**Overall Bemori Pilot Scheme Plan**

UNDP Department of Environment and Energy



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# **Project partners**

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| --- | --- |
| **Position** | **Name** |
| **European Union Programme Officer** | Miguel Lopez |
| **Irish Aid Programme Officer** | Fiona Ryan |
| **UNDP Head of Environment and Energy Section** | Suraj Kahn |
| **United Nations Volunteer (UNV) - Water Project Manager** | Katie Crow |
| **District Water Engineer** | Ernesto Pinto |
| **Fundacão Haburas Programme Officer** | Fernando Naino |
| **Oxfam GB Programme Officer** | Nils Bergqvist |
| **Village Chief** | Siprianu |
| **OPMT women’s group representative** | Bella |
| **Water Division Director at the**  **Ministry of Infrastructure** | Emilia Pirez |

# **Introduction**

This Bemori Pilot Scheme is part of the “Water for Life” Programme which aims at installing reliable, sustainable water systems to assure access to clean water and sanitation for the people of Timor-Leste. The programme is in line with the Sustainable Development Goals (SDGs) set forth by the United Nations (UN). It directly relates to the Goal 6 which aims at ensuring access to clean water and sanitation. Due to poor infrastructure, unfavorable economic conditions and geographic hurdles many people are denied access to clean water and sanitation causing millions of deaths from diseases associated with poor water conditions. We contribute to the 2030 SDG goal 6 targets by improving access to safe drinking water, adequate sanitation and hygiene paying attention to the most vulnerable in society, especially girls and women. Further, we aim to foster the participation of the local community through the inclusion in the implementation process, the provision of education and capacity building. We hope to expand international cooperation and support by working with many partners including the Timor-Leste government, INGOs, the EU, Irish Aid, NGOs and the local community.

The Bemori WASH Pilot Scheme aims to bring clean water and sanitation to the people of Bemori and improve their living conditions and overall health. The project is led by the Timorese government, the UNDP, Oxfam GB and the Fundacão Haburas. The project is financially supported by the European Union (EU) and Irish Aid. The leading implementing partner is the United Nations Development Programme (UNDP). Suraj Kahn, the Head of the UNDP Environment and Energy Section controls the funding and oversees the implementing activities. Suraj Kahn will be assisted by a Water Project Manager, Katie Crow, a United Nations Volunteer (UNV). The UNDP has sub-contracted implementation duties to the international NGO Oxfam GB, represented by Nils Bergqvist. The local NGO, Fundacão Haburas, represented by Fernando Naino has also been subcontracted to coordinate with Oxfam. These implementing partners will work closely with the District Water Engineer, Ernesto Pinto, employed by the Timorese government. The District Water Engineer will report to Emilia Pirez, the Director of the Water Division at the Ministry of Infrastructure, who will in turn be reportable to the Minister of Infrastructure. A representative from the district women’s group OPTM, Bella, will play an important role in the project which aligns with the gender equality goals crucial to the UNDP, Oxfam and Fundacão Haburas. Bella will communicate with funders and implementing partners to ensure women are involved in and benefit from the project and its outcomes. The Village Chief, Siprianu, will be an integral part of this project and will inform all partners on the most appropriate approach to the construction of water infrastructure in the village.

# **Key Activities**

**UNDP:**

* Allocate money to the international and local NGOs for implementation of the project
* Allocate money to the minister of infrastructure
* Inform the government, the EU and Irish Aid about project progress
* Monitoring gender equality and women’s inclusion in the project

**UNV:**

* Management of overall Water project
* Management of project budget
* Act as a contact point between the UNDP, the NGOs and the District Water Director and Water Engineer
* Ensure conformity of technical works
* Hire subcontractors and construction workers who can work alongside the villagers to dig wells and construct the water system
* Prepare and log all documents and reports needed for the framework of the project

**Oxfam GB:**

* Build up local capacity through cooperation with local NGOs
* Training and education programmes, set up internships
* Implement the Village Water Committee and train them
* Include the community (labour and material) and educate them about hygiene, health and sanitation
* Assure the inclusion of women in the project and capacity building
* Formulate an estimate of NGO budget needs
* Oversee equipment acquisition and budget
* Provide a budget for local capacity building to UNDP

**Fundacão Haburas:**

* Conduct training programme with Oxfam and report progress to UNDP
* Request funding from UNDP/Engineer
* Construct a plan for digging the well and report progress to engineer
* Acquire computers, technical equipment, office space, staff (request funding from engineer)
* Build staff capacity in cooperation with the INGO

**Ministry Water Director:**

* Ensure project location is suitable
* Monitor the project plan
* Report to the Minister of Infrastructure, donors and UNDP
* Oversee expenditure
* Ensure compliance with policy and quality standards

**Water Engineer:**

* Develop local level implementation plans
* Choose location in cooperation with chief
* Identify village concerns regarding the WASH project
* Oversee general capacity building in cooperation with the NGOs
* Employ villagers for the construction in cooperation with the Village Chief

**OPTM Women’s Representative:**

* Decide which women are on the council (3)
* Engage women in the project on all levels: labour, management, NGO work
* Build relationships with the community, the Village Chief, the government and NGOs to strengthen the role of women in the Timorese society
* Monitor women’s inclusion
* Advocate gender justice

**Village Chief:**

* Decide which elders (7) and young people (3) will be on the Village Water Committee council Invite the water engineer to the village
* Supply local material and labour to the project
* Confirm location choice for well

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# **Project Communications**

Some communications are fixed and will be outlined in the following table. There will also be informal meetings outside of the outlined framework that will be decided if necessity among different parties. All communication will be documented.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Type** | **Format** | **Frequency** | **Description** | **Participants** |
| **Meeting** | In person | Monthly | Village Water Committee will discuss progress/issues/delays | District Water Engineer, Oxfam, Fundacão Haburas, UNV, Village Chief, OPTM Representative |
| Quarterly | Steering Meeting | All partners |
| **Progress report** | Email | Monthly | Updates on project implementation progress will be shared among implementing partners | UNDP, District Water Engineer, Oxfam, Fundacão Haburas |
| A brief overview of progress and use of funds by implementing partners provided to funding partners | UNDP, Irish Aid, EU |
| **Report** | Email | Annually | Report on project progress and funding updates provided by the Water Director. | EU, Irish Aid. |
| Quarterly | Report on project progress and funding updates provided by the Water Director | UNDP,  Minister of Infrastructure. |
| Monthly | An update on women’s inclusion in the project and/or any issues regarding this | EU, Irish Aid, OPTM Representative |

# **Timeline**



**Capacity Building Plan**

Strategic Plan for Fundação Haburas

The Fundação Haburas and Oxfam have set up a Strategic Plan for capacity building of the Haburas. Oxfam’s role is to provide high quality support of the following goals and provide the Haburas with all needed tools for independent and sustained development.

There are 3 defined goals:

1. Increased inclusion of civil society and strengthen the role of the Fundaçao Haburas
2. the NGO possesses organizational structures enabling the creation of effective projects
3. resilient livelihoods in the villages that allow good health, access to clean water, hygiene and sanitation
4. mainstreaming gender equality and include women in all aspects of the societal life

|  |  |  |
| --- | --- | --- |
| GOALS | OUTCOMES | ACTIONS |
| Social Inclusion and a strong role of Fundação Haburas in the society | 1. Active Participation of the locals in civil society especially by youth and women | * engage and promote dialogue concerning gender equality and importance of the youth * create partnerships with the local government, local NGOs, INGOs, technical agencies, the private sector, schools and universities (create forum) * strengthening local networks with the government, local authorities and donors * connect the NGO with stakeholders and give the tools to improve the cooperation * engage in evaluation and feedback from the community and local authorities |
| 1. Community-led approaches to influence the government |
| 1. Ensure the future of the NGO as a key player in the WASH sector |
| Effective Organizational Structures | 1. Active staff participation and efficient, clear management and decision-making | * identify organizational needs in funding, human resources, leadership and governance, strategic planning, monitoring and evaluation, communication and coordination * invest in human resources through the creation of jobs, internships, volunteering, offer constant training * effective, responsible use of resources * focus on monitoring, feedback and evaluation also amongst the staff * create a forum for the government, NGOs, village chiefs, women’s organization, technical advisors, INGOs to come together * offer workshops, training for the government * build future donor relations and ensure funding |
| 1. Ongoing building of capacity to increase impact of the work |
| Improved Livelihoods and Improvement of health conditions | 1. High quality, resilient and independent humanitarian assistance | * create innovative projects with partners * be a leader in the WASH sector in cooperation with the partners * provide support (human and technical capacity) to partners, stakeholders and the community * identify local needs and opportunities * informed advocacy and campaigning directed towards the government and the community |
| 1. Increase accountability in the government to provide effective assistance and implement policies addressing inequality and poverty |
| Inclusion of women and advancing gender justice | 1. Reduce the acceptance of exclusion, violence and discrimination towards women | * educate partners and staff and engage them in the promotion of gender justice * engage with men and boys, authority figures * engaging in evidence based research * engage with the local government * campaign and advocate for policies addressing violence and women’s inclusion |
| 1. Increase gender mainstreaming and women’s representation in development |

# **Exit Strategy**

The current project document foresees that the implementing body will be phased out of the WASH project after six months. Oxfam GB will cede leadership to the Fundacão Haburas to implement further WASH projects in cooperation with the government of Timor-Leste and the communities and supported by international organizations and bodies. The UNDP acknowledges that there must be room for flexibility in applying the exit strategy paying great attention to the needs and requests of all the partners. Thus, the strategy should be regularly revisited and there should be ongoing consultation beyond the project with all partners to ensure sustainability and accountability. The project will be monitored continuously by the UNDP, the government, the OPTM Representative and Oxfam to measure impact and achievements and present recommendations. The UNDP will ensure that the local partners have the capacity to sustain, monitor and evaluate the project achievements in the future. All the partners will evaluate the outcomes of the project in accordance with their organizational regulations and guidelines.