

# ANNUAL REPORT FOR NGO DEVELOPMENT CO-OPERATION PROJECT

YEAR 2009

PROJECT CODE 28813501

--

1.1 Name of Organisation registered in Finland
--

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
--

1.6 Location of Project (country, province, village/community)
--

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 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 3<sup>rd</sup> 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 _____ <b>2009</b> _____	Euros
Project support not used in the previous year (incl. not withdrawn + withdrawn unused funds)	-
Support approved for the reporting year	65 740
Total Project support available for the reporting year	65 740
Total Project support used during the reporting year	65 740
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 KalokoTrust warehouses and transport when it was needed.

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 water committee workshop and leadership skills, and project and conflict management workshop. In addition, he has provided two follow up reports concerning of the progress of these 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. They have lots of experience in working with local people, especially on environmental issues so their experience is a great help to the project.

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. In addition, a Memorandum of Understanding (MoU) was drawn 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 new partnership and the placement of the old pumps under the responsibilities of the ZASP initiated water committees.

Network for Environmental Concerns and Solutions (NECOS) provided an instructor from the Sustainable Sanitation Improvement Project for Madimba Peri-Urban Community Lusaka– project during the training of the dry toilet builders.

Hämeenlinna University of Applied Sciences (HAMK) provided the project with student trainees (4) of environmental engineering in the summer 2009. Four new students are leaving for Zambia again this year (2010) from Tampere University of Applied Sciences (TAMK). The environmental engineering students have provided the project with knowledge and know-how on issues concerning the construction of the dry toilets.

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

Zambia was experiencing critical fuel shortage during the reporting year and 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.

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.

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

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 fertiliser. 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.

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.

4.1 Who were the direct beneficiaries of the Project, and how many were there?

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.

18 dry toilets were completed from beginning of the project (2006). Dry toilets have been built in schools, health outposts, and Kaloko market place. In Kaloko area there are all together approximately 3000 pupils in the schools and therefore need for proper sanitation is immense. 5 constructed wells serve need of 300 people in the communities where wells are built.

In previous phase of the project more than 3000 people were partaking different education and training events. Similar numbers of people have participated in provided trainings during reporting year.

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 HAMK. 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.

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.

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.

## 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?

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.)

Others:

- Finnish worker introduce the project in the 3<sup>rd</sup> International Dry Toilet Conference and the Zambian coordinator will be present in the conference.

Small changes in the construction have been made during the reporting year. Only 5 borehole wells were started to construct since the prizes of the boreholes were risen since the time budget was made, and only 5 boreholes was been able to realise within the budget line. Boreholes were not completed in schedule due to a critical fuel shortage in Zambia and heavy rain, which made roads and terrain impossible.

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.

***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 3<sup>rd</sup> 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).

**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.

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 Coordinator Sari Huuhtanen, Chairman Pekka Pietilä.

Finnish Project coordinator 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 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 2009 she visited Zambia 3 times. Travel reports can be seen from the project webpage: [www.huussi.net/sambia](http://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 three 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 two follow up reports from the water committee and report from the leadership skills and conflict management workshops. Local co-operation partner Kaloko Trust Zambia arranged a consultation seminar where village 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 HAMK , Christina Fernandez and Marika Hukari, produced a report *Sambian Kalokon alueen kuivakäymälät, soveltuvuus eri käyttäjäryhmille*. Students have also reported of their practical training period.

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.

Total project cost were around 2811 € higher than budgeted. This was due to higher activity and material cost. Prices of the fuel and transport are the main reason for exceeded budget. On the other hand administration costs were lower than budgeted. GDTF administration cost are under 5 % of the budget and self financing is 18,4 %.

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.

No evaluation in reporting year.

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/lusaka](http://www.huussi.net/lusaka)) 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" which have been distributed in all event's association have been partaking. 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).

GDTF arranged sanitation day in the Parliament of Finland at 26.2. 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 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 3<sup>rd</sup> 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 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.

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. During the year 2010, project will use another company for borehole drilling to avoid the problems faced in 2009.

Local partners and local coordinator capacity to deal implementation is limited in many levels. There is a need of capacity building for local partner as well as local coordinator, for example in bookkeeping, reporting etc. This is planned to do during the year 2010.

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

- Building up 6 boreholes and carry on building up dry toilets, places chosen with local people (work with sanitation clubs)

- Repairing of the old boreholes and further education in villages of the maintenance
- Making test plots near dry toilets with sanitation clubs
- Workshop for encouraging people to establish enterprises in making toilets, selling construction material, selling fertilizer, selling cash crops etc.
- Education, advice and guidance are given and open discussion sessions are arranged in the villages.
- Mid term evaluation of the project findings. (7-8/2010)

**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.)

<b>Project costs</b>	<b>Approved Project budget</b>	<b>Cost performance</b>
<b>1. Personnel costs (Appendix 1)</b>		
Salaries and related costs of the Finnish personnel	16800	13856,70
Travel and accommodation of the Finnish personnel	6000	8602,87
Salaries and related of the local personnel	6000	5900
Other personnel costs	0	0
Value of Finnish voluntary work	5760	6000
<b>Personnel costs, subtotal</b>	<b>34560</b>	<b>34359,57</b>
<b>2. Activity costs (e.g. training) (Appendix 2)</b>		
Fees of hired experts	1000	1025
Other costs	3050	4945,52
<b>Activity costs, subtotal</b>	<b>4050</b>	<b>5970,52</b>
<b>3. Materials, procurements and investments (Appendix 3)</b>		
Procurement of materials and appliances	28300	31819,80
Construction	3600	3000
Other procurements	420	0
Value of donated goods	0	0
<b>Materials, procurements and investments, subtotal</b>	<b>32320</b>	<b>34819,8</b>
<b>4. Operation and maintenance (Appendix 4)</b>		
Operation costs	0	0
Maintenance costs	350	550
<b>Operation and maintenance, subtotal</b>	<b>350</b>	<b>550</b>
<b>5. Monitoring, evaluation, and information (Appendix 5)</b>		
External services (incl. experts)	0	700
Travel and accommodation	0	0
Other costs	0	0
Information costs (max. 5 % of total project costs)	700	167,14
<b>Monitoring, evaluation, and information, subtotal</b>	<b>700</b>	<b>867,14</b>
<b>TOTAL IMPLEMENTATION COSTS</b>	<b>71980</b>	<b>76567,03</b>
<b>6. Administrative costs (Appendix 6)</b>		
Salaries and related costs of administrative personnel	1000	0
Office costs	3640	2925,4
Statutory audit costs of the Finnish organisation	400	800
Fund-raising	700	238,77
Value of Finnish voluntary work in administration	0	0
<b>Total administrative costs</b>	<b>5740</b>	<b>3725,4</b>
<b>TOTAL PROJECT COSTS</b>	<b>77720</b>	<b>80531,2</b>
Administrative costs as a % of total costs (max. 10 %)	7,39	4,92

<b>Project financing</b>	<b>Approved Project Budget</b>	<b>Cost performance</b>
<b>1. Self-financing (Appendix 7)</b>		
Cash contributions	5900	8791,2
Voluntary work and material donations	6080	6000
<b>Total self-financing</b>	<b>11980</b>	<b>14791,2</b>
Self-financing as a % of the total costs	15,4	18,4
<b>2. Project support from the Ministry for Foreign Affairs</b>		
Support transferred from prior years		
Support available for and used during the reporting year	65 740	65 740
<b>TOTAL FINANCING</b>	<b>77 720</b>	<b>80 531,2</b>

--

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
-