

ANNUAL REPORT FOR NGO DEVELOPMENT CO-OPERATION PROJECT

YEAR 2010

PROJECT CODE 28000301

1. Basic information on the Project

1.1 Name of Organisation registered in Finland

Käymäläseura Huussi ry.

1.2 Name of Organisation in English

Global Dry Toilet Association of Finland

1.3 Name of Project in Finnish

Msunduzan kuivasanitaatiohanke

1.4 Name of Project in English

Msunduza Dry Sanitation Project

1.5 Name of Project in other relevant language

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

Swaziland, Hhohho District, Mbabane, Msunduza Township

1.7 Name of co-operation Partner

Salvation Army of Swaziland

1.8 Planned initiation and termination dates of the Project

2.1.2007 – 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.)

Problem

Poor sanitation conditions within the entire country of Swaziland as only half of the population has access to decent sanitation and washing facilities. The situation is unsatisfactory in rural areas and in the poorest areas in the cities in particular. The effects of wastewater mismanagement have direct impact on environment, health and social well-being. Due to insufficient sanitation, the wastewater can infiltrate or drain superficially, contaminating water bodies, groundwater and the soil, with varied effects on natural ecosystems. Due to insufficient sanitation and impure water, many parasites and diseases spread easily with severe impacts. Young children and elderly persons, in particular, are more vulnerable to diarrhoea diseases, which can be fatal to them. In addition, social problems, affecting mainly women and girls, arise due to insufficient sanitation: Long distances to toilets cause security risks for women at the night times because of increased possibility to be sexually abused. In addition, the HIV/AIDS situation in Swaziland is the worst worldwide and the illness and death cause a variety of problems to the country.

Purpose

The purpose of the project is to improve the sanitation situation in Msunduzi communities by building new and adequate toilets, by increasing the residents' knowledge about sanitation and linkage between hygiene and diseases and by improving the sanitation hygiene. In the long run, the aim is, through increased use of compost fertilisers, to increase and improve food production in home gardens. This will, furthermore, improve the nutrition state of households and offers them a possibility to gain extra income by selling garden products.

Results

Sanitation hygiene in the project area has continued to improve through the construction of new dry toilets and given sanitation education. In 2010 the focus was shifted more back to construction work. There were two construction engineering student from HAMK University of Applied Sciences working two months in the project. During that time they repaired some of the built toilets and made drawings for new toilets by utilising the previous experience and best practices of the built toilets. So far the project has funded 29 toilets, of which eight in 2010. However, the construction work of the new toilets continues in 2011 due to delays in the beginning of the work.

There has been 8 to 10 Sanitation Experts working in the project giving education about sanitation and dry toilets in the community. Each of the experts reaches approximately 150-200 people monthly. In 2010 education was provided for the new and old sanitation experts alike. The project has been firmly established and earned acceptance and trust in the project area.

1.10 Financing summary	
Year <u>2010</u>	Euros
Project support not used in the previous year (incl. not withdrawn + withdrawn unused funds)	6396,58
Support approved for the reporting year	48000
Total Project support available for the reporting year	54396,58
Total Project support used during the reporting year	54024,03
Funds not used, transferred to be used and reported in the following year (incl. not withdrawn + withdrawn unused funds)	372,55

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

Self-financing for the project in 2010 was 9550 €, of which 4750 € was voluntary work (student work: three students worked in the project in 2010). Other self-financing was gathered by selling materials and services.

2. Co-operation Partner and co-operation procedure

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?)

The Salvation Army in Swaziland

The local partner, the Salvation Army in Swaziland, has been responsible for coordination, decision-making and administration of the project at local level. The Sanitation Experts, selected among the residents of Msunduza, are hired by the Salvation Army. The experts are essential to the project as they speak the local language and are familiar with the local situation, customs and social relationship. They work in the whole of Msunduza area educating people in the communities about sanitation, dry toilets and health.

The tasks of Salvation Army include:

- Organising the construction of toilets: Finding a constructor and making an agreement with him (by elaborating a draft done jointly with the project manager), monitoring the toilet construction and inspect the built toilets. The location for the toilets is decided together with the Sanitation Experts, and is accepted by the community leaders and the City Council of Mbabane.
- Working with the Sanitation Experts: Elaborating and signing the contracts with them, monitoring and advising their work, providing facilities for the expert weekly meetings and in most of the workshops.
- Taking care of local payments and bookkeeping at local level. The project accounts, however, are audited in Finland.

- Reporting to project manager on the progress and implementation of the project.

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.

Turku University of Applied Sciences (TUAS) was the main initiator of the project. The project manager works at TUAS and most of the regular communication between Finland and Swaziland is carried out between the manager and the local coordinator at the Salvation Army. TUAS provides the project with students, whose internship in the project is counted as part of their obligatory practical training in the Degree Programme in Sustainable Development at TUAS. The students' assignments during their internship are mainly to support the local organisation, do practical work in the project area and to assist and the Sanitation Experts in their work. The students report their activities and perceptions to the project staff both in Finland and Swaziland.

The City Council of Mbabane has been collaborating with TUAS since 2004 under the Environmental Health Education Project (EHEP). The City Council is an extremely important partner in Msunduzi Dry Sanitation Project since it represents the local administration in the area. The City Council issues all construction permits, including dry toilets, in the district and thus cooperation with them is of extreme importance. The City Council provides the project with information regarding to the local construction regulations, customs and policies. In addition, it has provided the Finnish students working in the project (for HAMK and TUAS alike) with office and storage space from the council building, situated right next to Msunduzi Township, as well as much appreciated guidance and other services. The project and everyone working in it has also received moral support and guidance from City Council to a great extent. Since 2009 the cooperation between the Msunduzi Dry Sanitation project and the City Council has been emphasised and re-established with positive results and this development has been ongoing in 2010.

HAMK University of Applied Sciences has provided the project with two trainees, construction engineering students, who worked in the project in May-July 2010. In return, the environmental engineering students provided the project with knowledge and know-how on issues concerning the construction of dry toilets. During their practical training, the students drew new drawings for new toilets and repaired some of the old toilets.

3. Sustainability of the Project

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

In September 2010, the captain of Salvation Army in Swaziland, Piet Thataetsilo Semeno, was relocated to Pretoria, South Africa to Salvation Army Southern African headquarters as part of a their normal “staff recycling”. He was replaced by a new captain, Captain/Administrator Nhlanhla Ziqubu, who then also became the new local coordinator in the Msunduzi Dry Sanitation Project. This change naturally presented some challenges and delays in the project as the new captain needed to get familiar with the project, the project area and the people working in it whilst being, obviously, busy with all other new tasks. The project manager Jenni Koivisto had to change her timetable and go to Swaziland slightly earlier than planned to be there at the time of the management change at the Salvation Army. Despite the challenges, the new captain got on top of the things relatively quickly and communication between Swaziland and Finland has since worked better than ever.

The sanitation experts have changed during the project implementation. To keep balance between all the represented residential areas in Msunduzi, new experts have been recruited. This obviously has complicated things as getting new members in requires more training and guidance. In 2010 the local coordinator wanted to take quite a number of new experts onboard. Whilst this was done to remain a balance between the areas, and the experts were appointed by the central committee, not enough attention was paid to make sure that they were all motivated to work as a sanitation expert. Also, keeping a gender balance or supporting women to participate seemed not an important issue for the local management. Similarly, the new experts did not get enough information about sanitation in the first place to be ready to face all questions people might ask from them. This presented some challenges as the Finnish project manager was not informed about the new experts and could only provide training later during her visit in Swaziland. Learning from this, it was agreed that no new experts would be hired, as year 2011 is the final year of the project.

The earlier problems with personal relationship among the sanitation experts were not an issue in 2010. As the project staff had learned from the past years and earlier experience, conflict management was taken as regular topic to be discussed with the sanitation experts and new channels to express their views and arising problems were created in order to avoid any major conflicts between any parties involved in the project. For example, the experts now send the minutes of their weekly meetings on weekly basis both to Salvation Army staff and to the project manager, which helps them to react quickly on any possible problems.

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

Earlier, in 2008, the Sanitation Experts were a bit confused about their tasks and duties and therefore, in 2009, the project team clarified their tasks and responsibilities and each of the experts got certain toilets that they are responsible for. In 2010, this positioning and actions continued to reverberate positively, proving that these adjustment measures were important to improve the implement of the project.

The Sanitation Experts were active and acted more independently in 2010 that ever before. They organised a workshop by themselves to teach about sanitation issues to the community leaders, and owners and beneficiaries of the built dry toilets. Through the workshop they were able to meet with other stakeholders, discuss and reflect on the project and share experiences and ideas with the project workers.

As the contract with a local constructor was not renewed in 2009, due to continuous difficulties and irreconcilable differences, the project made a contract with another constructor, Mr. Mabuza, during the reporting year. This same constructor was the first one used in the project and he has also repaired some of the toilets build later in the project. He proved to be very active and came up with a number of practical improvements that could be done to the toilets. He has also previously proved to be a reliable constructor and deliver what has been agreed.

As the homesteads and the community are responsible for the use and maintenance of the toilets built for them, the project drew contracts to toilet caretakers in community meeting points and in other public places in 2009. The caretakers are appointed by the community leaders, and the payment they get from the work is the fee collected from the use of the toilet. This has proved to be a system that works relatively well. To further emphasise and increase the ownership and participation of the homesteads that receive a toilet from the project, a contract was drawn for them too. Starting from 2010 all homesteads who wish the project to build a toilet for them need to sign an agreement where they promise to participate on the construction work (for example dig a hole or something similar where no previous experience or skills are not necessarily required), to maintain the toilet as well as they can, take care of the toilet waste as they have been taught and to look possibilities to have/extend a home garden. The paper also clarifies that the project or any of the organisations behind it are not responsible for repairing the toilet after delivery but it is solely the responsibility of the owner to look after it.

Other steps taken to increase the sustainability in 2009 was the creation of the sanitation club for the dry toilet users in which they could share their experiences and knowledge linked with dry sanitation. Unfortunately, the driving force of the initiative was not working in the project in 2010 and thus the club has been quite inactive during the reporting year. The club activities will be activated again in 2011,

well before the project ends. Planning an affordable toilet model, that anyone could copy and build by him/herself have been discussed though there are still no drawings. The engineering student worked in the project in 2010 started the work but it needs to be finalised. Also, the future of the sanitation experts have discussed often and they been given education aiming to increase their capacity to work even independently or elsewhere after the project has ended.

4. Beneficiaries

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

The largest group benefited from the project is the residents of Msunduzi Township. For instance, the project provides sanitation and health education, an access to better sanitation facilities, it helps to protect the groundwater, ground and surface water resources, improves home gardening through the organic fertilizers use, which again provides better nutrition and an extra income, and it promotes gender equality, among other. All of the above mentioned actions have a direct impact on the residents' life quality.

An important group of direct beneficiaries are those who have gained an access to adequate and safe sanitation through the project. Thus far the project has funded altogether 29 dry toilets in the Msunduzi area, of which eight in 2010. The project has built toilet both for homestead and to public places, such as community meeting points and sport grounds.

Each of the homestead dry toilets serves at least 20 people and is taken care of by the household members. The number of users of the public toilets depends on the location of the toilet. There are toilets at different community meeting points, at a primary school, at a church and at the Msunduzi Sports Ground. Msunduzi Primary School has around 150 pupils, who now have a better access to toilet facilities during their school days. The toilet by the sports ground is open mainly over the weekends, when there are football games or other activities, and it serves about 100 people. Approximately 30 to 40 people per week use the toilets built at the community meeting points, depending on weather and location. The caretakers of the public toilets are organised and chosen by the community leaders, not the project, as it is the community that owns the toilets after the construction. In 2010 one toilet was built for a new Msunduzi Community Recycling Centre. The centre is built under another project of TUAS (EHEP, jointly with Mbabane City Council and City of Salo) and it has a small garden and it provides, alongside its other activities, good possibilities for teaching people about organic gardening, composting and the use of composted toilet waste in gardening. There are seven people working at the centre and in addition to them, the toilet are used by their customs, the residents of Msunduzi.

Mncitsini Youth Club, originally formed by approximately 20 boys and girls between 11-25 years old, is also one of the project's beneficiaries. The group got permission from their community leaders to start their own garden in 2008 and was supported by the project through gardening workshops, seeds, some gardening tools and physical help from the students working in the project. Monetary assistance was ended in 2009 after which the project has provided the youth mainly moral support. The group has lost some of its members and is less active at the moment. However, there are still some active members that continued the work after the initial excitement and a number of drawbacks.

One group that is directly benefitting from the project is the Sanitation Experts, who are responsible for educating the residents of Msunduzi area (and from 2010 onwards also elsewhere in Mbabane) 's about sanitation and dry toilets. There has been 7 to 10 (some experts quit during the year and some new were taken onboard) Sanitation Experts working in the project giving education about sanitation and dry toilets in the community, reaching approximately 150-200 people monthly. Whilst working in the project, the experts have gained not only financial support, but also stronger self-esteem and status in the community and knowledge and experience they can utilise later. For the youngest experts and women in particular, the project has been a tool for empowerment and own income. The Sanitation Experts have also been able to participate in different workshops and different sources of information that might have been out of their reach otherwise. It is hoped that through the experience and knowledge gained in the project the Experts would have better chances to engage themselves with future projects and other working opportunities.

4.2 Who were the indirect beneficiaries of the Project?

We can find at least five indirect beneficiaries of the project: the Salvation Army, Mbabane City Council, the toilet constructors, TUAS and GDTAF, respectively.

The Salvation Army in Swaziland has gained knowledge and experience working in a sanitation project. The work and close cooperation with the community (mainly through the sanitation experts) and with the community leaders, has strengthened its position and built up a strong relationship within the community as well as with the Mbabane City Council.

The Mbabane City Council has obtained a good reputation through its cooperation with the project. The student interns have been a link between the people in Msunduzi and the City Council, which has helped the council to be well informed about the situation in the communities in Msunduzi. It also benefits from the improved situation in Msunduzi as well as from the information produced in the project, which the council can apply and utilise also elsewhere in the city.

The toilet constructors form another group that has benefitted by the project. During 2010, the project used only one constructor. Whilst the aim has been to use local constructors, negative experiences in

the past and inability to find another one from Msunduzi has forced to use a constructor outside of the township. The constructor was provided with an educational material about dry toilets, drawings and other information, gathered together by the students.

Lastly, TUAS and GDTAF have also benefitted from the project, since they have increased their know-how about sanitation problems, as well as about projects in Southern Africa. Students, from TUAS and HAMK alike, working in the project have also benefitted, since they acquired good experience and knowledge on working in international settings, on project work and international development cooperation.

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 Sanitation Experts educate people and answer to their questions about sanitation, composting and gardening. The work is carried out by doing home visits, speaking on community meetings, in public events (also outside of Msunduzi, for example in April 2010 the experts participated on an event organised by the Mbabane City Council together with WHO and some other counterparts on World Health Day to promote health issues for the residents of Mbabane), or school visits (less in 2010). The Sanitation Experts have weekly meetings where they discuss about their work, raising issues and possible problems they have faced during their encounters with people.

A bit by bit the Sanitation Experts have taken more active role in the project and require less assistant from the students working in the project. The chairman of the experts is leading the meetings and has more or less detailed agenda he goes through. The experts have selected a secretary who writes the minutes. Initially the meaning was that a staff member of the Salvation Army would type the minutes and send to the project manager and local coordinator but since there were constant problems with that, it is now one of the experts who types the minutes and sends them. This is actually proved to be a good way of building capacity since when doing that the expert will also learn how to use computer.

The Sanitation Experts have also participated and been involved in organising the workshops held by the project, in the selecting the toilet sites and interviewing possible homesteads to receive a toilet. Each of the Sanitation Experts works 60 to 70 hours a month and reach approximately 150-200 inhabitants monthly.

The project manager introduced the new captain and local coordinator for the community leaders and the Central Committee and they were informed about the current activities and future plans off the project. They were also included in the decision-making in the project and for example the new agreement paper for the toilet receivers was accepted and commented by them before taken in use. They also participated on the decision-making on the location of the new toilets.

The City Council of Mbabane has participated by giving the project their support and important information. They have also given the permits for toilet construction.

5. Project objective, implementation and monitoring

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 project objectives were modified in the second project application for 2009 – 2011. The objectives and their results are:

Objective 1: Improved sanitation hygiene

- The amount of dry/composting toilets with good condition increased in the project area
- Improved sanitation and environmental health knowledge of the inhabitants
- Long-term targets:
 - Diarrhoea and other diseases that spread through poor sanitation hygiene decreased
 - Stigma against toilets and faeces decreased in the project area
 - The straight flows to waterways reduced

Objective 2: Increased composting and home gardening

- The number of houses with home gardens and composts increased
- Composting and gardening knowledge increased in the project area
- Long-term targets:
 - The area is freshen up due to increased composting, gardening and dry composting toilets
 - Slope erosion reduced and cosines of the area improved due to increased planting
 - The crops of present gardens improved due to compost use in the gardens.

Objective 3: Increased livelihood and participation in the project area

- The activity of local entrepreneurship increased in the project area due to the toilet construction delivery of brown material and garden production
- Incomes of women and youth increased in the project area due to increased gardening and other activities
- Increased participation of community members in community work
- Long-term targets:
 - Improved cooperation within community itself

Objective 4: Improved know-how of applicant

- The applicant can use the data and the knowledge gained in the project for later purposes.

In addition, to monitor the project progress, indicators for each objective, were written in 2009. Some qualitative indicators were included in 2010, as requested by the Ministry for Foreign Affairs of Finland. The indicators are listed below:

Objective 1: Improved sanitation hygiene

- Number of dry toilets built;
- Number of toilets in proper use;
- Number of hand wash facilities increased;
- Number of toilet users (men / women / youth);
- The locations of the toilets addressing the needs of the community (criteria for beneficiary selection & community involvement);
- Amount of different types of sanitation education being conducted;
- Number of sanitation education receivers (men / women / youth);
- Number of people trained in sanitation workshops (men / women / youth);
- Improved knowledge in sanitation and hygiene.
- Satisfaction of toilet users for the constructed toilets
- Condition, type and function of each toilet

Objective 2: Increased composting and home gardening

- Increase of home gardening;
- Increase of composts;
- Number of gardens using toilet waste as manure;
- Number of community members trained in gardening and composting (men / women / youth);
- Amount and type of educational material being produced.
- The perception of gardeners/toilet owners on using human manure in gardens

Objective 3: Increased livelihood and participation in the project area

- Number of sanitation experts actively working in the project (meetings & education);
- Amount of community skills training conducted;
- Number of community members participating at the project activities (men / women / youth);
- Forms of income generation opportunities linked with dry sanitation increased.
- The perception of Sanitation Experts/toilet users/youth/other beneficiary group on how much they can do and affect on their life and whether this has changed during the project.

Objective 4: Improved know-how of applicant

- Number of trainings, seminars, conferences, other events the project organisation is participating;
- Number and type of publications, presentations and other written material produced.

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?

Objective 1: Improved sanitation hygiene

- The Sanitation Experts continued mapping the needs of toilet construction
- Sanitation Experts were educating the communities about sanitation hygiene, toilet maintenance and composting, while highlighting the positive impacts of proper sanitation on health and environment;
- New drawings for a better working but simple dry toilet were built. Alternative (affordable) materials were considered.
- The project has provided all the built toilets with a hand washing possibility (Andy Handy or similar), in order to enable the toilet users to wash their hands after using toilet;
- Information about sanitation was distributed more widely in Mbabane through City Council's Waste Information Centre and on public events.

Objective 2: Increased composting and home gardening

- Training about composting and the use of composted material was provided for the community members. The training was targeted more to women as they are more often interested in gardening;
- Households in Msunduzi were given information on how to establish home gardens;
- Established Sanitation Club will help the households to come up with composting and gardening activities;
- When the composted material is available, it will be possible to plant trees and other plants in the project area, by using this material to improve the soil condition and to reduce soil (slope) erosion. People have been given information about erosion and the ways of preventing it.

Objective 3: Increased livelihood and participation in the project area

Whilst the project has not concentrated much on spurring the local people on entrepreneurship, the project has from 2009 onwards provided the Sanitation Experts, the youth group and some other active community members training aiming to build their capacity to work on community development and encouraged on active participation in community level with a hope that they would continue active and working in the community even after the project ends.

In 2010 the project tried to find a local constructor to build the toilets but as none suitable appeared, a constructor outside of Msunduzi was contracted again for he is a trustworthy and has gained a lot of experience on building dry toilets. To increase the construction knowledge in the local level, it was decided that not only would the toilet receivers participate in the construction work (even if little, depending their skill level and physical condition), also the sanitation experts would participate as this would provide them yet another useful skill they might be able to use in future. There was also supposed to be a workshop on dry toilet construction but it was postponed once more due to staff changes and the late start of the construction work.

Using brown material in bigger scale has not been possible yet as most of the toilets are not yet full or the material composted. However, some people are already using composted manure with good results and the experts are already training people about this. As this is quite a new and strange concept for many of the inhabitants, a lot of training and time is needed for them to accept the idea. Working as a sanitation expert has improved the position of women and youth members in particular and has given a good example for the others. Evaluation done by the project steering group at the end of 2008 pointed out that gender issues had not got as much attention as aimed. Thus one student got a special assignment to concentrate on gender issues in 2009 and in 2010 a Bachelor thesis about the topic was got under way. The field work was carried out in late 2010 and the paper will be ready in 2011. Also, starting from 2009 the experts need to state the number of participants in their training by gender. It is difficult to state whether the incomes of women would be increased but at least the Mncitsini youth garden is already providing the youth with incomes, despite all difficulties they faced in 2010.

Objective 4: Improved know-how of applicant

All project activities and information gained has been recorded. In 2010 there were two bachelor theses in process on gender issues and on home gardening, respectively. The project was also presented at the Fiema International Congress in Brazil in April and on Eco Toilet Conference in Turku in November 2010 where the project manager kept presentations about dry sanitation questions in the context of developing countries.

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.

Objective 1: Improve sanitation hygiene

The amount of dry/composting toilets with good condition increased in the project area

The amount of toilets with good condition in the project area has been increased. In 2010 eight new toilets were funded and under construction making the total number of built dry toilets 29. Due to personnel changes the construction work was delayed and thus the toilets will be ready only in 2010. The construction prices were still higher than expected, even if alternative ways of building the toilets were considered. Thus it was not possible to make as many toilets as hoped for. In some cases it has taken a long time before a dry toilets has been opened to the public/homestead has started to use it. The reasons behind the delays are many, including a lack of caretaker and problems due to bad construction (the previous constructor). These issues were tackled in 2010, for example by the engineering students who repaired some of the toilets and by the project manager who spoke with the community leaders about the importance of opening the toilets to the public and the by the end of the year the problems seemed to be largely solved.

People have also been encouraged to build or improve their current toilets but whether this has happened or not, is unknown. Some people spoken about the topic by the project manager were complaining the high construction prices. There is, however a local brick maker that some of the people were planning on using, as it would cut to costs radically.

Improved sanitation and environmental health knowledge of the inhabitants

Inhabitants of Msunduza have been given a lot of education on using and maintaining dry toilets, composting (both excreta and garden waste) and the link between good sanitation and health. The biggest barrier for wider use of the composted toilet material as fertiliser is cultural believes and that make the process slow. The experts kept one workshop about the topic in the beginning of the year, after which they have spoken to people on their home visits, on community meetings and on other events.

Objective 2: Increased composting and home gardening

The number of houses with home gardens and composts increased

All households where a toilet has been built either have or will soon have a compost. Also other active community members have started to build composts but as of yet there are not exact figures of this. As

a bachelor thesis on home and urban gardening is under way, we expect to have soon. The gardens of Gardening Expert and Mncitsini Youth are working well and are examples for the other community members.

Composting and gardening knowledge increased in the project area

Quite a number of inhabitants, including school children of Msunduzi have been given information and education on composting and gardening. Information has been provided by the Sanitation Experts during their normal education work and by distributing flyers and other written educational material in public events, at the Waste Information Centre and at the Msunduzi Community Recycling Centre. Year 2009 concentrated on gardening when a dedicated person was appointed as a Gardening Expert to make the education more effective, and to give workshops on gardening. A show-case toilet has been built in his homestead so that people can come and see the proper use and maintenance as well as the use of composted manure in the garden. The Gardening Expert also promised to sell seedlings from his garden for the community members with a lower price than the gardening shops in Mbabane, thus helping the households to start their own home gardens. The garden of the youth group and the former gardening expert set a good example and people have been more interested in having their own garden. The process is slow though and as of yet we do not have any figures on whether home gardening has actually been improved and on what extent.

Objective 3: Increase livelihood and participation in the project area

The activity of local entrepreneurship increased in the project area due to the toilet construction delivery of brown material and garden production

Local entrepreneurs have been utilised when possible. However, in previous years there has been rather big problems raising when used local constructors and thus the future selection of constructors will be done extra carefully. In 2010 a constructor outside of Msunduzi was employed due to his experience and timely delivery of agreed constructions.

Incomes of women and youth increased in the project area due to increased gardening and other activities

Working as a Sanitation Expert has been empowering experience for the women and youth in particular. The work has built up their self-esteem and they have gained a more respected position in the community. The work has also provided them with small but regular income. Similarly the Mncitsini Youth Group sets a good example for the community with their garden. Their active involvement has provided them with new skills, sustainable source of food and some incomes. In a workshop in 2009 organised for the community members the elderly women in particular addressed the need and importance of home gardening and promised on their behalf to support the activities and advice people to cultivate food in their yards. The project has also met, advised and given moral support to youth and women who have been eager to start a project or a garden of their own.

Increased participation of community members in community work

There has been 8-10 Sanitation Experts working in the project during the reporting year. Most of them have been active and dedicated to their work. A lot of effort to activate and develop their capacity to work as a group and individually has been put in place with good results. The Community Leaders and the Central Committee also shows a great support for the project and thinks it is an import one for the community, urging all people to participate. An example of their active involvement was in late 2010 when a door of one public toilet was broken one night, they were deeply sorry about it and organised it to be fixed as soon as possible. Lastly, more attention have been paid in 2010 to increase the participation and ownership among the toilet receivers as they participate on the toilet construction and the selection of toilet receiver is more demand based than before.

Objective 4: Improve know-how of applicant

The applicant can use the data and the knowledge gained in the project for later purposes.

The project and its results were presented at the 2nd Fiema International Congress in Brazil, on International Eco Toilet Conference in Turku and in a *Paska Juttu* book, based on a YLE TV series by the same name presented in 2009. Other organisations in Swaziland and other countries have shown interest in similar activities. Two bachelor theses are being written at the moment, and the project has inspired also other studies under the topic within the organisations.

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 monitoring and management of the project funds, as well for reporting to the Ministry of Foreign Affairs. The responsible persons in this organisation are the project manager Sari Huuhtanen and the chair Mia O'Neill.

Turku University of Applied Sciences is mainly responsible for the operations and actions of the project. It has provided the project with students working as non-paid interns in the project, required for the self-financing of the project. It is also responsible for project management and monitoring. The Project Coordinator (Jenni Koivisto) is reports to the Global Dry Toilet Association and the project steering group on the project implementation, possible problems, use of funds and acts as a link between Swaziland and Finland.

The Salvation Army in Swaziland is responsible for the activities in the local level. They monitor the use of project funds and control and manage the cash flow. They are responsible for the implementation, operations and coordination at local level. The Salvation Army reports to the Project Manager in Finland. The responsible person in the organisation was first the Captain/Administrator Thataesile Piet Semeno and from September 2010 onwards the Captain/Administrator Nhlanhla Ziqubu, with the help of the treasurer and the M&E.

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?

Jenni is in regular email and phone contact with the Salvation Army. Advice can also be sought from the project steering group. Decisions about purchases and activities in the project are done jointly with the project manager and the local coordinator. The project manager does two monitoring trips annually to Swaziland, offering a great opportunity to the project management to agree upon issues. In 2010 the trips were carried out in April and September-October, both of them being about three weeks of length. The latter trip was of great important as the local management in the Salvation Army in Swaziland changed in then and it was important to meet with both of the captains. In 2010 the project manager was educating the experts and particularly during the second trip a lot of emphasis was put on this since there were three new experts. Additionally Jenni has been working for improving the internal and external communication in the project.

The TUAS students stay in continuous contact by phone or email with the project manager throughout their internship in Swaziland. The City Council contact person is contacted via email or phone whenever needed, or in person when in Swaziland. The project management reacted on the evaluation report by the project steering group (2008) and Emmanuel Mutamba from Zambia (2009). Thus gender issues have been addressed better and the tasks and responsibilities of each actor were defined more clearly.

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

The Salvation Army supervises the implementation of the project in Swaziland. They monitor the work of the sanitation experts, for example by participating frequently in their weekly meetings, monitoring their work hours (the experts return the "record of work hours" to the Salvation Army M&E officer at the end of each month. Without returning the filled form they do not get their salary). The Salvation Army also monitors the progression of toilet construction. The meeting minutes are kept at the Salvation Army office for monitoring purposes. The Salvation Army also monitors and guides the work of

students working in the project. The students' reports, together with other documents, are sent to the Salvation Army, as well as to the City Council.

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

To monitor the advancement of the project, the project manager has been on frequent email and phone contact with the local coordinator (and one of the experts) and done two monitoring visits to Swaziland. The visits are of extreme importance as it allows the manager to evaluate the project more qualitatively by for example interviewing some people and doing observation in the project area. The secretary of the Experts writes down the minutes of their meetings, which are then sent to the project manager and to the local coordinator. The experts also write down all hours they have worked and indicate the type of event, topic and the number participants by gender. The students also write their final reports about the activities after practical training. The project manager also reports her work to the Global Dry Toilet Association and to the project steering group.

The project has its own bank account. The realisation of the budget is monitored on a monthly basis both in Finland and in Swaziland.

Quantitative indicators are, for instance, number of the toilets built and the people being educated. During the year 2010, the project funded 8 toilets. However, the construction for did not finish in 2010 but continues in 2011 due to late start and a rainy season) The people educated about sanitation and dry toilets were, approximately, 1000 to 1800 people per month (although it should be noted that the experts may speak to same people quite a lot, thus the total number of people might be much less).

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.

The overall budget was realised close to what was planned, though some small changes between and within the budget sections were done. As there was less construction work done in 2009 due to staff change, some money was transferred for 2010 (6396,58 €). The construction work was delayed again in 2010 because of personnel changes and thus all the eight funded toilets were not ready by the end of 2010. In the end the material and construction work costs were 4,9 % more than planned in. Personnel costs were 4,7 % less than budgeted due to reduced personnel costs in Finland but the activity costs were 3 % more. The biggest changed are within the Operation and maintenance costs (+30,6 %) and Monitoring and evaluation costs (+30,9%). The big differences can be explained with the small amount of money budgeted on these sections. In real terms the differences between the

planned and spent were only 137,91 € and 693,01 €, respectively Administration costs were 4,7 % more, though still only 6,8 % of total project costs.

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

The accounting for the project costs were done by the Salvation Army in Swaziland, Turku University of Applied Sciences and the Global Dry Toilet Association of Finland, according to the expenses used for the project in each of the organisations. The final accounting was done by the Global Dry Toilet Association of Finland and the accounts were audited in Finland.

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 was done in 2010. Previous evaluations are from 2008 and 2009 and the next one will be done in 2011.

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

The project has produced brochures and PPT presentations, both in Finnish and English, which are being distributed and presented in different events and are available on some stands at all time, both in Finland and Swaziland. There are also information about the project published on the Global Dry Toilet Association of Finland and TUAS websites.

The students write reports after their practical training period. The reports provide a good insight of the project daily activities and possible problems and possibilities that might be difficult to see from the management level. The reports are shared with TUAS, GDSAF, the Salvation Army of Swaziland, Mbabane City Council and HAMK in case the students are from there. Two bachelor theses were under way in 2010, of which the first concentrates on home gardening and the other on gender issues. Both of the theses will be completed in 2011. The theme for the latter thesis was initiated by the project manager, based on an observation of a project evaluation team in 2008 stating that gender issues have not been taken into account enough in the project implementation.

A TV-series *Paska Juttu*, where the Msunduzi Dry Sanitation project was one of the presented case studies, was presented at YLE in 2009. In 2010 the editors of the series made a book based on the series, and again Mdsunduzi was one of the presented case studies.

6. Lessons learned and the continuation of the Project

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)

The biggest challenge in 2010 was to keep in timetable. As less construction was done in 2009 due to staff changes at TUAS, there was a pressure to build more in 2010. However, the construction work proved to be problematic again. Due to upcoming staff change, the previous local coordinator was not very keen on the construction work, which led to frustration among the other project staff and the construction-engineering students working in the project. The new local coordinator was more interested in the construction but it took some time before the process could be started. It was further delayed with the permission questions and the rainy season but finally took off.

One major challenge in 2009 was the conflicts between the experts. The local coordinator, other staff members of the Salvation Army and Mbabane City Council responded quickly and well to solve the problem after which a conflict management workshop was organised. The issue was again touched upon in the workshop organised by the project manager in November 2009. It seems that the actions have worked since no similar problems were faced again in 2010. The group of experts is now active and works well as a group.

Some of the toilets need to be repaired and this process has been very slow. The interns fixed some of the toilets in 2010 and with the public toilets the central committee has taken an active role to fix them. Some problems with the toilets are caused by insufficient maintenance and/or wrong use of the toilet. It was decided that with the new toilets an agreement between the project and the beneficiaries will be written where the users commit to participate on the construction work and proper use and maintenance of the toilet.

Despite the continuous training and education, there are still problems in using the toilets correctly and many of the Andy Handies installed next to the toilets have been disappeared. This indicates that there is still a lot to do with educating the community. One problem in Msunduzi is that people there move in and out and only some stay there longer. Many of the homesteads rent out rooms. Thus oral education does not always reach all the people using the toilets. It was therefore decided that a laminated instructions, both in English and siSwati, on how to use the toilet would be installed in every toilet. Also new ways of getting people to use more dry substances in the toilets have been discussed. The sanitation club might offer a very good channel to distribute information for the users once it is re-activated.

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

In 2011 the project will concentrate more on the sustainability aspects. Whilst new dry toilets will still be constructed, the activities will target to sustain the results, to think further activities and possible further cooperation with the partners. More attention will also be paid on creating models and guides for people to build their own dry toilets. The model will be planned based on the experience gained in the project thus far and an alternative “Affordable Models” for those who cannot afford a brick structure will also be developed.

The established sanitation club should be re-activated as soon as possible as it is one way of improving the sustainability of the project results. The new sanitation experts need to be introduced with the idea and helped to get started with it, the idea being that the Sanitation Experts would help the club in the beginning but it would become more and more independent during the course.

Composting is another issue people need a lot of help with in 2011. It is quite strange concept to many of them and thus a lot of assistance and guidance is required from the sanitation experts for emptying the toilets and with safe and thorough composting.

New ways of sharing information for the toilet users and gardeners is needed. Based on the experience gained in the project we try and create different kind of information to fit all users. Information about Swaziland and Zambia project are meant to be compiled too and the experiences and findings to be published.

7. 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.)

8. Project costs and financing

Project costs	Approved Project budget	Cost performance
1. Personnel costs (Appendix 1)		
Salaries and related costs of the Finnish personnel	17920	15902,58
Travel and accommodation of the Finnish personnel	4000	3966,38
Salaries and related of the local personnel	6600	6923,972
Other personnel costs	0	0
Value of Finnish voluntary work	4500	4750
Personnel costs, subtotal	33020	31542,932
2. Activity costs (e.g. training) (Appendix 2)		
Fees of hired experts	7850	9085,04
Other costs	1110	149,07
Activity costs, subtotal	8960	9234,11
3. Materials, procurements and investments (Appendix 3)		
Procurement of materials and appliances	10920	
Construction	3156,58	14973,256
Other procurements	200	
Value of donated goods		
Materials, procurements and investments, subtotal	14276,58	14973,256
4. Operation and maintenance (Appendix 4)		
Operation costs	50	50
Maintenance costs	400	537,91
Operation and maintenance, subtotal	450	587,91
5. Monitoring, evaluation, and information (Appendix 5)		
External services (incl. experts)	1000	
Travel and accommodation	1000	2933,01
Other costs	0	
Information costs (max. 5 % of total project costs)	240	
Monitoring, evaluation, and information, subtotal	2240	2933,01
TOTAL IMPLEMENTATION COSTS	58946,58	59271,218
6. Administrative costs (Appendix 6)		
Salaries and related costs of administrative personnel	1950	1965,28
Office costs	1500	1831,26
Statutory audit costs of the Finnish organisation	700	549
Fund-raising	0	0
Value of Finnish voluntary work in administration	0	0
Total administrative costs	4150	4345,54
TOTAL PROJECT COSTS	63096,58	63616,758
Administrative costs as a % of total costs (max. 10 %)	6,58	6,83

Project financing	Approved Project Budget	Cost performance
1. Self-financing (Appendix 7)		
Cash contributions	4500	4800
Voluntary work and material donations	4500	4750
Total self-financing	9000	9550
Self-financing as a % of the total costs	15,10	14,26
2. Project support from the Ministry for Foreign Affairs		
Support transferred from prior years	6396,58	
Support available for and used during the reporting year	48000	
TOTAL FINANCING	63096,58	63946,58

9. Signatures

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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