**LIVELIHOOD IMPROVEMENT AND FAMILY ENHANCEMENT (LIFE) PROJECT**

**WORKPLAN FOR CONSTRUCTION OF 6 PROTECTED WATER SPRINGS IN RUTEETE SUB COUNTY**

**Objective 1: To provide communities in 3 villages with affordable safe water supply**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Activity** | **Time frame (months)** | **Resources** | **By who** | **Means of verification** |
|  |  | **1** | **2** | **3** | **4** | **5** | **6** |  |  |  |
| 1. | Board briefing about project  |  |  |  |  |  |  | Refreshments and snacks | Chairman and Founder  | Participants list, photos, minutes |
| 2. | Meetings with local leaders and other stake holders to brief them about the project |  |  |  |  |  |  | Refreshments  | Chairman, board member and LIFE team | Participants list, photos, minutes |
| 3. | Advertising for contractors to submit applications |  |  |  |  |  |  | Funds for announcements and posters | Chairman | Adverts, receipts |
| 4. | Evaluation of applications and agreement signing with contractors  |  |  |  |  |  |  | Refreshments  | Chairman, board member and LIFE team | Evaluation report with criteria for selection, list of bidders, signed contracts |
| 5. | Inspection of sites and start construction of protected water springs  |  |  |  |  |  |  | Materials, laborers,Contractors | Contractor | Photos |
| 6. | Supervision, evaluation and reporting |  |  |  |  |  |  | Hire of motorcycle and fuel | LIFE project coordinator, field animator and Chairman | Reports, photos  |
| 7. | End of construction and final evaluation plus debriefing meetings with stakeholders including handover ceremonies |  |  |  |  |  |  | Refreshments  | Chairman, board member and LIFE team | Minutes, photos and participants lists |