

ANNUAL REPORT FOR NGO DEVELOPMENT CO-OPERATION PROJECT

YEAR 2010

PROJECT CODE 28813501

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1.1 Name of Organisation registered in Finland
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Käymäläseura Huussi ry

1.2 Name of Organisation in English

Global Dry Toilet Association of Finland (GDTF)

1.3 Name of Project in Finnish

Sambian kuivasanitaation kehittämisen, osa 2 (ZASP2)

1.4 Name of Project in English

Dry Sanitation improvement programme for Zambia, phase 2 (ZASP2)

1.5 Name of Project in other relevant language
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1.6 Location of Project (country, province, village/community)
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Zambia, Copperbelt- province, Ndola Rural District, Luansobe-Luankuni Environmental programme area (Kaloko)

1.7 Name of co-operation Partner

Kaloko Trust/ Zambia

1.8 Planned initiation and termination dates of the Project

1.1.2009-31.12.2011

1.9 Summary of the core idea of the Project and the key results and impacts achieved (see Project plan, 1.11.)

People in the developing countries want to improve their sanitation, but they have only little information and no means to do it. Sanitation is connected to many, often cultural, beliefs and prejudices, which may be difficult to change through ordinary hygiene and sanitation education. Therefore, new methods are needed to make people understand the benefits of toilet usage and to train and enlighten them in matters of sanitation and hygiene. In addition, methods to develop toilets, which are easily constructed and also sustainable and culturally acceptable for the people to use and maintain, are needed.

Sanitation in the countryside of Zambia is mainly insufficient. People use mainly pit toilets or open pits, while some part of the population still goes to the "bushes". The main target of previous project (ZASP) was to increase the people's interest and consciousness of the importance of sanitation and hygiene.

As being a continuation of previous project (ZASP), ZASP 2 aim to gain more impact and sustainability for the project by implementing following objectives:

- Improved water sources and sanitation hygiene for all
- Increased composting and home gardening
- Increased livelihood and participation in the project area

Project Achievements 2010

- Hygiene education, sensitization and trainings – The hygiene education, sensitization and trainings were conducted monthly by Kaloko Health Centre employees and local project coordinator in the communities in project catchment area. During reporting year it was estimated that around 1000 people participated to trainings and discussions. These happened in the schools, clinic and health outposts during under-five clinics.
- Building of toilets continued, although in slow phase, since this year was more concentrated on water issues. 5 big toilets were finished in public places.
- Drilling and finishing of boreholes. 5 unfinished boreholes from last year's contractor were finished and put in use. 5 new boreholes were drilled and hand pumps were installed in November/December 2010. New contractor was excellent and no major problems occurred in implementation.
- Cheap model planning and modification was still continued. Model was finally finished in July 2010 after many delays. In 2011 it is concentrated mainly on cheap model building to the private households to scale up the number of toilets in the area.
- Sanitation club's work. Sanitation clubs continued to work and also one new club was established in Kaloko junction. Some of the clubs were very active and held meetings regularly; some of them still need to be encouraged. Ten clubs were in place in year 2010. Main task of the clubs is maintenance of the toilet and sanitation club garden. Also educational and community development work is included.
- Water Committee's work. In year 2009 established water committees were working mostly under sanitation clubs. Their main task was the maintenance of boreholes and fundraising for borehole maintaining. Some of the committees were very active and held meetings regularly; some of them still need to be encouraged.
- Borehole repairing workshops in villages in April-May 2010. 148 people participated in 10 villages (93 men ja 55 female). Separate reports are attached.
- Field visit in Serenje to see GLM projects in September 2010. 16 persons participated. Separate reports are attached.
- To strengthen the work of water and sanitation issues people formed the New Central Committee from the members from nine sanitation clubs. This was their own idea after visiting Serenje. Separate report attached.
- Evaluation/ Research by Saija Kopra in summer 2010. Separate report attached.
- TAMK Students Santtu Palokangas, Pui Ki Tsang and Mia Lepaus in Zambia for three months each, practical training reports attached.
- Bachelor's Thesis of Veera Lönnblad "Maintenance of Borehole Wells Equipped with Hand pumps" finished in March 2010.

Project Achievements 2009

- Hygiene education, sensitization and trainings – The hygiene education, sensitization and trainings were conducted monthly by Kaloko Health Centre employees and local project coordinator in the communities in project catchment area.
- Leadership skills, and project and conflict management workshop – the ZASP workshop was conducted from 9 to 13 February and facilitated by Mr. Emmanuel Mutamba from Green Living Movement. The workshop was open to all community members and the turnout of participants was 85 from 13 communities including the members of nine dry toilet clubs. The objectives of the

workshop were to introduce the concept of project and conflict management, and build up leadership skills of the attendees.

- Formation of Water Committees – The formation of the community based water committees was carried out during the workshop conducted from 25 to 29 May and facilitated by Mr. Emmanuel Mutamba from Green Living Movement. The workshop participants constituted of Zasp project leaders from 12 communities and a health representative from Kaloko Health Centre totaling 15 partakers. Main objectives of the workshop were to form community based water committees, train water committees how to fundraise, deepen participants' understanding and responsibilities of key community leadership positions, and management of club finances.
- Construction of Dry Toilets – The dry toilets were constructed at places such as schools (Luansobe upper basic School and Kamabaya Community School), Kaloko market place, Luensanga health outpost, and Luesanga church. In addition, a pilot model of family size dry toilet was constructed and information of this model was distributed during the workshops to encourage families to build their own toilets. By the end of 2009, 7 dry toilets were completed making an accumulative number of 18 from beginning of the project (2006).
- Training of dry toilet builders – The training of four new dry toilet builders was conducted in February by instructor from the Sustainable Sanitation Improvement Project for Madimba Peri-Urban Community Lusaka– project. During the training one dry toilet was constructed to Kaloko market place.
- Construction of borehole wells – The construction of borehole wells equipped with *India mark II* hand pumps started in December. In the reporting year it was planned to construct 5 wells in 4 selected communities that were lacking adequate water source. The late start of drilling wells was due to a critical fuel shortage in Zambia before the commencement of the project and therefore the drilling company could not procure the needed fuel to undertake the project as scheduled. Moreover, the postponed start of drilling caused more delays due to heavy rains that made roads and terrain impassable. Hence these obstacles, wells were drilled and constructed later than it was scheduled.
- Garden test plots – The garden test plot project of the 12 dry toilet clubs was ongoing and some good results were gained from the project. Dry toilet clubs have demonstrated their achievements during the workshops by selling vegetables that have been fertilised by urine and composted toilet waste.
- Experiences – The project has recorded experiences in ecological, sociological, economical, cultural and gender aspects of ecological sanitation (Dry Toilets). These experiences were presented in the 3rd International Dry Toilet Conference in Finland 2009 by project coordinator Sari Huuhtanen and the Zambian project coordinator Michelo Katambo.
- Training of maintenance and repair of pumps – Workshop training on mono pump maintenance and repairs for all members of Dry Toilet clubs was conducted. In this workshop, held in November 2009, there were 64 participants from all the village areas. Workshop was 2 days, where one day was theory and the other day it was practiced in the site, how the hand pump is checked and repaired.

1.10 Financing summary	
Year <u>2010</u>	Euros
Project support not used in the previous year (incl. not withdrawn + withdrawn unused funds)	-
Support approved for the reporting year	67924,00
Total Project support available for the reporting year	67924,00
Total Project support used during the reporting year	67924,00
Funds not used, transferred to be used and reported in the following year (incl. not withdrawn + withdrawn unused funds)	-

1.11 Other financing of the Project during the reporting year, if any.
Please state here the amount and source of this financing.

Project have not supported by any other source than the project support from the Ministry for Foreign Affairs and self-financing share of GDTF.

2.1 How did the co-operation Partner participate in the implementation of the Project?
(e.g. Did they provide labour, economic resources, other assets?)

Kaloko Trust is an adviser and a local information source in this project. Kaloko Trust manager Mr.Lewis Jere is a contact person in the area and he communicates and reports the matters concerning the project along with the local project coordinator. Also other workers like accountant, store staff, drivers etc. were utilized in the project work when needed. In addition, the local partner contributed the project by providing housing for Finnish worker and volunteers in their guest houses and accessed utilization of computers and other office equipments. Project also used Kaloko Trust warehouses and transport when it was needed.

Kaloko Trust has lots of other functions in the area which are also supporting the sanitation project and area development as a whole. They have e.g. constructed school and health outpost buildings as well as dams and boreholes, supported HIV/AIDS infected, repaired and sold bicycles, and had Beekeeping and food security programmes. In appendix it is presented the main achievements Of Kaloko Trust' supported projects in Zambia.

2.2 Were there other parties involved in the co-operation (e.g. Finnish, local or international organisations or officials)? Please describe their role and involvement in the Project.

GDTF was made also co-operation with Green Living Movement (GLM) from Lusaka Zambia. Mr. Emmanuel Mutamba from GLM has been a facilitator on the workshops and village discussions. He also was responsible of village visit in Serenje August 2010. In addition, he has provided three follow up reports concerning of the progress of workshops. During these activities, GLM has provided transportation assistance for the project. This co-operation seems to be very vital to the project and we continue to work with them as well. GLM have lots of experience in working with local people, especially on environmental issues so their experience is a great help to the project.

Like in year 2009, The Kaloko Health Centre has co-operated with the project by participating the workshops, providing hygiene education, sensitization and trainings along with the local project

coordinator. A Memorandum of Understanding (MoU) was drawn in 2009 between ZASP and Kaloko Health Centre which facilitated the earlier water project under the Justice and Solidarity for Poverty Reduction Fund (JSPRF). The MoU spells out the partnership and the placement of the old pumps under the responsibilities of the ZASP initiated water committees.

Tampere University of Applied Sciences (TAMK) provided the project with student trainees (3) of environmental engineering in the summer 2010. The environmental engineering students have provided the project with knowledge and know-how on issues concerning the construction of the dry toilets. Student's reports are attached to this yearly report. Bachelor's thesis, "Maintenance of Borehole Wells Equipped with Hand pumps" by Veera Lönnblad, the student in Environmental Technology HAMK University of Applied Sciences, was finished in March 2010. Thesis was a result from practical training period in August-September 2009. Abstract of the Thesis can be seen in Appendix and the whole thesis can be read in webpage: www.huussi.net/sambia



3.1 How did predictable or unprecedented external factors affect the implementation of the Project? (economical, social, environmental or cultural factors)

Problem with previously selected drilling company (Syncromech) continued in reporting year. They had lots of excuses not to finish the drilling of five boreholes paid already in the end of 2009. In the end the situation was blocked because the manager of the company didn't communicate about the issue anymore. After serious phone calls and e-mails, the meeting was arranged in Kitwe 11th of January. In the meeting things were solved in a negotiation between GDTF representatives, Project manager Sari Huuhtanen, local coordinator Michelo Katambo and the Manager of Syncromec Ltd. Mr Justine Singogo. Agreement was made with the company, copy attached. Company finished the drilling part and refund the money for installing of the handpumps. The money was used to pay the local worker to install the handpumps. By the end of the year 2010 all the handpumps were installed and working.

Transport continued to be the main problem and the biggest concern in the project. The lack of proper transport equipments hindered the project in terms of transportation of the constructions materials and field visits of the local project coordinator. Especially during the rainy season transport problem is seriously disturbing project implementation. Heavy rains make roads and terrain impossible to use, need of strong 4x4 vehicle is essential to really make the project successful.

3.2 How has the local government, local organisation or the beneficiaries themselves taken responsibility for the economic sustainability and continuation of the Project?

Local government authorities have been informed about the progress via District health office. District is supporting the idea and in fact district is planning to scale up the amount of boreholes. Government project was started already in reporting year but there seems to be some problems in that project. Many boreholes were drilled in the district area but no handpumps were installed. Future will tell what happens with that project. Of course ZASP try to encourage locals to install handpumps to those newly drilled boreholes, but it seems that there are some political issues involved to this matter.

Also local leaders have been involved to the project. Project arranged consultative meeting with the traditional councillors, village heads and other key leaders. Report from that meeting is attached. Leaders are definitely supporting the project progress and continue to work with the project people.

The communities have formed dry toilet clubs and water committees. The dry toilet clubs have taken responsibilities on promoting sanitation issues along with Kaloko Health Centre. Moreover, the dry toilet clubs have gained good results from the garden test plots and realised the benefits of the use of urine and composted toiled waste as a fertilisers. Some of the clubs have sold their products and bought new seeds and equipments with the money earned. The water committees have started collecting annual contributions from the community members to the water fund that will enable to cover

maintenance costs of the wells in future. The aim is that all the well users would pay certain amount of money to keep the well in use, and not be depended on project funding.

Local organisation along with the local coordinator has been taken responsibility to implement the project in the field. Local people seem to accept the idea dry sanitation and the demand of the new dry toilets and wells has been more than this project can provide. Many families have collected material needed for cheap model and construction of them is started in year 2011. This should be the boost of the amount of the households having drytoilet in the area.

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4.1 Who were the direct beneficiaries of the Project, and how many were there?
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In the project catchment area, there are altogether about 10 000 inhabitants (12 villages). Most of the inhabitants benefit of the results of this project. They get hygiene and other educations, they can participate to sanitation clubs, they get information how to built toilets and how to use human fertilizer in their fields etc. Also they have possibility to get good drinking water more near from their homes and keep their families healthier because of better sanitation conditions.

23 dry toilets were completed from beginning of the project (2006). Dry toilets have been built in schools, health outposts, and Kaloko market place. In project area there are all together approximately 3000 pupils in the schools and therefore need for proper sanitation is immense. 10 constructed wells serve need of app. 700 people in the communities where wells are built.

In earlier years (2006-2009) of the project more than 6000 people were partaking different education and training events. During reporting year it was estimated that around 1000 people participated to trainings and discussions. These happened in the schools, clinic and health outposts during under five clinics.

4.2 Who were the indirect beneficiaries of the Project?

- Kaloko trust and its members
- Green Living Movement members
- Kaloko Health Centre
- The students of TAMK. The students have attained good experience and knowledge of working in a development cooperation project. They have had the opportunity to work internationally in a very different culture and climate.
- Many Finnish NGO's and private people who have asked material for sanitation issues and project experiences from GDTF.

If the project support granted was less than 20.000 €, please answer the following question:

4.3 How did the beneficiaries participate in the Project?

If the project support granted was 20.000 € or more, please answer the following question:

4.4 Please specify the way in which each group of beneficiaries participated in the Project.
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The community members in the projects catchment area: have provided labour, local materials, security to safeguard the project properties, have attended to meetings and educations etc. Community have been involved themselves into the sanitation clubs and water committees and work through them.

Kaloko Trust: Is an adviser and a local information source in this project. Kaloko Trust manager Mr.Lewis Jere is a contact person in the area and he communicates and reports the matters

concerning the project along with the local project coordinator. Also other workers like accountant, store staff, drivers etc. were utilized in the project work when needed. In addition, the local partner contributed the project by providing housing for Finnish worker and volunteers in their guest houses and accessed utilization of computers and other office equipments. Project also used KalokoTrust warehouses and transport when it was needed.

Green Living Movement: has provided facilitator and expert help for the workshops and follow up visits and has provided transportation assistance when available.

Kaloko Health Centre: has provided assistance and expert help in the hygiene education, sensitization and trainings and has provided transportation assistance when available.

OBJECTIVE

5.1 Has the objective(s) of the Project remained the same as in the original Project plan? If they have changed, please describe how.

The objectives of the project have stayed the same. Main objectives were:

Objective 1. Improved water sources and sanitation hygiene for all

Safe water sources (handpumps) are built and old water sources are renovated. People are educated to use their water sources in hygienic way.

More functional and safe toilet solutions are constructed in the project area, and the consciousness of the use and maintenance of toilets is increased. The new toilets can be used in schools, medical clinics and families, and subsequently the number of people suffering from insufficient sanitation is reduced. Toilet also for disabled people.

The objective is also that villagers in the area begin to make their own toilets.

Objective 2. Increased composting and home gardening

The use of toilet waste is examined and tested especially in the sanitation clubs test plots. This way information on nutrient effects of toilet waste is easily seen in the test area. When positive evidence of the nutrient effects is gathered, it will be easier to justify the use of the toilet waste to the inhabitants.

Objective 3. Increased livelihood and participation in the project area

The work of sanitation clubs is continued to increase the people's commitment and participation. Also leadership skills are essential to improve to assure that people can take responsibility of the project in future.

IMPLEMENTATION

5.2 Have the objectives of the Project been implemented by the activities as mentioned in the Action Plan? If the activities are different from the original plan, please state the reason for the change and the nature of the current plan of action. Has the Project proceeded according to the original timetable?

2009

Most of the activities have been implemented as such in the project plan:

- Negotiation of the measures, responsibilities and authority with the local partner
- Written agreements with the local partner.
- Negotiation with companies who drill boreholes. Agreements and timetable for hand pumps.
- Project proposals of the sanitation clubs. Choosing the best proposals with local people.
- Building up boreholes and carry on building up toilets with hand washing devices, to locations chosen with the local people

Education:

- Hygiene and health
- Construction and use of dry toilets
- Use of dry toilet waste as fertilizer
- Leadership skills (project plan, project management etc.)

2010

Building up boreholes

- 5 earlier started boreholes were finished and 5 new boreholes were installed during the report year
- To support borehole drilling, it was formed water committees and it was arranged workshops to teach the local people how to maintain and repair the boreholes
- Committees started to collect money from the borehole users and club members to fund the maintenance of the borehole.

Carry on building up toilets, places chosen with local people (work with sanitation clubs)

- 5 big community toilets were built
- Promotion of low cost model was slower than it was planned but in the end of the year 2010, there were tens of households who were ready to start building the low cost model. This was encouraging bearing in mind year 2011 when the actual building process would start. Most of the people that wanted to have dry toilet were also involved with the work of sanitation clubs. It was agreed with the people that project would only provide cement and labour; it would be household's own task to provide sand, stones and burned bricks.

Making test plots near dry toilets with sanitation clubs

- Nearly all the clubs had test fields during the reporting year and the results were promising. Before the rains and growing season it was given the task (in the end of the year 2010) for the whole clubs to put up the field and plant the crops they want to test. There were e.g. fields of maize and sweet potatoes, gardens with cabbage, impwa (small eggplant), beans etc. Most of them used urine in the fields. Results of the crops and reports from the clubs' success stories (hopefully) can be expected by the end of the growing season (around June).

Pilot toilets for disabled people were still not implemented.

- Project organisation visited few times to discuss about the co-operation with Zambia National Association of Persons with Physical Disabilities (ZNADP). However, the co-operation with them was not realised to implementation phase and plans for construction of dry toilet facilities for disabled persons in the project catchment area was not carried out due to lack of need. It is still planned to continue also co-operation with Finnish NGO's working with disability programmes to modify the model which would be more accessible for all.

Hygiene education, sensitization and trainings

- The hygiene education, sensitization and trainings were conducted monthly by Kaloko Health Centre employees and local project coordinator in the communities in project catchment area. During reporting year it was estimated that around 1000 people participated to trainings and discussions. These happened in the schools, clinic and health outposts during under-five clinics.
- There were several meetings and discussions with the clubs and their progress. Project formed files and forms to clubs and clubs were encouraged to keep the minutes of the meetings, list of payments etc. to ensure better reporting. Reports should be submitted to local coordinator regularly so the coordinator would know the progress. Also clubs were encouraged to inform all

the troubles, worries etc. to local coordinator to avoid delays and misunderstandings. Clubs were encouraged to work hard to gain best results.

Mid term evaluation were conducted as planned in summer 2010.

If the project support granted was less than 20.000 €, please answer the following question:

5.3 Please estimate how and how successfully the objectives of the Project have been achieved from the beginning of the Project and during the reporting year.

If the project support granted was 20.000 € or more, please answer the following question:

5.4 Please describe the results that have been achieved since the beginning of the Project and during the reporting year.

In the first stage (year 2006) of the project, background information was collected from the project area and from previous studies and projects.

The following information was collected from the project area:

- Present state of the sanitation (toilet types, numbers, users etc.).
- Hygiene and the illnesses which have appeared in the area
- Water supply, sanitation and possible sewerage systems (e.g. water sources, wastewater treatment)
- Effect of the local culture on toilets (e.g. differences between male and female behaviour, hygiene, the local traditions and beliefs etc.).
- The use of composting toilets in the area (nutrient circulation & closed chain, need for nutrients, improvement of cultivation, manufacturing and selling toilet parts)
- Chartings of target groups for education (what kind of education has been given, what would be needed, training of the contact persons and project assistants, training of the villagers etc.).
- Partners in cooperation (previous and present projects, co-operation willingness, need for different projects in the area etc.)

This information was collected by doing interview studies and other interviews (e.g. clinic) in each village area. The interview studies were utilised as the source of information, when planning sanitation and education, as well as building toilets in the area. Also the bacteriological content of the 12 main water sources from each village area was analysed before and during rainy season. In the second stage of the project (year 2007-2008), the pilot toilets were established in chosen places (e.g. schools, medical clinics). The project included building of pilot toilets, guidance on the use and care of toilets as well as sanitation and hygiene education in the area. By May 2008, over 3000 people have taken part in the sanitation education events in the project area. 18 people from different village areas were trained as sanitation experts and aim is that they share their information in their own village area.

In 2008 Sanitation clubs were established to main village areas to improve people's participation, leadership skills and ownership to project. In addition, the testing of dry toilet waste in use on test plantations was made. One final year thesis was made during 2008 about the effects of toilet waste as a fertilizer. Another final year thesis was made to research the effects of the project on people's sanitation and hygiene practices and have they changed during the project.

One of the main goals in the earlier stage of the project was to make and experiment operation model of sanitation project. With the operation model also other associations are encouraged to make sanitation projects or include sanitation as a part of existent project. Special attention was put on how the local culture is taken in to account in planning of the sanitation education and also construction and use of the dry toilets. In all, experiences from Zambia can be utilised in upcoming projects, and the long term goal is to expand the sanitation programme to other countries.

In 2009

- Construction of Dry Toilet Models - The construction of the Dry Toilets have been adequately designed and developed to a very good quality that conforms to the designed standards to suite the local conditions. The construction of dry toilets continued to reach the total number of 7 dry toilets including a pilot model of family size dry toilet to make the total number of 18 toilets since project inception. Operational problems for built dry toilets have not encountered and all the toilets are working very well. Most of the old toilets needed to go through renovation (changing back doors, fixing floors, painting instructions, steps etc.). This was done in the end of the year 2009.
- Hygiene education, sensitization and trainings – The hygiene education, sensitization and trainings were conducted monthly by Kaloko Health Centre employees and local project coordinator in the communities in project catchment area.
- Capacity building – The project has trained 4 dry toilet builders in construction workshop and they are knowledgeable on how to build dry toilets. Sanitation clubs got leadership skills and conflict management education in 5 days workshop 9.2-13.2, facilitated by Mr Emmanuel Mutamba. The total number of participants from the respected 13 communities was 85.
- Formation of Water Committees – The formation of the community based water committees was carried out during the workshop conducted from 25 to 29 May and facilitated by Mr. Emmanuel Mutamba from Green Living Movement. Main objectives of the workshop were to form community based water committees, train water committees how to fundraise, deepen participants' understanding and responsibilities of key community leadership positions, and management of club finances. The water committees have starting collecting annual contributions from the community members to the water fund that will enable to cover maintenance costs of the wells in future.
- The good results that were gained from the garden test plots was enabling dry toilet clubs members to sell vegetables, which have been fertilised by urine and composted toilet waste, hence generate a new income source.
- Construction of borehole wells – The construction of borehole wells equipped with *India mark II* hand pumps started in December. In the reporting year it was planned to construct 5 wells in 4 selected communities that were lacking adequate water source.
- Project has trained sanitation club/water committee members for maintenance and fixing the boreholes in workshop held in November 2009. Maintenance tour is starting properly in April 2010, when all the old boreholes will be fixed with the villagers. Project bought a toolkit for the maintenance and it will be held within project coordinator. It can be borrowed whenever there is a problem with the boreholes and for the pre-maintenance as well.
- Experiences – The project has recorded remarkable experiences in ecological, sociological, economical, cultural and gender aspects of ecological sanitation (Dry Toilets). These experiences are very important for scaling up of the project and sharing in local and International forums. Project coordinator Sari Huuhtanen and the Zambian project coordinator Michelo Katambo introduced the project in the 3rd International Dry Toilet Conference on August 2009 in Finland during their presentation "*The challenge of social change; experiences from Zambia dry-sanitation project (ZASP, 2006-2008)*". Michelo Katambo stayed in Finland for one month (ETVO-programme) and during that period, she was experiencing the Finnish culture and work methods in the office.
- Gender aspects – Construction of the dry toilets in schools and public market has created more secured environment for women and girls to use toilets throughout the day and enabling possibilities to work and uninterrupted attending to school. In addition, when keeping the workshops and educational sessions, it is always considered gender balance (as many females as men should be present).

2010

Building up boreholes, strengthening water committees

- 5 earlier started boreholes were finished and 5 new boreholes were installed during the report year
- To support borehole drilling, it was formed water committees and it was arranged workshops to teach the local people how to maintain and repair the boreholes, also leadership strengthening and other discussions were kept to encourage better work of committees
- Committees started to collect money from the borehole users and club members to fund the maintenance of the borehole.

Carry on building up toilets, places chosen with local people (work with sanitation clubs)

- 5 big community toilets were built
- Promotion of low cost model was slower than it was planned but in the end of the year 2010, there were tens of households who were ready to start building the low cost model. This was encouraging bearing in mind year 2011 when the actual building process would start. Most of the people that wanted to have dry toilet were also involved with the work of sanitation clubs. It was agreed with the people that project would only provide cement and labour; it would be household's own task to provide sand, stones and burned bricks.

Making test plots near dry toilets with sanitation clubs, strengthening the clubs

- Nearly all the clubs had test fields during the reporting year and the results were promising. Before the rains and growing season it was given the task (in the end of the year 2010) for the whole clubs to put up the field and plant the crops they want to test. There were e.g. fields of maize and sweet potatoes, gardens with cabbage, impwa (small eggplant), beans etc. Most of them used urine in the fields. Results of the crops and reports from the clubs' success stories (hopefully) can be expected by the end of the growing season (around June).
- In all clubs have been more active. For those clubs who were serious and active it was arranged possibility to visit Serenje in GLM project, as they visited Kaloko earlier year 2009. This trip was very successful and after the trip clubs have worked even harder. To see the success stories from others is good way to encourage clubs work. People realise that they can also do better and work harder to gain the results and they need to work as a group not individuals.
- Serenje visit also affected the formation of new central committee which is strengthening the work of all sanitation clubs. The idea to form new Central committee came totally from sanitation club members.

Hygiene education, sensitization and trainings

- The hygiene education, sensitization and trainings were conducted monthly by Kaloko Health Centre employees and local project coordinator in the communities in project catchment area. During reporting year it was estimated that around 1000 people participated to trainings and discussions. These happened in the schools, clinic and health outposts during under-five clinics.
- There were several meetings and discussions with the clubs and their progress. Project formed files and forms to clubs and clubs were encouraged to keep the minutes of the meetings, list of payments etc. to ensure better reporting. Reports should be submitted to local coordinator regularly so the coordinator would know the progress. Also clubs were encouraged to inform all the troubles, worries etc. to local coordinator to avoid delays and misunderstandings. Clubs were encouraged to work hard to gain best results.

Mid term evaluation were conducted as planned in summer 2010.

If the project support granted was less than 20.000 €, please answer the following question:

5.5 How did the separation of responsibilities in the implementation of the Project work?

If the project support granted was 20.000 € or more, please answer the question:

5.6 Describe the implementation and monitoring procedure of the Project and the responsibility of each party therein.

The Global Dry Toilet Association of Finland is responsible for the monitoring, management of funding and reporting to the Ministry of Foreign Affairs. GDTF and its board are responsible for the administration of the project.

The project has steering committee who get together to discuss about the project implementation etc. Steering committee:

Kajan Maija – Dr, Tampereen Gynekologi- ja Urologikeskus
Hästbacka Ella, student, Helsinki University
Juuti Petri, Reseacher, Tampere University
Krista Salonen, GDTF Board representative
Lundström Yrjö, Helsinki Water
Rantala Pentti, Tampere Regional Solid Waste Management Ltd.

In year 2009 committee got together only one time, when Michelo Katambo was in Finland. In 2010 committee didn't have specific meeting but discussions were kept by e-mail.

Kaloko Trust along with the local project coordinator is responsible for implementation of the project in the field. Implementation is planned together with Kaloko Trust, local project coordinator and GDTF.

Responsible persons:

Global Dry Toilet Association of Finland: Project Manager Sari Huuhtanen, Chairman Mia O'Neill.

Finnish Project manager visits and monitors area regularly and keep in contact with local co-operation partner. Kaloko Trust manager Mr.Lewis Jere and local project coordinator Ms. Michelo Katambo, are reporting about the implementation and budget regularly.

Several volunteers (5) have contributed the project during the reporting year.

MONITORING

5.7 How did the responsible persons in the Finnish organisation follow the implementation of the Project and the use of financial resources? How did they participate in the implementation themselves?

GDTF's project coordinator (Ms Sari Huuhtanen) is responsible for the follow-up of the project. Finnish Project coordinator visits and monitors area regularly and keep in contact with local co-operation partner. In year 2010 she visited Zambia 3 times. Travel reports can be seen from the project webpage: www.huussi.net/sambia. She also makes all reports to the Finnish Ministry for Foreign Affairs. All the decisions in the project must have her acceptance and she reports project progress to GDTF board. GDTF board makes the final acceptances regarding e.g. project expenses.

Agreement about the administration, implementation and financial issues has been made with Kaloko Trust.

- The responsible persons of the Finnish organisation will physically visit the project area
- Progress reports on the project implementation at every stage will be provided to persons of the Finnish organisation.

- Monitoring and Evaluation reports will be provided to persons of the Finnish organisation so that they can cross check the project progress.

5.8 How did the local co-operation partners follow the implementation of the Project?

Kaloko Trust manager Mr. Lewis Jere is a contact person in the area. Implementation is planned together with Kaloko Trust and GDTF. Contact person's responsibility is to stay in contact with GDTF and report all details and possible problems in the project as soon as they are noticed. In addition, he is responsible with the local project coordinator for informing the local about planned actions and the project group (Project Assistants) transmits necessary information to the villages and their inhabitants.

Kaloko Trust and local project coordinator reports the use of financial resources to GDTF's Finnish Project Coordinator. All the things to be bought must have her acceptance and receipts must be sent to Finland.

5.9 What kind of qualitative or quantitative data was collected on the advancement of the Project?

During the reporting year, local project coordinator Michelo Katambo has made six project progress reports where she have collected data about events and main findings of the implementation e.g. number of participants in trainings etc. In addition, Emmanuel Mutamba from Green Living Movement has produced three follow up reports (the hand pump maintenance and repairing workshops, field visit report and Serenje visit report). Local co-operation partner Kaloko Trust Zambia arranged a consultation seminar where for village headmen village where people could raise their voice, introduce problems and find solutions in the respected communities, report of this was prepared by Michelo Katambo.

The students of TAMK , Mia Lepaus, Pui Ki Tsang and Santtu Palokangas reported of their practical training period.

Saija Kopra made an evaluation where it was compared project questionnaire results made in 2006 to the situation in year 2010. In the report there are many kinds of quantitative data analyzed.

All of these reports are attached.

5.10 How has the Project budget been realised? If the realised costs in one or more of the budget sections differ by 15 % from the planned costs, please explain here.

Budget was realised mainly as planned, total project cost were practically the same than budgeted. Less personnel cost and administration cost were used, which is mainly good issue, leaving more funds to actual implementation. Instead of activity cost were higher, due to fact that in the original budget line there wasn't enough money for workshops and other activities which turned out to be essential to make the project more successful. Also it was used more money to construction and materials than in the budget. Transport is one of the challenges faced in the project and to arrange the transport it was used lots of efforts and funding.

5.11 Where and how were the accounting and audit of the Project arranged?

Project accounting and auditing was done in way in Finland. Accounting is arranged in Messukylän toimistopalvelu in Tampere (original receipts and bookkeeping) and copies in the GDTF office in Tampere. Accounting is kept in one place in order to save money and to have only one accounting and audit. Audit is made yearly, made by HTM auditor, Ms. Raili Hannus (Tili- ja Isännöintikeskus T.I.K) and the report is sent to the Finnish Ministry for Foreign Affairs with the yearly report.

Local project coordinator has sent original receipt to Finland regularly and copies are kept in Kaloko Trust Office for verifications by any independence and interested body. All the books of accounts will be handed over to auditors and create enabling environment for Finnish or local auditors to go through.

5.12 Has the organisation carried out an evaluation of the Project during the reporting year?
If so, please state here the findings in brief. Please also attach the evaluation report.

Saija Kopra made an evaluation where it was compared project questionnaire results made in 2006 to the situation in year 2010. Evaluation report is attached. Main findings:

Comparing 2006 and 2010 people are still using mainly simple pit latrine as a toilet solution. In addition, there is eleven percent share of population that do not use permanent toilet. There has been no increase at sanitation conditions (if thinking improvements in toilet characteristics) hardly at all. There is obvious need for cheap model dry toilet because those toilets that ZASP has been building in the area are too expensive for ordinary villager. First cheap model dry toilet has been built in 2010 and campaigning for distribution of this model will start in the end of this year.

People are washing their hands near toilets more than before. Sanitation and hygiene education has produced results in this area. Never the less, there is still a big share of people who do not wash their hands near toilets. Hand washing equipment theft is one reason for this. Considering different type of hand washing facilities could help facing this problem. Hygiene education also seems to have an effect on people's attitude towards squatting. Even though respondents pointed out that squatting can be challenging especially for children, senior and sick people, it is still better to squat because it is more hygiene. In addition, understanding of spreading routes of diseases has increased in the last four years. More people know that if you wash your hands after using toilet and use cover in toilet, the risk that bacteria from toilet will have an effect on you, will decrease. Almost every interviewee is willing to use fertiliser from dry toilet in his/her field or garden. This proves that awareness of using human urine and excreta as a fertiliser has increased remarkably. People were interested of the subject and willing to learn some more.

Only thirteen percent of people are using hand pumps as their water resource. Four years ago there were more people using hand pumps and still at the same time more hand pumps have been built in the area. There are many hand pumps in the target area, which are not working at all. ZASP has provided workshops concerning hand pump repairing. Problem is that villagers do not have money to buy spare parts. As a solution, ZASP has presented an idea of establishing water found committees that will collect money from the borehole users. There is still work that needs to be done concerning water found committees. People do not seem to appreciate contributing water fund, which lead to situation that boreholes will continue to be out of use. Because even less people have access to safe water sources in 2010, problems with drinking water have increased since 2006.

Awareness of dry toilets has increased remarkably since 2006. Most of the people in the area know dry toilet and understand that there is a difference between a dry toilet and a pit latrine. Because most of the interviewees were not members of (a) dry toilet clubs, it is possible to draw a conclusion that knowledge about dry toilets has spread to whole community, not just among the club members. People seem to appreciate fertiliser, which they get from the dry toilets. There were many examples among respondents who said that it is good that you can have some benefit out of your toilet. Dry toilets seem to have a good reputation in target area. People were interested to have an own dry toilet in their homes and generally they were willing to contribute to costs. But before this is a reality, there is a need for more information about cheap model dry toilet and its costs.

Understanding has increased and attitudes have changed concerning sanitation, hygiene and water issues in Kaloko area since 2006. On the other hand, the state of toilets and water sources has only improved little or not at all. There is still a lot of work to do if greater improvements are required. There are positive signals in target area that if project will continue, the condition of sanitation can be improved. If more effort is used in strengthening water found committee's actions, the number of hand pump users can be increased without a huge monetary contribution from ZASP.

5.13. How has the organization informed of the Project? Give details on the target groups, information material and distribution channels.

Projects web pages (www.huussi.net/sambia) have been the main information channel. Association's members and project supporter's (toilet godfathers) have been informed by straight letters and e-mails.

Association has published magazine called "Kuivike" yearly which have been distributed in all event's association have been partaking (15 000 copies). GDTF inform media regularly about the project implementation, especially when something important event is about to come. Main event for development projects is world village festivals in May. GDTF use the "tiedotus.com" as the main distributor of the media information. Through them press brief's are distributed to the main medias in Finland (usually over 300 media contacts with one message).

YLE broadcasted the 4 programme series "Paska Juttu (Shit happens)" about sanitation where GDTF was highly involved in 2009 (<http://yle.fi/ohjelmat/82995>). Because highly demand from the viewers YLE showed the series again in spring 2010. Series were very popular with tens of thousands of viewers and the feedback has been very positive towards GTTF as well. During 2010 it was also published a book from the author of the series. GDTF recommended series to the Wash Media Awards by The Water Supply and Sanitation Collaborative Council (WSSCC) and The Stockholm International Water Institute (SIWI). The competition is open to journalists in developing and developed countries who publish or broadcast original investigative reports on issues relating to water supply, sanitation or hygiene (WASH) in their countries. Series won the prize and got awarded in Stockholm's water week in August 2010.

Media contacts 2010

In year 2010 there has been several articles about the projects. Main articles were: Good news from Finland –newsletter 40/2010 published by Finnfacts. Finnfacts is an independent media service unit that operates as an interface between foreign media and Finnish industry and business.

Article in Global Finland, 14.6.2010

<http://global.finland.fi/public/default.aspx?contentid=194743>

Article in Formin Finland, 8.12.2010

<http://formin.finland.fi/public/default.aspx?contentid=207635>

Media contacts 2008-2009

GDTF arranged sanitation day in the Parliament of Finland at 26.2.2009. Project coordinator was introducing about Zambia-projects during the day, and there were also other NGO's taking part to the event. All the parties got petition where it was demanded parties to support 0,7 % goal and realise the importance of water and sanitation in developing countries.

Due to media information and briefs, Sari Huuhtanen has been interviewed few times in the radio about the projects. For example during the world toilet day 19.11.2009 she was interviewed in radio Nova and during DT2009 YLE Radio. There have been some articles in Finnish newspapers (e.g. in Image 1/2009). Sari Huuhtanen was also interviewed the MTV3 10 news when GDTF had Dry Toilet Conference in Finland August 2009.

Project coordinator Sari Huuhtanen and the Zambian project coordinator Michelo Katambo introduced the project in the 3rd International Dry Toilet Conference on August 2009 in Finland during their presentation "*The challenge of social change; experiences from Zambia dry-sanitation project (ZASP, 2006-2008)*". They also introduced the project in pre-conference workshop.

6.1 Describe the nature of problems encountered during the Project and the attempts to solve them. (e.g. in reaching the beneficiaries, working to keep to the timetable and other risks not included in 3.7)

Lack of proper transport was/is the major constrain of the project. It affects the project implementation in many areas. Construction of the dry toilets is very slow because construction workers needs, most of the times, cycle to the site and sometimes materials can not been able to deliver in time. Also the agreed meetings with the village sanitation clubs might sometimes be cancelled due to lack of transport. This might cause the lost of interest and trust towards project and decrease the project achievements. If project could afford to buy proper vehicle, it would improve lot the project sustainability. So far the project has used Kaloko Trust's vehicle, whenever possible, and has sometimes rented co-operation partner's (GLM, clinic) vehicle. The cost of using other's vehicle are high and in the end more expensive than buying own vehicle. Project is still thinking about buying own vehicle but within the current budget line it is not possible. Maybe the vehicle could be added in possible next phase, especially when the other areas in Zambia are planned to attached similar kind of projects as well.

Lack of commitment of local people has been problem which is affected the project past few years. Now it seems that people start to show serious commitment and work made towards sensitization, capacity building, leadership skills etc. is finally gaining some results. People seem to realise that project will not be in the area forever and they really need to start work hard to achieve better life quality for them. Clubs still need encouraging and constant meetings to keep up the process continuous. Vehicle in the next phase project proposal would be essential to achieve this goal.

Zambia experienced critical fuel shortages before the commencement of the project and so the drilling company could not procure the needed fuel to undertake the project as scheduled. Afterwards the prices of the fuel have risen radically. Also the heavy rains affected the drilling and the movement of the drilling equipments. Chosen drilling company seem not to be so professional than expected. If borehole drilling is done later on the project phase, project will use another company for borehole drilling to avoid the problems faced in 2009. The company used 2010 was definitely professional and recommendable to use later on.

6.2 Describe the next stages of the implementation of the Project.

- Educate more toilet builders, especially to speed up for low cost model building
- Low cost dry toilet promotion and building in the households
- Support sanitation club work, monitor the club fields
- Monitor the maintenance boreholes and fundraising situation
- Mapping the boreholes in the area
- Education, advice and guidance are given and open discussion sessions are arranged in the villages and schools aiming the better use and maintenance of toilets and use of toilet fertilizers.
- Improve the administration of the project, better project monitoring procedures from all levels (from clubs (local people) to local coordinators, from local coordinators to Finnish organisation and within Finnish organisation)
- New project phase planning

7.0 Free-form description of the Project and its operation

(optional: if the other questions in this form are not suitable or sufficient to describe the Project, please use this space to give additional information.)

Project costs	Approved Project budget	Cost performance
1. Personnel costs (Appendix 1)		
Salaries and related costs of the Finnish personnel	16800	14392,90
Travel and accommodation of the Finnish personnel	5000	5496,88
Salaries and related of the local personnel	6000	5900
Other personnel costs	0	0
Value of Finnish voluntary work	5600	5000
Personnel costs, subtotal	33400	30789,78
2. Activity costs (e.g. training) (Appendix 2)		
Fees of hired experts	1000	1210
Other costs	3050	5840
Activity costs, subtotal	4050	7050,00
3. Materials, procurements and investments (Appendix 3)		
Procurement of materials and appliances	28300	30433
Construction	3600	3600
Other procurements	420	0
Value of donated goods	0	0
Materials, procurements and investments, subtotal	32320	34033,00
4. Operation and maintenance (Appendix 4)		
Operation costs	200	0
Maintenance costs	300	0
Operation and maintenance, subtotal	500	0
5. Monitoring, evaluation, and information (Appendix 5)		
External services (incl. experts)	1000	1230
Travel and accommodation	2000	2284
Other costs	200	0
Information costs (max. 5 % of total project costs)	700	0
Monitoring, evaluation, and information, subtotal	3900	3514
TOTAL IMPLEMENTATION COSTS	74170	75386,78
6. Administrative costs (Appendix 6)		
Salaries and related costs of administrative personnel	1000	400
Office costs	3640	3719,86
Statutory audit costs of the Finnish organisation	400	427
Fund-raising	700	0
Value of Finnish voluntary work in administration	0	0
Total administrative costs	5740	4546,86
TOTAL PROJECT COSTS	79910	79933,64
Administrative costs as a % of total costs (max. 10 %)	7,18	5,69

Project financing	Approved Project Budget	Cost performance
1. Self-financing (Appendix 7)		
Cash contributions	6386,5	7009,64
Voluntary work and material donations	5600	5000
Total self-financing	11986,5	12009,64
Self-financing as a % of the total costs	15	15
2. Project support from the Ministry for Foreign Affairs		
Support transferred from prior years		
Support available for and used during the reporting year	67924	67924
TOTAL FINANCING	79910	79933,64

Place and date _____ Place and date _____

Signature _____ Signature _____

Name in Capitals _____ Name in Capitals _____

Position _____ Position _____

- Copy of the co-operation agreement between organisations (if it was not attached to the Project plan)
- Report of the Board of Directors
- Financial Statement of the organisation
(= income statement, balance sheet, notes to the financial statement)
- Audit report on the organisation's annual financial statements
- Auditor's assurance on the legal use of the Project funds
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