

Knowledge Center at Water ATMs Terms of Reference

Application from SWE (Small Water Enterprise) Implementers / NGOs are invited to set up Knowledge Centers at their Urban Water ATMs under the Project SEWAH

About the Project

Development of Knowledge Centers at Water ATMs is a Safe Water Network India and USAID-supported initiative under the Project SEWAH (Sustainable Enterprises for Water And Health). This initiative seeks to develop urban Water ATMs as “Water Knowledge Resource Centers” (WKRCs). Developing Knowledge Centers at Water ATMs is a Safe Water Network and USAID supported initiative under SEWAH project (Sustainable Enterprises for Water and Health). This initiative seeks to develop urban Water ATMs as a Water Knowledge Resource Centers (WKRC). IEC materials including posters, pamphlets, education-driven materials, handheld testing kits etc. may be used at the sites for demonstration and citizen engagement for greater WASH awareness in the following (not limited to) - national WASH programs, hand washing, water use, water quality, health issues related with water, water conservation and judicious use of water, etc. The value add space platform in the Water ATM space will benefit the SWE Implementer in improving their market acceptance while differentiating themselves with traditional sources of water.

Cities under consideration: Nagpur, Delhi, Kolkata, Jaipur, Mumbai, Bhubaneswar, Vizag, Dehradun, Gurgaon, NOIDA, Agra (any other major city in UP) and Guwahati.

These listed cities are preferred for intervention, but we are open to consider cities of your choice too.

Who Can Apply: Any NGO / Social Entrepreneur / SWE implementer planning to install a Drinking Water ATM or an equivalent setup in the above-mentioned cities.

Roles and Responsibilities:

- **Social Entrepreneur / SWE Implementer:**

- A. WKRCs**

- This assistance will only be available for the software support for developing WKRCs for WASH to be undertaken at Water ATMs in the urban cities (launched on/after January 1, 2020).
- Execute the WKRC plan with joint Branding and Marking.
- Site activity: Conduct Wash education and awareness, water quality, conservation, security programs for citizens – community, women, school children.
- Partnership
 - Invite USAID and Safe Water Network India team on water ATM launch
 - Facilitate field visits of USAID and Safe Water Network India dignitaries
 - Facilitate and promote peer to peer learning from other SWE Alliance partners.
 - Disseminate WKRC best practices at webinars, conferences, events, etc.
- Monitoring & Evaluation:
 - Performance Report -Once every quarter. The report requires photo, video documentation and reporting as per the SOFIE Indicators and other custom indicators
 - Financial reporting - Fund utilization once every six months

B. Compliance for WKRCs

- Comply with national statutory compliance
- MoU with the ULB for setting up of Water ATMs
- Compliance of the Water ATM with respect to environment sustainability. Preference shall be provided to organizations that comply to USAID EMPP (Environment Mitigation and Management Plan as defined on the link below
https://usaidgems.org/Documents/SectorGuidelines/2017USAIDConstructionSEG-FINAL_22Dec2017.pdf

C. Water ATMs

- Water ATMs should be set up January 2020 onwards.
 - All Water ATMs to be equipped with Remote Monitoring System
 - Existing space 4x4 feet space within the water ATM for the WKRC activities implementation.
 - Safe Water Network India & USAID logo to be displayed on the Water ATM & the IEC materials
 - Priority will be given to water ATMs that are operated by women or have women mobilizer
 - Ideally the WKRCs should be in slum communities or high footfall area.
- **Safe Water Network India**
 - Provide the technical and knowledge support to WKRCs
 - Monitoring and Evaluation
 - Document and disseminate knowledge and learnings from the project
 - One - time total financial grant in cash or kind up to a maximum of INR 5 Lakhs per site.
 - Project duration: June 2020 – Dec 2022.

Please send in your application to this mail id – psewak@safewaternetwork.org / psingh@safewaternetwork.org / info@swnindia.org till June 25, 2020 along with Individual/NGO credentials City of Choice along with the copy to necessary ULB official

Annexure 1: Proposal Format

Requestor (SWE Implementer) Information	
Name:	
Registered Address:	
Entity Status (NGO/Company/ Others:	
Entity Registration number:	
FCRA Status (If registered, please give details)	

1. Number of SWEs and respective City/Cities for consideration.

2. Background: [max 100 words]

[Mention the background details of NGO/Social Entrepreneur/ Implementer/ Individual/Company/Trust as applicable. Include details of outreach, number of existing setups and geographies.]


3. Details of the program for which the grant is being accorded: [max 150 words]

[Mention in detail about the SWE/ Water ATMs for which this grant is being sought. What is the existing plan of outreach and capacity building and how the creation of WKRC will facilitate the existing plans.]

4. Statutory Compliance Checklist

Registration under section 12 A/10 (23 C) of Income Tax Act (Quote number and attach a copy):	
Registration under Section 80G of Income Tax Act 1961 (Quote number and attach a copy):	
Permanent Account Number (Quote number and attach a copy):	
Attach latest Audited Financial Statements along with Audit Report	
Provident Fund Account Number (Quote number and attach a copy) & copy of payment acknowledgement receipt:	
Latest Annual Turnover / Receipts of the organization	
List of Board members/Trustees with brief profile	
Attach Latest FCRA Return	Not applicable
Attach acknowledgement copy of latest Income Tax Return form-V along with Audited Form10B and Acknowledgement of receipt of form 10B (filed with Income Tax Department)	
Self- declaration on compliance with all laws in force (as per enclosed format)	Prescribed Government guidelines and compliance guidelines are met during set up and operation of our programs

5. Financial Model for SWEs

A.	Model Description	i.
B.	Initial Investment & Sources of Funding***	Fill in amount with the source
	Land/Building and the Civil works	
	Water Treatment Technology	
	Personnel Cost	
	Other Software support (Demand Generation, trainings, IEC etc.)	
	Viability Gap funding	
C.	Fee charged by Implementer (if any)	
D.	Economic Model Details (Please fill in spreadsheet embedded)	 Microsoft Excel 97-2003 Worksheet

***Varies as per site requirement, proposal and agreement with Donor organization