



# Technical Assistance Report

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Project Number: 52064-001  
Transaction Technical Assistance Facility (F-TRTA)  
July 2018

## Southeast Asia Urban Services Facility

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**Asian Development Bank**

## ABBREVIATIONS

ADB	–	Asian Development Bank
DMC	–	Developing member country
PRITF	–	Project Readiness Improvement Trust Fund
SEUW	–	ADB Southeast Asia Department Urban Development and Water Division
TA	–	technical assistance
UCCRTF	–	Urban Climate Change Resilience Trust Fund

## NOTE

In this report, “\$” refers to United States dollars.

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## CONTENTS

	<b>Page</b>
TRANSACTION TECHNICAL ASSISTANCE FACILITY AT A GLANCE	
I. THE TECHNICAL ASSISTANCE FACILITY	1
A. Justification	1
B. Outputs and Activities	2
C. Cost and Financing	3
D. Implementation Arrangements	4
E. Governance	5
II. THE PRESIDENT'S DECISION	5
APPENDIXES	
1. Cost Estimates and Financing Plan	6
2. Indicative Budget Allocation Per Output	7
3. List of Linked Documents	8

## TRANSACTION TECHNICAL ASSISTANCE AT A GLANCE

<b>1. Basic Data</b>		<b>Project Name</b>	Southeast Asia Urban Services Facility	<b>Department/Division</b>	<b>Project Number:</b> 52064-001 SERD/SEUW
<b>Nature of Activity Modality</b>	Project Preparation Facility	<b>Executing Agency</b>	Asian Development Bank		
<b>Country</b>	CAM, INO, LAO, MYA, PHI, VIE				
<b>2. Sector</b>	<b>Subsector(s)</b>	<b>ADB Financing (\$ million)</b>			
✓ Water and other urban infrastructure and services	Other urban services	0.80			
	Urban sanitation	1.40			
	Urban solid waste management	0.40			
	Urban water supply	2.40			
	<b>Total</b>	<b>5.00</b>			
<b>3. Strategic Agenda</b>	<b>Subcomponents</b>	<b>Climate Change Information</b>			
Inclusive economic growth (IEG)	Pillar 2: Access to economic opportunities, including jobs, made more inclusive	Climate Change impact on the Project		Low	
Environmentally sustainable growth (ESG)	Urban environmental improvement				
Regional integration (RCI)	Pillar 4: Other regional public goods				
<b>4. Drivers of Change</b>	<b>Components</b>	<b>Gender Equity and Mainstreaming</b>			
Governance and capacity development (GCD)	Institutional development	Effective gender mainstreaming (EGM)		✓	
Knowledge solutions (KNS)	Application and use of new knowledge solutions in key operational areas				
Partnerships (PAR)	Implementation				
Private sector development (PSD)	Regional organizations Conducive policy and institutional environment				
<b>5. Poverty and SDG Targeting</b>		<b>Location Impact</b>			
Geographic Targeting	No	Urban		High	
Household Targeting	No				
SDG Targeting	Yes				
SDG Goals	SDG6, SDG11, SDG13				
<b>6. Risk Categorization</b>	Complex				
<b>7. Safeguard Categorization</b>	Safeguard Policy Statement does not apply				
<b>8. Financing</b>					
<b>Modality and Sources</b>			<b>Amount (\$ million)</b>		
<b>ADB</b>			<b>5.00</b>		
Transaction technical assistance: Technical Assistance Special Fund			5.00		
<b>Cofinancing</b>			<b>4.00</b>		
Project Readiness Improvement Trust Fund (Full ADB Administration)			1.00		
Urban Climate Change Resilience Trust Fund under the Urban Financing Partnership Facility (Full ADB Administration)			3.00		
<b>Counterpart</b>			<b>0.00</b>		
None			0.00		
<b>Total</b>			<b>9.00</b>		

## I. THE TECHNICAL ASSISTANCE FACILITY

### A. Justification

#### 1. The Proposal

1. The proposed transaction technical assistance (TA) facility will support Southeast Asian developing member countries (DMCs) of the Asian Development Bank (ADB) during 2019–2021 to improve urban services through technical, policy, and capacity development support for projects and investment programs in the urban development and water sectors.<sup>1</sup> During this period, ADB's urban development and water portfolio in Southeast Asia is expected to increase by \$2.4 billion, equivalent to the current ADB portfolio developed during 2010–2018.

2. The TA facility will combine the preparation of various projects in Southeast Asian DMCs during 2019–2021. Combined, regional TA is expected to result in a better-performing urban development and water portfolio in Southeast Asia than would be achieved through project-specific TA because of improved (i) response time by providing DMCs with consistent urban solutions, (ii) quality of outputs through efficient delivery systems, (iii) sector assessment and policy support, and (iv) knowledge sharing across the region.

3. The TA facility is in line with the findings and recommendations of the midterm review of ADB's Strategy 2020,<sup>2</sup> and will increase (i) optimization of ADB resource use, including by more effectively prioritizing TA resource allocation and improving project design quality; (ii) project implementation effectiveness by reducing delays in project implementation, promoting cost-efficient procurement of services, and optimizing the value addition of consultant services; and (iii) administrative cost-effectiveness.

#### 2. Sector Constraints and Opportunities

4. **Urbanization trends.** The Asia and Pacific region is experiencing rapid urbanization and is projected to be home to two-thirds of the world's urban population by 2050. In 2016, 47% of Southeast Asia's population was classified as urban, compared to 54% globally. However, Southeast Asia's annual urban population growth rate is 1.4%, vs. the world average of 0.9%.<sup>3</sup>

5. **Cities and economic hubs.** Southeast Asia's economies are shifting toward industry and services, making cities central to national economies. In addition to being major manufacturing centers, cities are also national centers of education, science, technology, and innovation. ADB has supported the Greater Mekong Subregion corridor towns development projects (GMS CTDP) in Southeast Asia with the objective of increasing economic activities along GMS economic corridors through investment in urban infrastructure in corridor towns.<sup>4</sup>

6. **Climate change and disaster risk management.** Southeast Asian cities are particularly exposed to climate change-related events such as temperature and sea level rise, flooding, changes in rainfall patterns, and natural disasters that are increasing in frequency and severity. The impact of such events is exacerbated by population concentrations in low-lying deltas and

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<sup>1</sup> A list of ensuing projects supported by the TA facility is detailed in Appendix 2. The ensuing projects and their respective preparatory TAs are listed in the relevant country operation business plans.

<sup>2</sup> ADB. 2014. *Midterm Review of Strategy 2020: Meeting the Challenges of a Transforming Asia and Pacific*. Manila.

<sup>3</sup> United Nations. 2014. *World Urbanization Prospects*. New York.

<sup>4</sup> ADB. 2015. *Technical Assistance for Capacity Development for Economic Zones in Border Areas in the Greater Mekong Subregion*. Manila. (TA 8989-REG)

coastal areas, and increased heat intensity in large cities, which make it imperative to increase the climate resilience of urban infrastructure. Cities are also increasingly a major source of greenhouse gas emissions due to unsustainable waste management and increasing energy consumption by urban communities

7. **Bridging the water and sanitation infrastructure gap.** The estimated annual infrastructure investment needs in Southeast Asia total about \$210 billion, about 10% of which is for urban infrastructure.<sup>5</sup> Significant gains have been seen since 2008 in the expansion of water supply and sanitation services across Southeast Asia, but the gap in service provision remains significant in all but the most advanced countries (e.g., Singapore and Malaysia). Water supply has received the most attention and support, while sanitation remains woefully underfunded. Access to improved water supply in the region has grown from 60%–91% (2006) to 69%–91% (2016), while piped water supply coverage in 2016 was 10%–50%. Access to improved sanitation in the region has increased from 32%–86% (2006) to 58%–86% (2016), with sewerage coverage in 2016 of <1%–13%.<sup>6</sup> Given women’s roles in water and sanitation management, investments in improved water and sanitation access can reduce their workload or “time poverty”, in addition to gains from improved health, safety, and mobility.

### 3. Delivering Solutions and Facility Outcomes

8. The TA facility is aligned with the proposed Strategy 2030’s operational priorities and will support the delivery of solutions for (i) tackling climate change, building climate and disaster resilience, and enhancing environmental sustainability; (ii) making cities more livable; and (iii) strengthening governance and institutional capacity.

9. The TA facility will deliver urban solutions by improving (i) the urban planning process (by developing spatial plans in a participatory and inclusive manner); (ii) the quality of urban service delivery (through efficient project design and management to rehabilitate and expand infrastructure and introduce good operation and maintenance practices); (iii) institutional effectiveness in line ministries, local governments, and utilities (by ensuring sustainability through good governance and improved credit worthiness); and (iv) the enabling environment for urban services (by improving the policy, legal, and regulatory setting).

10. The TA facility will combine activities that will help develop the portfolio of the Southeast Asia Department Urban Development and Water Division (SEUW) during 2019–2021, and thereby help catalyze and mobilize resources needed for development; strengthen ADB’s knowledge services and support to DMCs; and improve ADB’s response to client needs with respect to project design, administration, and knowledge management.

### B. Outputs and Activities

11. **Output 1: Improved planning, project design, and readiness.** The TA facility will be provided for planning and design of ensuing projects to ensure they are procurement-ready. Spatial, inclusive, climate-resilient, and participatory planning approaches will be considered where appropriate in prioritizing project and/or programs for ADB financing. Detailed activities will include, when required: (i) geospatial analysis and earth observation; (ii) feasibility studies and/or

<sup>5</sup> ADB. 2017. *Meeting Asia’s infrastructure needs. Mandaluyong City: Asian Development Bank.*

<sup>6</sup> WHO-UNICEF. 2017. *Joint Monitoring Program.* Washington, DC.

engineering designs for the ensuing investment;<sup>7</sup> (iii) economic analysis; (iv) financial management assessment, financial evaluation and financial analysis, and municipal or utility financial analysis; (v) gender analysis, collection of baseline data, and gender action plans; (vi) risk assessment and management plans; (vii) safeguards documents on the environment, involuntary resettlement, and indigenous peoples; (viii) climate risks and vulnerability assessments; (ix) sector assessments; (x) policy and regulatory support; and (xi) information, communication, and technology systems. The TA facility will also explore options to apply advanced or high-level technology in project design by adapting such technology to local conditions, with awareness of the local contracting market.

**12. Output 2: Improved developing member country staff capacity in project administration and urban service delivery.** DMC staff capacity building will include (i) peer-to-peer arrangements for urban service delivery; (ii) project administration oversight; and (iii) support in establishing design standards, policy, and regulatory frameworks. Assistance will be provided in specific fields of expertise, including (i) technical expertise in advanced technology in core urban services (water supply; sewerage; sanitation, including non-networked sanitation solutions; solid waste management; flood control and drainage; and road engineering); (ii) procurement and contract management (resolving bid evaluation and contractual disputes); and (iii) social and environmental safeguard monitoring (resolving noncompliance issues). The TA facility will support DMC staff in delivering project administration activities under the existing loan portfolio and for newly approved loans.

**13. Output 3: Improved knowledge management and sharing among Southeast Asia developing member countries.** The TA facility will support knowledge management and sharing through the organization of training, workshops, and conferences at the regional level, enhancing knowledge and lesson sharing among Southeast Asian DMCs that will support project development of proposed loans and administration of ongoing and newly approved loans. The TA facility will also support, when required, the production of knowledge products and will work in close collaboration with ADB's urban and water sector groups to collect and disseminate appropriate lessons. To the extent possible, the TA facility will also support peer-to-peer learning through twinning arrangements between DMC organizations and developed country.

### **C. Cost and Financing**

14. The TA facility is estimated to cost \$9 million, of which (i) \$5 million will be financed on a grant basis by ADB's Technical Assistance Special Fund (TASF 6); (ii) \$3 million will be financed on a grant basis by the Urban Climate Change Resilience Trust Fund (UCCRTF) under the Urban Financing Partnership Facility and administered by ADB;<sup>8</sup> and (iii) \$1 million will be financed on a grant basis by the Project Readiness Improvement Trust Fund (PRITF), and administered by ADB.<sup>9</sup> The key expenditure items are listed in Appendix 1.

15. The UCCRTF will specifically support SEUW projects on climate-resilient urban services through participatory spatial planning, climate change vulnerability assessments, institutional strengthening, stakeholder consultation, knowledge management, and community-led projects.

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<sup>7</sup> Detailed engineering designs will exclusively be financed by fund sources other than ADB's special funds, provided there is no explicit exclusion of financing a detailed engineering design in the relevant regulations, implementation guidelines, or agreements of any fund financing the TA facility.

<sup>8</sup> Financing Partners: the Rockefeller Foundation and the governments of Switzerland and the United Kingdom. Currently eligible Southeast Asian countries are Indonesia, Myanmar, the Philippines, and Viet Nam.

<sup>9</sup> Financing partner: Nordic Development Fund.

The PRITF provides an innovative grants mechanism for supporting both design and procurement readiness of climate change-responsive infrastructure projects in Southeast Asian countries.

16. The TA facility scope is expected to be expanded to cover other additional activities, consistent with the TA facility's outputs, and the facility will be replenished from time to time as funds are required and identified. The governments will provide counterpart support in the form of data acquisition and counterpart staff, and other in-kind contributions.

#### D. Implementation Arrangements

17. ADB is the executing agency for the TA and will administer the TA facility and implement it through SEUW.

18. Output 1 activities for an ensuing project will commence only after ADB approves the project concept paper of the ensuing project. Output 2 activities to assist DMCs in project management may commence on TA facility approval. Output 3 activities involving knowledge management and sharing may also commence on TA facility approval. The TA facility will be implemented over 42 months and is expected to commence no later than October 2018.<sup>10</sup>

19. The TA facility will recruit a single firm to assist in achieving the outputs. A core team from the firm will be based at ADB headquarters to ensure integration of consultant activities into SEUW's workplan. Offices at project locations will be established when required, either at DMC counterpart premises, ADB resident missions, or rental offices, depending on location and availability.

20. The implementation arrangements are summarized in Table 1.

**Table 1: Implementation Arrangements**

Aspects	Arrangements
Indicative implementation period	October 2018–March 2022
Executing agency	ADB
Implementing agencies	Southeast Asia Department, Urban Development and Water Division
Consultants	To be selected and engaged by ADB
	Firm: QCBS (90:10)   Facility consultants   \$9.0 million
Advance contracting	The single consulting contract will be procured through advance contracting following ADB. 2013. <i>Specific Requirements for Recruiting Consultants by ADB</i> . Project Administration Instructions. PAI No. 2.04, Section E. Manila.
Disbursement	The TA resources will be disbursed following ADB's <i>Technical Assistance Disbursement Handbook</i> (2010, as amended from time to time). Disbursement will follow cost-sharing principle, subject to the implementation guidelines of the UCCRTF and PRIF. DEDs will be financed by funds other than ADB special funds, provided fund regulations do not explicitly exclude the financing of DEDs.

ADB = Asian Development Bank, DED = detailed engineering design, PRITF = Project Readiness Improvement Trust Fund, QCBS = quality and cost-based selection, TA = technical assistance, UCCRTF = Urban Climate Change Resilience Trust Fund.

Source: Asian Development Bank.

21. **Consulting services.** ADB will engage the consultants through advance contracting following the ADB Procurement Policy (2017, as amended from time to time) and its associated

<sup>10</sup> Funds from UCCRTF and PRITF will be exclusively targeted to support Output 1 activities. Project concept papers will be shared with the Facility Managers of the respective funds in line with business processes for transaction TAs.



project administration instructions and/or staff instructions.<sup>11</sup> Survey and other support services will be acquired by the consultant following the ADB Procurement Policy.

22. One firm will be selected through a retainer contract to carry out all activities identified under the TA facility.<sup>12</sup> The recruitment will follow a quality and cost-based selection (90:10) process. For each assignment, the firm will be required to prepare a technical and financial proposal proposition that will be agreed with ADB. Upon approval of the proposition, ADB will issue a task order describing the specific scope of activities (such as the preparation of a specific loan), the related costs, and the expertise required. The consultant will carry out the services, with payment on an output basis at the agreed price based on the financial proposition.<sup>13</sup>

23. **Detailed engineering design.** Such activities are financed by funds other than ADB's special funds. Currently, the regulations, implementation guidelines, or agreements of UCCRTF and PRITF support financing of detailed engineering designs. Prior to finalizing the concept paper of the ensuing loan, a memorandum of understanding will be signed with the relevant government agency describing the scope and implementation arrangements, with an explicit clause that holds the consultants liable for any claims. This will be incorporated in the general and particular conditions of the consultant's contract.

24. **Cofinancier requirements.** As required by the UCCRTF and PRITF or any future financier, the TA facility will report activities related to consultations and capacity building against disaggregated data.

## **E. Governance**

25. ADB is the executing agency, and thus the financial management, procurement, and integrity risks during implementation are assessed to be low. However, the TA facility will conduct thorough risk assessments of governance subjects for ensuing investment projects.

## **II. THE PRESIDENT'S DECISION**

26. The President, acting under the authority delegated by the Board, has approved (i) ADB administering a portion of technical assistance not exceeding the equivalent of \$3,000,000 to be financed on a grant basis by the Urban Climate Change Resilience Trust Fund under the Urban Financing Partnership Facility; (ii) ADB administering a portion of technical assistance not exceeding the equivalent of \$1,000,000 to be financed on a grant basis by the Project Readiness Improvement Trust Fund; and (iii) ADB providing the balance not exceeding the equivalent of \$5,000,000 on a grant basis for the Southeast Asia Urban Services Facility, and hereby reports this action to the Board.

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<sup>11</sup> Terms of Reference for Consultants (accessible from the list of linked documents in Appendix 3).

<sup>12</sup> Based on economies of scale, it is expected that highly qualified consulting firms will be interested and offer more competitive bids for a single, high-volume assignment. The principle of increased economies of scale will reduce overhead and provide more competitive pricing and reduce experts' billing rates.

<sup>13</sup> This approach is similar to that used by ADB. 2017. *Report and Recommendation of the President to the Board of Directors: Proposed Technical Assistance Loan to the Republic of the Philippines for the Infrastructure Preparation and Innovation Facility*. Manila (Loan 3589-PHI).

**COST ESTIMATES AND FINANCING PLAN**  
(‘000)

	Total (\$ million)	ADB <sup>a</sup> (\$ million)	UCCRTF- UFPF <sup>b</sup> (\$ million)	PRIF <sup>c</sup> (\$ million)
A. Consultants				
1. Remuneration				
a. International consultants key (core) team <sup>d</sup>	2.03	1.14	0.65	0.23
b. International consultants key (non-core) team <sup>e</sup>	2.08	1.16	0.70	0.22
c. Non-key consultants	0.79	0.44	0.26	0.09
2. Out-of-pocket expenditures				
a. International and local travel	0.55	0.30	0.20	0.04
b. Per diem	1.07	0.60	0.30	0.16
c. Office space rental and related facilities	0.10	0.06	0.04	0.01
d. Goods (rental)	0.10	0.06	0.04	0.01
e. Surveys	1.00	0.55	0.34	0.12
f. Training, seminars, and conferences	0.27	0.13	0.10	0.04
g. Reports and communications	0.12	0.07	0.04	0.01
B. Contingencies	0.90	0.49	0.33	0.07
<b>Total</b>	<b>9.00</b>	<b>5.00</b>	<b>3.00</b>	<b>1.00</b>

ADB = Asian Development Bank, UCCRTF = Urban Climate Change Resilience Trust Fund under the Urban Financing Partnership Facility. Administered by ADB, PRIF = Project Readiness Improvement Trust Fund.

Note: The TA is estimated to cost \$9 million, of which contributions from the Asian Development Bank, Urban Climate Change Resilience Trust Fund under the Urban Financing Partnership Facility and Project Readiness Improvement Trust Fund are presented in the table above.

<sup>a</sup> Financed by ADB's Technical Assistance Special Fund (TASF 6).

<sup>b</sup> Financing partners: the Rockefeller Foundation and the governments of Switzerland and the United Kingdom. Administered by the Asian Development Bank.

<sup>c</sup> Financing partner: Nordic Development Fund. Administered by the Asian Development Bank.

<sup>d</sup> The core team members are preferably permanent employees of the consulting firm or experts working exclusively for the firm or joint venture member, with ample experience with the firm in the relevant field of activities. The team will be based at ADB headquarters but may be required to frequently travel to project sites.

<sup>e</sup> The non-core team members are preferably permanent employees of the consulting firm or experts working exclusively for the firm or joint venture member, with ample experience with the firm in the relevant field of activities. The team will be based either at ADB headquarters or in regional field offices depending on project requirements.

Notes:

1. Disbursement will follow the cost-sharing principle, subject to the UCCRTF and PRIF implementation guidelines. Detailed engineering designs will be financed by fund sources other than ADB special funds, provided the respective fund regulations allow this.

2: Items 2d, 2e, and 2f will be administered by the consulting firm. Item 2c is a provisional sum to be used only when the executing agencies of the ensuing loans cannot provide suitable office space.

Source: Asian Development Bank estimates.

**Indicative Budget Allocation per Output**  
(\$ million)

	Output 1				Output 2	Output 3	Total
	HCMC CRUSP (Viet Nam)	WSSIP (Cambodia)	LCIP (Philippines)	WSIIP (Indonesia)			
<b>A. Consultants</b>							
<b>1. Remuneration</b>							
<b>International consultants key (core) team</b>	<b>0.26</b>	<b>0.27</b>	<b>0.24</b>	<b>0.29</b>	<b>0.69</b>	<b>0.29</b>	<b>2.03</b>
- Team Leader (Water Supply Engineer)	-	0.13	0.08	0.08	0.15	0.06	0.50
- Wastewater Engineer	0.09	0.10	0.05	0.10	0.15	0.06	0.55
- Urban Planner	0.04	-	0.04	-	0.12	0.06	0.26
- Procurement Specialist	0.07	0.02	0.03	0.04	0.13	0.06	0.35
- Environment Specialist	0.07	0.02	0.03	0.07	0.13	0.06	0.37
<b>International consultants key (non-core) team</b>	<b>0.44</b>	<b>0.44</b>	<b>0.48</b>	<b>0.48</b>	<b>0.12</b>	<b>0.12</b>	<b>2.08</b>
<b>Non-key consultants</b>	<b>0.25</b>	<b>0.11</b>	<b>0.17</b>	<b>0.25</b>	-	-	<b>0.79</b>
<b>2. Provisional Sums</b>	<b>0.84</b>	<b>0.66</b>	<b>0.56</b>	<b>0.84</b>	<b>0.27</b>	<b>0.07</b>	<b>3.21</b>
- International and local travel	0.15	0.10	0.10	0.16	0.03	0.01	0.55
- Per Diem	0.25	0.20	0.17	0.24	0.18	0.03	1.07
- Office space rental and related facilities	0.03	0.03	0.01	0.03	-	-	0.10
- Goods (rental)	0.03	0.03	0.02	0.03	-	-	0.10
- Surveys	0.30	0.22	0.18	0.30	-	-	1.00
- Training, seminars, and conferences	0.05	0.05	0.05	0.05	0.05	0.02	0.27
- Reports and communications	0.03	0.03	0.03	0.03	0.01	0.01	0.12
<b>B. Contingencies</b>	<b>0.23</b>	<b>0.03</b>	<b>0.04</b>	<b>0.16</b>	<b>0.42</b>	<b>0.02</b>	<b>0.90</b>
<b>Total</b>	<b>2.00</b>	<b>1.50</b>	<b>1.50</b>	<b>2.00</b>	<b>1.50</b>	<b>0.50</b>	<b>9.00</b>
<b>Indicative Project Risk Categorization</b>	<b>Complex</b>	<b>Complex</b>	<b>Low</b>	<b>Complex</b>	-	-	-

CRUSP = Climate Resilient Urban Services Project, LCIP = Livable Cities Investment Project, WSIIP = Water Supply Improvement Investment Project, WSSIP = Water Supply and Sanitation Investment Program.

Note: Outputs 2 and 3 will include support to existing projects in Southeast Asian DMCs.

Numbers may not sum precisely because of rounding.

Source: Asian Development Bank.

**LIST OF LINKED DOCUMENTS**

<http://www.adb.org/Documents/LinkedDocs/?id=52064-001-TARreport>

1. Terms of Reference for Consultants
2. SEUW/SERD current and future portfolio