

**Independent Development Fund**

**PROJECT COMPLETION REPORTING TEMPLATE**

**Please read the following instructions carefully**.

This project completion report template is designed to:

* enable you to communicate to IDF what your project has achieved
* record project achievements against medium term and short term results
* draw out conclusions and learn lessons of value and wider application
* check compliance with the terms and conditions of the grant; and
* Inform a wider analysis of all IDF projects.

**What is required:**

How

* Use this Completion Report template (this document).
* Cover the whole period of your project
* Follow the instructions provided to ensure that you provide the information required
* Ensure that you draw on and refer to the findings of your external evaluation (if you have completed it)
* Refer back to your previous feedback letter(s) to guide completion
* Submit the report and all accompanying documentation including separate annexes such as photos in **JPEG version**
* Send the completed report to the program support unit by email

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| **PROJECT COMPLETION REPORT**  |
| **SECTION 1: BASIC INFORMATION** This information is needed to update the fund manager’s records |
|  | **Organisation Name** | Integrated Disabled Women Activities. |
|  |  **Organisation Address** | Plot 10,Jalum Road, Northern Division, Iganga Municipality |
|  | **Project Title** | Disability Policy Implementation project |
|  | **Location District and Sub counties** | Iganga District, Northern Division, Iganga Municipality |
|  | **Project Start & End Dates**  | **Start:** October 2016**End:** December 2017 |
|  | **Total project budget** | 130,923,626 |
|  | **Total funding received from IDF** | 104,953,626 |
|  | **Financial contributions from other sources**  | **Total** **List all contributions** |
|  | **Date report produced** |  |
|  | **Name and position of person(s) who compiled this report** | **Name:** Kanyago Kevin**Position:** Project Manager |
| **Name:** **Position:**  |
| **Name:** Namuwaya Joy**Position:** Learning andDocumentation Officer |
|  | **contact person (optional)** | **Name:**  Elizabeth Kayanga**Position:** Executive Director**Email 1:**  idiwa2009@gmail.com |
|  | **Acronyms** Try not to use acronyms but if you do, please list them here | PWDs – People with Disabilities DPOs - Disability People’s Organizations |

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| **SECTION 2: PROGRESS AND RESULTS**  (Aim for no more than 4 pages) |
|  | KEY RESULTS AND EFFECTIVENESS FROM OUTSET OF PROJECTPlease provide a summary of the project’s three most significant results achieved over the project as a whole in relation to the planned results in reference to your results template. This is an opportunity to tell the story of the project’s success. Describe the most important and significant changes the project has brought about; which target groups and how many citizens benefited (men/women; girls/boys); who they are and how they benefited. Also make it clear where the results were achieved in coalition or partnership with others. |
| Midterm result one *(write it as in the project results template and describe the main results in reference to this*)**Medium Term Result 1: Strengthened competence of PWDs to demand for their entitlements in Education and Health as enshrined in the Iganga Disability Ordinance and policy, 2013****Short term result 1****Increased awareness among Duty bearers and PWDs in Iganga on their entitlements in Health and Education as outlined in the Iganga Disability Ordinance and policy,2013**The major problem limiting implementation of the ordinance before the start of the Disability policy implementation project was basically lack of awareness about the ordinance among the Duty bearers for example most politicians were new as they had been just elected into office in May 2016. The intended beneficiaries (PWDs) were also not aware of the provisions therein and therefore not demanding for their entitlements. IDIWA therefore employed the approach of community sensitization, radio talk shows, translation of the Iganga Disability Ordinance into the local language and production of Information, Education and Communication materials to pass on the message of awareness creation. The community sensitization meetings were conducted in 13 Sub Counties of Nakalama, Buyanga, Ibulanku, Bulamagi, Nambale, Nabitende Banada, Nabitende Kalungami, Nawaningi, Makuutu, Igombe, Namungalwe, Nakigo and Busembatia. Over 2500 members have been reached with information about the PWD ordinance and other rights and entitlements of PWDs through Community sensitization, Radio talk shows, and I.ECs and one petition combining both issues of health and education such as learning materials, special needs teachers access ramps and adjustable labour beds was submitted to the District council .The community members have also been able to identify all gaps they experience in service delivery especially in areas of education, Health and economic empowerment. Among issues raised were; 1. There was an information gap on what opportunities were available for PWDs at the District and their leaders were not doing enough to keep the community informed.
2. Only 3 UPE schools were gazetted for inclusive education i.e. Nakalama, Iganga Municipal Council and Bishop Wills Demonstration School and therefore a need to lobby for an inclusive school in every sub county.

Audial recordings of members with touching testimonies of rights infringement were also taken and played during radio talk shows and have caused an impact where by all duty bearers invited in radio talk shows as panellists pledged to prioritize issues of PWDs in their agenda as they have been reminded of the PWD ordinance, something they didn’t know since most of them were new in office.As a result, three students with disabilities were able to get bursaries from the district and one teacher of special needs education as one of the pledges made during one of the radio talk shows by the Vice Chairperson LCV who is in charge of the PWDs on the district Executive Committee. |
| Midterm result two *(write it as in the project results template and describe the main results in reference to this*)**Medium-term Result 2. Increased implementation of the Iganga Disability Ordinance and Policy of 2013**Short-term 2. Increased engagement between PWDs and duty bearers to demand for accountability and implementation of the Iganga Disability Ordinance and Policy of 2013.Activities included: Training 32 PWDs and DPOs on local government budget analysis and social accountability tools, Hold two bi-annual dialogues and two follow-up dialogues with PWDs and duty bearers on the state of accessibility in Education and Health facilities and Conduct one strategic breakfast meeting between PWDs and the technical committee, District Executive committee on inclusive planning and service provision.32 PWDs were trained on local government budget analysis and social accountability tools, Two Bi-annual dialogues and two follow up dialogues were conducted and one strategic breakfast meeting was held. PWDs acquired skills and knowledge which they are using to engage duty bearers and demand for accountability and influence local government planning and budget process. Issues advocated for include: * Increase on budget allocation for PWD issues
* Procurement of an adjustable labor beds
* Equipping schools with materials needed for special needs education

After a training in local government budget analysis, the immediate achievement was that the District Disability Budget Advocacy Committee of five members was created purposely to steer and lead issues of disability budget advocacy in the district. PWDs acquired skills and knowledge which they are using to engage duty bearers and demand for accountability and influence local government planning and budget process and a case in point is the PWD leader for Nambale sub county as seen below;Ever since the inception of the Disability Policy Implementation project, advocacy became a daily meal for the disability fraternity in Nambale sub County. The PWDs embraced the spirit of advocacy from the project activities such as the training in local government budget analysis and accountability tools among others, where lots of issues of Inclusive service delivery and rights of PWDs were shared. The PWDs came to understand better their rights and that it’s their duty to demand for them. Therefore, Nambale team spearheaded by Councillor Luqman continued influencing and pushing for issues of PWDs whenever he had opportunity in the council and in one of the key stakeholder’s meetings. Some of the issues raised included; procurement of an adjustable labour bed in Nambale Health Centre III, railings on ramp to the sub county council hall. On the 19th of May 2017 during the passing of the Sub County Budget 2017/18, the PWD councillor of Nambale managed to secure the issue of procurement of an adjustable labour bed on the order paper. Proceedings were made and the council finally passed the procurement of an adjustable labour bed for Nambale Health Centre III for financial year 2017/18 worth 2.5 million.  |
| Midterm result three *(write it as in the project results template and describe the main results in reference to this*) **Medium Term Result 3: Strengthened capacity of IDIWA for effective project implementation.****Activities implemented included:** Purchase project equipment including a motor cycle, Computer set and Camera, conduct a baseline survey, conduct a baseline dissemination meeting and project launch, Conduct Quarterly project monitoring, produce quarterly documentaries including Newsletters, video clips and Audio clips and final documentary and Change booklet.The project equipment’s were all procured and are being used in project implementation, the baseline survey was conducted and the dissemination meeting and project launch held. A total of 180 people participated whereby 110 were PWDs and 70 people without disability, 254 copies of the first, second, and third quarter Newsletter were produced and shared with stakeholders.PWDs are now being prioritized in all Government programmes as pledged by the District Vice Chairperson during the project launch. These programs include Operation wealth creation, women fund and Youth fund. Additionally, it was evident during the recent distribution of relief food by the prime minister’s office in Bugweri county that PWDs were also prioritized i.e. a total of 57 PWDs benefited from Buyanga Sub County. |
|  | **EQUITY** Has this project contributed to increased equity (poverty reduction; empowerment of marginalised groups to participate in decisions that affect them at local and national level)? *(Mark with an “X” in the appropriate box).* |
| Yes | X | No |  | To some extent: |  |
| Please explain your response:PWDs have been empowered in advocacy because they fully understand their rights and needs for example in Nambale, they put the Sub county council on task to procure an adjustable labour bed in Nambale Health Centre III, something the Council has honoured by passing it in its budget for the financial year 2017/18.Also in the recent project evaluation meeting some PWD leaders gave a report of how they managed to advocate for accessibility of their council halls which were inaccessible before the project activities started a case in point are the sub counties of Namalemba and Busembatia town council.  |
|  | ARE THERE MULTIPLIER EFFECTS FROM THIS PROJECT?I.e. was the project able to leverage more funds? Have you been able to reach more target groups than anticipated? *(Mark with an “X” in the appropriate box)* |
| Yes |  | No |  | To some extent: | x |
| If yes, please explain this.To some extent the project was able to reach more target groups than anticipated because Communities outside Iganga district were able to report cases of violation of PWDs rights through the radio talk show awareness on the Iganga PWD Ordinance and policy 2013 for instance a case was reported from Namutumba involving an attempted Kidnap of 2 Albino Kids of Mr. Mugoya Haman, and with the intervention of IDIWA, the case was reported to Namutumba Police Station Ref no. 31/06/05/2017 and the suspect forwarded to court. Another case was reported from Kaliro district where a deaf man was assaulted by a chapatti seller and also by the police officers where he went to seek justice, the mother came to IDIWA after listening to a radio program and she was advised to go to a higher police station where a file with case number SD/23/12/9/2017 was opened up and the case is being followed up. The victim was referred to NUWODU for further support. NUWODU an organisation that provides legal aid to the vulnerable people. |

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| **SECTION 3: VALUE FOR MONEY** (Aim for no more than 1 page) |
|  | ECONOMY What has the project management done to buy and employ inputs at a value-for-money price? IDF considers inputs to include: staff, consultants, raw materials and capital to produce outputs) Simply put, what did your organisation do to drive down unit costs but maintain quality? |
| IDIWA maintained the Accountant who had gone for maternity leave to cut down the costs of recruiting another one. IDIWA also maintained a very robust procurement process throughout the project implementation. IDIWA ensured that service providers and suppliers went through a thorough check which upheld a keen eye on provision of quality services and materials at a fair price. IDIWA further has a good Assets management policy which every staff adheres to. This enabled effective management and good maintenance of all the project assets  |
|  | EFFICIENCY How do you ensure resources (inputs) were used efficiently to maximise results (outputs)?  |
| All the activities were done with in the stipulated budget as well as the project equipment’s which are still in good conditions and were able to produce the results as discussed above. |
|  | EFFECTIVENESS How do you consider this project to be effective in bringing about the anticipated changes for beneficiaries and target groups? How well did the outputs of the project achieve the intended outcomes? |
| PWDs and duty bearers have been empowered through increasing awareness on the PWDs entitlements as enshrined in the 2013 Iganga PWD ordinance for instance Over 2500 members have been reached with information about the PWD ordinance and other rights and entitlements of PWDs through Community sensitization, Radio talk shows, and I.ECs and one petition combining both issues of health and education such as learning materials, special needs teachers access ramps and adjustable labour beds was submitted to the District council .The community members have also been able to identify all gaps they experience in service delivery especially in areas of education, Health and economic empowerment.  |

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| **SECTION 5: SUSTAINABILITY**(Aim for no more than ½ page) |
| 4.1 | What efforts have you made to ensure the project is sustainable beyond IDF funding?  |
| * The project built capacity of PWD councillors who actively involved in advocating for disability rights at sub county and district level.
* The project led to the creation of the disability budget advocacy committee which is mandated to monitor budget allocations and implementation of PWD issues.
* The project produced translated I.E.C materials in the local language and braille which will allow continued learning and understanding of disability rights among the local communities.
 |
| 4.2 | Which elements rely on continued funding? |
| None of the above elements rely necessarily on funding. |
| 4.4 | Have you secured future funding? *(Mark with an “X” in the appropriate box)* | Yes |  | No | X | Work in progress |  |

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| **SECTION 6: LESSONS**  |
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| 1. What strategies have worked well in empowering communities in relation to i) grass rooting human rights); ii) promoting good governance and accountability at the grass root level? (please refer to what is relevant for your project) include the approach or method, how it was used, how it worked and the changes realised as a result of the approach
 |
| Community sensitization meetings organised with in trading centres attract big numbers of participants compared to those organised far from trading centres. This made most of the meetings to be organised within trading centres and this helped to attract a good turn up for the meetings.Awareness empowerment beats every obstacle. This is true with most PWDs who can now articulate themselves to demand for their rights using all possible ways.  |
| 1. If something has worked particularly well, why? How has this learning been applied in your project?
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| Most of the Community sensitization meetings were organised within trading centres and this helped to attract a good turn up for the meetings.Awareness creates confidence that can beat any obstacle just as the PWD councillor of Nambaale narrates his story of how he got the council pass the decision of buying an adjustable labour bed. In his own words, he said he had not been included on the order paper by the speaker but he used his advocacy skills and requested the chairperson to hint on some issues of PWDs in his speech. He therefore came in through reactions during the chairperson’s speech and presented his case and the council seconded his proposal and the bed was included in the budget for the financial year 2017/18.  |
| **5.2** | **EQUITY AND GENDER EQUALITY**  |
| 1. What lessons have you learned regarding strategies to engage marginalised and excluded groups, including women, persons with disabilities and other vulnerable groups?
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| The Barrier facing PWDs is negative attitude about their rights leading to inferiority complex.Addressing equity and gender equity needs a holistic approach which intrinsically integrates all genders and ensures their involvement and support for strategies and interventions that address ending violence and exclusion of all genders and vulnerable groups and ultimately yield to observance and respect of their human rights  |
| 1. Have you learned any useful lessons in understanding and addressing gender inequality (e.g. in the difference between men and women in access to services, decision making, control of resources etc.)?
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|  Raising awareness of the rights of PWDs (both Men and Women) as well as their capabilities is important to reduce negative attitude. |
| 1. What has worked particularly well and why?
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| Utilizing the trained PWD counsellor to carry out grassroots advocacy and engagement of the local leaders allows better understanding of the disability needs and provides faster response from the local leaders  |
| 1. If something has not worked well, why was this?
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| **5.3** | **MONITORING & EVALUATION** |
| 1. What tools and methods have been most useful and practical in measuring and demonstrating evidence of results, including the disaggregation of data (by sex and age)?
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| Disaggregated data tracking tools were developed and used for all trainings and sensitizations carried out which allowed easy collection of disaggregated data The project also ensured that data collection tools were developed according to each Indicator to ensure easy collection of the right data from the field The project monitoring and evaluation n plan was also adhered to in regards to monitoring of the project activities , outputs and outcomes on a monthly , quarterly and annual basis Project reporting also included capturing of identified cases for allowed easy tracking and follow up of cases  |
| 1. If something has not worked well, why was this? How has this learning been applied in your project?
 |
| Delay in release of funds in regard to the agreed upon start of project affected implementation of scheduled activities (Funds released in October instead of July).This further affected tracking and achievement of some indicators. The project thus developed a catch up plan that changed implementation of some activities from a monthly basis /schedule to a weekly basis/schedule. |
| **5.4** | **INNOVATION** What innovation aspect of the project, were identified during the project and during the external evaluation? |
| Realizing that PWDs are further doubly affected in regards to access to health and education services through the transport sector, IDIWA held dialogues and forums with the Iganga District transporters through which the taxi park leadership was sensitized on the Disability Ordinance and further discussed and made commitments on ensuring People with Disability are provided transport services with dignity and as well upholding their human rights. The project also realised that in order to effectively achieve disability rights, there was need for establishment of a Disability budget focused committee and thus through engagement with the district, the Iganga Disability Budget advocacy committee was formed for the first time in Iganga. The committee is mandated to steer advocacy for allocation funds to disability needs, monitor the implementation of budget commitments , participate in the budget process at the sub county and district level  |

**OUTCOME AND OUTPUT SCORING**

PLEASE READ THE INSTRUCTIONS ON THIS PAGE CAREFULLY AND COMPLETE ALL SECTIONS

**BENEFICIARY DATA**

This section asks you to record total consolidated beneficiary numbers without double counting.

Who is a beneficiary? Everyone who comes into contact with the project who is potentially changed as a result, e.g. through awareness-raising; skill development; raised income; knowledge of rights / obligations.

For example, a project working to raise awareness of deaf children’s rights and improve provision for them has many beneficiaries:

* deaf children - who are now receiving the support
* their parents - who now realise the value and potential of their deaf children
* government officials - who now understand that deaf children have the right to attend school
* teachers - who have been trained in sign language and now know that deaf children can be taught and can learn

**EVIDENCE**

Please cite your evidence sources as specifically as possible. Evidence could include: sample survey findings; case studies; analysed monitoring reports; project records; government statistics among others.

**CONTRIBUTION TO IDF OBJECTIVES**

You are required to show how the project has contributed to IDF results. Please fill in the areas that are relevant to your project.

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|  | **Medium term 1 (state this as is in the project results template) Strengthened Competence of PWDS to demand for their entitlements in Education and Health as enshrined in the iganga Disability Ordinance and policy ,2013** |
|  | **Disaggregate the number of people that have benefited from your project; describe briefly who they were and how they benefitted NB. Adult =18 years and above; Child =below 18 years.** |
| AdultMale | Adult Female | Child Male | ChildFemale | Total | Brief description (e.g. farmers) | Change/improvement (e.g. income increased) |
| 1266 | 1183 | 112 | 195 | 2756 | Women, Men , PWDs, boys and girls  |  Increased Awareness on the provisions and entitlements of PWDs as enshrined in Disability Ordinance and policy.Increased capacity and confidence among PWDs to demand for their disability rights and entitlements as outlined in the disability Ordinance & policy  |
| N/A | N/A | N/A | N/A | 1698 | 1698 people not disaggregated were further reached through the radio talk shows  |  |
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|  | **State the evidence that show that the above numbers were reached by the project (means of verification)** |
| Community Sensitizations registration /attendance lists IEC distribution lists Training attendance lists Radio listenership report & Radio call in records  |
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|  | **Medium term 2 : Increased implementation of the Iganga Disability Ordinance & Policy 2013**  |
|  | **Disaggregate the number of citizens reached by this output; describe briefly who they were and how they were engaged.** |
| AdultMale | Adult Female | Child Male | ChildFemale | Total | Brief description (e.g. School children) | Nature of engagement (e.g. Safer school environment) |
| 45 | 23 | 0 | 0 | 68 | PWDs, DPOs | Increased knowledge and understanding among PWDs of the local government budget analysis and social accountability tools Increased participation of PWDs in the budget & planning processIncreased budget allocation to PWD needs Improvement in Establishment of disability inclusive education and health services  |
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|  | **State the evidence that show that the above numbers were reached by the project (means of verification)** |
| Training attendance lists  |
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|  | **Medium term 3 (state this as is in the project results template) Strengthened capacity of IDIWA for effective Project implementation** |
|  | **Disaggregate the number of citizens reached by this output; describe briefly who they were and how they were engaged.** |
| AdultMale | Adult Female | Child Male | ChildFemale | Total | Brief description (e.g. govt officials) | Nature of engagement (e.g. implementation of existing legislative framework) |
| N/A | N/A | N/A | N/A | N/A | Staff. The project staff were trained on all the project operations and financial processes Project monitoring was carried out on monthly basis Project baseline was conducted to guide implementation and achievement of project indicators Staff were provided with project equipment like computer, camera and motorcycle to effectively facilitate project implementation and deliver project results  | 100% of project work plan implemented  |
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|  | **State the evidence that show that the above numbers were reached by the project (means of verification)** |
| Activity Reports Procurement Minutes  |
|  |
|  | **Contribution to IDF Objectives**Mark the relevant boxes with X andprovide an explanation. Focus on key highlights. |
| **Goal: All stakeholders integrate good governance and HRBA principles in service delivery.** |
| **Indicator** | **Description on how your project has contributed** | Tick where it is relevant |
| Corruption Perception Index (CPI) increases from 25 to 28.6 |  |  |
| 10% increase in the registered human rights complaints in formal and informal justice systems as a result of increased awareness and empowerment on human rights |  |  |
| 20% increase in the number of the human rights cases registered in formal and informal justice systems in IDF areas of concentration disposed off |  |  |
| **Outcome 1: Increased civic consciousness and competence among citizens in the IDF intervention districts particularly the vulnerable and disadvantaged groups on human rights and good governance**  |
| **Indicator** | **Description on how your project has contributed** | Tick where it is relevant |
| 70% of the target group aware of at least one human right within IDF concentration areas. | The project promoted awareness on disability rights through popularization of the Iganga disability Ordinance which ensured that Disability human rights of PWDs in regards to accessing education and health services as well as other services are respected, observed and implemented  | √ |
| 35% increase in the number of target population who will seek redress if they experienced any form of human rights violation |  |  |
| Output 1.1: Increased Human Rights awareness and enhanced monitoring of rights observance at the grassroots level | **Indicator:** No of people reached with human rights messages and campaigns. |
| Indicate your contribution to the above output indicator if any:The project carried out community sensitizations, trainings as well as distribution of IEC materials through which 2256 people were reached |
| Output 1.2: Increased participation of citizens in promoting and monitoring observance of Human rights and good governance in their localities | **Indicators:*** No of people trained to monitor Human rights and good governance
* No of human rights violation complaints referred and registered with redress mechanisms within IDFs grantee area of coverage
 |
| Indicate your contribution to the above indicators output if any:The project trained 32 PWDs who are now empowered to monitor implementation of disability rights at the local government level and at community level and further the PWDs were trained on budget analysis and social accountability which led to the birth of the Iganga Disability Budget committee which is mandated to monitor budget allocation and implementation in regard to disability needs /rights  |
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|  | **Outcome 2: Increased access to justice to the vulnerable and marginalised groups in communities** |
| **Indicator** | **Description on how your project has contributed** | **Tick where it is relevant** |
| 20% increase in the number of community members who know where to report in case of rights abuse | Through popularization of the Iganga Disability Ordinance and policy, 2013, PWDs are now aware on the existence of structures from village to district level which are mandated to address disability issues and rights abuse  | √ |
| Output 2.1: Functional Community structures that provide fast response to address violations and eliminate barriers to access/redress mechanisms for the marginalised groups, especially women and children. | **Indicator:** No of community level redress structures within IDFs grantee area of coverage strengthened |
| Indicate your contribution to the above output indicator if any: |
| Output 2.2 : Increased access to redress by victims of Human rights violation | **Indicators*** % of cases registered by IDF supported alternative dispute resolution mechanisms successfully resolved
* % of registered complaints by formal redress mechanisms (lower council courts, tribunals and court) successfully resolved
 |
| Indicate your contribution to the above output indicators if any: |
|  |
|  | **Outcome 3: Increased participation and linkages between local communities and duty bearers to improve openness and accountability on priority community affairs resulting in tangible improvements in the lives of men, women & children.** |
| **Indicator** | **Description on how your project has contributed** | Tick where it is relevant |
| 20% increase in the number of local government structures within IDF areas of coverage that are transparent and accountable in service delivery | The project engaged all duty bearers from the village to the district level. The duty bearers were sensitized on the disability rights. Through various dialogues the duty bearers made commitments to improve implementation of disability rights within their sub counties and at the district level. There is increased engagement between PWDs and duty bearers to demand for accountability and implementation of the Iganga Disability Ordinance and Policy of 2013 more especially on demand for adjustable labour beds for expectant WWDs, construction of ramps at schools, public buildings and Health Centres**.**  | √ |
| Output 3.1: Capacity of CSOs and communities is enhanced to hold duty bearers accountable | **Indicators*** IDF supported CSO advocacy campaigns result into enactment of 7 local ordinances/bye-laws/ traditional pronouncements to protect the rights of the vulnerable in the communities
* 20 accountability issues raised by the supported CSOs and the communities to the relevant duty bearers.
* 75% of accountability issues raised by citizens receive response from duty bearers
 |
| Indicate your contribution to the above output indicators if any: |