

**DIVERTING WASTE BY ENCOURAGING REUSE
AND RECYCLING (DAWERR)
SCOPE OF WORK (SOW)
Solid Waste Management Strategist**

Under the USAID-funded Diverting Waste by Encouraging Reuse and Recycling (DAWERR) Activity (The Activity), ECODIT is seeking to engage, on a consultancy basis (individual) /Short Term Technical Assistance (STTA), a Solid Waste Management (SWM) Strategist to analyze data from SWM assessments in three groupings of municipalities (3-4 municipalities in each grouping), participate in co-creation workshops with the Municipal Solid Waste Management Committees (MSWMCs) of these groupings, and draft a SWM Strategy and Action Plan and a collaboration model for each grouping.

I. BACKGROUND:

On June 30, 2020, USAID/Lebanon awarded ECODIT the Diverting Waste by Encouraging Reuse and Recycling (DAWERR) Activity, a five-year project that will establish sustainable and replicable integrated solid waste diversion and valorization solutions in rural areas of Lebanon, leading to improved social and economic well-being for Lebanon's population. The Activity aligns with USAID/Lebanon's desire to introduce financially sustainable solutions that increase the reuse, recycling, and monetization of solid waste to reduce the amount of solid waste that goes into landfills. The Activity has the following three objectives:

1. Build the capacity and commitment of municipalities to provide improved solid waste management (SWM) services either directly or indirectly;
2. Empower communities to sort at the source and participate actively in various stages of the recycling value chains (RVCs); and
3. Develop successful business models that create green economic opportunities and generate net incomes along the value chains.

The Activity's period of performance is August 1, 2020, to July 31, 2025.

During the first two years of the Activity, DAWERR worked with seven pilot municipalities (two of which were grouped under one project) to support them in the development of SWM solutions including:

- Designing and implementing sorting at source awareness campaigns with local Community Based Organizations (CBOs);
- Developing optimized selective collection of waste (schedule and routing);
- Selecting the most suitable technology for the treatment of organic waste;
- Designing the composting station based on selected technology, getting the needed permits for construction (establishment permit from Ministry of Industry, construction permit from Order of Engineers), and implementing construction activities for the pilot composting stations (yet to be launched); and
- Enhancing the existing value chains for recyclables.

Whenever construction is complete in Y3, DAWERR also will assist the municipalities to operate the composting stations and sell compost.

As of October 1, 2022, in addition to the initial pilots, DAWERR started supporting three groupings of municipalities, each bringing together 3-4 municipalities under one SWM solution – These groupings are:

1. Anfeh, Bechmezzine, Kfarhazir and Fih, in the Koura District
2. Ras el-Matn, Qortada and Deir el-Harf, in the Baadba District
3. Ansariyyeh, Sarafand Loubieh, and Saksakiyyeh, in the Saida District

As of November 1, 2022, DAWERR will start conducting in-depth assessments of the SWM situation in each of these groupings (including waste characterization and quantification at the level of each municipality). Then DAWERR will organize two-day co-creation workshops with the MSWMCs in each grouping, with the aim to develop a SWM Strategy and Action Plan, and a collaboration model for each grouping.

II. DESCRIPTION OF SERVICES

ECODIT is engaging the Consultant to support the DAWERR team with the following activities:

1. Compile and analyze data from each of the three in-depth assessments¹ (conducted by DAWERR) and draft one summary report – Analysis of In-Depth Assessment - for each grouping based on the data provided by DAWERR. Every report will be structured as follows: (1) assessment of the SWM situation, (2) findings from operational and financial questionnaire, (3) findings from social behavior change (SBC) questionnaire, and (4) findings from legal and site specific questionnaire;
2. Prepare one succinct presentation in PowerPoint (PPT) format for each grouping summarizing the main findings from the Analysis reports and share with DAWERR; PPT will then be shared with the MSWMCs in each grouping for the co-creation workshops;
3. Attend three two-day co-creation workshops organized by DAWERR in each grouping. Consultant shall listen carefully and take notes during the workshops. Consultant shall share his/her notes with DAWERR team, and meet with DAWERR if needed for a debrief;
4. Develop annotated/detailed outline for the SWM Strategy and Action Plan for one grouping (as an example) based the outcomes of the co-creation workshop; share it with DAWERR team and finalize based on feedback;
5. Develop draft SWM Strategy and Action Plan for each grouping (three in total) based on the annotated/detailed outline for one of the grouping and using the outcomes of the co-creation workshop; every SWM Strategy and Action Plan shall include but not limited to: (1) options for treatment and disposal of the different waste streams including waste diversion goals for the short, medium and long term for each grouping; (2) technical assistance needed for the municipalities to achieve the goals of the strategy, namely on optimized waste collection, training of municipal workers, adoption of corrective measure for poor sorting practices, among other; (3) needed infrastructure and equipment; (4) options to engage the local communities in sorting at source; and (5) options to sustain the SWM solution financially (including engaging the private sector).
6. Meet and discuss with DAWERR the draft SWM Strategy and Action Plan for each grouping, and finalize based on DAWERR feedback;
7. Develop a draft collaboration model for each grouping (three in total); every collaboration model shall include, but not limited to, the management of the composting station, quality standards for sorted waste arriving to the composting station, and financial distribution of costs and revenues;

¹ In-Depth Assessment of the SWM Situation in each municipality consists of (1) SW situation assessment (SWM Questionnaire, Field Familiarization Form and Waste Audit) (2) operational and financial Questionnaire (3) Social Behavior Change Questionnaire (4) Legal and site specific questionnaire

8. Discuss the draft collaboration models with DAWERR team and refine/finalize based on comments.

The consultant shall request from DAWERR any additional information deemed necessary for his/her SOW.

III. DELIVERABLES AND TIMELINE

The Consultant is expected to complete and submit the following deliverables in English:

- Summary Reports on Analysis of In-Depth Assessment (15-20 pages max) – three in total, one for each grouping
- Succinct presentations in PPT format for each grouping summarizing the main findings from the Analysis reports – three in total, one for each grouping
- Notes (2 pages max including key points) from every co-creation workshop – three documents in total, one for each workshop;
- Annotated/detailed outline for the SWM Strategy and Action Plan for one grouping;
- Draft SWM Strategy and Action Plan for each grouping - three in total, one for each grouping;
- Final SWM Strategy and Action Plan for each grouping, prepared based on DAWERR feedback/comments - three in total, one for each grouping;
- Draft collaboration model for each grouping - three in total, one for each grouping; and
- Final collaboration model for each grouping, prepared based on DAWERR feedback/comments - three in total, one for each grouping.

The period of performance (POP) for this assignment is November 28, 2022, to March 24, 2022. The level of effort (LOE) over the POP is not to exceed 31 days. The Consultant will coordinate all tasks with the DAWERR team and will conduct all activities and prepare deliverables under the technical direction of the DAWERR SWM Specialist, in coordination with the Chief of Party (COP). The consultant may also be asked to attend certain meetings and liaise with DAWERR subcontractors including Compost BALADI, Berytech and ECODIT Liban, as well as other USAID Implementing Partners, as requested by the COP.

Exhibit A summarizes deliverables, indicative LOE per deliverable, and submission date.

EXHIBIT A. DELIVERABLES, LOE (DAYS), AND TIMELINE

| Activities | Deliverables | LOE ceiling (days) | Submission date |
|------------|--|--|--|
| 1 | Analysis of In-Depth Assessment - One written report for each grouping; three in total | 9 days (3 days per grouping) | January 10, 2023 (reports should be provided on a rolling basis) |
| 2 | One presentation for each grouping; three in total | 1.5 days (0.5 day per grouping) | January 13, 2023 (provided on a rolling basis) |
| 3 | Notes (2 pages max including key points) from every co-creation workshop | 6 days (2 days at every co-creation workshop) | January – February 2023 (provided on a rolling basis) |
| 4 | Annotated/detailed outline for the SWM Strategy and Action Plan for one grouping | 1 day | February 6, 2023 |

| Activities | Deliverables | LOE ceiling (days) | Submission date |
|------------|--|------------------------------------|---|
| 5 | Draft SWM Strategy and Action Plan for each grouping; three in total | 6 days (2 days per grouping) | February 20, 2023 |
| 6 | Final SWM Strategy and Action Plan for each grouping; three in total | 3 days (1 day per grouping) | March 3, 2023 |
| 7 | Draft collaboration model for each grouping; three in total | 3 days (1 day per grouping) | March 17, 2023 |
| 8 | Final collaboration model for each grouping; three in total | 1.5 days (0.5 day per grouping) | March 24, 2023 (on a rolling basis, as above) |
| | | Not-to-exceed 31 days | November 28, 2022 – March 24, 2023 |

IV. QUALIFICATIONS AND EXPERIENCE:

The Consultant is expected to have the following experience and skills to be able to perform the tasks under this SOW:

1. A minimum of ten years of experience in the management, design and delivery of SWM projects in Lebanon or the Middle East;
2. Demonstrated experience in drafting strategies and action plans (samples will be requested) including in the SWM sector;
3. An advanced university degree and qualifications in SWM, Environmental Sciences, Environmental Policies, on any other related field;
4. Strong interpersonal and presentation skills in English and Arabic; and
5. Excellent reporting (written) and communication skills in both English and Arabic.

If interested in this Consultancy assignment, please send an up-to-date resume/CV, a sample of a strategy and action plan in English, and a proposed daily rate for the assignment to career@dawerr.org by no later than November 10, 2022 with subject title “SWM Strategist”. Candidates that apply beyond that date will be considered on a rolling basis until the position is filled.