

Scottish Government Malawi Development Programme

End of Year 1 Report

1. General Project Information				
1.1	Project Reference Number:	MAL/18/02 - WA		
1.2	Name of Organisation:	WaterAid		
1.3	Lead Partner(s):	WaterAid		
1.4	Project Title:	Deliver Life to Mothers, Girls and Children in the Southern Region of Malawi		
1.5	Reporting Period:	From: 01/10/2018 To: 31/03/2019		
1.6	Reporting Year:	Year One		
1.7	Project Start date	1 October 2018		
1.8	Project End date	31 March 2023		
1.9	Total Project Budget*	£2,301,368		
1.10	Total Funding from IDF*	£1,012,500		
1.11	Have you made any changes to your log frame? If so, please outline proposed changes in the table below. Please note all changes require Scottish Government approval. If changes have already been approved please indicate this in the table.			
	Outcome/Output	Proposed /Agreed Change	Reason for Change	Date Approved and by whom
	Impact Indicators 1 & 2	Baseline and milestones updated	Baseline study	
	Outcome 1 Indicators	Baseline and milestones updated	Baseline study	
	Outcome 2 Indicators	Baseline and milestones updated	Baseline study	
	Outcome 3 Indicators	Baseline and milestones updated	Baseline study	
	Output indicators 1.3, 2.1,2.2,2.3, 3.1,3.2, 4.1,4.2 &4.3	Baseline updated	Baseline study	
	Output indicator 1.2 & 1.3	Baseline updated and Milestones revised	Baseline study has provided baseline figures.	

		WaterAid had a hygiene Specialist who would support design and implementation of hygiene promotion activities. However, the individual transitioned to another organization therefore a delay is anticipated while a replacement is recruited and inducted.	
1.12	Supporting Documentation Check box to confirm key documents have been submitted with this report	Up to date Logical Framework, which reflects any changes detailed above.	Y
		Up to Date Budget Spreadsheet	Y
		Case Study	Y
Report Author: [REDACTED]		Signature:	

2. Progress and Results	
2.1	<p>Please give an update on the progress your project has made during the reporting period. Please use this space to update us on what has gone well and any challenges you have experienced, detailing how you have overcome these. (Max 500 words) 496 words</p> <p>The project has made good progress during this reporting period, working in 2 traditional authorities in Zomba (Chikowi and Mwambo) and 3 in Machinga (Chikwewo, Nyambi and Kawinga).</p> <p>Project Inception meetings were held at national, district and community level to share a common understanding of the project; define</p>

ways of working; instil ownership among key stakeholders and; identify specific geographic areas for implementation.

Three studies were initiated to establish **baseline status** of targeted communities and **inform advocacy and hygiene behaviour change** interventions. (project baseline, formative research on hygiene practices in HCFs, ECDCs and communities; appreciative inquiry of WASH in ECDCs and HCFs and vulnerability mapping)

In Zomba District;

8 boreholes were constructed in Early Childhood Development Centres (ECDCs) and **1 village borehole was constructed** in Chipembere village. These boreholes are now providing safe water to **4,676 people** as follows;

- **377** under-five children
- **79** caregivers
- **3,176** people from villages surrounding the ECDCs
- **1,094** people from Chipembere village

110 community members received training on their roles in water point management and monitoring of borehole drilling processes. This included **9 ECDC centre management committees (CMCs)** and **1 community water point committee (WPC)**.

19 staff members received training on Early Childhood Development Policy. This was facilitated by the **Ministry of Gender, Children, Disability and Social Welfare** and included the following number of staff from each partner;

- **5** WaterAid
- **3** Amref
- **5** NICE
- **6** Zomba District Council

As detailed in the budget, 10 village boreholes were planned for construction in the first 6 months of the project however a total of 9 boreholes were successfully constructed in 8 ECD centres and 1 village. Originally the 10 boreholes were planned for villages. However, to avoid potential delays (considering the time it takes to mobilise villages), 1 community and 9 ECDCs were targeted instead. Also, in one of the targeted ECDCs there was inadequate ground water. The project is exploring alternative borehole sites in surrounding areas nearest to the ECDC. Therefore, of the 10 planned boreholes in year 1, 1 ECD borehole has been planned for year two. Instead of ECDs the project will target 11 villages for construction of boreholes planned in year 2..

In Machinga District; the project has planned to target 4 health care facilities and 26 villages. No construction work was planned for Machinga in

	<p>this year to manage the work load with Zomba and to ensure that critical community structures are in place that would oversee facilities.</p> <p>10 Citizen Forum Committees (CFCs) and 4 women action groups (WAGs) have been established with total membership of 200 (117 women and 83 men)</p> <p>4 Health Centre Management Committees (HCMCs) were oriented about the project and their roles.</p> <p>We have experienced some slight delays to activities that were planned in the second quarter of year one. This was due to partner capacity, delay in recruitment of a consultant and the impact of Cyclone Idai. These activities will be implemented in the first quarter of Year 2 and are explained fully in section 2.3.</p> <p>Cyclone Idai, caused a disruption to the appreciative enquiry on WASH in ECDCs and HCFs and; formative research on hygiene behaviour change studies which were initiated in December and February respectively. Contracts have been extended to ensure quality completion of the works at the start of Year 2 and WaterAid has formally requested approval to carry over the budget for these activities to year two for successful completion.</p> <p>We received an inadequate number of applications from consultancy services to conduct the Analysis of Nutrition Policy integration and Life Cycle Cost analysis (LCCA) of infrastructure in November and February respectively. As a result, the works were re-advertised. The selection process is underway with implementation now planned for completion within the 1st quarter of year 2 and WaterAid has requested approval to carry the budget for these activities to year 2.</p>
2.2	<p>Have you completed all baselines for the project? If not please explain why and describe what plans are in place to ensure these are completed. If you have please ensure these have been added into your log frame. (Max 200 words)</p>
	<p>The baseline was completed and the baseline figures for all the indicators have been added to the log frame including those milestones which were to be determined after the baseline.</p>
2.3	<p>Have you experienced any delays to planned activities? Please provide full details including what action is being taken to bring activities back on track. (Max 250 words) 231 words</p>
	<p>During the period we experienced delays on eight activities as detailed below.</p> <p>Outcome 1 Activities:</p> <ul style="list-style-type: none"> 2.1. HBC Formative research data collection was delayed due to Cyclone Idai. A draft report has since been submitted and will be finalized in quarter 1 of year 2. There is no further impact to the project on this account, however, WaterAid's hygiene behaviour change specialist who would oversee this work transitioned to

another organization. Recruitment and induction of a replacement is expected to cause a delay in follow on activities.

- **Outcome 2 Activities:**
- 3.1 HRBA Manual adaptation was delayed by extended procurement processes. A consultant has since been recruited and work is set for completion in June with no impact on progress.
- 3.7 WASH vulnerabilities assessment delayed due to inadequate partner capacity to facilitate the process. WaterAid has planned an orientation workshop for partners in quarter 1 of year 2 and the vulnerability assessment is planned to commence at the end of quarter 1 and be completed in quarter 2 of year 2. This will delay development and implementation of action plans informed by the assessment.

- **Outcome 3 Activities:**
- 5.1 WASH nutrition ECD integration policy assessment was delayed to do delayed recruitment of a consultant. The work was re-advertised and selection processes for a consultant are underway. The work will be completed in quarter 1 of year 2. This will delay advocacy activities informed by the study to quarter 2 of year 2.
- 5.3 WASH & health integration appreciative enquiry and vulnerability assessment was delayed due to Cyclone Idai as consultants had to suspend field data collection for safety reasons. A draft report has since been submitted which will be finalized in quarter 1 of year 2. There is not impact to the project.
- 5.9 Support to Women in Water Network which was caused by an extended inception process to share a common understanding of the project and define the specific support that will be provided. The project is working with them to define a detailed plan of work from year 2 onwards.

2.4 Project Outcomes

In the table below, please list each of your project Outcomes, and provide further detail on your progress and results over this reporting period. Describe any delays or other challenges that you have experienced and how these have been addressed, and provide information about any unexpected results (for example where targets have been vastly exceeded). Progress should also be updated within the relevant fields of your log frame.

Outcome 1: Increased access to sustainable safe water, sanitation and adoption of good hygiene behaviour in targeted HCFs, ECDCs and communities

Outcome Indicator	Milestone / Achievement	Progress
1.1 Number of people (including women, adolescent girls, children) with access to safe water through this project's interventions in Zomba and Machinga Districts	Target: 2500 Achieved: 4,676	A total of 4,676 people are accessing safe water from boreholes constructed by the project against a target of 2,500.

disaggregated by age, sex and disability.		<p>The achieved figure includes 729 children under-five of which 377 are children aged 3-5 years who are enrolled in ECDC; 692 boys aged 6-18; 850 girls aged 6-18; 1,042 men and 1,363 women.</p> <p>The target has been exceeded by 2,176 because project targets were based on the government standard of 250 users per borehole while actual user numbers in villages are higher. This points to the need for more water points to meet demand.</p>
1.2 Number of people (including women, adolescent girls, children) with access to basic sanitation in Zomba and Machinga Districts	Target: 0 Achieved:0	Not planned for year 1
<i>Outcome 2: Women and adolescent girls are empowered with their communities and are meaningfully involved in the realisation of the right to WASH for better maternal neonatal and child health outcomes</i>		
Outcome Indicator	Milestone / Achievement	Progress
2.1 Proportion of women and adolescent girls who are able to mention at least 3 WASH and MNCH related rights when asked	Target: 0 Achieved:0	Not planned for year 1
2.2 Proportion of women and girls who report having taken part in at least two engagement with duty bearers on their issues	Target: 0 Achieved:0	Not planned for year 1
<i>Outcome 3: WASH is prioritized in health service delivery and early childhood development services</i>		
Outcome Indicator	Milestone / Achievement	Progress

	3.1 Number of district sector annual plans with at least 1 costed objective aimed at improving WASH in HCFs and ECDCs	Target: 0 Achieved:0	Not planned for year 1
	3.2 Number of district sector plans that have increased allocation for WASH in ECDCs or HCFs	Target: 0 Achieved:0	Not planned for year 1
2.5	Project Outputs In the table below, please list each of your project Outputs, and provide further detail on your progress and results over this reporting period. Describe any delays or other challenges that you have experienced and how these have been addressed, and provide information about any unexpected results. Progress should also be updated within the log frame		
	<i>Output: Communities, particularly women, adolescent girls, under five children, gain access to sustainable safe water, sanitation and hygiene facilities in communities HCFs, and ECDCs.</i>		
	Output Indicator	Milestone / Target	Progress
1.1	Number of safe water points constructed and rehabilitated in communities, HCFs and ECDCs.	Target: 10 Achieved: 9	The project constructed and commissioned 9 new boreholes in 8 ECDCs and 1 village. It was not possible to construct 1 borehole at 1 targeted Msenjere ECDC because the contractor did not find a suitable site with adequate ground water after three drilling attempts. Malawi Government recommends the Afridev pump borehole which is supposed to have a water yield of not less than 0.25 litres per second and be not more than 45 metres deep. The ECDC did not have a site that met this specification therefore the project plans to explore an alternative site in

		nearby areas around Msenjere ECDC.
1.2 Number of basic sanitation facilities constructed in communities, HCFs and ECDCs.	Target: 0 Achieved:0	Not planned for year 1
1.3 Number of households with handwashing facilities with soap and water	Target: 0 Achieved:0	Not planned for year 1
<i>Output 2: Communities, HCF and ECDCs will understand and adopt good sanitation, hygiene and infection prevention practices</i>		
2.1 proportion of respondents in targeted ECDCs that report practicing handwashing with soap at least three critical moments in the ECDC setting	Target: 0 Achieved:0	Not planned for year 1
2.2 Number of health care facilities that report having implemented at least four actions on their facility improvement plan for infection prevention	Target: 0 Achieved:0	Not planned for year 1
2.3 Number of additional villages that are open defecation free in Zomba and Machinga District	Target: 0 Achieved:0	Not planned for year 1
<i>Output 3: Women, adolescent girls and their communities understand their WASH and MNCH rights and engage duty bearers and service providers to influence decision making and actions towards improved WASH in communities, HCFs and ECDCs.</i>		
3.1 Number of women and adolescent girls in targeted communities that have been reached with WASH and MNCH rights messages at least twice in Zomba and Machinga districts	Target: 0 Achieved:0	Not planned for year 1
3.2 Number of women and adolescent girls that actively engaging with duty bearers on their WASH and MNCH rights in Zomba and Machinga districts	Target: 0 Achieved:0	Not planned for year 1
<i>Output 4: Improved accountability and responsiveness of duty bearers and service providers in delivering WASH in HCFs and ECDCs</i>		
4.1 Number of bi-annual district sector investment plan reviews conducted in Zomba and Machinga districts	Target: 0 Achieved:0	Not planned for year 1

	4.2 Number of duty bearers trained in right based approaches in Zomba and Machinga districts	Target: 0 Achieved:0	Not planned for year 1
	4.3 Number of duty bearer-initiated community engagement and feedback sessions conducted in Zomba and Machinga districts	Target: 0 Achieved:0	Not planned for year 1
<i>Output 5: Increased recognition and action to improve WASH in MNCH and ECDC services</i>			
	5.1 Number of status reports on WASH in ECDCs and on WASH in HCFs produced	Target: 0 Achieved:0	Not planned for year 1
	5.2 Number of publications (advocacy briefs, newspaper articles, video documentaries printed reports) for advocacy disseminated	Target: 0 Achieved:0	Not planned for year 1
	5.3 Number of times in which the project has provided content to budget formulation and review processes	Target: 0 Achieved:0	Not planned for year 1
<i>Output 6: Availability of standards and strengthened monitoring for WASH in ECDCs</i>			
	6.1 A guideline that outlines WASH ECD standards that was developed with inputs from multiple stakeholders at various levels	Target: 0 Achieved:0	Not planned for year 1
	6.2 Number of dissemination sessions for ECD guidelines and ECD standards through different forums	Target: 0 Achieved:0	Not planned for year 1
3. Operational plans and partnerships			
3.1	Are all staff required to deliver the project now in place? If not, please explain what action you are taking to ensure all essential roles as outlined in your application, are in place as you move into year two of the project. If plans for staffing has changed, please tell us about this. (Max 200 words) 150 words		
	<p>All key positions have been filled as follows.</p> <p>WaterAid Malawi has:</p> <ul style="list-style-type: none"> • 1 Project Manager was recruited with 100% of their time allocated to the project. The Project Manager reports to the Programme Manager. • Other support functions including Head of Grants and Resource Mobilisation, Head of Programmes, Technical Specialist, Planning, Monitoring, Evaluation and Reporting specialist, Finance Officer and Coordinator- Sector Engagement and Influencing. 		

	<p>NICE has:</p> <ul style="list-style-type: none"> • District Civic Education Officer and Assistant District Civic Education Officer, Regional Civic Education Officer who is coordinator for the project and Area Civic Education Coordinators who are volunteers. • Other support functions including Programs Manager, Finance Manager, Projects Manager <p>Amref has:</p> <ul style="list-style-type: none"> • 1 project manager, 2 district project officers and other support functions including finance, procurement, monitoring and evaluation and administration/logistics. • Recently deployed 1 Technical Officer position responsible for overseeing remaining construction work. Before this deployment, a Technical Specialist from WaterAid has providing the technical support to the Amref in collaboration with the district council technical personnel.
3.2	<p>Are all partnerships on the project now in place? Please update on how these partnerships are progressing, letting us know about any highlights, challenges or changes to roles and responsibilities. (Max 300 words) 232 words</p> <p>The key partnerships are all in place and they are progressing well. For implementation, WaterAid has maintained its partners Amref and National Initiative for Civic Education (NICE) which it has worked with for over two years and nine years respectively. WaterAid has worked with Machinga District council for over 10years and this project continues to strengthen the capacity of the council on planning and sector coordination.</p> <p>Since working together to design the project, partnerships have been strengthened with Zomba District Council and the Ministry of Gender, Children, Disability and Social Welfare (MoGCDSW).</p> <p>Zomba District Council led project inception by organizing and facilitating project inception meetings at district and community level as well as providing technical support in training of water point committees and supervision of construction works.</p> <p>The MoGCDSW appreciates this project responds to the sector priority of enhanced provision of quality care, survival, growth stimulation and learning services by bringing in WaterAid’s expertise on WASH programming for institutions. Through engagement with the ministry, WaterAid has been given membership to the National ECD Network.</p> <p>WaterAid is also working with Malawi Women in Water Network. So far one meeting has been held to introduce the project to the network and define the strategic areas for collaboration.</p> <p>WaterAid maintains active membership in the Malawi Scotland Partnership (MaSP). It participated in an annual symposium and has hosted a successful project visit by MaSP board members.</p>

3.3	Have any visits to the project taken place in this period? Please give details including key activities and outputs of these visits.		
Date of Visit	Key achievements / outputs of visit	Follow up actions	
September 27 th – 5 th October 2018	Project support visit which included attending a Scotland Malawi Partnership and MaSP conference and Scottish Ministers visit (27 th – 29 th September;; field visits and content gathering(30 th September – 5 th October) and; project inception workshop (3 rd – 5 th October)	Continuing engagements with MaSP and SMP activities. Project start up with partners and roll out at national, district and community level. Development of monitoring and evaluation plan, detailed implementation plans and budgets. Updating of logical framework after baseline study. Routine project updates and communications.	
20-23 November 2018	Conducted District Level Project Inception meetings in Machinga and Zomba District. There were 3 meetings in each district with: <ul style="list-style-type: none"> • District council senior management teams • District Executive Committees (DEC) • District Coordination Team for WASH sector (DCT) 	Identification of ECDCs to benefit from the project. WaterAid and implementing partners to sign MOUs with the district councils	
17 -18 January 2019	Conducted a community level inception meeting with Area Development Committees (ADCs) and ECD Networks in Traditional Authorities Mwambo and Chikowi	A plan for ECDC level inception meetings was developed. ADCs were to lead in calling for the meetings	

		<p>which are being targeted by the project Zomba. The purpose for the meeting was to sensitize these governance structures about the project. ADCs are an entry point into a community, in line with the local governance processes.</p> <p>This was the time the project team also generated coordinates which will be used to generate a map for the project sites.</p>	in collaboration with chiefs.
	1 February 2019	MaSP board members visit to Zomba	Advocacy on the need to engage other partners who have the capacity to construct learning shelters in the ECDCs as most of the structures are in a dilapidated state.
	5 – 8 February 2019	Support pre-drilling trainings for the CMCs and WPC and site handover to the contractor.	None
	10 th – 16 th February 2019	Project monitoring and support visit which included Scottish Government-donor visit to Zomba and Machinga (11 th – 13 th February) which included projects coordination meeting with Mary's project (11 th February) and support visit from WaterAid Scotland (11 th – 16 th February)	<p>Annual reporting preparation and submissions</p> <p>Continuing coordination and collaboration with Mary's Meals</p>

4. Financial Information

This section will be reviewed alongside your end of year financial report, which must be included with this report. Please ensure an explanation for any variance to planned expenditure is provided against each budget line in the space provided in the budget spreadsheet.

4.1 If your spending is not on track as expected, please outline the reasons why, and detail what plans are in place to bring spending back on track. If you are requesting changes to your budget at this stage, please outline them below. (Max 350 words) 331 words

The project has annual budget of £112500. There have been under expenditures (delayed underspend) and over expenditures as well as savings (true underspend) realised on some budget lines/activities. Details for each line are provided in the financial report with a summary below.

There is an underspend of £18, 293 due to following delayed activities that will still be implemented in year 2:

- 2.1 HBC Formative research
- 3.1 HRBA Manual adaptation
- 3.7 WASH vulnerabilities assessment
- 5.1 WASH nutrition ECD integration policy assessment
- 5.3 WASH & health integration appreciative enquiry
- There is an underspend on the baseline because it was initially planned to include a vulnerability mapping. However, the vulnerability mapping was shifted to be implemented with the appreciated inquiry study because it was better aligned. Consequently, the scope for the baseline was reduced causing the underspend on the baseline. This will be seen as an overspend under the appreciative inquiry study which is currently underway.
- 5.9 Support to Women in Water Network

There is an overspend of £783 on the following activities:

- 3.2 Formation of citizen forums and WAGs in selected HCFs in Machinga and Communities in Zomba
- Project quarterly field monitoring visits
- Training of project team on WASH and MNCH and ECD frameworks

The project has a true underspend of £3,000 as a result of lower cost of implementation from the following project activities:

- 3.3. Revamping of WAGs, citizen forum, HACs, VHCs, ECD management structures (CBO, parent committee, center management committee, caregivers), VDC in Machinga and Zomba
- 3.5 Rights orientations for HAC, center management committees and parent committees, care givers, VDCs and ADCs and VHCs
- Project inception (start-up workshop and launch and district and community level meetings)

Therefore, WaterAid requests approval on the following:

- To use £18, 293 underspent funds from year 1 to implement the same activities in year two.
- To utilise part of the true underspend savings to offset an overspend of £783
- To re-profile remaining year 1 savings amounting to £2217 to support the following activities: district and community level debriefing

meetings (GBP809) to cover the cost of transportation and accommodation; and 5.3 Conduct an appreciative enquiry of WASH and health (GBP1171). For the appreciative inquiry the additional funds will be used to cover the cost of dissemination workshops for national and district level stakeholders.

5. Any other Information

Please use this section to tell us any other relevant information regarding your project. (Max 350 words)

In Zomba District, households and Early Childhood Development Centres have been affected in the project area. Homes in our planned area of work have been lost, and some of the ECDCs' infrastructure destroyed. People in these areas are currently living in temporary camps.

However, boreholes and other water and sanitation infrastructure in Zomba District were under construction or still in early stages, and have not been seriously impacted. In Machinga District, our areas of work have not been affected.

WaterAid is not an emergency response organisation. However, when disasters affect the communities we work with directly, and when our local partners on the ground are ready and able, we take action.

WaterAid will be working to provide safe water and emergency sanitation access in IDP camps as well as distributing hygiene kits containing water purification drops or tablets, a large water bucket, drinking mugs, soap, cotton cloth, toothbrushes and toothpaste, menstrual supplies and other essential items. These items will help protect families from waterborne disease and enable them to live hygienically while in the camps.

WaterAid is planning for up to six months of a humanitarian relief effort, working with and through local partners and other aid agencies. As a development agency we work for the long-term to ensure access to clean water, decent toilets and good hygiene.

While WaterAid works with the government, communities and other development partners to support WASH, there are also plans to engage partners who would be interested to support with improved learning structures for the ECDCs.

WaterAid has maintained active membership with MaSP through which engagements have taken place with the Scottish and Malawian Governments respectively and with the MaSP board.