



Matching Grants
Report to The Rotary Foundation

The Rotary Foundation
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The primary partner Rotary clubs/districts must submit Progress Reports every twelve months during project implementation. The Final Report is due two months after completing the project.

Project Information

Matching Grant Number 65373 Project Country Kenya

Progress report Final report Reporting Period from: 3rd Sept. 08 to 17th Dec. 08

Host Partner Rotary Club: Rotary Club of Bahari-Mombasa District: 9200

International Partner Rotary Club: Rotary Club of Denver Tech Center District: 5450

Project Narrative

1. Briefly describe the project.

a. What were your original objectives?

Our original objective was to improve the health of the people of Kayafungo through three major health and sanitation measures:

- Construction of 13 eight-door latrines at high density population areas.
- Construction of 14 hand-washing stations.
- Conduct four 10-day health and sanitation workshops to train 100 community leaders.

b. What was actually accomplished? (Photographs can help to tell your story. Please submit any action photos that you have that show beneficiary participation and demonstrate Rotarian involvement in the project. Please also indicate the name of the photographer.)

We improved the health through four major measures:

- We constructed 14 four-door latrines at schools and the health clinic.
- We constructed 20 hand-washing stations.
- We conducted four 10-day workshops training 160 community leaders to be certified Community Health Trainers.
- We organized two Voluntary Testing and Counseling for HIV/AIDS days where 130 people were sensitized and tested for HIV/AIDS.

c. When and where did the project take place, and who were the beneficiaries?

The project took place in Kayafungo Location of Kaloleni District in the Coast Province of Kenya.

Preparation for grant implementation began in May 2008. Two health facilitators from the Muthaa Community Development Foundation, sponsored by the Student Movement for Real Change, led focus groups in the four sub-locations of Kayafungo to determine workshop topics, identify participants and establish where the latrines

and hand-washing stations were to be constructed. Over 600 people attended these focus group sessions.

The first contract to begin latrine construction was signed on 3 September 2008. The last latrine was completed and reviewed on 17 December 2008. The first series of workshops began on 9 September 2008 and were completed on 13 December 2008.

We constructed thirteen four-door latrines at primary and nursery schools serving a total population of 6,500 students. A fourteenth latrine was constructed at the local health clinic. We also designed, had manufactured and installed 20 hand-washing stations and ran campaigns to promote hand-washing practices.

One hundred and sixty community leaders evenly distributed from the four sub-locations of Kayafungo attended the four month workshop series. These leaders are now Community Health Trainers and have returned to their local villages and schools to spread health knowledge.

2. Scope change. If the project was changed, how and why was it changed?

After spending more time in the community, we recognized the need for additional health interventions and thus expanded the scope of the project. The Rotary Club of Bahari-Mombasa partnered with the Student Movement for Real Change, the international cooperating organization, to provide both financial and logistical support to increase our health measures.

The community informed us that they needed 14 latrines instead of the 13 we originally budgeted because they were building a new health clinic that was in need of a latrine. The health clinic could not become a certified institution unless it had a functioning four-door latrine.

We also decided to construct 20 hand-washing stations instead of the 14 we originally budgeted. At the nursery schools the boys and girls share the same latrine block and can share a hand-washing station; whereas, at the primary schools the boys' and girls' latrines are very far apart so building one hand-washing station per school would not have been sufficient. Therefore, at every nursery school we installed one hand-washing station and for every primary school we installed two hand-washing stations, one for boys and one for girls.

During our first workshop series we learned that the community knew little about the risks of HIV/AIDS nor did they know their status. In response, we promoted HIV/AIDS awareness and hosted two Voluntary Counseling and Testing days at different locations during the grant period. We partnered with the local Ministry of Health and a youth group to sensitize and test over 130 people.

Additionally we expanded our health workshops beyond classroom learning to include a de-worming program, TB testing, and the construction of a demonstration household latrine at one workshop venue.

With approval from The Rotary Foundation, we constructed four-door latrines instead of eight-door latrines as indicated in the original proposal. The Coast Water Services Board, the provincial water authority, supplied us with the designs and price quotes we used in our application. The designs they gave us were for eight-door latrines, and our application therefore states that eight-door latrines would be constructed. However, the quotes were for four-door latrines—not the eight-door latrines in the designs. Therefore, we did not have sufficient funds to build eight-door latrines and instead built four-door latrines.

Rotarian Involvement and Oversight

3. How did Rotarians manage and oversee the project?

Host and international partner Rotarians were heavily involved in the project at every step.

An international Rotary conducted a thorough needs assessment and worked with the community to develop plans for the latrine and hand-washing station construction and health workshops.

Host partner Rotarians reviewed the plans and assisted with accounting and guidance in the Matching Grant process.

Both host partner and international partner Rotarians drafted the contracts, procured and transported all materials and oversaw physical construction. Rotarians also regularly sat in on the health workshops to review the work of the health facilitators and get community feedback so improvements could be made the following workshop.

International partner Rotarians visited the project site to celebrate the improved sanitation measures and to ensure all project components were accounted for and complete.

4. How many Rotarians from the host partner club participated in the project? 14

5. In what way did the host Rotarians participate in the project? Please list all non-financial involvement.

Host country Rotarians assisted the project by donating their vocational expertise. Rotarians reviewed latrine design, procured and transported materials and provided guidance throughout the matching grant process.

With his architectural expertise, Rtn. Steve Ogowapit, analyzed the latrine designs and Bill of Quantities before construction began and made suggestions for improvement.

Rtn. David Smith with his construction experience created a system to procure and transport all materials to the project sites.

Rtn. Dr. Varindar Sur guided the project committee through the matching grant process and assisted with the accounting and reporting.

The club treasurer, Rtn. Alice Wahome, regularly issued checks and reviewed construction contracts.

Ten members from the Rotary Club of Bahari-Mombasa attended the final Health Celebration Day to mark the end of the grant period and to celebrate the great work Rotary is doing locally.

The Rotaract Club of Bahari-Mombasa also participated in this sanitation project. They donated one hand-washing station and twelve Rotaractors attended the opening ceremony of the latrine at St. Michael's Nursery School built by the Rotarians.

6. How many Rotarians from the international partner club participated in the project? 5

7. In what way did the international Rotarians participate in the project? Please list all non-financial involvement.

International Rotarians from two different Districts worked both on the ground and from abroad to ensure the project was carried out with accuracy and transparency.

Rtn. Lily Muldoon of the Rotary Club of Denver Tech Center (District 5450) oversaw all project management. She lived near Kayafungo Location and worked directly with the community and the Rotary Club of Bahari-Mombasa to guarantee all money was spent properly, to assure that interested parties contributed to project development, and to establish a system for the maintenance of the infrastructure.

Rtn. Carol Carper of the Rotary Club of Conifer (District 5450) and Rtn. George Oyeho of

the Rotary Club of Woodbury (District 5960) visited the project site and gave guidance on the design of the latrines and hand-washing stations based on their experiences doing similar sanitation work in western Kenya through Rotary grants.

Rtn. Sally Schuler of the Rotary Club of Denver Tech Center (District 5450) visited the project site for the opening of one of the four-door latrines built at Mitsikitsini Primary School. Rtn. Schuler cut the ribbon as the pupils celebrated their new latrine and hand-washing stations. She also met the workers and observed other latrines under construction in Kayafungo.

Bob Steiert of the Rotary Club of Denver Tech Center (District 5450), wrote and reviewed The Rotary Foundation proposal and made thoughtful adjustments ensuring that the project is working and sustainable.

Community Impact

8. How many people benefited from the project?

8,100

9. What was the impact of the project on the beneficiaries?

Due to the efforts of Rotary, 6,500 pupils now have access to a new latrine at school. This should reduce the incidence of disease and increase girls' school attendance because they will no longer miss school during their menstrual cycles due to a lack of a private place on the school compound.

After our four four-month health workshop series, 160 Community Health Trainers now have better skills in water protection, first aid, HIV/AIDS, nutrition, child rearing and healthy behaviors. Each Community Health Trainer has the responsibility to train at least 10 family members and neighbors in better health practices.

The Community Health Trainers were also trained in household latrine construction and before graduating the program, each Community Health Trainer had to build a latrine at their home and one for their neighbor.

Now people are no longer contaminating their water supply and the incidence of worms and diarrhea is reduced.

The local women's group is empowered through project management. Women from the local women's group assisted with project planning, took responsibility to oversee the transport of coral blocks and monitored the materials during construction.

10. What are the expected long-term community impacts of the project?

Our project is expected to have direct health benefits and to increase capacity of the community so they can develop in the future on their own.

Construction of the sanitation infrastructure, conduct of health workshops and promotion of hand-washing will reduce the incidence of diarrhea, worms and infant mortality. Thereby, students' school attendance will go up and people will be more productive members of society.

Throughout the project we guided the community in identifying problems and developing a methodology to create solutions. They now have the capacity to build latrines in schools themselves because they have the designs, know where to buy and how to transport all the materials, and to manage accounts.

Financial Statement

Currency Used: Kenyan Shilling Exchange Rate: 75 = 1 USD

11. Income

Sources of Income	Currency	Amount
1. TRF Matching Grant Award and Contributions	US\$	38,500
2. Other Income (identify): SMRC	US\$	12,000
3. Other Income (identify): Rotartact Club of Bahari-Mombasa	Ksh.	6,800
4. Interest Income (if any):	None	None
Total Income:	US\$	50,591

12. Expenses (add rows as needed)

Budget Items	Name of supplier	Currency	Amount
1. One latrine	Changawa Building and General Construction	Ksh.	130,000
2. Three latrines	Changawa Building and General Construction	Ksh.	435,000
3. Health Workshop	Muthaa Community Development Foundation	Ksh.	223,940
4. Nine latrines	Changawa Building and General Construction	Ksh.	1,353,000
5. Health Workshop	Muthaa Community Development Foundation	Ksh.	204,415
6. Health Workshop	Muthaa Community Development Foundation	Ksh.	254,939
7. One latrine (labor)	Changawa Building and General Construction	Ksh.	41,000
8. Twenty hand-washing stations	Ndovu Tanks	Ksh.	66,000
9. Hand-washing installation and basin	Changawa Building and General Construction	Ksh.	34,000
10. One latrine (materials)	Changawa Building and General Construction	Ksh.	139,206
11. Bank Charges	Transnational Bank	Ksh.	6,000
Total Expenses:		Ksh.	2,887,500

13. Bank Statement - A bank statement that supports the above statement of income and expenses must be attached to this report.

Important – please read:

- X For final reports, if there is less than US\$200 remaining, please spend it on eligible items. If there is more than US\$200 remaining, it must be returned to The Rotary Foundation. [Note: In India, government rules require that all unutilized funds be returned to the Rotary International South Asia Office.]
- For grant awards over US\$25,000, attach an Independent Financial Review to each progress report and the final report.
- Keep all original receipts for at least five years, or longer if required by local law. Do not send receipts to TRF unless requested by staff.
- If your project involves a revolving loan fund you will need to visit the Rotary website at: 'www.rotary.org' to download the Report Supplement for Revolving Loan Grants.

14. Certifying Signature – Either the Host or International Partner must certify the report. If the grant is club sponsored the current club president must certify the report and if the grant is district-sponsored the district grants subcommittee chair must certify the report.

By signing this report, I confirm to the best of my knowledge that these Matching Grant funds were spent according to Trustee-approved guidelines and that all of the information contained herein is true and accurate. Original receipts for all expenses incurred will be kept on file for at least five years, or longer if required by local law, in case they are needed for auditing purposes. I also understand that all photographs submitted in connection with this

report will become the property of RI and will not be returned. I warrant that I own all rights in the photographs, including copyright, and hereby grant RI and TRF a royalty free irrevocable license to use the photographs now or at any time in the future, throughout the world in any manner it so chooses and in any medium now known or later developed. This includes the right to modify the photograph(s) as necessary in RI's sole discretion. This also includes, without limitation, use on or in the web sites, magazines, brochures, pamphlets, exhibitions and any other promotional materials of RI and TRF.

Print Name: _____ Signature: _____ Date: _____
Rotary Title: _____ Club: _____ District: _____

In our effort to improve our grant program, we'd appreciate your feedback on the following questions:

A. Rotary Impact – select all that apply

- Our club or district's international Rotary connections are stronger as a result of this project.
- Club membership has increased as a result of this project.
- Visibility of Rotary in our community has increased.
- Our club's awareness of the needs in our community has increased.
- Volunteer activity in our club or district has expanded.
- Our club or district is more active in pursuing Foundation grants and Rotary programs.
- Awareness of the needs in our community has increased among Rotarians in other countries.
- Participation in this Matching Grant has not changed our club or district in any significant way.

B. Project Sustainability – select all that apply

- The project will continue to function without Foundation funds.
- Equipment purchased with grant funds is being maintained with local materials and expertise.
- If training was a component of the project, trainees are using their knowledge and skills.
- This project has provided community members with the skills, knowledge, or institutions that will allow them to help themselves.
- The community has initiated additional projects related to the same or similar problems.
- The project has not been sustainable.

C. Suggestions

Given your experience, do you have suggestions to improve the Matching Grants program?

We had a very long time period between when the grant was approved and when the money was available to us. We waited for six months. It would be helpful for us to think of a better system so that the money is accessible faster before prices increase or the project changes.

If your project clearly demonstrates Rotarian involvement and is worthy of publication, please complete an RI Newstip Form, available on the RI website at www.rotary.org. Please attach action photos showing the beneficiaries or showing active Rotarian involvement and indicate the name of the photographer.

Report Checklist

Does your report include the following?

- Time period of reporting
- How and what the project accomplished
- Rotarian participation, oversight and management
- Rotary impact
- Itemized report of income and expenses
- A bank statement
- Certifying signature
- Independent Financial Review for grant awards of US\$25,001 or more

Have you done the following?

- Made copies of the report for both the host and international partner
- Returned surplus funds over US\$200 (except in India where all unutilized funds must be returned)
- Made a file to store the report and receipt copies for five years or longer if required by local law