

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

Notes for Completion:

- Please note, with the exception of the cover page, this report will be published.
- To ensure compliance with GDPR, refrain from using any personal or identifying information unless you have obtained consent from the data subject and are content for this to be made public.
- Answer all questions in the template provided, noting the word limits.
- Include all relevant information in the reporting template – hyperlinks and annexes will not be accepted as part of the report.
- Ensure answers are clear, concise and in plain English. Explain acronyms and avoid using jargon.
- Please ensure this end-year report covers the full reporting period (12 months).

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

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1. General project information		
1.1	Project reference Number	RWA2
1.2	Name of organisation	WaterAid
1.3	Lead partner(s) organisation	WaterAid Rwanda
1.4	Project title	Improving health and sanitation in vulnerable communities and schools of the Southern Province of Rwanda by 2022 (Nyamagabe Alba Project)
1.5	Reporting period	From: 01/04/2019 To: 31/03/2020
1.6	Reporting year	Year Three 2019 - 2020
1.7	Project start date	October 2017
1.8	Project end date	March 2022
1.9	Total project budget*	£1,384,096m
1.10	Total funding from Scottish Government*	£1.08m
1.11	Provide a brief description of the project's aims, highlighting which of the Sustainable Development Goals (SDGs) your project is working towards? (200 words)	<p>Nyamagabe Alba Project is a project that aims at reversing the poor hygiene and sanitation situation by improving WASH in communities and schools, with focus on most affected categories of people including, women, girls, disabled people and elderly.</p> <p>The project supports hygiene and sanitation services through existing community structures, such as Community Hygiene Clubs, School Hygiene Clubs, and micro finance institutions are encouraged to come in for supporting vulnerable households to have access to loans and making sanitation marketing a reality in Nyamagabe district.</p> <p>The project target is to reach 330,000 people with hygiene behaviour change program, 10 schools with inclusive sanitation facilities and 5 schools with increased access to water.</p> <p>Nyamagabe Alba Project is reporting to SDG #6, which is around clean water and sanitation. By supporting the community to identify their problems, to find themselves solutions, and providing water and sanitation facilities to schools. The main purpose behind is to ensure availability and sustainable management of water and sanitation for all.</p>

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2. Project progress and results

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

2.1 Provide an update on the progress your project has made over the past 12 months. Use this space to update us on what has gone well and any challenges you have experienced, detailing how you have overcome these. (Max 500 words)

- **WaterAid's project continued to experience great success** during the third year, as most of the planned milestones were met or exceeded.
- Continued success of the project was aided by **active collaboration and synergy between WaterAid, the Ministry of Health and Nyamagabe** on the roll out of a national hygiene campaign which helped to accelerate the project's plan.
- One of the biggest achievements of the project during this reporting period is the significant increase of hand washing facilities and the number of people who wash their hands with soap. The practice was widely observed in all the schools and communities. This happened as a result of community wide sensitization, conducted by WA and other partners, on the prevention of the Ebola virus disease (EVD) and later, on the prevention of Coronavirus disease (COVID-19). Other achievements include:

In the community;

- Among the 637 established Community Hygiene Clubs (CHCs), **581 (91.2%) are fully operational.**
- **303,803 people (130,289 male, 173,514 female) were reached with WASH messages** through campaigns and hygiene sessions in CHCs.
- As per district report of February 2020, **85% of Nyamagabe households (72,785) have established hand washing facilities** and all of them are being used appropriately.
- **32,481 households improved their toilets.** This achievement was possible due to the collaboration of WaterAid with other actors involved in the hygiene campaign, including international NGOs, police & army, as well as community members.
- Out of the 32,481 households with improved toilets, **7,344 (23%) used a loan from the SACCOS (Savings and Credit Cooperatives) supported by the project.**
- **Members of 170 CHCs were trained on soap and Sanitation Platforms (SanPlats) making.** With the support from District's Business Development Unit, trained members are encouraged to create soap and SanPlat making

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association.

- Through the District Joint Action Development Forum (JADF), **different district partners are supporting Kadoma village in Gasaka sector to become a village model.** WaterAid is contributing to the WASH improvement aspect.
- In partnership with the **University of Rwanda**, Formative Research was completed to inform Hygiene and Sanitation Programming.
- During the preparation of World Water Day, WaterAid joined efforts with Water and Sanitation Corporation (WASAC), Nyamagabe branch and the District in **supporting 470 households of Nyabisindu and Mirama communities** to gain access to water from a water connection of 0.560 km.

In schools:

- **2,720 students (1,440 girls and 1,280 boys) from 6 schools** gained access to decent toilets with hand washing facilities
- **Six Menstrual Hygiene Management (MHM) rooms** were built serving 1,178 girls in 6 schools
- **104,682** students have been reached with key hygiene & sanitation messages through School Hygiene Clubs (SHC)
- According to the School Data Management System, **there is a rapid increase in the percentage of schools using handwashing facilities.** This year, it stands at 89.3% (117 out of 131 schools) compared to 76% in September 2019
- **The School Data Management System has been upgraded and seventeen Districts Education Officers were trained on its use.** Currently, the system is being used countrywide (WASH statistics being recognised as key measures in the system).

2.2

Has the focus or plans for delivery changed significantly during the last year? Please highlight what issues or challenges prompted this change and how you anticipate any changes in focus will impact on the previously agreed outcomes (Max 500 words)

Most activities in this fiscal year of 2019-2020 have been implemented as planned, and there are no significant changes to focus or delivery.

However, there were delays on two activities:

- The review of Hygiene and Environmental Health Policy under the **Ministry of Health** and the review of School Health Policy under the

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Ministry of Education. The policy review process has started, and the final drafts of reviewed policies have been submitted to the concerned Ministries. The final validation and sign-off are yet to happen.

- Due to the COVID-19 outbreak, one quarterly meeting of **Project's Technical Advisory Committee** and the celebration of World Water Day (22 March) have been postponed to a later date.

WaterAid will continue to follow-up with the Ministries to ensure sign-off of the two policies, as well as to monitor the current outbreak to find a suitable time to reschedule the meeting for the Project's Technical Advisory Committee. Additionally, one of the two activities that was scheduled for World Water Day were cancelled due to the COVID-19 lockdown. Activities for WWD, planned in collaboration with Water and Sanitation Corporation (WASAC) in Nyamagabe, were designed to help strengthen water management structures and included:

1. Training of Water Users committee of two rehabilitated water points in Cyani-ka sector. **This training has been conducted successfully.**
2. Organize an awareness campaign on water management. Unfortunately, because of COVID-19, **the campaign has been cancelled.**

Once the COVID-19 lockdown has been lifted and we are able to resume work on this activity, we are planning to discuss with WASAC- Nyamagabe and the district to see how to continue implementing the campaign. One of the sub activities agreed upon with the District for WWD was to support WASAC and strengthen water management system and structures. During the World Water Week, it was planned to carry out training of water user's committees and then on WWD a campaign on water management; some trainings have already been completed, and the campaign, which will contain the same messaging, will be carried out in Year 4.

The Technical Advisory Meetings are held quarterly; the meeting is chaired by the line ministry (Ministry of Health) where we discuss the project progress against the plan and how the project is responding to WASH district needs. After the meeting, a field visit is conducted to see the status before and after the intervention. For Year 4, we agreed with the Mayor of Nyamagabe district and Ministry of Health to invite additional key district staff (Mayor, Vice Mayor in Charge of Economic Development Affairs, and five members of Humana Security Issues Task Force). This is for sustainability and to ensure that the project doesn't leave behind any planned activities. The unused funds will be used in the next quarterly planned meetings, to cater for the additional costs caused by the additional members highlighted above.

2.3

Taking into consideration what you have achieved during the last 12 months, along with any challenges you have experienced, please highlight to us what lessons you have learned, and how these will be applied in the project in the future. (Max 500 words)

While Nyamagabe Alba project is supporting the community to change their mind set in terms of hygiene behaviour and practices, there are still other challenges that communities are facing. According to the Integrated Household Living Conditions

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Survey five, **Nyamagabe district is ranked among districts with very high levels of poverty with a big number of families that live in extreme poverty (73.3% of the population) and can't afford decent sanitation facilities.** In addition, the sanitation map (of February 2020) in the district situation room, which displays all district data and aims to monitor the achievements of district performance plans, indicates that Nyamagabe district has 17,576 of households (21.6%) without access to improved sanitation facilities. Therefore, it is evident they need direct support for improving WASH status.

Unfortunately, the district itself can't respond to this issue, given that Hygiene and Sanitation budget represents 0.9% of the total budget of the district. For this, all district partners, including WaterAid, have been requested by line ministries to consider these issues into their plans. This justifies the increase of district requests related to human security issues (including hygiene and sanitation), that are out of the project scope. WaterAid continues to explain the scope of intervention, while also showing the district that some of their requests are supported through the Revolving Fund set up in the SACCOs.

Furthermore, Nyamagabe is facing a challenge of access to water. In fact, 85.5% of Nyamagabe district households use unimproved drinking water source. The district has in total 38 water systems, but 5 of those systems don't work at all, and another 11 are only partially functional.

From that problematical situation of the district, we have learned that behaviour change interventions, in order lead to a lasting change, need to be supplemented by other interventions such as provision of clean water, support to poor households to improve their sanitation status and community empowerment to hold duty bearers accountable. Rainwater harvesting is seen as an intermediate solution though it doesn't provide a year-round water supply. Sanitation facilities at the household level (especially for poor families) remains a critical situation that the district needs to be supported on if they hope to eliminate open defecation.

WaterAid is continuing to encourage the district to engage in conversations with a wide variety of stakeholders to ensure the aim of reaching open defecation free (ODF) can be fully funded in the future. Visits such as that from the Scottish Government officials, and WaterAid staff are one of the ways that the dialogue is maintained with the district and demonstrates a broader understanding of the challenges the district has in prioritising resource. Additionally, the presence of the Project Manager in the District Office in Nyamagabe allows for a continued balance of the additional needs raised by the district with effectively completing the designed project work, and is one of the reasons that WaterAid continue to focus on advocacy work alongside programme implementation in their plans.

3. Partnerships and collaboration

This section allows you to discuss how partnership working is progressing on the project, as well as wider collaboration and sharing of learning.

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3.1	<p>Provide an update on how partnership working has gone in the past 12 months. Let us know about any highlights, challenges or changes to roles and responsibilities. (Max 350 words)</p> <p>All partners on this project continue to be integral to its success and collaboration remains strong.</p> <p>As part of WaterAid’s Project Monitoring Evaluation and Reporting processes a Programme Performance Reflection (PPR) brought together WaterAid and all the implementing partners. The partners expressed the willingness to sustain activities after the project and expressed the need for capacity development in project development.</p> <p>The forum suggested that an intermediate solution would be getting support from WaterAid Fundraising personnel to build their capacity especially in the area of resource mobilisation.</p> <p>During this fiscal year, there was more collaboration with WASAC– Nyamagabe branch (Rwanda’s Water and Sanitation Corporation). The organisations worked together on the implementation of water connections activities that are under Generation Water Project funded by JOA, and WASAC is also involved in Community Hygiene Club meetings. Given that Nyamagabe water investment plan was developed, WaterAid will continue to work with WASAC and other district partners in resource mobilization using that tool.</p> <p>In order to reinforce the participation of School hygiene Clubs and encourage more students to participate School WASH process, Radio Ishingiro (one of the implementing partners under JOA project) is now collaborating with Nyamagabe Alba Project to expand “ECAWA” approach in all schools of Nyamagabe district.</p> <p>Finally, Expanding the Empower Children as WASH Advocates (ECAWA) approach in all schools of the district came as a positive measure to motivate school hygiene clubs, and students in general to participate actively in School WASH (SWASH) promotion activities (SWASH is currently funded by Jersey Overseas Aid). It is now operating in all 128 schools of Nyamagabe. Because of limited budget, our implementing partner “Radio Ishingiro” started to record dramas and to identify the best handmade WASH images to be published through radio talk shows and WASH journals respectively. Quarterly exchange meetings between school clubs, the Parents-Teachers Association and Community Hygiene Clubs have been an opportunity to record dramas and collect journals from School Hygiene Clubs. This is an example of how WaterAid has ensured that different projects it is running are meshed together to maximise utilisation of learning from implementation and to increase the benefit of all of our interventions.- this article shows how Radio Ishingiro is supporting WA Rwanda’s Covid messaging https://www.bbc.co.uk/news/in-pictures-52292618</p>
3.2	<p>Have any Scotland-based staff visited the project in the past 12 months? Give details including key activities and outputs of these visits.</p>

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	<p>From 26th of August to 3rd of September 2019, we received a technical Support Visit to the project.</p> <p>The team was composed of WaterAid Regional Office, and colleagues from WA UK office. The Scotland Project Manager joined remotely for the discussions regarding the Nyamagabe Alba project</p> <p>Together with the project team and the district officials, they visited different activities and interacted with partners and beneficiaries.</p> <p>In January 2020, we received visits from the Scottish Government and [REDACTED] from WaterAid UK who was covering the Scotland Project Manager's overseas travel as the Scotland Project Manager was not able to travel this January.</p> <p>This visit included a refresher course on safeguarding as well as a field visit to the project.</p>	
Date of visit	Key achievements / outputs of visit	Follow-up actions
August 26 th - September 3 rd 2019	<ul style="list-style-type: none"> • They appreciated the progress of the project and suggested: To document the process of Sanitation Marketing Model. The reality on the ground show that sanitation marketing can't be a success in Nyamagabe because the district is mostly rural with 92.7% of its population living in rural areas. • To resize toilets for students with disabilities. This has been done and the space has been increased to facilitate also those with Wheelchair to move easily inside the room. 	<ul style="list-style-type: none"> • A sanitation discussion supported by sanitation experts from WAUK showed that that what is implemented in Nyamagabe is sanitation financing. A Rethinking rural sanitation plan concretized by an ODF plan in Nyamagabe district has been developed as a fundraising tool.
October 2019	<ul style="list-style-type: none"> • Content gathering visit by WaterAid's voices from the field officer. 	<ul style="list-style-type: none"> • Case studies/images shared with Scottish Government & Scottish Water.
January 19 th – 24 th , 2020: Visit of a representation from Scottish Government.	<ul style="list-style-type: none"> • A training on safeguarding provided to all Scottish Government grant holders. • Field visit of one of supported schools, where there is integration of two projects: SG&SW project and JOA project. 	<ul style="list-style-type: none"> • Follow safeguarding principles in daily project implementation Monitoring of water access of rainwater to determine if the volume of the tank is enough or not.

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<p>March 6 – 7: Visit of Maurice Kwizera, Rwanda Country Director</p>	<ul style="list-style-type: none"> • Attended Scottish Water Ball • Met member of Scottish Water staff who support match funding for this grant 	<ul style="list-style-type: none"> • Potential for future conversations between Scottish Water HR team and WaterAid Rwanda with regard to shared training opportunities for WASAC Rwanda
<p>3.3</p>	<p>Please tell us about any dissemination and learning throughout this reporting period. How have you promoted effective learning across the project? Please explain what processes you have used both internally and externally to share learning from the project so far, and how this learning is being used. (Max 500 words)</p>	
	<p>One of the project approaches is Sanitation Marketing through which Community Hygiene Clubs have been linked with micro finance institutions known as Savings and Credit Cooperatives (SACCOs). A revolving fund has been established in all 17 SACCOs of the district. Being an active member of Community Hygiene Club and Voluntary saving and Loan Association is the main condition to have access to sanitation loan. Bringing micro finance institutions in the process of sanitation promotion seems to be a new approach in Rwanda and is being piloted in Nyamagabe district under this project.</p> <p>For that particular aspect, formative research was conducted to inform sanitation products and how to increase sanitation demand. The report has been shared with the district and partners and with WaterAid internally. The results from that research shows that buying of the approach by the community is very low because the district is mostly rural with 92.7% of its population living in rural areas with a high number of population (73.3%) that are extremely poor, and it is nearly impossible to find people who can invest in production of sanitation products and / or to afford them.</p> <p>During the discussion with sanitation experts from WA UK, District officials and the representative of Community Hygiene Clubs, it was realised that, the approach under implementation is not SanMark itself but “Sanitation Financing”, and the discussion ended up with an ODF plan shared with the district as a tool that will facilitate them to mobilize funds aiming at supporting poor households to improve their toilets. This was done under rethinking rural sanitation approach whereby all required investment to cover hygiene and sanitation needs in the district where elaborated.</p> <p>As the project is progressing and more lessons are coming out, sanitation experts in WaterAid’s Programme Support Unit promised to support WaterAid Rwanda to pilot San Mark (Sanitation Marketing) in one of the 17 sectors of the district, which is Gasaka. The sector is semi -urban, with a certain number of socio - economic activities such as hotels, taxi park, market, shops, offices, and schools. Likelihood of success for SanMark is high due to institutions and some families already pay for waste management fees to a private company supported by the district.</p>	

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	<p>Another area of learning was the upgrading of School Data Management System. In closer collaboration with Ministry of Education, Ministry of Finance (MINECOFIN), and Generation Water Project, School WASH indicators and the use of school capitation grant information can now be found in the tool and inform decisions. The tools were piloted in Nyamagabe district, but it's now used at countrywide. This will be a lasting impact of this Scottish Government funded project</p>
3.4	<p>Has the project completed a mid-term project evaluation in the past 12 months (or is one planned for the next 12 months)? Please provide detail of the outcome of the evaluation. (Max 500 words)</p>
	<p>At a time a mid-term review might have been scheduled, a support visit from WaterAid UK was planned, in a review of all projects encompassed in the country programme. The joint support visit included members of senior staff from our International Programme, Finance, Advocacy, Funding and Programme Quality teams. As one of the primary grants in Rwanda, the Scottish Government project was thoroughly reviewed with the Scotland-based SG grant manager online for part of the conversations.</p> <p>Recommendations were made as part of the country review for the Rwanda programme as a whole, as well as for the NAP project specifically. Relevant findings of the report will be shared in due course and country staff are acting on them. In addition the country programme undertook a Mid-Term Review of their Country Programme Strategy (CPS) which examined how well they are performing and whether they are on track to meet the outcomes and aims of the CPS, and to make recommendations on where we can increase our impact or adapt our programming.</p>
3.5	<p>With reference to Q39a & 39b in your original application form, please highlight how you are maintaining an awareness of others working in this region, giving details of collaboration, joint working or partnerships with others. (Max 500 words)</p>
	<p>WaterAid is one of the active members of District Joint Action Development Forum (JADF), especially the social and economic commissions. The annual plan and quarterly reports are shared, and a district monitoring team organises a joint field visit for accountability purposes, and to update the situation room where all district partners indicate their contribution to District performance plans (Imihigo).</p> <p>One of the results of the influencing work, is that all district partners combined efforts by providing a holistic package to vulnerable households of Kigarama Village of Kamegeli sector and care is taken to ensure partners are working to their strengths and not duplicating efforts. Each partner is intervening according to his area of work in order to simultaneously tackle different development angles like WASH, economic development, livelihood, or nutrition. In that spirit, support from WaterAid went to the construction of 9 model households' toilets and 5 households' water jars as a complete package to the district intervention of rehabilitating 9 shelters.</p> <p>The coordination of Nyamagabe Alba project is chaired by Ministry of Health</p>

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	and the district plays a key role whereby the hygiene and sanitation officer of the district is the focal point person of the project, to ensure the quality of the project deliverables. Apart from implementing partners, WASAC – Nyamagabe branch is also on board to ensure proper use of water services and management of water infrastructures.
4. Safeguarding and fraud	
<i>Please ensure you complete questions 4.1 and 4.2 even if you have no incidents to report.</i>	
4.1	Have there been any safeguarding incidents, either relating to staff/volunteers or beneficiaries of the Grant or the Project, in the last 12 months?
	There was no incident within this reporting period. To prevent any incident related to safeguarding, Administrative and People Manager conducted a refresher session with all partners on safeguarding policy and practices. All the partners committed to not only prevent but also report on any incident in case it happens.
4.2	Have these incidents reported at 4.1 been reported to relevant authorities, and if so, to whom?
	N/A
4.3	Describe what action has been taken, and highlight any lessons learned.
	N/A
4.4	Have there been any incidents in the last 12 months of financial mismanagement, theft, fraud etc, either relating to the Grant or the Project or which affects the organisation?
	N/A
4.5	Have these incidents reported at 4.1 been reported to relevant authorities, and if so, to whom?
	N/A
4.6	Describe what action has been taken, and highlight any lessons learned.
	N/A
5. Risk assessment	
5.1	Have any issues materialised during this reporting period? If so, how were they addressed? <i>Please refer to risk assessment provided at application stage.</i>
	We understand that this is not a normal risk register, and more of a scenario mapping. However, given the ongoing fluid situation in Rwanda related to COVID-19, we have updated the risk register to reflect risks and assumptions related to the current project as best we can. As the situation will continue to change quickly in the coming months, we are happy to further discuss risks or actions taken with the Scottish Government if needed.

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Assumption	Risk	Action taken	Was this included in the Risk Assessment Table in your application?
<p>There continues to be major restrictions on movement of people, goods and services over the next three months (April-June)</p>	<p>Some of the activities will not be implemented on time because of COVID-19 related lockdown, staff will have to change working patterns, and some of the milestones will not be achieved within the planned period</p>	<ul style="list-style-type: none"> • The WaterAid Rwanda team conducted scenario mapping for the year ahead. Physical work (i.e. construction, all activities requiring physical meetings, etc) will be avoided in quarter one and have been moved to Q2, Q3, and Q4. Quarter one will focus on preparatory work that can be achieved through online interactions: revising / updating the bill of quantities and technical designs, sites identification with district authorities, work break down structure, procurement planning, etc • The partner on hardware (COFORWA) suspended some employees on short term contracts but they remain active in the sector and they are on standby to restart the work once the country reopens. In these conditions, all the project activities are expected to continue as soon as the new response guidelines allows for it. • The district hospitals (Kigeme and Kaduha) and District team are still operating, with much emphasis on prevention, providing medical care to communities, tracing COVID-19 contact cases, the isolation and referral of suspected cases 	<p>No</p>

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		<p>or new people entering the district.</p> <ul style="list-style-type: none"> As part of the Country Programme's response plan to COVID19 using unrestricted funds, we have supported district's efforts to continue hygiene campaign whereby we provided megaphones for awareness creation in remote villages, sanitisers and hand washing facilities in isolation rooms. 	
The lockdown is eased before the end of quarter one	Delay on activities involving constructions and meetings	<ul style="list-style-type: none"> The country programme revises the timeline based on government's guidance and WaterAid's guidelines on "return to work" and "Do No Harm principles". Discuss with the SG and local partners the new requirements for field work and implement activities within respect of global and local guidelines for COVID19 prevention and health & safety measures for staff, partners and service users. Discuss with the SG on the possibility of repurposing some funds to support WaterAid Rwanda plan for COVID19 response 	No
The lockdown extends beyond 3 months	In-country partners are not able to recover from extended lockdown and/or are pulled away from current project to help government response to COVID-19; milestones will not be achieved within planned period	<ul style="list-style-type: none"> Negotiate with the SG on the possibility of repurposing some funds to support WaterAid Rwanda plan for COVID19 response Activities of year 4 will be re-scheduled in year 5 Request for no cost extension Continue to support district hospitals and district to implement the COVID19 response plans with focus on hands hygiene and social distancing in communities, and 	No

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		health care facilities, using unrestricted funds or repurposed funds.	
The lockdown lasts 6 – 9 months	Project will not be able to resume after such significant delays, and/or further delays will be incurred due to lost momentum	<ul style="list-style-type: none"> • Some construction projects have already been authorized to reopen (e.g.: construction of water supply systems, construction of hand washing facilities, construction of health care facilities and schools). • However, construction activities will take longer than initially planned if for example the number of masons and helpers is reduced to respect the physical distancing on construction sites. WaterAid will continue to assess the situation and adapt project activities accordingly. • Continue to support district hospitals and district to implement the COVID19 response plans with focus on hands hygiene and social distancing in communities, and health care facilities, using unrestricted funds or repurposed funds 	No
The project can continue to be delivered under current budget	If social distancing stays in place for several months, but work can be resumed, there will be an impact on the budget (i.e. additional vehicles required for fewer people per vehicle, use of fewer workers at a time which could cause delays, etc). If the confinement goes beyond 6months, a	<ul style="list-style-type: none"> • WaterAid will continue to closely monitor the budget over the next several months, ensuring that staff are working at full capacity in the 'soft' areas. • WA will re-assess and communicate any needs for a no-cost extension with Scottish Government 	No

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	no cost extension would be required.		
WaterAid is extremely well positioned to contribute to the Government of Rwanda's COVID-19 response plan	Work on the GoR's COVID-19 response plan takes staff away from current project and causes further delays	<p>A formal request has been sent to partners to contribute to GoR's COVID-19 response plan. WaterAid is already using unrestricted funds to assist Nyamata district on their COVID-19 response plan. The support so far has included contribution to prevention campaign using Radio and TV talk shows to create awareness, web banners with prevention messages in local newspapers, printed banners hung in public places, purchase of megaphones for prevention message spreading in remote villages, hand sanitisers for isolation rooms.</p> <p>However, the demand is still high, and the Country Programme is not able to satisfy it on unrestricted funds alone; WaterAid believes their current Scottish-Government funded- project would be well-positioned to continued to deliver on project activities that also meet the needs of the urgent COVID-19, and would be happy to continue this discussion further.</p>	No
Nyamagabe District happy with the level of WaterAid's contribution to WASH needs of the district	Nyamagabe district is placing demands for more WASH support than planned in the project	<ul style="list-style-type: none"> • Clear communication with the district about the project • Strengthen Joint Action Development Forum and bring all partners in the district on the same discussion table. 	No
<p>6. Inclusion & accountability</p> <p><i>With reference to question 38 in section E of your original application and thinking specifically about the past 12 months, please use this section to tell us how you are mainstreaming through your project, ensuring that you are aware of and actively working to reach vulnerable and marginalised groups.</i></p>			

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6.1	<p>Is the project still relevant for the beneficiaries you are working with? Please highlight how you ensure accountability on the project, ensuring beneficiaries have the opportunity to feedback on the project and influence its development? (max 350 words)</p>
	<p>WaterAid’s project on improving sanitation and hygiene for the most vulnerable groups is still highly relevant, as evidence by the most recent data from the sanitation map (February 2020) in the district situation room of Nyamagabe district, which indicates that there are 17,576 of households (21.6%) without access to improved sanitation facilities.</p> <p>This constitutes a serious problem in the district, given that most of those households can’t afford decent sanitation facilities, and only 0.9% of the 2019 – 2020 district budget is dedicated to Human Security Issues including inadequate household latrines and unhygienic conditions. Thus, the continued work of WaterAid to help improve access to sanitation and hygiene is still extremely relevant.</p> <p>In the spirit of finding solutions, line ministries recommended considering these issues in their partners’ plans. Thus, WaterAid supported the district to elaborate on an ODF plan being used by the district as a fund mobilization tool.</p> <p>Meanwhile, Nyamagabe Alba Project is tackling these challenges by applying a combination of approaches including integrating Behaviour Change through CBEHPP, Voluntary Saving Groups, Sanitation Marketing and Revolving Fund.</p> <p>In closer collaboration with the Joint Development Action Forum (JADF), WaterAid supports and participates into the Accountability Day which is organised each year to give an opportunity to all district partners to showcase their work which is also a space for the beneficiaries and users to provide their feedback on the services delivered by partners.</p> <p>Joint quarterly discussion meetings are an opportunity that district officials are currently using to hear different ideas from students and communities on how to progress together, and what they are expecting from them in order to handle challenges they are facing in their daily life.</p> <p>NAP (Nyamagabe Alba Project) can assist in COVID-19 prevention as the overall aim of the project is to contribute to the improvement of hygiene and sanitation status in the district. Most of planned activities are contributing to the prevention of poor hygiene related diseases, and can also help to prevent COVID, as hand washing is one the key areas that the project seeks to promote. On the other hand, the district is facing a challenge related to the access to water. The construction of underground rain water harvesting tanks at schools will help school children to have access to rain water that can be used for hand washing.</p>

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6.2	<p>Do you have an awareness of particularly vulnerable or marginalised groups within the community in which your project is working? Please give details on how you are disaggregating data to recognise these groups across the project. (Max 350 words)</p>
	<p>The Open Defecation Free (ODF) plan elaborated with the support from Sanitation Experts from WaterAid's Programme Support Unit shows that 3,067 households in Nyamagabe need total support to improve / construct their own toilets while 22,404 households need partial support. On the other hand, in February 2020, the data in the situation room* of the district indicates a total number of 17,576 households without access to improved sanitation facilities, none of whom can afford decent sanitation facilities. WaterAid is using this data to ensure these households are prioritized for the Community Based Environmental Health Promotion Programme (CBEHPP) and Sanitation Marketing.</p> <p>Additionally, local leaders from village level up to district work hand-in-hand with Environmental Health Officers based at each Health Center and Loan Officers from SACCOs to support most vulnerable households eligible for WASH projects, and these are prioritized for accessing sanitation loan.</p> <p><small>*Nyamagabe District's Situation Room within the district office is a visual representation of all of the district's monitoring data with regard to the population.</small></p>
6.3	<p>How is your project working to actively meet the needs of these vulnerable and marginalised groups, ensuring they are benefiting from the project? Please outline any mechanisms you are using. (Max 350 words)</p>
	<p>WaterAid's project is working to actively meet the needs of the most vulnerable using several different strategies.</p> <p>One of the project implementation strategies is the use of the existing community structures to help identify and support vulnerable households. Within Community Hygiene Clubs, the smallest households group known is known as "ISIBO". Isibo is composed of between 15 and 20 households. Apart from the number of households, the age range is also among criteria for those Isibo where people in the same age range have their own Isibo for a better management and discussion topics allocation.</p> <p>In weekly sessions of CHCs, members sit together according to their age range and identify their WASH needs, possible solutions and supports needed. Then, CHCs facilitators can easily identify and report to Community Health Officers and local leaders' households that need direct support. Those households can be supported in kind or through general monthly Community Work, known as "Umuganda".</p> <p>With Nyamagabe Alba Project, the support is not limited to the behaviour change program, but also it is providing solutions to community WASH needs through the collaboration with SACCOs. Eligible projects of Community Hygiene Clubs</p>

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	<p>are financed by SACCOs, and the most vulnerable households are the first to receive sanitation loans. A revolving fund committee monitor regular the use of the loan.</p>
<p>6.4</p>	<p>Taking into consideration some of the challenges of mainstreaming, please describe any challenges you have faced in reaching vulnerable and marginalised groups, how you have overcome these or plans you have developed to support inclusion on the project. (Max 350 words)</p>
	<p>The main challenge faced while trying to reach most vulnerable households is related to their financial capacity and mindset. From previous social protection interventions by government targeting the most vulnerable households with direct support for medical insurance, shelters, schooling etc. some beneficiaries of revolving funds money continued to think that it would end up being a gift which required a lot of efforts to educate them for paying back.</p> <p>In fact, to make the district open defecation free, the creation of a Revolving Fund in local Savings and Credit Cooperative (SACCO) was identified as an important facility for sanitation financing for households to improve their toilets. We are behind the annual target of percentage of households with access to sanitation products (4.2 and 5.2 on the log frame), primarily due to poor affordability of sanitation products in the most vulnerable communities. For this, WA and the District agreed to:</p> <ul style="list-style-type: none"> • First, attempt to end ODF by encouraging each household to own a toilet • Second, HHs will be invited to improve their HH toilet. Weekly savings into voluntary loan and saving associations will be supporting them, and after a period of 9 months, their share out will help each member to buy a sanitation product he / she saved money for. <p>Households identify the needed improvements on sanitation facilities (roof, doors, slabs, etc). They apply as a team (Community Hygiene Club) to a loan from SACCO, repayable in one year. Despite the initial challenges of mindset change on payback as mentioned above, the approach has proven to be effective for community sanitation improvement. For sustainability, Nyamagabe district is looking at replicating the same approach to other areas of development, mainly looking at how support for medical insurance would be made available to vulnerable households with a plan to repay in small instalments thereby allowing more people to benefit from the scheme. This approach is being piloted in two sectors (Kamegeri and Gasaka) with some positive results already.</p> <p>On the other hand, WaterAid is working collaboratively with Nyamagabe district's Business Development Unit, to facilitate CHCs to make toilet slabs locally which is expected to increase availability of the product in community. In the past, research has identified the availability of toilet slabs as a major barrier to improved toilets in the district.</p>
<p>7. Financial information</p> <p><i>This section will be reviewed alongside your budget report, which should be included</i></p>	

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alongside your narrative and logframe. Please ensure this spreadsheet is completed with both a detailed breakdown of expenditure for this financial year, along with your projected spend for the next financial year.

Please note carry-over of funds to the next financial year should have been agreed with the Scottish Government by January 31st of the current financial year.

7.1	<p>With reference to your budget spreadsheet, please give a detailed explanation of any variances between planned and actual expenditure, including reasons for the variances and whether these are as a result of timing issues, price achieved, quantity etc. If these are temporary variances, please outline plans for expenditure. (Max 500 words)</p> <p>The budget variances are related to the activities not yet completed due to either delays in receiving feedback from the Ministries on submitted reports or effects of the COVID – 19 lockdown. In general, the project budget has an overall delayed spend of £12,188 which we are proposing to carry forward to Year 4:</p> <p>Staff Costs: Spending for staff costs is on track and no under or overspends to report.</p> <p>Running Costs: Running costs are on track and no under or overspends to report.</p> <p>Travel: International Travel has a delayed spend of £1,930. This is due to delayed documentation from WaterAid’s ‘Voices from the Field’ team due to travel restrictions put in place as a result of the COVID-19 outbreak. **We would like to move this activity to Year 4, as soon as travel restrictions are lifted.</p> <p>Output 1: There is delayed spend of £3,226 under Activity 1.4, which is due to the cancellation of World Water Day. It is proposed that this delayed spend be used on the same campaign messaging in Year 4.</p> <p>Activity 1.5 has a delayed spend of £1,023. This is due to not yet receiving feedback on the reviewed Hygiene and Environmental Healthy policy which has been submitted to the Ministry. Once feedback from the Cabinet is received the final payment of £1,023 will be made in Year 4.</p> <p>Output 2: The reviewed School Health Policy has been submitted to the line Ministry; we are waiting for the feedback. For that, the payment of 40% is not yet paid, which justify the delayed spend of £3,818. The budget will be carried forward in Year 4 on the same activity</p> <p>Output 3: Activities under Output 3 are on track and there are no under- or overspends to report.</p>
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	<p>Output 4: Activities under Output 4 are on track and there are no under- or overspends to report.</p> <p>Output 5: Activities under Output 5 are on track and there are no under- or overspends to report.</p> <p>Output 6: Activities under Output 6 are on track and there are no under- or overspends to report.</p> <p>Monitoring, Evaluation and Learning: The underspend of £2,191 is the budget related to the meeting of Technical Advisory Committee that we were not able to conduct because of the COVID-19 lockdown. The budget will be carried forward in Year 4 on the same activity, including inviting additional key district staff to attend and discuss project sustainability moving forward.</p> <p>Dissemination: Organised learning events all took place as planned and there is not over or underspend to report.</p>
7.2	<p>Please give details of any capital expenditure in this reporting period. (Max 350 words)</p> <p>NA</p>
7.3	<p>Please explain how you have worked to ensure cost effectiveness on the project in the past 12 months, whilst maintaining the quality of delivery. (Max 350 words)</p> <ul style="list-style-type: none"> • At the beginning of each fiscal year, planned budget as well as milestones to be achieved are discussed with our implementing partners. • For capital items, COFORWA works hand in hand with WaterAid Rwanda programme staff, and agree on the bill of quantities and the quality of work to be delivered. Note that the bill of quantities is based on the current market prices for required materials. • A budget monitoring is also conducted at monthly basis when partner submit their reports, and together with the finance team, to monitor if the spending is being done as planned. At quarterly basis, especially during partner performance review, it is a good opportunity to discuss deeply with partners on the link of programme progress and budget spending, and to ensure that partners are equipped to handle challenges they may encounter during implementation.

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- Additionally, every month the finance team shares with all Project Managers the current exchange rates and donor reports which give detailed project financial transactions that are due to occur. This enables Project Managers to identify any issues at an early stage.

8. Any other information

Use this section to tell us any other relevant information regarding your project. (Max 500 words)

- With the celebration of Menstrual Hygiene day, WaterAid Rwanda has conducted a national dialogue to discuss the development of MHM facilities and menstrual hygiene education, and showcased the documentation relating to MHM facilities funded by WaterAid in Bugesera and Nyamagabe districts, sharing the feedback from MHM users, challenges around MHM in schools and views of users (female pupils and students and school women staff) on how to improve school MHM facilities and Menstrual Hygiene Education to make them more beneficial. Different stakeholders were invited: members of health technical working groups in different Ministries (Ministry Health, Ministry of Education, Ministry of Gender and Family Promotion), UNICEF, media: Rwanda Broadcasting Agency (RBA); potential donors: (World Bank, African Development Bank, DFID, SIDA etc) and our implementing partners.
- Nyamagabe District has been moving people from high risks zones to new safer settlement places. High risk zones are all areas susceptible to disasters, and especially localized floods and landslides, due to geographical features or climatic profile. Under the Ministry of Disasters Management, exposed families are supported in a move from these zones to a safer settlement which, unfortunately do not yet have access to clean water and that presents a significant challenge to hygiene and sanitation at the household level. Even if the coverage of water access in Nyamagabe is 79.9%, among 38 piped water, 11 are partially operational and 5 are not operational at all. This shows that a project on water supply system might be a good catalyst to adopt positive hygiene and sanitation attitudes. WaterAid will continue to work with other actors in the sector to help develop solutions to fill these operational gaps.
- The implementation of an ODF plan highlighted the need for funding that neither district nor its implementing partners currently have. WaterAid is continuing to explore the idea of a multi-sectoral collaboration assist in moving the government development pillars closer to completion.