



Promoting Climate Adaptation by Upscaling Solar Irrigation Technology Options for Smallholder Farmers in Ghana through Innovative Financing Mechanisms, a Conducive Policy Framework for Technology Regulation and Tailored Training Modules

STAKEHOLDER WORKING GROUP

TERMS OF REFERENCE

Background

The objective of the Technical Assistance (TA) is to promote smallholder farmers' adaptation to climate change by establishing a sustainable and efficient means of irrigation through the assessment of technology options that could be used in Ghana, the design of a sustainable business model that targets accessible financing for smallholder farmers, and the formulation of a policy framework for the use of Solar Powered Irrigation System (SPIS) which are the conditions for the establishment of an enabling environment for the uptake and scale up of the technology in Ghana.

CARES/INTee (the Consultant) is establishing a Stakeholder Working Group (SWG) to provide a technical overview and a high-level guidance at every stage of the TA.

The working group shall maintain a gender balance and an adequate representation of vulnerable groups. For this purpose, the members of the working group should have the capacity to take key decisions with regards to the selection of the appropriate technology, and the formulation of the policy and legislature that will support its use.

The purpose of this document is to define the objectives, composition, and scope of activities of the SWG.

Objectives and Role

The SWG will be a consultative body whose input and recommendations will be considered and used to guide thinking during the TA. The objectives of the SWG are to:

- Provide insights into the needs of a range of stakeholders, including smallholder farmers, equipment suppliers and financial institutions
- Provide strategic guidance on the evolution of the TA
- Provide insights into similar projects and/or complementary initiatives
- Advise on strategic issues that arise related to the TA
- Advise on existing and prospective opportunities for SPIS in Ghana
- Assist the Consultant to make decisions on the following:
 - Suitable SPIS technology options
 - Policy frameworks for technology standards and certification
 - Financing options in the business model
 - Training modules.
- Provide recommendations for changes and ensure these align with Ghanaian strategic priorities.



Membership Composition and Commitment

The SWG will comprise a restrictive working group of up to 8 persons, maintaining a gender balance and an adequate representation of vulnerable groups. The members of the SWG should have the capacity to take key decisions with regards to the selection of the appropriate technology, and the formulation of the policy and legislature that will support its use.

The SWG should represent a balance of experience, expertise, and stakeholder interests to support the continued evolution and outcomes of the TA. Participants in the SWG should meet one or more of the following criteria:

- Be a user or other stakeholder of smallholder agriculture and/or irrigation schemes
- Possess strong knowledge of:
 - Smallholder farming in Ghana and the role of the government
 - Existing financing mechanisms for agricultural investments
 - Policy frameworks for regulation of technologies, standards setting and administration
 - Training provision in remote areas and with low income groups
 - Existing irrigation equipment supply chains
- Experience with the design, operation, maintenance and/or financing of Solar Powered Irrigation Systems (SPIS)
- Strong understanding of the supply and demand for new technologies, and state-regulations.

The Consultant will endeavour to convene a SWG that reflects a balance between various stakeholders, including project proponents and financiers, corporate sustainability representatives, academics, civil society, intergovernmental organizations, standards organizations, auditors, and buyers and sellers of irrigation equipment and inputs. SWG members shall be appointed by the Consultant, with the guidance and assistance of the National Designated Entity (NDE), the Environmental Protection Agency (EPA).

Members will represent their organization's perspectives, although the Consultant is open to members acting in their individual capacities, where necessary.

Two of the members of the SWG will be elected as Chairperson and Co-chairperson by the members at the inaugural meeting.

SWG members will commit a limited amount of time to contribute to and support the TA. This will include participation in SWG/TA communications via email, conference calls and online meetings, each lasting up to 2 hours. Members may be required to review reports produced and circulated by the Consultants ahead of each meeting. They will also be invited to attend a number of physical meetings, workshops and training sessions. The Consultant will set an initial schedule and agenda for meetings to suit the workplan and may host these meetings at its own offices in Accra, within one of the member organisations, at an independent venue or with an online facilitator.

SWG members shall be appointed for the duration of the TA, although the SWG Chair and Co-Chair will be empowered to make any changes that the group identifies; for example, if they discover that they are missing input from important stakeholders, required to meet the needs of the TA, they will have the authority to invite new members or replace existing SWG members.

Operation of the SWG

The SWG will be convened by the Consultant, whose staff will be responsible for organizing and facilitating SWG meetings, preparing and disseminating agendas and minutes, producing plans for

ongoing activities, developing draft documents and updating with SWG comments, organizing input and review by the SWG, facilitating communication and consultation with other stakeholders. The Consultant may create smaller ad hoc groups for different aspects of the TA drawn from the SWG and other stakeholders depending on needs, participant interest, availability and expertise.

The working language of the SWG will be English and the members of the SWG are expected to maintain confidentiality and avoid any real or perceived conflicts of interest that may arise as a result of their involvement.

Participation in the SWG is on a voluntary (unpaid) basis, although limited funds are available to cover pre-agreed travel, accommodation and subsistence expenses, as follows:

For short meetings (up to half day):

- Light refreshments will be provided to participants, in the form of tea, coffee, water etc.
- Transportation will not be offered to participants (with some flexibility to be discussed for participants travelling from another city, to be discussed on a case by case basis, and agreed in advance).
- The preferred time for short meetings will be between 10.00am to 2.00pm (Ghana Time), with any proposed change/overrun to be agreed in advance.
- Whenever possible, the venue will be at CARES offices (One Airport Square, Airport City, Accra) or a suitable venue offered by the NDE to avoid additional costs.
- Covid-19 guidelines and regulations, in existence at the time of the meeting, must be followed by all participants, including the use of hand sanitiser and masks, as required.

For longer meetings (up to a full day or more)

- Light refreshments and lunch will be provided to the participants.
- Transportation costs and subsistence will be reimbursed up to a rate of US\$ 50 per person/day.
- Accommodation will not be offered to participants (with some flexibility to be discussed for participants travelling from another city or if an event needs to be organized outside of Accra, up to a rate of US\$ 100 per person/night, to be discussed on a case by case basis, and agreed in advance).
- The venue will be of a high to ensure participation and comfort. Whenever possible, the venue will be at CARES offices (One Airport Square, Airport City, Accra) or a suitable venue offered by the NDE to avoid additional costs.
- Covid-19 guidelines and regulations, in existence at the time of the meeting, must be followed by all participants, including the use of hand sanitiser and masks, as required.

Termination

SWG members or the Consultant may give notice of termination of a member's participation in the SWG at any time. The Consultant reserves the right to terminate the SWG at any time.