



Canadian Rotary Collaboration for International Development



1579 Hyde Park Road – London, ON – N6H 5L4
Phone: (519) 473-2100 – Fax: (519) 471-8982
Email: rotary@rcid.org - Website: www.rcid.org

2007 Interim Narrative Report April 1 – September 30, 2007



The Canadian Rotary Collaboration for International Development will be a leading advocate in fostering the alleviation of poverty and improving the quality of life through facilitating the implementation of sustainable international development programs.

2007 Interim Narrative Report

April 1 – September 30, 2007

Table of Contents

<u>Section</u>	<u>Heading</u>	<u>Page</u>
1	<u>Introduction</u>	2
2	<u>Summary of Activities</u>	3
3	<u>Canadian Program</u>	5
	Capacity Development	5
	Public Engagement	6
	Development Education	8
4	<u>Developing Country Program</u>	8
	Status Summary of CRCID funded Programs	9
	Health Concerns	9
	Literacy & Education	10
	Water Management	12
	Monitoring & Evaluation	13
5	<u>Program Management</u>	14
	Secretariat	14
	Board of Directors	16
	Membership	17
6	<u>Finance</u>	18
7	<u>Discussion</u>	18
8	<u>Appendices</u>	19
	1. TRACC Program Report	21
	2. Ripple Effect Program Report	27
	3. Project Honduras Program Report	32
	4. Nakuru Region Sustainable Water Supply & Sanitation Program	38
	5. Financial Reports	41
	a. CIDA Financial Report	42
	b. Variance Report	43
	c. Balance Sheet	44

Section 1: Introduction

[Back to Table of Contents](#)

CRCID is at the “mid-term” of its current 3-year funding agreement with the Canadian Government through the Canadian Partnership Branch of CIDA. This report will provide an update on the status of the Canadian and Development Country programs as well as some of the other key activities undertaken during the past 6 months.

CRCID is cognizant of the need to remain flexible in an era of constant change both by Rotary International and the Canadian Government. At the 2007 Incoming Board Meeting CRCID created a Visioning Committee to investigate how CRCID can continue to provide effective and efficient international development service to Canadian Rotarians in their activities to reduce poverty in the developing world. It is anticipated that over the next several months new recommendations regarding governance, operations and policies will be forthcoming to the Board.

CIDA has requested that Company Marcil Lavallee conduct a financial audit of CRCID’s current program between June 1, 2006 and June 30, 2007. In preliminary discussions with the auditor, CRCID has initiated a minor adjustment in how it reports its developing country advances. The funds will not be debited until they are expensed on the program in the developing country and a financial report is received by CRCID showing this expenditure. The current method was to expense the funds immediately upon advance to the Canadian Rotary club.

Application was made to CIDA to amend CRCID’s current countries of focus, deleting Botswana and Zambia and replacing them with Belize and Bolivia. Approval for this amendment was received on Friday November 9, 2007. The Board and program coordinators were immediately contacted. The Chief Administrative Officer met with the Water for Humanity Program Coordinator and a possible NGO partner, Save the Children, on November 19, 2007 to discuss the water program for Bolivia. Discussions are currently underway to determine the preferred and appropriate contractual arrangement between CRCID and the Belize Distance Learning program.

CRCID is a sanctioned Rotary entity and therefore is subject to the policies and procedures of The Rotary Foundation (TRF) and Rotary International (RI). As it has developed its new program based approach for international development, CRCID has striven to keep both TRF and RI informed of the progress being made. The most recent meeting took place in October 2007, with President David Robinson and National CRCID Trainer PDG Terry Palmay visiting World Headquarters, located in Evanston, Illinois, to meet with TRF Trustee Chair Bob Scott, RI General Secretary Ed Futa, and a number of TRF staff including John Osterlund, TRF General Manager, and Rotary legal counsel. CRCID gave a presentation reviewing the history of CRCID, the reasons for its shift to a program based approach, and a discussion of the currently approved programs. The President specifically asked the TRF staff if there were any concerns about the current direction taken by CRCID and if there were any policy guidelines that might prevent it from undertaking the programs as described. Assurances were

provided that CRCID is staying within the policies and procedures of a Rotary entity. They appeared pleased with the overall presentation, not offering any suggestions for improvement. An overview of the newly developed education workshop was presented. The staff was particularly interested in sustainability and Results Based Management with a request from the participants for copies of the workshop. It was apparent that CRCID has a great deal of knowledge and expertise that it can share with TRF as it completes its visioning process and undergoes a transition similar to what CRCID started in 2003.

TRF is currently undergoing a “visioning” process to ensure that the Foundation remains responsive to the needs of Rotarians. One area where TRF wants to focus more of its emphasis is on sustainable projects, just as CIDA requested CRCID to do a few years back. TRF can utilize CRCID’s expertise in Results Based Management and the concepts of sustainable development as it develops its own policies and procedures.

Section 2: Summary of Activities (April – September 2007):

[Back to Table of Contents](#)

Outgoing Board Meeting (May 11, 2007):

1. The Board approved the 2007-2110 Strategic Plan and recommended the members of CRCID endorse the Strategic Plan at the AGM.

Moved by Executive Director John Eberhard

Seconded by Jim Jackson

Carried

The 2007-2010 Strategic Plan was discussed during the AGM on May 13, 2007 and endorsed by the membership.

Motion To endorse the 2007-2010 Strategic Plan by Peter Peters

Second – Doug Vincent

Carried

2. It was resolved that the Executive Director do a performance review and prepare a recommendation regarding salary and benefits for all staff by not later than January 31, 2008.

Moved by Ron Ross

Seconded by Jim Jackson

Carried

3. Establishment of a CRCID Visioning Committee to review and make recommendations regarding CRCID governance, communications between CRCID members and clubs and to determine how to best work with other funding agencies. Vice President Mike Street was selected as Committee Chair with the following members subsequently agreeing to be committee members: Joan Hayward, Ken Robinson, Chuck Masur, and Director Bill Carter. The committee will develop a Terms of Reference that will look at governance, communications between CRCID members and clubs and TRF restricted funds. Chair Mike Street will speak with everyone separately and then set up a teleconference. Timeline: to present to the AGM next year

Motion - Mike Street

**Second – Bill Carter
Carried**

4. There are currently two programs approved by CRCID that were NOT initiated by Rotary clubs or Districts but by CRCID. Canadian clubs were found to manage the programs. CRCID should not expect them to sign a Program Agreements, since they are CRCID programs and they are managing and implementing projects under the program umbrella. They should be required to sign Project Letters of Agreement. This will place less administrative responsibility on the respective clubs and make sponsorship of these projects more palatable to the members. The following motions were made by Health Concerns Chair Mike Street:

- a. Programs, which are developed as a result of a CRCID Initiative, shall, with the approval of the Board, be known as CRCID Initiated Programs and CRCID shall be the Program Manager.
- b. Rotary Clubs, which sponsor a project or part of a CRCID Initiated Program, shall be required to enter into a Project Agreement with CRCID in order to obtain CRCID funding.

**Seconded by Bill Carter
Carried**

- c. CRCID accept the Anchor Program for Mozambique and the Malaria, Tanzania Program as CRCID initiated programs (this motion was made during the November 21, 2007 Board teleconference).

**Seconded by Bill Carter
Carried**

5. Vehicle Policy Exception

Note: All exceptions to the policy must be approved by majority of CRCID Directors.

1. Vehicle must be owned by non-profit organization. Project partner that is responsible for all recurring costs including:
 - i) Operating;
 - ii) Maintenance;
 - iii) Licensing and insurance; and,
 - iv) Storage
2. Vehicle is essential for successful implementation of this Rotary initiated project.
3. Vehicle can only be utilized for purposes identified in the project application and not for personal or other non-related activities.

**Motion – President David Robinson
Second – Jim Jackson**

**To accept the Terms of Reference as stated above.
Carried**

6. CRCID Geographic focus:
The Board agreed that program proposals received from Canadian Rotary clubs or Districts approved by CRCID for inclusion in the funding proposal

to CIDA will represent the geographic focus of CRCID for the CIDA funded program. This elimination of a “predetermined CRCID geographic focus will enable CRCID to review and approve programs on merit rather than strictly according to country of implementation. This revised CRCID geographic focus will be reinforced through the CRCID newsletters, meetings and the website. The number of countries where CRCID funded programs will be implemented shall not exceed 10.

Section 3: Canadian Program:

[Back to Table of Contents](#)

Capacity Development Committee:¹

The Capacity Development Committee was not formed for the 2007/08 fiscal year due to no Director volunteering to be the chair and no members volunteering to sit on the committee. Therefore, capacity development has become an additional responsibility of the Secretariat.

Output Results:

a. How has the CRCID Program developed its organizational Capacity?

Indicators:

While the staff has not attended any training workshops or seminars during the past 6 months, they have attended and participated at:

- Meetings of the South West Ontario Council for International Cooperation (SWOCIC);
- The Rotary International Zone 22 Institute (Canada, Alaska, Russia – East of the Ural Mountains, and St. Pierre Miquelon) as a presenter; and,
- Canadian Rotary clubs and Districts. The CAO was invited to present at District World Community Service Meetings for Districts 5360 (Calgary); 5370 (Edmonton); and 5550 (Brandon).

The Secretariat is also acting as a “clearing house” for Rotarians seeking project funding. If the projects fit within the parameters of an existing CRCID funded program, the Rotarians are directed to the program coordinators for follow-up. If the projects do not fit, then the Rotarians are informed about the deadline for program proposals (September 15, 2008) and if possible connected with another organization that may be in a position to provide funding and/or administrative assistance.

In all presentations given to Rotarians both by staff and volunteers (members and Directors), the emphasis is always on results and sustainability. This message is becoming clearer to Rotarians

¹ Developing the capacity of the beneficiaries is simply one component of many inter-related and linking components that comprise sustainable capacity development. There are the tangible capacities (supply of fresh water, adequate healthcare, etc...) but just as important there are “intangible capacities such as the prevailing socio-economic and cultural behaviour that are often resistant to change. This must then be applied to each stakeholder participating in a program or project including funding donors, implementing organizations, local and regional governments, volunteers, etc... All organizations engaged in international development assistance need to reflect upon their own tangible and intangible capacity and make the necessary adjustments if their efforts are to be both successful and sustainable.

because their planning is now including these key concepts. At each of the District meetings attended by the CAO, there was an increased understanding of the rationale for being focused geographically, ensuring the projects/programs supported by the committee were sustainable and that the results could be measured.

b. How has the CRCID Program developed the Capacity of Beneficiaries?

Indicators:

Of the four CRCID funded programs that are currently active, 2 of them have facilitated the establishment of local community based committees. The program in Kenya is using a Rotary model called “Rotary Community Corps” whereby the community establishes a volunteer committee for a specific intervention (e.g. water) but is trained and mentored by local Rotarians.

In Guatemala, the Ripple Effect program coordinators are meeting with representatives of the local community seeking educational support, local Rotary clubs and the Ministry of Education. This interaction ensures that the program meets the needs of the community without overextending them or the local Rotarians and that the needs being met are synchronized with goals and objectives of the government.

Public Engagement (Communications Committee):

Outputs:

- a. Improve CRCID website to include database of projects implemented by Canadian Rotary clubs and Districts and potential non-Rotary partners for Rotary projects / programs;**

Indicators:

The CRCID website is updated when required. The next step in the evolution of the CRCID website is to utilize a volunteer website administrator that will be responsible for updating and revising the content on the website under the direction of the Communications Committee and the Secretariat. There is insufficient time and skills by current staff or sufficient funds to hire new staff to further develop the website by including, for example, an interactive, searchable website and a changeable “front page” that will keep the website looking fresh.

- b. Better understanding of international development issues by members leading to increased engagement in programs/projects;**

Indicator:

The members received development education training at the 2007 AGM for the first time since 2003. As a result, the members are more engaged with the clubs in their particular district regarding international development issues. To facilitate their knowledge and understanding of the issues, the Secretariat distributes the CCIC weekly bulletin called “Flash” to them. They are encouraged to promote the CRCID funded programs to the clubs in their Districts. The malaria program in Tanzania is an excellent example of the members cooperating with a program to achieve the necessary funding required to purchase

100,000 LLITNs While a single club is managing the program, it is receiving funding from clubs throughout Canada.

c. Enhance profile of CRCID program at club & District level of Rotary International Network and Cdn. Offices abroad.

Indicators:

CRCID is increasing and enhancing its profile at the District level through face-to-face meetings with District World Community Service Committees. These committees are mandated to support the individual clubs with their projects, inform them of new policies and procedures from TRF and CRCID, and provide limited funding from District sources.

Over the past several months the CAO has attended and participated at District World Community Service Meetings in Districts: 5360; 5370; and, 5550. The primary reasons for attending these meetings are as follows:

- a. Inform the WCS committee about the changes at CRCID;
- b. Support the District CRCID member;
- c. Show the District that CRCID is “Rotary friendly” and supporter;
- d. Recommend that the Committee consider a CRCID funded program either submitted by a club or by the District;
- e. Inform them about current CRCID programs in which clubs can participate and perhaps be eligible for CRCID project funding.

Attendance by CRCID staff at these meetings has proved to be very important in reestablishing the goodwill of Rotarians in Canada towards CRCID. CRCID’s image had suffered greatly due to the contingent liability, internal transition to programming, and little or no promotion in the Districts. The CAO has also worked towards “demystifying” CRCID that is often perceived as an extension of the Canadian Government.

Development Education Committee:

Outputs:

- a. **Improve training of CRCID members to include RBM, Gender Equality, Environmental Sustainability, Monitoring and Evaluation.**

Indicators:

The members were exposed to the primary concepts of international development at the 2007 AGM with the introduction of the new CRCID Development Education Workshop.

The Purpose of this DevEd program is to enable Rotarians to reflect on the nature of international development, and why Rotarians are involved in this activity. It will allow participants to consider current strategies for Overseas Development Assistance [ODA] as they relate to Rotary World Community Service. The workshop was divided into 4 modules that dealt with the following topics:

- 1.. Designing a Sustainable Development Project;

2. Introduction to Results Based Management;
3. Measuring success in an RBM Framework; and,
4. Programs and Principles of Effective Development.

It is anticipated that one or more of the modules will be presented to the members at each subsequent AGM. Five regional trainers, with one also being the national trainer were selected from amongst the members. They will be available to facilitate the workshop, with support from the District member, to Rotarians in each of the 23 Districts in Canada.

The members were encouraged to organize workshops in their respective districts that would be facilitated by one of the regional trainers. This would not commence until after September 2007 because additional revising of the modules was first required and this was done at a meeting of the Regional Trainers held in Halifax as part of the September 2007 Zone 22 Institute to minimize costs.

b. Improve project/program design and planning that respect RBM, Gender Equality, Environmental Sustainability, Monitoring and Evaluation requirements.

Indicators:

The Secretariat is working closely with the individual program coordinators to ensure that the monitoring (narrative) reports submitted to CRCID are utilizing an RBM model and incorporating Gender Equality and Environmental Sustainability into the reports.

Also, CRCID has designed an RBM based program proposal package for proposals submitted for the next funding cycle. In discussions with Rotarians about CRCID funding the need for an RBM approach that integrates gender equality and environmental sustainability.

Section 4: Developing Country Program

[Back to Table of Contents](#)

Country Programs Update

The following table, segregated by Sectoral Priority, provides a summation of the CRCID funding for the Rotary in Canada programs being financially supported under the CRCID/CIDA Program funding agreement between June 1, 2006 and March 31, 2009.

Sector	Program	Country	CRCID Budget	Amount Disbursed	Remaining Budget
Health	ANCHOR	Mozambique	\$183,186	\$0.00	\$183,186.00
	CDCC	South Africa	\$205,195	\$39,976.51	\$165,218.49

	Malaria	Tanzania	\$190,000	\$0.00	\$190,000.00
	TRACC	Uganda	\$109,000	\$75,000.00	\$34,000.00
Literacy	Project Honduras	Honduras	\$240,000	\$37,965.00	\$202,035.00
	Ripple Effect	Guatemala	\$318,966	\$208,458.00	\$110,508.00
	Belize Education	Belize	\$26,814	\$0.00	\$26,814.00
Water	Nakuru	Kenya	\$296,839	\$123,680.00	\$173,159.00
	WFH	Ghana/Bolivia	\$200,000	\$0.00	\$200,000.00
TOTALS:			\$1,770,000	\$485,079.51	\$1,284,920.50

To date, CRCID has only expended approximately 27% of its developing country program budget even though the funding agreement is over 50% completed. CRCID is very cognizant of this slow start to the programs and is taking mitigating steps to ensure that budgeted funds are expended on the programs by March 31, 2009 when the agreement with CIDA expires.

Status Summary of CRCID funded Programs:

1. Health Concerns:

- ***ANCHOR (Africa Network for Children Orphaned and at Risk):***
The goal of the ANCHOR/Mozambique program is to improve the well being and protection of Orphans and Vulnerable Children (OVC) in Mozambique, by providing and facilitating integrated care, support and prevention for OVC and strengthening the capacity of communities to develop effective responses to OVC care and support. Attaining the club, district and most significantly the Rotary Foundation funds that would be matched by CRCID contributions has been a challenge:
 - TRF is a “project” funding agency and attaining approval of “programs” was more problematic than initially thought. Three project proposals that jointly make up the program had to be revised and resubmitted causing a delay of several months. Currently, the program is awaiting approval from TRF after the proposal was resubmitted in October 2007.

- **CDCC (Community Development Care Centres):** The purpose of this program in South Africa is to provide support for orphans and vulnerable children (OVC) and their caregivers, in their community. Implementation of the program was delayed due to first requiring TRF project approval. However, TRF approval has now been received and CRCID program funding is being requested.
- **CRAM (Canadian Rotarians Against Malaria):** The purpose of the malaria program in Tanzania is to purchase and distribute 100,000 Long Lasting Insecticide Treated Nets (LLITNs) to institutions. This program is relying upon the contributions from Rotary clubs across Canada to meet its funding commitments to purchase the nets and Rotarians in Tanzania for their distribution. The goal was reached in October 2007 and the matched funding applications for TRF funding were submitted. Once TRF approval is received the program of purchasing and distributing the nets can commence.
- **TRACC (Taking Rotary Assistance to Communities and Children):** TRACC's overall goal is to establish a model program for improving the lives of children mired in parentless homes and to develop a unique micro-credit program for those often forgotten, namely the victims of the HIV/AIDS disease. The initial project of this program is directly reaching 238 beneficiaries (84 female and 154 male) comprising 80 child headed families and 46 vulnerable families. The project that commenced in May 2007 is covering about 10% of the CHF and vulnerable families in the area of its work. The children supported are happy, healthier and doing well in school. The community is active in providing parental guidance and counseling to the supported children. Some output results are available as provided in the RBM reporting matrix found in [Appendix 1](#).

2. Literacy & Education:

- **Ripple Effect:** The objective of this program is to help disadvantaged children by providing education to those who otherwise would have none. The program provides the schools, teachers, desks, books, and equipment that are basic to education. Plus, where a lack of food or drinkable water is an impediment to learning, it provides the students with these staples. Flowing from the above, the Ripple Effect Program will assist schools and communities remove the barriers to education one project at a time. Each school is dealt with individually in response to defined and supported needs. The overarching goals and objectives documented in previous material include the following:
 - 1) An increase in the number of children, particularly girls, regularly attending elementary school by determining the barriers through participatory discussions with the community and community school.
 - 2) Improved educational facilities in target schools to facilitate the increased number of children attending regularly.
 - 3) Support improved teacher education.

Through support and assistance of the host Guatemalan Rotary Clubs and the Sponsoring Rotary Clubs, it is anticipated communities will be able to overcome previously insurmountable obstacles to provide the education they desire for their youngsters.

The progress being made in this program is detailed in the report submitted to CRCID found in [Appendix 2](#).

- **Project Honduras:** The objective of the program is to improve the lives of Hondurans living in poverty, through programs designed to improve health, access to clean safe potable water, and literacy. As several Rotary clubs in Canada (and especially in British Columbia) are currently supporting literacy and general education projects in Tegucigalpa, the capital of Honduras, this has been targeted as one of the “focus programs” being funded by CRCID. Specifically, funding will be utilized for the following elements of this program:
 1. Market Children and Garbage Dump Children Program
 2. Mobile Library Program
 3. School Vegetable Garden Program

The number of children in the program prior to its inclusion as a CRCID funded program totaled 661. Over the past year the number of children has increased to 1,164. Please note that this data is not currently disaggregated by gender. However, for future reports it is expected that statistics disaggregated by gender will be made available. The interim narrative report received in October 2007 is included as [Appendix 3](#).

- **Belize Distance Learning Program:** The CRCID Literacy and Education Committee approved this program for inclusion in its current program funding agreement with CIDA if the current agreement could be amended to include Belize. The request was made on October 26, 2007 and the CIDA Program Officer informed CRCID on November 9, 2007 that the amendment was approved.

3. Water Management:

- **Nakuru Region Sustainable Water Supply and Sanitation Program:** Alleviating poverty for the rural poor in the Nakuru region of Kenya is the primary goal of this program. The rural poor, primarily women and children, are often forgotten with minimal, if any, services provided by local or state governments. By helping solve one of their primary concerns – water – the program will provide the opportunity and hope to work their way out of poverty. The time and effort devoted to obtaining adequate water from polluted streams and ponds are a major burden for rural women - significantly reducing the time and energy available for child rearing, education, farming etc. A direct result of the availability of relatively clean water is a reduction of waterborne diseases and improved hygiene. A durable 10 cu. M.

concrete tank which is constructed by the women and which stores roof runoff from each family home is the key element in achieving this goal.

Results to Date:

The Program has resulted in over 1,100 tanks built in the region over the last 6 years. The lowest estimate of daily consumption is 12,100 liters of potable water per day for an estimated 11,000 people. Currently an estimated 400 tanks are being built per year and with current funding for the next three years that can be maintained. This will mean we will have supplied about 23,000 people with a minimum of 10 liters per day by the end of the program.

Part of the program is a training component whereby three trainers are employed to visit each Rotary Community Corps group every month providing training on sanitation, water conservation, health, etc. Potable water combined with sanitation training has led to a significant reduction of water borne diseases. We are in the process of determining the exact impact our program has on community health.

Part of our support to the RCC's is in the form of Table Banking (micro-credit). Currently there is approximately \$35,000 in circulation. In each RCC women's groups manage the Table Banking process. Given an average loan of about \$50 and a pay back period of an estimated 3 months, approximately 200 enterprises are being financed at any given time.

The RBM Reporting Matrix is included as [Appendix 4](#) of this report.

- **Water for Humanity:** The mission statement of Water for Humanity (WFH) is to provide sustainable water solutions for village communities in third world countries to run and maintain on their own behalf and for their own benefit by engaging Rotary partners, required government agencies and local community councils in the process. This program is implementing two projects in Ghana and is now expanding its efforts into Bolivia.
 - **Ghana:** One of two water projects to be implemented in Ghana, the Volta Region Water Treatment system has received approval from TRF (\$21,675) enabling the project to proceed. The Rotary clubs of Old Montreal and Tamale are implementing the project. CRCID is preparing the project Letter of Agreement to be signed by the President of the Rotary club of Old Montreal, a representative of WFH, and CRCID.
 - **Bolivia:** WFH is expanding the program into Bolivia. The Canadian Government has identified Bolivia, one of the poorest countries in South America, as one of the countries selected for enhanced partnerships. WFH selected this country because it is identified as a high priority country by the Canadian Government because it has a high level of poverty as measured by income per capita and a commitment to development

effectiveness, as demonstrated through efforts to improve governance, ensure local ownership of poverty reduction strategies, end corruption and make effective use of aid monies². There is also a strong commitment by Bolivian Rotarians to improve the water and sanitation situation in identified communities.

The Water for Humanity program received two project applications from two communities in Bolivia that met their funding criteria. The Bolivian Rotarians with whom WFH has communicated are very passionate about the well being of the native people, i.e., the Chiquitano Indians, and the environmental implications of people continuing to live in remote communities in eastern Bolivia. The Rotary clubs have also negotiated strong financial commitments from their local municipal governments to share in the costs of the projects. One of the biggest lessons the WFH committee learned from the Tzaneen project in South Africa is that having enthusiastic and well-connected host Rotarians is critical for the successful completion and ongoing sustainability of these projects. The members of the Rotary Club of Amboro, Santa Cruz have been very professional and forthcoming in their two proposals to WFH and have been diligently following up.³

Monitoring and Evaluation

The following monitoring missions are forthcoming:

1. Project Honduras program in December 2007;
2. Water for Humanity Ghana program in February 2008; and,
3. ANCHOR (Mozambique) program in February 2008.

When the monitors are in these countries they will also, if possible, evaluate those completed Rotary projects that received CRCID funding under previous CRCID/CIDA program funding agreements.

The M&E committee is continuing its review of the M & E Forms to ensure they fulfill the reporting requirements. While the committee terms of reference have been drafted the committee is reviewing them.

Program Management

In its relationship with the CRCID funded programs, the CRCID Secretariat under the supervision of the Board of Directors is responsible for the following:

- Ensure that all of the required reports and accompanying documentation are received from the approved programs prior to the advance of any funds;
- Administer the developing country and Canadian program budgets;
- Providing assistance to the program coordinators if they have difficulties understanding the CRCID requirements.

² CIDA website: <http://www.acdi-cida.gc.ca/aideffectiveness#34>. Accessed October 20, 2007

³ Excerpt of letter received by CRCID from WFH Coordinator, David Angas: August 20, 2007

- Submit program related narrative and financial reports to CIDA and the CRCID Board of Directors in a timely fashion.
- Develop the necessary documentation to appropriately manage the program;
- Collaborate with the volunteer program committees to continually improve the quality of CRCID's programming.

Although some of the programs are not developing quite as rapidly as originally envisioned, the reasons lie outside of CRCID's control. The Secretariat is providing whatever assistance it can, while staying within its mandate, to expedite the development and implementation of these programs. For example, the Water for Humanity program was seeking to expand into Bolivia. The Secretariat prepared and submitted to CIDA a request to amend the current countries of focus under the current program. It also invited them to meet with representatives of the NGO "Save the Children" in November 2007 because this organization has extensive experience working in Bolivia.

Section 5: Program Management

[Back to Table of Contents](#)

1. Secretariat:

Outputs:

a. Better definition of roles and responsibilities to more effectively support Rotary clubs and Districts

The CRCID members perceive the Secretariat as the international development expert. This is primarily due to its experience of working with CIDA and developing best practices. It is also due to the members not receiving training during the CRCID internal transition years (2003 – 2006). Training, traditionally conducted during the AGM was suspended while the organization developed its strategic plan under the new "Program Based Approach".

With the approval of CRCID's first program based approach funding agreement with CIDA, the members did receive a full day sustainable development workshop during the 2007 AGM. This was very well received and did greatly increase their knowledge. However, it also brought to their attention how much they didn't know about how CRCID and CIDA are now partnering and several members turned to the Secretariat to assist them engage Rotarians in their own respective Districts.

As detailed under the Public Engagement section of this report, the Chief Administrative Officer was requested by the CRCID members to attend and present at District World Community Service committee meetings. District WCS Committees are tasked with raising awareness and supporting all of the Rotary clubs in the district. This was deemed to be a more effective utilization of time rather than speaking at individual Rotary clubs, which the CAO is occasionally requested to do.

The engagement by CRCID staff with the District WCS committees is explaining the current international development model being utilized by CRCID. While this is of critical importance, the personal interaction between the CAO and the

Rotarians and the CAOs participation in other related topics helps promote CRCID's mandate of partnership and collaboration with Rotary in Canada.

b. Appropriate management of allocated resources to deliver programs/projects

The Secretariat staff consists of a fulltime Chief Administrative Officer/Program Development & Management Officer and a part-time Administrative Coordinator/Project Officer. A part-time Executive Director was recently hired in anticipation of a forthcoming staffing restructuring and to develop a closer relationship with Rotary International and the Rotary Foundation.

Since the human capacity of the Secretariat is severely limited CRCID must rely heavily upon volunteers, especially at the Director level. Each member of the Board of Directors is expected to chair one or more committees. These committees include:

Developing Country Program Committees:	Canadian Program Committees
<ul style="list-style-type: none">• Health Concerns• Literacy & Education• Water Management• Monitoring & Evaluation	<ul style="list-style-type: none">• Development Education• Communications• Capacity Development• Visioning
Cross-Cutting Committees	
<ul style="list-style-type: none">• Visioning	<ul style="list-style-type: none">• Finance

The members of the committees are drawn from the members of CRCID and Canadian Rotarians with specific skills and expertise.

Most of the committees now have a Terms of Reference document that outlines the mandate and the expectations. Since CRCID is a national organization it draws its members from across the country. This makes face-to-face meetings difficult and expensive. The committees are encouraged to meet regularly through teleconferencing and email. Face-to-face committee meetings are integrated into the AGM and Public Engagement Meeting with verbal reports given in plenary session.

The newly formed Visioning Committee will be reviewing CRCID's current governance and determining if it needs to be revised in order to be both effective and efficient. For example, the current committee structure only engages Canadian Rotarians. With the availability of electronic communications technology it would be possible to include Rotarians from the countries where CRCID is implementing its programs.

The CRCID staff is engaging Rotarians that are seeking consultative assistance in the development of projects or programs. This assistance emphasizes the principles of sustainability including gender equality; results based management; programs vs. projects; and, ensuring the project/program originates with the Southern partner and that partner is engaged throughout the planning, implementation and reporting phases. These consultations may not result in the project or program receiving CRCID funding but they contribute to raising

awareness and understanding of sustainable development among Canadian Rotarians.

Secretariat staff is engaged with other international development organizations through the local Ontario Council for International Cooperation chapter and CRCID is a member of the Canadian Council for International Cooperation. The purpose of this interaction is for professional development and introduces these other groups to Rotary. Since Rotary clubs are located in 170 countries they could make excellent collaborative partners for these international development organizations. The group meets monthly and discusses different development issues and is developing a workshop for the spring of 2008.

2. Board of Directors:

a. Promote the availability of adequate resources to support programs / projects

The Board is developing a closer and reciprocal relationship with Rotary International and The Rotary Foundation. One outcome of this engagement is having The Rotary Foundation's Canada sharing office space with CRCID contributing to a reduction of CRCID's administrative overhead. Discussions are ongoing with TRF regarding even closer collaboration.

Additional sources of revenue are being actively investigated that will increase the financial support to Rotary club programs and CRCID administration. One challenge that CRCID is facing is that it doesn't have charitable status. Rotary International has indicated that it is not amenable to CRCID getting charitable status because it could lead to competition due to both organizations relying on donations from the same source – Canadian Rotarians. Accordingly, CRCID is considering an alternative arrangement.

b. Implementation of policies and procedures that meet the requirements for the funding agency(ies).

The Board is investigating ways to reduce the administrative overhead and allocate a greater proportion of funds to the Canadian and Developing Country programs. Current initiatives include an increased use of teleconference meetings and emails to reduce face-to-face meetings. The Board has reduced its face-to-face meetings to two from three, with one being held in conjunction with the AGM.

The CRCID Board of Directors is adopting and implementing policies and procedures that meet both CIDA and Rotary International's requirements. The most recently approved policies and procedures are included in Section 2: Summary of Activities of this report.

The Board is also investigating ways of improving the gender disparity that exists both at the membership and Board levels. The responsibility for selecting the CRCID members rests with the District Governor for each of the 23 Rotary Districts with Canadian clubs. Selection to the Board is limited to those Rotarians who have served a minimum of one year as a CRCID member. Increasing the number of women as CRCID members is a continuing message that is given to the incoming District Governors at the

CRCID presentation held during the Governor Elect Training Seminar (GETS) Zone in September each year.

3. Members:

Outputs:

a. *Better understanding of requirements for delivery of international development programs / projects.*

The members, many of whom already have experience with CRCID, received development training at the AGM (see “Canadian Program: Development Education” section of this report). The CAO has met with some of the individual members to more fully explain how CRCID funds programs and program related projects under the new paradigm. This is resulting in CRCID members assisting in the design and planning of programs with the potential for receiving CRCID financial support. Fifteen of the twenty-three members (65%), including the only female member, are actively engaged in promoting the CRCID program through their involvement with the Canadian and Developing Country programs.

b. *Better cooperation and coordination of clubs and districts in the delivery of programs / projects through more efficient utilization of limited resources.*

Rotary clubs are autonomous and it can be a challenge getting clubs within the same country to work together on a single project or program if they are not the lead club. However, it is becoming apparent that this culture of exclusivity is changing as Rotarians gain greater understanding that cooperation and collaboration can lead to bigger impacts.

One of the criteria for approving the developing country programs was the expectation that other Rotary clubs would be engaged either in providing financial support or implementing a program related project. Since each program has a designated budget the program coordinators must approve all funding requests. This further facilitates this developing culture of collaboration by Rotary clubs and Districts within the same Zone. There have already been tangible output results of this new CRCID program approach with, for example, the Malaria program for Tanzania where 114 Canadian Rotary clubs have answered the appeal for funding support by agreeing to contribute club funds. Also, the CRCID Secretariat is receiving communication from clubs seeking project-funding support. The staff are either redirecting the query to a current program or suggesting that they consider expanding the project into a program. It is anticipated that several program related projects will be implemented during this program agreement by Rotary clubs connecting with the program coordinators.

Section 6: Finances

[Back to Table of Contents](#)

The financial report is attached to this report as [Appendix 5a](#).

Analysis of Financial Report

- Explanations for any variances over 10% from budget are included as [Appendix 5b](#).

Anticipated expenditures for Q3

Developing country program advance payment requests have not met the expectations indicated in the APR submitted to CIDA in July 2007. As of September 31, 2007 CRCID has a balance of slightly over \$245,000 in the bank as indicated in the balance sheet attached as [Appendix 5c](#).

Section 7: Discussion

[Back to Table of Contents](#)

The following list identifies CRCID's expectations over next 6 Months. It is generally recognized that most of the programs have taken longer than originally anticipated to be implemented. CRCID is putting in place a contingency plan to ensure that the approved developing country program funding is expended on the approved programs by March 31, 2009. Each program is being requested to submit their operating budget for the final year of the program. They are also being asked if there were additional funds available from CRCID, how much could they appropriately utilize. While it is anticipated that the programs will require 100% of the approved budgets, if there is a potential surplus of developing country program funds from any programs they can be reallocated to other programs.

In a worse case scenario, CRCID will investigate the possibility of extending the CRCID/CIDA program agreement for one year, until March 31, 2010. However, since no additional funds would be available to support CRCID's administration this is not a preferred option.

- **Management:**
 - Secretariat:
 - Continuation of program management & development
 - Evaluation of current programs and expectations of expending budgeted funds within timelines
 - Promote submission of program proposals for next funding cycle.
 - Continued liaison with Canadian District WCS Committees
 - Board of Directors:
 - Review Secretariat program evaluation and make decisions accordingly;
 - Continue providing CRCID administrative, management, and financial oversight;
 - Adopt policies and procedures deemed appropriate for improving the effectiveness and efficiency of CRCID.
 - Members:
 - Continued promotion of CRCID by:

- Making presentations at individual clubs in respective Districts;
 - Arranging for CRCID Regional Trainer to facilitate a Development Education workshop in the District;
 - Promoting CRCID through District websites and Newsletters.

- **Canadian Program:**
 - Capacity Development:
 - Finalize the committee terms of reference
 - Development Education:
 - Minimum of 2 Dev Ed workshops at District level
 - Public Engagement:
 - Publication of minimum of 1 newsletter per quarter;
 - Updating of CRCID website to include “current news section” and links to program dedicated website.
 - Meet with The Rotary Foundation to develop closer cooperation and collaboration;
 - Meet with other International Development NGOs to develop closer cooperation and collaboration.

- **Developing Country Programs**
 - Approved Programs:
 - All CRCID approved programs operational;
 - Each program submits work plan for 2008/09 with budget;
 - Monitoring RBM reports & financial reports received on schedule
 - Monitoring & Evaluation:
 - Commence with CRCID monitoring of CRCID programs by:
 - Identifying sequence of programs to be monitored;
 - Selecting qualified monitors;
 - Arranging for M&E training if required; and,
 - Setting monitoring dates.
 - Finalize plan to evaluate projects completed under previous CIDA Agreements
 - Provide Secretariat with groupings of projects by geographic region & sectoral priority matched with a list of qualified evaluators with their itineraries;
 - Secretariat sends letters of introductions to individual project stakeholders.

Section 8: Appendices

[Back to Table of Contents](#)

Program Reports	Page
1. TRACC Program Report	21
2. Ripple Effect Program Report	27
3. Project Honduras Program Report	32
4. Nakuru Region Sustainable Water Supply and Sanitation Program	38
5. Financial Reports	41
a. CIDA Financial Report	
b. Variance Report	
c. September 30, 2007 Balance Sheet	

APPENDIX 1: TRACC

[Return to Report](#)

TRACC PROGRAM RESULTS REPORTING MATRIX

OBJECTIVES: To establish a model program in the Masaka Region of Uganda for improving the lives of children mired in parentless homes due to HIV/AIDS. With an emphasis on girls: reduce school dropouts, support children caring for sick or dying relatives, reduce discrimination, reduce the number of orphans, provide educational support, bedding, clothing and household supplies, income generating projects, skill training and psychosocial support. Strengthen adults who are already infected with supportive counselling and opportunities for micro credit with an emphasis on women.

ACTIVITIES	OUTPUTS	OUTPUT INDICATORS
May 1 to Oct 31, 2007		
Working with child-headed families. Identification and selection of beneficiaries	80 families being cared for 84 females, 154 males, 238 total	Various supplies being provided Mentors in place - 314 hours per month by mentors with children
Presenting selected beneficiaries to headteachers and local leaders	196 presented	Children known now in the community
Training of mentors to work with child headed families	34 Rotarians trained on how to advise and counsel Unknown number of other community leaders have been trained	Two hours of training carried out in groups with mentors
Reinstatement into schools	59 females 98 males, 157 total Primary male 63, female 39 Secondary male 35, female 20	Children attending primary and Secondary School

Scholastic materials	174 beneficiaries	children have received and are using the scholastic materials
school fees, and lunch	174 beneficiaries	Student fees were paid Lunch fees were paid
Conducting school and home visits	124 children involved	Visits were all held
Children's social meetings	92 children involved	Meetings were held
VOCATIONAL SKILLS TRAINING		
Identifying & selecting beneficiaries	64 selected	Enrolled in courses
Choosing local artisans to train and mentor children	41 selected	Carrying out training
Presenting beneficiaries to artisans and local leaders	196 presented	Achieved commitment from leaders to assist children
children's training material and equipment	64 children	Distributed to the children
Paying lunches and training allowances	64 children	Consistently provided to the children
School Uniforms & shoes	28 children	were provided.

Local artisan supervision	41 artisans	supervision carried out.
COMMUNITY AWARENESS & TRAINING		
Increase community awareness	196 beneficiaries	meetings held with people in the community to get their involvement and assistance
Identifying and training family helpers	85 individuals assisted	Trained in counseling and in home care skills for work with child-headed homes
Rotarians trained	31`	Learning parenting skills to work with child-headed families in home management skills
Child headed families trained	40 CHF's trained, 91 individuals	
Basic food requirements	126 beneficiaries	Food provided to meet daily needs
Growing own food and vegetables	33 beneficiaries	Taught and mentored in methods of growing their gardens
Bedding	108 beneficiaries	received bedding
Home utensils,	2 beneficiaries	received home utensils
HOME BASED CARE & HEALTH CARE		
Visiting, counseling, nursing	108 beneficiaries	Received this benefit
Transport	50 beneficiaries	sick children to health units
Sanitary requirements	238 beneficiaries	received sanitary goods for their ongoing use and health

Treatment for AIDS	one child receiving treatment	The child attending the clinic
Treatment for other medical conditions MICRO-CREDIT PROGRAM Revolving loans are provided to selected groups.	24 females , 28 males 9 groups have been formed to October 31, 2007 involving 293 women, 198 men in groups	Received the treatment \$10,668.00 has been loaned , or on average \$108 per loan 37 men and 54 women have received the loans
Various businesses have been established	Poultry (9), animal husbandry mostly pigs (22), Farming (20) construction (1), shop keeping (33) Services such as restaurants and hair salons (6)	These businesses involve 91 participants in the program to date & are currently all operational. In cases of food production such as eggs, vegetable and fruits, some product goes for personal use, and some for sale
HIV/AIDS infected people attend clinics	All appear healthy	Reports from clinics will be forthcoming in future without compromising privacy of individuals

OUTCOMES

Children previously without support now have Rotary and community support and

OUTCOME INDICATORS

Children are healthier, attending school, getting training in farming and some in vocational pursuits

attention

Rotarians and other community leaders who were not fully aware of seriousness of children without parents, now are and are assisting by providing emotional support

Each selected Rotarian and community leader, after training, has a home that they are regularly in touch with to provide support and see what the needs are.

Children who had dropped out of school have been reinstated and reintroduced formally to the school principals and teachers

This has reported to have raised hope and motivation amongst children who were being missed in the normal school programs

Older children are learning vocational skills

This provides sustainability to their lives

Local people in Rotary, community leaders, artisans and others have been made aware and many have become involved in assisting this population of OVCs. Many are working directly with affected children

This is providing support to a community to take charge of its own problems. The adults realize that this is not a question of money as much as it is off personal support and connectedness with a community of support, and that they, the adults in the community have a responsibility in this regard.

While these children in the first instance have been

The children realize now that this is not necessary; they have a

devastated by AIDS, losing loved ones, they are themselves at risk because of poor nutrition and unhealthy practices

support structure through this program to get medical diagnosis and appropriate treatment, and that they are not on their own to follow through. These are children and they need and are getting this help.

Revolving loans are in the hands of recipients and groups have been formed in typical micro-credit fashion.

Many new businesses have been established and people are realizing new income to support themselves. This has given them additional reasons to maintain their health through medication and proper diet.

APPENDIX 2:

[Return to Report](#)

RIPPLE EFFECT PROGRAM - MONITORING NARRATIVE REPORT

September 2007

Introduction:

This report is on the use being made of CRCID contributions to the Ripple Effect Program. It is prepared under the terms of agreement LRE 2006 entered into by CRCID and the Rotary Club of Winnipeg West. As specified in Part C section XV of that agreement, it covers progress to date and the program's implementation.

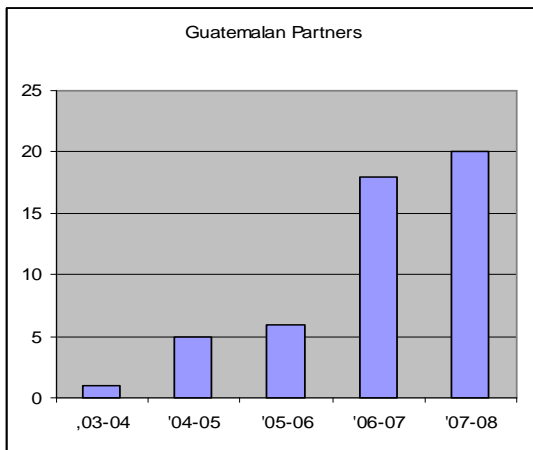
The report focuses on the period from April to the end of September 2007; however, it also contains information on related events stretching from before the initiation of LRE 2006 to mid-October 2007.

Progress to Date:

i) Growth

A series of graphics illustrate the dramatic growth in the program since the matching grant agreement became effective.

The Program is operated across Guatemala – from the Department of Peten in the North to Escuintla in the south; from Izabal in the east to Quetzaltenango in the west. Over the last six months, between April and September new agreements were entered into mainly in the southwest area of the country.



The number of clubs involved in some manner has now reached 20 in Guatemala. 18 are currently, or in discussions leading to, undertaking the actual execution of projects; 2 are only providing members to help in the overall program management (Sur and Nordeste). District 4250 has provided funding and

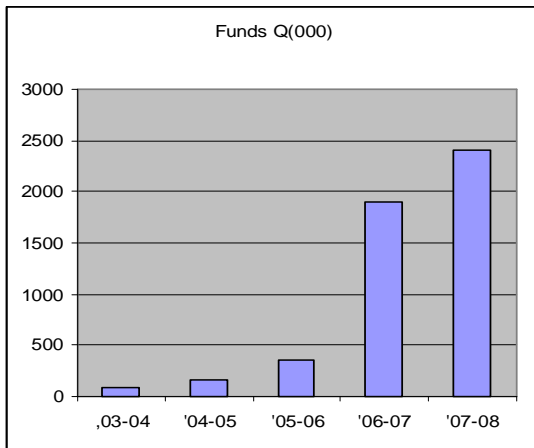
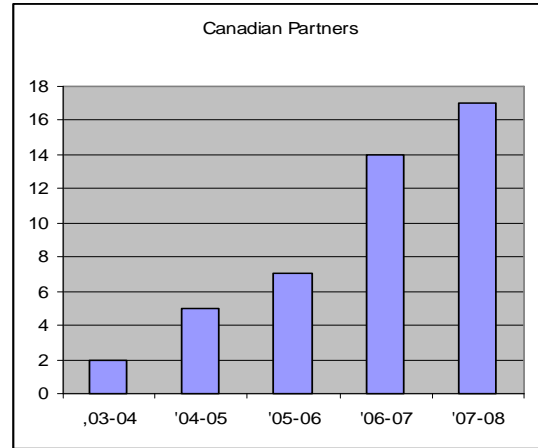
other support. The list of current participants reflected in the graphic are:

Antigua
Guatemala del Este
Guatemala Norte
Guatemala Metropoli
Guatemala Sur (and
Rotoracts)
Guatemala Nordeste
Guatemala de la Asunción
San Marcos

Gualan
Puerto Barios
Coban
Coatepeque
Retalhuleu
Escuintla (and Rotoracts)
Mazatenango
Quetzaltenango

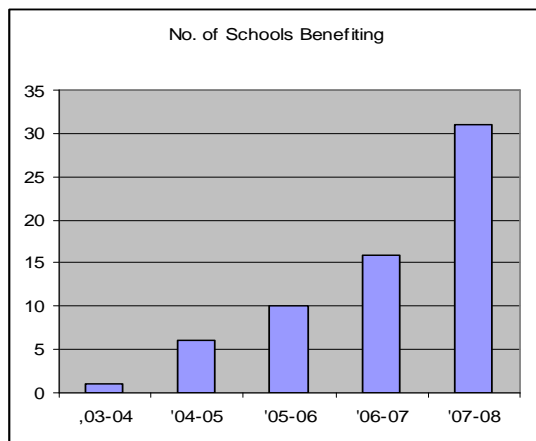
Prior to the agreement there were 7 Canadian clubs providing funds; now the number is 13. In addition, District 5550 has provided funds, and a number of private donors have donated to Rotary specifically for the program. The Canadian Rotary Clubs involved are:

Winnipeg West	Regina
Eastview	
Brandon	Selkirk
Assiniboine	Gimli
St Boniface St Vital	Transcona
Prince Albert	Winnipeg
Portage la Prairie	Thunder Bay
Mississauga	



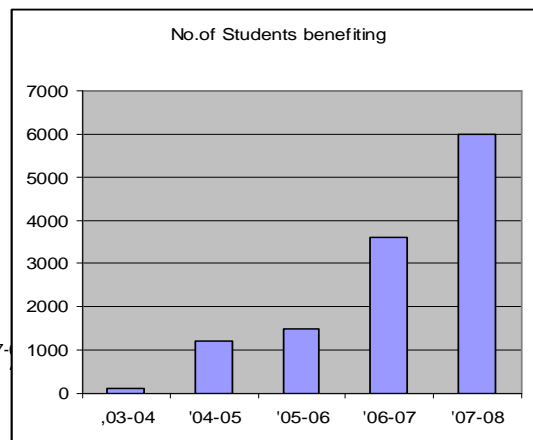
The corresponding growth in terms of funds contributed annually to education in Guatemala has reached nearly Q2,500.000.00. in direct contributions. The most recent financial details in Canadian dollars are provided in the accompanying quarterly financial report.

ii) Current Scope of impact



The number of schools which have, or are in line to, receive assistance through the program since April 2007 now totals 31. The assistance that is being provided ranges from books (~\$1000) to school buildings (up to \$110,000).

The Guatemalan Ministry of Education did an analysis of the number of teachers and students scheduled to receive benefit from the Program in 2007. Based on the Ministry's official



figures, there are a total of 5722 students attending the schools that are receiving support. The number of teachers at these institutions is 182.

iii) Publicity

Ripple Effect managers have been ensuring public recognition of CRCID and CIDA's contribution to the program. They have done this as far as possible in accordance with Part A, Section VI of the agreement.



CRCID's corporate identity logo has been attached to equipment funded under the agreement in Santa Cruz and Mayuelas. Logos have been provided to the manager of the Nebaj project to have the same done for the equipment provided there.



Plaques will be erected at the site of large finalized projects to acknowledge contribution of both CRCID and CIDA. Stone plaques have been prepared for Nueva Concepcion and Nebaj. A large paper sign at the Delifino Aguilar, prepared by the Rotary Club of San Marcos, lacked reference to CRCID and CIDA so it was retrofitted using the CRCID stickers. The text for plaques at San Antonio Nueva Esperanza and Barrio Aurora were being laid out during the fall assessment trip.



the



There is no plaque planned currently for the building erected in Chocoma. This is because of the dispute over the right of this Pronade school to undertake construction¹. Once the presidential election is over and this matter is resolved, the issue of the plaque will be revisited. In the meantime, only Rotary's contribution and the role of the Mazatenango Club are acknowledged on the wall, and the Canadian flag has been displayed by the community without acknowledgement of CIDA, CRCID or the contributing Canadian Club.



Speeches have been made to hundreds of Rotarians over the last six months. In each of these the matching grant and its source has been noted. These speeches were made to the Rotary Clubs of Portage la Prairie, Winnipeg and Winnipeg West, Metropoli, Nordeste and Gualan, plus to the World Community Service of District 5550.

Ceremonies: The role played by CRCID and CIDA supporting the Ripple Effect Program is explained to the benefiting communities in speeches at fiestas marking the launch or completion of projects in Guatemala. Such speeches were made in 2007 in the following centres: San Marcos, Coatepeque, Candelaria, Los Silos - Nueva Concepcion, Santa Maria Nebaj, Santa Cruz, Yalchacti,

Mayuelas.

Media coverage in Guatemala included coverage of the opening ceremonies at Delfino Aguilar and San Marcos. At the former there was a live radio feed plus two local TV stations, and at the latter there were two local TV stations. In all related interviews there was reference made to the role of CRCID and CIDA, but it is unknown whether these references remained after the editing of the transmissions.



In Canada, there was front page coverage in the Brandon Sun and an article in the Regina Leader Post. The latter reported upon Regina Eastview's ceremonial sod-turning coordinated by cel phone to be at an identical time to that done in Candelaria to celebrate the launch of the Xolhuitz project. This was covered also covered by CTV, and a local radio station.

Web Site: There is a plan to include reference to CRCID and CIDA in upgrades to the Program's website. CRCID has been requested to suggest the manner in which this will be done most appropriately.

Publications: The Guatemalan Ministry of Education decided to include a profile of its support for the Ripple Effect Program in its 2007 Annual Report. Due to the timing of this publication relative to the Presidential elections and due to the political sensitivities surrounding education policy in Guatemala, the Canadian Embassy was asked whether Rotarians should request that reference should be made to the CIDA contribution in this write-up. The Embassy failed to respond to this query and consequently no request for the reference was made.

Program Implementation:

i) Adjustments to the Program

During the last six months, there have been no significant adjustments to the administrative processes. The Program's Rotary participants have been building experience with the expanded program in its current form and making only the most minor administrative changes. For example, the same project status report form is starting to be used by both the Guatemalan and Canadian coordinating committees.

In the future the Program managers will use their recent experience to identify refinements to administration which will reduce the workload while ensuring due diligence is exercised. For example, while not yet able to be implemented, the number of site visits by Canadian Rotarians likely will be reduced as the participating clubs in outlying areas become increasingly familiar with the parameters and operating procedures of the Program.

ii) Lessons Learned

1. The level of enthusiasm for the Program has not lessened. The workload is however proving to be heavy and initiatives must be taken to rationalize administrative measures and lessen the reporting requirements.
2. Assessments at project sights must continue despite the danger, time consumed, and cost. Determining whether the right project is going to be undertaken in the right place at the right time and in the right manner can not be undertaken remotely.
3. Working cooperatively with the Ministry of Education in a non-political manner has proven to be a useful strategy. It not only contributes to the sustainability of the Ripple Effect Program, but it has also given the Program managers access to national-level information.
4. Managing a grass-roots program is more challenging during an election period in fields like education when policies and programs become a major platform debate. This became evident when the Chocoma Pronade School project, which was funded by the Ripple Effect Program, came into question locally, fueled by a longstanding political debate over the very existence of any Pronade schools. The Ministry of Education decided that the dispute at Chocoma would not be resolved until the next government is in place and takes a decision about the future of the Pronade Program. The Ministry requested that the current building be finished, but that the planned second and third structure is put on hold until the matter is resolved¹.
5. The assignment of a CIDA official in Guatemala has been most helpful. Not only has that official helped verify the context in which the program was perceived to be operating but also he provided advice about the handling of the program during the election. His support has been most encouraging, indeed he stated, "*You have a good program. Keep up the effort; the country needs it.*"

1. The operations at Pronade Schools are paid for by communities with money provided by the Ministry of Education. Certain politicians maintain that this Guatemalan Program was a move to break the teachers' union which has the legal right to all positions in official schools on a tenured basis regardless of performance.

The Ministry had approved, in general, the Ripple Effect Program funding both Pronade and Official schools and as a consequence schools of both types have been funded. Approval of the funding for the first phase of the Chocoma school was received in writing from the Ministry by the Rotary Club of Mazatenango prior to construction.

APPENDIX 3:

[Return to Report](#)

Project Honduras – Interim Monitoring Report

Submitted October 2007

Program Progress – General

The program consists of 3 components, Market Children, Mobile Libraries and Healthy Schools.

1. Market Children Program:

The Market Children Program, supplies two uniforms, two pairs of shoes, books and supplies to enable children of the working poor to attend public school. Working with a Rotary sponsored NGO, Alternativas Y Oportunidades (AYO) children are selected, helped with supply of material requirements, progress monitored and assistance provided where needed. The program has been financed by donations from individuals and Rotary Clubs. Project Honduras seeks to expand the program by supplying additional funds.

In the 2006 school year additional funds were supplied to the Tegucigalpa Program via a Matching Grant from the Rotary Foundation and funds from CRCID.

In the 2007 school year additional funds from a Matching Grant from the Rotary Foundation and CRCID were used to expand the program to Danli, a city of 70,000 people two hours south of Tegucigalpa.

An increase in annual donations from individuals, a grant from CRCID and money left over from the 2006 TRF Matching Grant funded a 59% increase to the program in Tegucigalpa for the 2007 school year.

The Municipal Dump Children Support Program was funded in 2006 and 2007 with a Matching Grant from the Rotary Foundation.

For the 2008 school year, the Tegucigalpa Program will be financed by a increase in individual donations and funds left over from 2007. The Danli Program will continue with money from another Matching Grant and CRCID funds.

The program will be expanded in 2008 to Santa Barbara, a small city 5 hours north of Tegucigalpa using a Matching Grant and CRCID funds.

A Matching Grant and funds from CRCID will finance the Municipal Dump Support Program in 2008.

Outputs:

The targets for the Tegucigalpa Market Children Program will be reached and exceeded by 2008. The number of students helped, expenditures and revenue are shown in Tables 2 through 4.

The Municipal Dump Children Support Program continued in 2007 with approximately the same number of children as the previous year. These children were funded with money, left over from MG#58744 which was approved in 2005.

The San Pedro Sula Market Children Program did not go ahead. This was due to a perceived lack of interest expressed by San Pedro Sula Rotarians. Instead, the program was expanded to Danli, a small city (70,000 pop) approximately 2 hours south of Tegucigalpa. It was felt that it would be easier, because of the close proximity to Tegucigalpa to help get the program operational.

A Matching Grant funded this program for 2006.

The following table compares the number of students and expenditures between Rotary year 2005/2006 and 2006/2007.

TEGUCIGALPA MARKET CHILDREN PROGRAM				
	2006		2007	
Primary School Students	428	\$34,240	622	\$49,760
Secondary School Students	119	\$35,700	254	\$58,880
Post Secondary	20	\$7,000	26	\$11,200
Subtotal	567	\$76,940	902	\$101,440

TEGUCIGALPA MUNICIPAL DUMP CHILDREN SUPPORT PROGRAM				
	2006		2007	
Primary School Students	64	\$5,120	64	\$5,120
Secondary School Students	30	\$6,600	30	\$6,600
Post Secondary	0	\$0	0	\$0
Subtotal	94	\$11,720	94	\$11,720

DANLI MARKET CHILDREN PROGRAM				
	2006		2007	
Start-Up & Organizational Costs	N/A	\$0		\$8,920
Primary School Students	0	\$0	120	\$9,600
Secondary School Students	0	\$0	48	\$10,560
Post Secondary	0	\$0	0	\$0
Subtotal	0	\$0	168	\$29,080

2. Mobile Library Program

The original budget submitted to CRCID showed 6 new libraries operating in Tegucigalpa and included operating costs as well as capital costs. Discussions

with the operator, the Universidad Francisco Morazan resulted in the following changes:

- a) The University will provide administration, a driver librarian and volunteer student librarians to travel with the library, maintenance and fuel after the first year.
- b) Rotary, through Project Honduras will provide the van, books, shelving, registration, fuel and insurance for the first year.
- c) As well as Tegucigalpa, the university will operate the libraries in other cities where there is a branch of the university. This includes Danli, Santa Barbara and San Pedro Sula.

Outputs:

A decision has been made to place the first 2 units in Tegucigalpa and the next 2 in Danli and Santa Barbara. No decision has been made on the location of the last 2 units.

An application for a Matching Grant to fund 2 Mobile Libraries for Tegucigalpa was submitted to the Rotary Foundation (TRF) in 2006. It was approved in April 2007 but the money has not been sent yet by TRF. The host Rotary Club of Tegucigalpa did not return the agreement form and payee form until early October 2007. It is expected that the TRF funds will arrive in November 2007, and the CRID Funds will be required at that time. It is expected that the 2 new Mobile Libraries will be operating by February 2008.

Two more Matching Grant applications will be submitted in November 2007. One will be for a Mobile Library in Danli. No CRCID funding will be required.

The second will be for a Mobile Library for Santa Barbara. The application will also fund Market Children and a computer classroom. CRCID funds will be required. These funds will be required in spring 2008.

The 3 year program shows purchase of 2 more Mobile Libraries. Provided that the first 4 are absorbed into the system and properly utilized, a Matching Grant will be sent to TRF next fall.

3. Healthy Schools

The first Matching Grant has been approved to cover gardens in Gracias, one of the poorest areas in the country. A decision on further gardens will be made when progress on the first gardens is made and evaluated.

Outputs:

A Matching Grant application was submitted to TRF in February 2007. Approval was delayed until October 2007 because TRF requested additional information. It is hoped that the grant will be paid out in December 2007. CRCID funds will be required.

The original Project Honduras 3 year plan shows an application every year, but there are no plans to submit a Matching Grant application prior to March 31,

2008. If the existing project is completed by June 2008 new Matching Grant application will be submitted to TRF.

Program Timeline

The Market Children timelines for the Market Children Program have not changed. Timelines are dictated by the school year in Honduras, which runs from February to December each year

The Mobile Library and Healthy School timelines are based on receipt of funds, which is based on approval of Matching Grants from the Rotary Foundation (TRF)

PROGRAM ACTIVITIES

Activities Accomplished

Activities accomplished to date have been:

- Increasing participation of the children in the Tegucigalpa Market Children Program
- Extending the Market Children Program to Danli
- Approval of a Matching Grant to supply 2 Mobile Libraries in Tegucigalpa
- Approval of a Matching Grant to supply drip irrigation equipment and tools for school vegetable gardens in Gracias

Activities to be Accomplished

Activities to be accomplished in the next 6 months are:

- Approval of a Matching Grant application for a Mobile Library in Danli
- Submission of Matching Grant applications to TRF for:
 - a) Danli Market Children
 - b) Tegucigalpa Municipal Dump Children Support Program
 - c) Education Project in Santa Barbara that will include Market Children support, a Mobile Library and computer classroom
 - d) Finalizing support for CRCID assistance to the Rotary Club of Campbell River for a primary school and kindergarten in a rural area close to San Pedro Sula

Risks and Assumptions

FACTORS CONTRIBUTING TO DIFFICULTIES

The operating year of the various organizations involved in operating and funding the Market Children Program has presented significant challenges.

Alternatives Y Opportunities (AYO) the operating NGO operates from January 1 to December 31, to correspond to the school year, which is February to December.

The CRCID 3 year program year starts April 1 and ends March 31 to agree with the CIDA government of Canada fiscal year.

The Rotary Club year starts July 1 and ends June 30 with Club presidents, board of directors and committees, as well as District Governors, Grants Approval Chairs and WCS Committees changing every July 1.

The Rotary Foundation accepts Matching Grant applications from July 1 to March 31.

The learning curve operating with the above schedules and a new CRCID methodology with the 3 year funding cycle has been significant.

Everything always takes longer than it should. Getting documentation from host Rotary Clubs, signatures from participants and details for reports is extremely time consuming.

The rules for grants from TRF and from CRCID are different. Reporting rules for each organization are also different and the NGO and Rotarians who are used to providing information and documentation for TRF, don't understand why CRCID rules are different, since both organizations are Rotary organizations.

The main sticking point is that TRF wants a report on the money provided in the Matching Grant. They do not ask for copies of paid invoices. CRCID wants documentation including paid invoices, not only for the money they provide, but also Canadian Rotary sourced funds for an amount 125% of the CRCID funds. This was originally 100%. The 125% funds were part of the TRF Matching Grant funds, so there is an overlap and the host Rotary Clubs and NGO are confused by this.

When the project was first proposed, the Canadian dollar was trading at about \$0.80 US. The rise of the Canadian dollar has created some confusion when comparing budgets from 2006 to current actual expenditures and revenues.

Factors Contributing to Success

The rising Canadian dollar, while creating some confusion, has led to an additional \$35,000 US being available for the program in the last 2 years.

The knowledge and commitment of Rotarians in Honduras has contributed greatly to success so far. When it appeared that San Pedro Sula Rotarians were not committed, one of the Rotarians in Tegucigalpa contacted Rotarians in Danli that he knew and they were pleased to take the program there.

The NGO, Alternativas Y Oportunidades have been very helpful in assisting other organizations in Danli and Santa Barbara, set up Market Children Programs in those communities.

The Universidad Francisco Morazan has been very cooperative, assuming administration duties, and supplying the driver librarians, volunteers and all ongoing fuel and maintenance of the Mobile Libraries. In the original budget CRCID funds were going to be used for operating costs. This has allowed these funds to be used for capital purchases.

Lessons Learned

When the next 3 year program is started, baseline data and statistics, plus a commitment to upgrade the data and statistics will be established with each host partner Rotary Club and NGO.

Publicity

While in Tegucigalpa, Rotary there obtains good newspaper coverage of the visiting Rotarians and the projects supported.

Pictures are taken of all participating children in front of a backdrop which has a CRCID logo and Rotary Wheel prominently displayed. These pictures are distributed to all sponsoring individuals, Rotary Clubs, businesses and other organizations.

Additional Comments

We are getting better at this every year. When Rotary started to collect individual sponsorships, the unit costs per student were:

Primary School Student	\$80 US
Secondary School Student	\$300 US
Vocation Student	\$300 US

As the program grows, the NGO gets better prices, buying in bulk, and costs go down, especially for secondary students.

This has resulted in a revised secondary student sponsorship rate of \$220. At a time when costs are increasing the diligent staff at AYO have held and reduced costs, to the betterment of the young people they serve.

APPENDIX 4:
[Return to Report](#)

Nakuru Region Sustainable Water Supply and Sanitation Program:

[Nakuru Region Sustainable Water Supply and Sanitation Program Results Reporting Matrix](#)

Name: Nakuru Region Sustainable Water Supply & Sanitation Program		Start: June 1/06 End: Mar. 31/09	Budget: CAD \$696,980	Sector: Water Management	Country: Kenya
<p>Objectives: Construct 3,800 water harvesting tanks in the Nakuru region with the support of a team of managers who will service these communities with additional programs (sanitation; environmental conservation; micro-finance; etc...). This program will provide a basis for the rural poor to start building a better and more sustainable life.</p>					
Activities		Output Indicators		Outcomes	
<p>1. Identify communities in need. The area around Nakuru has had significant water problems over the years. Rainfall is unpredictable with periods of drought. Due to high fluoride levels in the ground water (10 ppm) water from wells creates health problems such as weak bones and bad teeth. The only source of water for drinking and cooking is either deep wells, which are not available to the rural poor or water from streams and ponds. As a result a great deal of time and effort (hours per day) is spent hauling dirty water to supply a families basic needs.</p>		<p>1.1 Agreement between implementing agencies and stakeholders with local municipal water authorities that ensures the continued operation and maintenance of the new water supply system. <i>There is no requirement for approval from the local water authorities in regard to private tanks however we do work with the federal ministries responsible for water and the environment to help implement our overall strategy of supplying water to the rural communities.</i></p>		<p>1.1 Ensure supply, management and protection of water resources (by local authorities) in targeted communities <i>This is beyond the scope of our Program.</i></p>	
<p>2. Community Needs Assessments & development of baseline criteria ensuring that female community leaders are included in the process While there are many needs in the communities around Nakuru the first step is to provide potable water. As in many rural regions in Africa, the women are the primary leaders in the home and responsible for the</p>		<p>1.2 Adequate freshwater supplied to the target community(ies) utilizing the most appropriate environmental and technological interventions that include (without excluding others): <ul style="list-style-type: none"> • Rainwater harvesting; • Boreholes; • Community-based water treatment systems. <i>In our Program we focus almost exclusively on RWH tanks. In one</i> </p>		<p>1.2 Increased availability of fresh water measured by: <ul style="list-style-type: none"> • Daily amount of water treated for human consumption; <i>Given the tanks are 10,000 liters and that they are adequate to supply a family of about 10 for water under the worst expected drought period of 90 days the worst case lowest amount of water made available from our tanks per person is about 11 liters per day. The level for most of the year is higher.</i> • Total daily consumption (according to total population NOT per capita); <i>The Nakuru Program has resulted in over 1,100 tanks built in the region over the last 6 years. The lowest</i> </p>	
				<p>1.3 Increased awareness of importance of clean water and hygiene reported through interviews and/or surveys that are representative of the community gender distribution; Not Applicable at this time</p>	

<p>garden and food. Men are often away in the cities working or looking for work to supply the families with some income. To organize the families Common Interest Groups or Rotary Community Corps (RCC's) were formed. Women's Groups were formed to manage the affairs of the RCC's. By default women are almost exclusively the managers and recipients of the services this program supplies.</p>	<p>community where the ground water was available and not high in fluoride we built "rope and washer" shallow wells.</p>	<p>estimate of daily consumption is 12,100 liters per day for an estimated 11,000 people. We currently building an estimated 400 tanks per year and expect to maintain that with current funding for the next three years. This will mean we will have supplied about 23,000 people with a minimum of 10 liters per day by the end of the program.</p> <ul style="list-style-type: none"> Increased awareness in community that fresh water is a scarce commodity and must be conserved as measured by per capita daily consumption; <p>Part of our program is a training component. We employ three trainers who visit each RCC every month providing training on sanitation, water conservation, health, etc.</p> <ul style="list-style-type: none"> Number of households receiving regular supply of fresh water (as compared to number prior to implementation). <p>To date about 1,100 households have received a regular supply of fresh water and we average 400 per year.</p> <ul style="list-style-type: none"> Reduction of waterborne diseases identified in community needs assessment. 		
<p>3. Ensure that technologically appropriate water systems will be supplied to the target community (ies) Due to the fact that shallow wells are inappropriate with the high levels of fluoride in the ground water we have focused almost exclusively on Rainwater Harvesting (RWH) Tanks. This technology helps families maintain a supply of potable water even during the average dry spell of about 90 days.</p>	<p>1.4 Increase in community capital (human and financial) that is available for other purposes Part of our support to the RCC's is in the form of Table Banking. We currently have approximately \$35,000 in circulation. In each RCC we have women's groups managing the Table Banking process. Given an average loan of about \$50 and a pay back period of an estimated 3 months we have approximately 200 enterprises being financed at any given time.</p>	<p>1.3 Increase in community capital (human and financial) that is available for other purposes as measured by:</p> <ul style="list-style-type: none"> Per capita purchase of food; <p>The net gain in per capita food is seen not only in the estimated 200 enterprises being started but also by the fact that women have 2 to 3 hours per day available to work in their gardens instead of hauling water.</p> <ul style="list-style-type: none"> Increase in private enterprise activities; We are monitoring the level of private enterprise activity and will report the finding in our annual report. Decrease in number of children, disaggregated by gender, not missing school because of water related diseases. <p>This information is being compiled and available in our final report.</p>		<p>1.3 Reduction in the incidence of waterborne diseases (disaggregated by gender) as reported in community and national health statistics. Not Applicable at this time</p>
<p>4. Environmental Assessments as required by the CEAA Individual Rainwater Harvesting Tanks have minimal environmental impact since they simply collect water from the roof of a home. The water</p>		<p>1.4 Improved community socio-economic status as measured by local and national statistics. A survey and interviews will be made and reported on in our annual report.</p>		

<p><i>lost to recharging the groundwater is minimal. Materials used (cement, rebar and hardware) are non-toxic and have minimal impact. In Kajado, we have worked with the UNEP to optimize our program to not only minimize our environmental impact but to enhance environmental benefits by requiring planting of 100 native trees per tank built. We also promote organic farming to reduce the need and risks associated with agricultural chemicals.</i></p>				
<p>5. Testing of water prior to and post installation for contaminants & presence of any waterborne diseases <i>Since Rainwater is generally considered potable our primary focus is on keeping the contaminants from entering the RWH tanks. This is done with screens before water enters the tank. We also focus on keeping the tanks clean and train people on procedures on cleaning and sanitizing the tanks.</i></p>				
<p>Reach (number disaggregated by gender): NOTE: Program is supporting entire community; gender distribution assumed to be 50:50</p>				
<p>Direct Beneficiaries (e.g. children in program): 6500</p>				
<p>Indirect Beneficiaries (e.g. families in program): 6500</p>				
<p>Implementation Challenges & Mitigation:</p>				
<p><i>The primary challenge has been managing the transfer of money on a timely basis to Africa. The goal was to run the operation as a small business where our team, as paid employees, had a set responsibility to do certain things as efficiently as possible. For instance, our team visits every RCC once a month to encourage, support and train the women's groups. At the same time we try to build our RWH tanks as efficiently as possible and that means doing roughly 30 per month...12 months per year. This keeps people employed and allows for systematic improvements in efficiency and cost reduction. This goal has been partially achieved, partly because our trainers would work without getting paid for a month or so. Unfortunately we couldn't always build tanks since our suppliers need money up front. This has caused some delays in achieving our goals. This problem has probably been solved by the fact that we have a 3H grant that will fund us for 3 years. We have also organized a team in Summerland to release money systematically to ensure continuous training and construction....and through it all CRCID has been very supportive in releasing funds when asked.</i></p>				

Appendix 5: Financial Statements

[Return to Report](#)

Insert CIDA Financial Report Here!

Appendix 5b: Financial Variance Report

[Return to Report](#)

Fiscal Quarter: July – September 2007
CIDA Contribution Agreement: S62677

A. Canadian Program:

Budget: \$8,018
Actual Expenditures: \$19,607
Variance: -37.28%

CRCID under-utilized the budget for the 2nd.fiscal quarter because CRCID received \$8,998 from the Rotary Districts in Canada towards the AGM expenses reported in Q1.

- Development Education:
 - Actual Expenditures: \$2,733
 - Regional Trainers meeting held in Halifax to finalize the DevEd Workshop and review facilitator techniques
 - CAO Travel expenditures to District WCS meetings and program related meetings allocated to Development Education.

- Capacity Development:
 - Actual Expenditure: \$2,921
 - CAO Travel expenditures to District WCS meetings allocated to Capacity Development.
 - CAO Travel expenditures to District WCS meetings and program related meetings allocated to Capacity Development.

- Public Engagement:
 - Actual Expenditure: \$171
 - CAO travel expenditures to Zone Institute allocated to Public Engagement.

B. Developing Country Program:

Budget: \$363,000
Actual Expenditures: \$0
Variance: -100%

During this period no program funds were expended on the program. This was primarily due to summer vacations by the Program Coordinators creating an overall slowdown in program planning and implementation.

C. Administrative Overhead:

Budget: \$44,152
Actual Expenditures: \$12,781
Variance: -71.05%

- The variance is due to revenue from non-CIDA sources totaling \$55,253 being received between July 1 and September 30, 2007 contributing to a reduction of CRCID's Administrative Overhead.

Appendix 5c: CRCID Balance Sheet

Sep 30, 07

[Return to Report](#)

ASSETS	
Current Assets	
Chequing/Savings	
1000 Petty Cash	100.00
1020 Bank - CIBC	299,405.23
1025 Bank - Tsunami	1,714.97
Total Chequing/Savings	<u>301,220.20</u>
Accounts Receivable	
Accounts Receivable	-2,794.77
Total Accounts Receivable	<u>-2,794.77</u>
Other Current Assets	
1200 Project Funds Advanced	137,892.00
Total Other Current Assets	<u>137,892.00</u>
Total Current Assets	<u>436,317.43</u>
TOTAL ASSETS	<u>436,317.43</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Net GST Payable	
GST Collected	3,298.64
GST - ITC's Recoverable	-2,235.25
GST instalments	-753.09
Total Net GST Payable	<u>310.30</u>
Payroll Liabilities	
2050 Payable to Webbnnet Mgmt	20.00
2110 Unexpended Commitments	185,663.99
2115 Trust Funds - Polio Erad.	0.01
2120 Trust Funds - Tsunami	1,714.97
Total Other Current Liabilities	<u>191,277.35</u>
Total Current Liabilities	<u>191,277.35</u>
Total Liabilities	191,277.35
Equity	
Net Income	245,040.08
Total Equity	<u>245,040.08</u>
TOTAL LIABILITIES & EQUITY	<u>436,317.43</u>