

# Scottish Government Rwanda Development Programme

## End Year Report

<b>1. General Project Information</b>			
1.1	<b>Project Reference Number:</b>	RWA2	
1.2	<b>Name of Organisation:</b>	WaterAid	
1.3	<b>Lead Partner(s):</b>	WaterAid Rwanda	
1.4	<b>Project Title:</b>	Improving health and sanitation in vulnerable communities and schools of the Southern Province of Rwanda by 2022 (Nyamagabe Alba Project)	
1.5	<b>Reporting Period:</b>	<b>From:</b> 01 April 2018 <b>To:</b> 31 March 2019	
1.6	<b>Reporting Year:</b>	Year Two FY 2018 – 2019	
1.7	<b>Project Start date</b>	October 2017	
1.8	<b>Project End date</b>	March 2022	
1.9	<b>Total Project Budget*</b>	£1,384,096m	
1.10	<b>Total Funding from IDF*</b>	£1.08m	
1.11	Have you made any changes to your logframe? 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.		
<b>Outcome/Output</b>	<b>Proposed Change</b>	<b>Reason for Change</b>	<b>Date Change Approved and by Whom</b>
Safe hygiene practices in households and communities promoted using Community Hygiene Clubs (CHCs); activity1.6	<b>Proposal:</b> Moving costs linked to printing community Based Environmental Health Promotion Programme ( CBEHPP materials (Output 1, activity 1.6) from Year 3, 4 and 5 to year 2. <b>Feedback:</b> WaterAid will fund the cost of printing in advance. The costs will be claimed in the years in which the expenditures were originally planned	All Community Hygiene Clubs (637) have been trained during year 2, but they had no training materials because they were initially planned to be printed in year1 (300units) and the remaining (337units) in Years 3,4 and 5 which would affect the functionality of 337 CHCs.	22/08/2018 Note: It is important to note that though this change was approved, it was not implemented due to the fact that coincidentally the Ministry of Health embarked on the review of CBEHPP Roadmap and materials. As far as Value For Money is concerned, the Country Programme(CP) decided to print the same materials in the next year once the final CBEHPP Roadmap is finalised and launched.

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.	<input checked="" type="checkbox"/>
		Up to date Budget Spreadsheet	<input checked="" type="checkbox"/>
		Recent Case Study	<input checked="" type="checkbox"/>
1.13	Please highlight any actions identified by the Scottish Government in your most recent review. Please tell us about what action you have taken to address this feedback, if relevant.		
<b>Scottish Government Feedback:</b>		<b>Action taken:</b>	
The Grant Agreement was amended to include Safeguarding Policy		The CP has cascaded WaterAid's Safeguarding Policy to all staff and partners. Both staff and partners <b>have</b> signed the Safeguarding Policy as a sign of compliance agreement and accountability.	
<b>Report Author:</b>		<b>Signature:</b>	
[REDACTED]			

## 2. Progress and Results

Please use this section to give an update on the progress the project has made during this reporting period. This section will be reviewed together with your Logical Framework and budget spreadsheet.

2.1 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)

WaterAid's project has made significant progress during this reporting period. In some cases, we have significantly overachieved milestones.

This was mainly due to the high level of engagement of the project stakeholders including the Ministry of Health, local leaders at all levels (District, Sector, Cell and Village) and communities.

In addition, the model of improving household sanitation through a Revolving Fund attracted communities to join both Community Hygiene Clubs and Village Savings and Loans Associations, at a greater speed than we anticipated.

**637 Community Hygiene Clubs (CHCs) from all 536 villages** are operational. **288,488 people (139,503 women and 124,880 men)** are active members from all CHCs.

WASH campaigns and weekly hygiene behaviour change sessions resulted into drastic WASH changes at household level.

Out of a total number of **85,478** households in the district;

- **58,123** have installed and are correctly using new hand-washing facilities (bringing the total number to **64,109**, 75% of households)
- **28,178** now have and are correctly using dish-drying racks
- **19,781** have built kitchen gardens and planted vegetables
- **13,629** have rubbish pits for home solid waste management
- **9,236** are now boiling drinking water
- **6,668** households are equipped with new rooms for bathing
- **3,196** are using “**Sur Eau**” a chlorine-based product for water treatment
- **2,243** have improved their toilets

**570 Village Saving and Loans Associations (VSLAs)** were formed from **637 Community Hygiene Clubs (CHCs)**. This represents an early achievement of our end of project target, the milestone for this year was set at 200.

So far, an amount of **15,848,130 Rwf** nearly GBP 13,450 savings have been deposited in **17 SACCOs** (Savings and Credit Corporations) as CHCs member’s collateral to access hygiene and sanitation loans under a Revolving Fund financing scheme.

**10 SACCOs** among **17** received a Revolving Fund of 42 million Rwf and **78 CHCs** (**6,018** households) received hygiene and sanitation loans.

**12,700** people were reached through Global WASH related events (World Toilet Day, MHM Day, Global Handwashing Day) celebrated in Nyamagabe District.

**720 girls** from three schools (EP Muyange, EP Gashwati and GS Rusekera) gained access to basic sanitation facilities (Inclusive sanitation toilets with MHM room).

Interschool competitions “***Our efforts keep our school clean***” were conducted;

- **103,477 students** were reached with behavior change messages (52,834 girls and 50,643 Boys)
- **74% of schools** in the district now have functional hand-washing facilities
- **The Right Honourable Prime Minister of the Government of Rwanda** visited one school located in Kamegeri sector in August, as the school had been recognized as the cleanest school in Nyamagabe District.
- WaterAid influenced the Ministry of Education to upgrade their School Data Management Systems, enabling poor performance on School WASH indicators to be monitored.

The main challenge we experienced continued to be the placement of the MHM rooms as described in the mid-year report. Through consultation with school girls and teachers, two out of the three MHM rooms constructed in the reporting period were located separately from the latrines and closer to the school administration offices.

2.2	<p>Has the focus or plans for delivery changed significantly during the last year? Please highlight what issues or challenges prompted this change and how you anticipate any changes in focus will impact on the previously agreed outcomes. (Max 250 words)</p> <p>Yes, a change in delivery has happened., As mentioned in previous reports, the Netherlands Development Organisation (SNV) has committed to fund the review of national CBEHPP and School WASH Guidelines which were planned under this project.</p> <p>After discussions with both Ministry of Health and Ministry of Education, it was agreed Nyamagabe Alba project will support the review of two policies: the National Environmental Health &amp; Hygiene Policy and the National School Health Policy. The discussions took relatively longer than expected which led to a slight underspend on the activity related to policy review.</p> <p>The progress as of now is that for the review of National Environmental Health and Hygiene Policy, an inception report that was submitted by the consultant is under review whereas for the School Health Policy, the Terms of References were developed and are being jointly reviewed with the Ministry of Education. The review if the two policy instruments is planned to be completed by June 2019.</p>
2.3	<p>Taking into consideration what you have achieved during the last year, along with any challenges you have experienced, please highlight to us what lessons you have learned in this reporting period, and how these will be applied in the project in the future. (Max 250 words)</p> <p>The integration of the Project and the Jersey Overseas funded School WASH project synergised both software and hardware WaterAid interventions.</p> <p>Nyamagabe Alba project created and equipped SHC's with behaviour change skills. Though these clubs were formed and strengthened to disseminate behaviour change message in their respective schools, they couldn't spread the same message to the surrounding communities around and at the same time advocate for improved access to WASH services in schools and communities.</p> <p>Under the School WASH project, an innovative model named "ECAWA" (Empower Children As WASH Advocates) was piloted in schools as child-friendly approach empowering children to voice out on challenges they face vis-à-vis access the advocates for better WASH services. The model uses children talents to innovate for a wider hygiene behaviour change promotion through WASH Journals, radio talk programmes and drama series aired on 3 radio stations. ECAWA approach is currently being piloted in 40 schools out 105 schools in the project area. The ECAWA model will be scaled up to the rest of schools to create an early age critical mass able to catalyse changes in access to WASH by leaving no one behind.</p> <p>The lesson learned with this integration is that children can be empowered to challenge and influence even WaterAid programming as it has been the case when one child, a member of a SHC recommended the connection of small tanks</p>

	collecting rainwater used in the MHM rooms with the underground rainwater tank constructed under the School WASH project.	
2.4	<p><b>Project Impact</b></p> <p>In the table below, please list each of your project Impacts, 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 be updated within the logframe.</p>	
<b>Impact</b> : To improve health and sanitation for 330,000 people in vulnerable communities and schools of Nyamagabe District-Southern Province by 2022		
Impact Indicator	Milestone / Achievement	Progress
1.1. % of households with access to basic sanitation services	Milestone: 8% Achievement: 13%	The Year 2 achievements are high compared to the initial plan, this results from the active involvement / participation of stakeholders of Nyamagabe Alba Project.
1.2. % of schools with access to basic sanitation services	Milestone: 5% Achievement: 5%	Students from three schools gained access to basic sanitation facilities. Three inclusive school toilets and MHM room have been completed.
2.5	<p><b>Project Outcomes</b></p> <p>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. Progress should also be updated within the relevant fields of your logframe</p>	
Outcome #1: Improved hygiene promotion and behaviour-change practices for vulnerable communities and school children		
Outcome Indicator	Milestone / Target	Progress
1.1. Proportion of schools with group handwashing facility with soap and water when observed	Milestone: 70% Achievement: 74%	Because of behaviour change sessions and interschool competitions, significant changes are observable in schools whereby 77 schools of Nyamagabe ( <b>representing 74% of the total schools</b> ) district have group hand washing facilities and students are using them correctly.
1.2. Proportion of households with presence of handwashing facilities along with soap and water (in kitchen and near toilet)	Milestone: 70% Achievement: 75%	Among 85478 households of Nyamagabe district, 64109 have been installed hand washing facility mainly near to the toilets, but among these households, 58123 are correctly used with water and soap, representing 67.9% of the total households.
Outcome: #2: Community groups empowered for sustainable positive change in WASH and economic development		
Outcome Indicator	Milestone / Target	Progress

2.1. # of target Community Hygiene Clubs with increased income through diversified economic opportunities (Savings Groups)	Milestone: 10  Achievement: 10	In the whole district, 570 saving groups are formed and active. <b>10 CHCs</b> operating in 10 sectors were linked to SACCOs to have access to sanitation loan.
Outcome # 3: Sanitation Marketing promoted in Southern Province of Rwanda		
Outcome Indicator	Milestone / Target	Progress
3.1. Evidence of change in capacity of Savings and Credit Cooperatives (SACCOs) in relation to the provision of microfinance for WASH	Milestone: 10  Achievement: 10	<b>10</b> SACCOs received a Revolving Fund amounting RWF 42 million.
Please add additional Outcomes / indicators as required as required		
2.6	<b>Project Outputs</b> 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 be updated within the logframe	
Output 1: Safe hygiene practices in households and communities promoted using Community Hygiene Clubs (CHCs)		
Output Indicator	Milestone / Target	Progress
1.1 # of people reached through the CHC (at least 3 touchpoints per year)	Milestone: 250,000  (140,000 Women and 129600 men)  Achievement: 288,488  (129,503 women and 124,880 men)	Through CHCs' weekly hygiene sessions, <b>288,488</b> people (139503 women and 124880 men) were reached. The overachievement is attributed to the high level of engagement of local leaders from district to village level. According to the household profiling exercise carried out by the Ministry of Local Government in 2017, Nyamagabe District is among 17 Districts prioritised for a <b>Multi-sectoral action plan for accelerating the eradication of extreme</b> poverty including access to WASH services. This project was seen as an opportunity to solve some of the issues related to poor WASH services and therefore attracted the attention of local leaders to the extent that their engagement was significantly high.
1.2 Proportion of respondents reporting practicing hand washing	Milestone: 9.5%  Achievement: 17.2%	<b>75.95%, (17.2% increment)</b> . Hand washing is becoming a practical habit especially after toilet use and

behaviour using soap and water during at least four critical moments		before eating. The overachievement is explained by the same reasons related to the high level of local leaders engagement as highlighted above.
1.3 Proportion of respondents aware of at least four critical moments for hand washing with soap when asked	Milestone: 9.5% Achievement: 17.2%	<b>17.2% increment.</b> The increase of people that are aware of critical moment for hand washing are one of the results from WASH campaigns and weekly hygiene sessions.
1.4 Proportion of respondent/school children who think 'handwashing with soap' is becoming a daily habit for everybody at households/schools (social norms) when asked	Milestone: 32.4% Achievement: 38.4%	<b>38.4% increment.</b> School hygiene sessions additional to peer education led by school hygiene clubs members changed children mind set and now students are washing their hand mostly after toilet use. Teachers are not obliged to remind them, but it's becoming a daily habit. The integration with the ECWA model has played a critical role leading to the overachievement.

Output 2: Schools with access to improved water, sanitation and hygiene

Output Indicator	Milestone / Target	Progress
2.1 # of schools with latrines that have menstrual hygiene facilities and are accessible for teachers and children with disabilities	Milestone: 2 Achievement: 3	<b>3</b> inclusive toilets with menstrual hygiene rooms were constructed at EP Muyange & EP Gashwati in Kitabi sector and GS Rusekera in Musebeya sector benefiting 720 girls. The overachievement translates the availability of cheaper construction materials and labour on one hand and price stability of the construction materials on the other hand allowing some savings (Value For Money).

Output 3: Use of District Wide Approach to advocate for safely managed water services in schools

Output Indicator	Milestone / Target	Progress
3.1 # of targeted schools with year round access to safe water	Milestone: 0 Target: 0	The construction of water infrastructures is planned in Year 4.

Output 4: Enhanced household income through VSLAs

Output Indicator	Milestone / Target	Progress
4.1 # of Village Savings and Loans Association (VSLAs) integrated into Community Hygiene Clubs	Milestone: 200 Achievement: 570	<b>570</b> VSLAs were integrated into CHCs, representing 89.4% of the total CHCs. This was due to the high level of engagement of local

		leaders including Village leaders and the District Business Development and employment Unit as well as strong supervision and coaching by Village Agents. As explained previously, the Revolving Fund created at SACCO level has removed some of the barriers to Microfinance and therefore accelerated the process of integrating CHCs into VSLAs.
4.2 % of households reporting increased capacity to buy WASH products (toilet slabs, tippy-taps, soap)	Milestone: 5% increase Achievement: 7%	<b>7.04% increase.</b> 6,018 households gained access to sanitation loan and they are using it to improve their toilets, to establish a hand washing facility.
<b>Output 5</b>		
<b>Output Indicator</b>	<b>Milestone / Target</b>	<b>Progress</b>
5.1 # of community hygiene clubs with capacity to produce and sell sanitation products	Milestone: 10 Achievement: 10	So far, 10 CHCs submitted 78 projects which been funded by SACCOs. Most those projects are around construction and rehabilitation/improvement of toilets.
5.2 % of households reporting availability of sanitation products in the community	Milestone: 5% Achievement: 7%	<b>7.04% increase.</b> 6,018 households gained access to sanitation loan and they are using it to improve their toilets, to establish a hand washing facility.
<b>Output 6</b>		
<b>Output Indicator</b>	<b>Milestone / Target</b>	<b>Progress</b>
6.1 # of Community Hygiene Clubs linked to Savings and Credit Cooperatives (SACCOs) to participate in sanitation market to avail sanitation products in communities	Milestone: 10 Achievement: 10	<b>10 CHCs</b> operating in 10 sectors were linked to SACCOs to have access to sanitation loan.
6.2 # of Savings and Credit Cooperatives (SACCOs) empowered to include funding sanitation in their existing services	Milestone: 10 Achievement: 10	78 CHCs projects have been funded by SACCOs. Most those projects are around construction and rehabilitation/improvement of toilets.
2.7	If data is not available to update progress against planned milestones or targets for any Outcome or Output indicators, please provide an explanation below, including how you plan to overcome any gaps in monitoring data. (Max 250 words)	
	N/A	
2.8	Have any evaluations/ reviews been produced during the reporting period? Please give details of these below, including any key recommendations from these and how	



	they will be addressed. Please attach any evaluations to the report. (Max 200 words)		
	N/A		
2.9	<b>Changes to Logframe</b> Please outline any changes you have made (with permission from SG) or would like to propose, to your logical framework. Please include full justification for proposed changes below.		
Indicator no	Proposed change	Reason for change	Date Change Approved and by Whom.
Have you included an updated version of your logical framework, which reflects these proposed changes?			n/a

### 3. Partnerships and collaboration

This section allows you to discuss how partnership working is progressing on the project, as well as wider collaboration and sharing of learning.

3.1	<p>Please give an update on how partnership working has progressed during this reporting period, letting us know about any highlights, challenges or changes to roles and responsibilities. (Max 350 words)</p> <p><b>Nyamagabe District</b></p> <ul style="list-style-type: none"> <li>• Nyamagabe District leadership was supportive in the coordination and monitoring of project implementation.</li> <li>• District Hygiene and Sanitation Officer was nominated as a focal point for joint coordination and monitoring of Nyamagabe Alba Project interventions. He is replacing District Health Promotion and Disease Prevention Officer.</li> <li>• District Investment Promotion and Financial Services Officer is the one who is coordinating activities related to saving groups and SACCOs.</li> <li>• Environmental Health Officers at hospitals' level play a vital role not only in the implementation of CBEHPP through facilitating trainings but also in the supervision of Community Hygiene Clubs.</li> <li>• District Hygiene Committee is operational and it's in charge of coordination and monitoring of hygiene intervention in the district.</li> <li>• The Technical Advisory Committee (TAC) has become a forum that brings together different stakeholders including Ministry of Health, Ministry of Education, National Early Childhood Development Programme and District to foster cross sector integration as one of WaterAid qualifiers but also to crosspollinate and share learnings.</li> </ul> <p><b>Kigeme and Kaduha Hospitals</b></p> <ul style="list-style-type: none"> <li>• Community Environmental Health Officers were appointed in all 20 Health Care Facilities (19 Health Centers and One Hospital) of Nyamagabe District, which are the forefront in the implementation of</li> </ul>
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	<p>behaviour change communication activities in communities. This was as a result of project's advice for better implementation of community based hygiene behaviour change.</p> <ul style="list-style-type: none"> <li>The Technical Advisory Committee has ensured smooth implementation and monitoring of the project as well as government's ownership of project's outcomes.</li> </ul> <p>It is worth mentioning that Nyamagabe District Consultative Council has nominated WaterAid as member of the Advisory Board of Kigeme District Hospital. This increased WaterAid's visibility and advocacy space.</p> <p><b>COFORWA</b></p> <ul style="list-style-type: none"> <li>COFORWA has successfully managed to accommodate the changes proposed in the separation of school latrines and MHM room, keeping the same costs and without compromising the quality of the work.</li> </ul>
3.2	<p>How are you monitoring and assessing your partners capacity to manage and deliver the project as it progresses? Please outline any plans for training, capacity building or shared learning between your organisation and your partner (s). (Max 300 words)</p>
<p>WaterAid Rwanda and its partners met on quarterly basis to assess project progress but also to identify areas that need support for successful delivery our work.</p> <p>A Partners' Capacity Needs Assessment and capacity Development Plan were conducted. As a result,</p> <ul style="list-style-type: none"> <li>Two staff members from Nyamagabe district and one from COFORWA participated in training on Rainwater Harvesting Technologies organised by WaterAid in partnership with the Centre for Science and Environment (CSE)/India from 23<sup>rd</sup> to 24<sup>th</sup> January 2019 in Kigali.</li> <li>A member of staff from Nyamagabe district participated in a hygiene workshop facilitated by [REDACTED] from WaterAid UK</li> <li>Two staff from COFORWA attended the International Training Programme on Sustainable Urban Water and Sanitation, implemented in partnership by WaterAid, SIDA and NIRAS.</li> <li>Two staff members from Nyamagabe district and one from COFORWA participated in training on Faecal Sludge Management organised by WaterAid on 11<sup>th</sup> January 2019.</li> </ul> <p>The same assessment also highlighted other key capacity building needs that were carried forward for implementation during the Financial Year 2019/20. These include fundraising capacity (writing funding proposals) to sustain partners' financial health as well as basic IT skills.</p> <p>COFORWA has recruited a Social Mobilisation Officer as one of our recommendations from partner visit conducted in September 2018.</p>	

3.3	Please give details below of all visits to country during this reporting period, the purpose and outputs of each visit.	
Date of visit	Key achievements / outputs of visit	Follow up actions
30 <sup>th</sup> November-5 <sup>th</sup> , December 2018	<p>The Head of Programmes/WaterAid Rwanda attended different meetings with Scottish Water, Scottish Government Scottish Government Minister.</p> <p><b>Scottish Government:</b></p> <ul style="list-style-type: none"> <li>- Introductory meeting with Ben MacPherson. Minister for Europe, Migration and International Development to discuss the progress on Nyamagabe Alba Project</li> </ul> <p><b>Scottish Water:</b></p> <ul style="list-style-type: none"> <li>- Nyamagabe Alba Project implementation progress</li> <li>- Upcoming Scottish Water visit to Rwanda</li> <li>- Partnership with utility (WASAC).</li> <li>- Future funding areas: Increasing access to WASH services in schools and communities including piloting Faecal Sludge Management (FSM), scale up of EcoSan technology in Nyamagabe District and Policy review and dissemination.</li> <li>- Sharing project Update Summary</li> <li>- Sharing GIS coordinates and maps for the interventions supported by Scottish Water as well as mapping out all interventions planned under Nyamagabe Alba Project and funded by the Scottish Water.</li> </ul>	<ul style="list-style-type: none"> <li>• Develop a concept note to be submitted to Scottish Government and Scottish Water (Match Fund) on improving access to reusable sanitary pads in schools. The concept note was submitted.</li> <li>• Preparations of Scottish Water visit and Scottish Government meeting in Rwanda from 30<sup>th</sup> January 2018 to 7<sup>th</sup> February 2019. The visit was successfully hosted.</li> </ul>
6 <sup>th</sup> – 14 <sup>th</sup> October 2018	Visit from from WaterAid Scotland Project manager. The main objective of the visit was to follow up with project progress and seeing the integration of Nyamagabe Alba project and Generation water Project, a project funded by Jersey Overseas Aid.	From next FY 2019 – 2020, a quarterly report of construction of water and sanitation facilities will be submitted to Scottish Water
30 <sup>th</sup> January – 7 <sup>th</sup> February	<b>[REDACTED]</b> , the Director of People / Scottish Water and WaterAid Scotland Project Manager.	Nyamagabe Alba project should be well documented. It is a good opportunity to identify other schools

	<p>The representative from Scottish Water appreciated the progress of the project especially the quality of school toilets &amp; MHM rooms constructed, the involvement of school hygiene clubs in School WASH promotion and the contribution of School WASH interventions in the improvement of learning environment and quality of education.</p>	<p>WASH needs that will be shared with project stakeholders including Scottish Water to meet sustainable targets on sustainable WASH access in learning environments</p>
<p>3.4</p>	<p>Please tell us about any dissemination and learning throughout this reporting period. How have you promoted effective learning across the project? Please explain what processes you have used both internally and externally to share learning from the project so far, and how this learning is being used. (Max 300 words)</p> <p>The biggest reflection and learning took place during the Project Performance Review sessions and during the technical discussion of the Project Advisory Committee.</p> <p>The two main areas of learning were the strategies to accelerate household sanitation in form of sanitation marketing and the school WASH Management Information System (School WASHMIS) to inform decisions.</p> <p>No official dissemination took place. However, the CP is planning to conduct a Formative Research and documentation on Sanitation Marketing for the Financial year 2019/20 which will be shared at the National Reflection Learning Event with scientific articles to be published in targeted audiences/journals.</p>	
<p>3.5</p>	<p>With reference to Q39a &amp; 39b in your original application form, please highlight how you are maintaining an awareness of others working in this region, giving details of collaboration, joint working or partnerships with others. (Max 300 words)</p> <p>Nyamagabe Alba project (NAP) is a project coordinated by Ministry of Health through a technical Advisory Committee chaired by the Director General of Clinical Service and Public health. Ministry of Education, National Early Children Development and Nyamagabe district are the members. One of the key objectives of this committee is to ensure that NAP is responding to district needs in the line of Ministry of health guides.</p> <p>In Nyamagage district, Water Rwanda is an active member of District Joint Action Development Forum (JADF), especially the social commission of the forum where all district partners intervening in social cluster share plans/report for learning and coordination avoiding duplication of efforts. This was concretised by a signed performance contract between Nyamagabe district and WaterAid, a contract that cover a period of July 2018 – June 2019 and signed on October 19<sup>th</sup>, 2018.</p> <p>Savings Groups are not new in Nyamagabe district but its integration into Community Hygiene Clubs and the linkage with SACCOs makes Nyamagabe Alba</p>	

	<p>Project unique from other partners' interventions. Some years back, CHCs have been created but were not able to sustainable. With the Sanitation Marketing approach, the number of people participating in hygiene sessions and those who are improving their hygiene and sanitation status at household level increased.</p> <p>For learning and coordination during country level donor visits, WaterAid works closely with other organisations benefiting from support of the Scottish Government including Tearfund, Oxfam and others.</p>
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**4. Inclusion & accountability**  
 With reference to question 38 in section E of your original application, please use this section to tell us how you are mainstreaming through your project, ensuring that you are aware of and actively working to reach vulnerable and marginalised groups.

4.1	<p>Is the project still relevant for the beneficiaries you are working with? Please highlight how you ensure accountability on the project, ensuring beneficiaries have the opportunity to feedback on the project and influence its development? (max 250 words)</p> <p>The data emerging form the household profiling exercise carried out by the Ministry of Local Government in 2017 places Nyamagabe District among 17 Districts prioritised for a <b>Multi-sectoral action plan for accelerating the eradication of extreme</b> poverty including access to WASH services. The approach seeks to coordinate all stakeholders efforts in a way they are holistically centered to the most vulnerable. The profiled households are the ones with inadequate or without shelter and toilet, living in the same house as their animals and whose children under five years are stunted. The same households don't have access to financial services which would empower them economically but also sustain their access to hygiene and sanitation services. Nyamagabe Alba Project is able to tackle these challenges by applying a combination of approaches integrating Behaviour Change through CBEHPP, Saving Groups, Sanitation Marketing, Revolving Fund, Micro Finance and School WASH.</p> <p>In closer collaboration with the Joint Development Action Forum (JADF), WaterAid supports and participate into the Accountability Day which is organised each year in order to give an opportunity to for all district partners to showcase their work but also at the same time provide space for the beneficiaries and users to provide their feedback on the services delivered by partners.</p> <p>WaterAid Rwanda is supporting joint quarterly meetings in which CHCs, local leaders and School hygiene clubs are able to provide feedback on same.</p>
4.2	<p>Do you have an awareness of particularly vulnerable or marginalised groups within the community in which your project is working? Please give details on how you are disaggregating data to recognise these groups across the project. (Max 250 words)</p> <p>According to the same household profiling exercise carried out by the Ministry of Local Government in 2017, Nyamagabe district has <b>14,284 households (52,637 household members)</b> which are extremely poor and need a multi-sectoral and holistic action tackling development issues including access to WASH services. These households are the ones being targeted for CBEHPP and Sanitation</p>

	<p>Marketing.</p> <p>The data was shared with the Community Environmental Health Officers from all 19 health care facilities of the district as they champion and supervise the implementation of CBEHPP interventions in their respective catchment areas, clustered by Hospitals and Health Care Facilities.</p>
4.3	<p>How is your project working to actively meet the needs of these vulnerable and marginalised groups, ensuring they are benefiting from the project? Please outline any mechanisms you are using. (Max 250 words)</p> <p>The first five topics of the curriculum of CHCs consist of the identification of WASH needs, possible options, those options that are affordable by the poor and support needs. The CHCs Facilitators then report to the Community Environmental Health Officers of their working zone on the findings, and precise households that need direct support. In the subsequent meetings they make plans on how most vulnerable households will be supported through general monthly Community Work, a development home grown solution that is well institutionalised in Rwanda.</p> <p>Specifically, this project is providing solution to community needs that are beyond hygiene clubs through the collaboration with Loan Officers of SACCOs. Identified vulnerable households are supported to elaborate mini projects for improved sanitation that are financed through SACCOs. Community Hygiene clubs with most vulnerable households are the first to received affordable sanitation loans, and revolving fund committee did a regular follow up so that loan can't be misused.</p> <p>In order to make sure that the households will be paying back the loan, households that received sanitation loan sign a commitment that certify the best use od received loan and to pay back the loan within agreed time.</p>
4.4	<p>Taking into consideration some of the challenges of mainstreaming, please describe any challenges you have faced in reaching vulnerable and marginalised groups, how you have overcome these or plans you have developed to support inclusion on the project. (Max 250 words)</p> <p>One of the key challenges met in reaching vulnerable groups, is mind set related issues or resistance to change.</p> <p>Adopting the approach of loans to improve sanitation in this project has been challenging as some vulnerable groups would perhaps expect that and INGO would provide the sanitation as a donation.</p> <p>From that experience, meetings on sanitation marketing especially the collaboration between SACCOs and CHCs have been increased.</p> <p>We are also planning to encourage CHCs to do learning visits in other areas where the approach is being successful like Gasaka sector and learn from its experience.</p> <p>In addition to this, we will document, the best examples of the involvement of microfinance institutions and share this with others CHCs, to encourage more of those vulnerable groups to prioritise investment in their sanitation.</p>

## 5. Financial Reporting

This section will be reviewed alongside your budget report, which should be included alongside your narrative and logframe. Please ensure this spreadsheet is completed with both a detailed breakdown of expenditure for this financial year, along with your projected spend for the next financial year.

Please note carry over of funds to the next financial year should have been agreed with the Scottish Government by January 31<sup>st</sup> of the current financial year.

5.1 With reference to your budget spreadsheet, please give a detailed explanation of any variances between planned and actual expenditure, including reasons for the variances and whether these are as a result of timing issues, price achieved, quantity etc. If these are temporary variances, please outline plans for expenditure. (Max 350 words)

The project budget has an **overall underspend of £28,559** which includes the **delayed spend of 26,110** to be carried over to Year 3 and a **true underspend of £2,449**.

The project was affected by the currency exchange rate fluctuation as the planning rate was Rwf 1,175.35/£1 while the annual average rate was Rwf1,159.18/£1.

We are proposing to carry forward any delayed underspend to Year 3 and to deduct the overspend from budget lines as detailed below.

We have also requested to re-profile £2,168 of the £2,449 true underspend as follows;

**Output 4.2** £1,460 to support the VSLA agents.

**Output 6.5** £708 to support the most vulnerable households especially those in Ubudehe Category to have decent toilets.

**Output 1.1 Organise training on CBHPP for existing 637 Community Hygiene Clubs in 536 villages**

The overspend of £726 translates overspend is due to exchange rate losses and an increase of 7% in fuel costs which impacted the transport costs linked to the training in 536 villages. This overspend has been taken from underspent line Output 1.5

**Output 1.2 Support 4 hygiene and sanitation campaigns (1 per year excluding the first 6 months)**

The overspend of £216 was due to additional planning and community mobilisation meetings. These were required as this activity coincided with a national campaign to address hygiene, sanitation, malnutrition and disaster response. We were able to reach more people than planned by joining the national campaign, however it

required us to engage with all development partners in the district which resulted in the additional planning and meetings than originally planned. This overspend has been taken from underspent line Output 1.5.

**Output 1.3 Support 4 annual national dialogues for knowledge sharing and learning (1 per year excluding the first 6 months)**

The overspend of £139 was due to exchange rate losses and an increase of 7% in fuel costs. This overspend has been taken from underspend line Output 1.5.

**Output 1.4 Support the organisation and celebration of international WASH events (Global Hand Washing Day, World Toilet Day, World Water Day and Menstrual Hygiene Management Day)**

The overspend of £189 is due to the Ministry of Health requesting that we combine our planned Global Handwashing Day event with World Toilet Day celebrations in the District. As we had already completed our planning, the overspend was caused by additional planning meetings and community mobilisation required to combine the two events. Overspend of £189 has been taken from underspent line Output 1.5.

**Output 1.5 Support the Ministry of Health in review of policies and laws related to hygiene**

There is a true underspend of £3,662 and delayed spend of £3,983.

The delayed spend has been used to support overspent lines totalling £2,053 against Outputs 1.1 (£726) 1.2 (£216), 1.3 (£139), 1.4 (£189), 1.7 (£350), 1.9 (£99), leaving a total true underspend of £1,961 against Output 1.

However, we would also like to support the overspend from Outputs 2 of £119: (2.6 (£63), 2.8 (£56)). Output 6 of £156: (6.2 (£89) and 6.3 (£67)). and M&E&L overspend of £59.

During the implementation of the project we discovered that the Netherlands Development Organisation (SNV) had since committed to fund the review of national CBEHPP policies. After further discussion with the Ministry of Health, we agreed to instead support the review of the National Environmental Health and Hygiene policy, still supporting the same output. The cost for this was budgeted at £3,983, however the tender process to secure an external consultant took longer than planned and this is a delayed spend that we wish to carry forward to Year 3.

The reduced budget resulted in a true underspend of £3.662.

**Output 1.7 Print CBHPP monitoring tools for community Hygiene Clubs**

The overspend of £350 was due to the appointment of new Community Environmental Health Officers in all 17 Healthcare Facilities. We were asked to extend the printing of the CBEHPP monitoring training tools to these new staff, which we had not originally budgeted for, however these additional staff will be of huge benefit to the project.



Overspend of £350 has been taken from underspent line Output 1.5.

**Output 1.8 Support supervision and coaching of Community Hygiene Clubs by District and health clinic officials**

The delayed spend of £454 was due to some vacant community health supervisor positions. These positions have now been filled and we wish to carry forward this delayed spend to support the new post holders.

**Output 1.9 Organise community sensitisation campaign on safe excreta disposal with zero open defecation and hygienic use of toilets**

The overspend of £99 was due to exchange rate losses and an increase of 7% in fuel costs and has been taken from underspent line Output 1.5.

**Output 1.10 Organise annual learning sessions for supervisors of Community Hygiene Clubs**

Delayed spend of £1,062, as previously reported, CBEHPP materials are under review. This put on hold the printing of training materials for the remaining 338 CHCs thereby the learning sessions among CHCs were postponed to Year 3.

**Output 1.11 Organise district dialogue on CBEHPP**

Delayed spend of £107 as some environmental health officers were not in post when the meetings were held and we wish to carry this delayed spend forward to Year 3 to support additional meetings with the new post holders.

**Output 2.3 Support the development of training toolkit for School Hygiene Clubs**

True underspend of £113. This underspend has been used to partially support the overspent line Output 2.3. The District contributed to the cost of distributing the training toolkits for School Hygiene Clubs resulting in the saving.

**Output 2.6 Organise inter-school competitions that increase awareness and best practices in WASH (1 competition/sector/year and District level final competition)**

Overspend of £176 due to exchange rate losses and increase of 7% on fuel costs. £113 of this overspent line has been taken from underspent Output 2.3 and the remaining £63 we wish to take from underspent line Output 1.5

**Output 2.7 Organise quarterly exchange meetings between School Hygiene Clubs and Community Hygiene Clubs**

Delayed spend of £1,924 due to the linking of School Hygiene Clubs and Community Hygiene Clubs being delayed in five sectors as Community Hygiene

clubs from those sectors were not yet trained due to reasons explained under activity 1.10. We wish to carry forward this delayed spend so that the activity can take place in Year 3.

**Output 2.8 Conduct quarterly monitoring meetings of Parent-Teacher Committees to monitor progress on school WASH**

Overspend of £56 is due to exchange rate losses and an increase of 7% in fuel costs which impacted the transport costs linked to this activity.

This overspend has been taken from underspent line Output 1.5.

**Output 2.9 Support the Ministry of Education in review of policies, guidelines and laws related to school WASH**

Delayed spend of £7,500. The process of recruiting a consultant to support the review of the Ministry of Education's review of policies took longer as we had to re-advertise the offer after the first selection which was not successful. We wish to carry forward this underspend so that the activity can be completed in Year 3.

**Output 2.10 Support District to establish a Management Information System (MIS) for School WASH**

Delayed spend of £2,311 due to staff changes at District level. We wish to carry forward this underspend to implement this activity with the new staff member in Year 3.

**Output 2.11 Organise quarterly feedback meetings with School Hygiene Clubs and Community Hygiene Clubs and local leaders to discuss successes and challenges**

Delayed spend of £4,588 due to the delays in linking School Hygiene Clubs with Community Hygiene Clubs as explained under 1.10 & 2.7. We wish to carry forward this underspend to Year 3 to support the required feedback meetings when the clubs have been linked as planned.

**Output 3.1 Mobilise all WASH stakeholders to develop joint plan to provide water to all schools through Joint Action Development Forum (JADF)**

True underspend of £251 due to other district stakeholders contributing to the same activity which resulted in efficiency savings.

**Output 4.2 Facilitate selection of Village Agents for regular monitoring of Village Savings and Loans Associations (VSLAs)**

True underspend of £1,460 because local leaders especially cells, and villages' leaders got involved in the process on a voluntary basis thereby reducing the cost initially allocated to the in the selection of Village Agent.

This has been used against overspend line 4.2 (£425), 4.3 (£437) and 4.6 (£40)

leaving a true underspend of £558 against Output 4.

#### **Output 4.3 Train Village Agents and VSLAs members on VSLA Model**

The overspent of £-425 is related to the overachievement on the Y2 milestone from 200 VSLAs initially planned to 570 VSLAs as well as exchange rate difference (Rwf/£). This amount will be deducted from the same activity in next FY.

#### **Output 4.4 Provide VSLAs toolkits (cash box, registers, passbooks, stamps, calculators)**

The overspend of £437 is also due to the overachievement of Year 2 milestone under this output from 200 to 570. This lead to a slight increase in toolkit costs due to increased number of VSLAs.

Overspend has been taken from underspent line Output 4.2.

#### **Output 4.6 Facilitate linkage between VSLAs and Savings and Credit Cooperatives (SACCOs)**

Overspend of £40 has been taken from underspent line Output 4.2. This overspend is due to exchange rate losses which impacted the transport costs linked to this activity.

#### **Output 5.2 Train selected Community Hygiene Clubs members on toilet slabs manufacturing and soap making (Train 10 Community Hygiene Clubs members/Sector; 170 Community Hygiene Club members in total with >30% women membership)**

Delayed spend of £2,881 due to the training of the remaining 338 CHCs being put on hold while CBEHPP materials under review as explained in Output 1.10. We wish to carry forward this delayed spend to Year 3 to enable to training on slab making to be extended to the remaining CHCs.

#### **Output 6.1 Organise a reflection meeting with District Officials, identified savings and credit cooperatives and Private Sector to discuss the proposed Sanitation Marketing Business Model**

True underspend of £217 due to efficiency savings made by combining these meetings with other meeting we already had planned with the District.

#### **Output 6.2 Facilitate establishment of Revolving Fund (RF) for 17 pilot community hygiene clubs to avail sanitation in communities - work with SACCCOS**

Overspend of £1,023. The exact amount in local currency was transferred as planned and budgeted for. However, the difference observed is due to currency exchange losses.

	<p>This overspend has been taken from underspent lines Output 6.1 (217), 6.4 (£9) and 6.5 (708) leaving a balance of £89 which we wish to take from underspent Output 1.5.</p> <p><b>Output 6.3 Train Community Hygiene Clubs on Revolving Fund Model</b></p> <p>Overspend of £67 due to exchange rate losses. We wish to take this overspend from underspent line Output 1.5.</p> <p><b>Output 6.5 Establish a community-based sanitation demonstration centre/village in communities</b></p> <p>True underspend of £708 due to voluntary support from community members for costed activities which resulted in efficiency savings against planned budget.</p> <p><b>M&amp;E&amp;L Conduct quarterly reflection meetings to monitor the project implementation and share learnings</b></p> <p>Overspend of £59 which we wish to take from underspent line Output 1.5. This overspend was due to exchange rate losses.</p>
5.2	<p>Please give details of any capital expenditure in this reporting period.</p> <p>Capital expenditure in the project is funded by Scottish Water employee fundraising. COFORWA, our local partner spent £35,555 in this period to construct 3 inclusive school latrines with MHM rooms.</p>
5.3	<p>Please explain how you are working to ensure cost effectiveness on the project, whilst maintaining the quality of delivery. (Max 250 words)</p> <ul style="list-style-type: none"> <li>• To ensure project quality and Value For Money, at the start of the FY and before any major intervention, compulsory kick-off meetings with all stakeholders involved take place to determine roles and responsibilities of each partner.</li> <li>• The project management is closely monitoring the exchange rate fluctuation and its implication on the implementation.</li> <li>• Before any major project implementation starts, the original detailed cost is shared with partners, as a guide for fund management. For capital items, we agreed on the Bill of Quantities (BOQ), based on the design of water &amp; sanitation facilities to be constructed and the current market cost of material.</li> <li>• Partners reports are submitted and analysed at monthly basis, and have explanation on budget variances, a quarterly Project Performance Review is organised with all stakeholders including district and concerned ministries.</li> </ul>

## 6. Any other Information

Please use this section to tell us any other relevant information regarding your project. If the additional information included within this section is urgent please ensure it is highlighted.  
(Max 250 words)

- WaterAid is a member of the Board of Directors of Kigeme Hospital, in this space we advocated for the availability of safe drinking water for patients and staff in all hospitals. Currently, both Kigeme and Kaduha District Hospitals have water filters and smart water tanks to providing drinkable water all the time. However, not having access to safe drinking water is still a critical challenge in the remaining 19 Health Care Facilities of Nyamagabe District and calls for a joint effort to address this issue and ensure leave no one behind in access to safe WASH services.
- During the project visit by the Scottish Water, it was recommended that some of the School WASH articles produced by SHC members would also be published in Scotland by the SW for fundraising purposes. The lesson to be learned here is that children talents and voices can contribute to the growth and a transformative change in the communities through sustainable and inclusive WASH interventions from a child-centered perspective.

Building on the ongoing discussions on the partnership between Scottish Water and the National Utility (WASAC Ltd), WaterAid Rwanda was approached by NIRAS, (a Swedish consulting firm currently implementing the International Training Programme on Sustainable Urban Water and Sanitation in collaboration with WaterAid), to form a consortium and apply for an Expression of Interest sent out by the Africa Development Bank for Capacity Gap Assessment and Capacity Building for WASAC. This assignment may inform further discussions between Scottish Water and WASAC on Capacity Building relationship.