

## Appendix: 1

Kambili D. Manjolo  
Oxfam GB,  
P. O. Box 563  
Shinyanga

12<sup>th</sup> February 2003

The Chairperson  
Kikundi cha Hiari cha Tausi (KIHITA)  
P. O. Box 13  
Shinyanga.

### **RE: OFFER OF FREE SERVICE TO YOUR ORGANIZATION**

The above caption refers.

I am pleased to introduce myself to your organization, that I am Currently undergoing MSc. Program in Community Economic Development from Southern New Hampshire University, that collaborate with Open University of Tanzania.

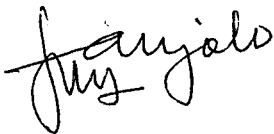
I am prepared to offer my free service to your CBO in the following themes

- Project design and proposal
- Training Need Analysis, Development of training manual and facilitation of training
- Facilitation in preparing strategic planning and
- Monitoring and evaluation

I am based in Shinyanga, employed by Oxfam GB working as a Community Development Worker

Looking forward for your positive response, I remain.

Yours sincerely



**Kambili D. M**  
A CED student 2003/05

Kikundi cha Hiari cha Tausi (KIHITA)

P.O Box 13,  
Shinyanga.

02 March 2004

Manjolo D. Kambili,  
Oxfam GB,  
P.O Box 563,  
Shinyanga.

Dear sir

**RE: OFFER OF SERVICE TO OUR COMMUNITY BASED  
ORGANIZATION (CBO)**

We are very happy and please to get your free service to our organization. Since our organization is still young, we will appreciate very much to have your support in area of *project proposal writing* to support orphans.

We are enclosing with this letter our constitution and certificate of registration, You are warmly welcomed and looking forward to work with you.

Yours sincerely,



**Grace Tesha**  
KIHITA chairperson

## Appendix: 3

### AGREED WORK PLAN

Activity/events	Sep.03	Oct.03	Nov.03	Dec.03	Jan.04	Feb.04	Mar.04	Apr.04	May.04	Jun.04	Jul.04	Aug.04	Sep.04	Oct.04	Nov.04	Dec.04	Jan.05	Responsible
Identification of host organization																		M.K
Submit letter of application to CBO																		M.K
Receipt acceptance letter from CBO																		M.K
Introduction meeting to the CBO members																		C/P
Meeting to agree area of support and plan																		C/P
Literature review																		M.K
Meeting with CBO & project supervisor																		C/P & M.K
Introduction to the govt. and community																		C/P/M.K
Development of tools for data collection																		M.K
Pretesting of questionnaires																		M.K & C/P
Conduct survey																		M.K & CBO
Data analysis and presentation																		M.K
Project proposal writing																		M.K
Project presentation																		M.K

#### Key:

M.K - Manjolo Kambili (a student)

C/P - CBO Chair person

CBO - Community Based Organization members



SERIAL No. SMC/0011

# SHINYANGA MUNICIPAL COUNCIL

## NGO/CBO REGISTRATION CERTIFICATE

**This is to certify that**

KIKUNDI CHA HIARI CHA TAUSI ..... ( KIHITA )

Is a registered NGO/CBO, pursuant to the 2002 Act PART IV  
Section 22, subsection 2, (a-b) ("*Levels of Registration*"),  
with registration number SMC / 0011

The NGO/CBO in subject is therefore hereby permitted to con-  
duct all its activities as per its constitution.

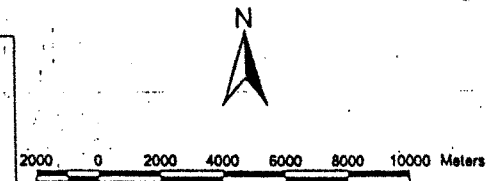
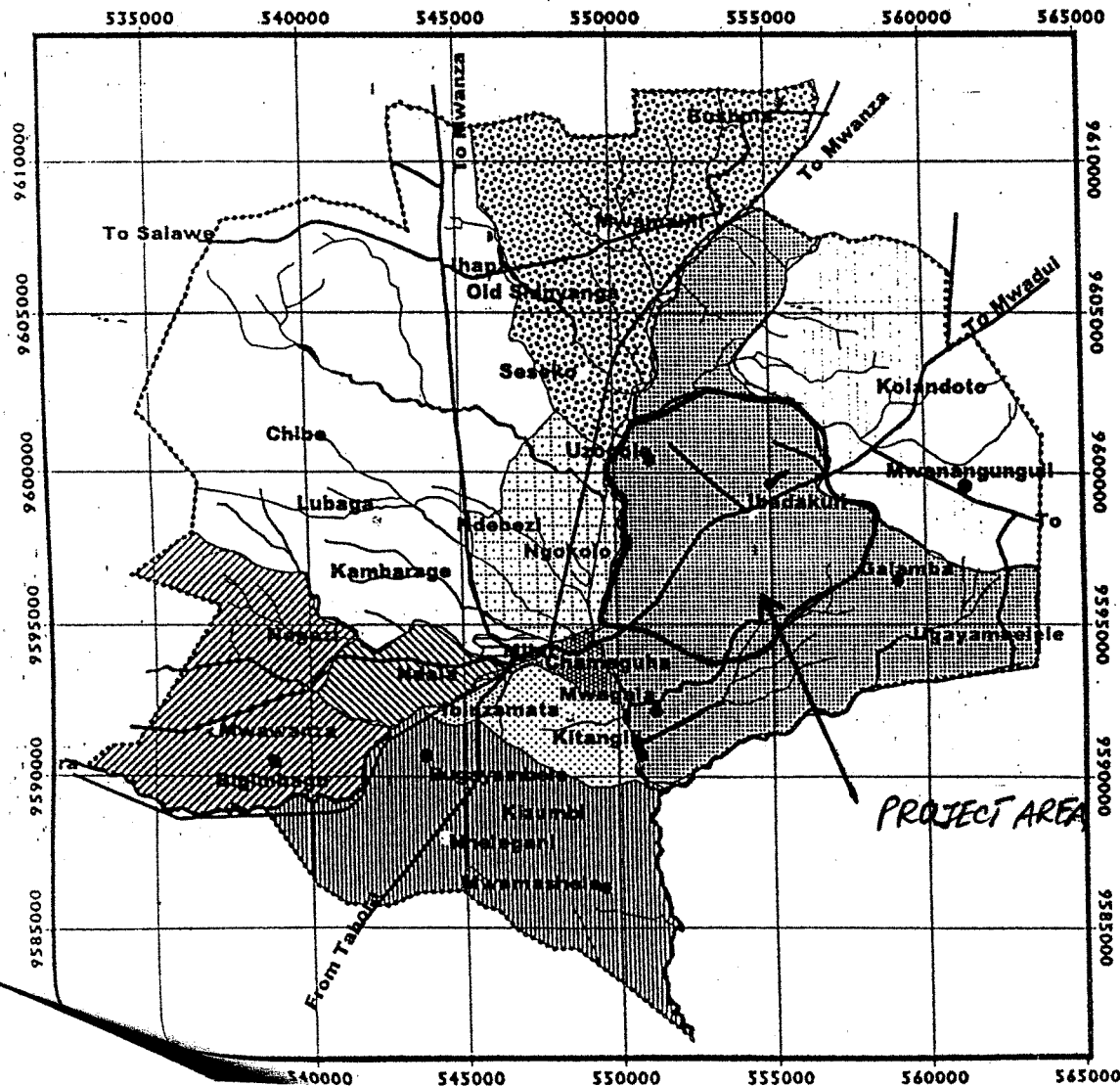
.....  
COMMUNITY DEVELOPMENT OFFICER

Date 29-10-2003

.....  
MUNICIPAL COUNCIL DIRECTOR  
MUNICIPAL DIRECTOR  
SHINYANGA MUNICIPAL COUNCIL  
SHINYANGA

Date 30/10/03

# SHINYANGA MUNICIPALITY ADMINISTRATIVE AREAS



## LEGEND

Municipal boundary  
Roads.

Rivers  
Railway

Dam  
Swampy/Streams

Village.

- Bugryambebele
- Bugimbaga
- Bushola
- Chibba
- Galamba
- Ibadakuli
- Ihapa
- Iwelyangula
- Lubaga
- Mwangala
- Mwanalili
- Mwanashele
- Mwanangunguli
- Mwananza
- Nhelegani
- Seseko
- Uzogola

Wards

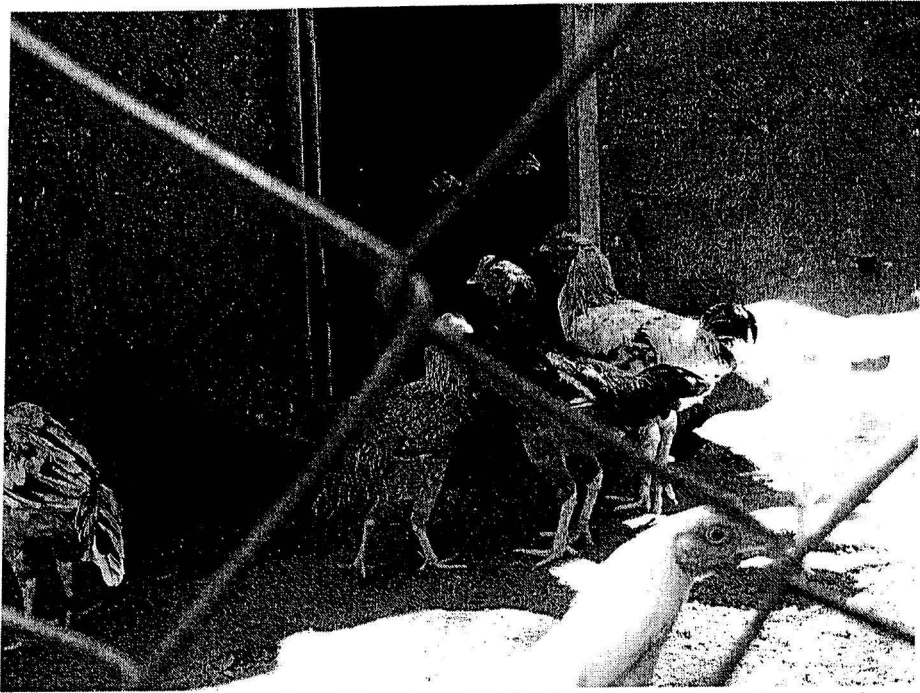
- Chamagaha
- Chibba
- Ibadakuli
- Ibinzamata
- Kambarage
- Kitangili
- Kirumbi
- Kolandoto
- Mjini
- Mwanalili
- Mwananza
- Ndala
- Ngokolo

Prepared by:  
Shinyanga Municipal Council  
&  
Human Settlements Development Division  
Ministry of Lands, Urban & Survey  
May 2001

Map No 2

## Appendix: 6

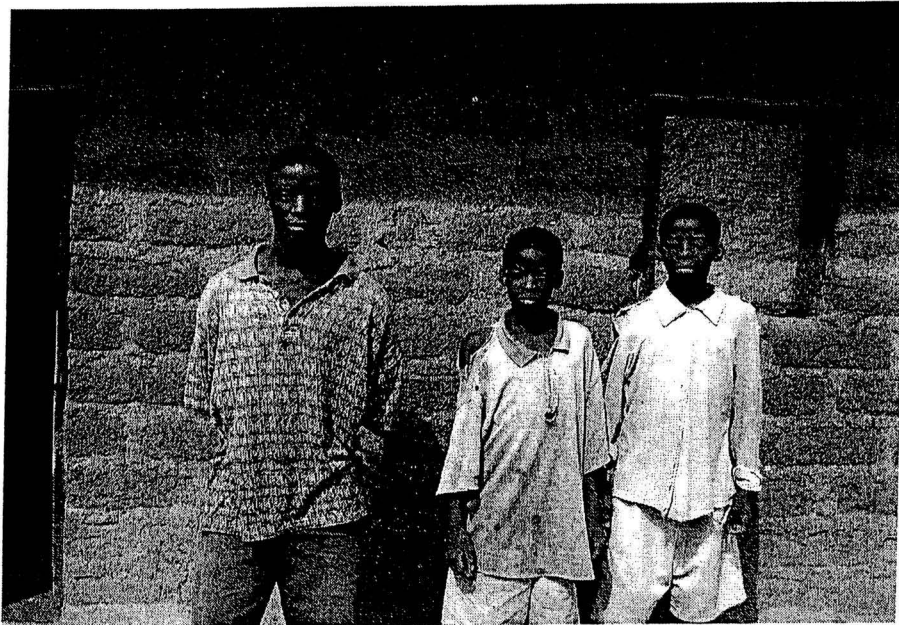
### PHOTOS



*Indigenous chicken project are preferred by vulnerable families, gives quick returns and more divisible*



*A successful indigenous chicken project in Ibadakuli village Shinyanga*



*Both parents' orphans in Nhelegani village Shinyanga urban need sustainable project to be able to access education*



*A grand parent in Uzogole Village holding one of three maternal orphans, she need sustainable project to take care the young orphans.*

## Appendix: 7

### Restocking of indigenous chicken Project Log Frame

Narrative	Indicators	Means of verification	Assumptions and Risks
<b>Goal:</b> To contribute towards enabling poor orphans to access primary education in Ibadakuli ward shinyanga Municipality	<ul style="list-style-type: none"> <li>Literacy rate</li> </ul>	<ul style="list-style-type: none"> <li>Project review report</li> <li>School records</li> </ul>	<ul style="list-style-type: none"> <li>Political stability</li> </ul>
<b>Purpose:</b> To strengthen community and orphan's family capacity to improve for the care and education of orphan's children in the project area.	<ul style="list-style-type: none"> <li>80% of orphans attend primary school</li> <li>Enrollment rate</li> <li>Performance</li> </ul>	<ul style="list-style-type: none"> <li>School records</li> </ul>	<ul style="list-style-type: none"> <li>Commitment and willingness of beneficiaries to contribute</li> <li>The project will get strong support from both central and local government authority</li> </ul>
<b>Outputs:</b> <ul style="list-style-type: none"> <li>➤ Improved income of orphan's families</li> <li>➤ Increased number of orphans' enrolment to primary school and reduced drop out of orphans.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Ability to meet orphan's basic needs</li> <li>➤ 60% of orphans of school going age enrolled</li> <li>➤ Number of orphans finishing P/school</li> </ul>	<ul style="list-style-type: none"> <li>➤ Progress reports</li> <li>➤ Site observations</li> <li>➤ School records</li> <li>➤ Beneficiaries records</li> </ul>	<ul style="list-style-type: none"> <li>➤ No serious bird epidemic diseases</li> </ul>



➤ Improved in the ability among the people to identify, start and be able to run successful their business activities.	➤ Number of chicken per year ➤ Income gained from the project		
<b>Activities:</b>			
1. Community/beneficiaries mobilization and sensitization			
2. Trainings and workshops			
3. Restocking of chickens			
4. Monitoring and evaluation			

QUESTIONNAIRE FOR ORPHANS GURDIAN

Sub village: .....Village: ..... Ward:.....

Male ☐

Female ☐

Occupation:.....

Type of orphans: Paternal/maternal/double orphans

2. 1 Number of orphans

Male		Female		Total
Age 0 - 7	Age 7 +	Age 0 -4	Age 7+	

2.2 How many do attend school

- Kindergarten: .....
- Primary school: .....
- Secondary/college: .....

3. 1. Relationship with orphan’s parents: .....

3.2. How many orphans do you have: Male ..... Female .....

3.3. For how long have you been taking care of the orphans? .....

4. Do you know the causes of death of the orphan’s parents? **Yes/No**

.....

5. As a guardian, what problems /challenges do you face in taking of the orphans?

- .....
- .....
- .....
- .....
- .....

6. Orphanage has been there since long time, traditionally how was it being managed by community.

- .....
- .....
- .....

7. If good Samaritan or an organization decide to support orphans in this village, what type of support should they provide (*in order of importance*)

- .....
- .....
- .....
- .....
- .....

8. Are there any problems for orphans to access education and health services Yes/No if yes what are those problems

- .....
- .....
- .....

9. \* If you have orphan(s) who does no go to school, what are they doing and how do they help you?

- .....
- .....
- .....

10. Are there any local institution (s) or organizations that deal with orphans' problem in your sub-village **Yes/No**, if yes who are they?

<u>Name of institution</u>	<u>Type of support</u>
a) .....	.....
b) .....	.....
c) .....	.....

11. Does the village government provide any support to orphans **Yes/No**, if yes what kind of support does it provide

- .....
- .....
- .....

12.\* What is your general comments/opinion regarding orphans problem

.....

.....

.....

.....

**QUESTIONNAIRE FOR THE VILLAGE EXECUTIVE OFFICER**

1. Village: ..... Ward: ..... District:.....

Male ☐

Female ☐

2. 1 Total number of orphans in the village

Male		Female		Total
Age 0 - 7	Age 7 +	Age 0 -4	Age 7+	

2.2 How many do attend school

- Kindergarten:      Male:.....      Female:.....      Total.....
- Primary school:      Male:.....      Female:.....      Total.....
- Secondary/college:      Male:.....      Female:.....      Total.....

3. Do you know the causes of death of the orphan’s parents? **Yes/No**

- .....
- .....
- .....

4. What problems do you face in regard to orphans problem

- .....
- .....
- .....
- .....

4. Is there any policy in place regarding orphans? **Yes/No**, if yes what does it say?

.....

.....

.....

5. Orphanage has been there since long time, traditionally, how was it being managed by community.

- .....
- .....
- .....

6. If good Samaritan or an organization decide to support orphans in this village, what type of support should they provide (*in order of importance*)

- .....
- .....
- .....
- .....

7. Are there any problems for orphans to access education and health services **Yes/No** if yes what are those problems

- .....
- .....
- .....

8. Are there any local institution (s) or organizations that deal with orphans’ problem in your sub-village **Yes/No**, if yes who are they?

<u>Name of institution</u>	<u>Type of support</u>
a) .....	.....
b) .....	.....
c) .....	.....

9. Does the village government provide any support to orphans **Yes/No**, if yes what kind of support does it provide

- .....
- .....
- .....

10. What is your general comment/opinion regarding orphans problem

.....

.....

.....

.....

**QUESTIONNAIRE FOR PRIMARY SCHOOL**

Name of school: .....Village: ..... Ward: .....

District: .....

Male ☐

Female ☐

1. 1 Total number of pupils at your school M: ..... F: ..... Total: .....

1.2 Total number of orphans at your school

Class (STD)	M	F	Total
I			
II			
III			
IV			
V			
VI			
VII			
Total			

3. Do you know the causes of death of the orphan’s parents? **Yes/No**

- .....
- .....



4. Is there any policy in place regarding orphans? **Yes/No**, if yes what does it say?

.....

.....

.....

5. Orphanage has been there since long time, traditionally, how was community managing it.

- .....
- .....
- .....

6. If good Samaritan or an organization decide to support orphans in this village, what type of support should they provide (*in order of importance*)

- .....
- .....
- .....
- .....

7. Are there any problems for orphans to access education and health services **Yes/No** if yes what are those problems

- .....
- .....
- .....

8. Are there any local institution (s) or organizations that deal with orphans' problem in your sub-village **Yes/No**, if yes who are they?

<u>Name of institution</u>	<u>Type of support</u>
a) .....	.....
b) .....	.....
c) .....	.....

9. Does the village government provide any support to orphans **Yes/No**, if yes what kind of support does it provide

- .....
- .....
- .....

10. What is your general comment/opinion regarding orphans problem

.....

.....

.....

**QUESTIONNAIRE FOR INSTITUTIONS**

Name of institution: ..... Village: .....

Division: ..... District: .....

Male ☐

Female ☐

1. Is orphans a problem in your area of operations? **Yes/No**, if yes how?

- .....
- .....
- .....

2.1 From your views, is the problem of orphans increasing or decreasing

.....  
.....

2.2 If the problem is increasing what could be the reasons

- .....
- .....
- .....

3 Is there any policy in place regarding orphans? **Yes/No**, if yes what does it say?

.....  
.....  
.....

4 How does your institution/organization deal with orphans

- .....
- .....
- .....

5. Orphanage has been there since long time, traditionally, how was community managing it.

- .....
- .....
- .....

6. If good Samaritan or an organization decide to support orphans in this village, what type of support should they provide (*in order of importance*)

- .....
- .....
- .....
- .....

7. Are there any problems for orphans to access education and health services **Yes/No** if yes what are those problems

- .....
- .....
- .....
- .....

8. Are there any local institution (s) or organizations that deal with orphans' problem in your sub-village **Yes/No**, if yes who are they?

Name of institution

Type of support

- a) :.....
- b) .....
- c) .....

9. What is your general comments/opinion regarding orphans problem

.....

.....