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USAID KENYA INTEGRATED WATER, SANITATION AND HYGIENE PROGRAM (KIWASH)

FY 2016 Q1 PROGRESS REPORT

1 OCTOBER – 31 DECEMBER 2015

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ACRONYMS AND ABBREVIATIONS

AHADI	Agile and Harmonized Assistance for Devolved Institutions
BDS	Business Development Services
CAP	Capacity and Performance
FIRM	Financial Inclusion for Rural Microenterprises
GOK	Government of Kenya
KAVES	Kenya Agricultural Value Chain Enterprises
KIWASH	Kenya Integrated Water, Sanitation and Hygiene project
MUS	Multi-Use System
ODF	Open Defecation Free
PMP	Performance Monitoring Plan
TAMIS	Technical and Administrative Management Information System
USAID	United States Agency for International Development
WRUA	Water Resource Users Association
WSP	Water Service Provider

I. KIWASH EXECUTIVE SUMMARY

This is the first quarterly report (October to December 2015) of the Kenya Integrated Water, Sanitation and Hygiene project (KIWASH) funded under USAID/Kenya Task Order No. AID-615-TO-15-00001 with Development Alternatives, Inc. (DAI). KIWASH is working to improve lives and health of 1,000,000 Kenyan citizens in nine counties through development and management of sustainable water, sanitation, hygiene and nutrition services.

Qualitative Impact

During its first quarter of operation, KIWASH made significant progress in achieving its start-up objectives and set a solid foundation for the implementation of technical activities. Immediately upon signing the contract, DAI commenced preliminary start-up activities including confirming the availability of key personnel, issuing employment agreements, signing contracts with approved subcontractors, procuring necessary IT and office equipment, and arranging travel for STTA and LTTA personnel. The Deputy Chief of Party joined the project on October 12. The Chief of Party and Water/Sanitation Advisor mobilized to Nairobi on October 26 and the Agriculture and Nutrition Advisor joined the team on November 9.

The KIWASH team has completed and submitted the 12 project deliverables required within the first 90 days of operations, as detailed in the table below.

No.	Title	Date Submitted	Status
1	Contract Performance Monitoring Plan	October 28, 2015	Pending USAID approval
2	Branding Implementation and Marking Plan	October 28, 2015	Pending USAID approval
3	Annual Work Plan	November 28, 2015	Pending USAID approval
4	Performance Monitoring Plan	November 28, 2015	Pending USAID approval
5	Process for Engagement	November 28, 2015	Pending USAID approval
6	Coordination Plan	November 28, 2015	Pending USAID approval
7	Environmental Mitigation and Monitoring Plan	November 28, 2015	Pending USAID approval
8	Construction Plan	November 28, 2015	Pending USAID approval
9	Procurement Plan	November 28, 2015	Pending USAID approval
10	Grants Project Plan	November 28, 2015	Pending USAID approval
11	Monitoring and Evaluation Plan	December 28, 2015	Pending USAID approval
12	Gender Equality and Women's Empowerment Plan	December 28, 2015	Pending USAID approval

Subsequent Quarter's Work Plan

In mid-February 2016, the KIWASH team, in collaboration with USAID/Kenya, will host its program launch event. Further details on the event will be determined in January. From February 22-25 , the KIWASH team will participate in the 18th International Conference of the African Water Association titled "Sustainable Access to Water and Sanitation in Africa".

In January-March, 2016, the KIWASH team has plans to design and conduct key surveys across program components, and begin technical assistance and capacity development with local partners. Tasks planned for the coming quarter include:

Task B1: Household Baseline Survey

- Design comprehensive household baseline survey instrument
- Conduct the survey in nine counties and produce comprehensive survey reports

Task B2: Capacity and Performance (CAP) Survey

- Design CAP survey instrument with 3 key modules (Institutions, WSPs and WRUAs)
- Conduct CAP surveys across the entire project area of all nine counties

Task B4: Small and Medium Enterprise Survey

- Design instrument and conduct large-scale survey of small and medium WASH enterprises

Task 1.1: Provide business development services (BDS) for WASH services and products

- Identify at least 200 WASH service providers for "incubation"
- Develop/strengthen BDS training materials and conduct training-of-trainers program

Task 1.2: Scale up sanitation, sanitation marketing, and hygiene promotion

- Conduct survey to identify inhibiting and enabling factors for sanitation behavior change
- Conduct market survey of sanitation and hygiene products

Task 1.4: Strengthen the effective monitoring and evaluation of WASH

- Develop WSP Performance Monitoring Index tool

Task 2.1: Assist WSPs to upgrade business and strategic plans

- Analyze WSP strategic business plans in each county
- Assist WSPs to map their current coverage areas

Task 3.1: Integrate and promote essential nutrition and WASH interventions

- Develop Integrated WASH/Nutrition training guide

Task 3.3: Strengthened evidence base and guidance for coordinated WASH-nutrition programming

- Identify research partner to design multi-year study

Task 4.1: Increased access to water for agricultural productivity

- Work with FTF partners to identify gaps in water access
- Identify appropriate irrigation technologies and suppliers

Task 4.2: Deliver nutrition messaging to promote preparation and consumption of nutrient-dense and diverse foods

- Tailor integrated WASH/Nutrition training and job aids for agriculture extension services

Task 5.1: Expand source water quality protection

- Meet with WRMA to identify and map existing WRUAs
- Select priority counties and WRUAs

Task 5.3: Increase climate change resiliency in drinking water source planning, development and design of systems/services

- Develop climate change resiliency training modules

Task 7.1: Assist with WASH sector transition to devolution

- Collaborate with GOK partners and relevant stakeholders to analyze current policies

II. KEY ACHIEVEMENTS (QUALITATIVE IMPACT)

The Kenya Integrated Water, Sanitation and Hygiene project's primary goal is to improve lives and health of Kenyan citizens in nine counties through development and management of sustainable water, sanitation, hygiene and nutrition services. USAID has designed KIWASH to institutionalize catalytic models of sustainable WASH services delivery, improve hygiene behaviors and strengthen nutrition education while coordinating with other USAID programs to improve access to nutritious foods for highly vulnerable populations. These combined efforts support the implementation of USAID's Water and Development Strategy in Kenya. KIWASH will work to ensure that urban and rural families in the Lake Victoria and Tana/Athi regions have increased access to clean water, appropriate sanitation facilities, and demonstrate improved hygiene and nutrition behaviors. Overall, the project will meet or exceed the following achievements:

Improved access to WASH services and improved hygiene

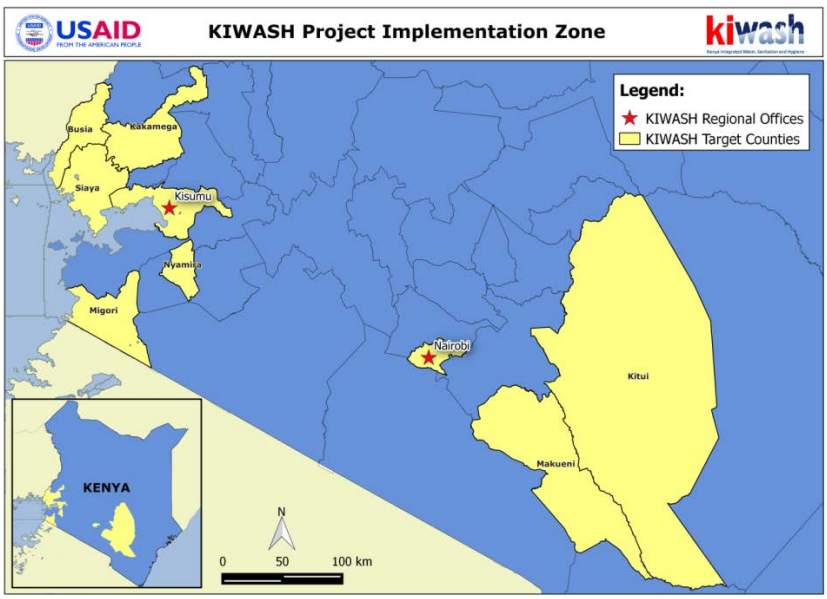
- More than 1,000,000 people will have gained access to improved WASH services
- Access to improved water will have incresased by 1.0 percent per year above current trend (1.9 percent overall increase)
- Access to improved sanitation will have increased by 1.0 percent per year above current trend (1.2 percent overall increase)
- 2.2 percent reduction in the population in target counties that practice open defecation
- 5 percent increase over baseline in households with water and cleansing agent at a hand washing station

Improved access to nutrition services

- At least 50,000 households gaining access to irrigation and nutrition services
- At least 100,000 children between 6 and 23 months receiving a minimal acceptable diet

KIWASH will work with nine counties, six in Western Kenya (Busia, Kakamega, Kisumu, Migori, Nyamira and Siaya) and three in Eastern Kenya (Kitui, Makueni and Nairobi). Given the diversity of institutional capacity and needs, we will tailor project support to the needs and opportunities in each county. Figure 1 shows the geographic location of the nine targeted counties.

Figure 1: KIWASH Project Implementation Areas



PROJECT START-UP AND OPERATIONS

During its first quarter of operation, KIWASH made significant progress in achieving its start-up objectives and set a solid foundation for the implementation of technical activities.

Rapid Mobilization

Immediately upon signing the contract, DAI commenced preliminary start-up activities including confirming the availability of key personnel, issuing employment agreements, signing contracts with approved subcontractors, procuring necessary IT and office equipment, and arranging travel for STTA and LTTA personnel.

Within two weeks, DAI's start-up team traveled to Nairobi to initiate in-country project operations and develop systems in support of effective technical programming. The team acquired temporary office space in the USAID East Africa Trade and Investment Hub project office, also implemented by DAI, thus providing KIWASH access to essential DAI systems and allowing the team to collaborate and work together in the same physical location. Initial start-up activities included verifying DAI's corporate registration in Kenya, developing employment agreement and purchase order templates in compliance with local labor and taxation laws, opening bank accounts, and developing systems for the financial and administrative management of the project.

On October 21, 2015, the KIWASH team participated in a post-award conference with USAID during which representatives from DAI and USAID introduced their teams and discussed the details of the task order, approval protocols, and the technical scope of the project.

Personnel Recruitment and Staffing

Deputy Chief of Party Japheth Mbuvi joined the KIWASH project on October 12, 2015. Chief of Party Joe Sanders and Water/Sanitation Advisor Tim Grayling mobilized to Nairobi on October 26, 2015. KIWASH completed the staffing of all approved key personnel on November 9, 2015 when Agriculture and Nutrition Advisor Margaret Indimuli joined the team.

In order to support the key personnel in designing the first year work plan and other initial deliverables, DAI engaged short-term technical experts with robust and varied expertise. Led by COP Joe Sanders, KIWASH held a three-day workshop from November 10-12, 2015 to kick off the KIWASH project, introduce the team, and develop the first year work plan. Representatives from all five subcontractors—Big Five Africa, SNV, DIG, EXP Momentum, and Sheladia—and all KIWASH key personnel and technical STTA participated.

At the time of award, only candidates for key personnel positions were identified. Therefore, early start-up efforts focused on recruitment. DAI advertised open positions on online job boards including Relief Web and Jobs in Kenya, and sourced candidates from local professional organizations, LinkedIn, and DAI's internal recruitment system.

To date, KIWASH has hired managers for all technical outputs led by DAI in both Nairobi and Kisumu, and managers for M&E, communications, accounting, and HR/office administration. KIWASH has also identified a replacement candidate for the key personnel Financial and Administrative Manager position.

KIWASH has also hired for the following positions: environmental sustainability and climate change specialist, GIS specialist, WASH infrastructure specialist, procurement and local subcontracts specialist, operations assistant, accountants for Nairobi and Kisumu offices, and an IT officer for the Kisumu regional office. The details of our recruitment are listed in Table 1.

The KIWASH team continues to recruit for administrative and program support positions and will commence recruitment for the county-embedded positions in the coming quarter. DAI is also

working closely with its subcontractors to recruit and hire for positions allocated to the subcontractors.

TABLE 1: STATUS OF KIWASH STAFFING

Name	Position	Start Date
Expatriate/TCN		
Joe Sanders	Chief of Party	October 19, 2015
Tim Grayling	Water/Sanitation Advisor	October 26, 2015
CCN		
Japheth Mbuvi	Deputy Chief of Party	October 12, 2015
Margaret Indimuli	Agriculture and Nutrition Advisor	November 9, 2015
Albert Nandwa	Groundskeeper/Nairobi	December 1, 2015
Caroline Njiinu	HR/Office Manager	December 9, 2015
Carolyne Muhavi	Accountant/Nairobi	December 11, 2015
Deborah Migithia	Accountant/Kisumu	December 14, 2015
Evarista Ing'aa	Accounting Manager	January 4, 2016
Diana Mulatya	Household Nutrition & WASH Manager/Eastern Region	January 4, 2016
Josphat Mukindia	WASH Infrastructure Specialist	January 4, 2016
Fred Opundo	Senior M&E Manager	January 4, 2016
Mike Wayamba	Procurement and Local Subcontracts Assistant	January 4, 2016
Jacob Ochieng	Environmental Sustainability & Climate Change Specialist	January 19, 2016
Doreen Mburung'ha	IT Officer/Kisumu	January 25, 2016
Leyla Harir	Procurement and Local Subcontracts Specialist	February 1, 2016
Cheuriyot Kipng'eno	GIS Specialist	February 8, 2016
Emily Mutai	Communications and Marketing Manager	February 15, 2016
Kenneth Owoucha	WASH Governance Manager/Eastern Region	Pending USAID approval
Calvince Kodera	WASH Governance Manager/Western Region	Pending USAID approval
Christine Banga	Household Nutrition & WASH Manager/Western Region	Pending USAID approval
Geoffrey Sirengo	Financial and Administrative Manager	Pending USAID approval

Offices and Operations

After visiting 12 potential office locations throughout Nairobi, KIWASH management signed a lease for its office property in Gigiri on November 24, 2015, and by mid-December 2015, the KIWASH team moved in. The operations team has issued purchase orders and signed service agreements for office security, medical insurance, workers' compensation insurance, internet, transportation services, office supplies, and communications. A lease for an office property in Kisumu was signed on January 8, 2015, and in the coming quarter, the KIWASH administrative team will focus on establishing operations in the regional office.

KIWASH tracks and manages procurement, human resources, travel, technical achievements, and grants using DAI's Technical and Administrative Management Information System (TAMIS) to ensure management quality and promote collaboration between all project team members based both in Kenya and the US. In the coming quarter, DAI's TAMIS team will customize this system according to KIWASH needs and objectives and will provide in-country training to all KIWASH staff to use the system effectively. DAI also anticipates operations STTAs to set up the project server and online accounting system.

PROJECT DELIVERABLES

The KIWASH team completed and submitted the 12 project deliverables required within the first 90 days of operations. The details of each submission and their status as of December 31, 2015 are listed in Table 2 below.

TABLE 2: DELIVERABLES SUBMITTED TO-DATE

No.	Title	Date Submitted	Status
1	Contract Performance Monitoring Plan	October 28, 2015	Pending USAID approval
2	Branding Implementation and Marking Plan	October 28, 2015	Pending USAID approval
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Year One Work Plan

This Work Plan presents the plan of action that will serve as a guide for KIWASH team during the critical first year of startup and formative stage of activity implementation. During this first year, the KIWASH team will put into place the foundation for meeting and exceeding project targets and achieving overall success. Important themes of the work plan include:

- Full and complete mobilization of the project at all levels, including putting into place the human resources and operational infrastructure necessary for effective implementation
- The identification and initiation of rapid start activities that can build from past successes, quickly register results, and inform the project in further program development
- The integration of technical components to ensure that, as designed, the project takes full advantage of the mutually reinforcing nature of what could otherwise evolve into disparate and unconnected efforts
- Clear linkages of all work plan activities to the KIWASH performance monitoring Plan (PMP) and the project's targeted outcomes and deliverables
- Emphasis from the outset on quality assurance and quality control to ensure excellence in all KIWASH efforts

- Evidence-based decision making using baseline and monitoring data as well as GIS spatial data to identify gaps and guide programmatic priorities
- Putting into place sound systems for capturing, documenting, reporting and disseminating best practices and lessons learned
- Establishing strong working relations with our key partners at the community, county and national levels
- Leveraging WASH/Nutrition related efforts of other donors and USAID partners
- Developing a common vision among all of the project's stakeholders that will guide KIWASH beyond the immediate horizon and establish a clear and confident course over its full five-year duration.

The detailed implementation schedule, results framework and performance monitoring plan of the Year One Work Plan are included in the appendixes. Overall, the plan discusses:

- KIWASH's approach/theory of change to achieving results
- Strategy and plan for initial engagement with key partners
- How baseline will be established against which KIWASH will measure progress and impact
- Planned activities under each Output in Year 1
- KIWASH's project management strategy and activities

Performance Monitoring Plan / Monitoring & Evaluation Plan

Over the next five years, the KIWASH project will significantly impact the supply of water and sanitation services and nutrition among poor urban and rural households in the nine counties. Acoordyingly, the inception phase of the project to requires the development of a PMP and M&E plan which will act as the basis for mearsuring the project's impact. These tools form the basis of measuring project indicators and provide a roadmap that will guide the project in conducting preliminary surveys and establishing baselines, determining effective monitoring processes, and carrying out mid-term and end-line evaluations. Clear linkages were made between all work plan activities and KIWASH's targeted outcomes and deliverables as per the proposed PMP.

Process for Engagement

This document describes the way KIWASH will engage different relevant stakeholders who are potentially impacted by the project. KIWASH intends to utilize effective stakeholder engagement processes to ensure good planning and effective service delivery. In doing so, KIWASH will ensure higher quality decision making, greater consideration of stakeholder interests (services delivered in collaboration with stakeholders providing outcomes which meet community needs), enhanced community confidence in the projects undertaken, and improved risk management practices allowing risks to be identified and considered earlier.

KIWASH will design and carry out a series of baseline surveys and assessments for each of the key project stakeholders and partners. This will include household surveys in each of the nine counties, capacity and performance surveys (CAPs) covering all key institutions, and small enterprise market surveys targeting WASH businesses and Business Development Services (BDS) providers.

Coordination Plan

The KIWASH Project will be working across nine counties to deliver on seven key result/output areas implying that many stakeholders that will be interested or impacted by the project in different ways. It is therefore critical that we clearly identify all the affected stakeholders/partners and devise a strategy for engaging with them in a coordinated manner. The Coordination Plan explains how KIWASH will coordinate with key stakeholders in all relevant sectors.

National government partners are in most cases responsible for policy formulation, management and regulation of services. It will therefore be critical to liaise with them regularly to address the policy constraints that may impede the implementation of the project, recognizing the many changes brought about by devolution of service provision as a result of the Kenya Constitution 2010. County governments and institutions are new and, in many cases, are struggling with issues related to low capacity and lack of clarity about their roles and responsibilities. Coordination will therefore be critical to ensure that there is common understanding at both levels of government. The existence of multiple counterpart partners creates the need for county coordination forums that KIWASH will help strengthen to ensure better delivery of program activities.

Gender Equality and Women's Empowerment Plan

For KIWASH to achieve its goal of reaching 1,000,000 people, it must successfully mobilize both men and women in the process. In December 2015, KIWASH conducted a gender assessment as a critical first step to establishing a solid foundation for gender inclusive programming, addressing any constraints that may affect gender integration across programmatic, policy, and operational levels. KIWASH engaged gender specialists from DAI's home office to lead the assessment and prepare the Plan. The process included the following steps:

- *Orientation and document review* – Reviewed USAID, Government of Kenya (GOK), and other implementing partner documents and reports to provide context and framing to the assessment.
- *Data collection* – Conducted over a two-week period through a series of interviews and focus group discussions in Nairobi and Kitui with stakeholders and partners to collect findings and draft recommendations. The team explored the realities facing women in the WASH sector in Kenya, highlighting both challenges and opportunities around access, safety, capacity, information sharing, access to finance, networks, labor, and training.
- *KIWASH team engagement and ownership* – Met with KIWASH team members and USAID representatives to discuss findings and preliminary recommendations, and solicit further inputs and insights.
- *Development and integration of gender plan* – Incorporating assessment findings, KIWASH components/outputs, and activities from the Year One Work Plan.
- *Incorporation of gender-specific monitoring within the PMP* – Provided guidance to integrate gender-specific monitoring within the KIWASH performance monitoring plan.

From this assessment, KIWASH developed a Gender Equality and Women's Empowerment Plan with meaningful and practical ways to achieve KIWASH's goal—translating evidence into action to empower, protect, and foster participation for women and girls through KIWASH implementation.

Construction Plan

KIWASH will support the construction of WASH infrastructure and multiple use systems (MUS) that contribute to overall project and USAID Water and Development strategic objectives: SO1 "Improve health outcomes though the provision of sustainable WASH; and SO2 "Manage water for agricultural sustainability and more productivity to enhance food security". It is anticipated that, within the first six to eight months, the project will complete the planning phase for construction activities including scoping of various small-medium scale projects, selection of appropriate technologies, and development and approval of technical designs.

The Construction Plan describes the anticipated construction activities, and a general design approach. It outlines a plan for quality assurance and control, procedures for site supervision and construction, and standards for scheme designs and materials. A strategy for community involvement and the certification and handing over of community schemes is also part of the Plan. Finally, annexes provide details of representative small-scale water, sanitation and MUS projects and technologies; standard detailed drawings for WASH infrastructure; illustrative construction activities, with detailed

implementation steps and processes and estimates of durations; and sample well designs for different hydrogeological conditions.

Environmental Mitigation and Monitoring Plan

While the explicit purpose of KIWASH, in many cases, is to improve the natural environment thereby improving human health, there are cases where KIWASH could have negative impacts on the environment. These are to be mitigated by implementation of the EMMP which describes how KIWASH will meet or exceed the requirements of the DO3 Initial Environmental Examination (IEE). The EMMP outlines how activities from the IEE map to KIWASH activities and Kenyan and USG policies and regulations. Project intervention sites and unique environmental features are described and the potential impacts of activities on the environment are outlined. Following this analysis, the EMMP proscribes the methodology for analyzing environmental risk, incorporating USAID/Kenya's Environmental Review Form.

In order to ensure compliance with the IEE, the EMMP incorporates an implementation plan that outlines the roles, responsibilities and procedures for screening and monitoring activities. The EMMP then provides a Framework EMMP for anticipated activities describing potential risks, mitigation efforts, monitoring procedures, and the personnel responsible. Finally, annexes provide the necessary tools and forms for carrying out the EMMP.

Contractor Performance Monitoring Plan

The CPMS outlines DAI's approach and tools for managing activities, monitoring progress, and reporting results. DAI will use its Technical and Administrative Management Information System (TAMIS,) a proprietary and electronic management system hosted on DAI's servers, to implement the CPMS and will provide USAID access to key information through user accounts. The CPMS describes how KIWASH will use TAMIS for project operations management, procurement, impact and performance monitoring, and grants management.

Grants Project Plan

The Grants Project Plan is a comprehensive document that the KIWASH grants team will use to issue, manage, and close out grants in compliance with USAID rules and regulations and DAI policies and procedures. The Plan details the structure and goals of the KIWASH grants program including the types of grants the project will issue, grant eligibility requirements, the grant selection and award process, and grant administration. It also includes forms, templates, and samples of documentation that the KIWASH grants team will customize for its subgrantees.

Procurement Plan

The Procurement Plan provides an overview of the roles and responsibilities of the KIWASH procurement team, the review and approval process for project procurements, DAI's procurement policy, a time frame for initial procurement, and the basic requirements for goods and services in the first six months of KIWASH implementation. In order to guide the KIWASH team through all project procurements, DAI has developed a comprehensive policy and set of work instructions summarized in the Procurement Plan and outlined in detail in the KIWASH Field Operations Manual.

Lessons Learned

To be reported in subsequent quarters.

III. ACTIVITY PROGRESS (QUANTITATIVE IMPACT)

As the KIWASH project was only recently initiated within the reporting period, progress on specific activities cannot be reported. The KIWASH team, however, has submitted for USAID approval a proposed performance monitoring plan (see below) by which the project's quantitative impacts will be measured.

TABLE 3: KIWASH'S PROPOSED PERFORMANCE MONITORING PLAN: LIFE-OF-PROJECT

#	Performance Indicators	Level of Indicator	F indicator / Custom	Unit of measure	Baseline	FY 16 Targets	FY 17 Targets	FY 18 Targets	FY 19 Targets	FY 20 Targets	LOP Targets
GOAL: To improve lives and health through development and management of sustainable water, sanitation, and hygiene services in Kenya											
1	G 1: # of people with improved access to WASH services (1,000,000)	Impact	SOW	# of people	TBD	TBD	TBD	TBD	TBD	TBD	**1,000,000**
PURPOSE: Accelerated and sustained improvements in water and sanitation access and services in the target counties complemented by improvements in hygiene and nutrition behaviors											
2	P 1: % of households using an improved drinking water source in target communities (F 3.1.8.1-1) (1.9% annual increase)	Impact	SOW	% of households	62%	63%	64%	66%	67%	68%	**68%**
3	P 2: % of households using an improved sanitation facility in target communities (F 3.1.8.2-1) (1.2% annual increase)	Impact	SOW	% of households	30%	30%	31%	31%	31%	32%	**32%**
4	P 3: % of population in target counties practicing open defecation (F 3.1.6.8-3) (2.2% annual decrease)	Impact	SOW	% of population	12%	11.7%	11.5%	11.2%	11.0%	10.7%	**10.7%**
5	P 4: % of households with water and cleansing agent at a hand washing station (F 3.1.6.8-1) (5% LOP increase)	Impact	SOW	% of households	TBD	TBD	TBD	TBD	TBD	TBD	**5% increase over baseline**
6	P 5: Prevalence of children 6 - 23 months receiving a minimum acceptable diet (F 3.1.9.1-1) (100,000)	Impact	SOW	% of children	30%	33%	36%	39%	42%	45%	**45%**
7	P 6: Women's Dietary Diversity: Mean number of food groups consumed by women of reproductive age (F 3.1.9.1-2) (60,000)	Impact	FTF Targets	Mean # of food groups	TBD	TBD	TBD	TBD	TBD	TBD	**5**

#	Performance Indicators	Level of Indicator	F indicator / Custom	Unit of measure	Baseline	FY 16 Targets	FY 17 Targets	FY 18 Targets	FY 19 Targets	FY 20 Targets	LOP Targets
INTERMEDIATE RESULT AREA 1: Improved WASH service delivery through strengthened public and private WASH service providers											
8	IND 1.1: # of communities certified as "open defecation free" (ODF) as a result of USG assistance (F 3.1.6.8-5) (200)	Outcome	SOW & WASH Targets	# of communities	0	0	25	70	70	35	**200**
9	IND 1.2: # of people gaining access to an improved drinking water source (F 3.1.8.1-2) (800,000)	Outcome	WASH Targets	# of people	0	50,000	150,000	210,000	250,000	140,000	**800,000**
10	IND 1.3: # of people gaining access to an improved sanitation facility (F 3.1.8.2-2) (400,000)	Outcome	WASH Targets	# of people	0	50,000	125,000	125,000	75,000	25,000	**400,000**
11	IND 7.1: # of stakeholders with increased capacity to deliver water and sanitation services as measured by the WASH CAP index (20)	Outcome	SOW	# of WASH stakeholders	0	0	4	6	7	3	**20**
12	IND 6.1: # of county governments with improved institutional capacity to address WASH management issues as measured by the WASH CAP index (9)	Outcome	Proposal	# of County governments	0	0	2	3	3	1	**9**
13	IND 5.2: # of WASH stakeholders with improved capacity to address climate change issues (40)	Outcome	SOW	# of WASH stakeholders	0	0	5	10	15	10	**40**
14	IND 5.3: # of service providers responsibly addressing waste sludge management (5)	Outcome	SOW	# of service providers	0	0	0	2	2	1	**5**
15	IND 6.2: % of a drinking water utility's supply that is non-revenue (F - 3.1.8.5-1) (15% LOP decrease)	Outcome	WASH Targets	% of WSP water supply	42%	40%	38%	35%	31%	27%	**27%**
16	IND 5.1: % increase in geographic areas served by WRUAs (50%)	Outcome	SOW	% increase in Km2	TBD	0%	5%	15%	20%	10%	**50%**
17	IND 1.4: # of appropriate technologies successfully introduced to the local market (4)	Outcome	SOW	# of appropriate technologies	0	0	0	2	2	0	**4**

#	Performance Indicators	Level of Indicator	F indicator / Custom	Unit of measure	Baseline	FY 16 Targets	FY 17 Targets	FY 18 Targets	FY 19 Targets	FY 20 Targets	**LOP Targets**
18	IND 7.1.1: # of policies, laws, agreements, regulations, or investment agreements (public or private) that promote access to improved water supply and sanitation (F - 3.1.8.3-1) (9)	Output	SOW & WASH Targets	# of policies, laws, agreements, and regulations or investment agreements	0	0	2	3	3	1	**9**
19	IND 1.1.3: # of improved toilets provided in institutional settings (F - 3.1.8.2-3) (25)	Output	WASH Targets	# of toilets	0	5	15	5	0	0	**25**
20	IND 1.1.4: # of different stakeholder institutions (including regulatory entities, CSOs, local governments) receiving technical assistance for improved M&E, reporting and improved sector accountability (20)	Output	SOW	# of stakeholder institutions	0	2	5	5	5	3	**20**
21	IND 6.1.2: # of sub-national entities receive KIWASH assistance to improve performance (27)	Output	Proposal	# of sub-national entities	0	3	7	7	7	3	**27**
22	IND 1.1.1: # of businesses incubated to deliver WASH products and services based on market demand (200)	Output	SOW	# of businesses	0	10	20	70	65	35	**200**
23	IND 6.1.1: # of PPPs established or strengthened with USG support (18)	Output	Proposal	# of PPPs	0	0	3	6	6	3	**18**
24	IND 1.1.2: # of staff from public or private WASH stakeholder organizations trained for improved service provision (400 staff)	Output	SOW	# of people trained	0	50	100	150	100	0	**400**
25	IND 2.1.1: Amount of funding mobilized for water service providers to increase access to WASH services or improve efficiency (USD 4,000,000)	Output	SOW	USD	0	$400,000	$1,000,000	$1,500,000	$800,000	$300,000	**$4,000,000**

INTERMEDIATE RESULT AREA 2: Improved health and nutrition through integrated WASH and nutrition service delivery											
#	Performance Indicators	Level of Indicator	F indicator / Custom	Unit of measure	Baseline	FY 16 Targets	FY 17 Targets	FY 18 Targets	FY 19 Targets	FY 20 Targets	**LOP Targets**
26	IND 3.1: # of clinics integrating WASH messaging, products and services (E.g. NACS, ORT corners, MCH, etc.) (50)	Outcome	Proposal	# of clinics	0	5	10	20	15	0	**50**
27	IND 4.1: % of households benefiting from (new/improved) access to water for irrigated kitchen gardens, dairy, or poultry production as a result of USG assistance (50,000)	Outcome	SOW	% of Households	TBD	TBD	TBD	TBD	TBD	TBD	**2% increase**
28	IND 3.2: % of people benefiting from integrated WASH and nutrition services (150,000)	Outcome	SOW	% of people	TBD	TBD	TBD	TBD	TBD	TBD	**1.4% increase**
29	IND 4.2: # of farmers and others who have applied improved technologies or management practices as a result of USG assistance (50,000)	Outcome	FTF Targets	# of farmers	0	2,000	10,000	15,000	15,000	8,000	**50,000**
30	IND 3.1.1: # of water and hygiene kits distributed (10,000)	Output	SOW	# of kits	0	500	2,500	3,000	3,000	1,000	**10,000**
31	IND 3.1.2: # of knowledge products created on coordinated WASH-Nutrition programming (10)	Output	SOW	# of knowledge products	0	3	5	2	0	0	**10**
32	IND 3.1.6: # of rural households benefiting directly from USG interventions (F 4.5.2-13) (50,000)	Output	FTF Targets	# of rural households	0	2,000	10,000	15,000	15,000	8,000	**50,000**
33	IND 3.1.4: # of individuals trained to implement improved sanitation methods (300)	Output	WASH Targets	# of individuals	0	20	50	100	100	30	**300**
34	IND 3.1.7: # of health workers trained in ENA / EWA (900)	Output	Proposal	# of health workers	0	100	200	300	200	100	**900**

35	IND 3.1.5: # of people trained in child health and nutrition through USG-supported programs (F 3.1.9-1) (900)	Output	FTF Targets	# of people	0	100	200	300	200	100	**900**
36	IND 4.1.1: # of agricultural extension providers trained in WASH and nutrition (250)	Output	Proposal	# of agricultural extension providers	0	20	70	70	70	20	**250**
37	IND 4.1.2: Total Estimated number of Smallholder beneficiaries (50,000)	Output	FTF Targets	# of smallholder beneficiaries	0	2,000	10,000	15,000	15,000	8,000	**50,000**
38	IND 4.1.3: Total Estimated percentage of Smallholders among all FTF beneficiaries (100%)	Output	FTF Targets	% of FTF beneficiaries	0	100%	100%	100%	100%	100%	**100%**

IV. CONSTRAINTS AND OPPORTUNITIES

To be reported in subsequent quarters.

V. PERFORMANCE MONITORING

To be reported in subsequent quarters.

VI. PROGRESS ON GENDER STRATEGY

The KIWASH Gender Equality and Women's Empowerment Plan was submitted on schedule and USAID provided comments which are being addressed by KIWASH. Once the document is finalized and implementation of activities commences in the next quarter, the project will begin to track performance of the gender indicators as per the Plan.

VII. PROGRESS ON ENVIRONMENTAL MITIGATION AND MONITORING

The proposed EMMP describes how KIWASH will meet or exceed the requirements of the DO3 Initial Environmental Examination (IEE) outlining how activities from the IEE map to KIWASH activities and Kenyan and USG policies and regulations. Project intervention sites and unique environmental features are described and the potential impacts of activities on the environment are outlined. Following this analysis, the EMMP proscribes the methodology for analyzing environmental risk, incorporating USAID/Kenya's Environmental Review Form.

In order to ensure compliance with the IEE, the EMMP incorporates an implementation plan that outlines the roles, responsibilities and procedures for screening and monitoring activities. The EMMP then provides a Framework EMMP for anticipated activities describing potential risks, mitigation efforts, monitoring procedures, and the personnel responsible. Finally, annexes provide the necessary tools and forms for carrying out the EMMP.

VIII. PROGRESS ON LINKS TO OTHER USAID PROGRAMS

During the quarter, the KIWASH team initiated its effort to engage all USAID programs that present opportunities for collaboration in order to further program objectives and impact. Initial coordination meetings have been held to date with the following USAID projects:

- Kenya Agricultural Value Chains Enterprises project (KAVES) – *Feed the Future*
- APHIA Jijini – *Health and nutrition*
- Agile Harmonized Assistance for Devolved Institutions (AHADI) – *Governance*
- Financial Inclusion for Rural Microenterprises (FIRM) – *Feed the Future*
- Africa Lead – *Feed the Future*

IX. PROGRESS ON LINKS WITH GOK AGENCIES

To be reported in subsequent quarters.

X. PROGRESS ON USAID FORWARD

To be reported in subsequent quarters.

XI. SUSTAINABILITY AND EXIT STRATEGY

To be reported in subsequent quarters.

XII. GLOBAL DEVELOPMENT ALLIANCE (IF APPLICABLE)

Not applicable.

XIII. SUBSEQUENT QUARTER'S WORK PLAN

In mid-February 2016, the KIWASH team, in collaboration with USAID/Kenya, will host its program launch event. Further details on the event will be determined in January.

From February 22-25, the KIWASH team will participate in the 18th International Conference of the African Water Association titled "Sustainable Access to Water and Sanitation in Africa".

During the second quarter of FY 2016 (January to March 2016) KIWASH will undertake the following activities as per the proposed Year One Work Plan.

Task B1: Household Baseline Survey

- Design comprehensive household baseline survey instrument
- Conduct the survey in nine counties and produce comprehensive survey reports

Task B2: Capacity and Performance (CAP) Survey

- Design CAP survey instrument with 3 key modules (Institutions, WSPs and WRUAs)
- Conduct CAP surveys across the entire project area of all nine counties

Task B4: Small and Medium Enterprise Survey

- Design instrument and conduct large-scale survey of small and medium WASH enterprises

Task 1.1: Provide business development services (BDS) for WASH services and products

- Identify at least 200 WASH service providers for "incubation"
- Develop/strengthen BDS training materials and conduct training-of-trainers program

Task 1.2: Scale up sanitation, sanitation marketing, and hygiene promotion

- Conduct county-wide survey to identify inhibiting and enabling factors for sanitation behavior change
- Conduct market survey of sanitation and hygiene products

Task 1.4: Strengthen the effective monitoring and evaluation of WASH

- Develop WSP Performance Monitoring Index tool

Task 2.1: Assist WSPs to upgrade business and strategic plans
- Analyze WSP strategic business plans in each county
- Assist WSPs to map their current coverage areas

Task 3.1: Integrate and promote essential nutrition and WASH interventions
- Develop Integrated WASH/Nutrition training guide

Task 3.3: Strengthened evidence base and programming guidance for coordinated WASH-nutrition programming
- Identify research partner to design multi-year study

Task 4.1: Increased access to water for agricultural productivity
- Work with FTF partners to identify gaps in water access
- Identify appropriate irrigation technologies and suppliers

Task 4.2: Deliver nutrition messaging to promote preparation and consumption of nutrient-dense and diverse foods
- Tailor integrated WASH/Nutrition Training Guide and job aids for agriculture extension services

Task 5.1: Expand source water quality protection
- Meet with WRMA to identify and map existing WRUAs
- Select priority counties and WRUAs

Task 5.3: Increase climate change resiliency in drinking water source planning, development and design of systems/services
- Develop climate change resiliency training modules

Task 7.1: Assist with WASH sector transition to devolution
- Collaborate with GOK partners and relevant stakeholders to analyze current policies

The surveys listed above will form the basis of program indicator monitoring and evaluation, and will generate the evidence needed to answer the GoK and County-level questions around WASH policy. In the coming quarter, the KIWASH team will:

- Design a robust sampling methodology to ensure significant statistical power to generate county-level coverage estimates
- Develop and design comprehensive baseline survey instruments and tools
    - Household questionnaire – quantitative and in-depth
    - Focus Group Discussion guidelines – community respondents will be interviewed through group discursions; findings to be corroborated with the quantitative data
    - Key Informants Interview guideline:
- Competitively select a research firm to conduct the data collection, analysis and topline reporting of the findings.
- Conduct training and induction of the data collection team
- Conduct the baseline survey in the nine counties

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TABLE 4: STATUS OF PREVIOUS QUARTER'S PLANNED ACTIONS

Planned Actions from Previous Quarter	Actual Status this Quarter	Explanations for Deviations
Design robust sampling methodology for Household survey to ensure significant statistical power to generate county-level coverage estimates	Ongoing; survey planned for Q2	None
Design comprehensive baseline household survey instrument	Ongoing; survey planned for Q2	None
Design survey instrument for small WASH enterprises	Ongoing; survey planned for Q2	None

XIV. FINANCIAL INFORMATION

KIWASH is still establishing many aspects of its operations. We anticipate that operation and subcontract costs will be become more predictable and steady in Q2 and Q3 as the project becomes fully operational. Projected costs across most categories will increase over the coming three quarters as more staff members are hired, technical activities ramp up and the grants program starts.

Cash Flow Report and Financial Projections (Pipeline Burn-Rate)

CHART 1: OBLIGATIONS VS. CURRENT AND PROJECTED EXPENDITURES

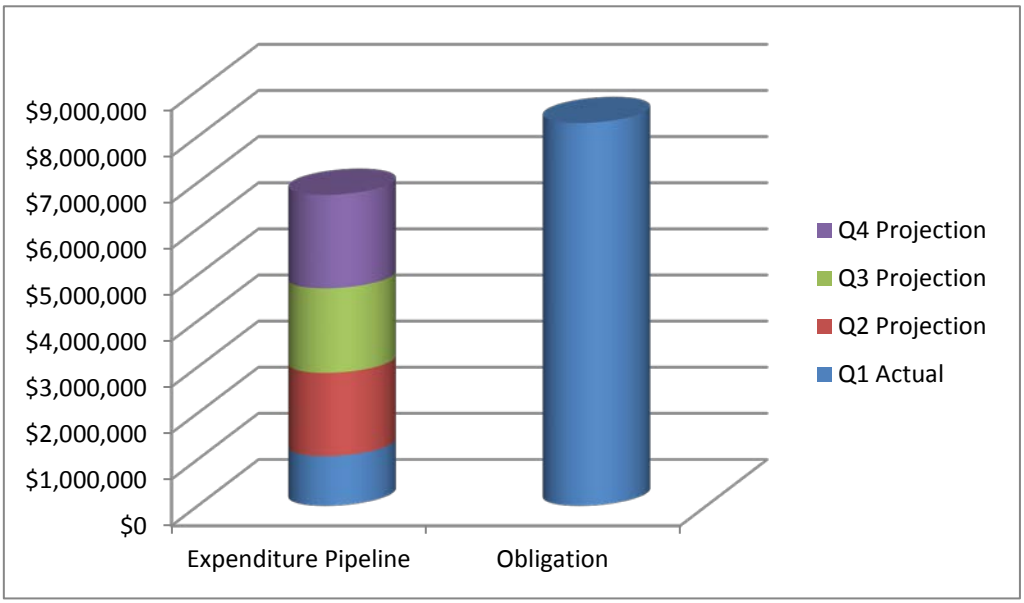

TABLE 5: BUDGET DETAILS

Total Estimated Cost: **$50,995,898**
Cumulative Obligation: **$8,290,940**
Cumulative Expenditure: **$1,070,301**

Obligation	1st Quarter Actual Expenditures	2nd Quarter Projected Expenditures	3rd Quarter Projected Expenditures	4th Quarter Projected Expenditures
Total: $8,290,941	1,070,301	1,802,003	1,833,604	2,027,494
Salaries and Wages*	141,743	157,011	264,613	262,281
Fringe Benefits	41,317	23,323	16,981	16,098
Overheard	95,778	94,351	147,330	145,647
Travel, Transportation and Per diem	58,865	94,202	94,100	90,447
Allowances	132,046	41,581	20,529	120,529
Other Direct Costs	207,955	330,070	425,321	440,274
Procurement (Office & IT Equipment)	139,658	385,000	0	0
Consultants	17,269	9,000	9,000	9,000
Subcontractors	81,233	412,000	517,000	577,000
Grants Under Contract	0	0	90,000	90,000
General & Administrative	100,470	169,655	163,987	182,242
Fixed Fee	53,967	85,810	84,743	93,976

* Labor: This category only includes costs classified as labor for the purposes of indirect rate application per DAI's approved NICRA

BUDGET NOTES	
Salary and Wages	Salaries for the coming quarter will increase as more long term staff are hired and start work. We anticipate county embedded staff to start in April.
Fringe Benefits	Fringe benefits are a constant ratio against expatriate labor. Calculated per award conditions.
Overhead	Overhead is a constant ratio against labor. Calculated per award conditions.
Travel, Transport, Per Diem	Travel expenses are projected to increase as long term staff start to travel to counties outside of Nairobi.
Allowances	Allowances are constant except for education allowance which is incurred in September for the COP's three children and the COP's HHE shipment, which will be billed in January 2016
Other Direct Costs	The level of expenditures will increase as the project starts to ramp up technical activities and the project office is fully operational.
Procurement	Equipment and supplies will increase as the project procures vehicles and office furniture in Q2 but will then significantly decrease.
Consultants	Consultants will decrease slightly as more long term staff come on board.
Subcontracts	Subcontractor costs will increase as the subcontractors ramp up technical activities and hiring of their staff. Additionally the project will start hiring local subcontractors.
Grants under contract	We will start issuing grants in Q3
G&A	Calculated per award conditions.

Fee	Calculated per award conditions.

NEW SUB-AWARD DETAILS

Total Amount in the approved budget for sub-awards: $2,200,000

Total Amount sub-awarded to date: $0

XV. ACTIVITY ADMINISTRATION

Personnel

TABLE 6: STATUS OF KIWASH STAFFING

Name	Position	Start Date
Expatriate/TCN		
Joe Sanders	Chief of Party	October 19, 2015
Tim Grayling	Water/Sanitation Advisor	October 26, 2015
CCN		
Japheth Mbuvi	Deputy Chief of Party	October 12, 2015
Margaret Indimuli	Agriculture and Nutrition Advisor	November 9, 2015
Albert Nandwa	Groundskeeper/Nairobi	December 1, 2015
Caroline Njiinu	HR/Office Manager	December 9, 2015
Carolyne Muhavi	Accountant/Nairobi	December 11, 2015
Deborah Migithia	Accountant/Kisumu	December 14, 2015
Evarista Ing'aa	Accounting Manager	January 4, 2016
Diana Mulatya	Household Nutrition & WASH Manager/Eastern Region	January 4, 2016
Josphat Mukindia	WASH Infrastructure Specialist	January 4, 2016
Fred Opundo	Senior M&E Manager	January 4, 2016
Mike Wayamba	Procurement and Local Subcontracts Assistant	January 4, 2016
Jacob Ochieng	Environmental Sustainability & Climate Change Specialist	January 19, 2016
Doreen Mburung'ha	IT Officer/Kisumu	January 25, 2016
Leyla Harir	Procurement and Local Subcontracts Specialist	February 1, 2016
Cheuriyot Kipng'eno	GIS Specialist	February 8, 2016
Emily Mutai	Communications and Marketing Manager	February 15, 2016
Kenneth Owoucha	WASH Governance Manager/Eastern Region	Pending USAID approval
Calvince Kodera	WASH Governance Manager/Western Region	Pending USAID approval
Christine Banga	Household Nutrition & WASH Manager/Western Region	Pending USAID approval
Geoffrey Sirengo	Financial and Administrative Manager	Pending USAID approval

Contract Modifications and Amendments

Not applicable.

XVI. INFORMATION FOR ANNUAL REPORTS ONLY

Not applicable.

XVII. GPS INFORMATION

DAI KIWASH office coordinates:

South: -1.233994
East: 36.806741
-or-
South: 1 14' 2.3884"
East: 36 48' 24.2676"

Elevation: 1,700m above sea level.

ANNEX I: SCHEDULE OF FUTURE EVENTS

DATE	LOCATION	ACTIVITY
18 February 2016	Nairobi	KIWASH project launch event

ANNEX II: LIST OF DELIVERABLE PRODUCTS

No.	Title	Date Submitted	Status
1	Contract Performance Monitoring Plan	October 28, 2015	Pending USAID approval
2	Branding Implementation and Marking Plan	October 28, 2015	Pending USAID approval
3	Annual Work Plan	November 28, 2015	Pending USAID approval
4	Performance Monitoring Plan	November 28, 2015	Pending USAID approval
5	Process for Engagement	November 28, 2015	Pending USAID approval
6	Coordination Plan	November 28, 2015	Pending USAID approval
7	Environmental Mitigation and Monitoring Plan	November 28, 2015	Pending USAID approval
8	Construction Plan	November 28, 2015	Pending USAID approval
9	Procurement Plan	November 28, 2015	Pending USAID approval
10	Grants Project Plan	November 28, 2015	Pending USAID approval
11	Monitoring and Evaluation Plan	December 28, 2015	Pending USAID approval
12	Gender Equality and Women's Empowerment Plan	December 28, 2015	Pending USAID approval