

LETTER OF AGREEMENT

between the

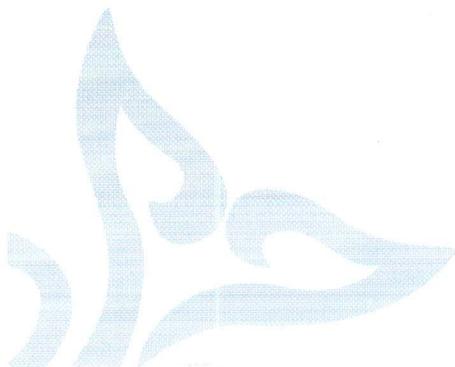
Secretariat of the Pacific Regional Environment Programme (SPREP)

and the

Lauru Land Conference of Tribal Community

relating to

Implementation of components of the PEBACC Project Waginalsland, Choiseul Province Ecosystem-based Adaptation (EbA) option focusing on the formulation of the Wagina community water resources management guidelines and delivery of education and awareness programme.



This LETTER OF AGREEMENT is made between the **Secretariat of the Pacific Regional Environment Programme (SPREP)** and **Lauru Land Conference of Tribal Community**.

SPREP and LLCTC have agreed in the spirit of the MOU signed in 2015 to collaborate on the SPREP activities on Choiseul Province. The EbA option is to formulate the Wagina community water resources management guideline and deliver awareness and education campaign on the guidelines at the community level.

1. This LoA is in the spirit of MOU signed between SPREP and LLCTC in 2015 to collaborate for activities on Choiseul province.
2. SPREP will cover the cost of travel and DSA for the LLCTC lead person on the most economical route to Wagina to undertake consultations for the water resources management guidelines and action plan and follow up awareness activities.
3. The funds available under this LoA provides for the cost of boat travel, fuel, accommodation, campaign costs and incidentals incurred by LLCTC to travel to Wagina.
4. LLCTC will undertake the tasks required according to the attached Terms of Reference.
5. LLCTC will provide acquittals to SPREP on the funds spent.
6. This agreement is for a period of 12 months from the date of signing of this LoA.
7. The first payment of USD15, 000 is to be paid upon the signing of the LoA.
8. The Wagina community water resources management guidelines and action plan are expected to be delivered 60 days from the receipt of the first payment.
9. The second payment of USD10, 000 will be released upon the approval by SPREP PEBACC of draft water resources management guidelines and action plan and acquittals of all funds from the first payment.
10. The final payment of USD 5000 will be withheld as re-fundable funds to be transferred after the submission of all acquittal and reports.
11. The total funds to be transferred under this LoA will be USD30, 000 and should be spent as per attached activity budget for this LoA.
12. SPREP and LLCTC shall co-operate to carry out the obligations in this Agreement in good faith.
13. SPREP and LLCTC may request each other to make variations to this Agreement. Requests for variations shall not be unreasonably withheld.



Kosi Latu

for **Director-General
Secretariat of the Pacific Regional
Environment Programme (SPREP)**

Michael Zazu

**LLCTC Coordinator
Choiseul Province**

Date: 13/3/19

Date: _____

Terms of Reference

Pacific Ecosystem-based Adaptation to Climate Change Project (PEBACC) Wagina Community Water Resources Management Guidelines

1. Background

The SPREP PEBACC project after completing the Ecosystem and Socio-economic Resilience Analysis and Mapping (ESRAM) and EbA Options Assessment for Wagina has identified EbA demonstration activities that can be carried out within the community. A major challenge for the Wagina EbA options is the cost required to undertake some of the options identified. The option most feasible for the available implementation funds is to formulate a water resources management guideline for the community that is focused on managing and maintaining the quality of water. This includes a baseline water quality assessment, formulating the water resources management guidelines and action plan and undertaking community awareness on the guidelines and action plan.

SPREP PEBACC project has partnered with the Water resources division in the Ministry of Mines, Energy and Rural Electrification to undertake a baseline water quality assessment in 2018. The preliminary results of the water quality study shows that most of the water sources are not safe for drinking. This makes the community extremely vulnerable and thus the need to develop guidelines on how to effectively manage their water resources. This TOR is therefore developed to formulate the Wagina community water resources management guidelines and action plan and subsequent community awareness and education campaign on these guidelines and action plan.

2. Scope of the TOR

LLCTC will;

Part A.

- Appoint a lead person to prepare the Wagina water resources management guidelines and action plan.
- Consult all stakeholders and community members in the preparation of the water resources management guidelines and action plan.
- Collate all environmental and socio-economic baseline information from the SPREP Wagina ESRAM reports and analyse them as basis for the guidelines.
- Includes ecosystem-based adaptation and management as underlying principles for the guidelines.
- Use other existing provincial plans and guidelines in the formulation of the guidelines and action plan.
- Align the guidelines to existing Choiseul provincial and R-WASH national policies and those on climate change and environment.
- Special attention must be given to the community context and the different kinds of water sources available and issues related to managing wastes.
- Utilise any existing guidelines from R-WASH or the Water Resources Division to formulate these guidelines and action plan.

- Use the reports from Water resources division on water quality as a guide for the guidelines and action plan.
- Undertake at least two consultations missions with the community to formulate the water resources management guidelines and action plan.
- Ensure that the guidelines and action plan are practical, can be implemented by the community and can be easily understood and used by the community.
- If possible use simple diagrams, images and icons to ensure that community can easily understand the guidelines and action plan.
- The guideline and action plan is expected to be no more than 20 pages and should be short, concise and user friendly for the community.

Part B.

- Undertake a series of awareness and education programme on water resources management guidelines and action plan for the community.
- Work with and engage the Wagina women's groups to lead the community level campaigns.
- Provide a campaign schedule and plan for proposed campaign at Wagina.
- Source and develop communication materials that can be easily understood by the community.
- Ensure that the campaign covers the message of EbA as an important approach for climate change resilience.
- Include all the reports and maps produced under ESRAMs as part of the campaign.
- Invite national and provincial water resource officers to be part of the campaign events for Wagina.
- Provide reports after each campaign mission covering information on gender and how many people participated and also feedback from the community.

3. Services Required

LLCTC is expected to:

1. Submit to SPREP PEPBACC project a complete Wagina community water resources management guideline and action plan.
2. Deliver community awareness and education campaign on the guidelines to the Wagina community and
3. Submit the education and awareness campaign report with all acquittals.

4. Deliverables

1. Wagina community water resources management guidelines and action plan.
2. Deliver the awareness and education campaign for the Wagina Community.
3. Wagina community water resources guidelines and action plan awareness and education campaign report.

5. Time scale

The total timeframe for this LoA is 12 Months;

1. The water resources management guidelines and action plan is expected to be delivered 60 days from the receipts of the first payment after the signing of the LoA (USD15, 000).
2. The second payment of USD10, 000 for the awareness and education programmewill be made SPREP PEBACC review and approval of the draft water resources management guidelines.
3. Final payment of USD 5000 refundable funds will be made after the submission of all acquittals and campaign report.

6. Project budget

The total cost for the LoAUSD30, 000 for the activities.

7. Provision of Monitoring and Progress Control

LLCCTC will be working under the direct supervision of the Solomon Islands PEBACC Country Manager, Mr. Fred Siho Patison. Email: fredp@sprep.org

ACTIVITY Budget Details

Wagina EbA Option Implementation Budget 2019

Major Activities	Costs Details	Budget SBD	Budget USD	Allocated 2019 Budget (USD)	Allocated 2019/2020 Budget (USD)	Grand Total
				30,000		
Formulation of the Wagina Community Water Resources Management Guidelines	Personal costs	\$ 58,125.00	\$ 7,500.00			
	Workshops for communities@ \$150 x 2 sites x 30 people	\$ 10,000.00	\$ 1,290.32			
	Logistics and transport @ \$750 x 10 days x 2 months	\$ 15,000.00	\$ 1,935.48			
	Data collection and local guides	\$ 11,000.00	\$ 1,419.35			
	Incidentals over 60 days	\$ 15,000.00	\$ 1,935.48			
	Sub-total	\$ 109,125.00	\$ 14,080.65			\$ 14,080.65
Awareness and Education Campaign on the Water Resources Management Guidelines	Personal costs	\$ 58,125.00	\$ 7,500.00			
	Campaign events @ \$150 x 3 meetings x 20 people	\$ 10,000.00	\$ 1,290.32			
	Campaign materials costs @ \$500 x 20 days	\$ 14,200.00	\$ 1,832.26			
	transport @ \$750 x 20 days	\$ 15,000.00	\$ 1,935.48			
	Incidentals over 6 months	\$ 26,000.00	\$ 3,354.84			
	Sub-Total	\$ 123,325.00	\$ 15,912.90			\$ 15,912.90
Grand total						\$ 29,993.55