

PROJECT PROPOSAL

1. Project Name

Revitalization of Self Help Groups on Water Resources Management and Promoting Gender Equality

2. Name of organisation, address, phone and fax

Caritas Sri Lanka, 133, Kynsey Road, Colombo 8, Sri Lanka.

Phone: **0094-11-2691885, 2693989**

Fax: **0094-11-2695136**

3. Executive officer of organisation for contact

Name: **Fr. Mahendra Gunatilleke,
National Director**

Phone: **0094-11-2691885, 2693989**

4. Organisation type

4.1. Organisation's registration with the Government of Sri Lanka;

Legal Status: **Caritas Sri Lanka is the National Secretariat for Justice, Peace and Human Development Commission of the Catholic Bishops Conference in Sri Lanka Incorporated by Act of Parliament, No. 17 of 1983.** It comes under the category of Religious Organization and not as an NGO.

4.2. Objectives of organisation;

- 1) **Empowering people through animation and being in solidarity in their efforts for Integral Human Development.**
- 2) **Responding to Emergencies and consideration for the vulnerable groups during and post emergency situation and collaborating with the state.**

4.3. Brief description of organisation;

Date Established: **4 November 1968**

Type of Organization: **Social and Economic Development Arm of Church-based Humanitarian Organization**

4.4. Types of projects previously implemented by organisation.

Caritas Sri Lanka (CSL) implemented a 2-year programme – 1 January 2013-31 December 2014 titled "Water Resource Management and Women's Empowerment" covering the Districts of Jaffna, Mannar, Vavuniya, Anuradhapura, Polannaruwa, Kurunegala, Kandy, Matale and Nuwara Eliya. The project's main objective was to relieve women and girls from the burden of fetching water from streams, canals & lakes, walking a

distance between 1.5 - 4 kms. Daily. The water was unsafe to drink and they faced many security risks, attacks by wild animals and lost valuable time which could have been used for girls' education and income generating activities of women. The project provided 65 dug wells (community wells), 17 rainwater harvesting tanks, replacement of 6 one-hundred year old water conveyer systems in the central hills in Kandy, Matale & Nuwara Eliya.

5. Project details

5.1 Brief statement of objectives;

Main Purpose:

To promote gender equality and relieve the burden on women and girls in the management of existing water facilities.

- 1. To revitalize and strengthen the existing Self Help Groups (SHGs) to be able to advocate and influence the Local Government Authorities (LGAs) to obtain identified services and facilities needed for the development of their communities**
- 2. To improve the participation and contribution of men in water resource management and family / household matters**
- 3. To ensure proper health & sanitation practices are prevailing among the SHG group members and their families**
- 4. Better maintenance, sustainability and further development of the water installations.**

As a follow-up to the previous project mentioned above, CSL proposes to provide further training to the 112 existing community based Self Help Groups (SHGs) with 80% women, on water management and sanitation. Although safe drinking water is provided, they need training and capacity building to ensure proper management of the water installations for long term sustainability, enhance health & sanitation practices to prevent diseases which also include repairs to existing facilities such as toilets for the poor & marginalized communities, so that proper use can be made of the water available from the constructed installations. Although these groups were given gender training, further sessions on gender mainstreaming is needed to improve men's participation

5.2 Description of major components;

- ❖ **Mobilizing and revitalizing the SHGs**
- ❖ **Refresher sessions on water management and maintenance of installations**
- ❖ **Training on health & sanitation**
- ❖ **Workshops on gender mainstreaming**
- ❖ **Advocating and influencing local government authorities to enable access to necessary facilities and services needed by the community**
- ❖ **Planning for further development and community contribution**

5.3 Details of those who will benefit from the project

	Activity	Direct Beneficiaries		Indirect Beneficiaries (Family x 5)	
		Male	Female	Male	Female
1	Members of 112 existing SHGs	1000	1500	5000	7500

5.4 Locations, duration and timing;

Caritas Diocesan Centres (DCs) as follows:

Caritas Anuradhapura (covers Districts of Anuradhapura and Polonnaruwa)

Caritas Jaffna (covers Districts of Jaffna)

Caritas Kandy (covers Districts of Kandy, Matale & Nuwara-Eliya)

Caritas Kurunegala (covers District of Kurunegala)

Caritas Mannar (covers Districts of Mannar & Vavuniya)

Project Duration: **10 months**

5.5 Inputs and costs – **costing of input items funded by Donor and by the organisation – appearing as ANNEX 1 below.**

5.6 Phasing:

Activity Schedule – appearing as ANNEX 2 below.

5.7 Manner in which Donor funding will be recognised;

Donor funding will be acknowledged in all banners, training materials, leaflets, publicity materials and in all reports and documents.

5.8 Other sources of funding;

- None –

5.9 Participation by intended beneficiaries in project design;

The members of the existing SHGs who proposed the follow-up actions.

5.10 Alternatives considered;

The SHGs to approach the District Secretariats to see what help they can get from the Government

5.11 Expected Results:

1. SHG members revitalized and participating in the monthly meetings to discuss, find solutions to the problems and needs, and contributing to future sustainability and development.

Indicator: 2500 participated in 112 x 3 SHG Meetings during the project period.

2. A minimum of 150 SHG members completing the training on Health & Sanitation, and Gender Mainstreaming and applying them to their day-to-day activities.

Indicators:

- (1) 150 SHG members (female/male) attending and completing the training sessions
- (2) Reduction in the spread of diseases
- (3) Men take better responsibility for both community as well as household matters.

3. The SHG members contribute to community development activities with necessary support of local government agencies.

Indicator:

- (1) 5 community level development activities conducted garnering local contribution (*Shramadana*) from other SHG and members of community.
- (2) No. and type of services obtained from local government agencies as a result of advocacy by the SHGs.

17. Implementation of project

- 6.1 Details of project management structure and supervision;

Caritas Sri Lanka National Centre (NC) in Colombo will be responsible for the overall management of the project. The NC Coordinator in coordination with the Project Coordinators of the 5 Caritas Diocesan Centres (DCs) in Anuradhapura, Jaffna, Kandy, Kurunegala and Mannar will implement the activities. The National Centre staff as well as the staff of the respective DCs will work as teams to organize and supervise the activities and conduct regular monitoring.

The DC Directors and staff will be responsible for immediate supervision, financial management and regular reporting to NC. All financial transactions by the DCs will be monitored by the NC through the TALLY Accounting backup system and will adhere to the Financial and Procurement policy of Caritas and the Anti Corruption Code of Conduct.

- 6.2 Local participation in implementation;

Members of SHGs and other family members will participate in the implementation of activities.

- 6.3 Authorisations from authorities;

Since close linkages and cooperation has been established by the SHGs with the government agencies, there is easy access to relevant government agencies to obtain necessary approvals.

6.4 Monitoring and reporting arrangements.

Project monitoring will be done by the DC staff under the direction and guidance of the respective DC Directors. The NC Coordinator will make a mid-term monitoring visits to the DCs and will forward a consolidated narrative and financial report to the donor.

An end-of-project an overall project completion Narrative Report, an Audited Statement of Accounts and supporting documents will be forwarded to the donor.

7. Maintenance

7.1 Maintenance procedure after project completion;

The members of the SHGs will take the responsibility to continue the maintenance of the water installations, meet and discuss emerging issues and needs, utilize linkages formed with local government agencies to access government services and facilities to further develop the community.

The experienced Caritas Diocesan staff will continue this work through other Caritas' on-going programmes and to ensure the SHGs continue to look after the water installations.

7.2 How will recurrent cost be funded

Through Caritas Sri Lanka National Centre and participating Diocesan Centres' operational Budgets and other programmes funded by member organizations in the Caritas Federation.

8. Financial

8.1 Implementing organisation bank details:

Account name: **Social and Economic Development Centre (SEDEC)**
Bank: **DFCC Vardhana Bank Limited**
Branch: **73, W.A.D. Ramanayake Mawatha, Colombo 2.**
Account number: **007001002036**
Swift code: **DFCCLKLX**

The Signatories of Caritas to operate the account are:

- **Caritas Sri Lanka National Director (Fr. Mahendra Gunatilleke)**
- **Senior Executive Manager (Mr. Yu Hwa Li)**
- **Senior Finance Manager (Mr. Wasantha Gomez).**

Two of the signatories are required to sign to effect withdrawals.

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Summary project budget:				
	Activity	Organization/ Local Contribution	Contribution from Donor in Rs.	Total Rs.
	Capacity Building at National Centre (NC)			
1.	Project Orientation & Planning Meeting at NC		80,000	80,000
2.	Monitoring Visits by NC Staff to 5 DCs @ Rs50,000 each		250,000	250,000
3.	Progress Review Meeting at NC		80,000	80,000
4.	Local travel, communication, postage, stationery etc. of NC for 10 months – Rs.10,000 x 10 months		100,000	100,000
	Diocesan Centre (DC) Level Activities			
5.	Revitalization Program for SHGs in 5 DCs.		250,000	250,000
6.	Meetings of SHGs – 3 meetings x 112 SHGs = 336 Meetings x @ Rs.5,000		1,680,000	1,680,000
7.	Conduct training on Health & Sanitation in 5 DCs		100,000	100,000
8.	Conduct Training on Gender Mainstreaming in 5 DCs		100,000	100,000
9.	Planning & designing activities on community development in 5 DCs	50,000	50,000	100,000
10.	Meetings with Local Government Authorities in 5 DCs		50,000	50,000
11.	Support for Community 'Shramadana' activities 5 DCs	50,000	100,000	150,000
12.	Communication & local travel costs of 5 DCs for 10 months (Rs.10,000 x 5 DCs x 10 months)		500,000	500,000
13.	Audit of Project		150,000	150,000
	Sub-Total: Project Implementation Cost	100,000	3,490,000	3,590,000
14.	Allowance for NC Coordinator Rs.20,000 x 10 months		200,000	200,000
15.	Allowance for NC Finance Officer Rs.10,000 x 10 months		100,000	100,000
16.	Allowances for 5 DC Coordinators Rs.20,000 x 5 x 10 months		500,000	500,000
17.	Allowance for 5 DC finance staff Rs.7500 x 5 x 10 months		375,000	375,000
	8% Administrative Cost based on total Implementation Cost		287,200	
	Total	100,000	4,952,000	5,952,000

Donor Contribution equivalent in US Dollars:

US Dollars 32,666 (@USD 1 = Rs. 153)

Donor Contribution equivalent in Euro:

Euro 28,297 (@Euro 1 = Rs.175)

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10 MONTH ACTIVITY SCHEDULE

Activity	Months									
	1	2	3	4	5	6	7	8	9	10
Project Orientation & Planning Meeting at NC	■									
Revitalization Program for SHGs in 5 DCs	■									
3 Meetings of SHGs		■			■				■	
Conduct training on Health & Sanitation		■								
Conduct Training on Gender Mainstreaming			■							
Planning & designing activities on community development					■					
Meetings with Local Government Authorities						■				
Support for Community 'Shramadana' activities							■			
Monitoring Visits by NC Staff to 5 DCs				■				■		
Audit of Project										■
DC Reports to NC			■				■			■
Interim Progress Report to Donor				■						
Project Completion Report to Donor										■

■ **NC Activities**

■ **DC Activities**