**-COMMUNITY WATER APPROACH-**

This document has been developed by members of Better Family Foundation (BFF) under the Infrastructure Development Program in order to act as a guide to all those who are involved in completing a BFF community water project. This document contains both the theoretical and practical framework which should be followed during any water project’s completion.

**Proposed Project Sequence/ Order of Events**

1. BFF reviews and selects projects from community applicants who have submitted applications and feasibly studies.
2. Upon selecting logistically sound communities and projects BFF is to:
   1. Contact identified community leaders in order to arrange a formal meeting to discuss the prospects of partnership to complete said water project.
   2. Carry out its own field site visit in order to inspect and assess the project’s feasibility.
   3. Take findings back to BFF Executive Board Members in order to discuss findings and deliberate whether BFF will work with said community.
3. BFF is to secure funding before proceeding with project.
4. Conduct meeting with identified key community leaders involved in the project in order to:
   1. Clarify roles and responsibilities of all parties.
   2. Educate prominent community members on importance and need to sensitize the entire community before BFF training begins.
   3. Create approximate project timeline.
5. Community members sensitize community.
6. BFF begins Water Management Committee Training.
7. Following training community elects Water Management Committee (WMC).
   1. BFF should be actively monitoring progress of training and be ordering supplies in accordance with the progression as to not slow down the momentum of the project.
8. WMC signs ‘Water Project Agreement’.
9. BFF authorizes construction and begins supervision of project.
10. BFF and community hold inauguration ceremony.

**Training Approach for the Community and the Water Management Committee**

**Objectives:** In order to further advance our Infrastructure Development Program Better Family Foundation has developed the following training program which aims to comprehensively train a community and a Water Management Committee (WMC) on the importance of good water management.

The training of the community and WMC is a vital component of any community water project. Though the training is geared towards the development of a WMC this training is given to the community at large. This is done so that all community members will become involved in the project; ultimately allowing them to understand how each member of the community is vital in the management of their water resources. The entire community is also trained as a means to demystify the inner workings of the WMC—this assures accountability and democracy. In summation, the training aims to ensure sustainability by building the community’s capacity to manage their own water resources effectively and democratically.

**Community Training Program**

It is the duty of BFF and the community to work together in order to select the days and times of the training. BFF members should be considerate to the availability of the community; the more community members in attendance to trainings the more successful the project will be.

The WMC training program is comprehensive. It is comprised of 13 lessons/modules. It is the suggestion of BFF that the training last at least 7 days which are spanned over the course of three weeks. This is to assure a productive, yet steady, pace that is not too cumbersome or tiring for both parties.

BFF uses two WMC training manuals. The main manual is titled, ‘Water Management Committee Training Manual’ which has been created in Bamenda, Cameroon by INAD, Helvates and C.A.R.D. This manual is where the majority of training resources can be found. BFF has also created a supplementary manual which will augment the WMC Training Manual when necessary. The titles of the lessons will coincide with those in the manual to ensure ease when executing the program. Both manuals will be printed for the communities who receive our training.

**Tentative Training Program Schedule**

*WEEK ONE*

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| **Schedule** | **Training Objectives** |
| **Day One**  Lesson One: Water is Life  Lesson Two: Water, Hygiene and Environmental Sanitation  Lesson Three: Water Treatment and Storage | Community members should demonstrate they understand: the importance of water, how water affects their lives, water quality indicators and the best methods for treating and storing water. |
| **Day Two**  Lesson Four: Village Water Supply Structures and Maintenance  Lesson Five: Sensitization of Community | All community members should begin to understand the technical workings of a village water supply system and be able to identifying major components of their system. |
| **Day Three**  Lesson Six: Gender  Lesson Seven: Importance and Functions of the Water Committee | Community members will learn the explicit roles of a WMC and begin to think of who in their community may be best suited for each position. Community members will also understand the importance of incorporating women into the WMC. |

*WEEK TWO*

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| **Schedule** | **Training Objectives** |
| **Day Four**  Lesson Eight: Planning and Implementing  Lesson Nine: Monitoring and Evaluation  Lesson Ten: Monitoring of the Village Water Supply System | Community members will understand the logistics of planning and implement and its relation to the maintenance and upkeep of their water system as well as the importance and logistics of monitoring the system. |
| BFF should order construction materials | |
| **Day Five**  Lesson Eleven: Conflict Management  Lesson Twelve: Budgeting | Community members will begin discussing potential problems/conflicts that may arise and begin to think of methods to either prevent said conflicts and/or resolve them. The importance of budgeting will be addressed—what is a budget, why is it important, how will it help the WMC? |

*WEEK THREE*

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| **Schedule** | **Training Objectives** |
| **Day Six**  Lesson Thirteen: Mobilisation of Resources  Lesson Fourteen: Bookkeeping for WMCs | Discussion regarding the future mobilistation of resources in order to execute maintenance, upkeep as well as repairs. Best practices in bookkeeping will be discussed so the WMC will understand the explicit behind balancing a budget. |
| **Day Seven**  Election of Water Management Committee and organization of rules, regulations, by-laws and fee schedule | BFF will assist in the election process of the WMC and work as an intermediate between the community and the elected WMC during the organization of the rules, regulations, by-laws and fee schedule. |
| **Day Eight**  Community walk to determine standpipe placement  Discussion of timeline with plumber and technician | The entire community will come together in order to plan the route of the pipeline, placement of the standpipes and begin planning the timeline with the hired technicians involved. |
| **Day Nine**  Construction Begins | Community members will begin working-- digging the pipeline, gathering stones, transporting sand/gravel and other supplies. This is where the elected caretaker will begin to shadow both the plumber and technician in order to being competent in the water system. |

**Project Progression Following the Training Program**

**Better Family Foundation’s Role**

Following training is the process of gradually handing over the responsibility of the project to the community. This is a delicate process which involves a substantial amount of monitoring and supervision.

BFF’s chief priority and responsibility is the coordination all of construction logistics.

BFF is to:

-Assure all materials have arrived to the site.

-Account for any missing/broken supplies.

-Assure that materials which are used are being accurately and truthfully accounted for and logged by those responsible parties (ie. WMC caretaker, plumber, technician, mason etc).

-Assure all parties (community members and hired technicians) are working diligently and in accordance to the agreed plan.

-Assure WMC caretaker is shadowing all hired technicians so that she/he will learn the water system.

-Assure all community members are actively involved in at least one aspect of construction in order to help build community buy-in.

While BFF’s presence at the site of the water project is of paramount importance it should not overshadow the other responsibilities involved in the conducting and overseeing a water project. BFF should be sure not to neglect sending detailed and timely reports to all funding individuals and/or organizations. BFF should also make adamant efforts to update the greater BFF community on the progress of the water project (BFF website and social media outlets) by posting updates, photos and videos.