



SDG 6 IWRM Support Programme

IWRM Acceleration Package

IWRM Action Plan Outline

April 2021

Important preliminary note

This outline is meant to facilitate the completion of the IWRM Action Plan for your country, as the key output of Stage 2 of the SDG 6 IWRM Support Programme. This document, part of the Stage 2 Acceleration Package, should guide and facilitate the acceleration of IWRM implementation in your country. The outline is generic and designed to be customised according to the needs of each country as well as the varying national contexts and frameworks within which the work is being embedded. While acknowledging that there is no one-size-fits-all structure, the outline suggests standard sections that should be covered within this plan. The text in italics currently included under the outline headings provides guidance on the purpose and content of the different sections and should be deleted during completion and replaced with the content of the Action Plan. As far as possible, the separate templates should provide inputs for the content of this plan, and have been formatted to facilitate copying and pasting into this document.

The Action Plan, once approved by the anchor institution(s), should be shared with the SDG 6 IWRM Support Programme, who will promote it on its website, <https://www.gwp.org/en/sdg6support/>.

0. Cover page

The first page of the IWRM Action Plan should be a cover page, including the title of the Action Plan, the country, the date of publication, and showing the shield, flag or emblem of the country, among other virtual elements appropriate for such a cover page. On the inside cover, more details about the lead institutions, points of contact, and so on, may be included.

1. Executive Summary

Purpose

To summarise the contents of the document, highlight some priority areas, and provide the reader with an introduction to the overall scope of the Action Plan.

Suggested content

- *Overview of the process*
- *Overview of the planned goals and outcomes*
- *Overview of timeline and next steps*

2. Strategic context

Purpose

To describe the context within which the plan was developed and will be implemented. [Note that the plan should not describe the state of water resources or management in the country, as this information is available in abundance elsewhere. Instead, it is framed around key action areas required to accelerate sustainable and equitable water resources management, including the current and desired status of SDG indicator 6.5.1.]

Suggested content

- *Overview of the SDG landscape in the country connected (directly or indirectly) with water resources management*
- *Related policies, programmes and initiatives*
- *Findings from the SDG 6.5.1 survey listed by IWRM dimension*
- *Relationship to other water-related SDG targets*
- *Relevant government institutions and stakeholders involved with IWRM*
- *Relevant government or multi-stakeholder planning objectives aligned with, or supportive of, IWRM*
- *Existing funding frameworks anticipated to be utilised*

3. Overarching goal and priority objectives

Purpose

To summarise the overall ambition of the plan as well as the overarching goal and related high-level objectives it is aiming to address.

Suggested content

- *Main goal of the plan (i.e. to support the accelerated implementation of IWRM as a means of advancing progress on priority issues that intersect with related SDG targets and broader water-related goals)*
- *List of priority objectives to be reached, including the rationale and link to SDGs (target 6.5 on IWRM as well as other SDG 6 targets and broader water-related goals)*

4. Overview of actions

Purpose

To describe and contextualise the full list of actions identified to meet the plan's objectives

Suggested content

- Detailed list of actions categorised by priority issue, including a tangible link to the relevant elements of SDG indicator 6.5.1

Below is an example of how a summary table of key IWRM Actions could be structured. This can be adapted to meet the specific requirements of the Action Plan under development. In addition, Annex 1 of this document contains a suggested data sheet for a more elaborate description of each of the identified actions. The rows in the table below should be copied to fit the number of objectives and actions identified.

#	Necessary actions or processes	Expected outputs	Realization Time	Lead organization to ensure action takes place	Source of financing	Water-related aspects targeted (e.g. link to SDG indicator 6.5.1 elements and other water-related targets)	Contact person
[Priority objective 1, from section 3]							
1.1	[Please provide a communicative title for the action or process that would contribute to achieving the stated objective]	[Please describe the outputs that would lead to the achievement of the action]	[Months or specific dates, as appropriate]	[National ministry, agency or other lead stakeholder]	[If identified]	[Please mention the question or section of the SDG 6.5.1 survey and/or other water-related targets]	[Name, email]
1.2	[Rows should be added as needed]						

5. Budget

Purpose

To specify the overall cost of implementing the Action Plan and the anticipated and required sources of funding (if appropriate). The high-level summary of template 1 on the budget for IWRM interventions can be used for this section.

Suggested content

- Cost per priority objective, if possible with a breakdown by year
- Sources of funding (with distinction between confirmed and aspirational)
- If additional funding is required, the fundraising plan or intentions should be mentioned

6. Results framework, Monitoring and Evaluation

Purpose

To present the results related to the priority actions, the logical framework and theory (or theories) of change around the actions, and provide a basis to monitor implementation and increase accountability among responsible actors. There may be a logical framework for each action, for groups of related actions, or a single theory of change and logframe for the entire Action Plan, depending on how closely related the actions are thematically and geographically. The high-level summary of template 2 on the results framework can be used for this section.

Suggested content

- Logical outline of how planned activities and outputs will lead to the achievement of the Action Plan's overarching goal and priority objectives
- Set of indicators, targets and means of verification
- Timeline for revision (possibly based on periodic reporting on SDG indicator 6.5.1)

7. Risks and mitigation strategies

Purpose

To provide confidence in the plan's feasibility and robustness. The high-level summary of template 3 on risk monitoring and management can be used for this section.

Suggested content

- Identification of the internal risks and external threats to successful implementation of the plan
- Description of the contingency actions proposed in the event of risk materialisation

8. Roles and responsibilities

Purpose

To formalise institutional tasks and commitments and increase accountability for overall plan implementation. The high-level summary of template 4 on roles and responsibilities can be used for this section.

Suggested content

- List of the mandated institutions and other stakeholders responsible for plan implementation including:
 - ultimate responsibility (owner of the plan)
 - responsible organisations for different tasks/actions (including monitoring)
- Coordination mechanisms among different actors
- Means of accountability for overall implementation

9. Timeline and next steps

Purpose

To ensure that the plan is time-bound and prioritised. The high-level summary of template 5 on the timeline can be used for this section.

Suggested content

- *Detailed timeline including key milestones during the implementation period*
- *Immediate next steps to kick-start implementation*

Annex 1: Action data sheets

There should be one more elaborate description per identified action e.g. one for 1.1, one for 1.2 and so on. Each description should ideally be no more than 1.5 pages in length. However, this is open to adjustment, based on the format of the Action Plan. Complementary concept notes or additional information on each priority action may also be included. Examples of existing action data sheets can be viewed in the [IWRM Action Searcher](#).

[Priority objective 1]:
Action 1.1: [Copy from summary table above]
Expected outputs: [Copy from summary table above]
Rationale: [The main reasons or justification for taking action]
Approach: [How the objective will be achieved]
Realization time: [Copy from summary table above]
Lead organization to ensure action takes place: [Which organisation will be responsible for leading the implementation of this action, if already identified. What commitments has that organisation made]
Key supporting organizations: [Other organizations, with brief mention of roles]
Water-related aspects targeted (e.g. link to SDG indicator 6.5.1 elements and other water-related targets): [Copy from summary table above]
Short description of the basic theory of change around the action:
Level of action [national, sub-national or transboundary]
Other related targets that this action will contribute to/coordinate with [Mention other SDG targets, aspects of the Paris Climate Agreement, Convention for Biological Diversity, and/or other planning frameworks that this action will help to achieve]
Necessary resources: Estimated number of person-months (time): ____ person-months Total estimated budget needed: USD_____ Planned contribution from [the national budget]: USD_____ Planned contribution from [other sources]: USD_____
Key contact for action: [Name, Surname, Title, Organisation, Email, Phone number]

Annex 2: Template for Executive Summary of IWRM Action Plan

Background Information on the Process and Stakeholders Involved

- Briefly explain the **context** in which the plan was developed, highlighting the relevance of the plan in achieving SDG 6 targets within the country, and mentioning relevant frameworks that it aligns with.
- Mention the **stakeholders** involved in the task force, the size of the consultation group, and other consultation mechanisms employed.
- Briefly highlight the **process** followed to prioritise the shortlist of actions from the longlist of possible actions raised.

Priority actions identified

- Outline the priority issues that the country is aiming to address through the IWRM Action Plan.
- List the key actions to address including the rationale and link to the SDGs (target 6.5 on IWRM as well as other SDG 6 targets and broader water-related goals). The actions should be either described in a narrative context, or presented in a tabular format.

Transition towards implementation

- Highlight the means through which the country plans to implement the IWRM Action Plan, including roles and responsibilities.
- A high-level budget requirement should ideally be mentioned, including likely funding sources.

Annex 3: Process summary

In this annex you should look to describe the planning and consultation process that took place, and highlight the main milestones and consultation points, including the number, dates and details of consultations, number of stakeholders engaged, consultation mechanisms employed, and so on.

Suggested content

- *Specification of the key steps, decisions and timeline of the process, e.g.:*
 - *the completion of the IWRM baseline (SDG indicator 6.5.1)*
 - *consultation workshops*
 - *task force meetings and key decisions*
 - *other key national SDG milestones and/or events*
- *Stakeholder inclusion description*
 - *who were the stakeholders involved?*
 - *how were stakeholders involved in the process?*
- *Recommended way forward for the IWRM Action Plan*
 - *what steps should be taken to implement the plan?*
 - *key follow-up decisions to be taken*
- *Lessons learned through the process*

Annex 4: Participants' List

Please fill in the relevant information below. With regards to the type of actor, choose the most appropriate from the following options:

- National Government/Agency
- Local Government
- International Organisation
- NGO
- Academia
- Private Sector
- Civil Society/Other

With regards to gender, please choose among the following options:

- Male
- Female
- Other

Number	Name and Surname	Organisation	Designation/ Position	Email	Type of Actor	Gender
1						
2						
3						
4						
5						
6						
7						
8						
9						
...						

Annex 5: Agenda

[Please insert here the agendas for the consultations]

Annex 6: Photos

[Please include any photos from the consultations here, or email them as attachments to sdg6iwrmsp@qwp.org. People in these pictures should have at least consented verbally to being pictured.]