



## **TERMS OF REFERENCE**

### **Deliverable 8.2 – SPLASH partner funded Research Coordination workshop in Ethiopia**

Anne Blenkinsopp

17<sup>th</sup> March 2009

<http://splash-era.net/index.php>

Funded by EC framework programme 6

<b>Contents amendment record</b>			
This report has been issued quality assured and amended as follows:			
Revision	Description	Date	Signed
1	Draft	17 <sup>th</sup> March	Anne
2	Second draft	23 <sup>rd</sup> March	Anne

<b>Distribution:</b> Refer to deliverable list in Description of Work 7.3	
<b>R</b> = Report	
<b>O</b> = Other	O
<b>PU</b> = Public	
<b>PP</b> = Restricted to other programme participants (including the Commission Services).	
<b>RE</b> = Restricted to a group specified by the consortium (including the Commission Services).	RE

## Contents

<b>1</b>	<b>Background information</b> .....	<b>2</b>
1.1	Context.....	2
1.2	Who is responsible for and who will benefit from the deliverable .....	2
1.3	Current state of affairs.....	2
1.4	Related programmes and other activities: .....	2
<b>2</b>	<b>Deliverable purpose and expected results</b> .....	<b>3</b>
2.1	Overall objective.....	3
2.2	Purpose.....	3
2.3	Results to be achieved.....	3
<b>3</b>	<b>Assumptions and risks</b> .....	<b>3</b>
3.1	Assumptions.....	3
3.2	Risks .....	3
<b>4</b>	<b>Scope of the work</b> .....	<b>3</b>
4.1	General .....	3
4.2	Specific activities.....	3
4.3	Project management .....	4
<b>5</b>	<b>Logistics and timing</b> .....	<b>4</b>
5.1	Location.....	4
5.2	Commencement date and period of execution.....	4
<b>6</b>	<b>Requirements</b> .....	<b>4</b>
6.1	Personnel.....	4
6.2	Other resources .....	4
<b>7</b>	<b>Reports</b> .....	<b>4</b>
7.1	Reporting requirements.....	4
7.2	Submission and approval process and timing .....	4
<b>8</b>	<b>Monitoring and evaluation</b> .....	<b>4</b>

[To update the table of contents, insert the cursor anywhere in the contents list and press F9 or right click and select 'Update Field'.]

# 1 Background information

SPLASH is the name of the European Union Water Initiative (EUWI) Era-net (European research area network). A consortium of 16 ministries, funding agencies and technological development authorities from 11 countries are working together on a 4 year initiative which aims to improve water research for development through:

- Coordination between existing programmes to minimise duplications and identify any gaps
- Ensure that good research management practice is known and used
- Improve knowledge sharing between researchers and practitioners to speed up the transfer of research findings into policy and practice
- Agree a research agenda and jointly funded activities which can benefit from a transnational approach, with European partners working together.

## 1.1 Context

As a first step towards improved coordination, SPLASH mapped the existing nationally funded programmes in water research in developing countries. A survey report and searchable database of these programmes is available on the SPLASH website. This survey shows that SPLASH partner countries are supporting research extensively in East Africa and the Mekong regions. During 2009, SPLASH plans to develop links between existing programmes that have potential to benefit from a coordinated effort.

An initial screening identified that the following programmes are active in Ethiopia: RIPPLE (funded by UK), MAWARI (funded by France), IPGL (funded by Austria), Groundwater Resource Assessment for drought stricken areas (funded by Czech Republic), and BOMOSA and ROSA funded by the European Commission. A number of these programmes are expected to participate in the WEDC international conference which will take place in Addis Ababa during the week of 18-22 May. It was therefore agreed that this would provide a good opportunity for SPLASH to organise a one day workshop to bring these programmes together in order to identify the potential for coordination and collaboration, and reduce duplication.

## 1.2 Who is responsible for and who will benefit from the deliverable

DFID will lead the organisation of this workshop. It is hoped that all attendees will learn from and benefit from their attendance of the workshop.

## 1.3 Current state of affairs

Currently there are a number of research programmes working in Ethiopia, who under normal circumstances may not work together because they each have separate contracts, objectives, partners and time frames. There is not a formal reason or mechanism through which those involved in these programmes will meet to exchange experiences and information, and yet there may be benefits to all from doing so.

## 1.4 Related programmes and other activities:

Within Ethiopia a sector wide approach exists, however we understand that the scope of this mechanism does not currently include coordination of or with ongoing research programmes or activities.

## **2 Deliverable purpose and expected results**

### **2.1 Overall objective**

The objective is to try to improve coordination between European partner funded research programmes active and operating in Ethiopia.

### **2.2 Purpose**

The purpose is to develop a shared understanding by workshop participants of these respective programmes purpose and activities, and then for programmes to work together to identify possible areas where collaboration may lead to future benefits and how these might be realised; and also to identify potential overlaps/ duplications in order to minimise these and gaps or needs.

### **2.3 Results to be achieved**

A one day workshop is to be hosted, through which participants will explain their respective research programme objectives and activities in Ethiopia. Participants will work together to identify areas where future collaboration could be beneficial. A time-bound action plan of potential activities will be jointly developed. The process and feedback from the workshop will be captured to inform possible similar future coordination efforts instigated by SPLASH.

## **3 Assumptions and risks**

### **3.1 Assumptions**

We assume that research programmes will be able, willing and enthusiastic to participate in the workshop, and that they will find participation to be beneficial.

### **3.2 Risks**

There is a risk that participants are unable or unwilling to participate in the workshop.

## **4 Scope of the work**

### **4.1 General**

A workshop will be organised in Addis Ababa on Wednesday 20<sup>th</sup> May.

### **4.2 Specific activities**

1. Terms of reference will be developed with an invitation and agenda for the workshop, these will be circulated to SPLASH partners and funders of ongoing programmes for comment and improvement, prior to being sent to the Programme Managers.
2. Once comments are received and integrated, these will be sent to programme managers who will be asked to send details of proposed participants, suggested improvements or additions to the agenda, and suggestions of others who should be invited.
3. Once confirmed numbers and other suggestions are received, DFID will confirm a room booking and meeting arrangements with a venue in Addis Ababa, and make travel and accommodation arrangements for the workshop.
4. Tailor SPLASH presentations and refine agenda for audience.
5. Organise and facilitate the workshop.

6. Develop evaluation and feedback mechanism.
7. Report back on workshop for SAC and SMB meetings in June and July respectively.

### **4.3 Project management**

DFID will lead the management of the workshop with support from WEDC and other SPLASH partners as appropriate.

## **5 Logistics and timing**

March – July overall, workshop on May 20<sup>th</sup> 2009.

### **5.1 Location**

Addis Ababa Ethiopia, precise venue to be confirmed.

### **5.2 Commencement date and period of execution**

March to July 2009.

## **6 Requirements**

### **6.1 Personnel**

DFID Project Manager with support from other SPLASH staff attending the conference – facilitators and reporters for break out groups depending on confirmed number of participants.

It is hoped that 20-30 people will participate in the workshop.

### **6.2 Other resources**

Funds to cover the costs of meeting room and refreshments. Where necessary some funding may be made available for travel and accommodation costs for participants.

## **7 Reports**

### **7.1 Reporting requirements**

A report of maximum 10 pages will be prepared within 2 weeks of the workshop, and will be circulated to all meeting attendees, and discussed with SAC and SMB in June and July respectively.

The report will include:

- Confirmed agenda
- Participants name, organisation, Programme, role and contact details.
- Links or summary slides of presentations.
- Summary from discussion groups with a time bound plan of follow up activities.
- Summary from evaluation and feedback.

### **7.2 Submission and approval process and timing**

The activity was approved in principle during the SPLASH meeting in London 15<sup>th</sup> and 16<sup>th</sup> January 2009. Feedback and potential follow up activities will be discussed during the forthcoming SPLASH meetings in June and July 2009.

## **8 Monitoring and evaluation**

A feedback and evaluation mechanism will be defined and implemented.

