



**Plan**  
Girls first

# Annual Plan 2012

Program Empowering self-help sanitation of rural  
and peri-urban communities and schools in Africa





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## Program Details

Title	Empowering self-help sanitation of rural and peri-urban communities and schools in Africa
Partners	Plan Nederland + Plan Regional office East and South Africa, IRC, IDS
Period	January 2010 – December 2014 (5 years)
Budget	€ 9.454.333
Contribution DGIS	€ 4,474,000
Countries	West Africa: Sierra Leone, Ghana, Niger East/Southern Africa: Ethiopia, Uganda, Kenya, Zambia, Malawi
General Objectives	<ul style="list-style-type: none"> <li>• To reduce infant and child morbidity and mortality in 8 African countries.</li> <li>• To empower rural and peri-urban communities</li> </ul>
Specific Objectives	<ul style="list-style-type: none"> <li>• To improve sanitation and hygiene practices in rural and urban communities and schools in 8 African countries</li> <li>• Capacity and networks are strengthened on CLTS, SLTS and UCLTS in the 8 African countries</li> </ul>
Expected Results	<ul style="list-style-type: none"> <li>• The rural and peri-urban communities and schools in project areas have obtained the 100% ODF status</li> <li>• Adequate sanitation and hygiene practices are applied by the persons in project areas</li> <li>• Empowered communities have effectively developed their own sanitation and hygiene systems and maintain them</li> <li>• Country specific models of CLTS, SLTS and UCLTS are developed</li> <li>• South-South and North-South co-operation networks between research and civic society institutions are established and mobilised on CLTS, SLTS and UCLTS by 2014</li> <li>• Local entrepreneurs are active to help households to climb the sanitation ladder</li> </ul>
Targets	<ul style="list-style-type: none"> <li>• 805 rural communities &amp; 36 peri-urban communities</li> <li>• 742 schools. Other public places to be determined.</li> <li>• 2,568,000 persons reached for improved sanitation and hygiene practices</li> <li>• 2,140,000 persons with new access to improved sanitation</li> </ul>
Strategy	<ul style="list-style-type: none"> <li>• To empower the population to install by itself appropriate sanitation facilities and undertake proper hygiene practices through the approaches of Community Led Total Sanitation (CLTS) School Led Total Sanitation (SLTS) and Urban Total Sanitation communityled.</li> <li>• To engage and assist the (local) authorities in the process for continuation and scaling up to reach (much) more persons.</li> <li>• To engage the private sector in construction and maintenance of the toilets.</li> <li>• To develop national and international networks for lobby and advocacy on this low cost sanitation approach, for exchange and coordination between organisations, and for action research towards best and acceptable approach models.</li> <li>• To start with an inception phase for better coordination and network development (estimated 6 months)<sup>1</sup>, followed by the implementation (3.5 yrs), and a final year to assure sustainability.</li> </ul>

1 Considering that 6 of the 8 countries already implement CLTS, there will be a difference in pace in developing and strengthening the network in a country and subsequently in the length of the inception period.

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# 1. Introduction

Plan was among the first organisations in 2007 to introduce the Community Led Total Sanitation (CLTS) approach in Africa. The CLTS approach aims to raise awareness on the sanitation and hygiene practices in rural communities, and trigger the population into collective action to improve the situation by itself. A major principle of CLTS is no toilet subsidy and no financial reward when the community reaches 100% Open Defecation Free (ODF). The principle works, as many experiences by Plan, Unicef, World Bank and WaterAid have demonstrated.

This program aims to expand Plan's current CLTS activities within 6 African countries (Sierra Leone, Ethiopia, Uganda, Kenya, Zambia and Malawi) and introduce it in two other countries (Ghana and Niger). Due to the African focus of this program it has been called the Pan African CLTS program.

The general objectives of Pan African CLTS program are to reduce infant and child morbidity and mortality in 8 African countries and empower rural and peri-urban communities through the use of CLTS/ SLTS and UCLTS. Besides this general objective the program also aims to improve the CLTS approach by sharing experiences through learning alliances and action learning and promote the CLTS approach internationally in order to scale up the approach through more organisations and in more countries.

The Pan African CLTS program was co-financed by the Dutch Ministry of Foreign Affairs and implementation started in January 2010. During the first one and a half year a solid basis has been laid and good progress has been made. Also lessons have been learned that will be used to improve the overall implementation of CLTS/ SLTS and UCLTS. Some countries have reached more progress than others but overall the program is well on track and is yielding very positive results.

In July 2011 the first annual and financial narrative was shared with DGIS in which the progress of the program during the period July 2009- December 2010 was described. In this annual plan 2012 we would give a brief overview of the overall progress of the project until August 2011, describe the planned activities for the year 2012 and give an indicative budget for 2012.

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## 2. Current situation

In the first one and a half years the program has made good progress and communities have reacted enthusiastic to the CLTS approach. In the first year, 256 communities of the targeted 805 communities have attained the ODF status and many more are awaiting ODF verification. Households in the ODF communities are demonstrating good hygiene practices and 5 of the 8 national governments in the program countries have recognised CLTS as an effective, low-cost approach to promoting good sanitation and have incorporated it in their national policies and plans.

In 2011 a number of program wide and global meetings were organized in order to facilitate learning and sharing among the 8 countries in the program and to improve and promote the CLTS approach internationally. We hereby will give you a brief description of these activities that took place in 2011:

### **Annual Review Meeting: 21 - 25 February 2011 - Ethiopia**

One year after the start-up workshop in Nairobi, all the eight countries came together again during the first annual review meeting which took place 21-25th of February 2011 in Ethiopia. During this meeting all the WASH advisors of the 8th countries presented the progress of their projects and shared lessons learned and the challenges they are facing. IDS facilitated an action learning event and together with all the countries, the overall communication strategy of the Pan African CLTS program was formulated. During the annual review meeting a field visit was organised to Shebedino where Plan Ethiopia demonstrated how they modified the School Led Total Sanitation (SLTS) approach to better fit the local conditions in Ethiopia. The countries also indicated which action learning points they would work on in the coming year and which international conferences they would attend together.

### **WASH Learning Workshop on Sanitation Marketing, 9 - 13 May 2011 - Kenya**

From the 9th till the 13th of May 2011, Plan Australia (ANO) organised a WASH Learning Workshop on Sanitation Marketing for the Country Offices with whom ANO is implementing a CLTS program. Three of these countries (Uganda, Kenya and Ethiopia) also participate within the Pan African CLTS program of Plan Nederland. Plan Nederland also attended this learning workshop in order to learn more about the CLTS program of Plan Australia and to learn more about how sanitation marketing can be incorporated within the CLTS approach.

Plan Australia and Plan Nederland work together within their CLTS programmes. Plan Australia also attended the Annual Review Meeting on the Pan African CLTS programme of Plan Nederland.

### **AfricaSan3 Conference: 19 - 21 July 2011 - Rwanda**

The Third Africa Conference on Hygiene and Sanitation (AfricaSan3) was held in Kigali, Rwanda and was hosted by the Government of Rwanda and the African Ministers' Council on Water (AMCOW). The overall objective of AfricaSan3 was to get Africa on track to meet the Millennium Development Goal (MDG) for sanitation.

IDS, the Plan Regional Office (RESA), Plan Nederland and all the 8 Plan Country Offices took part in the AfricaSan3 conference. Two days before the AfricaSan3 meeting IDS organised a global CLTS Sharing and Learning Session which was attended by different Plan offices, Uni-

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cef, WaterAid, WSSCC, SNV and other organisation that are interested in the CLTS approach. During the AfricaSan3 meeting IDS hosted a CLTS stand in which they promoted the CLTS approach in general and specifically the Pan African program. For this occasion RESA published a magazine, named Trigger, in which a brief outline of the Pan African program and progress so far was described.

During the AfricaSan3 Conference IDS also organised a session 'CLTS in Africa: Experiences, Challenges and Ways Forward'. During this session Plan Kenya, Uganda, Malawi and Zambia presented their experiences with CLTS within the Pan African Program. The different Plan Country Offices also gave presentations about their CLTS experiences during other sessions at the AfricaSan3 conference.

Overall it was clear that internationally there is a lot of attention for the CLTS approach and for the Pan African CLTS program of Plan. More and more organisations are starting to implement the CLTS approach and are contacting Plan to learn from their experiences and to train CLTS trainers.

### **IDS Workshop on going to scale with CLTS, Innovations and Lessons: 24 - 27 July 2011 - Kenya**

IDS organised a workshop for CLTS practitioners, immediately after the AfricaSan3 meeting. The aim of the workshop was to focus on the key challenges practitioners face in taking CLTS to scale. Different NGO's that are implementing CLTS at this moment participated in this workshop. During the workshop seven focus areas of going to scale with CLTS were discussed and papers on these subjects were written. The outcome of this meeting was published in the Lukenya notes which were shared with all international organisations interested in the CLTS approach (through the CLTS website).

Plan Nederland and different Plan Country Offices attended this meeting and shared their experiences with the Pan African CLTS program with other organisations like WaterAid, SNV and Unicef.

### **IRC Learning Alliance meeting: 6 - 7 September 2011- Uganda**

IRC organised a learning alliance meeting to bring together the various members from the Pan African program which included the country teams from Ghana, Kenya, Malawi and Uganda. The meeting focused on: (1) key challenges on developing learning alliances within each of the countries, (2) the draft communication strategy for the next year, (3) challenges of the CLTS approach within the Pan African program. The different Plan Country Offices shared experiences on these topics and formulated actions which they would follow up together during the course of this year.

### **WSSCC Global Forum on Sanitation and Hygiene: 9 - 14 October 2011 - India**

The Global Forum on Sanitation and Hygiene in Mumbai, India, is a leading platform to discuss and advance issues of importance to billions of people. Arranged by WSSCC for its members and for professionals from around the world, the event has several aims.

First, it will facilitate learning and sharing between WSSCC members, sector practitioners and policymakers. Second, it will energize professional communities through an exclusive platform dedicated to sanitation and hygiene. Third, it will showcase knowledge, investment, communications, advocacy, partnership and networking approaches. Finally, it will strengthen

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national, regional, South-South and global dialogue and collaboration.

Different Plan Country Offices were invited to present their experiences and lessons learned within the Pan African Program. Also the Regional Water and Sanitation Advisor of Plan, Amsalu Negussie, was elected as a member on the Steering Committee of the WSCC for the coming three years in September 2011, and will attend his first meeting of the Steering Committee during the Global Forum.

## Field visits 2011

In order to understand the local context, opportunities and challenges of the different projects, and to facilitate monitoring and reporting to DGIS, Plan Nederland visits the different projects at least ones a year. In 2011 the following field visits were executed or planned:

Ghana: 23-28 January 2011

Kenya: 4-9 May 2011

Niger: 12-16 June 2011

Sierra Leone: 5-11 June 2011

Zambia: 25-28 July 2011

Uganda: 21-25 October 2011

Malawi: November 2011

Ethiopia: November-December 2011

In order to facilitate regional learning the Regional Water and Sanitation Advisor of Plan, joins Plan Nederland at the different field visits as much as possible.

## Progress per country

In the Annual Narrative 2010 a progress per country is given until January 2011. In the 3.2 a short update on the progress per country until the end of August 2011 will be given.

## Spin-Offs of the Program

During the past one and a half year the experiences gained through the Pan African CLTS program has contributed to the development of other sanitation and CLTS initiatives of Plan:

### Gates Foundation Grant: Plan USA

Together with the Gates foundation, Plan USA has developed a program in three of the eight CLTS countries (Ethiopia, Ghana, and Kenya). This research program will focus on the challenges and opportunities for scaling up CLTS. In order to use all the knowledge of the other Plan programs Amsalu Negussie (Regional Office), Sharon Roose (Plan Nederland) and Steve Dunham (Plan Australia) and Mark Rolls (Plan UK) were asked to take part in the Technical Advisory Group.

### Global Sanitation Fund: Plan Malawi

In 2010 Plan Malawi became the executive agent of the Global Sanitation Fund in Malawi. The experience Plan Malawi gained from the Pan African CLTS program will be used to scale up the CLTS approach in Malawi.

### EU Water Facility: Plan Uganda

With the help of Plan UK, Plan Uganda was granted a fund of 2.4 million Euro of the EU Water Facility, in September 2011. This program will help to upgrade the Pan African CLTS program in Uganda.

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## 3. Planning 2012

In 2012 we expect that the Pan African CLTS Program will reach its full momentum. All implementing countries would be more than familiar with the implementation of the CLTS approach, trainers have been trained, countries have attained experience and governments have been informed and aligned as much as possible. By the end of 2010 many countries were already showing good results. In the course of 2011 and 2012 we expect the program to reach its full potential and demonstrate even more results. Below we will give you an outline of the planned activities for 2012 for the entire program and for the individual countries. However the overall planning for 2012 will be discussed in more detail with the different Plan Country Offices during the annual review meeting in February and thus the planning might change slightly.

### 3.1 Overall Program

#### **Second Annual Review Meeting: 27 February - 2 March 2011- Ghana**

In February 2012 the second annual review meeting will be held in Ghana. During this meeting all the 8 countries will again come together to discuss their progress and learn from each other. IDS has been asked to conduct a one or two day action learning session and IRC has been asked to discuss the progress of the learning alliances of the different countries. Besides the 8 countries in which the Pan African Program is being implemented, Plan Mali will also be asked to participate, as they will start a new CLTS program in 2012, and other National Offices of Plan, who have experiences on CLTS, are asked to join (Plan Australia, Plan UK and Plan US). Also other local stakeholders like Unicef, SNV, WaterAid and the local and national government of Ghana will be asked to participate in parts of the meeting. Also a field visit will be organised to the CLTS program of Plan Ghana.

#### **Second Learning Alliance Meeting: September 2012**

IRC will organise a second learning alliance meeting in September 2012 in order to follow up on actions made during the first learning alliance meeting.

#### **Exchange visit Urban Community Led Total Sanitation**

Two of the eight countries are already piloting Urban Community Led Total Sanitation (UCLTS) and sanitation marketing. However this is still in a preliminary phase. In the near future Plan Nederland would like to expand its urban sanitation activities. In order to do so Plan Nederland and the different Country Offices will lead to learn more about the possibilities and challenges of the UCLTS. This is why Plan had planned a training visit on UCLTS in 2011 (budgetline 3). However, 2011 was too soon in the project as the different countries were still really busy with getting the CLTS program up and running. This is why we have postponed the training visit to 2012. In the coming months, with the help of IDS, Plan will select an organisation and country that has the most experience with UCLTS at this moment and arrange a learning visit to their project together with those Country Offices that are interested in implementing UCLTS in the near future.

#### **IDS Workshops**

IDS will probably organise at least 2 CLTS learning events during 2012. When they will take place is not certain yet.

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### Possible Spin-Offs

In 2012 Plan Nederland wants to expand its WASH activities in general and its CLTS activities in particular. With the experience we have gained from the Pan African CLTS program and the relationships we have built with our partners in these countries, we are currently looking at the following funding options to extent our WASH portfolio:

#### EC Multi-Country Call

Before the end of October 2011 a multi-country call will be launched by the EU which could be used to scale up the current CLTS program.

#### EU ACP Water Facility

his call will come out in November 2011 and besides water it will also have a specific focus on sanitation. Plan Nederland is currently discussing with which countries we would develop a program to submit for the EU ACP Water Facility.

#### Integrated WASH & Food, Nutrient Security Program

Water, sanitation, hygiene en food and nutrition security are interrelated and all needed in order to achieve a sustainable health impact. This is why Plan is eager to develop an integrated WASH & Food, Nutrition Security (FNS) Program within these communities and countries that were already involved within the Pan African CLTS program. Plan has discussed this idea with the Dutch Ministry of Foreign Affairs that they have asked Plan to write a concept paper about this in order to see if funding is available for such a program. Plan has written this concept paper and is waiting for a reply from the Ministry of Foreign Affairs.

### Field visits 2012

In 2012 Plan Nederland will visit the different CLTS programs in the 8 countries that take part in the Pan African CLTS Program. In 2012 Plan will also start a new CLTS program in Mali which is sponsored by the Plan Campaign Swimming and Skating for Water.

### Technical Advisory Group Meeting 5 - 6 December 2012

In December the first Technical Advisory Group meeting of the Gates sponsored WASH project will take place in Washington DC. The Regional Water and Sanitation Advisor of Plan Amsalu Negussie, the WASH Program Advisor of Plan Australia, Steve Dunham, Resource Mobilisation officer of Plan UK Mark Rolls and the WASH Program Advisor of Plan Netherland, Sharon Roose, will attend this meeting in order to share their experiences from the Pan African CLTS program, the Plan Australia CLTS program and the experiences of Plan UK.

## 3.2 Year Plan per Country

### Ethiopia

The project in Ethiopia has achieved good progress. The first half of 2010 was used to hire staff and conduct start-up workshops. By the end of August 2011 1.007 villages (210 kebeles) have attained the ODF status (target 7.536), 35 schools have improved their sanitation (target 20), 178.543 people have attained access to improved sanitation and many others are awaiting their ODF verification. However the project wants to reach 1.2 million people, which is relatively high. In the coming years it will become clear if this target is realistic. Nationally Plan Ethiopia has promoted the CLTS and School Led Total Sanitation (SLTS) approach through their active participation in the National Hygiene and Sanitation Task Force and other WASH

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Forums. Plan has also distributed a quarterly CLTS newsletter to all the stakeholders in these WASH networks.

In 2012 Plan Ethiopia plans to trigger an additional 1.602 villages (56 kebeles) with a population of 321.039 people. Plan Ethiopia has assigned full time CLTS coordinators in each Program Unit. They will assist government officials, district health workers and natural leaders in the triggering sessions and follow-up visits. In 2012 Plan Ethiopia will further develop and roll out their innovative SLTS approach which they have innovated to fit the local circumstances. Through this idea schools will be involved in order to trigger an entire community in only one day. Due to the double digit inflation in the country in the last two fiscal years immediately after the start of the project Plan Ethiopia has indicated that they are faced with a budget shortage. Plan Nederland is looking at ways to supplement their current budget.

### Uganda

The project has achieved good progress and is on schedule. By the end of August 2011, 41 villages have been triggered (target 127) and 33 have reached ODF status and a total of 12.804 people have gained access to sanitation. Also 35 masons were trained as part of the sanitation marketing strategy of Plan Uganda but sadly due to lack of seed capital and poor self-marketing only 50% of these masons are selling latrines by the end of August 2011.

In 2012 Plan Uganda will trigger an additional 26 rural, 8 peri-urban villages and 8 schools. Also follow up visits will be organised to make sure that villages that have attained their ODF status will keep this status. Plan will conduct a comparative study on the enabling factors for fast ODF attainment in Tororo as compared to Luwero district. Also a refresher CLTS training will be organized for facilitators and natural leaders to improve skills in triggering and harmonise monitoring processes. Also village health teams will be trained to promote good hygiene and sanitation practices in Luwero and Tororo districts.

Plan will also support the mobilisation of entrepreneurs /masons. They will be trained to improve their marketing and entrepreneurial skills and establish links with financial service providers in Tororo. Masons will also be trained to identify sanitation technologies in Luwero district and a catalogue of latrine technical options will be reproduced and disseminated to them. The Masons in Tororo will also be linked to the promotional activities that are going on in the surrounding villages, so that they can increase their market.

In 2012 Plan will also conduct monitoring support for UWASNET members of the Hygiene and Sanitation working group who are promoting hygiene and sanitation. Plan will also conduct a hygiene and sanitation learning forum/ CLTS advocacy for UWASNET members and the Media fraternity and support technical supervision by the Ministry of Health and print and disseminate CLTS brochure and CLTS good practices/ case study / research reports and documentation from Project areas.

Both Luwero and Tororo districts conduct at least one review meeting for project stakeholders between January and June 2012 and a consultant will be hired to conduct a project Mid Term Review from July to December 2012.

### Kenya

In Kenya ODF verification has been slow but more than 200 rural villages and 4 urban settlements in Mathare 10 have been triggered so far of which 50 have attained the ODF status and more than 600 households have attained access to sanitation. Plan Kenya has also established a Centre of Excellence in which trainers can be hired by other organisations to learn how to become a trainer of CLTS trainers. Unicef is one of the organisations that already have already hired trainers from Plan Kenya.

In 2012 Plan Kenya will continue the triggering of villages and will focus its attention on improving the ODF verification process in order to speed up the ODF process. The UCLTS

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pilot activities will be integrated within the urban program unit of Plan Kenya in order to streamline their activities and more emphasis will be on improving the monitoring, evaluation and reporting activities of the different Plan staff.

### **Zambia**

Besides sanitation the project in Zambia also focusses on the provision of water for multiple uses (MUS). By the end of August 2011, 40 wells have been protected, 27 tube wells have been drilled and 26.834 people have gained access to safe water. Also, 211 of the 600 targeted vil-lages have been triggered and 69 have gained the ODF status. During the first one and a half years, the program mainly focussed on providing the water points. Now that the water points are in place, the program in 2012 will focus more on the sanitation and nutrition component. Communities will be stimulated to set up nutrition gardens around the water points, and an additional 200 communities will be triggered in order to reach the target of 600 villages. Also sanitation will be improved in 5 more schools, and community hygiene promotion activities will be set up through the use of purchase of Information Education and Communication (IEC) materials and through participation in international events like World Toilet Day and World Hand washing Day.

Monitoring and evaluation will be an on-going activity throughout the life of the project. In 2012 special attention will be given to the verification, certification and ODF celebrations, in which monitoring plays a crucial role.

### **Malawi**

Project implementation is on schedule. By the end of August 2011, 172 villages have been triggered (only 102 were planned), of these 40 have already attained the ODF status and in total 23.120 people have gained access to sanitation. The involvement of village heads from the onset of the project has helped to ensure effective monitoring conform set standards. Village water and health committees have also selected natural leaders that are making follow up visits to make sure that fellow community members implement the sanitation action plan and start moving up the sanitation ladder.

In 2012 Plan Malawi will train more resource persons at community level (natural leaders/ chiefs/ health workers) to conduct triggering and follow up visits to assist villages to become ODF. Also an additional 80 villages will be triggered and ODF certification will be celebrated. Plan Malawi will also purchase IEC materials for CLTS which will be distributed through dif-ferent media channels. Plan will also be involved in the launch of the national the scale up strategy of CLTS in Malawi.

### **Ghana**

Implementation of the program is well on schedule in Ghana. By the end of August 2011, 20 of the 50 targeted communities have reached ODF and school children at 7 of the 20 schools are demonstrating good hand washing practices. Plan Ghana has also started collecting health data in the triggered communities. So far it seems that the number waterborne diseases have diminished in the communities after CLTS was introduced.

In 2012 Plan Ghana will continue triggering new communities and schools, but also conduct follow up visits to make sure that the villages that have reached ODF will stay ODF. They will also strengthen their natural leaders-networks that they have set up and produce CLTS materials that can be distributed through different media channels. At an international level Plan Ghana will focus a lot of their attention on advocacy and lobby toward the national government. In order to monitor the progress of the program they will conduct stakeholder review meetings every quarter.

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## Sierra Leone

After a late and difficult start the CLTS project in Sierra Leone is getting on track. By the end of August 46 villages have reached the ODF status (target 260), 4.882 people have gained access to sanitation and 11.998 people have improved their hygiene practices. The CLTS method is being embraced by the local communities. Villages that are not targeted within the program have even send letters to Plan requesting that they also want to be triggered.

In 2012 Plan Sierra Leone will continue triggering villages and organising ODF celebrations but they will also focus their attention on improving the sanitation and hygiene situation in schools. School Sanitation and Hygiene (SSHE) materials will be developed and School Health Clubs activities will be supported. Best practices have shown that children are important agents of change. School health club members will carry out peer education in and out of school as well as help disseminate SLTS messages to their parents and other adults with the aim of influencing their communities to adopt the CLTS/SLTS concept and put them into practice. They also help with monitoring and follow up in schools and communities. In 2012 Plan Sierra Leone will also organise Health, Hygiene and Sanitation competition which have shown to be an effective tool to spread knowledge about health and SSHE and IEC materials on hygiene and sanitation will be produced and distributed among the communities and schools.

## Niger

Besides the fact that the project implementation is behind schedule due to the food crisis in 2010, the project is showing good first results. By the end of August 2011, 46 communities and schools were triggered (target 103) of which 7 communities have reached the ODF status, and a total of 1.186 latrines were constructed. In November 2011 Dr. Kamal Kar will give a CLTS training to Plan Niger staff.

In 2012, triggering and ODF certification in Dosso and Tillabery will continue and an exchange visits between communities will be organized. Also community volunteers, natural leaders, teachers, health workers, school governance and youth associations will receive CLTS training by Plan. Plan will also use the mass media and local actors to distribute hygiene messages and will organise CLTS competitions at schools. Plan will also facilitate in the establishment of a network of CLTS facilitators in Niger and will establish a contractor's network for the Sanitation Marketing activities. At the national level Plan Niger will support the operationalization of the regional and national CLTS committees and support the ministries with the promotion of CLTS. In 2012 Plan Niger will also collect and distribute best practices of the project and will follow up on action research points that they have identified during the annual review meeting in 2011.

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## 4. Monitoring & Evaluation & Reporting in 2012

Monitoring, evaluation and reporting will be an on-going activity throughout the life of the project. Within each country regular monitoring activities are conducted. Every quarter stakeholder review meetings are organised and every six months the progress of the projects is being reported to Plan Nederland. At the overall program level the following monitoring, evaluations and reports are planned in 2012:

### Second Annual Narrative Report: 30th June 2012

Before the 30th of June, Plan Nederland will share the second annual narrative report of the Pan African CLTS program with DGIS. In this report the overall progress of the program and the international role of the program will be described and the progress per country will be described and highlighted with a case story.

### Second Trigger Magazine

In order to share the progress of the program to a wider audience, a second Trigger magazine will be published which described the progress in a more condensed and easy to read way. This magazine will be shared within the different national and international WASH networks.

### Collection of Case studies on CLTS - SLTS - UCLTS

In 2011 IRC has already started collecting case studies on CLTS, SLTS and UCLTS from the Pan African Program. In 2012 IRC will analyse these different case studies in order to deduct lessons learned that can benefit the Pan African Program and other current and future CLTS programmes.

### Mid Term Review: June - July 2012

In 2012 a Mid Term Review will be conducted of the program as was agreed upon in the project proposal. During the annual review meeting a TOR for the MTR will be formulated together with the eight Plan Country Offices. Plan will share this TOR before local consultants and/or Dutch consultants will be hired to conduct the MTR. The MTR will be conducted in June- July 2012.

## 5. Budget planning 2012

The overall budget for the Pan African CLTS Program is € 9.462.832 of which € 4.474.000 is financed by DGIS, € 2.128.341 is financed by Plan, and € 2.852.000 is financed by the communities themselves through the construction of their own latrine.

Annex 1 proposes the recent budget planning. The budget for 2010 is the actual budget spent in this year. These figures were also used in the annual narrative. Because the year 2011 has not ended yet. We are not able to give the actual budget spend in this year, and have kept the budget as stated in the previous planning.

Crucial observations for the new budget planning are:

- The original budget provided by DGIS has remained the same.
- There has been extra financial input in the programme in 2011 by Plan Nederland due to a private donation of € 8.500 for the CLTS programme in Ethiopia.
- Budget has been transferred from budget line 13 to budget line 2 (see explanation below)

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### **Budget line 1 Inception phase:**

All budget was spent in 2010 during the inception phase.

### **Budget line 2 Training/Triggering/ Support/monitoring/ workshops**

In 2010 there has been an under spending of € 445.751 (planning was set on spending € 1.163.861) due to slow implementation pace of some of the Country Offices (Plan Niger due to the food crisis, Sierra Leone due to heavy rains). In the period January-September 2011 € 732.728 was spent by the different Country Offices and more will be spent before the end of 2011. The budget under spend of € 445.751 will be allocated to the years 2012-2013 (€ 222.875 per year). Because some of the countries have indicated that they foresee a shortage in their budget due to extreme inflation € 225.000 of budget line 13 Contingencies will be transferred to budget line 2 (see budget line 13 for more information).

### **Budget line 3 Training visit on UCLTS**

In 2011 a training visit was planned on UCLTS (€ 25.000). However this visit will not take place in 2011 because there were too many other international events (AfricaSan3 and Global Sanitation Forum) that the country offices needed to attend in 2011. The UCLTS training visit will take place in 2012.

### **Budget line 4 Support Sustainability 5th Year:**

No budget has been allocated for this activity.

### **Budget line 5 Contributions of the target group**

This budget has been set on € 713.000 for 2010 and 2011. This amount is being calculated at € 10 per latrine built by the households themselves. If the number of people are indicated that have gained access to toilets and not the number of toilets built we have divided the number of people with 5, which is the average household size. However in 2010 we didn't report on this budget line because there was insufficient data available.

Until August 2011 333.732 people have gained access to sanitation. When divided by 5 this results in 66.746 toilets that were built. The average contribution of the target group until August 2011 is:  $66.746 \times € 10 = € 667.460$ . More toilets are being built as we speak and we expect that the contribution of the target group will go beyond the target of € 713.000 set for 2011. In 2012 and 2013 we expect that the contribution of the target group will be € 1.069.500.

### **Budget line 6 Documentation and manuals**

For 2010 € 9.500 has been budgeted and € 5.000 was spent for the production of a Smart Hygiene Solutions booklet. In 2011 and 2012 we expect to spend around € 7000 per year for the production of the Trigger magazine and other communication materials.

### **Budget line 7 International workshops**

In 2010 € 40.000 was budgeted but the only workshops that have taken place were part of the inception phase (budget line 1). For 2011 € 20.000 was budgeted and part of this money was used for the annual review meeting (we will report on this amount in the annual narrative report). In 2012 we expect to spend around € 25.000 for the annual review meeting and other international workshops.

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### **Budget line 8 Training and action learning by IDS**

For 2010 € 10.000 and in 2011 € 20.000 was budgeted. Nothing was spent yet because the costs of IDS could be allocated to the subsidy of the Gates Foundation, which supports them on CLTS as well. IDS has fully participated in the program and in the end next years the activities carried out by IDS will be directly booked to this program, plus the “under spending” will be settled in the next few years, as we see extra research activities for IDS. In 2012 € 30.000 is budgeted to finance continuation of the support of IDS to the program.

### **Budget line 9 Action research and general support by IRC**

In 2009/2010 € 100.000 was budgeted for the IRC and € 72.489 was spent. In 2011 € 70.000 was budgeted and € 45.000 has already been allocated to IRC. For 2012 IRC has € 66.590 to continue their contribution to the program.

### **Budget line 10 General support, monitoring and reporting by Plan**

In 2010 € 162.360 was budgeted but only € 73.432 was spent. The main reason for this was that the program manager of the CLTS program, Martin Keijzer left Plan in June 2010 and a replacement didn't arrive until February 2011. Also during the first two years of the program the costs of the Plan Regional Advisor was covered by the Plan Regional Office. In the next three years these costs will be booked directly on the program. In 2011 € 162.360 was budgeted and until October 2011 €142.000 was spend. In 2012 € 192.003 has been budgeted.

### **Budget line 11 Evaluations**

For 2012 € 40.000 is budgeted for the Mid Term Evaluation. For more information see paragraph 4.

### **Budget line 12 Audits**

In 2010 € 10.000 was budgeted and nothing has been spent yet because the program was audited in the overall auditing of all the programs of Plan Nederland and financed by Plan Nederland. By the end of the program Plan will conduct a specific audit for all the 8th countries, but we expect that these costs will be below the € 100.000 budgeted at this point. This is why Plan will determine as soon as possible what these costs are and request for a budget allocation to other budget lines that are facing a shortage, for example budget line 9. Because we don't have the specific numbers at this moment we will keep the budget as it is at this moment and will ask for a budget allocation before the end of 2012.

### **Budget line 13 Contingencies 5%**

In 2009 and 2010 the budget for contingencies wasn't used and there was even an underspending on the different budget lines. However in 2011 some of the Country Offices have indicated that they are facing budget shortages due to extreme inflation (Ethiopia and Zambia for example). They have indicated that due to these shortages they are not able to reach the targets set in their project plans. This is why Plan Nederland would like to transfer € 225.000 from budget line 13 to budget line 2 (€ 112.500 in 2012 and € 112.500 in 2013).

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## Annex 1: Overall budget planning

Line	Description	Budget Responsible	2010	2011	2012	2013	2014	Total	Budget source	Total
1	Inception phase (baseline + workshops)	Plan CO, IRC	9.600					9.600	DGIS	7.680
									Plan+ Gov**	1.920
2	Training/ triggering/ support/ monitoring/ workshops	Plan CO in Africa + partners	718.110	1.163.861	1.499.236,50	1.499.236,50		4.880.444	DGIS	3.321.447
									Plan + Gov	1.558.997
3	Training visit on UCLTS	Plan Netherlands			25.000			25.000	DGIS	20.000
									Plan + Gov	5.000
4	Support sustainability 5th year	Plan CO Africa + Bangladesh							DGIS	-
									Plan + Gov	-
5	Latrine construction	Target group in African countries		713.000	1.069.500	1.069.500		2.852.000	Target group	2.852.000
6	Documentation and manuals	Plan RO	5.000	7.000	7.000			19.000	DGIS	15.200
									Plan	3.800
7	International workshops	Plan RO, Plan Netherlands		20.000	24.000	20.000	20.000	84.000	DGIS	67.200
									Plan + Gov	16.800
8	Training and action learning by IDS	IDS			30.000	30.000	30.000	90.000	DGIS	72.000
									Plan	18.000
9	Action research and general support by IRC	IRC	32.400	70.000	66.590	93.410	90.089	352.489	DGIS	281.991
									Plan	70.498
10	General support, monitoring and reporting by Plan	Plan RO and Plan Netherlands	73.432	162.360	192.003	192.003	192.002	811.800	DGIS	403.609
									Plan	408.191
11	Evaluations	Plan CO and Plan Netherlands			40.000		40.000	80.000	DGIS	64.000
									Plan + Gov	16.000
12	Audits	Plan CO and Plan Netherlands		20.000	10.000	10.000	10.000	50.000	DGIS	40.000
									Plan + Gov	10.000
13	Contingencies 5%					100.000	100.000	200.000	DGIS	157.176
									Plan	42.824
<b>Total</b>			<b>838.542</b>	<b>2.156.221</b>	<b>2.963.330</b>	<b>3.014.150</b>	<b>482.091</b>	<b>9.454.333</b>		<b>9.454.332</b>



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