



Terms of Reference (ToR) - 22-MR4138

Access to Energy Assessment at households and institutional levels in the Greater Kampala Metropolitan Area (GKMA)



Covenant of Mayors
in Sub-Saharan Africa



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1.0 The Covenant of Mayors in Sub-Saharan Africa (CoMSSA III)

Since 2015, the Covenant of Mayors in Sub-Saharan Africa (CoM SSA) initiative supports Sub-Saharan cities in their fight against climate change and in their efforts in ensuring access to clean energy.

Under the CoM-SSA, local authorities are invited to take a voluntary political commitment to implement climate and energy actions in their communities and agree on a long-term vision based on 3 pillars, namely;

- i. Access to sustainable energy,
- ii. Climate mitigation
- iii. Climate adaptation.

In order to translate the political commitment into practical measures, CoMSSA signatories commit to develop and implement Sustainable Energy and Climate Action Plans (SEACAPs). Kampala was one of the pioneer signatory cities to the CoMSSA in 2015.

Prior to the inauguration of the CoMSSA, KCCA had received support from the French Government through Expertise France to develop the Kampala Climate Change Action Plan under the project Africa4Climate and became one of the first cities to develop such a plan in sub-Saharan Africa. Under the CoMSSA initiative phase I & II, KCCA received support to implement early actions of the Plan and to shared experiences experience with other municipalities, between 2018 and 2020.

The current phase of the initiative, CoMSSA III, aims to strengthen the impact of the previous phases and more specifically to unlock climate finance opportunities at the local level through the joint action of 4 agencies: Agencia Española de Cooperación Internacional para el Desarrollo (AECID), Agence Française de Développement (AFD), Expertise France; Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ). COMSSA III in KCCA is supported by Expertise France and is made up of three actions:

- Supporting the evaluation of the KCCA developed SEACAP (Kampala Climate Change Action Plan)
- Supporting investments in sustainable energy and climate
- Supporting the cooperation and twinning activities between municipalities at different levels (National, regional, international).



2.0 The context

Based on the International Energy Agency, in 2019, Uganda's energy mix was dominated by fuel wood and charcoal followed by a small share of oil products. The country produces electricity mainly from hydroelectric plants. Between 2017 and 2019, electrification outpaced population growth in Uganda. However, in 2020, less than 5% of the population had access to clean cooking. The Electricity Connection Policy was introduced in 2018 with the ambition of increasing Uganda's electricity access to 60 percent by 2027 through connection subsidies for consumers located close to the existing network¹. Access to energy, for households, and institutions, for transport and for powering industries, has implications to a city's economic development.

3.0 Main objectives of the Assignment

The objective of this consultancy is to undertake an Access to Energy Assessment (AEA) at KCCA and the Greater Kampala Metropolitan Areas (GKMA).

The consultant shall assess the current situation in terms of energy access for electricity and for cooking for households and institutional units at GKMA level.

4.0 Methodology and activities

The consultants will propose the methodology and approach for the assignment which will be discussed with KCCA during the inception phase for consideration and approval.

The specific tasks of the consultant(s) are:

1. Assess the current energy access situation in Kampala and GKMA level based on the JRC guidelines (all energy per usage and per sector should be considered with a specific focus on households and institutional units). Here, the SDG7 attributes: affordable, reliable, sustainable and modern attributes could be used with the purpose of defining and measuring energy access and up to eight key attributes: capacity, affordability, availability, reliability, quality, health and safety, legality, and convenience, under the United Nations Conference on Trade and Development, 2017. The gender aspect will also be considered.
2. Review and compile any available work that has been done previously on energy access by other stakeholders, for example by the Ministry of Energy, UBOS, Makerere University,

¹ <https://www.iea.org/countries/uganda>



- World bank, GIZ etc. and internally at KCCA. The consultant(s) will indicate clearly in the tool he will use and in the report all the information providers.
3. Identify clean energy access solutions (sources of energy and systems to use it) for households and institutional units in Kampala and GKMA and a baseline inventory of the current implemented solutions and the available and potential solutions.
 4. Provide actionable recommendations on the best clean energy solutions and the way towards adoption with a deep focus (for the inventory and for the recommendations) on energy access for cooking.
 5. Develop policy briefs and a roadmap to address the barriers to energy access with a main focus on clean cooking energy solutions.
 6. Conduct policy dialogues to discuss the challenges and the best practices to ensure access to clean energy development and to bridge the knowledge gaps.
 7. Mobilise relevant stakeholders to accelerate the clean energy transition agenda through strategic engagements, partnerships, campaigns among others. The Ministry of Energy will be engaged for this.
 8. Develop energy access communication, awareness campaign and materials with the support of the communication Department of KCCA showing the challenges, the benefits of better practises and solutions (the main target are the energy end-users for changing mindsets and practises).
 9. Produce different formats of supports to make the lessons learned of the assignment understandable by a large audience, including decision makers and political leaders.
 10. Assess the benefits on health, on environment and on local economy of clean energy transition
 11. Elaborate a relevant set of indicators to follow the access to energy at Kampala and GKMA levels as proposed by the CoM SSA guidelines².
 12. Training of the KCCA Project team on the findings, on the methodology and on the tools used by the consultant(s) to allow them to follow and update in the future. Capacity development of local leaders and technical staff is a crucial part of the assignment.

The consultant(s) will consider any other ongoing projects led by KCCA in parallel of this task such as the KCCA climate change strategy evaluation mission and the air quality project.

5.0 Qualifications required.

One or several consultants forming a consortium can apply for this assignment. However, a lead consultant, who will remain the focal point of contact throughout the assignment will be designated within the application.

The profile of the consultants should have the following:

1. A working experience and/or solid knowledge of Ugandan institutional climate change and energy frameworks. A deep knowledge of Uganda and of the Ugandan municipalities will be highly appreciated.

² <https://comssa.org/en/guidebook>



2. Experience in Uganda on energy issues.
3. A good knowledge of the Greater Kampala Metropolitan Area, its 9 administrative entities will be a plus
4. A good knowledge of the mandates related to the national and local governments, cities, districts, etc in Uganda and of the main information/data providers,
5. Fluency in English. Any practice of a local language such as Luganda will be highly appreciated as they will be of help for data collection, community engagements, etc.
6. A proven experience and practice of methodologies and tools to deliver the expected results and deliverables.
7. A good understanding of energy transition on different aspects: environmental, economic, social, gender, etc.
8. Proven practice of participation processes to consult and engage different kind of stakeholders (communities, NGO, institutions, companies, development partners, etc) through for instance forums, workshops, community dialogues, conferences, field studies, etc.
9. A deep practice of project management and data collection methods. More than 5 years of programme management experience in results-based management working with national and local organization and /or local governments or authorities, cities, districts.
10. Holds a Post graduate degree in Environmental Science, Environmental Planning and Management, Economics, Monitoring and Evaluation, Climate Change, Energy, environment and Natural resources, Engineering and technology Urban Planning and Institutional Analysis or any other related field.
11. At least 5 years of experience working in the fields of climate change, energy, environment conservation, local development, etc.
12. At least 5 years of management/leadership experience as project team leader or manager in a company.
13. Excellent analytical and research skills

6.0 Scope and Duration of the Assignment

The consultant will undertake the assignment in all the 9 GKMA: Kampala, the Districts of Mukono, Mpigi and Wakiso, the municipalities of Entebbe, Kira, Nansana, Makindye Sabagabo and Mukono.

This activity will be executed within a period not exceeding 5 months **starting 15th September 2022 to 31st January 2023**.



7.0 Key Deliverables and timelines

The expert(s) will submit the following deliverables in English:

Deliverable	Content	Calendar (after contract signature)
1. Inception report	<p>The report will present the way the consultant will carry out the assignment, including the data collection methodology and tools to be used with a chart of how the work will be undertaken.</p> <p>The report will contain the details of the progress and challenges of the assignment, as well as a draft outline of the main report.</p> <p>In addition, the consultant will deliver a proposal for the training agenda.</p> <p>The consultant will also present the following to the stakeholders:</p> <ul style="list-style-type: none"> - The training programme for KCCA staff - Methodology and data collection tools (a proposal survey questionnaire) - Communication and awareness material <p>Maximum 10 pages excluding the charts, diagrams, stakeholder list and annexes.</p>	week 2
2. Training	The consultant will hold training sessions on energy data access collection	week 7-8
3. Draft Access to Energy Assessment Report	<p>The consultant will submit the draft report with findings of the access to energy data collected and challenges encountered as well as possible solutions at a stakeholders' workshop. No later than three working days before the workshop, the consultant will deliver a draft report to the KCCA and the concerned stakeholders. The workshop will allow for adaptation of recommendations.</p> <p>This will include:</p>	week 9



	<ul style="list-style-type: none"> - A summary for policy makers and a summary for dissemination for stakeholders - A roadmap to develop access to energy in Kampala and more specifically to clean energy. 	
4. Final Access to Energy Assessment Report	The final report action plan with recommendations will be presented to the working group for validation then handed over to KCCA. A complete report listing the information/data sources and indicating the way to update the assessment in the future. This includes the tools and templates used by the consultant(s) during the assignment.	week 14
5. Dissemination workshop	The consultant will conduct a stakeholder workshop to disseminate the findings of the study to stakeholders in the city.	Week 20

All the documents must be delivered in soft copies in a format that will allow KCCA to comment.

8.0 Payment for the assignment

The payment will be made following the following criteria

Deliverable	Payment Percentage
Inception report	20%
Draft report	30%
Final Report and deliverables including the roadmap	50%
Total	100%



9.0 Application

In order to submit their offers, consultants must send their complete proposal (including all tender material) on or before September 8th 2022 at 7 pm East African Time to **all** the following email addresses:

Mrs. Caroline Sawe – caroline.sawe@expertisefrance.fr

And copy the following:

Mr. Edison Masereka – emasereka@kcca.go.ug

Mr. Deogratiuss kiryowa – dkiryowa@kcca.go.ug

