



Government of the United Republic of Tanzania

United Nations Development Programme

Lake Tanganyika Integrated Management Program

Brief description

The Trans-boundary Diagnostic Analysis (TDA) identified major trans-boundary threats confronting the four countries in their efforts to manage Lake Tanganyika and its Basin as: unsustainable fisheries, increasing pollution, excessive sedimentation and habitat destruction. The implications of these threats are the global loss of biodiversity, the loss of shared fisheries resources and the decline of water quality. The crosscutting barriers to addressing these threats are the lack of resources (including skills, infrastructure, institutions and funds), the lack of institutional coordination, poor enforcement of existing regulations, and few appropriate regulations for the management of the Lake. To achieve the project objectives, a community based integrated catchment management will be instituted. This aims to empower communities to properly manage the land and wetlands for environment conservation purposes with the subsequent benefits of improving livelihoods, conserving biodiversity and maintaining the integrity of the lake Tanganyika.

Specifically the project will develop local competencies in sustainable natural resources management within the lake catchment and promote conservation and biodiversity management by improving the human capacity to manage land resources. In compliance with the Land and national Water policy of Tanzania, these actions aim at empowering people at local level and involving them in all aspects of conservation programmes.

SECTION I: NARRATIVE

Part I - SITUATION ANALYSIS

Among the chain of lakes on the bottom of the Western Great Rift Valley, Lake Tanganyika is outstanding for its extraordinary north-south extension (670 km) and depth (1,470 m) in the Moba Basin in the southern Lake Tanganyika. Its very ancient origin and a long period of isolation resulted in the evolution of a great number of indigenous organisms, including brilliantly colored cichlid fishes, well-known gastropods with the appearance of marine snails. Of the 214 species of native fishes in the lake, 176 are endemic; the number of endemic genera amounts to 30 in cichlids and 8 in non-cichlid fishes.

Of many serious environmental threats that face Lake Tanganyika, the most immediate are excessive loads of sediment and nutrients caused by erosion in the watershed. The lake's basin is undergoing deforestation at an alarming rate; rapid erosion as a consequence of this deforestation is resulting in the discharge of excessive load of nutrients and sediment into normally clear-water littoral and sublittoral environments. Industrial and urban pollution, and intensive fishing using inappropriate methods are also imposing threat to the lake environment and its biological diversity.

The above problems are increasing, and others, such as oil exploration, mining and transportation on the lake, pose other causes for concern. Immediate attention is required to address, assess and control pollution and protect biodiversity of the lake. Another threat is climate change, which is expected to alter the present hydrological resources and add pressure on the adaptability of future water resources. Since climate change has a direct impact on natural resources, environmentally sound management practices need to be developed and practiced. Sustainable land use and wetlands management not only enables ecosystems to better adjust to the effects of climate change but also offers a major potential to reduce the emissions of greenhouse gases. Moreover, minimizing deforestation and increase vegetation cover will protect the fragile soil surface in the lake shores and may even counteract climate change by enhancing carbon sink and restoring soil organic matter contents.

Tanzania has adopted environmental, agricultural, fisheries, forestry, and water policies and plans, and poverty reduction strategies. The National Poverty Reduction Strategy has been reviewed and the new version- National Strategy for Growth and Reduction of Poverty (NSGRP 2005) has just been finalized. The NSGRP addresses challenges faced in the past and acknowledged the role of natural resources management on reduction of poverty. The Government jointly with other riparian countries has prepared with GEF, ADB and NDF assistance, a regional integrated management program for the sustainable management of the Lake Tanganyika and its Basin. The program will build on the ongoing efforts to further improve the management and the sustainable use of the Lake's Basin natural resources.

Part II - PROJECT STRATEGY

The Trans-boundary Diagnostic Analysis (TDA) identified major trans-boundary threats confronting the four countries in their efforts to manage Lake Tanganyika and its Basin as: unsustainable fisheries, increasing pollution, excessive sedimentation and habitat destruction. The implications of these threats are the global loss of biodiversity, the loss of shared fisheries resources and the decline of water quality. The crosscutting barriers to addressing these threats are the lack of resources (including skills, infrastructure, institutions and funds), the lack of institutional coordination, poor enforcement of existing regulations, and few appropriate regulations for the management of the Lake.

To achieve the project objectives, a community based integrated catchment management will be instituted. This aims to empower communities to properly manage the land and wetlands for environment conservation purposes with the subsequent benefits of improving livelihoods, conserving biodiversity and maintaining the integrity of the Lake Tanganyika.

Specifically the project will develop local competencies in sustainable natural resources management within the lake catchment and promote conservation and biodiversity management by improving the human capacity to manage land resources. In compliance with the Land and national Water policy of Tanzania, these actions aim at empowering people at local level and involving them in all aspects of conservation programmes.

The activities planned, as part of the project will last for four years. During this time local communities and district authorities staff will learn how to manage their natural resources in a sustainable manner. At the end of the project, the principal outputs will be the following:

- Institutional capacity for wastewater management system strengthened;
- Wastewater management strategy/plan for Kigoma – Ujiji township Established;
- Updated wastewater system design for Kigoma - Ujiji township developed that satisfies Lake biodiversity conservation requirements;
- Wastewater flows and quality into Lake Tanganyika known.

National Strategy for achieving the poverty reduction goals

In a broad context, the Natural Resources Sector Policies (forestry, wildlife, water, tourism, beekeeping, fisheries and minerals) emphasizes that the lives of Tanzanians depend on natural resources for both the present and the future generations. All these resources play big role to the economy of the country in terms of social and economic goods and services, which they provide. The degradation of these resources will positively undermine the ecological sustainability and negatively impacted the socio-economic development of the country.

Based on this policy framework, the Government of Tanzania, has been undertaking various initiatives towards poverty reduction and attaining of social and economic development. Founded within a broad policy framework- “the Vision 2025”, the Government formulated National Poverty Eradication Strategy (NPES). This stipulated the vision, mission, goals and targets to be achieved within the context by the year 2025. It further provides overall guidance and framework for co-ordination and supervision of the implementation of policies and strategies for poverty reduction. Sustainable and rationale use of natural resources along with environmental protection remains an integral part of the vision.

Over the past decades Tanzania has developed a number of important initiatives in the area of environment. In 1994 a National Environmental Action Plan (NEAP) was formulated, in 1997 the National Environmental Policy (NEP) was passed. Both the plan and the policy identify six major problems for urgent national intervention. These are:

- Land degradation,
- Lack of accessible, good quality water for urban and rural inhabitants,
- Environmental pollution,
- Loss of wildlife habitats and biodiversity,
- Deterioration of aquatic systems, and
- Deforestation.

The major policies and strategies that are considered relevant to the environment and biodiversity of Lake Tanganyika are: the Forest Policy (1998) and Forest Act (2002); the Fisheries Sector Policy and Strategy Statement (1998); the Water Policy (2002); the Wildlife Policy (1998), the Land Policy, the Village Land Act (1999) and the Land Act (1999); the National Environment Management Policy (1997), and the National Environment Management Act 2004; the Poverty Reduction Strategy Paper (2000) and the second version- NSGRP; the Local Government Reform Programme as being implemented under the amended Local Government Act of (1982); as well as the National Agriculture and Livestock Policy (1997), the Agricultural Sector Development Strategy (2001) and the Rural Development Strategy (2001).

Details are in the Project Brief.

Rationale for GEF involvement and Objectives

Lake Tanganyika is an international water body that is both of great economic worth to the four riparian countries and of great scientific and cultural significance to the global community mainly in respect of its unique waterborne biodiversity and landscape. It is adversely affected mainly by three major global environment concerns– degradation of water quality due to pollution from land-based activities; excessive exploitation of living resources and threat from climate changes. It is also facing the typical consequences – potentially irreversible environmental damage, hardship to the poor and serious health concerns. With poverty endemic to the region and many competing claims for scarce development resources, the case for GEF-support to overcome the barriers to concerted corrective action is extremely strong. The GEF assistance will act as a catalyst for the Government of Tanzania to develop a better understanding of how the lake functions, learn how the actions of populations in the lake basin affect the lake environment, and work out ways jointly with other riparian countries to implement a comprehensive approach to managing the lake ecosystem to achieve global environment benefits. The project is consistent with both the GEF water body-based operational programme and with the integrated land and water operational priority strategies. The project will in particular address another priority in the operational strategy – the conservation and sustainable use of biodiversity in freshwater ecosystems. As one of the world’s deepest, an old unique freshwater biodiversity habitat, Lake Tanganyika is a clear priority for GEF assistance.

Part III - IMPLEMENTATION ARRANGEMENTS

The Government, under the National Execution (NEX) Modality, will implement the Project and, VPO will serve as overall Executing Agency for this Project. Experience has shown that NEX modality provides the best opportunity for project support to conform to Government priorities and ensure national ownership. At National level the Division of Environment (DOE) of the Vice President’s Office (VPO), will provide the coordination role between sector ministries as well as form the link to the Regional Level Office. For operational purposes the VPO will provide a lead counterpart (contact person) at the DOE will provide linkages with the other riparian countries through the regional office.

A Project Implementation Unit (PIU) will be set up. It will consist of a Project Coordinator (Tanzanian national), Project Technical Advisor (TA), a Project Administrative and Finance Assistant and, a Project Driver. The Project Implementation Unit will be based in Kigoma, hosted in the office of the Regional Administrative Secretary (RAS). The Project Coordinator (PC) will be responsible for day-to day

operations and co-ordination, contact with the main stakeholders and will act as liaison/facilitator among the various local stakeholders and donors/investors present in Kigoma. He/she will also be responsible for the day-to-day management of the project. The Administrative/financial assistant and the driver will report to the Project Coordinator. The PC will report on the progress of the project to the Project Management Committee (PSC), and submitting progress and financial reports on a quarterly basis with the requests for the subsequent quarterly advance to UNDP country office through PMC. The PC will also be involved in preparing annual project reports, as per UNDP/GEF regulations.

There will be a Project Management Committee (PMC) in Kigoma and will be appointed and chaired by RAS or his representative. Technical members (Forest/Agriculture) from Kigoma Rural District Council, Kigoma Municipal council, KUWASA, NGO (one representative), Private sector (one representative) form the PMC. This committee shall provide on the ground coordination between sectors, districts, villages, NGOs, CBOs and the private sector involved in the project. The committee will provide oversight role to the Project Implementation Unit (PIU). The PIU will report via PMC to VPO and UNDP.

PIU will be responsible for taking the lead and facilitate (day-to-day) in the implementation of the catchment management component of the project and will work together as appropriate in partnership with delivery agencies in local Government, Municipal council, KUWASA, NGOs, CSO and CBOs. The Council and partners will provide assistance to the villagers and resource user groups in the planning and implementation of project activities; provision of technical and other support to the PIU, as well as in project monitoring. The District Council will incorporate project activities in their district development plans.

The PIU will comprise: 1 National Project Coordinator, 1 Administrative/finance Assistant and 1 driver. The District Authorities and RAS office as appropriate will provide other staff including Forest and Agricultural Officer to implement some of the project activities as part of the government in kind contribution. The PC will be recording this contribution and report to VPO and UNDP as part of quarterly progress reports.

The Project Management Committee in Kigoma in consultation with VPO and UNDP shall have the overall responsibility for identification of project component implementers through sub contracts or MOUs. The PC will be required to initiate the formulation of Terms of Reference for the required services, preparation of complete tender documents including contract conditions. **Advertisements; preparation of short lists, and issuance of tender documents to prospective bidders, tender evaluation and contract negotiations will follow Government regulations.** The above tasks should be done in close collaboration with RAS/VPO, and government rules and regulations for procurement shall apply. UNDP may assist the Government in some of these services. If UNDP's assistance is requested for procurement, UNDP procurement procedures shall apply. The Project Coordinator (PC) in consultation with PMC will develop overall annual work plans indicating the activities that will be supported by UNDP/GEF through the programme. The annual work plan shall be endorsed by PMC and PSC

For the purpose of channeling funds to the project, PIU will open a Project Bank Account in Kigoma, and signatories will be the PC and a representative from RAS office. Funds from UNDP to the PIU will be advanced in a quarterly basis, against quarter and annual work plan/budget approved by PMC and PSC.

Two staff at VPO (one of them is the project focal person) shall form a Project Monitoring and Coordination Team (PMCT), the PMCT would be the main liaison from the VPO's side, and each of PMCT Staff will allocate approximately 25% of their time to follow up the project activities, do regular monitoring and evaluation during implementation.

Links with various Government line Ministries

As the Executing Agency, the VPO will seek to maintain the existing collaboration with other government ministries and agencies at national levels in implementation of this project. These include: MNR&T, the Ministry of Agriculture, the Ministry of Water and Livestock Development (MWLD), Sokoine University of Agriculture, Institute of Resources Assessment, Private sector and relevant non-governmental organizations.

Office accommodation arrangement

The operational base of the project will be in Kigoma Municipality and, the PIU will be hosted by RAS office in Kigoma.

Part IV: MONITORING, EVALUATION AND AUDIT

Performance Monitoring: The Project Steering Committee (PSC) will oversee the project implementation using **Key Performance Indicators** (KPIs). Using an effective and efficient Management Information System (MIS) that will be a key administrative tool for the project's implementation will capture these KPIs. The MIS will require the timely acquisition, analysis and dissemination of relevant information to the project's staff, PMC/PSC members and other stakeholders. The MIS will comprise a *Planning* and a *Monitoring & Evaluation* component.

The PSC's role include among others to review annual progress in the achievement of the project's outputs and objectives and to provide the Project Coordinator (PC), as head of the Project Implementation Unit (PIU), with feedback for project implementation improvement. The catchment management and wastewater management project components will link up to the PIU and PMC. The TOR for PSC will be annexed in this Project document.

Overall project progress, outputs and emerging issues will be reviewed and evaluated at PMC meetings. Issues that may not be resolved by this committee should be forwarded to the National Steering Committee after consultation with UNDP and VPO. PSC will meet on annual basis, and therefore issues submitted to the committee would be on the basis of the Annual Progress Report (Project Performance Evaluation Report - PPER), which will be prepared by the National Coordinator in close collaboration with the PIU and PMC. The project will also participate in annual PIR (Project Implementation Review) exercises of the UNDP/GEF. Towards the end of the project, the PC in consultation with UNDP and VPO will prepare a report synthesizing lessons learned and how these could be scaled up and replicated widely. The Project Coordinator will undertake day-to-day monitoring of project activities and financial management. The PIU is responsible for tracking implementation progress.

National level: The VPO will select members of the Project Steering Committee (PSC) and will also act as chair of this committee. The PSC will serve as the channel for the absorption of the projects result's into mainstream government programmes and policies through VPO. **TOR of the PSC to be annexed**

Municipal level – wastewater management

The wastewater management component will be undertaken directly by KUWASA. This component involves strengthening of capacities within institutions dealing with wastewater management in Kigoma Region. Staff from KUWASA and Kigoma Municipal authorities will benefit from training and other related capacity building activities.

The development of a business plan will further enhance the level of sustainability through securing long-term user-generated revenue for KUWASA and KM that covers wastewater management costs.

Village/community level – catchment management

Facilitated by the PIU and NGO interaction the village communities will, through a democratic process, establish Village Environmental Committees where they are nonexistent. Together with the PIU, these committees will be responsible for the planning and implementation of project activities at village or community level, in consultation with village councils. The sustainability of most of the project component's outputs is particularly contingent on good working relationship and commitment to, the project.

Linking the Project to the Regional Component

The PIU through UNDP and VPO will share the annual progress report of the Tanzania Component of the project to the Regional Level through an Interim Lake Tanganyika Management Authority (ILTMA) at HQ. This will serve as an input into the Annual Progress Reports that will be compiled and consolidated into one single report for all the 4 riparian countries by the Regional Technical Advisor.

Project Evaluation

Monitoring and evaluation activities will measure project progress towards achievements using quantifiable indicators and established baseline. These indicators will also measure the level of involvement of stakeholders and the performance of the actions undertaken to achieve the project objectives. The project will be monitored and evaluated in close collaboration with all partners and will follow the guidelines established by UNDP-GEF

The Project will be subject to a mid-term review using GEF guidelines towards the end of the second year, to determine the level of project achievements and the results will provide direction for the following two years of the project implementation and a terminal will be carried out within four months of the closure of the project. A Final Report will be prepared by the PC and presented to NSC towards the end of the Project.

During the inception period, the project team will prepare a detailed Monitoring & Evaluation plan. The detailed project's logical framework provided in annex 2 with its in-built targets would provide benchmarks against which actual performance will be monitored and evaluated.

Part V - LEGAL CONTEXT

This Project Document shall be the instrument referred to as such in Article I of the Standard Basic Assistance Agreement between the Government of Tanzania and the United Nations Development Programme. The host country implementing agency shall, for the purpose of the Standard Basic Assistance Agreement, refer to the government co-operating agency described in that Agreement.

UNDP acts in this Project as Implementing Agency of the Global Environment Facility (GEF), and all rights and privileges pertaining to UNDP as per the terms of the SBAA shall be extended *mutatis mutandis* to GEF.

The UNDP Resident Representative in Tanzania is authorized to effect in writing the following types of revision to this Project Document, provided that he has verified the agreement thereto by the UNDP-GEF Unit and is assured that the other signatories to the Project Document have no objection to the proposed changes:

- a) Revision of, or addition to, any of the annexes to the Project Document;
- b) Revisions which do not involve significant changes in the immediate objectives, outcomes or activities of the project, but are caused by the rearrangement of the inputs already agreed to or by cost increases due to inflation;
- c) Mandatory annual revisions which re-phase the delivery of agreed project inputs or increased expert or other costs due to inflation or take into account agency expenditure flexibility; and

- d) Inclusion of additional annexes and attachments only as set out here in this Project Document.

Auditing requirement

The project will be subjected to annual auditing exercise led by National Auditors General guideline, to provide an annual audit of the financial statements relating to the status of project funds according to the established procedures set out in the NEX and UNDP Programming and Finance manuals.

SECTION II: RESULTS RESOURCE FRAMEWORK

The Project Results Resource Framework is **attached as Annex 1**.

Project Objectives

The Objectives are elaborated in the Project brief approved by GEF

Outcomes from the project interventions are summarized below:

1. The sediment flows into Lake Tanganyika from the pilot villages is reduced through integrated catchment management, thereby improving lake habitats;
2. Wastewater management at Kigoma - Ujiji Township strengthened, thereby reducing point pollution levels of Lake Tanganyika waters and so improving biodiversity habitats'

These two outcomes will be achieved through two separate project components:

- Catchment management component;
- Wastewater management component.

Below is a brief indication of project output per component **A and B**:

A. Catchment Management Component

Working through community and local level institutions, the catchment management component aims to pilot innovative strategies to reduce sedimentation that are based on a multi-sectoral approach, and which are cognisant and integrated with current decentralization processes within the natural resource and other related sectors. Interventions are through decentralized government and civil society with technical support from Ministry of Agriculture and land –use research institutes.

To attain the immediate objective and hence contribute to the fulfillment of the development objective, the stakeholders of this project component have selected seven tangible, specific outputs:

Table 1: Project component Outcome and Outputs for Catchment Management

Outcome1: The sediment flows into Lake Tanganyika from the pilot villages is reduced through integrated catchment management, thereby improving lake habitats'
Output 1: Awareness of key stakeholders raised and their catchment management capacity strengthened
Output 2: Sustainable land use practices and soil conservation measures adopted in pilot villages
Output 3: Heavily degraded areas rehabilitated
Output 4: Environmentally compatible livelihood strategies are introduced and adopted in pilot villages
Output 5: Deforestation in pilot areas reduced through adoption of bio -energy saving technologies
Output 6: Baseline and subsequent sediment flows into Lake Tanganyika from pilot areas monitored
Output 7: Project component efficiently and effectively managed, monitored and evaluated

B. Wastewater Management Component

The Kigoma wastewater project component aims to build the capacity of the Kigoma Urban Water Authority (KUWASA) and the Kigoma Municipal Council (KMC) in managing wastewater, thereby reducing pollution in the Kigoma Bay. The project will be implemented with the participation of Kigoma - Ujiji residents, appropriate NGOs and public institutions.

To attain the immediate objective and hence contribute to the fulfillment of the development objective, the stakeholders of this project component have selected five tangible, specific outputs:

Table 2: Project Component Outputs for Wastewater Management.

Outcome: Wastewater management at Kigoma-Ujiji Township strengthened, thereby reducing point pollution levels of Lake Tanganyika waters and so improving biodiversity habitat.
Output 1: Awareness of Key stakeholders is raised, institutional capacity for wastewater management system strengthened
Output 2: Wastewater management strategy/plan for Kigoma – Ujiji township established
Output 3: Updated wastewater system design for Kigoma - Ujiji township developed that satisfies Lake biodiversity conservation requirements
Output 4: Wastewater flows (quantity and quality) into Lake Tanganyika known and monitored
Output 5: Project component efficiently and effectively managed, monitored and evaluated

Assumptions and risks potentially impacting on the sustainability of project outputs

Success of the interventions is based on several assumptions, the risks of which are identified as:

- Inadequate local government commitment to devolve a sufficient level of authority to NGO process and local level traditional/community based structures (CSOs).
- Inadequate resources to support co-management regimes for natural resource management.
- Inadequate community commitment and/or ability to maintain sustainable land use innovations that include conservation initiatives with delayed but medium/long -term benefits.
- Inadequate commitment by line ministries to support the project's efforts without expecting the project to cover their substantial overhead costs.
- Inadequate post -project revenues generated from licensing local natural resource use that result in the constrained and poor functioning of local community institutions leading to an erosion of the environmental gains achieved during the project.

Government Co-Finance (937,500 US\$) (in kind contributions – staff time) is made up of contributions to regional and national institutional coordination, waste-water management through inputs of Kigoma water and sewage authorities; catchment management, through central, district, ward and village government and CBO inputs and monitoring institutions - e.g. fisheries and water.

Annex 1 TERMS OF REFERENCE (TOR) National Institutions

1. TOR for National Project Steering Committee (NPSC)

A National Project Steering Committee will ensure adequate oversight and integration of project activity.

The National Project Coordinator will be co-opted members of the NPSC and provide the Secretariat to the Committee. The Project Steering Committee will meet at least twice a year but could meet more frequently at the start of the project. The chairperson of the Project Steering Committee will call Steering Committee meetings. The committee may invite other institutions as the need arises.

The Project Steering Committee will have the following major objectives:

- To provide overall direction and guarantee the full involvement of the national institutions,
- To review progress and direct on the national implementation of the programme ensuring an integrated approach across key institutions,
- To advise the Regional Steering Committee on policy of a regional character and monitor the participation of counterpart institutions,
- To approve Programme plans at national level and make recommendations to Regional Steering Committee as to changes in programme implementation as may be necessary,
- To provide guidance and support to the programme national Project Management Committee and the Project Coordinator,
- To review the TOR of project staff and, amend them as necessary.

Minutes of meetings will be kept. Decisions will be by consensus. The Project Steering Committee may constitute sub-committees and or task forces to discuss specialist topics or to review project activities.

The Project Steering Committee will consist of members from main stakeholders and the Implementing Agencies. The Chairperson will be the Permanent Secretary to the Vice President's Office, or his / her representative. In addition, members will be:

The Regional Administrative Secretary of Kigoma
 The Director, Vice President's Office, Division of Environment
 NGO – implementation partner
 A representative of the Ministry of Finance
 A representative of the Ministry of Natural resources and Tourism,
 A representative of the Ministry of Water and Livestock Development,
 A representative of the Ministry of Agriculture and Food Security,
 UNDP Country Office Dar es Salaam,
 UNDP GEF Regional Co-ordination Unit,
 The National Project Coordinator for the Project,
 A representative from private sector,
 Representatives from Co-Finance Partners, if any,
 Others may be co-opted as the need arises,

2. TOR for Project Management Committee (PMC) - Kigoma

Project Management Committee will ensure adequate and provide technical support for the implementation of the project. The PMC will meet every after three months. RAS will be the chairperson of the PMC Meeting.

The PMC will have the following major objectives:

- To advise and provide technical support to the PIU to ensure effective implementation of the project activities.
- To review annual and quarter project implementation/work plans,
- To provide a forum for ensuring an integrated approach to project activities within all parts of the lake basin.
- To link the project with the local community in the project area.

Composition of the PMC

The PMC will consist of members from Sectoral Ministries, RAS Kigoma, District Authorities, NGOs, Private sector and local community. The Chairperson will be the RAS or his/her representative.

3. TOR for Project Coordinator

The Project Coordinator shall be responsible for the overall coordination of both technical and administrative aspects of the Project of the Lake Tanganyika Integrated Management. As per the reporting requirements of this project in terms of technical and financial reports the PC will report to VPO/UNDP through PMC. The PC will, in terms of the implementation modalities of the Catchment and wastewater management Components, liaise closely with the PMC and the RAS office in Kigoma, as well as the Executing Agency (VPO), UNDP Country Office, NGOs, and others as deemed appropriate and necessary by the Project Steering Committee (PSC) or by the PC him/her self.

The Project Coordinator PC will ensure

- The overall coordination of the project, technically and financially,
- The recruitment of national consultants as foreseen in the project document and workplan,
- The contracting of national institutions as foreseen in the project document and workplan,
- Providing logistical and technical support to the consultants recruited under this project,
- Ensure timely delivery of the consultant reports and arrange meetings to review them,
- Communication and reporting on matters relating to project implementation to all stakeholders,
- Liaising closely with the districts and other stakeholders to ensure coordination,
- Organizing / facilitating stakeholder workshops as planned in the workplan,
- Organizing and facilitating training courses for project stakeholders as indicated in workplans,
- The preparation, in collaboration with the Project Team to prepare Project Inception and Terminal reports, Annual and Periodic Reports including the APR/PIR as specified in the Project Document, Organize Project Steering Committee meetings and act as Secretariat to the meetings as required.

Qualifications

The candidate should have:

- A minimum of Masters degree in the field of Natural resources management, Environment Sciences or Water resources Management,
- At least 5 years work experience in the field, preferably water resources or Natural management,
- At least 5 years work experience in the project management level and, ability to coordinating activities involving large contingent of professionals,

- Good communication skills and fluency in both written and spoken English and Kiswahili,
- Ability to work in a cross-cultural team; work with local NGOs, CBOs, Private sector and local community,
- Demonstrable skills in Information Technology, including use of Word processing, Spread Sheets, Power point, internet and email.

Terms and condition

The PC will be hired on a full time basis for the duration of one year renewable upon satisfaction of performance. The PC will be based in Kigoma.

4. TOR for Senior Catchment Management Officer (CMO) - Kigoma

The candidate will serve as a senior Forester appointed by the project in consultation with the PMC for a maximum duration of two years, to provide guidance in the implementation process of the UNDP GEF Catchment Component. The position will be financed by UNDP – GEF for the two years, and the incumbent will be responsible to assist in capacity development with the District council Authorities. The CMO will report to the National Project coordinator and technically to – the Ministry of Natural Resources and Tourism. As per the reporting requirements of this project in terms of technical and financial reports the CMO will work closely with the NPC to ensure timely delivery of catchment activities and reports to UNDP Country Office in Dar es Salaam. Specifically, the CMO will:

- Provide technical services and implementation support to the catchment staff at Regional District and village levels according to national policies, strategies, rules and regulations
- Provide support to the project staff and institutions in terms of knowledge, awareness and capacities that are required in the planning monitoring and management of the project activities
- Provide facilitation and networking role between the project team and other stakeholders working in the region with the Lake Tanganyika basin
- In consultation with the PC provide technical networking between forestry and other sectors, particularly agriculture, energy, water as well as CSOs and the private sector involved in activities related to the Lake Tanganyika catchment
- In collaboration with PC provide support in the development and designing of training programmes for the staff and institutions involved in the conservation of Lake Tanganyika project
- Provide technical support to the project team for the project monitoring and evaluation of the project
- In collaboration with the NPC, the CMO will participate in the preparation of Project Inception report if applicable, Annual and Periodic Reports including the APR/PIR as specified in the Project Document
- The PMC shall also participate in the Project Management Committee meetings and any other meetings as required by the NPC.

Qualifications

The candidate should have:

- A minimum of Masters degree in the field of Forestry, Agriculture, or Natural resources management or any of the related sciences,
- At least 8 years work experience in both Government offices and in the field, preferably catchments management, or Natural resources Conservation,
- Good communication skills and fluent in both written and spoken English and Kiswahili,
- Experience in implementing community based activities and ability to work in a cross-cultural team; involving NGOs, CBOs, Private sector and local authorities staff,

- Demonstratable skills in Information Technology, including use of Word processing, Spread Sheets, Power point, internet and email.

Terms and condition

The CMO will be hired on a full time basis for duration of one year renewable for a further one year subject to satisfactory performance. The CMO will be based in Kigoma.

5 TOR for Project Administrative and Finance Assistant

The Administrative and Financial Assistance will be responsible for the administration of the project office, both financial and secretarial, and will be reporting to the Project Coordinator. Specific tasks will include developing and maintaining a project accounting system that facilitates efficient of the project financial resources and daily maintenance of the project office.

- Process and affect payments
- Maintain books of accounts; prepare financial statement and periodic disbursement reports
- Maintain the project banking operations and petty cash/imprest account
- Prepare request for advances as required under the UNDP/ NEX modality; assist in providing inputs for project budget revisions and provide information during project auditing
- Draft correspondence on the projects finance
- Procure and manage office supplies, procure equipment and arrange for maintenance of the same
- Make travel, accommodation and transport arrangements for consultants, project staff and partners
- Type photocopy and binding
- Filing and appropriately managing office documents
- Maintain a suitable working environment in the office
- Perform other administrative task for the project as directed by the supervisor (PC).

Qualifications

- A first degree or diploma in accountancy or business administration,
- A minimum of 3 years of experience in performing secretarial, administrative, as well as managing financial accounts, preferably from donors funded projects,
- Demonstrable skills in information technology- Word, Excel, Power Point, emails and Internet, etc,
- Ability to communicate fluently in both written and spoken English and Kiswahili

6. TOR for a Project Driver

The driver shall perform the following duties, under the supervision of the PC:

- Drive project vehicle for transport of personnel, delivery and collection of mail, documents and other items. Frequently driving to rural areas should be expected
- Responsible for the day-to-day maintenance of the vehicles, check oil, battery, breaks, tires etc, perform minor repairs and arrange for other repairs and ensure that the vehicle is kept clean
- Log official trips, daily mileage, gas consumption, oil changes, greasing etc
- Perform official support duties as required such as photocopying and binding.

Qualifications

The candidate should have:

- Secondary education, with valid driver's license class "C", knowledge of driving rules and regulations and skills for minor vehicle repair,

- At least 5 years of work experience as a driver with a safe driving record,
- Good communication skills in English and Kiswahili,
- Technical knowledge in motor vehicles, awareness on security issues is an added advantage.

- SECTION II - PROJECT RESULTS AND RESOURCES FRAMEWORK

Outcome one: The sediment flows into Lake Tanganyika from the pilot villages is reduced through integrated catchment management, thereby improving lake habitats’			
Outcome indicator as stated in the Country Programme Results and Resources Framework, including baseline and target: Tools for sustainable management of natural resources developed; Materials to foster awareness and advocacy for better environment and natural resources management produced			
Applicable Strategic Area of Support (from SRF): Goal 3: Energy and environment for sustainable development, Service Line 3.5 - Conservation and sustainable use of biodiversity (with some linkage to International Waters)			
Partnership Strategy: In partnership with the Government of Tanzania, central (VPO, MOA MWLD &MNR&T (Fisheries)) and local government – PORALG, Kigoma regional authorities, Kigoma Rural district authorities and villages			
Project title and number: Lake Tanganyika Integrated Environmental Management Project in Tanzania Country: Tanzania Project Number 00045933			
Intended Output	Output Target for the Year	Indicative activities	Estimated Budget
Output 1: Awareness of key stakeholders raised and their catchment management capacity strengthened	1.1. The District Council has prepared and initiated the implementation of a management plan in pilot areas.	a) Select demonstration sites for land degradation mitigation measures in consultation with key stakeholders	300,000
		b) Conduct baseline situation analysis and Identify capacity /training needs	
	1.2. At least one CBO/NGO and all village governments at the pilot sites are capable of supporting implementation of the plans	c) Conservation awareness campaigns on soil erosion issues and possible measures to improve catchment management undertaken together with local NGOs and CBOs	
		d) Assist village government/authorities establish environmental management committee and by-laws.	
		e) Training community, local government officials, religion and traditional leaders and schoolteachers’ in adaptive wetlands/catchment management soil conservation, and livelihood planning.	
1.3. At least 40% of households are practicing sustainable land use practices			
Output 2: Sustainable land use practices and soil conservation measures adopted in pilot villages	2.1. Sustainable land use plans (SLUPs) under implementation	a) Participatory land use planning for forestry, agriculture and livestock in the villages carried out. Formulate by-laws and enforcement mechanisms within the community	555,000
	2.2. 60% of households adhere to the land use plan	b) Implementation of land use plans in forestry activities supported. Make use of best traditional forest and soil conservation practices	
	2.3. 40% of households		

	<p>practicing low input sustainable agricultural techniques</p> <p>2.4. 50% of household practicing improved land use practices demonstrated in the project target areas</p>	<p>c) Village forest reserves developed through planning, gazettement of bylaws, and village Forest Reserve Management plans</p> <p>d) Support sustainable agricultural practices such as terracing, crop selection and husbandry. Demonstration farm sites established to promote the adoption of sustainable agricultural practices and agro forestry in the lake basin</p>	
Output 3: Heavily degraded areas rehabilitated	<p>3.1. At least 70% of the degraded area in the project area identified</p> <p>3.2 At least one degraded area rehabilitated per site.</p>	<p>a) Identify highly degraded areas; Management issues agreed by stakeholders. Demarcate for rehabilitation. Train the community on best land use practices. Formulation and implementing by-lays that emphasizes best land use practices</p> <p>b) Land use plans for highly degraded areas developed by stakeholders and supported and monitored</p> <p>c) Disturbed lakeshore line will be planted with emergent reeds, rushes, and trees to provide shading, allochthonous sources of nutrients and organic matter to be considered</p>	280,000
Output 4: Environmentally compatible livelihood strategies are introduced and adopted in pilot villages	<p>4.1. Environmentally compatible livelihood strategies are in use in villages</p> <p>4.2. A number of households in the target sites involved in alternative income generating activities</p> <p>4.3. 30% change in household income arising from alternative income generating activities.</p>	<p>a) Appropriate sustainable livelihood strategy options and adoption methods identified. Train community and promote alternative income generating activities such as beekeeping, ginger cultivation, and support small-scale fisher groups</p> <p>b) Selected livelihood strategy options piloted Evaluate activities and replicate successful options</p>	350,000
Output 5: Deforestation in pilot areas reduced through adoption of bio - energy saving technologies	<p>5.1. A minimum of 40 % of households in villages have adopted the stove technologies</p> <p>5.2. The consumption of fuel wood has decreased</p>	<p>a) Promote through training and introduce alternative bio- energy technologies.</p> <p>b) Introducing, and train community on the manufacture of energy serving cook stoves and made locally available through out in the project area.</p>	315,500

	<p>by at least 40 % in HH adopting stove technology</p> <p>5.3. 30% of charcoal makers has adopted efficient kiln technology.</p>	<p>c) Establish demonstration and train community on tree planting and woodlots management for sustainable fuel wood production.</p> <p>d) Establish demonstration sites and tree nurseries in each village in the project area, & demonstrate energy efficient kilns for charcoal production</p> <p>e) Establish modern environmental friendly Land beach stations in villages around the lake for drying fish (if possible solar drying).</p>	
Output 6: Baseline / subsequent sediment flows from pilot areas to Lake Tanganyika monitored	6.1. Baselines for Sediment flow established and monitored on a regular and sustained basis. Baseline for land use and subsequent changes monitored	<p>a) Establish and adopt a water quality monitoring system, and introduce lake water monitoring programme</p> <p>b) Prepare and produce a video documentary of the lake, to analyze the current situation, for monitoring the trend of changes in the land used around the lake</p>	150,000
Output 7: Project efficiently and effectively managed, monitored and evaluated	7.1. MIS maintained	<p>a) Identifying office and recruitment of PIU staff.</p> <p>b) Procurement of office equipment such as Computers, shelves, tables, chairs, files and other office accessories, and project vehicle/Boat if required</p> <p>c) The PIU prepare annual and quarterly work plans and budgets accordingly</p> <p>d) Conduct formative and summative project monitoring and evaluation as per project planning</p> <p>e) Plans for management and restoration interventions integrated with broader local government plans and strategies.</p>	249,500

Outcome two: Wastewater management at Kigoma-Ujiji Township strengthened and improved			
Outcome indicator as stated in the Country Programme Results and Resources Framework, including baseline and target: % Increase of House Hold income arising from non fishing sources for HH engaging in enterprises % Improvement in biodiversity conservation (land and water) indices			
Applicable Strategic Area of Support (from SRF): Goal 3: Energy and environment for sustainable development, Service Line 3.5 - Conservation and sustainable use of biodiversity			
Partnership Strategy: In partnership with the Government of Tanzania, central (VPO &MWLD) and Regional authorities, KUWASA, devt. Partners NDF/KFW/UNDP and NGOs			
Project title and number: Lake Tanganyika Integrated Environmental Management Project in Tanzania Country: Tanzania			
Intended Outputs	Output Target for the Year	Indicative activities	Estimated Budget US\$
Output 1: Awareness of key stakeholders is raised, institutional Capacity for wastewater management system strengthened	Effective wastewater management system in place with adequate Human, financial and technical capacities	a) Capacity of KUWASA personnel and other relevant staff strengthened on technical management of wastewater Institutional action plan that will be incorporated in the KUWASA programs agreed and implemented	135,000
		b) Review and strengthening the structure of KUWASA to improve performance through service delivery, timely meter reading, collection of bills, etc.	
		c) Assess training needs for human resources management to improve staff delivery, and financial management system	
		d) Develop effective monitoring system including the capacity to conduct Environmental Impact Assessment (EIA) on wastewater systems improved	
Output 2: Wastewater management strategy/plan for Kigoma/Ujiji township established	Wastewater management plan in place	a) Review and prepare Town development plans/sanitation strategy for Kigoma and Ujiji. Identify financing sources	30,000

		b) Conduct consumer analysis, and review the existing water and sanitation programs and strategic plans for Kigoma and Ujiji	
Output 3: Updated wastewater system design for Kigoma - Ujiji township developed that satisfies Lake biodiversity conservation requirements	3.1. Updated wastewater system design and management guidelines in place	a) Develop technical guidelines and checklist on planning and design, operation and maintenance of wastewater system- wastewater treatment facilities, septic tanks and storm/drainage systems.	110,000
		b) Develop capacity of KUWASA/KMC to improve solid waste management in Kigoma and Ujiji	
		c) Develop financial guidelines on budgeting, book keeping revenue collection for KUWASA	
Output 4: Wastewater flows and quality into Lake Tanganyika known	4.1. Baseline information on wastewater flow in Kigoma town established Wastewater monitoring pan in place and implemented	a) In consultation with all key stakeholders, prepare a wastewater monitoring plan and agree on implementation modality	25,000
		b) Establish the lake water quality monitoring system (MIS) and share the information widely	
		c) Prepare action plan to improve wastewater collection and septic services.	
Output 5: Project efficiently and effectively managed, monitored and evaluated – same as in component A	5.1 Management Information System (MIS) established and maintained		

Anne 3: Indicative Multiyear Work plan

Output	Activity	Entity responsible	2008				2009				2010				2011			
			I	II	III	IV												
1. Project efficiently and effectively managed, monitored and evaluated	Office and recruitment of PIU staff	UNDP																
	Procurement of office equipment	PIU/UNDP																
	Preparation of annual and quarterly work plans and budgets accordingly	PIU/UNDP																
	Formative and summative project monitoring and evaluation as per project planning	PIU/UNDP																
	Plans for management and restoration interventions integrated with broader local government plans and strategies	PIU																
2. Awareness of key stakeholders raised and their catchment management capacity strengthened	Establish demonstrations on mitigation measures for land degradation	PIU																
	Conduct need assessment for capacity building/training	PIU																
	Conducting public awareness campaign through meeting/workshops and seminars	PIU																
	Assist village government/authorities establish environmental management committee to over see, and establish various by-laws	PIU																
	Training community, local government officials, religion and traditional leaders and schoolteachers' in adaptive wetlands/catchment management soil conservation, and livelihood planning.	PIU																
3. Sustainable land use practices and soil conservation measures adopted in pilot villages	Train community on PFM, formulation of by-laws and enforcement mechanisms within the community	PIU																
	Train community and emphasizing appropriate traditional forest and soil conservation techniques	PIU																
	Train community on tree panting, management of fallow land grassland, woodland, forests and beekeeping	PIU																
	Demonstration farm sites established to promote the adoption of sustainable agricultural practices and agro-forestry in the lake basin	PIU																
4. Heavily degraded areas rehabilitated	Identify degraded areas; and train the community on best land use practices. Formulating and implementing by-laws that emphasizes best land use practices	PIU																

Annex 4: TOTAL BUDGET AND ANNUAL WORKPLAN

Award ID: 00043716

Award Title: PIMS1941 – IW- FSP- Lake Tanganyika – Tanzania Component

Project ID: 00051113

Project Title: Lake Tanganyika Integrated Environmental Management Project – Tanzania Component

Implementing Partner/Executing Agency: Tanzania Division of Environment

Activities / Outcomes	Resp. Party	Fund Code	Donor Code	Budget Code	Budget description	Year 1	Year 2	Year 3	Year 4	TOTAL	Budget Note
Outcome1: Sediment flows into Lake Tanganyika from the pilot villages reduced through integrated catchment management, thereby improving lake habitats	Govt of Tanzania	62000	GEF	71200	International Consultant	30,000	40,000	39,500	30,000	139,500	1
				71300	Local Consultant	80,000	80,000	80,000	78,500	318,500	2
				71400	Locally recruited PMU staff	80,000	110,000	100,000	100,000	390,000	3
				71600	Travel	27,000	32,000	32,000	31,000	122,000	4
					Learning and S/H Workshops	40,000	45,000	45,000	45,000	175,000	5
				72800	IT Equipment	20,000	0	0	0	20,000	6
				72100	Contractual Services Companies	70,000	80,000	77,000	70,000	297,000	7
				72200	Equipment and Furniture	46,000	0	0	0	46,000	8
				72300	Materials & Goods	0	40,000	40,000	35,500	115,500	9
				72400	Communication and AV Equipment	5,000	0	0	0	5,000	10
				72500	Supplies	5,000	5,000	5,000	5,000	20,000	11
				72600	Grants	20,000	50,000	50,000	52,000	172,000	12
				73400	Rental & Maint of Other Equip	17,000	17,000	17,000	17,000	68,000	13
				74200	AV & Printing Production Costs	5,000	15,000	15,000	15,000	50,000	14
74500	Miscellaneous	3,000	3,000	3,000	3,000	12,000					
					Sub-total OUTCOME 1					1,950,500	

Outcome 2: Wastewater Management at Kigoma-Ujiji Township strengthened, leading to the Lake biodiversity improvement	Govt of Tanzania	62000	GEF	71200	International Consultant	6,000	7,000	7,000	7,000	27,000	15	
				71300	Local Consultant	7,000	15,000	15,000	15,000	52,000	16	
				71400	Locally recruited PMU staff	18,000	20,000	20,000	20,000	78,000	17	
				71600	Travel	5,000	10,000	13,000	5,000	33,000	18	
				72100	Contractual Services Companies	10,000	20,000	20,000	20,000	70,000	19	
				72500	Supplies	2,000	3,000	3,000	2,000	10,000	20	
				74200	AV & Printing Production Costs	4,000	7,000	8,000	7,000	26,000	21	
				74500	Miscellaneous	1,000	1,000	1,000	1,000	4,000		
				Sub-total OUTCOME 2				300,000				
Project Management	Govt of Tanzania	62000	GEF	71200	International Consultant	0	15,000	0	15,000	30,000	22	
				71400	Locally recruited PMU staff	13,000	13,000	13,000	13,000	52,000	23	
				71600	Travel	10,000	0	0	0	10,000	24	
				72100	Contractual Services Companies	5,000	0	0	0	5,000	25	
				72200	Equipment and Furniture	8,000	0	0	0	8,000	26	
				72500	Supplies	5,000	2,000	2,000	2,000	11,000	27	
				72800	IT Equipment	14,500	0	0	0	14,500	28	
				73100	Rental&Maintenance-Premises	24,000	24,000	24,000	24,000	96,000	29	
				73200	Premises Alterations	7,000	0	0	0	7,000	30	
				74100	Professional Services	3,000	3,000	3,000	3,000	12,000	31	
				74500	Miscellaneous	1,000	1,000	1,000	1,000	4,000		
				Sub-total Project Management				249,500				
				TOTAL GEF				591,500	658,000	633,500	617,000	2,500,000

Budget Notes:

- 1 See activity notes
- 2 See activity notes
- 3 PMU inputs (75%)

- 4 See activity notes
- 5 See activity notes
- 6 Laptop, printer and any other computer related accessories for Project Manager
- 7 See activity notes
- 8 Project Car and a photo copier
- 9 Stoves, Kilms, Tree seeds, fertilizers, etc.
- 10 TV, VCR/DVD, ppt projector for awareness raising
- 11 papers, etc for workshop
- 12 small grants for fishery groups
- 13 Car maintenance (Petrol, insurance, radio subscription, check-up, etc.) & maintenance fees for a photocopier
- 14 for production of dissemination materials
- 15 See activity notes
- 16 See activity notes
- 17 PMU inputs (15%)
- 18 See activity notes
- 19 See activity notes
- 20 papers, etc for workshop
- 21 for production of dissemination materials
- 22 for Mid-term Evaluation and Terminal Evaluation
- 23 PMU inputs (10%)
- 24 for the inception workshop
- 25 for the inception workshop
- 26 Office machinery and furniture
- 27 papers, etc for project management
- 28 computers for Admin and Finance Assistants (USD6000) and VSAT installation (USD8500)
- 29 Utilities, Security, etc.(20,000/yr -Rent is covered by the Govt.) and VSAT O&M (USD4,000/yr)
- 30 Office Renovation
- 31 for NEX audits

SIGNATURE PAGE

Country: Tanzania

UNDAF Outcome(s)/Indicator(s):

(Link to UNDAF outcome., If no UNDAF, leave blank)

Expected Outcome(s)/Indicator (s):

(CP outcomes linked t the SRF/MYFF goal and service line)

Expected Output(s)/Indicator(s):

(CP outcomes linked t the SRF/MYFF goal and service line)

Implementing partner: National Execution, Vice President’s Office, Division of Environment
(designated institution/Executing agency)

Other Partners: Local Government through Kigoma Regional Administrative Secretary.
Other collaborator (NGO & CBOs) will be determined during the Inception

Programme Period: 2008-2012
 Programme Component: _____
 Project Title: Lake Tanganyika Integrated Environmental Management Project
 Project ID: PIMS 1941
 Atlas project id: 00051113/Proposal: 00043716
 Project Duration: 4 years
 Management Arrangement: NEX

Total budget: 11,297,500 US\$

Allocated resources: 11,297,000 US\$

- GEF 2,500,000 US\$
- Other: 7,860,000 US\$
- In kind contributions 937,500 US\$ (Government)

On Behalf of	Signature	Date	Name/Title
Government of Tanzania			Permanent Secretary Ministry of Finance
UNDP-Tanzania			Resident Representative