1.0 Introduction

CARE, in partnership with Emmanuel International, IFPRI, NASFAM, Save the Children, and WaterAid, is leading the implementation of a five-year $75 Million USAID Titukulane Development Food and Nutrition Security Activity Project funded by Bureau for Humanitarian Assistance (BHA). The goal of Titukulane is to achieve equitable, sustainable and resilient food and nutrition security for 723,111 individuals in the hanging in, stepping in and stepping out households and communities in 20 Traditional Authorities in Mangochi and Zomba districts. To achieve the goal, Titukulane will implement activities under three purposes as follows: Purpose 1, increasing stable and equitable incomes from agriculture and non-agriculture livelihoods for the poor and extremely poor households and youths; Purpose 2, improving the nutritional status of children under five years of age, adolescent girls and women of reproductive age and Purpose 3, building institutional and local capacities to reduce risk and increase resilience among hanging in, stepping in and stepping out households. CARE and consortium partners designed Titukulane to reduce the number of chronically food insecure households by enhancing the capacities of local and national governance structures to implement resilience-focused policies. Three clusters of households namely, hanging in, stepping in, and stepping out households will be targeted with various interventions. Integrated throughout the Titukulane design are three domains that CARE sees as fundamental to elimination of poverty and inequality namely: following the principle of good governance; ensuring increased household, community, and systems resilience capacities; and enhancing gender equality, women’s empowerment and youth opportunities and their participation in project interventions at the household, community and systems levels.

Key result areas of the project

The project aims at achieving the following results based on its three outcomes;

i. Increased incomes from farm production and off-farm livelihoods activities

ii. Improved nutritional status of children under five years of age, adolescent girls and women of reproductive age

iii. Well-built institutional and local capacities to reduce risk and increase resilience among hanging in, stepping in and stepping out households.
In order to ensure optimal benefits from nutrition specific interventions (aimed at improving the nutritional status of children under five years of age, adolescent girls and women of reproductive age), Titukulane Theory of Change (ToC) aims at increasing the proportion of households with sustainable and improved basic drinking water supply and with improved sanitation and hygiene practices. This intervention involves investments in improvements in water services provision, rehabilitation and asset management systems, increasing household demand for and choice of sanitation and hygiene technologies and strengthening service provision and accountability systems.

2.0 Background to the Study
The country development agenda is driven by the Malawi Growth and Development Strategy (MGDS) III, which is the mid-term development instrument of the country. To ensure effective implementation of the strategy, on an annual basis the government, through the Ministry of Finance, develops a national budget supporting all the sectors and departments that contribute to the implementation of the national strategy.

WaterAid and other Water Sanitation and Hygiene (WASH) players have been doing the analyses of the national budget with a focus on WASH Sector. This helps to inform different stakeholders on the priorities that the government has set for that financial year and also highlight the gaps in the allocation of resources against Government and sector priorities.

WaterAid intends to conduct an analysis of the 2020/21 national budget with a focus on WASH. The aim is to ensure efficient allocation of resources by district finance committees, National Local Government Finance Committee and the Ministry of Finance and inform deliberations in the National Assembly during budget sittings, including the mid-year review.

3.0 Purpose of the Study / Main Objective
WaterAid seeks services of a highly qualified consultant to conduct an analysis of the national and districts (Mangochi and Zomba) budgets, with a focus on WASH, and an analysis of trends in allocation, disbursement and expenditure for the past three fiscal years with an aim to lobby and advocate for efficient allocation of resources by district finance committees, National Local Government Finance Committee, Ministry of Forestry and Natural Resources, Ministry of Health and the Ministry of Finance. WaterAid intends to use findings and recommendations from this study to amplify voice and enhance informed decision-making in the allocation of resources for WASH at national and district level. WaterAid also intends to utilize the findings to inform deliberations in the National Assembly during budget sittings, including the mid-year review.

Whilst the focus will be on the 2020/21 financial year, the consultant will also be expected to analyze trends in allocation, disbursement and expenditure by carrying out a retrospective review spanning 3 financial years (2018/2019 – 2020/21) using (where
possible) the same parameters for analysis and reviewing the outputs and outcomes of corresponding allocations.

The analysis will focus on the size of the overall national and districts budget, the share allocated to the WASH, Health and Nutrition budgets, allocative efficiency, equity, trends and the extent to which the budget is sensitive to WASH needs broadly and to needs of specific groups in the sector such as the stepping up and stepping out and the hanging including those living with disability, orphans and other vulnerabilities. The analysis will also focus on how the budgets have considered the impact of COVID-19 on WASH.

This consultancy is intended at achieving, but not limited to, the three major objectives as stated below;

1. To track and document (in figures) budget allocations for WASH by the government in the past three fiscal years (2017/18, 2018/19 and 2019/20).


Specifically, the study will:

1. Determine the allocation to WASH in relation to the overall national and district budgets.

Review allocations to different sub-sectors within WASH including menstrual hygiene service provisions and determine whether WASH, Menstrual Hygiene Management (MHM) budget allocations have taken into consideration country priorities & priority themes outlined in the Malawi Growth and Development Strategy (MGDS) III, Malawi National Resilience Plan (2018-2030); National Water Policy (2005), National Sanitation Policy (2008), National Sanitation and Hygiene Strategy (2018-2024), Water Sector Investment Plan (WSIP) 2012, National Youth Policy and other national and international commitments such as those made under the Sanitation & Water for All (SWA) partnership. The analysis should also assess the extent to which the 2020-2021 WASH national and district budgets have responded to needs and issues that were prevalent in previous budget analyses and joint sector review reports, including responsiveness to
current WASH needs of the stepping up, stepping out and the hanging in categories.

2. Identify and compare the amounts allocated to, disbursed & spent on key WASH provisions and outputs (focusing on the hanging in, stepping up and stepping out including, gender, disability, adolescent boys & girls & young women & men) in the 2018/19, 2019/2020 and 2020/21 budgets and highlight any budget gaps in WASH budget allocations and outputs with reference to country priorities & priority themes articulated in the reference documents mentioned above.

3. Present a trend analysis of both the Other Recurrent Transactions (ORT) and the development budget in the WASH sector including disbursement and total actual spend.

4. Develop and update budget accountability- real time tracking tool. The tool should be comprehensive to show all information of WASH budget accountability.

5. Make specific and implementable / action-oriented recommendations to promote:
   a. Greater efficiency in resource allocation in the WASH related sectors.
   b. Greater responsiveness and sensitivity in WASH budget design, development process & resource allocations, funds disbursement and expenditure including to categories such as the hanging in, stepping up and stepping out and to factors such as; gender, disability, Menstrual Hygiene Management and other forms of vulnerability

4.0 Scope of work
The study will be a combination of desk review and meetings with key stakeholders. In doing this work, the consultant will develop tailor-made tools to collect and analyze the needed information, which will be vetted by the client prior to utilization.

The consultant will be responsible for conducting the following activities in accordance with the terms and conditions of the consultancy contract:

1. Develop appropriate methodology for the study including the workplan which will be vetted by the client
2. Conduct the study to understand major issues included under section 3.
   Specifically, the consultant will:
   • Conduct a desk review of appropriate documents including those outlined below
   • Conduct KII / meetings with key stakeholders at both national & district level including (not limited to) representatives of district finance committees, National Local Government Finance Committee, Ministry of Forestry and
Natural Resources, Ministry of Health, Ministry of Finance, Ministry of Economic Planning, Parliamentary Committees, and select CSOs in WASH, health, nutrition and related sub-sectors

- Facilitate a key stakeholder input meeting on the draft report
- Support 4 engagement meetings (2 national and 2 district levels) with MPs & relevant ministries and departments at the two levels.

3. Submit all deliverables as outlined under section 6 following the agreed timeline.

4.1 Proposed Documents to be read:
- Malawi Growth and Development Strategy III (2017-2022)
- WASH Sector Performance Report for 2016/2017, 2018/19
- Previous WASH and budget analysis reports.
- National Water Policy (2005)
- National Sanitation & Hygiene Strategy (2018 – 2024)
- Water Sector Investment Plan (WSIP) 2012
- Malawi National Resilience Plan (2018-2030)

The Consultant will report to the WASH Programme Manager but closely work with Coordinator for Policy and Sector Engagement at WaterAid.

5.0 Duration of the assignment
This assignment is expected to be completed in a period of 25 days starting on January 20th 2021.

6.0 Deliverables
The consultant is expected to produce the following:

1. An inception report outlining the methodology/approach, work plan with clear timelines on how the assignment will be carried out
2. Data collection and analysis tools
3. Electronic and hard copies of the analysis report (including relevant data tables)
4. One policy brief based on the critical findings of the budget analysis.
5. PowerPoint presentation on the key findings of the draft budget analysis.
6. A final report

6.1 Final report
The final report (electronic & 3 bound copies) - 45 pages maximum should comprise the following:
- An updated budget accountability tracking tool. The tool should incorporate all required data on allocations, disbursements and spending and including the data source of each value inserted in the document.
- Documentation on the trends of contribution on the total budget for WASH by donors and Government.
- Documentation of national and district WASH needs using quantification reports from Ministry of Health, Ministry of Agriculture /Ministry of Forestry and Natural Resources and Ministry of Finance.

The report should clearly document WASH budget allocations to the stepping up, stepping out and hanging in categories and to gender, disability, MHM and Covid-19 responsiveness in the national and district budgets. It should also indicate the expenditure and disbursement trends in the last 3 financial years. The report should further outline the key issues & implementable/actionable recommendations to be considered by Ministry of Finance; Ministry of Economic Planning, Development & Public Sector Reforms; Ministry of Forestry & Natural Resources, National Local Government Finance Committee, Members of Parliament, district finance committees, planners and stakeholders in the WASH, health & education sectors.

7.0 Qualifications and Experience of the Consultant
The consultant is expected to have the following qualifications:
- A minimum of Master’s Degree in the following fields: - Social sciences (Economics, Development Economics), Public Sector Financing, Statistics, and other related fields.

Specifically:

a) At least 5 years’ relevant work experience in conducting budget analysis and expenditure tracking exercises, ideally within the WASH sector.
b) Extensive experience in public finance management frameworks and public budget formulation and analysis, among others;
c) Understanding of/familiarity with human rights-based approach to research and advocacy on issues related to the financing of WASH and other public services.
d) Demonstrated comprehensive range of analytical skills especially in key macro and micro-economic fundamentals and their application to public policy development and analysis;
e) Experience and knowledge in regional social service delivery issues will be an added advantage;
f) Experience in working in the field of Governance and the broader public governance systems will be an added advantage; and
g) Demonstrated experience and solid track record in similar assignments will be added advantage.
h) Proven understanding of the importance of ethics in research work.
8.0 Application

Interested consultant (s) should send an electronic **Expression of Interest** (financial & technical proposals) by 30th December **2020** to procurementmw@wateraid.org with subject line “2020/2021 WASH National and District Level Budget Analysis & Expenditure Tracking” outlining exact availability in line with the approximate timeline. The expression of interest should contain: (a) a technical offer and (b) a financial offer, comprising:

1. **Technical offer:**
   - Technical proposal detailing proposed methodology (max 5 pages).
   - At least three traceable references & references for similar assignments successfully delivered
   - An example of a report from similar work which demonstrates evidence of the skills and experience required.
   - Up to date CV of the consultant(s) & all team members to be available for the assignment

2. **Financial offer:**
   - Details of charges and expenses in line with proposed methodology strictly in Malawi Kwacha.

**Note:** WaterAid has zero tolerance for all forms of harassment, discrimination, abuse and bullying, especially pertaining to children and vulnerable adults. Consultant(s) will be required to commit to adhere to WaterAid’s safeguarding policies & code of conduct. Consultant(s) will ensure all staff on the project sign up to safeguarding policies as required. The consultant(s) will be required to support district and community level structures in understanding and implementation of safeguarding policies.