

HELP Proposal Document for New Basins

Instructions

Brief responses to each of the criteria are expected to provide a clear picture of Basin's vision and plans to implement integrated water resources management through active stakeholder participation.

Notes in italics are reminders for your information and may be deleted from your final submission

Please do not delete or write within the boxes stating the Evaluation Criteria; these are for official use by the Evaluation Team.

Proposal Document - Title Page

Name of the Proposed HELP Basin:

Give name and country

Executive Summary

(No more than 150 words)

Executive Summary :

Give summary statement of the highlights of this submission and proposed focus area within IHP-VII.

Evaluation Criteria: None, but this is your first opportunity to communicate with the evaluators, so make it count!

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Part I - Details of the Proposing Organisation and the Basin

Details of the Proposer(s)

(No more than 1 page)

Name(s) of key contacts preparing this proposal :

Title or position, organization, address, telephone number, email address

Name(s) of lead sponsoring organization(s):

Title and type of organisation, address, contact point name and/or position, Web site(s), etc.

Organisations and institutions responsible for Integrated Water Resources Management (IWRM) in the basin:

List the names and roles of relevant organisations and their country or their affiliation.

Overall evaluation criteria for Part I:

Suitability of the proposing organisation and the basin for inclusion in the HELP world wide programme.

Evaluation criteria 1.1:

Do the lead and sponsoring organisations have the authority, responsibility and influence to promote HELP and IWRM within the basin?

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Basin Properties

(No more than 3 pages)

Geographical properties:

Give geographical information e.g. Latitude, Longitude and a map

Demographic properties:

Give demographic information (population urban/rural etc) .

Land uses :

Give principal land uses

Water resources and uses in the basin :

Give principal water resources and uses

Policy and legislative properties :

Briefly describe the present legal and institutional properties for IWRM.

Baseline information availability :

Comment on the information and data available to help implement IWRM.

Overall evaluation criteria for Part I:

Suitability of the proposing organisation and the basin for inclusion in the HELP world wide programme.

Evaluation criteria 1.2: Does the description of the basin properties demonstrate its suitability and their relevance to HELP policy issues?

Evaluation Criteria 1.3: Is baseline data and information readily available between stakeholder organisations?

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Part II - Statement of Issues, Purpose and Outputs

(Not more than 3 pages)

List the main IWRM issues in the basin.

If you wish to refer to publications or electronic databases that are highly relevant to your proposal and available, please add as an annex a one-page (maximum) listing of publications on the physical, biological, chemical, social, etc. nature of the basin.

1 Hydrological and Water Management issues :

List the key issues.

2 Environmental issues :

List the key issues.

3 Livelihoods issues (Economic and social issues) :

List the key issues.

4 Policy legislation and institutional issues :

List the key issues.

How do the issues fit with the IHP Themes ? (Available as attachment-1)

Identify the issues above with one or more of the IHP Themes given as an attachment.

Overall Vision for the Basin:

Describe the most important issues that will be addressed and which development results should be achieved.

Overall evaluation criteria for Part II:

Relevance of the stated issues, purposes and outputs to the HELP programme.

Evaluation criteria 2.1: Are the issues identified by the project relevant to program goals for policy, management, hydrologic science, the environment, and human

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socio-economic well-being and to IHP themes?

Evaluation criteria 2.2: Does the project create a shared stakeholder vision for implementing IWRM in the Basin?

Principal Purposes :

Describe how your proposed purposes address some, or all, of these issues.

Principal Outputs :

Describe the principal high level outputs that you plan to meet your proposed purposes.

Overall evaluation criteria for Part II:

Relevance of the stated issues, purposes and outputs to the HELP programme.

Evaluation criteria 2.3: Do the principal purposes include **explicit** improvements in water management, science, policy, or law?

Evaluation criteria 2.4: Do the outputs contribute to the purposes and include demonstrations of best practice and innovative techniques?

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Part III - Statement of Proposed Activities:
(Not more than 3 pages)

Describe the activities that are proposed to achieve the high level outputs and purposes stated in Part II, including:

Outline of the HELP programme design and plan :
Describe the overall project or programme plan

Measurement and reporting of baseline conditions in the basin :
Describe baseline conditions with respect to the basin and the project.

Stakeholder analysis, participation and consultation :
Plan for stakeholder analysis. Describe proposals for stakeholder participation and consultation.

Capacity building, training and education :
Provide for a training needs analysis and a training programme.

Schedule of proposed activities :
List proposed activities with defined products, timelines and milestones .

Monitoring and evaluation :
Describe the monitoring and evaluation plan.

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Overall evaluation criteria for Part III:
Adequacy and feasibility of the proposed activities.

Evaluation criteria 3.1: Do activities provide good opportunities for interactions between the four main HELP components and have an impact on IWRM in the basin?

Evaluation criteria 3.2: Are baseline conditions from which to measure progress well defined and described?

Evaluation criteria 3.3: Are activities likely to be effective in promoting stakeholder participation, including stakeholder analysis and consultation meetings?

Evaluation criteria 3.4: Do activities include good plans for dissemination of information?.

Evaluation criteria 3.5: Does the project schedule cover all the listed activities and is it realistic?

Evaluation criteria 3.6: Are there convincing plans for monitoring and evaluation, with appropriate use of indicators? Is there a five year review plan?

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Part IV - Statement of Commitment
(Not more than 2 pages)

Programme or project team members :

List project team members.

Supporting partners and stakeholders :

List the supporting partners.

What resources are available to implement the proposal:

Any letters of support can be added here.

Overall evaluation criteria for Part IV:

Confirmation of commitment to providing resources and cooperation

Evaluation criteria 4.1: Does the proposed project team reflect an adequate commitment to interdisciplinary collaboration?

Evaluation criteria 4.2: Have team members made an adequate commitment of time and appropriate expertise?

Evaluation criteria 4.3: Does the list of partners and stakeholders demonstrates effective commitment to improving livelihood?

Evaluation criteria 4.4: Do letters of commitment from relevant organizations confirm adequate support to implement the project?

Evaluation criteria 4.5: Is there a sufficient combination of funding and in-kind services to carry out the proposed activities?

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Part V - Contribution to promoting IHP themes

½ page max

Contribution to promoting IHP Themes :

Give additional information to support your proposal and its contribution to promoting IHP Themes. If you are interested in leading or hosting an IHP related activity please indicate in the paragraph below.

Overall evaluation criteria for Part V:
Contribution to promoting IHP Themes

Evaluation criteria 5.1: Are there special contributions to promoting IHP Themes?

Evaluation criteria 5.2: Is there overall balance, quality and imagination in the proposal as a whole?

What inputs from other HELP basins are required through technology-transfer and training to achieve the desired project objectives? What inputs could you provide to other HELP basins through technology-transfer and training?