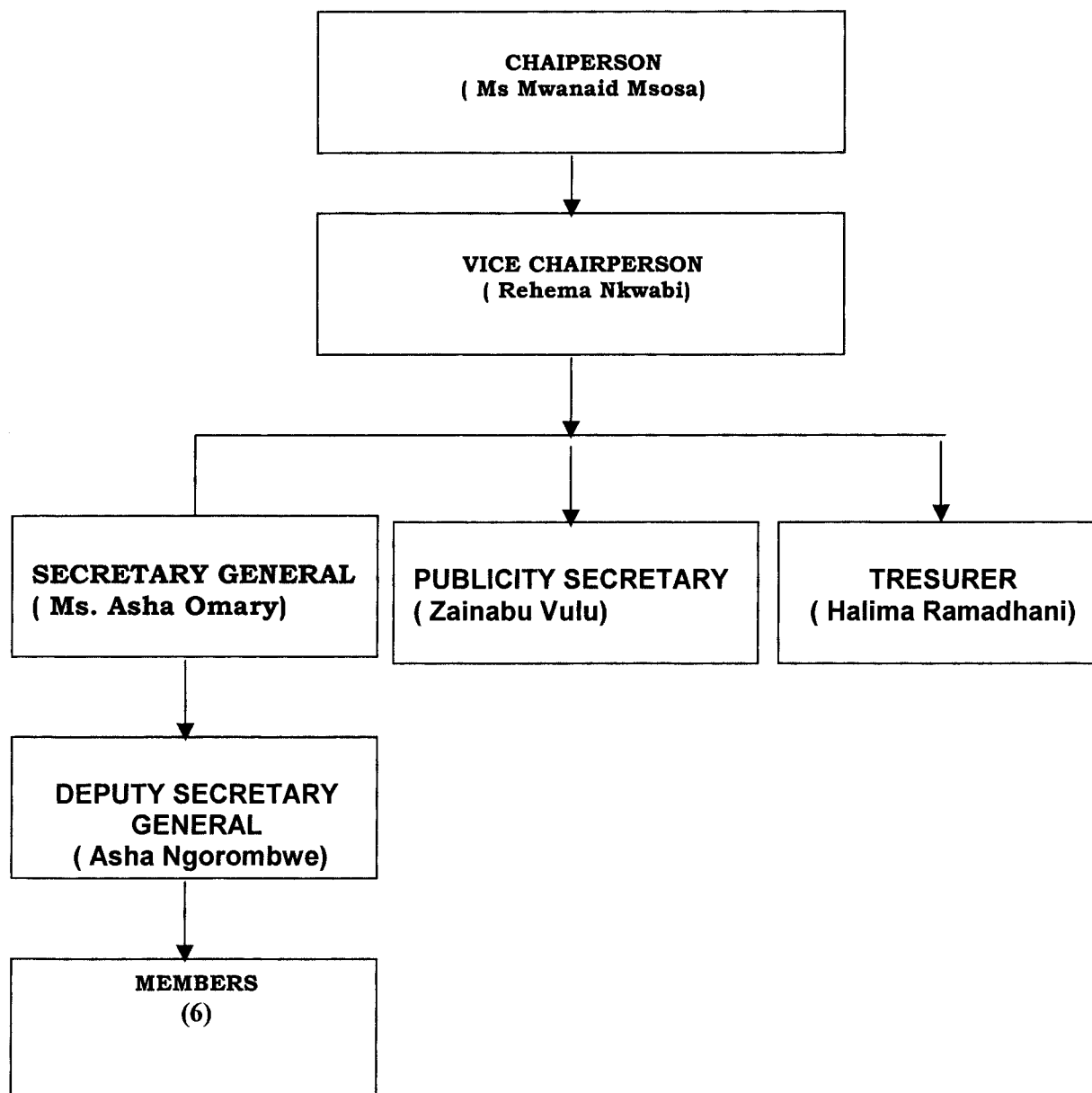


ANNEXES**ANNEX 1 :Organizational Management Structure for KIWODET:**

ANNEX 2 : PARTICIPATORY ORGANIZATIONAL CAPACITY
AND NEEDS ASSESSMENT TOOL FOR .
KISUD WOMEN DEVELOPMENT TRUST FUND (KIWODET)

FOCUS GROUP QUESTIONNAIRE.
(Organizational leaders and few members)

1. What is legal status of the organization?
2. If the organizational has committees, who is on the committee (by gender)?
3. How often do committee/ members meets? what has been the level of participation at the meetings(average number of participants, average length of the meeting, etc?
4. Who are the senior leaders of the organization?
5. How are the leaders selected and what is the office term?
6. How does the top leadership execute its duties? Does it use adequate levels of members' participation and involvement?
7. How are the decisions made by the senior manageladers? How are members at lower levels involved in making and implementing decisions?
8. Does the top management possess the desired competency i.e skills, experience and attitudes for carrying out the activities of the CBO?
9. Does the organization have a stated Mission (the organization's reason for being)?

10. Does the organization have a stated vision (a picture of where the organization would like to be in the future)?
11. How is the community involved in the management of the organization?
12. What services are currently being provided by the organization?
13. What is the technical/ educational background of the key people in the organization?
14. Who is receiving the services? What kind of beneficiaries does the organization serve?
15. What geographical area is the organization serving?
16. What impact/results have been achieved from the services provided by the organization? How has this impact been measured and documented?
17. What are the challenges faced by the organization in the process of service delivery to the intended beneficiaries?
18. Does the organization have financial policies or procedures in place?(provide me with any supporting documents you have)
19. What is the current practice on the following financial and accounting functions.(please explain steps taken, persons involved and level of authority required etc) do you prepare the following and who does?
 - Budget, cash, flow forecast and strategic plan preparation. Yes/No
 - Procurement of goods and services. (ordering, receiving and payment)
 - Financial report preparation for internal and donors.
 - Cash payments and bank payment.
 - Documentation of accounting records
 - Ensure safe storage of monies and inventories.

20. Which books of accounts do you maintain?

21. Do external Auditors examine your account books?

If yes, how frequent.

What opinion did the outside auditors have about your records?

22 . What are your source of funding?

23 How does the organisation charge fee?

- Who set the amount?
- What is the amount per category?
- Who collects the money?
- How frequent is the fee collected?
- Where is the money deposited?.

24. Does the CBO pays tax to the local council?

25. What % of the revenue generated is paid as tax

26. How many full time, paid staff, disaggregated by gender, does the organization have in which positions and for how long?

27. How many part time staff, disaggregated by gender, does the organization have, in which positions and for how long?

28. What are the procedures for recruiting and employing CBOs employees?

29. How do members perceive the organization's benefits?

30. How does the organization judge the participation of community

members in terms of usage and contribution towards the services offered.

31. Does the organization have any monitoring tool/strategy to assess its performance?

32. Does the organization have an organizational chart?

33. Do any members of the organization have any skills in the area of work?

Mention which ones?

34. What policies and procedures has the organization developed, for procurement, communications, inventory management, human resource management, human resource development, financial management, and so on? How are these documented? When was the last time each of these was reviewed and revised?

35. What other organizations does the organization collaborate with? What is the nature of the collaboration with each organization? Who is the key contact with each organization? When was the last meeting held with each of these organizations and with whom?

36. What governmental departments does the organization collaborate with? What is the nature of the collaboration with each department? Who is the key contact for each department? When was the last meeting held with each of these departments and with whom?

37. What private sector firms or individuals does the organization collaborate with? What is the nature of the collaboration with each? Who is the key contact for each firm or individuals?

38. What are the current needs of your organizations? Please list them in order of priority.

39. What are the strategies put in place to address the needs of your organization?

40. In which area do you think I can most assist and bring changes to the organization?

Table 14 : Priority issues as Identified during the needs assessment and suggested possible interventions.

Identified problem	Target Groups for the Problem	Sources of Information from the Assessment	Suggested Possible intervention for solution	Responsible
1)Secondary Transportation system of waste	KIWODET	KIWODET leaders and members	a) Accumulate savings b) Obtain a loan from MFI/Bank c) Fundraise for purchase of the track	KIWODET and CED student to assist in information on MFI/Banks facilities available
2) Haphazard disposal of waste in the area causing blockage of drains and sewerages	All residents are affected by this problem. The waste is seen disposed off on roads, drains in each morning. The disposal is done during the night by households who are not served	This problem was mentioned in focus group discussion with the leaders of the group.	Sensitization and educational program to the community to raise awareness health and hygiene and environment cleanliness. A proposal needs to be developed to solicit funds from donors.	KIWODET with assistance from the CED student

3) Reluctance of the community to utilize and pay for the waste collection service	Community.	Discussion with group management and members	Sensitization as well as educational information on bylaws and regulations related to waste management	KIWODET with assistance of mitaa Leaders
4) Reluctance of the community to pay for the waste collection services)	Community Members	Mentioned during focus discussion with the groups leaders and members, the records of non paying households, cases in court	Sensitization process and enforcement of bylaws and regulations	KIWODET with assistance from Mitaa leaders

5) Low participation of Local leaders and non enforcement of bylaws in SWM	Local leaders/ KIWODET	KIWODET leaders and members	1)Work closely with the local leaders 2)Sensitise the local leaders on their roles and obligation in waste management in their area	KIWODET, Municipal Authority,
6) Poor infrastructures due to poorly unplanned squatters existing in the area	Community members, KIWODET	Observations, discussions with the group leaders and members	Sensitize for community participation in self-help activities for development.	Mitaa leaders with assistance from KIWODET
7) Non existence of Advisory Board for the CBO	KIWODET	CED student from discussions.	Identify the suitable persons as board members, develop terms of references and establish the board.	KIWODET with assistance of the CED student

8) Lack of governance structure of the CBO	KIWODET	CED student from discussions	Establish small committees within the CBO with agreed terms of references for each committee To work on identifies areas to improve CBO effectiveness and efficiency.	KIWODET with assistance from CED student
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ANNEX 3: COMMUNITY SURVEY TOOLS

TOOL NO:1

QUESTIONNAIRE FOR LOCAL GOVERNMENT LEADERS ON ENVIRONMENTAL CLEANLINESS AND SOLID WASTE MANAGEMENT

Community involved: (Hananasif Ward in Kinondoni municipality

Questionnaire No: _____

(Please circle the answer)

CODE

1.0 Gender of interviewee	Male	1
	Female	2

2.0. Mtaa Residing	Hananasifu	1
	Mkunguni	2
	Kisutu	3

3.0 What is your perception on clean environment should look /be like?

Tarmac roads with good modern houses	1
Environment free from haphazardly thrown waste	2
Availability of clean running water and sanitation facilities	3
Do not know	4

4.0 What are your views on the status of the environment cleanliness in your area?

Not good	1
Good	2
Satisfactory	3
Do not know	4

5.0 Mention major problems related to deceases which has affected members of your family for the past two weeks

Malaria	1
Cholera	2
Stomach upset	3
Eye related	5
None	6
Others	7

6.0 What do you think is the cause of such problems –please explain

7.0 What kind of waste do you generate in your household?

Food remains	1
Plastics	2
Animal dunk	3
Food remains& Plastics& papers	4
Food remain, Plastics, and animal dunk	5

Others please mention)-----

8.0 How and where do you store your waste ?

Have a container /plastic bag	1
Throw at the ground pit near the house	2
Throw at neighbors storage facility	3
At the nearby transfer point	4
At the nearby unauthorized dumping area	5
Taken by KIWODET	6
Others (mention) -----	

9.0 Do you know an organization known as KIWODETI?

Yes	1
No	2

10.0 Please explain what do you know about KIWODETI?

11.0 How do you judge the activities and performance of KIWODETI

Good and improves the environment	1
Good but expensive	2
Poor quality	3
Do not know	4

12.0 Are you using the services provided by KIWODETI in your area?

No	1
Yes	2

13. If no why not using it?

Not important	1
Not good	2
Cannot afford	3
Not heard of it	4
Not applicable	5

14. If you are using the services what are the arrangement for paying the service fee?

Pay on the spot	1
Pay weekly	2
Pay monthly	3
Do not pay	4

15. To what extend KIWODET activities have contributed to the improvement of the environment cleanliness?

Large extent- it is much cleaner now than before	1
Very little need to improve	2
Have not helped environment still dirty	3
Do not know	4

16.0 What advice do you give to KIWODET for improvement of their performance and services?

17.0 What do you recommend should be done to improve the current situation of environment cleanliness

18.0 What do you think is your role in solid waste management that will contribute to the improvement of the environmental cleanliness in your area?

19. How do you judge the involvement of local leaders in environment management and specifically solid waste management?

Sensitization of community members	1
House /to house inspection	2
Are not involved	3
Do not know	4

20. Are you aware of or have knowledge of any existing by laws in your community governing sold waste management ? if yes please mention

Yes	1
No	2

THANK YOU!

TOOL NO: 2

**QUESTIONNAIRE FOR LOCAL GOVERNMENT LEADERS ON
ENVIRONMENTAL CLEANLINESS AND SOLID WASTE
MANAGEMENT**

Community involved: Hananasif Ward in Kinondoni municipality

Questionnaire No: _____

(Circle the right answer)

		CODE
1.0 Gender of the interviewee	Male	1
	Female	2
2.0. Mtaa residing	Hananasifu	1
	Mkunguni	2
	Kisutu	3
3.0 Position/status		
	Mtaa chaiperson	1
	Ten cell leader	2
	Mtaa Executive committee member	3
	Ward Councilor	4
4.0 What is your perception on clean environment should look /be like?		
	Tarmac roads with good modern houses	1

Environment free from haphazardly thrown waste	2
Availability of clean running water and sanitation facilities	3
Do not know	4
Any (explain-----	

5.0 What are your views on the status of the environment cleanliness in your area?

Not good	1
Good	2
Satisfactory	3
Do not know	4

6.0 Why do you think is the major cause and or contribution to such state of the environment

Community insensitivity towards environmental cleanliness	1
Lack of community awareness on environmental issues	2
Prevailing poverty	3
Lack of solid waste collection services	4
others (mention)(-----	

7.0 Mention major problems related to deceases which frequently affects members of your community ?

Malaria	1
---------	---

Cholera	2
Stomach upset	3
Eye related	5
None	6
Others-----	

8.0 What do you think is the cause of such problems –please explain

Lack of clean water supply	1
Filth environment	2
Presense of mosquitoes due to standing waters	3
Poverty among community	4
Do not no	5
Others (mention))-----	

9.0 Explain what are your major roles in management of solid waste and improving environmental cleanliness of your area?

10.0 Do you know an organization called KIWO DETI?

Yes	1
No	2

11.0 If yes how do you know it? Mention activities done by KIWO DETI

12.0 How do you judge the activities and performance of KIWO DETI

Good and improves the environment	1
Good but expensive	2

Poor quality	3
Do not know	4

13.0 Are you using the services provided by KIWO DETI in your area?

No	1
Yes	2

14.0 . If no why not using it?

Not important	1
Not good	2
Cannot afford	3
Not heard of it	4
Not applicable	5

15.0 If you are using the services what are the arrangement for paying the service fee?

Pay on the spot	1
Pay weekly	2
Pay monthly	3
Do not pay	4

16.0 To what extend KIWO DET activities have contributed to the improvement of the environment cleanliness?

Large extent- it is much cleaner now than before	1
Very little need to improve	2

Have not helped environment still dirty	3
---	---

Do not know	4
-------------	---

16.0 As a leader what is your role in facilitating the work done by
KIWODET in your area:

18.0 What are your recommendations in improving the services provided
by KIWODET?

19.0 What are the government's plan and/or your plans as a leader in
facilitating the environment management and hence improving
environment cleanliness in your area?

20.0 Are there any existing by laws governing solid waste management
which you know in your area?

Yes	1
-----	---

No	2
----	---

(If yes please mention one)

21.0 Why do you think community members are not willingly participating
and paying for the services of solid waste collection offered by
KIWODET in your area?

Not aware of the importance	1
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Lack of income(poverty)	2
--------------------------	---

Too expensive(Not affordable)	3
--------------------------------	---

Laxity 4

Others -----

22.0 What do you recommend should be done to facilitate full participation and paying towards solid waste management services and therefore keeping the environment clean in your area?

Conduct Environmental Educational programme 1

Sensitization on the importance of the services 2

Stringent enforcement of by laws 3

Sensitize local leaders on enforcement of by law and their roles in solid waste management 4

Others -----

THANK YOU

ANNEX 4: INTRODUCTION LETTER

Angela Mwaikambo
C/C ILO
P.O.Box 9212
Dar es salaam
Tel. 0744-025 032
Office: 2126821
March 25, 2004

Mwenyekiti wa Kikundi
Kinondoni Women Development Trust Fund (KIWODET)
DAR ES SALAAM

Ndugu,

Maombi ya kutaka kushiriki katika shughuli za kikundi KIWODETI) kwa malengo ya kuendeleza kikundi.

Tafadhali husika na kichwa cha habari hapo juu.

Mimi ni Mfanyakazi katika Shirika la Kazi la Dunia kama Ofisa Mradi, na pia ni mwanafunzi ninayechukua Shahada ya pili katika nyanja ya Maendeleo ya Jamii na Uchumi inayotolewa na Chuo Kikuu Huria cha Dar es salaam.

Katika kakmilisha masomo yangu ninahitajika kufanya kazi kwa kushirikiana na Shirika mojawapo la Kijamii (CBO) ili kuweza kutumia ujuzi nilio nao na pia kujifunza kutoka katika shirika hili ili kupata uzoefu zaidi katika kuendesha shughuli zakimaendeleo za kijamii. Hivyo basi kwa barua hii natuma maombi yangu ya kutaka kushirikiana nanyi kama kikundi cha kijamii ambacho kinatoa huduma katika jamii inayowazunguka na pia kuendeleza kiuchumi maisha ya wanachama wa kikundi.

Ujuzi nilionao na ambao naweza kushikiana nanyi katika shughuli zenu za kila siku unalenga katika kupanua uwigo wa shughuli zenu na hasa kwa lengo la kuboresha huduma na pia uwezo wa kikundi ni kama ninavyojitambulisha hapa chini:

Jina: Angela Mwaikambo

Umri Miaka 45

Kazi : Mwanafunzi Chuo Kikuu cha Huria cha Dar es salaam (Shahada ya Pili) na pia Afisa Mradi – ILO Dar es salaam

Ujuzi: Kuendeleza vikundi vidogo vya kibiashara, Kupanga mikakati ya miradi,

Kuendeleza biashara, Ufuatiliaji na ukaguzi wa shughuli za maendeleo,

Tafadhali ninaomba ikiwa mtanikubalia kufanya kazi na kikundi chenu, mtaniarifu hasa ni maeneo gani katika kikundi chenu ambayo mtataka niweze kuchangia katika kusaidiana ili kuboresha hususani huduma na uwezo wa kikundi chenu kwa maendeleo zaidi.

Ikiwa mtanikubalia, nitakuwa nanyi kwa muda wa miezi isiyopungua kumi na miwili kuanzia April 2004 ili kuweza kushirikiana nanyi kwa lile mtakaloamua.

Nitafurahi zaidi kama nitapata majibu muda si mrefu ujao ili tuweze kupanga mikakati ya kufanya kazi pamoja.

Ninashukuru

Asante

Angela Mwaikambo.

ANNEX 5: STATISTICAL INFORMATION -At household level

views by community on what clean environment should look like

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	good infrustructure such as roads	9	3.4	3.6	3.6
	waste free environment	201	76.7	79.8	83.3
	availabilty of clean running water	28	10.7	11.1	94.4
	do not know	14	5.3	5.6	100.0
	Total	252	96.2	100.0	
Missing	9.00	9	3.4		
	System	1	.4		
	Total	10	3.8		
Total		262	100.0		

diseases that has affected the family in the pastone month.

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	malaria	147	56.1	56.3	56.3
	chorela	12	4.6	4.6	60.9
	stomack upsets	8	3.1	3.1	64.0
	none	94	35.9	36.0	100.0
	Total	261	99.6	100.0	
Missing	System	1	.4		
Total		262	100.0		

cause of the diseases

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	dirty water surrounding the area due to non sewerage systems	51	19.5	19.5	19.5
	presence of accumulated water causing breeding of mosquitoes	3	1.1	1.1	20.7
	uncovered sewerage systems	30	11.5	11.5	32.2
	presense of a lot of mosquitoes	32	12.2	12.3	44.4
	poverty , the area is more clouded	5	1.9	1.9	46.4
	irresponsibility of municipal authorities	2	.8	.8	47.1
	blokage of sewerage systems	5	1.9	1.9	49.0
	poverty, and municipal irresponsibility,	5	1.9	1.9	51.0
	filthy environment	85	32.4	32.6	83.5
	not applicable	34	13.0	13.0	96.6
	do not know	9	3.4	3.4	100.0
	Total	261	99.6	100.0	
Missing	System	1	.4		
Total		262	100.0		

knowledge on the existance of kiwodet and its activities

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	yes	110	42.0	42.1	42.1
	no	151	57.6	57.9	100.0
	Total	261	99.6	100.0	
Missing	System	1	.4		
Total		262	100.0		

Community Judgement on the quality of services offered by Kiwodet

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	good improves the environment cleanliness	69	26.3	26.4	26.4
	good but expensive	16	6.1	6.1	32.6
	poor quality	28	10.7	10.7	43.3
	do not know about the activities	148	56.5	56.7	100.0
	Total	261	99.6	100.0	
Missing	System	1	.4		
Total		262	100.0		

Extent of community use of the services offered by kiwodet

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	no	170	64.9	65.1	65.1
	yes	91	34.7	34.9	100.0
	Total	261	99.6	100.0	
Missing	System	1	.4		
Total		262	100.0		

why not using the services

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	not important	7	2.7	2.7	2.7
	not good	5	1.9	1.9	4.6
	can not aaford-expensive	16	6.1	6.1	10.7
	not heard of the services	168	64.1	64.4	75.1
	not applicable	65	24.8	24.9	100.0
	Total	261	99.6	100.0	
Missing	System	1	.4		
Total		262	100.0		

to what extent the kiwodet activities helped to improve the cleanliness of the environment

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	big extent	48	18.3	19.5	19.5
	very little	26	9.9	10.6	30.1
	not at all	48	18.3	19.5	49.6
	do not know	123	46.9	50.0	99.6
	5.00	1	.4	.4	100.0
	Total	246	93.9	100.0	
Missing	9.00	15	5.7		
	System	1	.4		
	Total	16	6.1		
Total		262	100.0		

recommendations given for improvement of environmental cleanliness

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	sensitization of community members on proper waste storage	59	22.5	22.6	22.6
	community to participate in cleaning the environment	44	16.8	16.9	39.5
	initiate special committee to follow up waste collectiong	24	9.2	9.2	48.7
	government to provide service & working equipment	46	17.6	17.6	66.3
	kiwudet reduce fee is too high	13	5.0	5.0	71.3
	community should be empowered to be able generate income	15	5.7	5.7	77.0
	kiwudet improve quality of services 9(frequency)	28	10.7	10.7	87.7
	none	13	5.0	5.0	92.7
	government to strictly enforce bylaws	14	5.3	5.4	98.1
	improve infrastructure such as sewerage systems	4	1.5	1.5	99.6
	Government to ban plastic bags	1	.4	.4	100.0
	Total	261	99.6	100.0	
Missing	System	1	.4		
Total		262	100.0		

perceived role by the community members in solid waste management

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	cleaning the area daily	166	63.4	73.1	73.1
	sensitize other community members	20	7.6	8.8	81.9
	proper storage of waste and paying for service	7	2.7	3.1	85.0
	cleaning and proper storage of waste	17	6.5	7.5	92.5
	do not know	8	3.1	3.5	96.0
	not clear	6	2.3	2.6	98.7
	proper storage of waste and paying colection fee	2	.8	.9	99.6
	make sure that the surrounding is clean	1	.4	.4	100.0
	Total	227	86.6	100.0	
Missing	Do not have any role	34	13.0		
	System	1	.4		
	Total	35	13.4		
Total		262	100.0		

Community knowledge of bylaws governing waste management

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	yes	38	14.5	14.8	14.8
	no	218	83.2	85.2	100.0
	Total	256	97.7	100.0	
Missing	9.00	5	1.9		
	System	1	.4		
	Total	6	2.3		
Total		262	100.0		

advice given to KIWODET to improve environment services

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	add more working equipment	27	10.3	10.3	10.3
	Government to build transefer stations	17	6.5	6.5	16.9
	improve the quality by increasing collecting frequent	30	11.5	11.5	28.4
	build stations and improve services	7	2.7	2.7	31.0
	none	72	27.5	27.6	58.6
	reduce the fee charges	20	7.6	7.7	66.3
	continue with their work	6	2.3	2.3	68.6
	have known collection timetable	5	1.9	1.9	70.5
	Government to strictly enforce bylaws	76	29.0	29.1	99.6
	45.00	1	.4	.4	100.0
	Total	261	99.6	100.0	
Missing	System	1	.4		
Total		262	100.0		

local leaders involvement in invironmental cleanliness

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	community sensitization	60	22.9	23.4	23.4
	supervison and monitoring at household level on cleanlines	21	8.0	8.2	31.6
	not involved	121	46.2	47.3	78.9
	do not know	54	20.6	21.1	100.0
	Total	256	97.7	100.0	
Missing	System	6	2.3		
Total		262	100.0		

ANNEX 5: Statistical Information -community local leaders

Position of the interviewee

	Frequency	Percent	Valid Percent	Cumulative Percent
Valid Ten cell leader	9	60.0	60.0	60.0
Mtaa executive committee member	3	20.0	20.0	80.0
Ward executive officer	1	6.7	6.7	86.7
Mtaa chairperson	2	13.3	13.3	100.0
Total	15	100.0	100.0	

views by the Local leader on the status of cleanliness of the surrounding area

	Frequency	Percent	Valid Percent	Cumulative Percent
Valid not good	9	60.0	60.0	60.0
good	3	20.0	20.0	80.0
fair	3	20.0	20.0	100.0
Total	15	100.0	100.0	

Reasons behind the current status of the cleanliness of the environment

	Frequency	Percent	Valid Percent	Cumulative Percent
Valid community insensitivity towards environment	5	33.3	33.3	33.3
lack of community awareness on environmental issues	2	13.3	13.3	46.7
prevailing poverty among residences	2	13.3	13.3	60.0
lack of solid waste collection services	6	40.0	40.0	100.0
Total	15	100.0	100.0	

Kind of disease affecting community members frequently

	Frequency	Percent	Valid Percent	Cumulative Percent
Valid malaria	7	46.7	46.7	46.7
chorela	3	20.0	20.0	66.7
stomack upsets	3	20.0	20.0	86.7
none	2	13.3	13.3	100.0
Total	15	100.0	100.0	

Knowledge on existance of KIWODET in the area

	Frequency	Percent	Valid Percent	Cumulative Percent
Valid yes	6	40.0	40.0	40.0
no	9	60.0	60.0	100.0
Total	15	100.0	100.0	

Knowledge on activities conducted by KIWODET in the area

	Frequency	Percent	Valid Percent	Cumulative Percent
Valid yes	6	40.0	40.0	40.0
no	9	60.0	60.0	100.0
Total	15	100.0	100.0	

Judgement on perfomance of KIWODET

	Frequency	Percent	Valid Percent	Cumulative Percent
Valid Good	1	6.7	6.7	6.7
Good but expensive	1	6.7	6.7	13.3
Poor quality	4	26.7	26.7	40.0
Do not know	9	60.0	60.0	100.0
Total	15	100.0	100.0	

IUse of the KIWODET service by the leaders

	Frequency	Percent	Valid Percent	Cumulative Percent
Valid not using	13	86.7	86.7	86.7
yes, using	2	13.3	13.3	100.0
Total	15	100.0	100.0	

Reasons for not using the services offered by KIWODET

	Frequency	Percent	Valid Percent	Cumulative Percent
Valid can not afford	2	13.3	13.3	13.3
not heard of it	5	33.3	33.3	46.7
not asked	7	46.7	46.7	93.3
not applicable	1	6.7	6.7	100.0
Total	15	100.0	100.0	

extend to which KIWODET activities contrinuted to environmental improvement

	Frequency	Percent	Valid Percent	Cumulative Percent
Valid large extent	1	6.7	6.7	6.7
very little	3	20.0	20.0	26.7
have not helped	4	26.7	26.7	53.3
do not know	7	46.7	46.7	100.0
Total	15	100.0	100.0	

role of the local leader in facilitating the work done by KIWODET

	Frequency	Percent	Valid Percent	Cumulative Percent
Valid sensitise the community on using the services	5	33.3	38.5	38.5
inspection on the work done	2	13.3	15.4	53.8
do not know	6	40.0	46.2	100.0
Total	13	86.7	100.0	
Missing 9.00	2	13.3		
Total	15	100.0		

The major role of the leader on the management of solid waste in the area as perceived by the leader

	Frequency	Percent	Valid Percent	Cumulative Percent
Valid sensitize the community on keeping the environment clean	7	46.7	46.7	46.7
supervise the waste collection activities in the area	1	6.7	6.7	53.3
implimentation and enforcement of by-laws on SWM	1	6.7	6.7	60.0
to conduct frequent inspection on environement status	4	26.7	26.7	86.7
mobilize the community on developmental activities	2	13.3	13.3	100.0
Total	15	100.0	100.0	

Knowledge of existing by laws in the area

	Frequency	Percent	Valid Percent	Cumulative Percent
Valid no	10	66.7	66.7	66.7
yes	5	33.3	33.3	100.0
Total	15	100.0	100.0	

reasons for low participation of community members in solid waste management

	Frequency	Percent	Valid Percent	Cumulative Percent
Valid not aware of the importance	11	73.3	73.3	73.3
lack of income to pay for the service	3	20.0	20.0	93.3
Services are too expensive	1	6.7	6.7	100.0
Total	15	100.0	100.0	












recommendations for improving/increasing community participation

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	environmental educational programme for community	9	60.0	60.0	60.0
	strigent enforcement of bylaws	2	13.3	13.3	73.3
	sensitize local leaders on their role	2	13.3	13.3	86.7
	reduce waste collection fee	2	13.3	13.3	100.0
	Total	15	100.0	100.0	

recommendations given to Kiwodet for improvement of the services














		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	increase working tools	2	13.3	15.4	15.4
	increase frequency of collection	3	20.0	23.1	38.5
	reduce the collection fee	2	13.3	15.4	53.8
	none	6	40.0	46.2	100.0
	Total	13	86.7	100.0	
Missing	9.00	2	13.3		
Total		15	100.0		

ANNEX 6
Project Work Plan January 2004- January 05




ID		Task Name	Duration	Start	Finish	Expected Output	Resource Names
1		Identification and section of the CBO to work	1 wk	Tue 1/6/04	Mon 1/12/04	Identified CBO	Angela
2		organize appointment with CBO leaders	1 day	Mon 1/12/04	Mon 1/12/04	Set date for meeting	Angela
3		Introductory meeting with the CBO leaders and few members	1 day	Mon 1/26/04	Mon 1/26/04	Meeting conducted	Angela and CBO leaders
4		Develop needs and capacity assessment questionnaire	2 wks	Mon 2/9/04	Fri 2/20/04	questionnaire developed	Angela
5		meeting with the CBO leaders and members for capacity and needs assessment	2 days	Fri 2/27/04	Mon 3/1/04	NA conducted	Angela & CBO
6		Compiling report for the needs and capacity assessment of the CBO	2 wks	Wed 3/3/04	Tue 3/16/04	NA report	Angela
7		Meeting with CBO leaders and members for feedback of the needs and capacity assessment report and develop plan for way forward	2 days	Fri 3/26/04	Mon 3/29/04	Implementation plan developed	Angela & CBO
8		Develop tools for community survey	2 wks	Fri 4/2/04	Thu 4/15/04	Survey tools developed	Angela
9		Meet with CBO for input and discussion on methodology to be used in the survey	3 days	Fri 4/23/04	Tue 4/27/04	Refined Survey tools	Angela & CBO
10		Conduct pilot testing of the survey tools (questionnaires)	7 days	Fri 4/30/04	Mon 5/10/04	Refined survey tools	Angela and CBO members

ANNEX 6

Project Work Plan January2004- January 05

ID		Task Name	Duration	Start	Finish	Expected Output	Resource Names
11		Compile the testing data and revise the tools	7 days	Mon 5/17/04	Tue 5/25/04	Revised survey tools	Angela and CBO members
12		Project report writing for second semester	6 days	Mon 5/24/04	Mon 5/31/04	Project report	Angela
13		data collection process	30 days?	Tue 6/1/04	Mon 7/12/04	Survey data	Angela and CBO members and
14		Data compiling and analysis	21 days?	Fri 7/23/04	Fri 8/20/04	Survey information	Angela
15		Survey report writing	7 days?	Fri 8/20/04	Mon 8/30/04	Survey report	Angela
16		Feedback meeting with CBO members and plan for next step	1 day?	Fri 9/3/04	Fri 9/3/04	Feedback meeting held	Angela and CBO members
17		Feedback meeting with mitaa leaders	1 day?	Mon 1/5/04	Mon 1/5/04	Feedback meeting held	Angela and CBO leaders and mitaa
18		Development of concept note/proposal for funding	14 days?	Mon 9/6/04	Thu 9/23/04	Concept paper	Angela
19		Meeting with CBO for proposal /concept note presentation	1 day?	Mon 10/4/04	Mon 10/4/04	refined concept paper	Angela & CBO members
20		Project Draft report writing	60 days?	Mon 10/4/04	Fri 12/24/04	draft report	Angela& Supervisor
21		Submission of draft report to supervisor	1 day?	Mon 1/10/05	Mon 1/10/05		Angela
22		Preparation for CED class presentation	8 days	Mon 1/3/05	Wed 1/12/05	CED presentation	Angela

ANNEX 6 Project Work Plan January2004- January 05

ID		Task Name	Duration	Start	Finish	Expected Output	Resource Names
23		Finalization of Project Report for Sumission	28 days	Mon 1/19/04	Wed 2/25/04		
24		Submission of the final version	1 day?	Thu 2/26/04	Thu 2/26/04	Final Project Report	Angela

ANNEX 7- PHOTOS OF HANANASIFCOMMUNITY & THE CBO

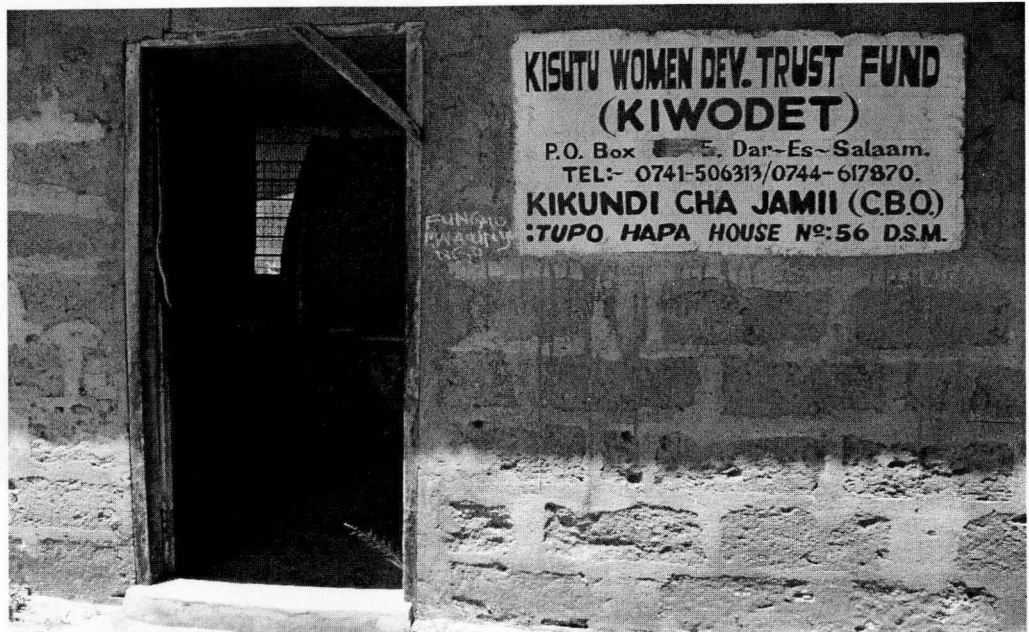


Photo: Office premise for KIWODET.



Photo: Drainage full of waste



Photo.: situation in Hananasif area. Open drainage full of liquid and solid waste

Photo: An illegal dumping area in the middle of Hananasif settlement





CED student Ms. Mwaikambo having a focus group discussion with the KIWODET secretary General Ms. Asha Omary and her Deputy Ms Ngorombwe



KIWODET secretary Ms. Omary and Her deputy Ms. Ngorombwe and another member showing some products made from solid waste- door mats