APPENDIX NO. 1

BIBLIOGRAPHY


Co-operative Housing Federation of Canada and Rooftops Canada Foundation, 225 Metcalfe Street, Suite 311 Ottawa Ontario, Canada.

Habitat for Humanity/National office, Blantyre, Malawi.

Habitat for Humanity Tanzania, National Office, Dar es Salaam.


Lagupn, A.A. Basic Housing: Policies for urban sites, Services, and Shelter in Developing Countries. Ottawa, Canada: International Development Research Centre, 1983.


Republic of Malawi, Ministry of Housing; Principle Secretary, Ministry of Housing, Blantyre, Malawi.


The National Human Settlement Policy: Ministry of Lands, Housing and Human Settlement; Dar es Salaam, Tanzania.

The National Building Agency NBA House 7 Arundel Street London WC 2R D 2.


Turner, J.F.C. and OSTI: Self Help Housing in the USA, Report to the US Department of Housing and Urban Development.

PROPOSED RESIDENTIAL BUILDING FOR COMMUNITY BASED KAWE MPLUI
HABITAT GROUP TO BE BUILT AT MPLUI AREA, MAPINGA VILLAGE IN BMoyo
DISTRICT - DAR ES SALAAM.
DESIGN BY: KIMANGANO, B.M.
DATE: DECEMBER, 2004
RE: APPLICATION TO OFFER FREE TECHNICAL CONSULTANCY SERVICES TO YOUR GROUP.

Please refer to the above captioned subject matter.
I am a student in the MSC. in Community Economic Development Program offered by the Open University of Tanzania in partnership with the Southern New Hampshire University of the United States of America.

In order to qualify for the award of the above mentioned MSC. degree Program I am required as a partial fulfillment of the requirements of the program to offer free Technical consultant services to a local community based organization (CBO) there after write a final Project Report to be presented to the University Council.

Apart from being a student of the above mentioned University I am the employee of Tanzania Buildings Agency, under Ministry of Works of the United Republic of Tanzania as Estates and Housing officer. My Technical expertise includes; estates development, estate management and supervision of housing development programs.

It is my hope that your organization will up held my application to work with you as stated above for the next coming eighteen months (18).

Yours

Sincerely,

Signed

BALTAZAR M. KIMANGANO.
KAWE MPIJI HABITAT GROUP

P.O. BOX 80446,
DAR-ES-SALAAM

REF. NA. KMHG/15
Mr. Baltazar M. Kimangano,
The Open University of Tanzania,
P. O. BOX 23409,
Dar-es-salaam.

RE: PRACTICAL WORK AND OFFER OF TECHNICAL CONSULTANCY SERVICES TO THE ORGANISATION.


I have been instructed to inform you that your application to work and offer free Technical Consultancy Services to the Organization for the next 18 months in partial fulfillment of the requirements of MSC. in Community Economic Development Program has been accepted.

It is my hope that there will be good cooperation between you and members of the Organization in order to achieve the intended goal.
Your are also requested to provide free of charge one copy of your final report to the Organization on completion of your program.

Yours,

Signed.
Titus R. C. Bandilo
SECRETARY

COPY: National Office- Habitat for Humanity of Tanzania,
Dar es Salaam- Tanzania.
KAWE MPIJI HABITAT GROUP

S.L.P 80446,
DAR ES SALAAM.

Tarehe...25/II/2003

Kumb. Na. KMHG/15

BW. Baltazar M. Kimangano,
Chuo Kikuu Huria cha Tanzania,
S.L.P 23409,
DAR ES SALAAM.

Yah: KUJIFUNZA KWA VITENDO NA KUTOA USHAURI
KWENYE KIKUNDI CHA KAVE MPIJI HABITAT.

Rejea barua yako ya tarehe 30.10.2003. Rejea pia majadiliano
baina yako na kikao cha kikundi kilichotajwa hapo juu cha
tarehe 23.11.2003.

Nimeagizwa na kikao hicho nikutaarifu rasmi kwamba ombi
lako la kutaka kushirikiana na kikundi katika ‘Program’ ya
Kozi yako ya Uzamili (MSc. Community Economic
Development) kwa muda wa miezi 18 limekubaliwa kuanzia
tarehe 23.11.2003.

Ni matumaini kwamba kutakuwa na ushirikiano mzuri kati
yako na wanakikundi ili hatimaye lengo lililokusudiwa liweze
kufikiwa.

Aidha, unaombwa kukiachia kikundi nakala moja ya ripoti
yako ya mwisho utakayoianza katika kukamilisha ‘Program’
yako.

Titas RC Bandiho
KATIBU WA KIKUNDI

Nakala: Makao Maktabu ya Habitat for Humanity, DSM - Tanzania
# APPENDIX NO.4

## ACTION PLAN UP TO FEBRUARY, 2005

<table>
<thead>
<tr>
<th>S/N</th>
<th>ACTIVITY</th>
<th>RESPONSIBILITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Initial contact with the Organisation</td>
<td>Consultant/General Secretary of the CBO</td>
</tr>
<tr>
<td>2</td>
<td>Familiarization meetings with the leadership and members of the organisation.</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Needs assessment and collection of various data and information concerning the need of the CBO and knowing the activities of the organization.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Activity Description</td>
<td>Responsible Party</td>
</tr>
<tr>
<td>---</td>
<td>-------------------------------------------------------------------------------------</td>
<td>----------------------------------------</td>
</tr>
<tr>
<td>5</td>
<td>Preparation of a project concept and action plan for the project.</td>
<td>Consultant/Executive committee</td>
</tr>
<tr>
<td>6</td>
<td>Literature review and data collection.</td>
<td>Consultant/members</td>
</tr>
<tr>
<td>7</td>
<td>Data collection</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Survey techniques/instruments design</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Preparation of questionnaires</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Administration of questionnaires</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Analysis of data collected.</td>
<td>Consultant</td>
</tr>
<tr>
<td>9</td>
<td>Compilation of data analysed.</td>
<td>Consultant</td>
</tr>
<tr>
<td>10</td>
<td>Preparation of first draft research report.</td>
<td>-do-</td>
</tr>
<tr>
<td>11</td>
<td>Correction of errors and preparation of second draft report.</td>
<td>Consultant/supervisor Advisor</td>
</tr>
<tr>
<td>12</td>
<td>Class presentation of the final report.</td>
<td>Consultant/supervisor Advisor</td>
</tr>
<tr>
<td>13</td>
<td>Preparation of the final research report.</td>
<td>Consultant/supervisor Advisor</td>
</tr>
</tbody>
</table>
1. What is the size of your household
   a) Two people
   b) Less than four
   c) Less than six
   d) Above six

2. What is the age and gender composition of your household?

<table>
<thead>
<tr>
<th>Age</th>
<th>Gender</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 – 10</td>
<td>Male/Female</td>
</tr>
<tr>
<td>11 – 20</td>
<td></td>
</tr>
<tr>
<td>21 – 50</td>
<td></td>
</tr>
<tr>
<td>50 – 60</td>
<td></td>
</tr>
<tr>
<td>60 and above</td>
<td></td>
</tr>
</tbody>
</table>
3. What is the number of rooms that can be sufficient to your family:-
   a) One
   b) Two
   c) Three
   d) Four

4. How many rooms are you currently occupying:-
   a) One
   b) Two
   c) Three
   d) Four

5. Does the housing you are occupying meet your housing needs?

6. How many rooms do you think will be enough for your family?
   a) One room
   b) Two rooms
   c) Three rooms
   d) Four rooms

7. How have you tried to solve your housing problem in the past?

8. If you are to be assisted in construction of your own housing how much are you able to contribute?
9. What type of external assistance will you need in order to construct your house?

10. Do you own any house?

11. If you are renting, what is the monthly rent?

12. Do you own a parcel of land/plot?

13. Have you ever participated in any community activity?

14. What is your monthly spending preference? is it on:-

   i) Payment of school fees
   ii) Payment culture ceremonies
   iii) Housing construction
   iv) Food
   v) Health

15. Are you prepared to contribute in terms of labour in community activities?

16. If the answer to the above question is yes how many days per month you will be ready to work on community activities?

17. What is your total monthly income?

18. What is the total household income from other sources if formally employed?

19. Do you participate in any decision making by your organization?

20. What benefit do you expect to get from your involvement in this group?