



Awami Development Organization (ADO)

Project Completion Report

Restoring Livelihoods and Community Based Infrastructure and Governance

**Project No. UNDP/Con/2010/055
(Oct 2010 – Aug 2011)**



Funded By: United Nations Development Programme

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Project Overview

1. Project Title

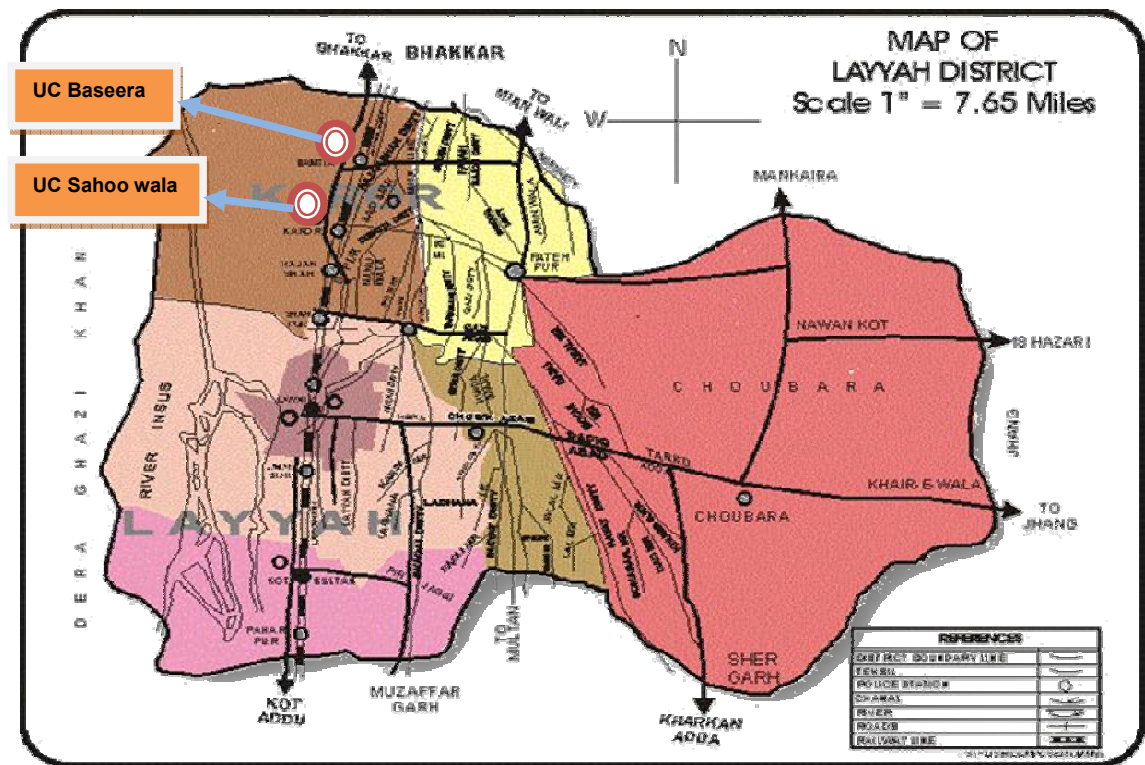
Restoring livelihoods and Community Based Infrastructure and Governance

2. Project Duration

Project duration (Start Date: 15 Oct 2010 ---- Completion Date: 31Aug 2011)

3- Project Area and other details

UC Sahoo wala, UC Baseera Tehsil Karror District layyah Punjab, Pakistan which badly affected from flood.



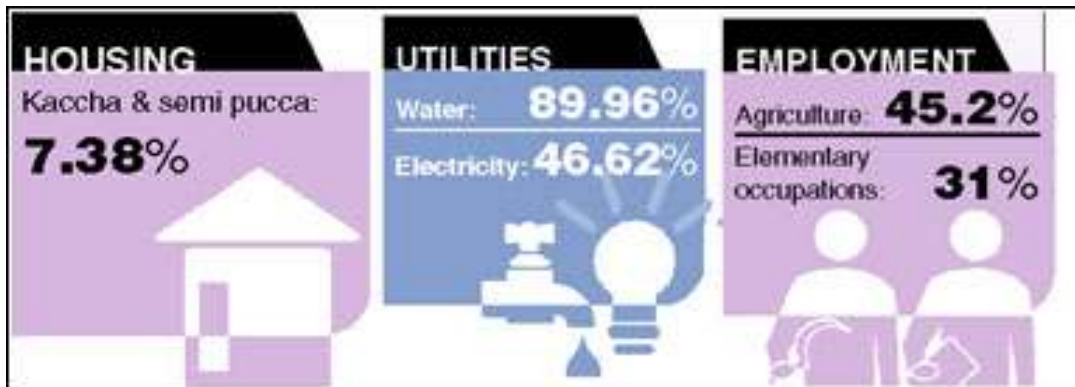
District Layyah Profile

Layyah District (formerly spelled as Leiah) is bounded to the North by Bhakkar District, to the east by Jhang District. The Indus River flows to its Western side across which lies district Dera Ghazi Khan and to the south Muzaffargarh District. District Layyah has an area of 6291 square kilometres and comprises three tehsils

1. Layyah -2 Chaubara 3-Karor

DISTRICT LAYYAH DECLARED AS POOREST DISTRICT OF PUNJAB PROVINCE. (1998 CENSUS REPORT)LIES ON EAST BANK OF INDUS RIVER

Other Details



Two Tehsils of district Layyah (Tehsil Karror , Tehsil Layyah) remains on the target of flood because of Indus River. In every year million of peoples affected with this calamity and so far they have no any source to overcome this problem.

In the past district Layyah faced very despondent situations because of heavy floods. It is important to mention here that in the year 2005 district layyah faced very terrible flood which affected thousands of families & left a huge number of families shelter less. A common man who could not recover the losses of that particular flood till now; facing the more terrible flood disaster which hit the district layyah in last week of the July 2010. Almost 15 Union Councils of district layyah have been affected by the respective flood which displaced more than three hundred thousand people of the district. The detail of the respective union councils is as mentioned below;

Affected Union Councils and population

Sr.#	U.C. Name	Population
1	Baseera	37,589
2	Shadu Khan	78,097
3	Wara. Sehran	49,015
4	Kotla Haji Shah	37,995
5	Luhanch Nasheeb	36,947
6	Jaman Shah	2,709
7	Jakhar	43,311
8	Bakhari Ahmad Khan	35,000
9	Kot Sultan	34,000
10	Bait Wasava	38,526
11	Saho wala	28,750
12	Samtia	32,730
13	ShahPur	7,788
14	Serishta Thal	10,772
15	Kot Sultan	745
Total population		447,837
Affected population		447,837



It is also important to mention here that because of deadly flood more than three hundred thousand inhabitants have been displaced and faced very thorny situation. They faced shelter problems to secure their children & belongings. Most of the displaced persons do not have sufficient food for themselves. Aid provided by the government & different donors was too short to survive.



more than 70% houses have been collapsed due to rains & flood. They are trying to construct their houses at first. For this purpose, they need financial & technical support because they have lost their almost each & everything.



Secondly, they are still facing food & shelter , Health problems till they cannot manage it for themselves by their own. Thirdly, due to rains & flood calamity many of the pet animals have died. This is affecting the population dually. One is that they have lost their precious animals which were source of food & livelihood for them.

3. Revision History and versions:

The project completion date was 15 March, but due to harvesting season Project delayed. ADO and UNDP extend the contract in order to complete the remaining activities as agreed between both parties without any additional funding , no cost contract amendment approved by Mr. Toshihiro Tanaka Country Director UNDP. The revised project completion date was from 16th March 2011 to 31 August 2011.

4. Project Sponsor

United Nation development Program (UNDP)

5. Project Manager

Mr. Muhammad Zubair

6. Problem/Opportunity:

Infrastructure and livelihood badly affected due to the Flood Disaster.

7. Goal: What does the project hope to accomplish?

- To form and strengthen the 41 community groups
- Livelihood opportunities for skilled and non-skilled labor at their door step
- To improve the basic infrastructure of 18 villages to ensure the quality of life
- To improve the communication with adjacent villages
- Easy access to health and education facilities
- To ensure the safe means for transportation of agriculture products

8. Total Costs:

Total cost of the Project was PRS .24, 075,500/

Project Objective

The main objective of the project is to restore access to essential services (health, education, employment, markets) through employment intensive rehabilitation of basic/critical infrastructure of flood effected communities and house households at risk & Revive non-form livelihoods of flood effected communities through access to income generation and decent employment opportunity.

Process to execute the Project activities

- Area Survey /Assessment
- Formation of Community Organization
- Need Identification
- Trainings (Record Keeping + Financial Management)
- Initiation of Project
- Internal monitoring of ongoing activities
- Completion
- Completion / Financial Report:

Methodology:

The methodology of the CPI projects has been kept simple for the ease of Communities. ADO believes that a simple and clear mechanism will lead the community according to our desired results. The mechanism of a typical CPI Project is presented below.

Survey/Assessment:

ADO conduct a damage assessment survey in flood area and select the most flood effected Union Councils for community restoration project.

CO Formation:

After the area selection, social organizer contact in the village with local community and give orientation about the project.

After the Program introduction community show their interest/willing to organize then social organizer formed community organization, community members select/elect their President and Manger, and take members for CO from each HH (one member).Social organizer facilitate the process and give information about the objective of CO formation , share the development approaches , share the roles and responsibilities of President , Manger , CO members and how to conduct the CO meetings.

Objectives of CO formation

- 1- Identified the collective issues of the village and priorities the issues.
- 2- Unity between the members as well as in community in village level.
- 3- Networking or linkages with government Departments and with NGO's.

- 4- Access to basic needs
- 5- Disaster Risk Management
- 6- Awareness raising regarding clean and healthy environment.
- 7- Remove the bad traditional trends and promote good trends.
- 8- Behavioral change in community
- 9- Solve the local issues through self reliant efforts

Capacity Building trainings:

After the CO formation, ADO arranged capacity building trainings for the CO members in which President , Manger and one CO member participate. The main objective of the training is to build the capacity of local community so that they may be able to identify their needs , priorities their need and support to implement the project and keep the proper record.

Need Identification:

CO members identify the local needs in the CO meeting , President or manger write down these needs ,and they prioritize the needs with the consultation/ collaboration of local community and CO members.

Resolution from Community:

First of all the community prepare a resolution in which an infra structural need is described. The resolution may contain the problem of sewerage, a demand for soling of link road or a request for the lining of watercourse etc. The resolution is received by ADO and the described demand is observed.

Entertainment of the Resolution by CPI Team:

The CPI team entertains the resolution and the Reconnaissance of the area is done to check the prefeasibility of the project and to validate the need of the project and to ensure that project will be beneficial to minimum fifteen households or not. While in the restoration process of this project, the situation of community is different so ADO staff and field team has changed the criteria for selection of schemes.

Budget Preparation

If the scheme fulfills the required criteria a budget is prepared after detailed survey and estimation of the proposed scheme. Budget is prepared by ADO Engineers.

Proposal making and submission.

A detailed Proposal is prepared by ADO Sub Engineers and submitted to ADO Senior Engineer for approval. The proposal mainly consists of Project Design, Estimation, Drawings, Beneficiaries list, Environmental Assessment.

Term of Partnership and joint account:

After the approval from ADOs Engineers TOP (Term of Partnership) is signed between ADO and CO (Community organization) to settle the terms and conditions.

At the same time three committees namely Project Committee, Maintenance Committee, Financial and Management committees are formed comprising of two members each from CO and their respective duties are assigned. At the same time one register is prepared for proper record keeping and the CO after taking the training become able to maintain that record.

1. In this register all the record of the expenses of the project along with the receipts of amounts are mentioned and minutes of meeting and all proceedings of the project are mentioned.

Release of Funds to CO:

After signing the TOP between ADO and CO the final approval is granted by Executive Director. After this the funds of the approved scheme are transferred to CO account in two installments for the initiation of the project.

Physical implementation of the project:

After opening of Bank Account and transferring the scheme amount in to the CO account. The Project Committee starts to purchase the material and the physically work starts. The technical assistance for the completion of work is provided by ADO Engineers. It is important to mention here that the second installment of remaining budget is reimbursed to the CO on completion of 70 % of the physical work and after the verification / recommendation of sub engineer.

Monitoring of the project:

When the physically work starts of the scheme, the ADO social organizer and sub engineer visits the scheme on daily basis while the senior engineer and the management of the ADO visits the project / scheme on weekly and fortnightly basis.

Completion of the project:

After the completion of the project the sub engineer of ADO completes all the financial and as well as the technical record of the scheme and submit the report to Senior Engineer of ADO.

Completion / Financial Report:

After submission of completion report the sub engineer of ADO also submit the completion / financial report of that scheme to the senior engineer. The Senior Engineers submit the report to the concerned manager for the preparation of final report of the project.

Project Activities

1-Formation of Community Organizations

ADO successfully formed 41 community organizations in the 18 villages of UC Baseera and sahuo wlaa. ADO organized the 18 village's local community.

List of Community Organizations

Sr #	CO ID	CO Name	M/F	CO's Members			Union Council	Village/ Dhoak
				M	F	Total		
1	ADO 01	Al Muslim	Male	22		22	Sahoo Wala	Chah Abass Wala
2	ADO 02	Akber	Male	20		20	Baseera	Basti Morani Sharki
3	ADO 03	Umeed	Male	20		20	Baseera	Basti Morani Sharki
4	ADO 04	Baloch	Male	20		20	Baseera	Basti Morani Gharbi
5	ADO 05	Shahani	Male	20		20	Sahoo Wala	Basti shahani
6	ADO 06	Itafaq	Male	20		20	Sahoo Wala	Basti Manjhota
7	ADO 07	Al falah	Male	20		20	Sahoo Wala	Basti Allah Yar
8	ADO 08	Raza-e- elahi	Male	20		20	Sahoo Wala	Basti Allah Yar
9	ADO 09	Hashmi	Male	20		20	Sahoo Wala	Chah Abass Wala
10	ADO 10	Ali Rajan	Male	21		21	Sahoo Wala	Molvi Hussain Bakhsh
11	ADO 11	Gull Rukh	Female		20	20	Sahoo Wala	Basti shahani
12	ADO 12	Abbas	Male	20		20	Sahoo Wala	Basti Rothr
13	ADO 13	Khan wala	Male	20		20	Sahoo Wala	Basti Rothr
14	ADO 14	Al- abbas	Male	20		20	Sahoo Wala	Chah Abass Wala
15	ADO 15	Fatimia	Female	2	20	22	Sahoo Wala	Maulvi Hassan Bux Wala
16	ADO 16	Tameer Noo	Male	21		21	Sahoo Wala	Basti shahani
17	ADO 17	Sahara	Male	25		25	Sahoo Wala	Chah Jhandir
18	ADO 18	Sulkani	Male	20		20	Sahoo Wala	Chah Jhandir
19	ADO 19	Al nisa	Female		20	20	Sahoo Wala	Basti Rothr
20	ADO 20	Al-Rifah	Male	20		20	Sahoo Wala	Shah wala
21	ADO 21	Al- Khidmat	Male	20		20	Sahoo Wala	Basti Haji
22	ADO 22	Zainbia	Female		20	20	Sahoo Wala	Chah Molvi Ghulam Sarwar
23	ADO 23	Ittehad	Male	21		21	Sahoo Wala	Basti shahani
24	ADO 24	Pittafi	Male	25		25	Sahoo Wala	Basti Patafi
25	ADO 25	Hassan	Male	20		20	Baseera	Basti Gunian
26	ADO 26	Ali Waris	Male	20		20	Baseera	Basti Shokia
27	ADO 27	Hussain	Male	20		20	Baseera	Basti Shokia
28	ADO 28	Sudhar	Male	18		18	Baseera	Chah Bhati Wala
29	ADO 29	Chand	Female		28	28	Baseera	Baseera
30	ADO 30	AL Ghos	Male	18		18	Baseera	Baseera
31	ADO 31	Haider	Male	20		20	Baseera	Basti Gunian
32	ADO 32	Al Gazi	Male	20		20	Baseera	Basti Gunian
33	ADO 33	Gormani	Male	22		22	Baseera	Basti Gurmani
34	ADO 34	Bhar Shah	Male	20		20	Baseera	Bahar Shah
35	ADO 35	Shenh Wala	Male	25		25	Baseera	Sheenh Wala
36	ADO 36	Sojhal	Female	2	18	20	Baseera	Chah Doday Wala
37	ADO 37	Garha Sewag	Male	20		20	Baseera	Garra Swag
38	ADO 38	Refai Umer Nagir	Male	20		20	Baseera	Garra Swag
39	ADO 39	Amon	Male	20		20	Baseera	Basti Solige Kalasra
40	ADO 40	Sawail	Female		21	21	Baseera	Bhar Shah
41	ADO 41	Sujak	Male	20		20	Sahoo Wala	Khokhar Isra Nasheeb
Total				702	147	849		

CO Formation Pictures



2-Capacity Building Trainings

ADO successfully conducted capacity building trainings for community Groups in both UC's and we have conducted trainings on Community Management and Skills training in which 41 community groups' office barriers participated. The training objective and training contents are mentioned below.

Objectives of the Training:

- Introduction about the Project
- introduction of UNDP/ADO
- Knowledge about Community organization
- Need identification and set the priorities
- Solve the issues/Problems through participatory approach
- Networking with other NGO's and with Government Departments.
- Record keeping , how to arrange CO's meeting
- Financial Management of the schemes
- Awareness about social rights and responsibilities
- CO's office barriers responsibilities.
- Planning for local Development
- Resources Management

Workshop schedule (1st Day)

Sr #	Timing	Topic Detail	Facilitator
1	9.30am to 10:00am	Introduction/registration	Mr. khalid
2	10:00am to 10:30am	Norm setting & Expectation & threats	Mr. Orangzaib
3	10:30am to 11:00am	Training objectives	Mr. Orangzaib
4	11:00am to 11:30am	ADO&UNDP introduction	Mr. Orangzaib
5	11.30am to 12.00Pm	Tea break	Mr. khalid
6	12.00Pm to 1.00Pm	Development and its kinds	Mr.orangzaib
7	1.00pm to 02:00pm	CO formation, kinds & objectives of CO's , COs management skills (meetings, record keeping , Meeting Agenda , conflict resolution)	Mr. zubair
8	2.00to3.00	Lunch break	Mr. khalid
9	3.00to4.00pm	President/ manager responsibilities	Mr.orangzaib
10	4.00to4.30pm	Training evaluation	Mr.orangzaib

Workshop schedule (2nd Day)

Sr #	Timing	Topic Detail	Facilitator
1	9.30am to 10:00am	Review of the last day	Mr. khalid
2	10:00am to 10:30am	CO planning and review	Mr.orangzaib
3	10:30am to 11:00am	Tea Break	Mr. khalid
4	11:00am to 11:30am	Ownership in schemes	Mr.orangzaib
5	11.30am to 12.00Pm	Participatory approach	Mr.orangzaib
6	12.00Pm to 1.00Pm	Lunch break	Mr. khalid
7	1.00pm to 02:00pm	Financial Management of schemes	Mr. zubair
8	2.00to3.00	Awareness about social rights and responsibilities	Mr. zubair
9	3.00to4.00pm	Question answer session	Mr. zubair
10	4.00to4.30pm	Training evaluation	Mr. khalid

Training Pictures



3- Community Infrastructure restoration Detail

🏠 Tube wells	08 (schemes)
🏠 Link roads	21 (schemes)
🏠 Hand Pump	12 (schemes)
🏠 Total Schemes in both UC's	41 (schemes)

Condition of soling before starting work



Ongoing Schemes



Completed Schemes



Project Outcomes

Deliverable from Project Plan	Unit	Outcomes
Community organizations	41	41 CO's formed in which 147 females and 702 females are CO members.
Capacity Building trainings of Community Organizations	41	Capacity building trainings of 41 CO's arranged in which three members from each CO participated. These members replicate these trainings in community 849 skilled and trained CO members which will serve poor community at their door step.
Cash for Work	1078	Source of Livelihood of 1078 poor community members improved through cash for work.
link roads / Soling & Drain Schemes	21	Basic community Infrastructure improved of 24 villages. Quality of life of 24 villages also improved through integrated efforts. Easy access to Health Education facilities in the UC Baseera & Sahoo wala.
Tube well schemes	8	Agriculture related source of income improved of 226 families through the installation/restoration of 40 tube wells. They irrigate their land and meet their food requirements.
Drinking water (Hand Pump)	12	Through the installation/Restoration of 255 Hand pumps, Health status of poor community improved, they save the money which they were spending on health diseases. They were suffering in skin diseases, Hepatitis, stomach pain , and some hair diseases.
Beneficiaries of the Project (41 CPI Schemes)	41	Total beneficiaries of the community restoration project is 32057 including 15262 males and 16795 females of 41 CPI schemes.

Lessons Learned

Major Issues in the execution of the project	How to counter them (Techniques Used)	Lessons Learnt
Shortage of Skilled & unskilled labour	Sensitize and motivate the labour to return back to their livelihood instead of temporary support of token they realized that local community needs their services. Secondly we Offer good daily Wage package.	Mobilization can change people behaviours.
Women were not allowed to participate in CO trainings & bank account opening	Mobilize the Female family heads through local activist, volunteer, and ADO staff to get permission to participate in trainings and for bank account opening.	The role of local activist /Volunteer definitely support the activities through good communication skill to bring any positive change.
Women have no ID cards to open the bank account	Facilitate these females for CNIC registration and arranged NADRA Mobile Van (MRV)	Protect the women rights through registration of CNIC so that she can get the right of inheritance , vote, Waten card , BISP card
Delay in funds transfer from UNDP	settle down this issue with the collaboration of community organization , Supplier and PO.	Regular contact/reminders to Donor
Community was very much demanding	Detailed orientation about the project to realise the community that we can't fulfil their all demands. We Also sensitized about their rights and we prepare them to take some self initiative of their own community.	we developed linkages of community organizations with other NGO's working in the area .Don't make any commitment which can't fulfil.
Community conflicts	Punchait , Local Activist	Activists have strong role to resolve the community conflicts.

Best Practices

- 1- Organized the community
- 2- Capacity building of Community Organizations
- 3- Strong relationship with in community
- 4- Strong monitoring mechanism
- 5- Regular follow up meetings with community
- 6- community involvement and participation
- 7- Need base schemes
- 8- Introduction Poverty Score card to identify the ultra poor and vulnerable poor
- 9- Identify Case studies
- 10- Women involved in decision making process
- 11- Linkages development with GLA's, Donors, NGO's.
- 12- Right based Advocacy Campaign
- 13- Conduct house hold survey

Recommended Improvements

- 1- Trainings of Partner/implementation Organization regarding Project implementation, reporting, monitoring and finance.
- 2- Funds should be transfer timely to Partner organizations
- 3- Last instalment (20%) which UNDP issue after the completion of Project should not more than 5% of Total Cost.
- 4- Close liaison with POs
- 5- Regularly fortnightly meetings regarding progress