Terms of Reference – Annex 3

Annex 3: Template for Feasibility Study Work Plan – Timeframe

Activities & Deliverables	Date
Kick-off meeting and briefing with WARDI and Caritas Germany	
Desk review, preparation of research tools and draft inception report	
Submission of inception report and proposed methodology	
Review and approval of inception report by WARDI and Caritas Germany	
Field mission preparation, coordination and security briefing	
Travel to assessment locations (as required)	
Fieldwork in candidate villages: stakeholder interviews, focus group discussions, household surveys and technical site assessments of water systems, irrigation and restoration sites	
Return travel and consolidation of field evidence (as required)	
Data analysis, validation of proposed targets, revised logframe and draft feasibility study report	
Review and comments on draft feasibility study report by WARDI and Caritas Germany	
Submission of final feasibility study report, revised logframe, site-assessment matrix, target-validation table and supporting annexes	
Final report reviewed and approved	
Presentation and validation of findings with WARDI and Caritas Germany	