urban Management Pilot Project (GUMPP)	
Description of actual services provided by your staff: <ul style="list-style-type: none"> • Assessment of the Metropolitan/Municipal Assemblies in three broad areas: urban planning, organisational development and financial capacity; • Visit Sekondi Takoradi Metropolitan Assembly and Ho Municipal Assembly and interact with stakeholders including MA officials and institutions operating in their areas of jurisdiction; • Assess the performance of the MAs based on data requirements on the three broad thematic areas; • Prepare a report on the assessment for each MA; • Identify priority investment programmes/projects to be implemented in the two areas. 	

Assignment Name: Performance Assessment of Metropolitan, Municipal and District Assemblies using the Functional and Organisational Assessment Tool and Process for Local Government in Ghana	Approx. value of the services (in US\$): 140,000.00
Country: Ghana Location within country: Eastern and Brong Ahafo Regions	Duration of Assignment: 2 months
	Nº of professional staff-months : 24 months
	Professional Staff Provided by your firm (profiles): Mawuena Dotse – Decentralisation/Management and Organisation Expert/Overall Team Leader Joseph Ampadu –Boakye – Planning and Budgeting Expert/Sub-Team Leader Nii Odai Laryea – Management and Organisation Expert
Financiers: DANIDA, KfW, AFD, SECO and Government of Ghana	
Start date: October 2009	
Completion date: November 2009	
Name of Associated Consultants, if any: Theresa Baah-Ennumh (Mrs.) - Planning and Budgeting Expert/Sub-Team Leader Prosper Dzansi - Planning and Budgeting Expert/Sub-Team Leader Jacob Duut - Planning and Budgeting Expert Sam Ampah – Finance and Procurement Expert Richard Owusu Afriyie - Finance and Procurement Expert HACK Kpozah - Finance and Procurement Expert Adjei Ofori - Finance and Procurement Expert C. B Kpankpari - Management and Organisation Expert Jonathan Tetteh-Lartey - Management and Organisation Expert Alhaji I. M. J. Hussein - Management and Organisation Expert	No. of Months of Professional Staff Provided by Associated Consultants: 18 months
Narrative description of Project: To assess the performance of Metropolitan, Municipal and District Assemblies using the Functional and Organisational Assessment Tool and Process for Local Government in Ghana	
Description of actual services provided by your staff: <ul style="list-style-type: none"> To visit all Metropolitan, Municipal and District Assemblies of the two regions Assess the performance of the MMDAs based on performance indicators and scores outlined in the FOAT Identify capacity building needs for consideration and funding under the District Development Facility Prepare a district specific and regional composite report on the outcome of the assessment process highlighting strengths and weaknesses of the FOAT assessment process. 	

31.

Assignment Name: Review of the Public Participation on Local Governance Programme Phase II	Approx. value of the services (in US\$): 10,000.00
Country: Ghana Location within country: Selected districts in the Northern, Greater Accra, Upper East and Upper West Regions	Duration of Assignment: 3 months
	Nº of professional staff-months : 2 months
	Professional Staff Provided by Your Consultancy (profiles): Mawuena Dotse – Decentralisation Expert
Start date: Oct. 2009 Completion date: Dec. 2009	
Name of Associated Consultants, if any: None	No. of Months of Professional Staff Provided by Associated Consultants: None
Narrative description of Project: Evaluation of the objectives, outputs and implementation strategies of the Public Participation on Local Governance Programme Phase II implemented by IBIS Ghana in selected districts in the Northern, Greater Accra, Upper East and Upper West Regions.	
Description of actual services provided by your staff: <ul style="list-style-type: none"> • facilitating discussions with stakeholders • carrying out field visits to selected project sites and interacting with stakeholders including beneficiaries • organising debriefing sessions with stakeholders including the client ▪ drafting the interim and final report of the review exercise 	

32.

Assignment Name: Performance Assessment of Metropolitan, Municipal and District Assemblies using the Functional and Organisational Assessment Tool and Process for Local Government in Ghana.	Approx. value of the services (in US\$): 98,000.00
Country: Ghana Location within country: Greater Accra and Ashanti Regions	Duration of Assignment: 1 months
Name of Client: Decentralisation Secretariat of MLGRDE Address: P.O. Box M50, Ministries, Accra	Nº of professional staff-months : 17 months
Financiers: DANIDA, KfW, AFD, SECO and Government of Ghana	Professional Staff Provided by your firm (profiles): Mawuena Dotse – Decentralisation/Management and Organisation Expert/Overall Team Leader Joseph Ampadu –Boakye – Planning and Budgeting Expert/Sub-Team Leader
Start date: Jan. 2008 Completion date: Feb. 2008	
Name of Associated Consultants, if any: Theresa Baah-Ennumh (Mrs.) - Planning and Budgeting Expert/Sub-Team Leader Yaw Sarkodie - Planning and Budgeting Expert/Sub-Team Leader Jacob Duut - Planning and Budgeting Expert Sam Ampah – Finance and Procurement Expert Richard Owusu Afriyie - Finance and Procurement Expert HACK Kpozah - Finance and Procurement Expert Adjei Ofori - Finance and Procurement Expert C. B Kpankpari - Management and Organisation Expert Jonathan Tetteh-Lartey - Management and Organisation Expert Alhaji I. M. J. Hussein - Management and Organisation Expert Service Opare – Management and Organisation Expert Mohammed Mamoud - Planning and Budgeting Expert Emmanuel Kwami - Human Resource Expert Addai Korankye - Human Resource Expert	No. of Months of Professional Staff Provided by Associated Consultants: 16 months
Narrative description of Project: To assess the performance of Metropolitan, Municipal and District Assemblies using the Functional and Organisational Assessment Tool and Process for Local Government in Ghana	
Description of actual services provided by your staff: <ul style="list-style-type: none"> To visit all Metropolitan, Municipal and District Assemblies of the two regions Assess the performance of the MMDAs based on performance indicators and scores outlined in the FOAT Identify capacity building needs for consideration and funding under the District Development Facility Prepare a district specific and regional composite report on the outcome of the assessment process highlighting strengths and weaknesses of the FOAT assessment process. 	

Assignment Name: Design of a Functional and Organisational Assessment Tool and Process for Local Government (in association with Local Government Denmark)	Approx. value of the services (in US\$): 25,000.00
Country: Ghana Location within country: Nationwide	Duration of Assignment: 6 months
	Nº of professional staff-months : 3 months
	Professional Staff Provided by Your Consultancy: Mawuena Dotse – Local Government/Decentralisation Expert and Team Leader Joseph Ampadu-Boakye- Development Planning Expert
Financier: DANIDA	
Start date: Oct. 2006 Completion date: March 2007	
Name of Associate Consultants, if any: Jacob Duut Mibuika - Development Planning Expert	No. of Months of Professional Staff Provided by Associated Consultants: 2 months
Narrative description of Project: To develop a local government functional and organisational assessment tool and process	
Description of actual services provided by your staff: <ul style="list-style-type: none"> - To produce an inception report outlining how the consultative process will be undertaken. - To design a functional and organisational assessment tool and conduct field testing of the tool. - A draft final report which will be submitted after clearance of the inception report. The draft final report will include - A draft functional and organisational assessment tool and process (FOAT) - Draft implementation guidelines accompanying the FOAT - A proposed management and financing modality for the FOAT 	

34.

Assignment Name: Facilitation of Multi-stakeholder workshop to provide input for the formulation of the “Decentralised Service Delivery Programme in Water, Sanitation and Feeder Roads” (in association with Harley Reed Consultancy, Accra)	Approx. value of the services (in US\$): 6,000.00
Country: Ghana Location within country: Agona Swedru (Central Region)	Duration of Assignment: 0.68 months
Name of Client: Royal Danish Embassy Address: 67, Dr Isert Road P. O. Box CT. 596, Accra	Nº of professional staff-months : 0.5 months
Financier: DANIDA	
Start date: July 2006 Completion date: July 2006	Professional Staff Provided by Your Consultancy Mawuena Dotse – Co-Facilitator
Name of Associated Consultants, if any: none	
Narrative description of Project: Organisation of a workshop to obtain views for the DANIDA financed “Decentralised Service Delivery Programme in Water and Feeder Roads” 2009 – 2013	
Description of actual services provided by your staff: <ul style="list-style-type: none"> ▪ Preparation of background material ▪ Workshop organisation ▪ Workshop facilitation at plenary and group work ▪ Preparation of workshop report 	

Assignment Name: A Study on Decentralisation for implementation of water and sanitation services in Ghana	Approximate value of services : £2,000.00
Country: Ghana Location within Country: Accra	Duration of Assignment: 2 months
Name of client: WaterAid Ghana Address: P. O. Box 16185, KIA, Accra	Nº of professional staff-months : 1 months
Financier: WaterAid (UK)	
Start date: April, 2005 Completion date: May. 2005	Professional Staff Provided by Your firm: Mawuena Dotse
Narrative description of assignment: Analyse the decentralisation process in Ghana and its potential impact on water, sanitation and hygiene services in Ghana and to determine arrangements and processes necessary for effective involvement of district assemblies as key institutions for sustainable delivery of outputs in the sector.	
Description of actual services provided: <ul style="list-style-type: none"> • Provide complete and up to date information on the status of the decentralisation programme in Ghana. • Determine the level of decentralisation, the role of the District assemblies and other structures at the periphery. • Compile and discuss key legal and legislative instruments that provide mandate District Assemblies for water and sanitation in the context of the broad decentralisation process. • Assess the limitations, obstacles and gaps affecting the decentralisation process in Ghana and their likely effects on District Assemblies' role in achieving the Millennium Development Goals. • Determine key areas for collaboration, capacity building and other potentials for working with District Assemblies for relevant for implementing effective and sustainable water, sanitation and Hygiene services on the bases of all analyses made above. 	

Assignment Name: Development of indicators for performance monitoring of District Assemblies in Ghana	Approx. value of the services (in US\$): 13,000.00
Country: Ghana Location within country: Nationwide	Duration of Assignment: 5 months
Name of Client: Ministry of Local Government, Rural Development and Environment Address: P.O. Box M50, Ministries, Accra	Nº of professional staff-months : 3 months
Financier: DANIDA	
Start date: Oct. 2004 Completion date: Feb. 2005	Professional Staff Provided by Your Consultancy : Mawuena Dotse – Local Government/Decentralisation Expert/Team Leader
Name of Associated Consultants, if any: Jacob Duut Mibuika - Development Planning Expert	No. of Months of Professional Staff Provided by Associated Consultants: 1.5months
Narrative description of Project: Development of indicators in the areas of management and organization as well as human resource development that would be used to assess the performance of District Assemblies (DAs).	
Description of actual services provided by your staff: <ul style="list-style-type: none"> • Reconnaissance visits to selected Districts • Preparing draft indicators • Validation visits to selected districts to field test indicators • Presentation of indicators at a national seminar • Presentation of final report on the assignment. 	

37.

Assignment Name: Development of indicators for performance monitoring of District Assemblies in Ghana	Approx. value of the services (in US\$): 13,000.00
Country: Ghana Location within country: Nationwide	Duration of Assignment: 5 months
Name of Client: Ministry of Local Government, Rural Development and Environment Address: P.O. Box M50, Ministries, Accra	Nº of professional staff-months : 3 months
Financier: DANIDA	
Start date: Oct. 2004 Completion date: Feb. 2005	Professional Staff Provided by Your firm : Mawuena Dotse – Local Government/Decentralisation Expert/Team Leader
Name of Associated Consultants, if any: Jacob Duut Mibuika - Development Planning Expert	No. of Months of Professional Staff Provided by Associated Consultants: 1.5months
Narrative description of Project: Development of indicators in the areas of management and organization as well as human resource development that would be used to assess the performance of District Assemblies (DAs).	
Description of actual services provided by your staff: <ul style="list-style-type: none"> • Reconnaissance visits to selected Districts • Preparing draft indicators • Validation visits to selected districts to field test indicators • Presentation of indicators at a national seminar • Presentation of final report on the assignment. 	

38.

Assignment Name: Evaluation of Country Programme of Hunger and Poverty Reduction Foundation in the Nkwanta District	Approx. value of the services (in US\$): 6,000.00
Country: Ghana Location within country: Nkwanta in the Volta Region	Duration of Assignment (months): 1 month
Name of Client/Financier: Hunger & Poverty Reduction Foundation/SIMAVI Address: Spruitenbosstraat 6, 2012 LK Haarlem, The Netherlands	Nº of professional staff-months : 0.7 months
Start date: Jan. 2004 Completion date: Jan. 2004	Professional Staff Provided by Your Consultancy: Mawuena Dotse-Team Leader
Name of Associated Consultants, if any: None	No. of Months of Professional Staff Provided by Associated Consultants: None
Narrative description of Project: Evaluation of Programme activities in nine (9) communities in the Nkwanta district	
Description of actual services provided by your staff: <ul style="list-style-type: none"> • design and implementation of evaluation instruments • field work in nine communities • preparation of preliminary findings for a workshop • presentation of preliminary findings to stakeholders at a workshop • preparation of draft report • preparation of final report 	

B. WATER, SANITATION AND HYGIENE

1.

Assignment Name: Feasibility Study on Public Private Partnerships for Improving Water Supply in Small Towns and Rural Communities (in association with ECOPSIS)		Approximate Value of the Contract: \$865,000.00
Country: Ghana Location: Lawra, Sawla and Saltpond		Duration of Assignment (months): 18 months
Name of Client: Ministry of Works, Housing and Water Resources Address: Ministries, Accra		No. of Staff-Months of the Assignment: 16.8
Financier: Conrad N. Hilton Foundation		
Start Date: August 2023 Completion Date: May 2025		No of Professional Staff-Months Provided by Associate Consultant: 3.8 months
Name of Associate Consultant, If Any: Kwaku Kwarteng – Statistician Selom Apanya – PPP Expert Maame Tutua Dadson- Legal Expert		Name of Senior Professional Staff of Your Firm Involved and Functions Performed: Christopher Sackeyfio – Project Manager/Institutional Development Expert Mawuena Dotse – Quality Assurance Manager
Detailed Description of Project: The proposed feasibility study seeks to support the Government of Ghana implementing the revised National Water Policy (2024) by identifying current opportunities and gaps for PPP arrangements. The study seeks to demonstrate whether and how public entities in Ghana can enter into PPP agreements for water supply services with private investors and operators under the existing policy and legal framework.		
Description of Actual Services Provided by Your Staff Within the Assignment: <ul style="list-style-type: none"> ▪ Assessment of existing demand for water services from domestic and non-domestic users via surveys ▪ Stakeholder consultations ▪ Technical, legal/institutional and financial assessment for PPPs for rural water supply. ▪ Preparation of inception, institutional/legal diagnostic, technical diagnostic and feasibility reports 		

2.

Assignment Name: Review of Safe Water Service Delivery Models for the Conrad D. Hilton Foundation (sub consultancy from AGUA Consult, UK)		Approximate Value of the Contract: \$60,789.00
Country: Ghana Location: Wassa East (Western region) and Asutifi North (Ahafo region)		Duration of Assignment (months): 12 months
Name of Client: AGUA Consult, UK Address: 4 Pearl Walk Cooks Shipyard Wivenhoe Essex CO7 9GS United Kingdom		No. of Staff-Months of the Assignment: 4.3 staff months
Financier: Conrad N. Hilton Foundation		
Start Date: January 2023 Completion Date: December 2023	No of Professional Staff-Months Provided by Associate Consultant: 2.2 months	
Name of Associate Consultant, If Any: Kwaku Kwarteng - Statistician	Name of Senior Professional Staff of Your Firm Involved and Functions Performed: Christopher Sackeyfio – WASH Expert Mawuena Dotse – Quality Assurance Manager	
Detailed Description of Project: To investigate the relevance, effectiveness, and sustainability of different service delivery model approaches used by the Safe Water Initiative predominantly private-sector approaches (such as safe water enterprises) in Ghana		
Description of Actual Services Provided by Your Staff Within the Assignment: <ul style="list-style-type: none"> ▪ Review project documentation from the Hilton Foundation grantees operating in Ghana and complete a template document on a project-by-project basis ▪ Source all key sectoral documentation related to i) rural WASH policy, strategy, ii) service delivery models, iii) rural water financing ▪ Arrange and participate in interviews with relevant sector stakeholders to address external review questions. ▪ Support the development of relevant sections of the synthesis report on rural water management globally and in focus countries ▪ Data collection and interviews ▪ Data analysis and dissemination of findings 		

3.

Assignment Name: Feasibility Studies and Engineering Design of Faecal Sludge Management Infrastructure in Selected Urban Centers in Ghana (In association with EAP Consult, Ghana and Porch and Partners Consulting Engineers, Austria)	Approximate Value of the Contract: € 324,450.00
Country: Ghana Location within Country: Upper East, Upper West, Northern, Bono East, and Bono Regions.	Duration of Assignment (months): 12 months
	No of Staff-Months of the Assignment: 8 months
	Approximate Value of the Services Provided by Your Firm under the Contract: € 76,764.00
Financier: AfDB	
Start Date: August 2022 Completion Date: July 2023	Name of Senior Professional Staff of Your Firm Involved and Functions Performed: Mawuena Dotse – QA Manager Christopher Sackeyfio – Institutional Development Expert
Name of Associate Consultants, If Any: Betty Akumattay- Gender/Sociology Expert Prof. Emmanuel Donkor – Financial Analyst Vincent Awotwe-Pratt – Environmental Expert	No of Staff-Months of the Assignment: 7 months
Detailed Description of Project: To conduct feasibility studies and prepare detailed designs for sustainable delivery and access to inclusive sanitation and faecal sludge chain management services that will contribute to improved public and environmental health, productivity and living conditions of selected urban centres in Ghana	
Description of Actual Services Provided by Your Staff Within the Assignment: <ul style="list-style-type: none"> Quantification and valorisation of faecal sludge in each of the proposed cities and towns, with clear definition of the types and quantities of FS end products, identification of potential users of FS reuse products, and assessment of the market/demand potential, including likely revenues to be accrued versus capital investment needed and production costs Conduct of an ESIA to assess potential environmental impacts for the designed faecal sludge service chain management infrastructure and services, and propose mitigation measures Drawing up an investment plan and making recommendations for the operation and maintenance, and overall management of infrastructure 	

4.

Assignment Name: Baseline Study and Production of Base Maps in Selected Low-Income Communities in the Greater Kumasi Metropolitan Area		Approximate Value of the Contract: \$ 150,000.00
Country: Ghana Location within Country: Ashanti Region		Duration of Assignment (months): 5 months
		No of Staff-Months of the Assignment: 7.3 staff months
Financier: The World Bank		
Start Date: December 2021 Completion Date: April 2022		No of Professional Staff-Months Provided by Associate Consultants: 5.7 months
Name of Associate Consultants: Bertha Darteh – WASH Expert/Team Leader Kwaku Kwarteng - Statistician S-lase Kuwornu - Engineer		Name of Senior Professional Staff of Your Firm Involved and Functions Performed: Mawuena Dotse – QA Manager Christopher Sackeyfio – Community Development Expert Gertrude Asokwah – Complementary Community Development Expert
Detailed Description of Project: Establishment of relevant, valid and reliable baselines indicators on improved access to water among low income communities and households in GKMA.		
Description of Actual Services Provided by Your Staff Within the Assignment: <ul style="list-style-type: none"> ▪ Data collection and analysis for safe water supply ▪ Assessment of socio-demographic and economic characteristics of the project communities ▪ Conducting field assessment through focus group discussions and KIIs ▪ Production of study report ▪ Preparation of base maps of the selected low-income communities in GKMA, showing an overlay of key features such as GWCL pipelines, fittings and accessories, soil types, contours and spot heights, institutional facilities, and roads and drain network necessary for water supply planning and design. 		

5.

Name of assignment /project: Review of Rural Sanitation Model and Implementation Strategy (Phase II) (in association with WASHealth Solutions, Ghana)		Approximate value of services: \$ 36,418.00
Country: Ghana Location: Nationwide		Duration: 6months
Name of client/Financier: UNICEF Address: 4-8 th Rangoon Close, Cantonments, Accra		No. of staff-months: 10.2 months
Start date: January 2023 Completion date: June 2023		
Name of Associate Consultants, if any Dr Bertha Darteh- Team leader/ Environmental Engineer Dr. Steve Ntow- Behaviour and Social Change Expert Emmanuel Addai- Knowledge management expert Betty Akumattay- Monitoring and evaluation expert		Name of Senior Professional Staff of Firm Involved & functions performed: Mawuena Dotse – Quality Assurance Manager Christopher Sackeyfio- Institutional/Organisational Development Specialist Nii Odai Laryea - Community Development Expert Gertrude Amissah Asokwah- Complementary Community Development Expert
No of Professional Staff-Months Provided by Associate Consultants: 6.4 months		
Nature and description of project: to review and revise the RSMS and ensure that implementation guidelines are standardised for use by implementing partners.		
Description of activities provided by your staff within the assignment: <ul style="list-style-type: none"> • Conduct an inventory of implementing guidelines for the RSMS and facilitate the review, standardization and publication of these guidelines as sector documents • Engagement workshop with original developers, reference team and the National Technical Working Group (NTWG) on Sanitation • Workshop with sector stakeholders and developers per RSMS pillar • Review of revised guidelines by Consultancy team • Review by NTWG and reference team • Graphic design of each guideline • Review of RSMS/Scale Up Plan and District Handbook by Consultancy team • Update meetings with MSWR for formal approval of guidelines 		

6.

Name of assignment /project: Review of Rural Sanitation Model and Implementation Strategy (Phase I) (in association with WASHealth Solutions, Ghana)	Approximate value of services: \$ 150,000.00
Country: Ghana Location: Nationwide	Duration: 11 months
Name of client/Financier: UNICEF Address: 4-8 th Rangoon Close, Cantonments, Accra	No. of staff-months: 22.2 months
Start date: November 2020 Completion date: October 2022	
Name of Associated Consultants, if any Dr Bertha Darteh- Environmental Engineer Dr. Steve Ntow- Behaviour and Social Change Expert Emmanuel Addai- Knowledge management expert Betty Akumattey- Monitoring and evaluation expert Elikem Mensah- Community Development RKD Van Ess - Team leader	Name of Senior Professional Staff of Firm Involved & functions performed: Christopher Sackeyfio- Institutional/Organisational Development Specialist Gertrude Amissah Asokwah- Complementary Institutional/Organisational Development Specialist
No of Professional Staff-Months Provided by Associate Consultants: 19 months	
Nature and description of project: to review and revise the RSMS and ensure that implementation guidelines are standardised for use by implementing partners.	
Description of activities provided by your staff within the assignment: <ul style="list-style-type: none"> • Literature review of relevant national and global documents • Stakeholder consultations with national level implementing agencies • Stakeholder consultations with MMDA staff • Inventory of implementation guidelines • Preparation of reports 	

7.

Name of assignment /project: Revision of 2007 National Water Policy	Approximate value: \$ 69,656.90
Country: Ghana Location within country: Nationwide	Duration: 29 months
Name of client: Ministry of Sanitation and Water Resources Address: P.O. Box PMB M60, Accra-Ghana	No. of staff-months: 6 months
Financier: UNICEF	
Start date: September 2020 Completion date: January 2023	Name of Senior Professional Staff of Firm Involved & functions performed: Mawuena Dotse- Team leader/Development consultant Christopher Sackeyfio- Institutional/Policy Development Specialist Gertrude Amissah Asokwah – Complementary Institutional/Policy Development Specialist
Name of Associated Consultants, if any – Prof. Eric Ofosu-Antwi- IWRM/Water and Environment Specialist	No of Professional Staff-Months Provided by Associate Consultants: 1.6 months
Nature and description of project: To revise the 2007 National Water Policy to reflect the current discourse in the WASH sector and also align with SDG 6	
Description of activities provided by your staff within the assignment: <ul style="list-style-type: none"> • Literature review of relevant national and global documents • Stakeholder consultations countrywide • Presentation on draft revised NWP to the Parliamentary Select Committee on Works and Housing • Preparation of draft cabinet memorandum for the revised NWP • Preparation of reports and costed dissemination plan 	

8.

Name of assignment /project: Fact Finding Study on Waste Management and Circular Economy in Accra, Ghana	Approximate value: € 9,644.00
Country: Ghana	Duration: 1 month
Name of client/financier: Embassy of the Kingdom of the Netherlands	No. of staff-months: 0.7 months
Start date: October 2020 Completion Date : November, 2020	
Name of Associated Consultants, if any Dr.Bertha Darteh Mr.Selom Apanya Miss Rita Gyimah	Name of Senior Professional Staff of Firm Involved & functions performed: Mawuena Dotse – Quality Assurance Manager
No of Professional Staff-Months Provided by Associate Consultants: 0.7 months	
Nature and description of project: The project entailed research into the effects of COVID19 on the waste management sector and suggest recommendations on viable business opportunities for partnerships in the WM and circular economy sectors.	
Description of activities provided by your staff within the assignment: <ul style="list-style-type: none"> • Effects of COVID-19 on the waste sector, measures taken, and the opportunities presented, including future forecast; • Recommendations on viable business opportunities for partnerships in the sector; • Finance tracking in the sector and opportunities for the Dutch sector; • Overview of at least 25 trustworthy candidates for matchmaking in Ghana (especially the Accra-Tema area) (public utilities, companies, individuals), including their contact data and short write-ups on their interests in cooperation and/or business (including, if applicable, cooperation opportunities with Nigeria); • Overview of multilateral and bilateral cooperation initiatives in waste/CE in Ghana (ongoing and planned) incl. contact persons 	

9.

Name of assignment /project: Assessment of social and financial impacts of the Basic Sanitation Fund (in association with Oxford Policy Management, UK)	Approximate value: \$ 44,160.00
Country: Ghana Location: Ho (Volta region), Ashaiman (Greater Accra region) and Tamale (Northern region)	Duration: 12 months
Name of client/Financier: UNICEF Address: 4-8 th Rangoon Close, Cantonments, Accra	No. of staff-months: 2.8 months
Start date: January 2020 Completion date: December 2020	Name of Senior Professional Staff of Firm Involved & functions performed: Mawuena Dotse- WASH Institutional and Governance Expert Gertrude Amissah Asokwah- Team member/Research Assistant
Name of Associate Consultants, if any – Ms. Betty Akumatey- Social and Gender Expert Ms. Rita Gyimah - Research Assistant Mr. Selom Apanya - Research Assistant	No of Professional Staff-Months Provided by Associate Consultants: 2.5 months
Nature and description of project: to deepen sector understanding of the most promising and effective approaches to bridge the sanitation financing gap in Ghana to inform future government policy, project design and decision-making on funding.	
Description of activities provided by your staff within the assignment: <ul style="list-style-type: none"> • Data collection • Conduct a detailed assessment of the Basic Sanitation Fund • Report which entails: <ul style="list-style-type: none"> - recommendations to improve the overall reach of BSF, its accessibility, and sustainability - recommendations on mitigating any negative financial or social impacts 	

10.

Name of assignment /project: Sustainability assessment of Rotary International and USAID's Phase Two International H2O Alliance interventions in Ghana (in association with AGUA Consult, UK)	Approximate value of services: \$ 31,986.16
Country: Ghana Location: Oti, Central, Greater Accra, Western, Savannah and Eastern regions	Duration: 5 months
Name of client/financier: Rotary International/ USAID	No. of staff-months: 2.6 months
Start date: August 2020 Completion date: December 2020	Name of Senior Professional Staff of Firm Involved & functions performed: Christopher Sackeyfio- WASH Specialist
Name of Associate Consultant: Kwaku Kwarteng	No of Professional Staff-Months Provided by Associate Consultants: 1.9 months
Nature and description of project: Assessment of sustainability of selected WASH interventions using the Sustainability Indicator Tool (SIT)	
Description of activities provided by your staff within the assignment: <ul style="list-style-type: none"> Application of the SIT to Rotary International and USAID's Phase One International H2O Alliance interventions to assess the status and likely sustainability 	

11.

Name of assignment /project: Establishing a Baseline of Plastics Waste Flows in Ghana	Approximate value: \$39,800.00
Country: Ghana	Duration: 4 months
Name of client/financier : World Economic Forum	No. of staff-months: 3.2 months
Start date: 27 th April, 2020 Completion date: 30 th July, 2020	Name of Senior Professional Staff of Firm Involved & functions performed: Mr. Mawuena Dotse – Quality Assurance Manager Mr. Christopher Sackeyfio- Institutional Development Expert
Name of Associated Consultants: Dr. Bertha Darteh - Team Leader/Plastic Waste Expert Dr. Daniel Nukpezah - Circular Economy Expert Mr. Kwaku Kwarteng - Baseline Survey Expert Prof. Emmanuel Donkor - Senior Investment Analyst Mr. Selom Apanya – Junior Investment Analyst Dr (Mrs) Dzidzo Tawiah Yirenya – Environmental Expert	No of Professional Staff-Months Provided by Associate Consultants: 2.8 months
Nature and description of project: The project entails establishing a baseline of plastics waste flows in Ghana	
Description of activities provided by your staff within the assignment: <ul style="list-style-type: none"> Design and delivery of an alignment workshop in a digital/online format Data gathering and completion of baseline for Ghana Testing initial findings with experts' group and alignment on scenarios modelling Revision of data modelling & insights based on input from experts 	

12.

Name of assignment /project: Study on Equitable Water Supply Services in Low-Income, High Population Density Urban & Peri-Urban Areas (In Association with IMC Worldwide, UK)	Approximate value of services: \$ 66,600.00
Country: Ghana Location: Northern, Volta and Greater Accra regions	Duration: 12 months
Name of client/financier: UNICEF	No. of staff-months: 5.7 months
Start date: November 2019 Completion date: September 2020	Name of Senior Professional Staff of Firm Involved & functions performed: Mawuena Dotse – Quality Assurance Manager Nii Odai Laryea: Community Development Specialist Gertrude Amissah Asokwah: Team member/ Researcher
Name of Associated Consultants, if any – S-lase Kuwornu – Institutional Development Specialist	No of Professional Staff-Months Provided by Associate Consultants: 2.7 months
Nature and description of project: Unearthing and documenting the key factors influencing access to equitable and sustainable water services as well as the choice of services in low-income urban and peri-urban areas as well as identifying cost-effective models to enhance service access in such areas	
Description of activities provided by your staff within the assignment: <ul style="list-style-type: none"> • Conducting of initial field reconnaissance surveys • Conducting literature review of relevant national and international documents as well as national level stakeholder consultations and development of comparative analysis framework • Conducting field assessment through focus group discussions and KIIs • Analysis of findings and identification of suitable, sustainable & cost-effective service delivery models • Production of study report and validation and dissemination of findings 	

13.

Name of assignment /project: Review of the Rural Water, Sanitation and Hygiene Chapter of the Wastewater and Sanitation in Africa Atlas	Approximate value of services: \$ 2,000.00
Name of client: GRID-Arendal Address: GRID-Arendal, Postboks 183 N-4802 Arendal, Norway	Duration: 5 months
Financier: United Nations Environmental Program	No. of staff-months: 0.25 months
Start date: February 2019 Completion date: July 2019	Name of Senior Professional Staff of Firm Involved & functions performed: Mawuena Dotse – Reviewer
Name of Associated Consultants, if any – none	
Nature and description of project: Review Draft document	
Description of activities provided by your staff within the assignment: <ul style="list-style-type: none"> • Assess the integrity and scientific rigor of the relevant chapter including completeness and accuracy of conclusions drawn from sources of data. • Suggest specific remedies for identified shortcomings of the draft chapter • Provide additional source documents (with full reference details), information and data to enrich the chapter or to fill data gaps or update existing data, if necessary • Participate in an international workshop 	

14.

Name of assignment /project: Development of Urban Solid Waste Management Model (in association with Oxford Policy Management, UK)	Approximate value of services: \$ 87,913.75
Country: Ghana Location: Upper East, Northern, Volta, Ashanti, Greater Accra, Western, Eastern and Central regions	Duration: 12 months
Name of client/financier: UNICEF	No. of staff-months: 8.9 months
Start date: November 2018 Completion date: September 2019	Name of Senior Professional Staff of Firm Involved & functions performed: Mawuena Dotse: Institutional Expert Nii Odai Laryea: Decentralisation Specialist
Name of Associate Consultants, if any – Dr. Bertha Darteh – Engineer/Local Team leader Emmanuel Sessou – Solid Waste Engineer Emmanuel Sekor – Legal and Regulatory Expert Emmanuel Addai – Knowledge Management Expert	No of Professional Staff-Months Provided by Associate Consultants: 8 months
Nature and description of project: to produce a Solid Waste Management (SWM) model which is founded on a detailed and rigorous research and diagnostic study, systematically comparing the opportunities, constraints, costs, benefits, and scalability of formal and informal SWM models in Ghana, as well as assessing the potential to incorporate best practice SWM approaches applied globally.	
Description of activities provided by your staff within the assignment: <ul style="list-style-type: none"> • Conduct of national level stakeholder consultations and development of comparative analysis framework • Data collection and service provider assessments • Analysis of findings, validation and dissemination 	

15.

Name of assignment /project: Sustainability assessment of Rotary International and USAID's Phase One International H2O Alliance interventions in Ghana	Approximate value of services: \$22,005.00
Country: Ghana Location: Volta, Greater Accra, and Eastern regions	Duration: 4months
Name of client/financier: Rotary International/ USAID	No. of staff-months: 2 months
Start date: December 2018 Completion date: April 2019	Name of Senior Professional Staff of Firm Involved & functions performed: Mawuena Dotse – Quality Assurance Manager Christopher Sackeyfio- WASH Specialist
Name of Associate Consultants: Kwaku Kwarteng	No of Professional Staff-Months Provided by Associate Consultants: 1.3 months
Nature and description of project: Assessment of sustainability of selected WASH interventions using the Sustainability Indicator Tool (SIT)	
Description of activities provided by your staff within the assignment: <ul style="list-style-type: none"> • Reapplication of the SIT to Rotary International and USAID's Phase One International H2O Alliance interventions to assess the status and likely sustainability some six years on • Comparative assessment of changes in scoring over time • Validation of the utility of the SIT as applied in Phase One 	

16.

Assignment Name: (sub-consultancy from DAI Global LLC., USA)		Approx. value of the services (in US\$)- 249,789.96
Country: Ghana Location within country: Ashanti, Northern regions		Duration of Assignment: 18 months
Name of Client: DAI Global LLC Address: 1414 G St. NW, 9229 Washington D.C., 20005		
Financier: USAID		Nº of professional staff-months : 30 months
Start date: January 2019 Completion: June 2020		Professional Staff Provided by your firm (profiles): Mawuena Dotse (Quality Assurance Manager) Christopher Sackeyfio (Institutional Expert) Gertrude Amissah Asokwah (Complementary WASH Expert)
Name of Associated Consultants, if any: R.K.D. Van Ess (Team Leader/ WASH Expert) Emmanuel Addai (Communications Expert) Kwaku Kwarteng (Statistician) Charles Meyor Adigbo (IT/Database Administrator)		No of Professional Staff-Months Provided by Associate Consultants: 25 months
Name of Senior Staff Involved and Functions Performed: Mawuena Dotse		
Narrative description of Project: To support the harmonization of WASH data through the development and implementation of standard data collection and reporting procedures and the operationalization of the Sector Information System (SIS) based at MSWR.		
Description of actual services provided by your staff: <ul style="list-style-type: none"> • Development and implementation of standard WASH data collection, management and reporting at the local, regional and central level with an institutionalized data flow across the different levels. • Capacity building to different actors in the WASH sector to properly implement data collection procedures and integrate these procedures in their day-to-day work. • Support the collection of baseline data in selected regions for the WASH sector • Establishment of an integrated information system (including necessary databases, interfaces, software and hardware solutions) for the WASH sector to ensure proper data flows and allow the generation of sector reports and indicators required by MSWR at the national level. • Report writing 		

17.

Assignment Name: Implementation of the Sanitation Challenge among selected MMDAs (in association with IMC Worldwide, UK)	Approx. value of the services - £ 41, 728.45
Country: Ghana Location within country: Nationwide	Duration of Assignment: 43 months
	Professional Staff Provided by your firm (profiles): Mawuena Dotse (Technical Advisor) Christopher Sackeyfio (Technical Support)
	Nº of staff: 2
Start date: January 2016 Completion: July 2019	Nº of professional staff-months : 6.5 months
Name of Associated Consultants, if any: None	
Name of Senior Staff Involved and Functions Performed: Mawuena Dotse	
Description of actual services provided by your staff: <ul style="list-style-type: none"> • review and summarise evidence from the verification reports. • review and summarise evidence from evaluation report. • review and compile (in endnote or similar) literature from Ghana related to sanitation and the sanitation chain. • assessment of entries by MMDAs • participation in award ceremony • act as co-author on paper(s) 	

18.

Assignment Name: Environmental and Social Impact Assessment study for the Sogakope-Lome Transboundary Water Supply Project (in Association with IGIP Engineers, Germany)	Approximate Value of the Contract: \$ 189,067.00
Country: Ghana and Togo Location within Country: Sogakope (Ghana) and Lome (Togo)	Duration of Assignment (months): 35 months
	No of Staff-Months of the Assignment: 8.5 staff months
	Name of Senior Professional Staff of Your Firm Involved and Functions Performed: none
Financier: African Development Bank	Approximate Value of the services provided by your firm: \$ 94,921.00
Start Date: April 2016 Completion Date: February 2020	
Name of Associate Consultants, If Any: Betty Akumattey- Gender/Sociologist Frank Anim- Environmental Expert Erasmus Owusu – Ecologist James Adomako – Complementary Ecologist	No of Professional Staff-Months Provided by Associate Consultants: 8.5 months
Detailed Description of Project: Environmental and Social Impact Assessment for the Sogakope-Lome Trans Boundary Water Supply Project	
Description of Actual Services Provided by Your Staff Within the Assignment: <ul style="list-style-type: none"> ▪ Identification of impact; ▪ Provision of legal and institutional framework for the project; ▪ Collation for baseline study; ▪ Formation of mitigation measures for identified impacts; ▪ Study and preparation of Resettlement Action Plan (RAP) for community affected persons. 	

19.

Name of assignment /project: Baseline study for Catalyzing Systemic Change through the Provision of Sustainable Water Services and Capacity Building for key Institutions in Small Towns of Ashanti Region, Ghana		Approximate value: \$ 26,152.90
Country: Ghana Location: Ashanti Region		Duration: 3.5 months
Name of Client: Water and Sanitation for Urban Poor		No. of staff-months: 4 months
Financier: One Foundation		
Start date: Mid-June, 2018 Completion date: Mid-September, 2018		
Name of Associate Consultants R.K.D. Van Ess - Team Leader Kwaku Kwarteng - Statistics Expert		Name of Senior Professional Staff of Firm Involved & functions performed: Nii Odai Laryea: Community Development Expert
No. of staff-months provided by associate consultants: 2.5 months		
Nature and description of project: baseline survey of WASH facilities and services in 10 towns in 8 MMDAs of the Ashanti Region		
Description of activities provided by your staff within the assignment: <ul style="list-style-type: none"> • Reconnaissance survey • Identification and training of enumerators • Data collection and analysis for safe water supply • Assessment of socio-demographic and economic characteristics of the project communities • Assessment of management capacity, knowledge, attitudes and practices and behaviours (KAPB) of existing local management institutions in the management of water infrastructure • Capacity development /planning for district and local-level structures • Assessing Training needs assessment (TNA) of District Water and Sanitation Management Team (DWSMT) and local level Water and Sanitation Management Team (WSMT) members • Carry our interviews with DA and community-level structures • Report writing 		

20.

Name of assignment /project: International Comparative Study of Models For Ghana's Proposed National Sanitation Authority (NSA) and Associated Support to the Government of Ghana's Decision Around Design of the NSA (in association with IMC Worldwide, UK)		Approximate value: \$ 25,000.00
Country: Ghana Location: Nationwide		Duration: 12 months (intermittent)
Name of Client: Water and Sanitation for Urban Poor		No. of staff-months: 3.1 months
Financier : DfID		
Start date: Mid-September, 2017 Completion date: Mid-August, 2018		Name of Senior Professional Staff of Firm Involved & functions performed: Nii Odai Laryea –WASH Organizational Expert
Name of Associated Consultants: Jonathan Tetteh-Lartey- Institutional Development Expert		No. of staff-months provided by associate consultants: 2 months
Nature and description of project: Using international institutional arrangements to design a number of local models for the proposed National Sanitation Authority for consideration by the Ministry of Sanitation and Water Resources		
Description of activities provided by your staff within the assignment: <ul style="list-style-type: none"> • Literature review • Study of international institutional arrangements • Stakeholder consultations • Writing of academic paper for publication in international journal • Workshop presentations • Report writing 		

21.

Name of assignment /project: Operational Research Into Rural Sanitation (In association with Oxford Policy Management, UK & IRC-Ghana)	Approximate value: \$ 79,875.50
Country: Ghana	Duration: 24 months (intermittent)
Name of Client/Financier: UNICEF	No. of staff-months: 2.1 months
Start date: 2017 Completion date: 2019	Name of Senior Professional Staff of Firm Involved & functions performed: Mawuena Dotse - National Governance Advisor Nii Odai Laryea - National WASH Advisor
Name of Associate Consultants, if any – None	
Nature and description of project: Operational research and provision of technical assistance	
Description of activities provided by your staff within the assignment: <ul style="list-style-type: none"> • Literature review • Assess bottlenecks towards rural sanitation • Evaluate sanitation approaches by various Development Partners and NGOs • Review of Rural Sanitation Model and Strategies (RSMS) • Workshop presentations • Carry out case studies • Analyse UNICEF-GoG data • Make recommendations • Report writing 	

22.

Assignment name: Strengthening and Setting-up of Waste Management Departments in Metropolitan and Municipal Assemblies in GAMA (in association with VNG-Interntional, The Netherlands)		Approx. value of the contract : \$ 443,875.00
Country: Ghana Location within country: All 10 Regions of Ghana		Duration of Assignment (month): 12 months
Name of Client: Ministry of Sanitation and Water Resources Address: Private Mail Bag, 60 Ministries, Accra		Total No of staff-months of the assignment: 34 months
Financier: The World Bank		
Start date (month/year): May 2017 Completion date (month/year): April 2018		Name of Senior Professional Staff of your firm involved and functions performed: Mawuena Dotse (Team Leader) Christopher Sackeyfio (Development Planning Expert) Gertrude Amissah Asokwah (Complementary Development Planning Expert)
Name of Associated Consultants: Johnathan Tetteh-Lartey (Institutional Development Expert) Emmanuel Sessou (Sanitation Expert)		No. of professional staff-months provided by Associated Consultants: 19 months
Narrative description of Project: To address weak institutional structures and limited technical capacity for waste management in municipalities and districts		
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> Review and provide recommendations for up-dating existing institutional framework for the management of environmental sanitation at the local government level <ul style="list-style-type: none"> Including a well-defined role for the WMDs within the administrative structure of the assemblies (as conceptualised in the ESP and NESSAP). Make recommendations for setting up, financing and sustaining WMDs (a key output will be a proposal for setting up WMDs to be submitted to the Office of the Head of Local Government Service (OHLGS). Undertake discussions for implementing changes with key officials, particularly at MLGRD, OHLGS and MMAs. Identify constraints and implementation risks likely to affect the setting up of WMDs in Municipal Assemblies and recommend actions to remedy such constraints. Provide recommendations and a road map for the setting up of WMDs in Municipal Assemblies; these recommendations should include the needed legislative changes that will be required. Liaise with OHLGS to review the existing scheme of service for Public Health Engineers (PHEs) with MMAs. The scheme of service should address career development and progression for technical staff in the WMDs. The consultant shall develop a human resource deployment plan based on the required qualifications and staff recruitment needs. Operationalise the implementation of WMDs. 		

23.

Assignment name: Sanitation and Hygiene Budget Monitoring Analysis and Monitoring Tool Development (in association with Aguaconsult, UK)	Approx. value of the contract : \$ 45,855.00
Country: Ghana Location within country: Northern, Upper West, Volta and Greater Accra Regions	Duration of Assignment (month): 13 months
	Total No of staff-months of the assignment: 3.3 months
	Name of Senior Professional Staff of your firm involved and functions performed: Mawuena Dotse – Governance Advisor/Quality Assurance Manager
Start date (month/year): January 2017 Completion date (month/year): March 2018	
Name of Associated Consultants, if any: Mr. Robert Van Ess (Senior WASH Specialist/Team Leader) Samuel Ampah (Senior Financial Specialist) Christoph Anagbonu (Senior Financial Specialist)	No. of professional staff-months provided by Associated Consultants: 3.3 months
Narrative description of Project: To quantify the availability of funds at the local government level for the implementation of sanitation interventions as it relates to toilets construction for households, faecal sludge management, hygiene promotion as it relates to (HWWS), School sanitation and public toilets	
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> • Inception workshop with key stakeholders: presentation of ideas for project implementation to verify intended content of the inception report. • Interface with key stakeholders at the national, regional and district levels • Development of monitoring tool for tracking MMDA budgeting and expenditure on sanitation and hygiene and guidance notes on how to apply them at MMDA level. • Testing of monitoring tool in selected MMDAs across the country • Development of a four (4) page advocacy briefing note for UNICEF on the funding status for sanitation and hygiene at district/regional levels. • Organisation of a results workshop with key stakeholders (UNICEF and MLGRD /MSWR, CONIWAS, MMDAs) including presentation and verification of findings for completion of draft report • Organisation of a training workshop for CONIWAS and relevant NGO members on the use of monitoring tool. 	

24.

Assignment name: WASH Sector Equity Analyses for Ghana (in association with Oxford Policy Management, UK)	Approx. value of the contract : \$45,950.00
Country: Ghana Location within country: Western, Ashanti, Northern, Upper West and Greater Accra regions	Duration of Assignment (month): 9 months
	Total No of staff-months of the assignment: 12 months
	Name of Senior Professional Staff of your firm involved and functions performed Mawuena Dotse (Quality Assurance Manager) Christopher Sackeyfio (Institutional Development Specialist) Gertrude Amissah Asokwah (Complementary Institutional Development Specialist)
Start date (month/year): October 2016 Completion date (month/year): July 2017	
Name of Associated Consultants, if any: Stanley Attafi Walters – Financial Analyst	No. of professional staff-months provided by Associated Consultants: 1.5 months
Narrative description of Project: Assess the current status of inequalities in access to WASH, determine the level of equity focus within current WASH sector programming and develop a framework to ensure equity concerns are incorporated to future planning	
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> ▪ Field data collection and analysis ▪ Validation of research output ▪ Report writing 	

25.

Assignment name: Technical Assistance Support to the Government of Sierra Leone on rural WASH programme (sub-consultancy from Aguaconsult, UK)	Approx. value of the contract: \$144,000.00
Country: Sierra Leone Location within country: Freetown	Duration of Assignment (month): 12 months
Name of Client: Sierra Leone Water Company Address: 42 PM Bag Tower Hill, Freetown Sierra Leone	Total No of staff-months of the assignment: 2 months
Financier: African Development Bank/Department for International Development	
Start date (month/year): January 2016 Completion date (month/year): January 2017	Name of Senior Professional Staff of your firm involved and functions performed: None
Name of Associate Consultants, if any: Jacob Duut (Monitoring and Evaluation Expert) Elikem Mensah (Community Development / Gender Expert)	No. of professional staff-months provided by Associate Consultants: 2 months
Narrative description of Project: The project sought to address the issue of sustainability of water and sanitation service installations for rural populations in a comprehensive manner by undertaking a broad set of capacity building activities that, when considered collectively, will provide durability and continued use of the infrastructure put in place by the project and thereafter.	
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> ▪ Development / inputs into the community engagement and mobilisation / water point committee training guidelines for the NGO facilitators; ▪ Preparation and delivery of orientation training to NGO; ▪ Follow-up support/monitoring of the NGO field activities once mobilised to ensure quality ▪ Ensuring gender mainstreaming in the tools, M&E framework, and other project activities (where applicable), cognisant of SALWACO's draft gender strategy; ▪ Implementation support and on-the-job training through Technical assistance for District Councils, WD, SALWACO and LGFD; ▪ Participation in M&E WASH sector coordination activities; ▪ Review the M&E requirements of the programme and strengthen the existing/support the development of the project M&E framework 	

26.

Assignment name: Baseline Survey for Accelerated Sanitation Project in 13 Districts and 80 Small Towns in Northern Region of Ghana		Approx. value of the contract : \$ 77,526.80
Country: Ghana Location within country: Northern region		Duration of Assignment (month): 4 months
		Total No of staff-months of the assignment: 3.6 months
		Name of Senior Professional Staff of your firm involved and functions performed: Christopher Sackeyfio – Complementary Community Development Expert
Start date (month/year): February 2016 Completion date (month/year): June 2016		
Name of Associate Consultants: Betty Akumatey - Team Leader Jacob Banamin Kombian – Community Development Expert Michael Ofori Ofori - Statistics and Monitoring and Evaluation Specialist Poku Asare – Statistics Expert		No. of professional staff-months provided by Associate Consultants: 3.6 months
Narrative description of Project: Establish appropriate baselines in line with the agreed indicators of the project results and draw up an effective M&E process to track the project specific outputs as well as the immediate, intermediate and ultimate outcomes arising from implementation.		
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> ▪ To establish baseline information on key small town and district WASH indicators on access to water and sanitation facilities in the 80 small towns and 13 districts, as a basis for further streamlining of the project focus and strategies. ▪ To deepen the understanding of programme implementers in-charge of designing the interventions. 		

27.

Assignment name: Urban WASH Baseline Study		Approx. value of the contract : \$ 61,624.80
Country: Ghana Location within country: Ho (Volta region), Ashaiman (Greater Accra region) and Tamale (Northern region)		Duration of Assignment (month): 4 months
		Total No of staff-months of the assignment: 4.5 months
		Name of Senior Professional Staff of your firm involved and functions performed: Nii Odai Laryea - Community Development Expert Christopher Sackeyfio- Institutional Development Specialist
Start date (month/year): December 2015 Completion date (month/year): March 2016		
Name of Associated Consultants: Mr. R. K. D Van Ess - Team Leader Kwasi Poku Asare - Statistician and Survey Expert		No. of professional staff-months provided by Associated Consultants: 3 months
Narrative description of Project: To undertake and monitor implementation of the Sustainability Compacts and service delivery targets.		
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> ▪ Design a methodology for the sustainability checks to be piloted for the first year; ▪ Through the implementation of the sustainability check for year 1: ▪ Determine the sustainability of intermediate outcomes of the Ghana country programme, including the functionality and level of service, the quality of water, and the sustainability of behavioural change (absence of open defecation, practice of hand washing with soap and safe water handling practices); ▪ Assess the key reasons/bottlenecks/barriers behind sustainability (or lack of sustainability) of programme results to inform possible changes to programme design and course corrections; ▪ Monitor the implementation of the sustainability compacts and propose changes where necessary. 		

28.

Assignment name: Formulation and Design of the Ghana Sanitation Challenge for selected MMDA funded by DFID-UK (In association with IMC worldwide, UK and Tremolet Consulting, UK)	Approx. value of the contract : £11,448.00
Country: Ghana Location within country: Nationwide	Duration of Assignment (month): 7 months
Name of Client/Financier: DfID	Total No of staff-months of the assignment: 1.7 months
Start date (month/year): April 2015 Completion date (month/year): November 2015	No. of professional staff-months provided by Associated Consultants: -None
Name of Associated Consultants: None	Name of Senior Professional Staff of your firm involved and functions performed: Mr. Mawuena Dotse – Technical Advisor Mr. Christopher Sackeyfio – Technical Support
Narrative description of Project: Present the idea of the Sanitation Challenge to urban sanitation stakeholders, generate buy-in from the Ministry of Local Government and Rural Development, assess the feasibility or otherwise of the challenge (e.g. would it be attractive for MMDAs in Ghana?) and further improve the project design.	
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> ▪ Provide advice on the design and implementation of the Ghana Urban Sanitation Challenge, including taking part in consultation at national and regional level on the initial concept for the challenge ▪ Establish and maintain contacts with the Ghanaian authorities so as to gain their support for the Ghana Sanitation Challenge and actively participate in its design and launch ▪ Assist the Lead firm, IMC and the other members of the consortium with the identification, contracting and management of the implementing Agent, Communication Agent and the judges for the Challenge. ▪ Consultations with MLGRD and MMDAs on the Ghana Sanitation Challenge as well as for the identification of the Implementation Agent and Communication Agent for the project. 	

29.

Assignment name: Joint UN Programme on Water, Sanitation and Hygiene in the 3 Northern Regions of Ghana	Approx. value of the contract : \$173,435.00
Country: Ghana Location within country: Northern, Upper East, Upper West, Regions	Duration of Assignment (month): 7 months
Name of Client/Financier: UNDP Address: The Deputy Country Director (Operations), UNDP P. O. Box GP 1423, Accra	Total No of staff-months of the assignment: 6.1 months
Start date (month/year): January 2015 Completion date (month/year): August 2015	Name of Senior Professional Staff of your firm involved and functions performed: Mawuena Dotse: Quality Assurance Manager
Name of Associated Consultants, if any: Ms Betty Akumatey - Team Leader Kwaku Kwarteng - Statistician Jacob Duut - Institutional Development Specialist	No. of professional staff-months provided by Associate Consultants: 6.1 months
Narrative description of Project: Assessing, identifying and implementing resilient WASH facilities and services for communities within the geographic scope of the project in the 3 Northern Regions, viz., Northern, Upper East and Upper West.	
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> ▪ To establish baseline data and information for the key indicators as outlined in the project document and the monitoring and evaluation framework, for the beneficiary districts and sub-districts ▪ Provide information on the disaster prone communities to benefit from the project 	

Assignment name: Mid Term Review of Canada DFATD Financed “Enhanced Water, Sanitation and Hygiene(WASH) Services in Schools and Communities in Ghana”		Approx. value of the contract (in current US Dollars): 5,000.00
Country: Ghana Location within country: Accra		Duration of Assignment (month): 5 months
Name of Client: Ministry of Local Government and Rural Development (MLGRD) (Environmental Health and Sanitation Directorate) Address: P.O. Box M50, Ministries, Accra.		Total No. of staff-months of the assignment: 0.5 months
Financier : Department of Foreign Affairs, Trade and Development, Canada		
Start date (month/year): July 2014 Completion date (month/year): December 2014		
Name of Associated Consultants, if any: None		Name of Senior Professional Staff of your firm involved and functions performed: Mr. Mawuena Dotse - Team Leader/WASH Specialist Nii Odai Laryea -Community Development/Hygiene Specialist
Narrative description of Project: To assess the operational aspects such as project management, implementation of activities as well as the extent to which objectives are being fulfilled		
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> Assessed the interim progress reports submitted to Canada by MLGRD and UNICEF Reviewed project measurement framework assessing progress updates and identifying challenges Assessed the relevance of the project and its alignment to country needs with respect to the following: <ul style="list-style-type: none"> sector guidelines sector capacity sector coordination partnerships and synergy knowledge management Assessed overall delivery of results and made recommendations for the remaining period of the project duration Identified and documented key challenges that have affected the project and provided recommendations on the way forward Assessed quantity of work to be done during the remainder of the project period and made recommendations on timelines Identified key issues and proposed practical recommendations for follow up activities Identified and documented emerging best practices Facilitated a participatory stakeholders forum Prepared report on the assignment 		

Assignment name: Assessing Capacity of Focus MMDAs for the Delivery and Management of WASH Services- As Basis for Capacity Strengthening	Approx. value of the contract: \$ 76,433.70
Country: Ghana Location within country: Northern, Upper East, Upper West, Central, Volta and Greater Accra	Duration of Assignment (month): 8 months
Name of Client/Financier: UNICEF Address: 4-8 TH Rangoon Close, Cantonments, Accra	Total No of staff-months of the assignment: 10.8 months
Start date (month/year): May 2014 Completion date (month/year): December 2014	Name of Senior Professional Staff of your firm involved and functions performed: Christopher Sackeyfio – Complementary Institutional Development Expert
Name of Associated Consultants: Mr. Stephen Ntow- Team Leader Elikem Mensah- Sociologist/Community Development Expert Jacob Duut- Institutional Development Specialist	No. of professional staff-months provided by Associated Consultants: 10.8 months
Narrative description of Project: Assessment of the capacity of the MMDAs with respect to information and management, programme/project implementation capacity, behavior change communication, procurement and financial management	
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> Assess whether the WASH related key departments in the 20 MMDAs have the required human capacity (skills and numbers), as well as systems and logistical support to carry their core mandates in relation to the delivery and management of WASH services. Of particular focus in this regard would be the District Planning Coordinating Units (DPCUs), the District Works Departments (DWDs) and the Environmental Health and Sanitation Units (EHSUs). Identify major bottlenecks which affect the effective and sustainable development of the required WASH service delivery and management capacities in the focus MMDAs. Develop/revise existing plans (per MMDA) for the enhancement of the key capacities required by the WASH departments and the removal of the related bottlenecks, to enable them effectively carry out their mandates. Identify key capacity enhancement needs and bottlenecks (in terms of skills and systems) which require priority attention under subsequent phases of the project. 	

Assignment name: Baseline Studies in the Predominantly Low-Income Areas of the Systems Selected in the Ashanti region for Rehabilitation and Improvement Under the First Year Improvement Programme (FYIP) of the Ghana Urban Water Project. (Phase 1)	Approx. value of the contract: \$ 84,680.50
Country: Ghana Location within country: Kumasi and Obuasi	Duration of Assignment (month): 8 months
Name of Client: Ghana Water Company Limited Address: Project Management Unit, Ghana Water Company Limited, P.O. Box MB 194, Accra.	Total N^o of staff-months of the assignment: 19.55 months
Financier: The World Bank	
Start date (month/year): May 2013	Name of Senior Professional Staff of your firm involved and functions performed: Mr. Mawuena Dotse - Team Leader
Completion date (month/year): February 2014	
Name of Associate Consultants: Mr. Kwaku Kwarteng - Statistician Ms. Bertha Darteh- Water Supply Engineer Selom Apanya - Economist Jonas Amanu- Public Health Expert	No. of professional staff-months provided by Associate Consultants: 18 months
Narrative description of Project: To conduct baseline studies in low income areas of Kumasi and Obuasi under the Ghana Urban Water Project	
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> ▪ Design and administration of survey instruments ▪ Interface with key officials of Ghana Water Company Limited and the respective local government institutions (Kumasi Metropolitan Assembly; Obuasi Municipal Assembly, Atwima Kwanwoma District Assembly) ▪ Identified the low income areas ▪ Determined the indicators for poverty profile of communities ▪ Assessment of technology options ▪ Collation and analysis of the questionnaire responses; ▪ Report writing ▪ Presentation of report at a workshop to stakeholders (GWCL, Civil Society and Metropolitan, Municipal and District Assemblies) 	

33.

Assignment name: Baseline Studies in the Predominantly Low-Income Areas of the Systems Selected in the Central and Western regions for Rehabilitation and Improvement Under the Subsequent Year Improvement Programme (SYIP) of the Ghana Urban Water Project. (Phase 1)	Approx. value of the contract: \$ 97,702.50
Country: Ghana Location within country: Dunkwa-on Offin, Breman Asikuma (central region) Axim, Aboso, Bogoso Prestea and Elubo	Duration of Assignment (month): 9 months
Name of Client: Ghana Water Company Limited Address: Project Management Unit,, P.O. Box MB 194, Accra.	Total N° of staff-months of the assignment: 19.55 months
Financier: The World Bank	Name of Senior Professional Staff of your firm involved and functions performed: Mr. Mawuena Dotse - Team Leader
Start date (month/year): May 2013 Completion date (month/year): February 2014	
Name of Associated Consultants, if any: Mr. Kwasi Poku Asare - Statistician Ms Betty Akumatey - Community Development Expert Ms. Bertha Darteh - Water Supply Engineer Mr. Bless Darkey - Economist Jonas Amanu - Public Health Expert	No. of professional staff-months provided by Associated Consultants: 18 months
Narrative description of Project: To conduct baseline studies in low income areas of Dunkwa-on Offin and Breman Asikuma (central region) Axim, Elubo, Prestea, Bogoso and Aboso (Western region) under the Ghana Urban Water Project	
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> ▪ Design and administration of survey instruments ▪ Interface with key officials of Ghana Water Company Limited and the respective local government institutions (Upper Denkyira Municipal Assembly, Asikuma- Odoben- Brakwa District Assembly (central region) Nzema East Municipal Assembly and Prestea- Huni- Valley District Assembly (western region)) ▪ Identified the low income areas ▪ Determined the indicators for poverty profile of communities ▪ Assessment of technology options ▪ Collation and analysis of the questionnaire responses; ▪ Report writing ▪ Presentation of report at a workshop to stakeholders (GWCL, Civil Society, Municipal and District Assemblies) 	

34.

Assignment name: Technical Assistance to Engage beneficiary Metropolitan and Municipal Assemblies on Public Private Partnerships (PPP) under the Ghana Netherlands Water, Sanitation and Hygiene (WASH) Programme	Approx. value of the contract (in current Euro): 48,100.00
Country: Ghana Location within country: Cape Coast, Komenda- Edina-Eguafo Abirem(Elmina), Ga South (Weija), Ga Central (Sowutuom) and Ga West (Amasaman)	Duration of Assignment (month): 4 months
	Total N° of staff-months of the assignment: 4.9 months
	Name of Senior Professional Staff of your firm involved and functions performed: Mr. Mawuena Dotse- Team Leader Christopher Sackeyfio – Complementary WASH Specialist
Start date (month/year): August 2013 Completion date (month/year): November 2013	
Name of Associated Consultants: Mr. Edward Aboagye (WASH specialist)	No. of professional staff-months provided by Associated Consultants: 3 months
Narrative description of Project: To support the beneficiary Assemblies and the private sector to identify potential projects for PPP under the Ghana Netherlands WASH programme	
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> ▪ Organization of orientation and stakeholders' workshops in the beneficiary Assemblies ▪ Interface with key officials in the MAs, Ministry of Finance, GWCL, Ministry of Local Government and Rural Development, Local Government Service Secretariat, private sector operators in the WASH sector in Ghana and The Netherlands ▪ Participate in a matchmaking mission to The Netherlands by officials of Assemblies and the local private sector ▪ Report writing 	

35.

Assignment name: Ex ante-evaluation of the Ghana Netherlands Water, Sanitation and Hygiene Programme (In association with ECORYS Nederland B.V, The Netherlands)		Approx. value of the contract (in current Euro): 75,000.00
Country: Ghana Location within country: Cape Coast, Komenda-Edina-Eguafo Abirem(Elmina), Ga South (Weija), Ga Central (Sowutuom) and Ga West (Amasaman)		Duration of Assignment (month): 8 months
		Total N° of staff-months of the assignment: 9 months Name of Senior Professional Staff of your firm involved and functions performed: Mr.Mawuena Dotse- Local Team Leader Nii Odai Laryea – Sociologist/Community Development Expert
Start date (month/year): January 2013 Completion date (month/year): August 2013		
Name of Associated Consultants: Kwaku Kwarteng - Baseline expert Emmanuel Fosu - Water Supply Engineer Edward Aboagye – Socio-Economist		No. of professional staff-months provided by Associated Consultants: 4.5 months
Narrative description of Project: To undertake ex ante evaluation, fility study and baseline survey of the Ghana Netherlands water, sanitation and hygiene programme (WASH) in the 5 MAs.		
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> ▪ Design and administration of survey instruments ▪ Interface with key officials in the MAs, GWCL, Ministry of Water Resources, Works and Housing as well as the Ministry of Local Government and Rural Development ▪ Collation and analysis of the questionnaire responses; ▪ Report writing ▪ Presentation of the report at workshops. 		

Assignment Name: Sustainable Rural Water Supply & Sanitation Project (in association with IGIP Consulting Engineers, Germany and Geo-Hyrotech Ltd, Ghana)	Approx. value of services provided by your firm (in current US\$): 164,563.00
Country: Ghana Location within country: Western region	Duration of Assignment: 48 months
Name of Client: Community Water and Sanitation Agency (Greater Accra Region) Address: (Greater Accra Region), P. O. Box AH-884, Achimota, Accra	Nº of professional staff-months : 176.75 months
Financier: IDA of the World Bank	Professional Staff Provided by Your Consultancy: Nii Odai Laryea – Community Development Expert Christopher Sackeyfio - Complementary Community Development Expert Daniel Yaw Karikari – Community Development Assistant
Start date: January 2012 Completion date: 2015	
Name of Associate Consultants: Samuel Wilson Ampah – Financial Manager Jonas Amanu – Public Health/Hygiene Expert Philip Ampofo – Public Health/Hygiene Expert Frank Anim – Environmental Expert Samuel Aikins – Electro-Mechanical Engineer Kwadwo Kyei – Quantity Surveyor	No. of Months of Professional Staff Provided by Associated Consultants: 30 months
Narrative description of Project: Facilitating the formation and training of Water and Sanitation Management Teams of 16 small towns	
Description of actual services provided by your staff: <ul style="list-style-type: none"> - Conducting baseline socio-economic studies in 16 small towns - Facilitating the formation of Water and Sanitation Management Teams - Training of WSMTs in the software dimensions of managing small town water systems - Assisting to sign Facilities Management Plans - Monitoring and evaluation of WSMTs - Report writing 	

37.

Assignment name: Capacity Building for Innovative Management of Water and Sanitation Facilities to Ensure Sustainability in Ashaiman and Mankessim under the Tripartite Partnership (TPP) Project.	Approx. value of the contract (in current US\$): 65,185.98
Country: Ghana Location within country: Ashaiman and Mankessim	Duration of Assignment (months): 21 months
Name of Client: TREND Group Address: WASH House, H/No C218/ 14, Wama Close, Dzorwulu, Accra	Total N° of staff-months of the assignment: 10 months
Financier: African Development Bank	Name of Senior Professional Staff of your firm involved and functions performed: Nii Odai Laryea - Institutional Development Expert/Team Leader
Start date (month/year): Jan. 2011 Completion date (month/year): Nov. 2012	
Name of Associate Consultants, if any: John Dunyo – Community Development Expert Elikem Mensah – Community Development Expert	No. of professional staff-months provided by Associated Consultants: 8 months
Narrative description of Project: To establish the structures and build capacity to: <ul style="list-style-type: none"> • ensure innovative management of newly installed facilities with emphasis on a pro-poor and a tripartite partnership approach: • facilitate stakeholder involvement, good governance and knowledge management in project implementation • ensure ongoing monitoring and evaluation of project activities 	
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> ▪ Initial baseline and planning studies ▪ Analysis and design of capacity building interventions ▪ Preparation and testing of toolkits and other supportive materials ▪ Supporting capacity building and organisational development interventions. ▪ Support to the final project evaluation and the implementation of effective project exit activities. 	

Assignment name: Development of a Peri Urban Water Supply Strategy through the implementation of a Pilot Project at Berekum in the Brong Ahafo Region (in association with IGIP Consulting Engineers, Germany and BURGEAP, France)	Approx. value of services provided by your firm (in current US\$): 150,000.00
Country: Ghana Location within country: Berekum – Brong Ahafo Region	Duration of Assignment (months): 57 months
Name of Client: Ghana Water Company Limited Address: P. O. Box M194, Accra, Ghana	Total N° of staff-months of the assignment: 12 months
Financier: AFD	Name of Senior Professional Staff of your firm involved and functions performed: Mr. Mawuena Dotse - Project Manager
Start date (month/year): March 2010 Completion date (month/year): Dec. 2014	
Narrative description of Project: <ul style="list-style-type: none"> • To assess actual situation of the water supply in the selected areas and develop appropriate technical solution to meet the water demand at a defined horizon for these areas; • To implement the pilot project ensuring water services to the population of the selected areas; • To propose original forms of management derived from the CWSA models for small towns, private sector and unit committee models; • To build capacity at GWCL and develop a strategy for serving population in peri-urban areas with safe and affordable water. 	
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> ▪ Design and implementation of pilot scheme in Berekum (Jamdede-Adom and Kato) for the extension of GWCL network including: <ul style="list-style-type: none"> • baseline survey and preliminary design presenting technical and managerial options as well as financial analysis based on a technical and socio-economic analysis. • proposal of options (technical and managerial) for the two systems; • detail design of the system based on the options chosen and preparation of the tender documents; • supervision of construction works; • provision of guidelines for development of a strategy for water service delivery in peri-urban areas. ▪ Capacity building including: <ul style="list-style-type: none"> • training of GWCL staff and other stakeholders according to the managerial and technical solutions chosen for the systems; • identification of lessons learnt in the pilot and dissemination workshops with GWCL teams; • support to GWCL to produce a water strategy policy document to meet water demand in peri-urban areas. 	

Assignment name: Sanitation and hygiene components of the proposed EIB-AFD funded Rural and Small Towns Sanitation and Water Programme. (In association with Tremolet Consulting, UK and Hydroconseil, France)	Approx. value of the contract: \$ 45,003.47
Country: Ghana Location within country: Nationwide	Duration of assignment (months): 8 months
Name of Client/Financier: European Investment Bank Address: 98-100, Boulevard Konrad Adenauer L-2950 Luxembourg.	Total N° of staff-months of the assignment: 6.32 months
Start date (month/year): September 2011 Completion date (month/year): April 2012	Name of senior professional staff of your firm involved and functions performed Mr. Mawuena Dotse – Local Team Leader
Name of associate Consultants, if any: None	
Narrative description of Project: <ul style="list-style-type: none"> • To define an approach for the sustainable provision of sanitation services and hygiene in rural areas in Ghana (including small towns); • To identify the sanitation and hygiene components of the proposed EIB-AFD funded “Rural and Small Towns Sanitation and Water Programme”. 	
Description of actual services provided: <ul style="list-style-type: none"> ▪ Rapid review of the sanitation sector and identification of sanitation approaches including baseline studies; ▪ Detailed assessment and programme concept note; ▪ Overall sanitation programme concept note and coordination with the SWAp. 	

40.

Assignment name: Preparation of a Sector Strategic Development Plan for the Water Sector of Ghana.	Approx. value of the contract (in current Euro): 70,000.00
Country: Ghana Location within country: Nationwide	Duration of Assignment (months): 15 months
Name of Client: Ministry of Water Resources, Works and Housing. Address: P. O. Box M43, Accra.	Total N° of staff-months of the assignment: 10 months
Financier: European Union Delegation to Ghana Address: 81, Cantonments Road P. O. Box 9505 KIA Accra	Name of Senior Professional Staff of your firm involved and functions performed: Mr. Mawuena Dotse - Coordinator/Team Leader Joseph Ampadu Boakye – WASH Planning Expert
Start date (month/year): November 2010 Completion date (month/year): February 2012	
Name of Associated Consultants, if any: None	No. of professional staff-months provided by Associated Consultants: None
Narrative description of Project: To facilitate the development of a comprehensive Sector Strategic Development Plan (SSDP) for implementing policies, programmes and activities in the water sector.	
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> ▪ Design and implementation of a stakeholder engagement process to interface with all stakeholders in the preparation of the plan; ▪ Develop a draft plan including costing and financing plan for discussions at zonal workshops involving all stakeholders across the country; ▪ Participate in meetings with technical committee established to provide backstopping for the assignment ▪ Review the draft plan and present a final plan at a national stakeholder validation workshop. 	

41.

Assignment Name: Development of a National Rural Sanitation Model and Costed Scaling Up Strategy based on the Community Led Total Sanitation (CLTS) and Accompanying M&E System. (In association with AGUA Consult, UK)	Approx. value of the services: € 50,000.00
Country: Ghana Location within country: Nationwide	Duration of Assignment: 6 months
Name of Client/Financier : UNICEF Address: 4-8 Rangoon Close, Accra	Nº of professional staff-months: 12 months
Start date: November 2010 Completion date: April 2011	Professional Staff Provided by your firm (profiles): Mr. Mawuena Dotse- Local Team Leader, Nii Odai Laryea- Monitoring and Evaluation Expert Joseph Ampadu Boakye – Planning Expert
Name of Associate Consultants, if any: Mr. Geoffrey Annoh- Marketing Expert Mr. Daniel Kabe- Sanitation Expert Ms. Rose Adisenu Doe- Community Development Expert	No. of Months of Professional Staff Provided by Associate Consultants: 9 months
Narrative description of Project: To develop a national rural sanitation model and scaling up strategy for sanitation promotion in Ghana based on the concept of Community Led Total Sanitation and Sanitation Marketing	
Description of actual services provided by your staff: <ul style="list-style-type: none"> Designed and implemented stakeholder engagement process to interface with all stakeholders in the development of the model and scaling up strategy; Held consultations with stakeholders at the national, regional and district levels across the country; Developed a draft model and scaling up strategy for discussion by the National Sanitation Technical Working Group including costing and financing of the model; Reviewed the draft model and presented a final document at a validation workshop and meeting of the National Sanitation Technical Working Group. 	

42.

Assignment name: Baseline Survey on Access to Potable Water Facilities, Sanitation and Hygiene Behaviour Practices.	Approx. value of the contract (in US\$): 33,448.70
Country: Ghana Location within country: Central, Eastern, Volta, Western and Greater Accra Regions.	Duration of assignment (months): 3 months
Name of Client: Relief International Address: Box CT 4808, Cantonments, Accra	Total N° of staff-months of the assignment: 2 months
Financier: USAID	
Start date (month/year): October 2010 Completion date (month/year): December 2010	Name of senior professional staff of your firm involved and functions performed: None
Name of associated Consultants, if any: Mr. Edward Aboagye (Lead Consultant) Kwaku Kwarteng (Statistician)	N° of professional staff-months provided by associate Consultants: 2 months
Narrative description of Project: To conduct baseline survey on access to potable water facilities, sanitation and hygiene behaviour practices in the selected regions and make recommendations for appropriate interventions.	
Description of actual services provided: <ul style="list-style-type: none"> ▪ Development of survey methodology including determination and selection of sample population size for administering of questionnaire based on scientific means; ▪ Hiring and training of enumerators, and pre-testing of survey instrument; ▪ Conducting focus group discussion in each community to capture qualitative information/indicators and mapping out outcomes with communities; ▪ Management of survey team and supervision of field activities relating to ensure the collection of complete and reliable data; ▪ Designing software for data entry, cleaning, and verification; ▪ Data entry, analysis, presentation and reporting to covering issues such as access to water and sanitation, hygiene and sanitation behaviours, local governance for water supply and sanitation service delivery, etc.; ▪ Making recommendations for appropriate interventions. 	

43.

Assignment name: Study on 'Strengthening inclusion of the poor in investments in urban water and sanitation services (UWSS)' - Examples of projects in sub-Saharan Africa supported by the International Development Association (IDA)-Ghana Case Study		Approx. value of the contract (in US\$): 7,000.00
Country: Ghana Location within country: Greater Accra		Duration of assignment (months): 5 months
Name of Client/Financier: WaterAid Ghana Address: P. O. Box 16185, KIA, Accra		Total N° of staff-months of the assignment: 1.5 months
Start date (month/year): August 2010 Completion date (month/year): December 2010		
Name of associated Consultants, if any: None		Name of senior professional staff of your firm involved and functions performed: Joseph Ampadu-Boakye (Researcher/Team Leader)
Narrative description of Project: Data collation, analysis and report writing and facilitating consultations and discussions at the national, regions and district level in order to assess the pro poor impact of the IDA financed Urban Water Project		
Description of actual services provided: <ul style="list-style-type: none"> ▪ Designed data gathering instruments including household questionnaire and semi structured interview guides for key informant interviews and focused group discussions ▪ Carried out socio economic data gathering including household questionnaire administration, key informant interviews and focused group discussions ▪ Undertook data collation, data cleaning, analysis and report writing ▪ Facilitated stakeholders validation workshop on the draft report ▪ Prepared and submitted draft and final report on the study for publication 		

44.

Assignment name: Compilation of Information/ Data on Water and Sanitation Sector Investments in Ghana	Approx. value of the contract (in current US\$): 55,000.00
Country: Ghana Location within country: Nationwide	Duration of Assignment (months): 7 months
Name of Client: Ministry of Water Resources, Works and Housing	Total N° of staff-months of the assignment: 6 months
Financier: DANIDA	Name of Senior Professional Staff of your firm involved and functions performed: Mr. Mawuena Dotse (Team Leader)
Start date (month/year): June 2009 Completion date (month/year): January 2010	
Name of Associated Consultants, if any: Edward Aboagye (Investment Analyst)	N° of professional staff-months provided by associate Consultants: 3 months
Narrative description of Project: The objective is to compile a database including trend analysis of investments in the WASH sector in the rural, peri urban and urban areas from 1990 to 2009.	
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> ▪ Review of relevant background material on investments in water, sanitation and hygiene in the rural, peri urban and urban areas from 1990 to 2009 ▪ Holding key informant interviews with key stakeholders in the wash sector ▪ Compilation of data on investments in the sector over the years including trend analysis ▪ Assessment of sector financing situations and recommendations for increasing financing efficient use of financial resources for investments in the sector ▪ Preparation of a report on the outcome of the study. 	

45.

Assignment Name: Preparation of District Water and Sanitation Plan for Agona East District	Approx. value of the services (in US\$): 6,500.00
Country: Ghana Location within country: Agona East District Assembly (Central region)	Duration of Assignment: 3 months
Name of Client/Financier: WaterAid Ghana and PLAN Ghana. Address: P. O. Box 16185, KIA, Accra	Nº of professional staff-months : 2 months
Start date: May 2009 Completion date: June 2009	Professional Staff Provided by Your Consultancy (profiles): Nii Odai Laryea – Planning/Water and Sanitation Expert/Team Leader Joseph Ampadu-Boakye – Planning/Water and Sanitation Expert
Name of Associated Consultants, if any: None	No. of Months of Professional Staff Provided by Associate Consultants: None
Narrative description of Project: Preparation of a District Water and Sanitation Plan for Agona East District (2009-2016)	
Description of actual services provided by your staff: <ul style="list-style-type: none"> • Data gathering, collation, analysis and report writing • Preparation of water and sanitation plan including investment plan 	

Assignment name: Rural Water Supply Programme IV (In association with IGIP Consulting Engineers, Germany, UNI-Hydro Ltd., Ghana and GeoHydro Tech Ltd., Ghana)	Approx. value of the services provided by your firm (in current Euro): 607,955.00
Country: Ghana Location within country: Kwabre, Afigya Sekyere, Atwima Nwabiagya, Sekyere West, Ejura Sekyeredumase, Adansi East, Adansi West, Amansie West, Amansie Central Atwima Mponua, Asante Akim North, Asante Akim South, Bosomtwe-Atwima-Kwanwoma, Amansie East, Adansi North Districts in the Ashanti Region	Duration of Assignment (months): 99.25 months
Name of Client: Community Water and Sanitation Agency Head Office Address: PMB, KIA – Accra	
Financier: KfW	Name of Senior Professional Staff of your firm involved and functions performed: Mr. Mawuena Dotse – M&E Expert Nii Odai Laryea – Community Development Expert Daniel Yaw Karikari – Community Development Assistant
Start date (month/year): Feb. 2005 Completion date (month/year): Dec. 2012	Total N° of staff-months of the assignment: 4.2 months
Name of Associated Consultants, if any: Bertha Darteh – Sanitation Engineer Amadeus Akorli – Sanitation Engineer Dan Kabe - Sanitation Engineer	No. of Months of Professional Staff Provided by Associate Consultants: 35 months
Narrative description of Project: Provision of potable water and safe sanitation to communities in 15 districts in the Ashanti based on the principles of community ownership and management.	
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> ▪ Providing training for Partner Organisations, Latrine Artisans and District Water and Sanitation Teams to ensure sustainable use and management of installed facilities ▪ Facilitating the provision of 1,000 boreholes ▪ Supporting District Assemblies to establish processes and procedures for District level implementation ▪ Facilitating the establishment of a reliable and sustainable spare parts distribution system within the frame work of decentralised maintenance ▪ Facilitating private sector involvement in the provision of goods and services ▪ Facilitating the promotion, construction and use of demonstration household latrines ▪ Supervising the construction of institutional KVIP latrines. 	

47.

Assignment name: Follow Up Study into Productive Use of Water in Ave Dakpa and Tsiamé in Volta Region and Kweiman and Pantang in the Greater Accra Region	Approx. value of the contract (in current Euro): 25,011.00
Country: Ghana Location within country: Ave Dakpa and Tsiamé in Volta Region and Kweiman and Pantang in the Greater Accra Region	Duration of Assignment (months): 2 months
Name of Client/Financier: DANIDA Address: DANIDA, Ministry of Foreign Affairs, Copenhagen, Denmark	Total N° of staff-months of the assignment: 1.5 months
Start date (month/year): October 2008 Completion date (month/year): Dec. 2008	Name of Senior Professional Staff of your firm involved and functions performed: Mawuena Dotse – Team leader
Name of Associated Consultants: Mr. John Dunyo (Team member)	No. of professional staff-months provided by Associate Consultants: 1.2 months
Narrative description of Project: To study the present increased use of water for productive activities as against the baselines situation.	
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> ▪ Reconnaissance survey of selected communities ▪ Preparation and discussion of questionnaires with the client ▪ Data collection in the selected communities ▪ Report generation 	

48.

Assignment name: Compilation of Comprehensive Strategy Document on the National Community Water and Sanitation Programme		Approx. value of the contract (in current US\$): 34,155.00
Country: Ghana Location within country: Nationwide		Duration of Assignment (months): 5 months
Name of Client: Community Water and Sanitation Agency Address: Community Water and Sanitation Agency, Private Mail Bag, Kotoka International Airport		Total N° of staff-months of the assignment: 2 months
Financier: DANIDA		
Start date (month/year): Aug. 2008 Completion date (month/year): Dec. 2008		
Name of Associated Consultants, if any: None		Name of Senior Professional Staff of your firm involved and functions performed: Mr. Mawuena Dotse - Water and Sanitation Expert/ Team Leader Nii Odai Laryea – Community Development Expert
Narrative description of Project: Compilation of Comprehensive Strategy Document on the National Community Water and Sanitation Programme including a dossier of projects implemented since the inception of the NCWSP		
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> ▪ Collating and reviewing all available material on the National Community Water and Sanitation Programme and Strategy and other relevant sub sector documents. ▪ Reviewing the various strategies that guided the implementation of the NCWSP and identify a list of best practices that have been applied in the implementation of the program. ▪ Reviewing and updating the existing dossier or compendium of sub sector projects that have been executed since the launch of the NCWSP to date. ▪ Identifying issues and gaps in the sub sector that impinge upon smooth implementation of the NCWSP. ▪ Conducting series of consultations, discussions and technical working sessions in the regions or zones with stakeholders to deliberate on identified issues and gaps, as well as recommendations; ▪ Compiling a comprehensive and detailed strategy document for the provision of community water and sanitation services for rural communities and small town; and circulate to all sector stakeholders for comments ▪ Holding a national stakeholders' workshop to validate the contents of the national strategy document and finalise the document. 		

49.

Assignment name: Public Expenditure Review of the Water Sector in Ghana	Approx. value of the contract (in current US\$): 15,000.00
Country: Ghana Location within country: Nationwide	Duration of assignment (months): 3 months
Name of Client/Financier: IDA of the World Bank	Total N° of staff-months of the assignment: 2 months
Start date (month/year): October 2007 Completion date (month/year): December 2007	
Name of associated Consultants, if any: None	Name of senior professional staff of your firm involved and functions performed: Mawuena Dotse – WASH Public Financial Management Expert
Narrative description of Project: To provide an understanding of the financial framework in which investments are made in the Water and Sanitation sector in Ghana	
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> • Collection and analysis of data related to the rural water and sanitation sub-sector in Ghana • Definition of the rural and semi-urban areas, • Analysis of the policy, strategy, objectives as well as the legal and institutional framework of the sector • Analysis of functionality and sustainability of services • Analysis of water and poverty • Estimation of the level of public investments in the sector required for attaining the MDG for the sector • Organisation of a workshop to discuss recommendation and action plan. 	

Assignment name: Provision of Extension Services for the Three Districts Water Supply Project		Approx. value of the contract (in current Euro): 150,000.00
Country: Ghana Location within country: North Tongu District (Volta Region) and Dangme East and Dangme West Districts (Greater Accra Region)		Duration of Assignment (months): 22 months
Name of Client: Community Water and Sanitation Agency, Greater Accra and Volta Regional Offices Address: Private Mail Bag, Kotoka International Airport		Total N^o of staff-months of the assignment: 61 months
Financier: Government of Ghana, DANIDA and DFID		
Start date (month/year): Dec. 2006 Completion date (month/year): Oct. 2008		Name of Senior Professional Staff of your firm involved and functions performed: Mr. Mawuena Dotse (Project Coordinator) Nii Odai Laryea (Community Development Expert) Joseph Ampadu Boakye (Community Development Expert) Doris Fiasorgbor (Community Development Expert)
Name of Associated Consultants, if any: Samuel Ampah – Financial Expert Christopher Kwabena Asubonteng – Community Development Expert Bertha Darteh – Technical Expert Thomas Peprah Manu– Technical Expert Elikem Mensah - Community Development Expert		No. of professional staff-months provided by Associated Consultants: 46.7
Narrative description of Project: The project seeks to build the capacity of key local level stakeholders including community members, WATSAN committee and WSDB members and water vendors with a view to supporting a Private System Operator (PSO) to operate and manage the installed water facilities		
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> ▪ Reorganize/review the WATSAN committees of the beneficiary communities of Dangme East, Dangme West and North Tongu districts ▪ Establish a Central WSDB with representatives of WATSAN committees from eight (8) distribution zones and from each of the 3 beneficiary DAs who will be responsible for the overall management of the scheme. ▪ Build the capacity of the members of the WATSAN committees of selected communities in Dangme East, Dangme West and North Tongu districts to acquire skills and knowledge needed to perform their duties. ▪ Build the capacity of water vendors and caretakers for the performance of their roles. ▪ Support the WSDB to prepare bye-laws for the running of the water scheme and to collaborate with the 3 DAs over the same. ▪ Assist all beneficiary communities to develop and sign Facility Management Plans (FMPs) ▪ Advise on the adequacy of communication links between the WSDB and beneficiary communities, and the need for intermediate organisational structures. ▪ Mobilise communities to pay their 5% community contributions. ▪ Support communities to resolve all land issues which may delay the implementation of the project ▪ Develop strategies for the implementation of hygiene and sanitation delivery in the beneficiary communities. ▪ Assist communities to undertake hygiene education and sanitation delivery based on the agreed strategies. ▪ Build the capacity of the District Assemblies to understand and play their roles effectively 		

51.

Assignment name: Small Towns water supply schemes project in Brong Ahafo (phase I) (In association with IGIP Consulting Engineers, Germany)	Approx. value of the contract (in current Euro): 100,000.00
Country: Ghana Location within country: Koraso, Jinijini, Yeji, Amantin/Fante New Town, New Kokrompe, Sampa, Dwenem, Suma Ahenkro, Bomaa, Kukuom, Sankore, Akrodie, Mim in the Brong Ahafo Region	Duration of Assignment (months): 24 months
Name of Client: Asunafo South District Assembly Address: P.O. Box 2, Kukuom	Total N° of staff-months of the assignment: 10 months
Financier: The World Bank	Name of Senior Professional Staff of your firm involved and functions performed: Mawuena Dotse – Team leader
Start date (month/year): Dec. 2005 Completion date (month/year): Dec. 2007	
Name of Associated Consultants: Mr. John Cudjoe Dunyo (Community Development Expert)	No. of professional staff-months provided by Associated Consultants: 7 months
Narrative description of Project: <ul style="list-style-type: none"> • To provide Technical Assistance services of comparable international standards to District Assemblies and Water and Sanitation Development Boards (WSDBs) involving the supervision of construction and contract management for small town piped schemes and the associated software activities including community mobilization for effective participation in project implementation, hygiene education and sanitation; • To develop the capacity and skills of the Water Boards to implement and sustain their water systems; • To train Water Boards in relevant aspects of sustainable Operation and Maintenance. 	
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> ▪ Training and Preparation of O&M manual ▪ Community development and training ▪ Preparation of Final Report ▪ Assist District Assemblies identify alternative sources where existing water source have been found to be inadequate and supervise the development of the source 	

52.

Assignment name: Water and Sanitation Sector Situation Analysis	Approx. value of the contract (in current Euro): 6,000.00
Country: Ghana Location within country: Nationwide	Duration of Assignment (months): 5 months
Name of Client/Financier: SNV Netherlands Development Organisation Address: 10 Museru Road, Accra	Total N° of staff-months of the assignment: 2 months
Start date (month/year): August 2005 Completion date (month/year): December 2005	
Name of Associated Consultants, if any: None	Name of Senior Professional Staff of your firm involved and functions performed: Mr. Mawuena Dotse (WASH Expert)
Narrative description of Project: <ul style="list-style-type: none"> ▪ Collect relevant and complete information in order to allow for a meaningful description of the water and sanitation sector ▪ Distil a complete and coherent picture of the sector ▪ Undertake diagnosis and subsequent analysis of the most prominent (deepest) challenges of the sector 	
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> ▪ An analysis of the water and sanitation sector in Ghana indicating the following features <ul style="list-style-type: none"> • definition of the sector • current state of affairs in the sector including <ul style="list-style-type: none"> - technology and infrastructure - operation and maintenance - financing • Progress in meeting the millennium development goals (MDGs) in Ghana • Key challenges facing Ghana in the delivery of safe water and adequate sanitation 	

Assignment name: Rural Water Supply Programme III (in association with IGIP Consulting Engineers, Germany, UNHYDRO Ltd., Ghana and Geo-Hyrotech Ltd., Ghana)	Approx. value of services provided by your firm : € 380,984.81
Country: Ghana Location within country: Birim North, Birim South, Suhum-Krabo-Coaltar and West Akim District in the Eastern Region and Asante-Akim North, Atwima, Kwabre, Offinso and Afigya Districts in the Ashanti Region	Duration of Assignment (months): 60 months
Name of Client: Community Water and Sanitation Agency Head Office Address: PMB, KIA – Accra	Total N° of staff-months of the assignment: 82.5 months
Financier: KfW	Name of Senior Professional Staff of your firm involved and functions performed: Mawuena Dotse – Project Coordinator Nii Odai Laryea - Community Development Expert Daniel Karikari – Community Development Assistant
Start date (month/year): July 2002 Completion date (month/year): June. 2007	
Name of Associated Consultants, if any: Nii Wellington – Complementary Community Development Expert Service Opare- Complementary Community Development Expert Kwame Asubonteng – Sanitary Engineer Amadeus Mensah Akorli – Sanitary Engineer	No. of professional staff-months provided by Associated Consultants: 23.5 months
Narrative description of Project: Provision of potable water and safe sanitation to communities in 9 districts in the Ashanti and Eastern Regions based on the principles of community ownership and management.	
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> Facilitating the provision and use of 450 boreholes and 500 VIP Latrines in 9 districts in the Ashanti and Eastern Regions Establishment of a system of community ownership and management of the facilities Promotion of improved hygiene practices and safe sanitation in the beneficiary communities. Facilitating District Assembly involvement in project implementation Training members of the District Water and Sanitation Teams Assisting CWSA to identify, select and contract Partner Organisations Training Partner Organisation team members. 	

53.

Assignment name: Rural Water and Sanitation Programme in the Northern Region (in association with IGIP Consulting Engineers, Germany and Pragmatic Outcomes, Ghana)	Approx. value of the contract (in current Euro): 93,410.00
Country: Ghana Location within country: East Gonja, West Gonja, Central Gonja and West Mamprusi Districts in the Northern Region	Duration of Assignment (months): 59 months
Name of Client: Ministry of Finance and Economic Planning Address: PMB-KIA, Accra.	Total N° of staff-months of the assignment: 156 months
Financier: European Union	
Start date (month/year): July 2002 Completion date (month/year): May 2007	No. of professional staff-months provided by Associated Consultants: 100 months
Name of Associate Consultants, if any: Stephen Ntow – Hygiene Education Trainer	Name of Senior Professional Staff of your firm involved and functions performed: Mr. Mawuena Dotse – Training materials producer Nii Odai Laryea – Organisational Trainer
Narrative description of Project: To provide capacity building and institutional development support to District Assemblies and Partner Organisations in the East Gonja, West Gonja, Central Gonja and West Mamprusi Districts.	
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> ▪ Support to the District Assemblies in the identification, recruitment and contracting of Partner Organisations ▪ Training of Partner Organisations in the following areas: <ul style="list-style-type: none"> • community development and institutional development • financial management • hygiene education and sanitation promotion ▪ Development of relevant training materials and other useful formats for project implementation monitoring the performance of Partner Organisations 	

54.

Assignment name: Water for African Cities II – Components 1&2	Approx. value of the contract (in current \$): 164,568.80
Country: Ghana Location within country: Greater Accra Region	Duration of Assignment (months): 29 months
Name of Client: WaterAid Ghana Address: 37 Kinshasa Avenue, Accra	Total N° of staff-months of the assignment: 23.4 months
Financier : UN-Habitat	
Start date (month/year): August 2006 Completion date (month/year): December 2008	
Name of Associated Consultants, if any: none	Name of Professional Staff of your firm involved and functions performed: Mr. Mawuena Dotse (Team Leader/Institutional Development and Decentralisation Expert) Nii Odai Laryea – Community Development Expert Joseph Ampadu Boakye – Institutional Development and Decentralisation Expert
Narrative description of Project: To support local and national governments and their partners to effectively manage the growing urban water crisis and to protect the continents threatened water resources and aquatic ecosystem from the increasing volume of land-based pollution from cities.	
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> ▪ Delineating the roles and responsibilities of stakeholders including beneficiary communities in the implementation of the component and facilitating effective collaboration among stakeholders ▪ Facilitate the preparation of a Terms of Reference for the establishment of a Development Committee to coordinate the implementation of the project 	

55.

Assignment name: Feasibility study of proposed AFD funded rural and peri-urban water and sanitation project in the Brong Ahafo Region of Ghana (in association with BURGEAP, France)	Approx. value of the contract (in current Euro): 135,400.00
Country: Ghana Location within country: All districts in the Brong Ahafo Region	Duration of Assignment (months): 5 months
Name of Client: Community Water and Sanitation Agency Address: PMB-KIA, Accra	Total N° of staff-months of the assignment:
Financier : AFD	Approx. value of the services provided by your firm under the contract (in current Euro): 87,000.00
Start date (month/year): June 2006 Completion date (month/year): October 2006	
Name of Associated Consultants, if any:	Name of Senior Professional Staff of your firm involved and functions performed: Mr. Mawuena Dotse- Team Leader Joseph Ampadu Boakye – WASH Planning Expert
Narrative description of Project: To prepare feasibility study for the proposed water and sanitation project in the Brong Ahafo Region.	
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> ▪ Assessment of: <ul style="list-style-type: none"> • willingness of potential beneficiary communities to pay for different water and sanitation facilities • the level of organization and technical skills of the beneficiary communities to manage and maintain proposed water supply facilities • the level of awareness and willingness of the communities to engage the private sector in rural water supply • the hygiene conditions and sanitation needs in the rural areas ▪ Definition of governance support activity under the proposed project ▪ Design of hygiene education support under the proposed project ▪ Definition of follow up activities and capacity building support at national, regional, district and community level under the proposed project 	

Assignment name: Follow-up support in Operation and Maintenance to WATSAN Committees and WSDBs of Abokobi-Oyarifa-Teiman Area and Oyibi Area Water schemes		Approx. value of the contract (in current US\$): 27,295.00
Country: Ghana Location within country: Abokobi-Oyarifa-Teiman (Ga East District) and Oyibi, Malejor, Old Saasaabi, Kpone Seduase, Valley View University, Good News Theological Seminary (Tema Municipal Assembly) in the Greater Accra Region		Duration of Assignment (months): 15 months
Name of Client: Community Water and Sanitation Agency, Greater Accra Region		Total N° of staff-months of the assignment: 10 months
Financier: DANIDA		
Start date (month/year): February 2004 Completion date (month/year): April 2005		Name of Senior Professional Staff of your firm involved and functions performed: Nii Odai Laryea - Team Leader Daniel Karikari – Community Development Assistant
Name of Associated Consultants: Elikem Mensah – Community Development Expert John Dunyo – Community Development Expert		No. of professional staff-months provided by Associated Consultants: 4 months
Narrative description of Project: Offering post construction support to the WATSAN Committees and WSDBs in operation and maintenance of the 2 water schemes.		
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> ▪ Review of membership of WATSAN Committees and WSDBs so as to ensure required membership is obtained ▪ Established financial management procedures in the operation of the WATSAN Committees/WSDB for the water schemes ▪ Provided hands on coaching to members of the WATSAN Committees/WSDB's in budgeting, tariffs setting, financial management and meter reading ▪ Facilitated the selection of caretakers, vendors, Technical Coordinator (Water Supply Manager) and provided training in operation of the water scheme ▪ Facilitated the building of a cordial working relationship and cooperation among all WSDB members residing in the various beneficiary communities to promote equal ownership of the scheme 		

57.

Assignment Name: Evaluation of District Assembly/District Water and Sanitation Team (DA/DWST) Service (1999-2003) in Greater Accra Region	Approx. value of the services (in US\$): 15,870.00
Country: Ghana Location within country: Dangme East, Tema, Dangme West and Ga Districts.	Duration of Assignment: 3 months
Name of Client: Community Water & Sanitation Agency, Greater Accra Region Address: P. O. Box H884, Accra	Nº of professional staff-months : 3 months
Financier: DANIDA	Professional Staff Provided by Your Consultancy (profiles): Mawuena Dotse – Quality Assurance Manager
Start date: October 2003	
Completion date: December 2003	
Name of Associated Consultants, if any: Dr. J. K. A Boakye – Team Leader Joe Lambongang – Planning Expert	No. of Months of Professional Staff Provided by Associated Consultants: 3 months
Narrative description of Project: Evaluation of District Assembly/ District Water and Sanitation Team (DA/DWST) services in the Greater Accra Region.	
Description of actual services provided by your staff: <ul style="list-style-type: none"> • Undertake a comparative assessment of the performance of DWSTs in the 4 districts • Evaluate the capacity of DA/DWST to implement water and sanitation activities in relation to their scope of activities • Evaluate the extent through which the various training activities organised for the various DA/DWST staff have impacted positively on the general performance • assess the performance and impact of D/MAs and D/MWSTs with respect to the implementation of the CWSSP • Generate appropriate information to inform planning of project activities in Phase II • evaluate the technical, financial management planning and monitoring capacity/skills of D/MAs and D/MWSTs 	

58.

Assignment name: Assessment of ability and willingness of identified communities to contribute towards capital costs for additional boreholes	Approx. value of the contract (in current US\$): 17,079.42
Country: Ghana Location within country: Selected communities in Eastern and Ashanti Regions	Duration of assignment (months): 5 months
Name of Client: Community Water and Sanitation Agency Address: Private Mail Bag, Airport Accra	Total N° of staff-months of the assignment: 3
Financier: DANIDA	
Start date (month/year): May. 2002 Completion date (month/year): Sept. 2002	
Name of associate Consultants: Service Opare- Community Development Expert	Name of senior professional staff of your firm involved and functions performed: Mawuena Dotse – WASH Expert/Team Leader
Narrative description of Project: Assessment of the ability and willingness of identified communities to contribute towards the capital costs of extra boreholes	
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> ▪ Designed data gathering instruments including household questionnaire and semi structured interview guides for key informant interviews and focused group discussions to ascertain the following: <ul style="list-style-type: none"> • Estimated population of communities • Expression of demand for additional boreholes by communities • Effectiveness of water and sanitation (WATSAN) Committees • Status of WATSAN committee bank accounts • Methods of fund mobilisation in the communities • Receipt of applications from the communities for additional boreholes by the District Assemblies 	

59.

Assignment Name: Process consultants for the preparation of the component description for the District Based Water and Sanitation Component (in association with RDC Consulting, Denmark)	Approx. value of the services (in US\$): 15,000.00
Country: Ghana Location within country: Greater Accra, Volta, Eastern and Central Regions	Duration of Assignment (months): 3 months
Name of Client: Community Water and Sanitation Agency (Head Office) Address: Private Mail Bag, Airport Accra	Nº of professional staff-months : 2 months
Financier: DANIDA	Professional Staff Provided by Your Consultancy (profiles): Mawuena Dotse –WASH Expert
Start date: May. 2002 Completion date: July. 2002	
Name of Associated Consultants, if any: none	No. of Months of Professional Staff Provided by Associated Consultants: none
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> - Stakeholder consultations - Workshop facilitation - Report writing 	

C. PLANNING/PROCESS FACILITATION

1.

Assignment name: Support to CWSA for the preparation of Proposal to the Bill & Melinda Gates Foundation (in association with Tremolet Consulting, UK)	Approx. value of the contract: \$ 20,000.00
Country: Ghana Location within country: Nationwide	Duration of Assignment (months): 3 months
Name of Client: Community Water and Sanitation Agency Address: PMB- KIA, Accra	Total N° of staff-months of the assignment: 1.5 months
Financier: Bill & Melinda Gates Foundation	Approx. value of the services provided by your firm under the contract (in current \$) 3,800.00
Start date (month/year): July 2012 Completion date (month/year): October 2012	
Name of Associated Consultants, if any: none	Name of Senior Professional Staff of your firm involved and functions performed: Mawuena Dotse – Governance Advisor
Narrative description of Project: Supporting CWSA to prepare a Proposal for the implementation of the SAWIP component of the upcoming SAWiSTRA programme	
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> Interface with the Chief Executive, Extension Services Specialist and Accountant to identify capacity gaps Preparing aspects of the draft proposal 	

2.

Assignment name: Development of a Spatial Development Framework for the Western Region of Ghana (In association with COWI A/S, Denmark)	Approx. value of the contract: € 393,827.00
Country: Ghana Location within country: Western Region	Duration of assignment: 9 months
Name of client: Ministry of Environment, Science and Technology (Town and Country Planning Department) Address: P O Box MB 232, Accra, Ghana	Total no. of staff-months of the assignment: 36 months
Financier: NORDIC Development Fund/The World Bank	Approx. value of the services provided by your firm under the contract: € 45,000.00
Start date: September 2011 Completion date: June 2012	Name of senior professional staff of your firm involved and functions performed: none
Name of associated consultants, if any: Solace D.Y. Asafo (Ms): Communication Specialist Prince Anokye Aboagye- Land Use Planner	No. of professional staff-months provided by associate consultants: 36 months
Narrative description of project: To provide technical assistance for planning, coordination and management of the Western Region spatial development framework including relevant technology transfer to counterpart staff	
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> • Data collection including setting up relationships with agencies at National, Regional and District levels and collecting, aligning and collating data policies/projects/programmes. • Analysis of data and modeling of options for the Spatial Development Framework, widespread consultation over the issues and potential outcomes. • Selection of the preferred option and preparation of the draft final proposal, which will also include the outline and timetable for the implementation plan (to include management, budget and financing and programme). • In collaboration with the TCPD and MEST recruit the key personnel (experts/specialists) for the Western Region Spatial Development Framework. • Establish in collaboration with TCPD a project management team for the implementation of project activities. • Design and implement a comprehensive training programme to build sufficient capacity at the national, regional and district levels. • In collaboration with TCPD and MEST procure all logistics required for effective implementation of the project activities. • Prepare and implement awareness and information campaigns for improving the understanding of the public of the importance of planning issues and preparing the relevant stakeholders to appreciate their role in the preparation of the Spatial Development Framework. 	

3.

Assignment name: Land Use Planning and Management Component of the Land Administration Project. (In Association with COWI A/S, Denmark)	Approx. value of the services provided by your firm under the contract: € 400,000.00
Country: Ghana Location within country: Ashanti, Western and Greater Accra Regions	Duration of assignment: 41 months
Name of client: Ministry of Lands, Forestry and Mines Address: Land Administration Project Unit, P O Box MB 212, Accra, Ghana	Total no. of staff-months of the assignment: 300 months
Financier: NORDIC Development Fund/The World Bank	
Start date: April 2007 Completion date: October 2010	No. of professional staff-months provided by associated consultants: 130 months
Name of associated consultants, if any: Ben Doe - Deputy Project Manager Oppong Peprah - Field Coordinator S.Y Tiekue - Land Use Planner S.K. Adda - Land Use Planner E. Turkson - Land Use Planner E. Amankwaah - Urban Planner Prince Aboagye Anokye - Land Use Planner Solace D.Y. Asafo (Ms) - Communication Specialist John Robert Wilhelms – Infrastructure Planner/Engineer Dan Kabe - Assistant Infrastructure Planner/ Engineer	Name of senior professional staff of your firm involved and functions performed: None
Narrative description of project: To develop a coherent streamlined and sustainable land use planning and management system which is decentralized, and based on consultative and participatory approaches to effectively manage human settlements developments. The project is part of a comprehensive land administration reform programme under the Land Administration Project of the Government of Ghana.	
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> • Development and testing of models and processes of land use planning and development controls in partnership and with the active participation of the communities and customary land owners. • Development and testing of simplified and operational procedures of the inter-linkage between land tenure clarification and land use management at the local level as an integral part of the development of management process and LIS. • Development and drafting of a coherent and modernized legal framework for town and country planning including model guidelines and regulations. • Preparation and implementation of institutional reform and strengthening including capacity building. • Implementation of information system including integration of new and existing data (maps and other data) to support integrated planning at all levels. • Development of information/public awareness campaign strategies and materials to support the implementation of the reformed planning system. • Support the implementation of land use planning and development controls in Greater Accra Region and selected pilot areas in other regions. The approach is bottom up, starting at local level with 4 pilot areas and then up scaling to 10 other localities and finally updating the Greater Accra Metropolitan Master Plan. 	

4.

Assignment name: Study on Land Tenure in Urban Areas	Approx. value of the contract: € 5,313.47
Country: Ghana Location within country: Greater Accra Region	Duration of assignment: 3 months
Name of client: WaterAid Ghana Address: P. O. Box 16185, KIA, Accra	Total no. of staff-months of the assignment: 2
Start date: Aug. 2008 Completion date: Dec. 2008	Name of senior professional staff of your firm involved and functions performed: none
Name of associate consultants, if any: Mr. Emmanuel Lawer – Land Economist	No. of professional staff-months provided by associate consultants: 2 months
Narrative description of project: Study to assess the impact of land tenure systems on access to land for water, sanitation and hygiene delivery in urban areas.	
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> • Designed data gathering instruments including household questionnaire and semi structured interview guides for key informant interviews and focused group discussions. • Carried out socio economic data gathering including household questionnaire administration, key informant interviews and focused group discussions. • Undertook data collation, data cleaning, analysis and report writing. • Facilitated stakeholders' validation workshop and dissemination workshop on the research findings. • Prepared draft and final reports on the study for publication 	

5.

Assignment name: Providing Strategic Support to CWSA Management on the CWSA Restructuring Process.	Approx. value of the contract (in current US\$): 15,750.00
Country: Ghana Location within country: Nationwide	Duration of assignment (months): 3 months
Name of Client: Ministry of Water Resources, Works and Housing	Total N° of staff-months of the assignment: 2 months
Financier: DANIDA	
Start date (month/year): Feb. 2007 Completion date (month/year): April 2007	N° of professional staff-months provided by associated Consultants: None
Name of associated Consultants, if any: None	Name of senior professional staff of your firm involved and functions performed: Mawuena Dotse- Institutional Development Expert
Narrative description of Project: To provide strategic support to CWSA Management on the CWSA restructuring process	
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> • Coaching the Chief Executive of CWSA on the change management process • Advising and assisting the internal CWSA change management team in managing the change process and in preparing an action plan for the change process • Assisting CWSA to carry out specific tasks related to the implementation of the CWSA action plan 	

6.

Assignment name: Study on Poverty and Water	Approx. value of the contract (in current US\$): 5,693.14
Country: Ghana Location within country: Greater Accra	Duration of assignment (months): 5 months
Name of Client: WaterAid Ghana Address: P. O. Box 16185, KIA, Accra	Total N° of staff-months of the assignment: 3 months
Start date (month/year): Aug. 2007 Completion date (month/year): Dec. 2007	N° of professional staff-months provided by associated Consultants: None
Name of associated Consultants, if any: None	Name of senior professional staff of your firm involved and functions performed: Joseph Ampadu Boakye - Team Leader Ms. Doris Fiasorgbor – Team member
Narrative description of Project: Study to assess access to water, sanitation and hygiene among the poor in two low income urban communities. The outcome of the study was to be used in designing an appropriate strategy for WaterAid to provide advocacy and technical support towards improving WASH delivery to the urban poor.	
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> • Designed data gathering instruments including household questionnaire and semi structured interview guides for key informant interviews and focused group discussions • Carried out socio economic data gathering including household questionnaire administration, key informant interviews and focused group discussions • Undertook data collation, data cleaning, analysis and report writing • Facilitated stakeholders' validation workshop and dissemination workshop on the research findings. • Prepared draft and final reports on the study for publication 	

7.

Assignment name: Process Consultant for the Consolidation of National Water Policy for Ghana.	Approx. value of the contract (in current US\$): 6,250.00
Country: Ghana Location within country: Nationwide	Duration of assignment (months): 15 months
Name of Client: Ministry of Water Resources, Works and Housing	Total N° of staff-months of the assignment: 1.5 months
Financier: DANIDA	
Start date (month/year): July 2004 Completion date (month/year): Sept. 2005	
Name of associated Consultants, if any: None	Name of senior professional staff of your firm involved and functions performed: Mawuena Dotse – WASH Policy Expert
Narrative description of Project: The consolidation of the national water policy by harmonizing and streamlining all existing sub-sectoral policies and approaches. Supplementary to this is the development of a single document that would serve as the main reference material for stakeholders at the local and national government levels and also within the ranks of development partners.	
Description of actual services provided by your staff within the assignment: Consolidation of draft comprehensive national water policy for discussion, refinement and crystallisation by key stakeholders in the water sector	

8.

Assignment name: Study on Aid Effectiveness, Alignment and Harmonisation of the Ghana Water Sector (In association with COWI Consult, Denmark)	Approx. value of the contract (in current US\$): 6,150.00
Country: Ghana Location within country: Nationwide	Duration of assignment (months): 3 months
Name of Client/Financier: AFD	Total N° of staff-months of the assignment: 2 months
Start date (month/year): July 2004 Completion date (month/year): Sept. 2004	
Name of associated Consultants, if any: None	Name of senior professional staff of your firm involved and functions performed: Mawuena Dotse – Team member
Narrative description of Project: A study of the various donor processes in the water sector in Ghana	
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> • Assessment of alignment and harmonisation situation in the water sector in Ghana • Recommendation on the use of tools (e.g. pooled funding arrangements) used elsewhere to improve sector alignment and harmonisation • Preparation of an action plan to improve harmonisation in the sector • Formulation of a draft code of good conduct as a first step towards a more harmonized tool (SWAP) • Organisation and facilitation of a one day workshop in Accra for all donors and major GoG counterpart officials 	

9.

Assignment name: Mid-Term Review of Country Strategy for WaterAid Ghana	Approx. value of the contract (in current US\$): 6,000.00
Country: Ghana Location within country: Nationwide	Duration of assignment (months): 3 months
Name of Client/Financier: WaterAid Ghana	Total N° of staff-months of the assignment: 1 month
Start date (month/year): June 2004 Completion date (month/year): August 2004	
Name of associated Consultants, if any: None	Name of senior professional staff of your firm involved and functions performed: Mawuena Dotse: Team leader
Narrative description of Project: To enable Water Aid Ghana, POs and NSC to determine the successes and challenges and appreciate the enormity of the task ahead in the following 7 quarters over the Country Strategy implementation period.	
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> • To investigate the level of performance and effectiveness of WAG and its 8 POs; • To present the current situation and implementation status of WAG and POs in relation to the Country Strategy; • To indicate, based on exhaustive evidence, the progress made in relation to the implementation schedule; • To determine the challenges and capacity constraints confronting both WAG and POs towards efficient implementation of the strategy; • To make recommendations for improved programme delivery; • To provide a concise basis for the Steering Committee's understanding and appreciation of the WAG programme to enable them provide strategic direction to the programme 	

10.

Assignment Name: Strengthening the Culture for Business, Ghana (In Association with COWI CONSULT, Denmark) (Phase 1&2)	Approx. value of the contract (in current US\$): 83,522.05
Country: Ghana Location within country: Ashanti, Brong Ahafo and Greater Accra Regions	Duration of assignment (months): 42 months
Name of Client/Financier: DANIDA and The World Bank Address: Danida, Asiatisk Plads 2, 1448 Copenhagen K, Denmark.	Total N° of staff-months of the assignment: 35 months
Start date: March 2004 Completion date: August 2007	
Name of associated Consultants, if any: Judith Happy Kwawukume - Financial Management Expert Lawrence Tetteh - Financial Management Expert Edward Aboagye – Socio-Economist John Kwabena Effah - Local MIS and Monitoring Specialist Richard Osei-Anane- Communication and Media Specialist Kofi Ntow - Business and Finance Specialist Frank Ocran – Labour Expert	No. of staff months provided by Associate consultants: 35 months
Narrative description of services: Advocacy for the development of a positive culture of business in Ghana.	
Description of actual services: <ul style="list-style-type: none"> - Establishment of Business Sector Advocacy Challenge (BUSAC) fund - Launch of the BUSAC fund - Design and elaboration of a media strategy - Pilot the implementation of BUSAC - Facilitate outreach and capacity for effective advocacy - Undertake advocacy impact assessment. 	

D. INSTIUTIONAL DEVELOPMENT/CAPACITY BUILDING/TRAINING

1.

Assignment name: Training of District Water and Sanitation Team members and field staff of Partner Organisations on community animation and WATSAN Training in Selected Districts of the Greater Accra Region under the Local Service Delivery and Governance Programme	Approx. value of the contract (in current US\$): 6,000.00
Country: Ghana Location within country: Greater Accra	Duration of assignment (months): 1 month
Name of Client: CWSA-Greater Accra	Total N° of staff-months of the assignment: 0.5 months
Financier: DANIDA	
Start date (month/year): June 2010 Completion date (month/year): June 2010	
Name of associated Consultants, if any: None	Name of senior professional staff of your firm involved and functions performed: Nii Odai Laryea – Community Development Expert
Narrative description of Project: Provision of training to members of newly established District Water and Sanitation Teams in the supervision and monitoring of community based Water and Sanitation Management Teams	
Description of actual services provided by your firm: <ul style="list-style-type: none"> - Training and capacity building of District Water and Sanitation Teams as well as WATSAN committees in community animation and other techniques for community development - Report writing 	

2.

Assignment name: Training of District Water and Sanitation Team members and field staff of Partner Organisations on community animation and Watsan Training in Eight (8) Districts of the Eastern Region under the Local Service Delivery and Governance Programme (LSDGP)	Approx. value of the contract (in current US\$): 6,000.00
Country: Ghana Location within country: Eastern Region	Duration of assignment (months): 1 month
Name of Client: CWSA-Eastern Region	Total N° of staff-months of the assignment: 0.5 months
Financier: DANIDA	
Start date (month/year): June 2010	
Completion date (month/year): June 2010	
Name of associated Consultants, if any: None	Name of senior professional staff of your firm involved and functions performed: Nii Odai Laryea – Team leader Joseph Ampadu Boakye - Community Development and Training Expert
Narrative description of Project: Provision of training to members of newly established District Water and Sanitation Teams in the supervision and monitoring of community based Water and Sanitation Management Teams	
Description of actual services provided by your firm: <ul style="list-style-type: none"> - Training and capacity building of District Water and Sanitation Teams as well as WATSAN committees in community animation and other techniques for community development - Report writing 	

3.

Assignment name: Training on Management of Coordination of the Decentralised HIV and AIDS Response (DRI) in the Northern, Upper East and Upper West Regions of Ghana	Approx. value of the contract (in current US\$): 18,188.90
Country: Ghana Location within country: Northern, Upper East and Upper West Regions of Ghana	Duration of assignment (months): 2 months
Name of Client: Ministry of Local Government and Rural Development	Total N° of staff-months of the assignment: 1.4 months
Financier: GTZ	
Start date (month/year): October 2009 Completion date (month/year): November 2009	
Name of associated Consultants, if any: None	Name of senior professional staff of your firm involved and functions performed: Nii Odai Laryea –Team Leader Joseph Ampadu-Boakye – Team Member
Narrative description of Project: Conducting training programmes, providing oversight responsibility on the implementation of the assignment and report writing.	
Description of actual services provided by your firm: <ul style="list-style-type: none"> - Provision of training for beneficiary MMDAs in the selected regions - Undertaking capacity building in management and coordination of HIV/AIDS - Report writing 	

4.

Assignment Name: Enhancing HIV and AIDS Measures at the National, Regional and District Levels: Training and Capacity Building Support to District Assemblies	Approx. value of the services (in US\$): 25,000.00
Country: Ghana Location within country: Eastern, Ashanti, Brong Ahafo and Central Regions	Duration of Assignment: 11 months
Name of Client/ Financier : GTZ Address: P. O. Box 9698, KIA- Accra.	Nº of professional staff-months : 3 months
Start date: November 2007 Completion date: October 2008	Professional Staff Provided by Your Consultancy (profiles): Nii Odai Laryea –Team Leader/ Community Development Expert Joseph Ampadu-Boakye – Team Member
Name of Associated Consultants, if any: None	No. of Months of Professional Staff Provided by Associated Consultants: None
Narrative description of Project: To provide technical advise and facilitate a series of workshops and capacity building programmes aimed at enhancing measures which would result in more effective interventions of sub-national actors in combating HIV and AIDS.	
Description of actual services provided by your staff: <ul style="list-style-type: none"> • Facilitate the process of linking the quality of districts' HIV/AIDS strategic plans and funds disbursed by GAC including the identification of issues which should be addressed by GAC in order to increase plan quality. • Facilitating the process towards the harmonisation of HIV and AIDS and District Medium Term Development Planning processes. • Reviewing existing financial reporting system for HIV and AIDS funds and suggesting measures which can be taken to improve the system • Developing a comprehensive manual on the management and coordination of decentralised response to HIV and AIDS developed by MLGRDE and facilitating the training of sub national actors on the use of the manual. • Providing capacity building support to four (4) Regional AIDS Committees and Regional Focal Persons to coordinate strategic plan enhancement process; ▪ Training and coaching of DAC/DRMT and other stakeholders on evaluation of proposals for funding for HIV and AIDS activities. 	

5.

Assignment Name: Training for three Water and Sanitation Development Boards in the South Tongu District: Dzogborve, Avorvi And Agorkpo	Approx. value of the services (in US\$): 20,000.00
Country: Ghana Location within country: South Tongu District of the Volta Region	Duration of Assignment (months): 7 months
Name of Client: Community Water and Sanitation Agency, Volta Region Address: P. O. Box 508, Ho	Nº of professional staff-months : 2 months
Financier: DANIDA	Professional Staff Provided by Your Consultancy (profiles): Mawuena Dotse-Quality Assurance Manager
Start date: April 2007 Completion date: October 2007	
Name of Associated Consultants, if any: John Dunyo - Community Development Expert/Team Leader Elikem Memsah – Community Development Expert	No. of Months of Professional Staff Provided by Associated Consultants: 2 months
Narrative description of Project: Training of WSDB and WATSAN Committees in community mobilisation towards the effective and sustainable management, operation and maintenance of installed water and sanitation facilities. Also, to promote hygiene behaviour change and the construction and ownership of household latrines.	
Description of actual services provided by your staff: <ul style="list-style-type: none"> • Conduct a Training Needs Assessment for the members of the WSDB and WATSAN committees • Training of the WATSAN committees and the WSDB • Making follow-up visits to the trained WATSAN committees and WSDBs • Report writing 	

6.

Assignment name: Training of District Assemblies in the Preparation of District Water and Sanitation Plans (in association with the Department of Planning, Kwame Nkrumah University of Science and Technology, Ghana and Pragmatic Outcomes Inc., Ghana)	Approx. value of the contract (in current US\$): 130,000.00
Country: Ghana Location within country: Brong Ahafo, Ashanti, Western, Upper East, Upper West and Northern Regions	Duration of Assignment (months): 60 months (intermittent)
Name of Client: Community Water and Sanitation Agency, Greater Accra Region Address: PMB-KIA, Accra	Total N° of staff-months of the assignment: 7 months
Financier: DANIDA/The World Bank	Approx. value of the services provided by your firm under the contract (in current US\$): 40,000.00
Start date (month/year): Dec. 2005 Completion date (month/year): Dec. 2010	
Name of Associated Consultants, if any: none	Name of Senior Professional Staff of your firm involved and functions performed: Nii Odai Laryea (Co- Lead Facilitator): facilitating sessions and report writing Joseph Ampadu Boakye – Complementary Training Expert
Narrative description of Project: The objective of the consultancy assignment is to train DAs to operationalise the guidelines for DWSP preparation thereby assisting them to integrate the delivery of sustainable safe water supply and improved environmental sanitation in the district development agenda.	
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> ▪ Empower DAs appreciate the planning process of safe water supply and improved sanitation with specific emphasis on the preparation of the DWSP and expected outputs at every stage. This is to enhance the roles of DAs to support communities have access to safe water supply and improved sanitation services. ▪ Outline the DA and other key stakeholders' roles and responsibilities in assisting communities under their jurisdiction have access to sustainable safe water and improved sanitation as spelt out under the National Community Water and Sanitation Programme (NCWSP) as well as the draft National Water Policy. ▪ Facilitate the preparation of draft DWSPs and their promotion to guide the mobilization and allocation of investment and operational resources by the DAs to achieve district/national targets (reference to the 2007 National Water Policy) in water supply and sanitation delivery as a component of the overall government's plan and strategy for poverty reduction. ▪ Equip participants with the means and processes for promoting environmental health including household and personal cleanliness/hygiene in their communities. 	

7.

Assignment name: Training of Two Area Councils and Community Opinion Leaders in 2 districts of the Eastern Region under the Community Based Rural Development Project	Approx. value of the contract (in current US\$): 8,000.00
Country: Ghana Location within country: Eastern Region	Duration of assignment (months): 2 months
Name of Client: Eastern Reg. Coordination Council	Total N° of staff-months of the assignment: 1 month
Financier: The World Bank	
Start date (month/year): October 2009 Completion date (month/year): November 2009	N° of professional staff-months provided by associated Consultants: None
Name of associate Consultants, if any: None	Name of senior professional staff of your firm involved and functions performed: Nii Odai Laryea – Team leader Joseph Ampadu Boakye- Training Expert
Narrative description of Project: Provision of training and capacity building of area councils and opinion leaders and report writing.	
Description of actual services provided by your staff within the assignment: Training provided in the following areas <ul style="list-style-type: none"> • Undertaking Community needs assessment and prioritisation of needs • Project Planning and Implementation • Supervision/monitoring of works • How to demand accountability 	

8.

Assignment name: Capacity Building of District Assembly staff in the Greater Accra Region.	Approx. value of the contract : \$ 6,015.36
Country: Ghana Location within country: Greater Accra	Duration of assignment (months): 3 months
Name of Client: Community Water and Sanitation Agency Address: PMB-KIA, Accra	Total N° of staff-months of the assignment: 2 months
Financier: DANIDA	
Start date (month/year): October 2005 Completion date (month/year): Dec. 2005	
Name of associated Consultants, if any: None	Name of senior professional staff of your firm involved and functions performed: Nii Odai Laryea – Team leader Joseph Ampadu Boakye – Training Expert
Narrative description of Project: Training of Core management of District Assembly Officials on project planning, implementation, monitoring and evaluation processes at the district level.	
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> • Training of District Assembly officials in the following areas • Community Selection • Project Planning, Design and Appraisal • Procurement and Financial Management • Supervision/monitoring of civil works 	

9.

Assignment Name: Capacity Building of Ga East District Assembly	Approx. value of the services (in US\$): 6,000.00
Country: Ghana Location within country: Greater Accra	Duration of Assignment: 2
Name of Client: Community Water and Sanitation Agency, Greater Accra Region Address: P. O. Box H884, Accra	Nº of professional staff-months : 4
Financier: DANIDA	
Start date: October 2005 Completion date: November 2005	Professional Staff Provided by Your Consultancy (profiles): Mawuena Dotse – Team Leader/ Facilitator Nii Odai Laryea – Facilitator/Training Expert Joseph Ampadu-Boakye – Facilitator/ Training Expert
Name of Associated Consultants, if any: Sandra Kesse Amankwa – Facilitator/ Training Expert	No. of Months of Professional Staff Provided by Associated Consultants: 1 month
Narrative description of Project: <ul style="list-style-type: none"> ▪ To build the capacity of the Ga East DWST and District Assembly and selected DWST members of other districts in the Greater Accra Region towards effective implementation and management of water and sanitation facilities installed by CWSA and the DANIDA supported District Based Water and Sanitation Component ▪ To recommend the way forward where additional capacity building might be needed 	
Description of actual services provided by your staff: <ul style="list-style-type: none"> • Training of DWST and DA officials • Report writing on the outcome of the assignment 	

10.

Assignment name: Community animation and training of Water and Sanitation Committees/Water and Sanitation Development Board - Kweiman area rural piped water scheme	Approx. value of the contract (in current US\$): 17,000.00
Country: Ghana Location within country: Ayi Mensah, Kweiman, New Kweiman, Damfa, Damfa Hospital, Adoteiman, Otinibi, Habitat A, B, & C all in Greater Accra Region	Duration of Assignment (months): 9 months
Name of Client: Community Water and Sanitation Agency, Greater Accra Region Address: P. O. Box H884, Accra	Total N° of staff-months of the assignment: 7 months
Financier: DANIDA	
Start date (month/year): October 2004 Completion date (month/year): June 2005	Name of Senior Professional Staff of your firm involved and functions performed: Nii Odai Laryea – Training and Community Development Expert
Name of Associated Consultants, if any: Thomas Peprah-Manu (Team Leader/WASH Engineer)	No. of professional staff-months provided by Associated Consultants: 6 months
Narrative description of Project: Community animation and training of WATSAN Committee and WSDB for the Kweiman area rural piped water scheme	
Description of actual services provided by your staff within the assignment: <ul style="list-style-type: none"> ▪ Mobilized the beneficiary communities towards the collective and co-operation demands of the proposed schemes ▪ Assisted communities to mobilise and pay community contributions ▪ Facilitated the formation of WATSAN committees in the beneficiary communities ▪ Trained the WATSANs and WSDB ▪ Facilitated the selection and training of water vendors/caretakers etc. ▪ Facilitated the formulation and signing of the Facility Management Plan (FMP) 	

11.

Assignment Name: District level capacity building of MMDAs in the Central Region: orientation, awareness creation and skills enhancement of district level actors	Approx. value of the services (in US\$): 33,897.50
Country: Ghana Location within country: Central Region	Duration of Assignment: 5 months
Name of Client: Community Water and Sanitation Agency	Nº of professional staff-months : 3 months
Financier: DANIDA	
Start date: September 2004 Completion date: January 2005	Professional Staff Provided by Your Consultancy (profiles): Nii Odai Laryea – Community Development Expert/Team Leader
Name of Associated Consultants, if any: Paul Kukwaw- Planning Expert/Team Member	No. of Months of Professional Staff Provided by Associated Consultants: 2 months
Narrative description of Project: Training of Core management of District Assembly Officials on project planning, implementation, monitoring and evaluation processes at the district level.	
Description of actual services provided by your staff: <ul style="list-style-type: none"> • Training of District Assembly officials in the following areas: <ul style="list-style-type: none"> - Community Selection - Project Planning, Design and Appraisal - Procurement and Financial Management - Supervision/monitoring of civil works 	

12.

Assignment Name: Capacity Building of MMDAs in Western Region in Relation to the second phase of the IDA supported Community Water and Sanitation Project 2		Approx. value of the services (in US\$): 30,000.00
Country: Ghana Location within country: All districts in the Western Region		Duration of Assignment: 3 months
Name of Client: Community Water and Sanitation Agency Address: Private Mail Bag, Kotoka International Airport		Nº of professional staff-months : 2 months
Financier: IDA of The World Bank		
Start date: March 2004 Completion date: May 2004		Professional Staff Provided by Your Consultancy (profiles): Mawuena Dotse – Team Leader/ Community Development Expert
Name of Associated Consultants, if any: Alhassan Kanu- WASH Planner Agyenim Boateng – WASH Engineer		No. of Months of Professional Staff Provided by Associated Consultants: 1.5 months
Narrative description of Project: Assisting all 10 District Assemblies in the Western Region to identify required actions to be carried out prior to the commencement of the upcoming IDA funded water and sanitation project in the region.		
Description of actual services provided by your staff: <ul style="list-style-type: none"> • Design and implementation of regional level start-up workshop • Design and implementation of interactive sessions at the district level for core District Assembly staff ▪ Assist District Assemblies (DAs) and the Regional Water and Sanitation Team to draft action plans. 		

13.

Assignment Name: Assistance to District Assembly officials in the Greater Accra Region		Approx. value of the services (in US\$): 20,000.00
Country: Ghana Location within country: Ada, Tema, Dodowa and Amasaman in the Greater Accra Region		Duration of Assignment: 2
Name of Client: Community Water and Sanitation Agency (Greater Accra Region) Address: P. O. Box AH-884, Achimota, Accra		Nº of professional staff-months : 2
Financier: DANIDA		
Start date: May 2002 Completion date: July 2002		Professional Staff Provided by Your Consultancy: Mawuena Dotse-Team Leader Nii Odai Laryea – Training Expert
Name of Associated Consultants, if any: Amadeus Akorli Joseph Lamborgang		No. of Months of Professional Staff Provided by Associated Consultants: 1 month
Narrative description of Project: Training of Core management of District Assembly Officials.		
Description of actual services provided by your staff: Training of District Assembly officials in the following areas: <ul style="list-style-type: none"> - Community Selection - Project Planning, Design and Appraisal - Procurement and Financial Management - Supervision/monitoring of civil works 		

OUR CONTACT DETAILS

Our contact details are as follows:

Address:

159 Adaaman Street
1st Floor Ecobank Building, Tesano
(Adjacent to the Ghana Communication Technology University)

Digital Address: GA-167-2200

Telephone number: 233 (0)302 241133; 233-(0)302-241415

Fax number: 233 (0)302 240498

Email: info@mapleconsult.org

Website: www.mapleconsult.org

GRA Reg. No: 00005756901