

**Scottish Government International Development Programme
Mid-Year Report**

Notes for Completion:

- Please note, with the exception of the cover page, this report will be published.
- To ensure compliance with GDPR, refrain from using any personal or identifying information unless you have obtained consent from the data subject and are content for this to be made public.
- Answer all questions in the template provided, noting the word limits.
- Include all relevant information in the reporting template – hyperlinks and annexes will not be accepted as part of the report.
- Ensure answers are clear, concise and in plain English. Explain acronyms and avoid using jargon.

<p>Supporting Documentation</p> <p><i>Check box to confirm key documents have been submitted with this report</i></p>	<p>Logical Framework, which reflects any changes in this reporting period.</p> <p>Budget</p> <p>Case study</p> <p>Risk register</p>	<p align="center">✓</p> <p align="center">✓</p> <p align="center">✓</p> <p align="center">✓</p>
<p>As the project manager responsible for the completion of this report, I hereby confirm the information included is accurate and complies with the notes for completion.</p>		
<p>Scotland-based Project Manager:</p> <p>[redacted]</p>	<p>Signature:</p>	

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1. General project information		
1.1	Project reference Number	MAL/18/02 – WA
1.2	Name of organisation	WaterAid
1.3	Lead partner(s) organisation	WaterAid
1.4	Project title	Deliver Life to Mothers, Girls and Children in the Southern Region of Malawi
1.5	Reporting period	From: 01/04/2019 To: 30/09/2019
1.6	Reporting year	Year 2
1.7	Project start date	01/10/2018
1.8	Project end date	31/03/2023
1.9	Total project budget*	£2,301,368
1.10	Total funding from Scottish Government*	£1,012,500
1.11	Provide a brief description of the project's aims, highlighting which of the Sustainable Development Goals (SDGs) your project is working towards? (200 words)	<p>The project seeks to contribute to improved health outcomes for women, adolescent girls and under-five children living in the low income rural and peri-urban areas of Malawi. This will be achieved through increased access to sustainable water, sanitation and hygiene (WASH) in communities, health care facilities (HCF) and early childhood development centers (ECDC). The project will contribute to achievement of SDG 3 on good health and well-being, SDG 4 on quality education and SDG 6 on ensuring availability and sustainable management of water and sanitation for all.</p> <p>WaterAid's 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) and is on target to meet the majority of project milestones.</p>

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2. Project progress and results

Please use this section to give an update on the progress the project has made during this reporting period.

2.1

Provide an update on the progress your project has made during this reporting period. Use this space to update us on what has gone well and any challenges you have experienced, detailing how you have overcome these. (Max 350 words)

Progress on activities carried over from Year One:

- **Appreciative Inquiry** with vulnerability mapping and gender analysis on WASH and Health in ECDCs was completed and led to the **Ministry of Gender, Children, Disability and Social Welfare (MoGCDSW)** committing to include a WASH module in the caregiver curriculum.
- **Hygiene Formative Research** was complete and is being used to develop a hygiene promotion package.
- The **Rights Based Approach Training Manual** was completed and will be used to train 90 members of Citizen Forums (CFs) and Women Action Groups (WAGs) in the coming quarter.

Current year progress:

Analysis of 2019/2020 national budget was completed and used to lobby parliaments education cluster to increase early childhood development (ECD) funding.

Malawi Women in Water Network were supported to finalise their constitution and develop capacity building plans to improve their planning, networking and coordination skills.

Oriented 312 community governance structure members on WASH rights; **121 members** of Women and Girl Groups (WAGs), and Citizen Forums (CFs) on advocacy for vulnerable groups.

We reached 2,666 women and adolescent girls with WASH and maternal, neonatal and child health rights messages.

18 staff and volunteers from NICE trained on Participatory Vulnerability Analysis (PVA) approach who are now conducting community level vulnerability analyses.

24 Councillors, Members of Parliament and Government staff from Zomba and Machinga District Councils oriented on **WASH, Health and ECD policy frameworks** to make informed decisions and champion prioritisation of ECD services.

Construction of 2 HCF water supply systems and 11 community boreholes is underway and the project is on track to reach 1,750 people with safe water.

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Sanitation promotion activities have commenced in 17 communities and the project is on track to achieve the milestone of 1020 basic sanitation facilities.

Challenges in the reporting period include:

Resignation of WaterAid's Hygiene Behaviour Change (HBC) and Technical Specialists delayed hygiene promotion and sanitation construction. These activities are now back on track, we engaged temporary cover to finalise the sanitation infrastructure technical design and permanent replacements have been recruited.

Post-elections protest and political uncertainty delayed output 4 activities involving district level stakeholders. The project implemented some initial trainings however follow on engagement activities depend on stability in the country.

2.2 Have you experienced any delays to planned activities? Provide full details including what action is being taken to bring activities back on track.(Max 350 words)

There have been delays on 6 planned activities as follows:

- **2.2 - Creative workshop for HBC promotion package and; 2.3 - HBC package creative process** caused by absence of the HBC Specialist who provides technical leadership on these activities. The HBC Specialist has been recruited and the creative process planned for Q3.
- **3.4 - Rights focused training for WAGS & Citizen Forums** was not done because finalisation of the adapted rights training manual above delayed. Rights focused training will now be conducted in Q3. The delay will not have an impact on key milestones for the year because the project will use cluster approach to training thereby delivering on the targets as initially planned.
- **3.5 - Training on advocacy for community structures** was completed in Machinga but delayed in Zomba due to post-elections protests and political unrest. As the situation has improved in recent weeks, the project has provided additional personnel to Zomba district to accelerate implementation of the training. o accelerate implementation of the trainings.
- **5.1 - Policy assessment on WASH and nutrition integration in early childhood development and stakeholder mapping study** delayed because the project did not find a suitable candidate for the consultancy. The consultancy has been re-advertised and the exercise will conclude at the end of quarter 4. However, this delay has affected follow on activities including political economy analysis which was to be informed by findings from this study.
- **5.2 - Political economy analysis** could not proceed without the Policy assessment as explained above and this will have to be carried to the next financial year.

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2.3	<p>Are you on track to meet your year-end milestones? Give details of any areas that are behind, and how you plan to overcome this. (Max 350 words)</p> <p><u>The project is on track to meet all milestones for the year except the following:</u></p> <ul style="list-style-type: none"> • Absence of the HBC Specialist which delayed hygiene promotion package design has affected achievement of Output Indicator 2.3 To bring progress on track, the project will use more hygiene promoters and health surveillance assistants to facilitate hygiene promotion activities at a larger scale. • The Ministry of Health Senior Management is undertaking a review of WASH/IPC training materials which will be used by the project. However, this process has delayed thereby affecting achievement of Output Indicator 2.2. WaterAid is providing technical and financial support to fast-track review processes which is expected to conclude in Q4 in the current project year. • As a result of currency exchange losses which have affected the match fund, the project will not be able to deliver construction of sanitation facilities in 2 HCFs under Output indicator 1.2. as planned in this year. WaterAid plans to secure additional resources in the coming year in order to ensure that this milestone is achieved. • Due to post elections protests and political instability in Malawi, the project anticipates that Output indicator 4.3 may not be achieved as it involves interface between duty bearers and citizens on rights and governance issues are sensitive matters.
<p>3. Partnerships and collaboration</p> <p>This section allows you to discuss how partnership working is progressing on the project, as well as wider collaboration and sharing of learning.</p>	
3.1	<p>Provide an update on how partnership working has gone during this reporting period. Let us know about any highlights, challenges or changes to roles and responsibilities. (Max 350 words)</p> <p>There has been good partnership working during the period.</p> <p>The collaboration between WaterAid and Mary's Meals is progressing well. We held a joint planning meeting for the year and agreed on ways of working to enhance coordination.</p> <p>WaterAid continues as an active member of the Malawi Scotland Partnership (MaSP) and is currently co-chairing the WASH cluster. Two cluster meetings were held where members shared progress on their projects. In collaboration with MaSP the project successfully hosted a monitoring visit by the Ministry of Economic Planning and Development.</p>

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WaterAid continues to work closely with implementing partners AMREF and NICE to address gaps we identified in project delivery. The partners have been responsiveness through their senior management.

There have been challenges with AMREF and NICE where significant capacity gaps were found to have negatively affected project delivery in the period. Specifically, it was observed that both organisations had challenges in project coordination and limited technical capacity of some of their teams to deliver the work. This slowed implementation and led to poor quality reporting. As an immediate response, the WaterAid team moved in to provide support which mitigated the impact. WaterAid engaged senior leadership of both organisations to diagnose the issues. AMREF was put on a performance improvement plan in quarter 1 while an improvement plan has been agreed and is being developed for NICE at the time of this report. The plans have agreed timelines to respond to specific issues and are reviewed with WaterAid on a quarterly basis.

The working relationship among partners in this project remains positive. The project continues to work closely with Government at national and district level, who continue to be engaged and are providing policy and technical guidance on implementation of the project. AMREF and NICE continue to lead on their technical components.

There have not been any changes to roles and responsibilities.

3.2 Have any international visits to the project taken place in this period? Give details including key activities and outputs of these visits.

During the period we had a visit by WaterAid UK and Scottish Water who are providing match funding to the project.

Date of visit	Key achievements / outputs of visit	Follow-up actions
21-27 September 2019	<p>WaterAid UK and Scottish Water donors visited Zomba and Machinga Districts to appreciate the level of WASH challenges in the target facilities as well as gather content and case studies for project documentation and publicity.</p> <p>A partnership film will be produced, providing an overview of the projects work and will be launched on 22 November at the WaterAid Scotland Supporters Day.</p>	Encourage community members to own the project to ensure sustainability of the facilities to be installed.

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	<p>A promotional film for the WaterAid Munro Challenge will be produced and launched in the New Year (with location filming in Scotland due to be completed w/c 18 November)</p> <p>They visited Mgwalangwa, Ntondoko, Takondwa and Chidikha CBCCs; Mpeketula village in Zomba and Nyambi and Kawinga Health Centres in Machinga.</p>	
<p>4. Safeguarding and fraud</p> <p>Please ensure you complete questions 4.1 and 4.2 even if you have no incidents to report.</p>		
4.1	<p>Have there been any incidents, relating to the Grant or the Project, in the last reporting period which contravene your safeguarding policy?</p>	
	<p>No</p>	
4.2	<p>Have there been any incidents in the last reporting period of financial mismanagement or fraud, relating to the Grant or the Project?</p>	
	<p>No</p>	
4.3	<p>Have these incidents been reported to relevant authorities, and if so, to whom?</p>	
	<p>N/A</p>	
4.4	<p>Describe what action has been taken, and highlight any lessons learned.</p>	
	<p>N/A</p>	

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5. Risk assessment			
5.1	<p>Have any issues materialised during this reporting period? If so, how were they addressed?</p> <p><i>Please refer to risk assessment provided at application stage.</i></p>		
Assumption	Risk	Action taken	Was this included in the Risk Assessment Table in your application?
Staff turnover at WaterAid, partners and Government levels remain relatively stable	Project may be affected by disruptions in implementation due to staff turnover or transfers	<p>With two specialists (Hygiene and Technical) transitioning out of the organisation, WaterAid took the following actions:</p> <p>Utilised available expertise within the organization to finalise the formative research on hygiene in readiness for the follow-on activities. We also requested support from the Regional Technical Advisor to review the initial designs for sanitation infrastructure and outsourced services to of a draftsman who is revising the sanitation technical designs for HCFs and ECDCs.</p> <p>Some of the activities were rescheduled to the second half of the year to allow time for the recruitment process for the HBC and Technical Specialists</p>	Yes
The water aquifer recharge in the targeted communities is adequate for borehole installation and reticulation	The project may not be able to reach the targeted number of beneficiaries and the cost of delivery may be high	The project was unable to drill a borehole at Masenjere ECDC due to unavailability of ground water. The following action was taken:	Yes

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		<p>The project informs the donor that in consultation with the district and the concerned community, a decision was made to explore other needy ECDCs where water could be found. This was Tiyanjane ECDC where a borehole has now been constructed.</p> <p>For all borehole construction, WaterAid holds contractors liable for hydrological surveys. This helps to manage costs and ensure that contractors conduct rigorous hydrogeological surveys before drilling exercises.</p>	
<p>The political environment remains stable</p>	<p>The project may not be able to implement activities if there is tension</p>	<p>Currently the political environment is unstable due to disputed election results which are being challenged in court by the opposition. There has been a wave of protests by citizens which are becoming increasingly violent.</p> <p>We anticipate a decrease in space for civil society to advocate and engage with relevant governance structures. This would particularly affect project activities under outcomes 2 and 3 of this project.</p> <p>There remains an air of uncertainty regarding the outcomes of the elections case which is to be decided upon within the next two months. A ruling in favor of the incumbent could result in further unrest and</p>	<p>Yes</p>

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		<p>subsequent shrinking of the civil society space. Annulment of the election results could potentially expand the civil society space but could also lead to increased tension and violence in the elections process that would follow.</p> <p>WaterAid continues to be non-partisan in its work and uses formal governance structures.</p>	
Inflation and currency remain stable	Project may not be able to absorb funds adequately if inflation goes down or project funds may not be adequate to deliver outputs if inflation is higher	WaterAid is engaging with the donor to seek approval to shift some activities to next financial year when the situation may improve and is exploring the possibility of raising funds from other sources to mitigate the losses.	Yes
Environmental and climatic conditions in project areas remain stable	Natural hazards could cause significant disruptions or disasters in communities including loss of livelihoods, infrastructure (including WASH facilities) and endanger lives.	<p>WaterAid has a disaster framework to inform plans and disaster risk mitigation. WaterAid focuses on mitigation of disaster risk by reducing vulnerability. In case of a disaster WaterAid supports the transition from emergency response to longer-term development. WaterAid's disaster framework is further supported by a sustainability and programme quality standards.</p> <p>This approach has been taken in Zomba District where project communities were affected by Cyclone Idai.</p>	No

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6. Financial information

This section will be reviewed alongside your mid-year budget spreadsheet, which must be included with this report.

6.1 Explain any variances to planned expenditure in this period. (Max 350 words)

The project has an annual budget of **£245, 510**.

Expenditure at six months is **£64,319 against a planned budget of £91,585**.

£176,205 is delayed spend comprising **£27,266** for delayed activities to date and **£148,939** for activities planned for second half of the year. Of the delayed activities the project will not implement activity 5.2 with a budget of **£534** which was affected by delayed procurement of a consultant. The project expects to implement all other activities as planned.

The project has **£4,986** true underspend on completed activities.

Total staff costs expenditure is **£24,888** out of **£49,772**. In country running costs are at **£8,129** out of **£16,258**.

There has been no spend on **£2,562** budget for international travel which is planned for the next 6 months.

£1,116 out of **£4,179** is spent on in country travel with remaining funds planned in the next half of the year. Exchange loss registered on these items is **£5,067** however a decision was made to cap expenditure within provisions in donor approved budget.

Output 2:

£9,444 spent from £64,069 leaving **£54,625** (**£8,737** for delayed activities and **£45,888** for activities in second half of the year).

Exchange rate loss registered is **£2,135**.

Output 3:

£9,588 spent from £55,073 leaving **£45,485** (**£20,876** is the result of delayed activities while **£ 24, 609** is for activities planned in the second half of the year).

Exchange rate loss registered is **£1,821**.

Output 4:

£2,093 spent from £13,911 leaving **£11,818** (**£4,220** true underspend and **£7,598** is for activities planned in the second half of the year).

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Exchange rate loss registered is **£464**.

Output 5:

£5,173 spent from £30,796 leaving **£25,623** (£710 true underspend and; **£24,913** variance comprising **£1,223** for delayed activities while **£23,690** for activities planned in the second half of the year).

Exchange rate loss registered is **£915**.

M&E:

£3,887 spent from £8,081 leaving a variance of **£4,194** comprising **£57** true underspend and **£4,137** for activities planned in the second half of the year.

Exchange rate loss registered is **£713**.

There is no spend on **£809** budget for dissemination costs which are planned for second half of the year.

6.2

At this stage, does your projected expenditure look to be on track? If not, outline the reasons why, and what plans are in place to bring spending back on track. If you are requesting changes to your budget at this stage, outline them below. (Max 350 words)

Expenditure is off track with **£64,318** spent against a planned budget of **£91,585** by mid-year. This is due to **£4,986** true underspend and; delayed activities which are:

- **Hygiene promotion was delayed by absence of a Hygiene Specialist to lead the process.** The project intends to implement these activities in the current year. A Hygiene Specialist has been recruited and is working with a pool of creative experts to expedite implementation. The project will work with more health workers who will deliver the hygiene package at a larger scale within the communities
- **Construction of sanitation facilities was delayed by absence of a Technical Specialist to lead the process.** While a Technical Specialist is recruited, WaterAid has engaged a draughtsman to finalise design of sanitation facilities for HCFs and ECDCs with support from WaterAid's Regional Technical Advisor.
- **Policy analysis study which delayed because the project was not able to identify a suitable consultant which also delayed implementation of political economy analysis.** The consultancy has been re-advertised and a dedicated team assigned to expedite the process and ensure conclusion by year end.

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The project has also been affected by currency exchange losses where at the time of contracting, WaterAid expected to spend MWK 1158.3224 for every £1 however, for the past six months the project has spent at an average rate of MWK 941.3751. WaterAid estimates this could result in an overspend of **£49,000** by the end of the year should the current trend continue.

As a mitigation measure for the current losses of **£11,115** in the reported period, the project requests approval to offset with true underspend of **£4,986** which would leave **£7,876**. The project has put in place efficiency measures to further manage the losses, however should the trend continue (and considering losses to the *total project budget) WaterAid is exploring the possibility of securing additional funds to mitigate impact to the overall project.

The project has one budget change request which is to carry over activity 5.2 with a budget of **£534** to the next project year because it can only be implemented after activity 5.1 which will conclude at the end of quarter 4.

6.3

Do you have a proposal for how you would like to utilise any of your ring-fenced underspend, excluding any currency gains? (Max 350 words)

In the current financial year, the project has a total **true underspend of £4,986** and seeks approval to use these funds to mitigate the impact of exchange rate losses. Immediate needs are for hygiene formative research and the hygiene package creative process.

7. Any other information

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

The Ministry of Gender Children Disability and Social Welfare (MoGCDSW) recognised the “comprehensive study on appreciative inquiry of WASH status in ECDC” as valuable for filling an information gap in the most recent ECD strategic plan. The study report has been used as an advocacy tool to engage the MoGCDSW who has committed to incorporate a WASH module in the training curriculum for caregivers.

A Member of Parliament for Machinga East, Honourable Esther Jailosi, has emerged as champion for WASH in ECD. In her constituency, she is already supporting improvements in ECDC by facilitating construction of learning shelters.

In the last report, WaterAid shared the impact of Cyclone Idai on the project. Zomba was among the worst hit districts and in Traditional Authority Chikowi and Mwambo where the project is implemented, 13,095 households (72,022 people) were reported to have been affected with up to 2,007 households (11,038 people) displaced. WaterAid mobilised £112,784 for an emergency response and recovery project to support the Government efforts. The project, which is now concluding, provided emergency water, sanitation and hygiene which has helped prevent disease and protect the lives of affected communities.

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In year 1 our currency predictions were on target and we did not experience currency exchange losses or gains. During this reporting period we have started to experience some fluctuations in currency exchange rates which are higher than we predicted. We have incurred losses on expenses in the reporting period and, if this trend continues it has the potential to significantly increase the cost of implementing project activities. We are closely monitoring this situation, implementing efficiency measures and exploring the possibility of securing additional funds to further manage potential losses.