



# **Zimbabwe Food Security MDRZW008 Emergency Appeal Evaluation**

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## Executive Summary

Following a hyper-arid condition throughout the 2012/13 season, greater parts of southern Africa, including Zimbabwe, became food insecure. This situation saw the Zimbabwe Red Cross Society (ZRCS) and International Federation for the Red Cross and Red Crescent Societies (IFRC) launching an emergency appeal, MDRZW008, in December 2013. This was to assist food insecure households in Gwanda District in the Matebeleland South province of Zimbabwe. During the operation, most of the affected households (10,500 people from 2,100 households) received support over a seven month period which included emergency food aid for 3 months, borehole rehabilitation and nutritional gardening support.

In the final stages of the Emergency Appeal operation, a field visit was conducted from 20 to 22 July by an evaluation team consisting of IFRC and ZRCS PMER officers to evaluate the operation and document the lessons learnt from the implementation process. The team conducted key informant interviews (KII) with relevant stakeholders and focus group discussions with beneficiaries and volunteers to assess the entire operation.

Some of the findings of the evaluation were:

- Food security and access to clean water were identified as the key needs of the communities in Gwanda.
- Cash transfer was not a preferred strategy for ensuring food availability within communities, as it is vulnerable to abuse and led to conflicts within households.
- During the implementation of the operation, the coordination and communication with stakeholders was managed effectively and efficiently and all of them showed a good understanding of the operation.
- Volunteer training was done as planned and in turn, these volunteers cascaded this training to the community members.
- Sustainability is a concern when implementing emergency operations, as they are inherently short-term and owing to the need to enhance resilience as well as the need to reduce vulnerability, these short term operations cannot adequately address these aspects. It is therefore important to include longer term interventions in the operation, or consider implementing a development project directly after the operation has ended to build on the achievements made. In this appeal, community gardens and rehabilitated boreholes increased the sustainability of the intervention, and this could be further improved by implementing a project establishing irrigation schemes for the community gardens.

The evaluation team concluded that the operation was well implemented and the needs of the targeted vulnerable households were met. There were also gaps noted that formed the lessons learnt for use in designing future operations some of which are as follows:

- To ensure the continuation of peer education after training volunteers, it is imperative that community leaders are involved with the training to understand the concepts and the relevance to the community, to support the peer education conducted by the volunteers, and create community buy-in. Furthermore, it was found during the evaluation that trainings conducted need to be followed up after six months with a refresher course to ensure the volunteers are supported to continue educating their peers.
- There is need to conduct follow-ups after volunteer training has been done in order to capture any issues arising and possibly organize for a re-training e.g. the training on DRR was new to a number of volunteers hence not easily understood. This could have been rectified had follow-ups been done.
- Due to the long process involved in the approval and launching of Emergency Appeals, there is need for ZRCS to start advance planning in case of looming food shortage before the government declares it an emergency so that when this is done, the appeal document will be ready for

approval and the Appeal can be launched immediately. The Partner National Societies in the country should also be involved in this process from the early stages.

The evaluation team made recommendations based on the findings and lessons learnt, the key being the issue of sustainability where the National Society (NS) needs to have a long-term strategy on food security that could then be linked to short-term emergency operations. This will go a long way towards enhancing recovery initiatives building community resilience and reduce vulnerability to food insecurity. In future, when promoting community gardens, there may be need to look at a modest irrigation package which can be included as a part of recovery in the Emergency Appeal operation.

In terms of training, it is critical to involve the local leaders in the training of volunteers as this will increase ownership and support enabling continuity in volunteer activities even after the end of the operation. One of the successful activity carried out by the volunteers was the training on participatory health and hygiene education (PHHE) where the technology on the use of 'tip taps' was introduced. In future, where possible, new technologies should be affordable and appropriate to the community if uptake is to be quick.

In as much as visibility is not an end in itself, it should be appreciated that some of the activities that are carried out by the volunteers need visibility materials both for identification and impact. In future, there is need to procure adequate branded material so that volunteers can be easily identified by the community members as they go about sensitizing and creating awareness.

## Acronyms

AGRITEX	Agricultural Extension Services
ARVs	Antiretroviral drugs
CBM	Community Based Management
CHF	Swiss Francs
DA	District Administrator
DDF	District Development Fund
DREF	Disaster Relief Emergency Fund
DRR	Disaster Risk Reduction
EHT	Environmental Health Technician
EMA	Environmental Management Authority
FGDs	Focus Group Discussions
IFRC	International Federation of the Red Cross and Red Crescent Societies
KII	Key Informant Interviews
NSART	Nutritional Support for Antiretroviral Therapy clients
NFSO	National Food Security Officer
NS	National Society
PDM	Post-Distribution Monitoring
PHAST	Participatory Hygiene and Sanitation Transformation
PHHE	Participatory Health and Hygiene Education
PMER	Planning Monitoring Evaluation and Reporting
PNS	Partner National Society(ies)
SWOT	Strength Weakness Opportunities and Threats
ToT	Training of Trainers
ZRCS	Zimbabwe Red Cross Society

## Chapter 1: Introduction:

The greater part of the southern African region experienced a hyper-arid condition throughout the 2012/13 season. This condition was strongly felt in landlocked Zimbabwe and manifested itself through chronic food insecurity in most communities within the country. Limited irrigation infrastructure, coupled with limited access to inputs at household level among other factors, saw many households sink deeper into vulnerability to food insecurity. Quantitatively, this development was expected by early 2014 to see about 2.2 million people in Zimbabwe being food insecure and requiring food assistance.

In full consideration of the extent of the crisis, the Zimbabwe Red Cross Society (ZRCS) together with the International Federation for the Red Cross and Red Crescent Societies (IFRC) launched an emergency appeal in December 2013 to assist households in need in Matebeleland South Province, the driest province to the south western margins of Zimbabwe. The Emergency Appeal targeted amount was CHF 805,279, however a total of CHF 690,648 (85.8%) was received for the operation. Disaster Relief Emergency Fund (DREF) CHF 80,000 was initially allocated from the Federation's DREF to support the national society provide immediate response. Following the launch of the appeal, several updates on the emergency operation were issued:

[Operations Update No. 1](#) was issued on 26 December 2013

[Operations Update no. 2](#) was issued on 17 January 2014

[Operations Update no. 3](#) was issued on 16 April 2014

[Operations Update no. 4](#) was issued on 11 July 2014

Through a coordinated and collaborative process involving both internal and external stakeholders, the ZRCS focused their efforts in Gwanda district, where they had comparative<sup>1</sup> advantage, while other humanitarian actors looked at other districts<sup>i</sup> within the province. This saw 2,100 households (10,500 beneficiaries) in Gwanda district being supported by the Emergency Appeal.

In this regard, four wards in dire need, received urgent support in the form of food aid, rehabilitation of water points and the establishment of five community gardens in an attempt to ameliorate the adverse effects of reduced nutritional intake and improve community access to clean and safe water. Initially, the Emergency Appeal was designed to provide food vouchers to the targeted beneficiaries who would then use the vouchers to access foodstuffs at the local shopping centres. However, after a consultative meeting with the leaders and representatives of the beneficiaries, this was changed to cash distribution. After the initial cash distribution, following feedback from the beneficiaries regarding misuse of funds by some men, the operation was changed back to food distribution (a combination of both cash and food distribution used in the entire operation).

Through the appeal, ZRCS provided basic food assistance, agriculture and livelihood support, clean water and hygiene promotion. The following were the outcomes of the operation:

1. 10,500 beneficiaries (2,100 households) received food assistance for three months - this was to be done through cash transfer where the beneficiaries were to get US\$50 per month for 3 months in order to buy the needed food supplies.
2. Immediate reduction in risk of waterborne and water related diseases in targeted communities – this was to be achieved through enhanced access to safe water for household consumption and agricultural production
3. Capacity of 10,500 farmers (2,100 households) built to produce small grains and to support them in post-harvest handling of grain – this was to be done through provision of drought resistant seeds to establish community vegetable gardens and train farmers on their management.

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<sup>1</sup>Gwanda was not receiving support from any other humanitarian organisations. Also ZRCS had an office, branches and network of volunteers that it could quickly mobilise to support in implementation of the operation.

In addition to emergency food assistance as the main component of the Emergency Appeal, there was a component associated with resilience and capacity building. Support to the community aimed to address issues of livelihood enhancement through borehole rehabilitation, complemented with trainings in disaster risk reduction (DRR) to equip the affected households with skills and knowledge to better anticipate and cope with disasters. Trainings were conducted covering areas such as community based DRR, community based management (CBM), Participatory Health and Hygiene Education (PHHE), and post-harvest management to strengthen communities adaptation to climatic conditions of the Southern Region.

The following criteria were employed in identifying households which were most vulnerable<sup>ii</sup> and requiring urgent food assistance:

1. Labour constrained households<sup>2</sup>
2. Households with malnourished people
3. Child and elderly headed households
4. Households of people living with HIV, and those on ART and TB treatment
5. Households with pregnant and breast feeding women

The Gwanda branch of ZRCS in collaboration with the existing structures in the District Administrator's office and the department of Social Services ensured that the targeted beneficiaries included those with limited access to productive land and livestock in as much as the criterion was not to be limited to the above indicators but also subjected to a community defined vulnerability criteria.

During the operation, the affected households received support over a seven-month period. On the ground, and in line with the Government of Zimbabwe's guidelines on food aid distribution, the direct food support was implemented for three months until March 2014. Contextually, this is the period when households would have started consuming food from own production from the 2013/14 main agricultural season. Following the successful completion of the operation, an internal evaluation was carried out from 20-24 July 2014.

## Chapter 2: Evaluation Methodology

This chapter highlights the methods used in an endeavour to achieve the stated evaluation objectives. Purpose of the evaluation and the evaluation process are stated before sampling considerations and the evaluation challenges/limitations encountered are highlighted.

### Purpose of Evaluation

The purpose of the evaluation was to establish to what extent the emergency operation met and fulfilled the targeted outcomes and outputs as well as draw lessons for future programming with specific emphasis on the following:

1. Cash distribution feasibility in the future versus direct food distribution – applicability, community level relations, usage of cash.
2. Volunteer activities/effectiveness – the efficiency of the structure, quality of the volunteers, motivation and continuity after exit.
3. Water and Sanitation – durability after rehabilitation, community involvement and commitment to maintenance, functionality and organization of water point committees

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<sup>2</sup> Households with children, disabled people, chronically ill members and adults above the age of 60 years

4. Community Gardening – feasibility of the intervention in view of water availability challenges, is the structure effective and sustainable?
5. Appeals process – time required to initiate the process, develop the proposal and launch implementation: what needs to be revisited, what successes and challenges were encountered
6. Cash disbursement system – IFRC to ZRCS: challenges, successes and areas that can be improved

## Evaluation process

An internal review by ZRCS focusing primarily on outcome 1 (10,500 beneficiaries [2,100 households] receive food assistance for three months) was carried out from 16 to 20 June 2014. A subsequent field visit was conducted from 20 to 22 July by an evaluation team consisting of ZRCS staff from headquarters and the Gwanda provincial office, as well as IFRC PMER staff and the IFRC Operations Manager<sup>iii</sup>. The team conducted key informant interviews (KII) with relevant stakeholders and focus group discussions with beneficiaries and volunteers to assess the entire operation. There were visits made to two community garden sites and also to a rehabilitated water point. The tools used for this evaluation are attached at the end of the report. The findings from this evaluation visit and the internal review in June informed the lessons learned workshop on the Gwanda Food Security Operation that was held at the ZRCS National Training Centre on 24 July 2014.

## Sampling Considerations

Participants for FGDs for this evaluation focused on a single ward out of the four wards targeted by the operation. Selection of the specific ward, Mzimuni, was based on the fact that the initial stakeholder consultation had been conducted in this ward and it was imperative that this ward be the focus for in-depth evaluation centring on the cash distribution component of the appeal. Furthermore, the internal review conducted by ZRCS in June covered all four wards in which the operation was implemented and as such, feedback from beneficiaries and volunteers in other wards had already been gathered. Participants for the FGDs were selected from participating villages evenly spread across the geographic space.

In addition to the FGDs, KII were held with relevant stakeholders in the district. These included representatives from the Rural District Council, District Social Services, District Development Fund Water Division, Department of Agriculture, and Stanmore Rural Health Clinic (Ministry of Health), as well as the District Councillor of Ward 4.

The evaluation mainly employed phenomenological approach, where qualitative research is grounded. This approach places emphasis on people's perceptions, meanings, attitudes and beliefs (dimensions) that are descriptive and requiring no scaling. This approach was chosen for its outright contextualised advantage through the in-depth emphasis and it comes with a humanistic orientation that places beneficiaries at the centre of all processes since they are considered the custodians of knowledge despite their needy situation. Additionally it provided the evaluation team the opportunity to see things through the eyes of beneficiaries and stakeholders and understand the operation in the way the people involved understood it. Rather than the logic of verification, this approach employed the logic of discovery, which aims to develop an understanding of rural development discourses grounded in concrete human realities and hence relevant to the lessons learnt concept.

The lessons learnt workshop looked at what worked well, what did not work well and what to be done differently in future operations. A SWOT analysis was done looking at the following aspects of the operation:

1. Project (operation) management
2. Communication, beneficiary and stakeholder involvement in the implementation of the emergency operation
3. Budget and procurement

4. Activity processes including food distribution, water and sanitation, community gardening and trainings

## Limitations

The following were the challenges encountered during the evaluation:

1. There was a language barrier between the evaluation team and the beneficiaries. To overcome this, focus group discussions were conducted through a translator, however, there is a risk that some of the views of the beneficiaries could have been lost in the process of translation.
2. The limited time for the field visit, one day, did not allow for adequate interaction between the evaluation team and the beneficiaries and implementing ZRCS staff and volunteers at the branch level. To address this, the evaluation team was split into two teams so as to speak to as many stakeholders as possible within the given time.
3. The lessons learnt workshop was not held in Gwanda but in Harare, this therefore limited the number of participants from Gwanda who were involved in the implementation of the operation.
4. All Provincial Programme Managers of ZRCS had been invited to the workshop, and consequently most participants present had not been involved in the implementation of the operation. Although it is relevant for the lessons learned from this operation to be shared with all relevant staff, the analysis of key findings during the evaluation was slowed down due to the unfamiliarity of participants with the intervention.

## Chapter 3: Findings

The findings will be discussed under the various planned outcomes for this operation.

### General observations

The evaluation team found that, in general terms, both the beneficiaries and the stakeholders were happy with the operation as the food reached the beneficiaries at the time that it was needed most as there was no other means of survival. Both the beneficiaries and the stakeholders were well aware of the operation and talked with much ease about it showing that there was good information flow on the operation. There was evidence of consultation on the operation especially in terms of identification of beneficiaries and there was feedback mechanism from the beneficiaries to ZRCS. ZRCS during the implementation of the operation worked closely with government and other stakeholders in the following aspects of the operation:

- Selection of wards targeted
- Beneficiary selection process
- Selection of boreholes for rehabilitation (DDF)
- Ministry of Social Services monitored all the distributions
- Trainings conducted were facilitated by staff from government line-ministries

The team also found that communication and cooperation between ZRCS and its stakeholders was handled adequately. During the Key Informant Interviews, stakeholders confirmed that they had been involved in the planning and implementation of the operation, particularly through the District Water and Sanitation Coordination Committee, of which ZRCS is a member. However, the involvement of local governance in ZRCS activities was confined to sensitisation. It was noted that the involvement of the local leadership in trainings and other activities would have greatly enhanced community buy-in and support to the volunteers for continuity of the cascading down of the information to community members.

## Cash/food distribution

### Outcome 1: 10,500 beneficiaries (2,100 households) receive food assistance for three months.

*Output: Improved food consumption for food insecure households and improved capacity of beneficiaries*

#### Findings under this outcome:

Following the inception meeting with the stakeholders on 27 December 2013, four wards in northern Gwanda - Datata, Nkashu, Mzimuni and Shakhe were identified for ZRCS interventions. Beneficiary selection and registration went on in collaboration with the Ministry of Social Welfare, Drought Relief Committee and District Development Fund with input from communities (leaders) in defining vulnerabilities and verification of beneficiaries. Coordination with government line ministries and other organizations in the field ensured that there was no duplication of activities under this operation.



Participants during the evaluation, women-only FGD. Photo: IFRC

Soon after the launch of the Emergency Appeal, the National Society decided that cash transfers would be more feasible than food distribution, as it would be faster in delivering the assistance to the affected communities. A market assessment was conducted in the targeted wards, which found that local shops were well stocked with the basic food commodities. The cash amounting to USD\$ 50 was distributed per household. Preliminary market monitoring in Gwanda showed that this amount could afford a food package recommended under the SPHERE standards (50 kg of cereal, 10 kg of pulses and 4 litres of oil) in the depots in Gwanda. However, the prevailing situation on the

ground was different. Soon after the first distribution, feedback received from the communities highlighting the shortcomings of vouchers and cash transfers in the context of Gwanda. There were concerns that the cash transfer modality had far reaching negative social consequences at the household level.

Following the first cash distribution (at the end of January), there were reports of women being beaten to hand over the money to husbands and male heads of households utilizing the cash to purchase alcohol at the expense of their families. With vendors of alcoholic beverages patronising some of the distribution points, some of the cash distributed did not end up supporting the vulnerable households. The same sentiments were echoed during the FGDs at Mzimuni where incidences of misuse of cash meant for food were mentioned.

Consequently, through intensive discussions with various stakeholders and beneficiaries at both community and provincial level, a decision was made to revert to the distribution of \$50 food vouchers, which could be exchanged on-site for food. Relevant stakeholders advised that their preference was in the modality of food distribution (vouchers), rather than cash distribution, as it cannot easily be abused and it ensures that beneficiaries will have increased access to the needed food. Furthermore, one stakeholder stated that the food was shared amongst members of the community which increased the food security of the entire community, not only of beneficiaries selected for the distributions.

The Emergency Appeal was successful in meeting its objective of providing food for the vulnerable households in Gwanda. In the focus group discussions, one respondent pointed out that people on antiretroviral drugs (ARVs) did not have food and because of the medication they were on, it was vital for them to have adequate food and support from ZRCS operation was timely, enabling them to continue with their medication without adverse effects on their health. Another beneficiary, a widow who lives alone and had no external support of family, said that the provision of food through the Appeal enabled her to survive the difficult months when there was no food.

Key stakeholders confirmed during the interviews that beneficiaries were greatly helped in their access to food for the duration of the cash/ food distribution. However, there was concern around the long-term impact of the distributions. Now that the operation had ended, the achieved results around increased food security and improved nutrition amongst beneficiaries could drop back to initial low levels without a continuation of the project. One interviewee suggested incorporating food distribution in food for work projects<sup>3</sup> in the future, to ensure increased long-term impact of the intervention. Activities suggested for such projects include rehabilitating leaking dams, additional boreholes or deep wells and roads, as well as repairing school fences. Another recommendation was to increase the number of distribution points to prevent beneficiaries from having to travel far to the distribution centres and being at risk of losing rations should they be mugged (especially the elderly and the orphans).

A concern expressed by beneficiaries during the evaluation was that the distributions were late for some people. This was due to the fact that two distributions were being done per day, one from 10am -2 pm and one from 3 or 4 pm – 6/7 pm. This is something to consider for future operations as it meant that some beneficiaries had a considerable distance to travel in the dark to get home after the distributions were completed.

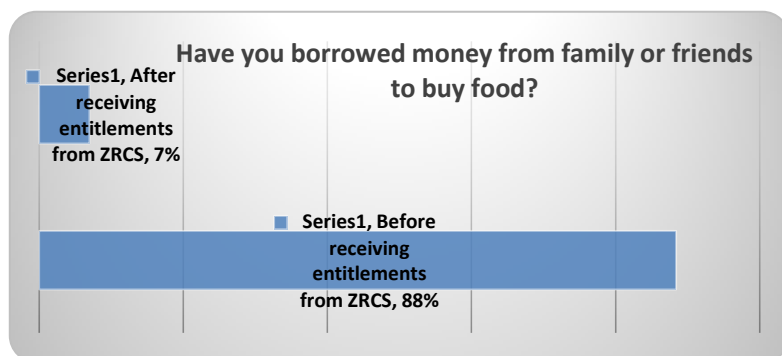
### Quality, relevance and accountability:

Throughout the FGDs and key informant interviews (KII), it emerged that the most urgent need of the households was emergency food assistance following a season of poor rainfall and bad harvests. As a result, food assistance was considered to be the most appropriate than cash as cash was vulnerable to abuse. The discussions done with all stakeholders indicated that the change in modality to food made the intervention more relevant. By and large, the respondents indicated that the intervention was very relevant as there was a need that was appropriately addressed through the distributions.

### Effectiveness and efficiency of management:

General observations around the effectiveness and efficiency of the management of the operation were that IFRC processes for launching Emergency Appeals are quite lengthy with several layers of consultation taking place hence take time to complete. Without the release of the DREF funds, the operation start up would have been even slower. Therefore, there is need that these processes be reviewed by IFRC. Furthermore, timeliness and planning of such an intervention is critical due to the nature of the emergency. To counteract the long time needed for Emergency Appeals to be launched, ZRCS needs to plan earlier to get the required information for drafting Appeals as they wait for the declaration of disaster from the government such that once the disaster has been declared, little time is spent in planning and drafting documents.

Effectiveness of the cash transfer component was noted through the post distribution monitoring (PDM)



survey which highlighted key changes in such practices as borrowing money to buy food from family and friends or from money lenders. In the January 2014 PDM report, 88% indicated that they had borrowed money from friends and family in order to buy food in the month before receiving entitlements from the ZRCS. However in the month after receiving

<sup>3</sup> ZRCS advised that the policy of the Government of Zimbabwe is that food for work projects cannot be implemented from the onset of the rain season until the harvesting of the first crops, to not distract the communities' focus off growing their crops.

entitlements from the ZRCS, the February PDM shows that the number of respondents who reported having borrowed money from family and friends to buy food had declined to about 7% from 88%.

When the appeal started, there were other actors who were assisting a few households with food under the countrywide Nutritional Support for Antiretroviral Therapy (NSART) programme. Indications were that within the district when the selection process was being done, care was taken to consider those who were benefitting from the NSART programme (which was ongoing) were not double dipping under ZRCS. The councillors and the village heads were involved in ensuring that this did not take place. Beneficiaries were identified by the village heads and the communities based on the agreed vulnerability criteria. Most people benefitted and those who were initially left out on the basis that they were receiving support from the NSART programme, had become frustrated when the programme ended, were later on included in the ZRCS beneficiary list.



**Water point in Mzimuni being rehabilitated. Borehole has not been working for the last 2 years and people were collecting water from a river 3 km away**

## Challenges

- Due to funding constraints, not all vulnerable households were included in the operation. Some of these vulnerable households had been targeted by Catholic Relief Services (CRS) but when funding was inadequate, CRS pulled out leaving them without the much needed food assistance.
- Cash versus food distribution – During identification of vulnerable households, registration was done using the names of the men who are the heads of households (except in widow and child-headed households). At distribution point when cash was being given, some men took the money and purchased alcohol instead of food. When the wives asked for money to buy food, some of them were beaten, which led to clashes in the families. Furthermore, in the FGDs carried out with the beneficiaries, there were reported cases of misuse of money where some families instead of buying necessities like mealie-meal bought stuff like bread which took a lot of money and had less value in terms of adequately satisfying the household food needs.

## Water and Sanitation

### Outcome 2: Immediate reduction in risk of waterborne and water related diseases in targeted communities

*Output 1: Access to safe drinking water for human and livestock.*

*Output 2: Hygiene promotion (including key health messages) activities are carried out to target population.*



**Functioning rehabilitated borehole with soak pit. Photo: IFRC**

Under the water and sanitation component of the Appeal, the ZRCS targeted the repair of 21 dysfunctional boreholes and wells across the four wards. The District Development Fund (DDF) department was engaged throughout the whole process of rehabilita-

tion of water points. Before the actual rehabilitation work was initiated, Water Point Committees (WPCs) were established or reactivated for each borehole. Capacity of committee members was built through workshops where each water point seconded five members to participate in the trainings. These workshops were facilitated by staff members from the (DDF), the Ministry of Health and the ZRCS Gwanda branch and included introduction to the Red Cross, how to do community mapping, responsibilities of the WPCs, borehole parts and their functioning including practical borehole site maintenance.

In terms of management of the water points, the chairperson of the WPCs convened meetings to deliberate issues with all members. Each rehabilitated water point had a constitution that governed the operation of these committees and the obligation of members. There was collection of \$1 per month to maintain the boreholes. At some water points, this money was to be collected when there was need for repairs following an alert from the pump minder. Any resulting balance was kept by the WPCs for use in future repairs. Another role of the WPCs was to ensure that the water point was fenced and kept clean. 21 boreholes were rehabilitated with one borehole being substituted since the originally identified borehole turned out to be irreparable as the pipes were bent and could not be 'fished' out. KIIs indicated that the DDF technical staff from the district assessed works done on the boreholes in one ward and expressed satisfaction with the workmanship and the activities completed.

Hygiene promotion activities started with a PHHE training workshop where 59 ZRCS local volunteers representing all four wards participated. The workshop was facilitated by Environmental Health Technicians (EHTs) from the Ministry of Health, assisted by Livelihood Officer from the ZRCS Gwanda branch. Volunteers were given the PHHE training manual approved by the Zimbabwe Ministry of Health, and following the training, each volunteer, with the support of the branch office, was responsible for carrying out hygiene promoting activities within the local communities.

Focus group discussions and key informant interviews indicated that household visits were done by the volunteers where they were encouraging the construction of simple hand washing facilities for the households and at schools. The installation and use of these so-called 'tip taps' are a tangible result of the training observed by stakeholders and it is clear that communities now understand the importance of personal hygiene. However, it was observed that a refresher course should be conducted around six months after the initial training to ensure all concepts are understood by the volunteers and peer education is continued. An additional observation was the need to include community leaders in future training sessions in order for them to support the volunteers in cascading the training down to the communities.

In the FGDs conducted with the volunteers, the training on PHHE was highly rated especially since they all understood what it was all about and even had tools for use in discussion and training with the community. The technology for hand washing, 'tip taps', was quickly adopted by the community as it was simple and affordable to the majority.

During the key informant interviews, the evaluation team was informed that the current coverage of boreholes was around 70% while sanitation coverage was at 80% of the population. Stakeholders confirmed that the community based management approach around WPCs has increased community ownership of the rehabilitated boreholes. Furthermore, with the spare parts distributed for the boreholes after the rehabilitation, only minor breakdowns that can be repaired by the WPCs and the communities themselves are expected in the next five years.

### **Quality, relevance and accountability:**

Water availability is one of the biggest challenges in the district with some boreholes going as deep as 120m. As the DDF coordinator for Gwanda district pointed out, this project contributed to improved water access in the communities and showed a magnificent change in the water situation. Relevance of the intervention was noted through the overwhelming participation by communities in the Watsan activities. At the same time key informants indicated that the people needed water for primary use.

For Stanmore Primary School, the rehabilitation of boreholes was timely as the school was facing closure due to lack of water. Their borehole was damaged and had not been repaired for years. Through the Emergency Appeal, the children could continue learning as they received a lifeline through borehole rehabilitation. In line with this, the school wrote a letter of appreciation to Zimbabwe Red Cross about the rehabilitation of the water points.

On the hygiene aspect, the Environmental Health Technician (EHT) at Mzimuni indicated that the instances of disease outbreaks in the district have reduced. The same sentiments were echoed by councillors and health centre staff who reported that they appreciated the program and hoped it will be extended. The EHT indicated that health statistics show that disease outbreaks have gone down in the four wards but that the Ministry of Health would be better able to confirm the numbers.

### Effectiveness and efficiency of management:

The intervention was managed in a collaborative way as the DDF coordinator indicated that they agreed on the areas of operation prior to rehabilitation and all stakeholders were involved in the planning, including the WatSan village sub-committees, the District Water and Sanitation Coordination Committee (DWSCC) (of which Red Cross is a member), and the water point management committees. Additionally, the ZRCS approached DDF and worked closely with the department in identification and targeting of water points and certifying spares to ensure they were of good standard.

The PHHE training was reported as one of the most successful WatSan component of the operation as most participants reported behavioural change and they have started using pot racks and tip-taps, among other practises.

In addition to community mobilisation and promoting health and hygiene education, the volunteers were involved in assembling materials for rehabilitation of boreholes.

### Challenges:

- a) As much as access to clean water for the community was enhanced, there was still a challenge for the animals to access water and in some cases, herdsmen had to walk long distances to water the animals at the nearest dam.
- b) Although the responsible authorities report that the coverage<sup>4</sup> of boreholes is at 70%, there are some cases in Muzimuni where the community members had to walk long distances to the rehabilitated boreholes in search of clean drinking water. In these cases, alternative water harvesting/distribution technologies could be promoted. This observation was also made by volunteers during their FGD who noted that the coverage was still low and proposed that alternative water harvesting technologies could be promoted alongside rehabilitation of boreholes.
- c) The technical key informants (EHT) reported that the training timeframe was too short and that the volunteers needed refresher training to keep delivering the peer education.
- d) The hygiene awareness training could have been conducted earlier in the operation in order to achieve more results by the end of the appeal period.

### Community Gardening

**Outcome 3: Capacity of 10,500 farmers (2,100 households) to produce small grains and to support them in post-harvest handling of grain built**

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<sup>4</sup> Coverage figure concentrate on the number of boreholes that were erected and not necessarily those households that have access to functional boreholes.

*Output 1: Increased crop production knowledge and improved knowledge in small grain production and post-harvesting of grain*

The gardening and nutritional support component of the operation included the establishment of five community gardens. The sites for the gardens were identified with the involvement of local headmen and local Department of Agriculture (AGRITEX) technicians. Following recommendations from AGRITEX, the following seeds were procured: onion, tomato, carrot, rape, peas, spinach and cabbage. The actual pegging of the sites took place at the end of April and in early May, following final approval of the sites by the district authorities and the Environmental Management Authority (EMA). The gardens are being managed by community garden committees. By the end of June, seeds had been distributed to all the gardens, however, seed bed preparation and nursery planting was still underway during the time of the evaluation.



One of the nurseries at the established community gardens. Photo: IFRC

Table 1: Distribution of community gardens

Ward	Name	No. of members
1 - Matshetsheni (Nkashe)	Hulube Dam	44 households
2 - Datata	Silikwe Dam	28 households
3 - Mzimuni	Mhlangeni	42 households
4 - Mzimuni	Makholokotho	35 households
5 - Stanmore	Ngonhama Dam	25 households

### Quality, relevance and accountability:

Participants in the men's FGD indicated that nutritional gardening had become a major livelihood activity within the Gwanda communities as some were using household owned gardens to grow vegetables that complemented their dietary requirements at household level in as much as they provide an opportunity to get income from their sale in the nearby Gwanda town. In terms of beneficiaries needs prior to the project, all the participants were in agreement on their need for nutritional gardens. During the focus groups, the women mentioned that they also assisted in developing gardening proposals as a solution to ensure that the vulnerable people were taken on board. In this regard, the establishment of the nutritional gardens by Red Cross was a welcomed development. However, the community gardens are very small and the number of beneficiaries is too high. Interviews with ZRCS branch staff confirmed that the garden activities should have been started at an earlier stage, possibly at the same time as the food distributions. It was suggested that some of the budget for distributions would be utilized in future operations on irrigation schemes for the gardens to ensure sustainability.



An established community garden with nursery for vegetables. Photo: IFRC

### Effectiveness and efficiency of management:

The effectiveness of the gardening component was questioned throughout on the basis of scale. Most participants at FGDs showed a lot of concerns over the scale of the intervention as only a few households were able to get space in the gardens.

## Challenges:

- a) The seeds for the gardens were distributed very late in the operation and as such, results could not be measured. However, it is hoped that the crops in the gardens will grow significantly in the next few months and communities will be able to consume vegetable produce from the gardens.
- b) There is also a challenge on how follow-up on the gardens to enhance their performance after the end of the Appeal will be done. As much as the AGRITEX officers will be on the ground, there will be need to facilitate them so that they can access the farmers.
- c) Access to water for the gardens: some gardens are 50-200 meters away from the water source and a solution needs to be found to ensure that communities continue to use and water the gardens.
- d) Coverage was low as only 174 households out of the vulnerable 2,100 households belonged to a community garden. In the FGD held with the women, only one out of the 12 members present belonged to a community garden.
- e) Training for lead farmers was done with the idea that they could support the community gardens but as they were not members of these community gardens, there was a challenge on how they would be motivated to cascade the training especially in areas where the beneficiaries would not have access to AGRITEX staff.

## Volunteer activities/effectiveness

51 local branch volunteers from the four target wards participated in a three-day disaster risk reduction (DRR) workshop hosted by Zimbabwe Red Cross Society (ZRCS). The workshop was a Trainer of Trainers (ToT) event, enabling the volunteers to work with the planned targeted farmers (total 105) on a continuous basis. Volunteers assisted in the establishment of five community gardens, with the involvement of local headmen, beneficiaries and other community-level stakeholders.

In the four wards, 38 volunteers received training on exit survey and post-distribution monitoring (PDM) before the distribution exercise. Thus, the volunteers were actively administering exit survey tools at the distribution sites and would conduct follow-ups in households after three weeks of each distribution.

Stakeholders advised during the evaluation that the training of volunteers had considerable impact in improving hygiene awareness and agricultural knowledge amongst the communities. However, the suggestion was made to conduct a refresher course six months after the initial training, to ensure all concepts are understood by the volunteers and peer education is continued. Volunteers were also instrumental in beneficiary mobilisation before the distributions, during and after the distributions conducted surveys used in report writing. The Environmental Health Technician also highlighted that some households had put hand washing facilities at households which points to volunteer cascading ties. 1,238 households were also reached with hygiene education, constituting 3,570 people

## Challenges

- a) DRR was a new topic and for most volunteers and the concept was difficult to grasp, especially since most of the terminologies used were new to them. There is need for a simplified DRR training module for ease of understanding which would also make it better for the volunteers to promote in their communities.
- b) With regard to the selection of volunteers, it became clear that volunteers need to have a considerable level of English in order to understand and administer the tools as they need to be translated into local language.
- c) The volunteers reported in their FGD that they faced challenges in reporting their activities for each month as they have no agreed reporting format at the village level.
- d) The distance travelled to reach community members were long and some volunteers were not able to reach their assigned villages within a month and provide a report in the same month.

They recommended that the ZRCS should in future look to ways of enhancing volunteer mobility, e.g. giving bicycles to facilitate their mobility.

- e) The volunteers were equipped with ZRCS branded material although not all of them received these items. In future, there is need to procure adequate branded material so that volunteers can be easily identified by the community members as they go about sensitising and creating awareness.

## Sustainability

The issue of sustainability in all the project components represented an area of contention even amongst the evaluation team, with some expressing optimism while others were pessimistic about the continuity of the intervention.

As many key findings during the evaluation focused on how to ensure sustainability of interventions of an emergency operation, it was suggested that a mechanism should be designed to utilize a percentage of the Appeal budget for sustainability. That way, staff would still be able to give technical support to the community gardens for a few months.

The National Society has developed a proposal for a disaster risk reduction project that can build on the emergency appeal by investing in the capacity of communities to ensure food sustainability. The project would also support the community gardens with additional farming inputs, as well as providing a solution to the challenges around irrigation.

## Watsan

The continued functionality of boreholes was one issue that most key informants expressed optimism in. Their reasoning was that the trained water point committees (WPC) would ensure community level repairs. Additionally, the WPCs are collecting funds to pay the pump minders which is a sign of sustainability. Capacity building was done through CBM training to ensure sustainability of the intervention as the communities will look after water points at the same time be able to carry out repairs on the boreholes with the help of pump minders who are based locally.

The new spares that were distributed for the water points were expected to last up to five years therefore, only minor breakdowns are expected before then. This would give the target communities time to mobilise resources.

The FGDs expressed confidence that the WPCs can manage minor repairs but would have challenges when major repairs would be needed due to the huge expenses involved. They also expressed confidence in their treasurers who they said were trusted people and also there was a safeguard where the money collected was put in a safe and there are two sets of keys to the safe kept by different people such that one person could not open the safe on their own without the other person being there.

## Gardening

When asked about the sustainability of the gardens beyond the operation time frame, the respondents indicated that previously, vegetable growing was not popular but now with information on nutrition and the need for people living with HIV/AIDS to have balanced diets, many have begun to see vegetable growing as an important activity that all should engage in. Also with knowledge of the need for better nutrition, many people are incorporating vegetables in their diets.

Some hope for the continuity of these gardens came from the fact that traditional leadership is also part and parcel of the initiative. The role of the community leaders in these gardens is to provide oversight in the formation/mobilisation of members to form the groups, certify the constitutions of these groups and resolve conflicts when they arose.

From the members, a committee was formed to be in charge of the daily management of the gardens, develop a constitution governing the operation of the gardens and also collect any funds that may be needed to effectively manage the garden operations including hiring of labour for the construction of the latrines at the garden site. These could be taken to be pointers towards ownership and sustainability. The women's group indicated that vegetable gardening is not a new concept to them, they have their own small individual gardens, and thus they are able to manage the community gardens ensuring that fences are repaired from time to time because it is their livelihood which would be at stake.

A point of concern was that the participants indicated that sustainability of the garden is compromised around October, November and December when the garden activities are suspended as they have to work in the crop fields.

Furthermore, interviews with staff and stakeholders showed that community members using the gardens should be trained, not only the lead farmers. The concern is that the lead farmers are based a distance from the community gardens and may not continue with their support to the community gardens now that the operation had ended.

The sources of water are located some distance from the gardens, approximately 100 metres to 200 metres. This might cause difficulties, particular for elderly members of the community gardens, in carrying buckets of water to the gardens. This might affect the sustainability of the gardens. The provision of mechanisms bringing water closer to the gardens, including simple irrigation schemes, would enhance continuity of the gardens.

## Chapter 4: Conclusions and Lessons Learnt

### Conclusions

In brief, the appeal presented an opportunity for the NS and its stakeholders to absorb new ideas through participatory and action learning. The conclusions drawn by the evaluation team were:

1. Through the Emergency Appeal, vulnerable households that were food insecure got the much needed food assistance when there was no other means of survival available for them. There is a general consensus among the various stakeholders that the operation was a good project enabling ZRCS to provide humanitarian assistance to the people of Gwanda in general, and wards 1 to 4, in particular.
2. The issue of cash transfer to alleviate food insecurity was not a preferred way of ensuring food availability for the communities in Gwanda
3. The distribution of the food started much later after households had endured for long. For instance, in Gwanda South drought starts from as early as September of each year.
4. Coordination with the key stakeholders was good as most of them were aware of the interventions.
5. Most of the members of the community gardens are sick, elderly or children which translates into labour supply handicaps when it comes to watering the community gardens using the current traditional bucket irrigation system.
6. The rehabilitation of the 21 boreholes enhanced access to safe drinking water for the community. There will be relatively low maintenance in the next five years though the challenge would be major repairs expected after the five years elapse, expenses that may not be easily borne by the communities.
7. Volunteer training should be simplified and hand-outs given to facilitate the cascading of the training to the communities.
8. There was inadequate follow-up on the training for the volunteers as the issue of not understanding of the DRR training was only captured during the evaluation and not to earlier to enable a re-training.

## Lessons learnt

The following were the lessons learnt:

1. As much as volunteer trainings were done, there is need to schedule them earlier on in the operation so that adequate time is given for them to train the communities and eventually have time towards the end of the operation for evaluation for refresher training of the volunteers should that be necessary.
2. There is also need to have deliberate follow ups on volunteers to determine the efficiency of training and ensure the right messages are being passed on.
3. The involvement of local leadership in ZRCS activities is paramount. As this was minimal and confined to sensitisation, it was noted that the involvement of the local leadership in actual trainings as participants and other NS activities would have greatly enhanced community buy-in and support to the volunteers for continuity.
4. The sustainability of appeals in terms of the timeframe is a concern, thus the implementing teams need to take cognisance of time when developing activities for emergency operations and possibly linking to long term development where possible.
5. There is need for proper timing of activities and review of schedule done once funds have been received e.g. siting of community gardens and procurement of the seeds for the gardens could have been done much earlier so that the gardens would have been functional by the end of the emergency operation.
6. Due to the short duration of emergency operations, the NS needs to have a long-term plan in place that can build on the emergency programs to enhance resilience and continuation of activities.

## Chapter 5: Recommendations

Based on the findings of the evaluation, the following are the recommendations made by the evaluation team:

1. The NS needs to have a strategy through which it will build on emergency operations. Due to the short duration of the operations, there is need to link with more long-term plans in order to build community resilience and reduce vulnerability to food insecurity or whatever the disaster may be.
2. As the process of developing and approving appeals is long, it is recommended that the NS start preparation early enough at the onset of the disaster to get the available information in preparation for the launch of an Emergency Appeal once a national disaster has been declared by the government. This will save on time needed for approval and process of launching the Appeal.
3. As translation of monitoring tools from English may pose challenges in the field, it is recommended that for future monitoring of appeals it could add more value to reporting if the tools are translated and written in the local language.
4. In the establishment of community gardens, consideration should be made for how watering of the gardens will be done and where possible introduce technologies that may be less labour intensive and give economical use of the scarce water resource e.g. drip irrigation. In future may need to look at a modest irrigation package which can be included as a part of recovery activities in the Appeal.
5. In future, when trainings are to be conducted, there is need to simplify the training based on the level of the volunteers being trained. This will make it easier for concepts to be understood. Also there is need to provide hand-outs and other material that will make it easy for the trained volunteers to cascade the training to other community members.
6. The involvement of local leadership in trainings remains critical. In future it is recommended that such trainings as DRR and PHHE involve the community leaders as participants, so that they can support the volunteers for continuity.
7. It was noted that communities quickly adopt simple and affordable technologies as the 'tip taps'. The recommendation emanating from this observation is that new technologies, where possible, should be affordable and appropriate to the community if uptake of the technology is to be quick.

Training on PHHE was highly rated because all volunteer had a good understanding of the concepts and even had tools for use in discussion and training with the community.

8. Volunteer mobility is one area that is of paramount importance. Due to distance travelled by volunteers to reach community members are long, it is recommended that operations like this, in future, can look at ways of enhancing volunteer mobility e.g. provision of bicycles.
9. The volunteers were equipped with ZRCS branded material, although not all of them received these items. In future, there is need to procure adequate branded material so that volunteers can be easily identified by the community members as they go about sensitizing and creating awareness.

## Annex I – Terms of Reference

### Terms of Reference

MDRZW008 Emergency Appeal: Zimbabwe Food Security Evaluation

<b>Type of Activity</b>	Project Review and Lessons Learnt Workshop
<b>Expected review methodologies</b>	Desk Reviews, Focus Group Discussion and Key informant interviews and observations
<b>Number of evaluators</b>	7 Evaluators
<b>Expected start/end dates, number of work days</b>	(5 working days)
<b>Budget</b>	IFRC and Zimbabwe Red Cross Society

#### 1. Description of project to be reviewed

##### 1.1. Background

Following a food insecurity emergency that saw 2.2 million people in Zimbabwe requiring food assistance the IFRC supported the ZRCS in launching an emergency appeal to assist 2,100 households in Gwanda district. The targeted amount was CHF 805,279, however a total of CHF 648,840 was received from various PNSs. The following are the component which the operation addressed:

1. Cash distribution to 2,100 households for 3 months
2. Rehabilitation of 21 water points
3. Resuscitation and training of water point committees in Community Based Management of water points (CBM)
4. Training of volunteers in PHHE, DRR and Nutrition gardening
5. Establishment of 5 community gardens and distribution of vegetable seed packs to 2100 beneficiaries

The operation comes to an end on the 11th of July 2014 (with a possible extension until 31st July) as such ZRCS and the IFRC seeks to conduct a lessons learnt workshop focusing on the following

##### 1.2. Activities and interventions

The following activities were implemented under the operation:

- Cash Transfer – for household food procurement
- Rehabilitation of 21 water points (initial appeal had 35)
- Establishment of 5 community gardens
- Distribution of vegetable seed packs to 2,100 households
- Volunteer trainings in DRR, Gardening and Participatory Health and Hygiene Education (PHHE)
- Resuscitating/Reviving of Water Point Committees who then received trainings in Community Based Management of Water Points (CBM)
- Volunteers conducted monitoring by conducting exit surveys at distribution points as well as post distribution monitoring at household level

The project was a short term project aimed at responding to the food insecurity affecting the 2013/14 consumption period.

The project was aimed at addressing the immediate food needs for food insecure households at the same time strengthening communities' capacity to cope and respond to future disasters through trainings, seeds support, community gardens and borehole rehabilitation.

The project outcomes were:

**Outcome 1: 10,500 beneficiaries receive cash transfers for food assistance for three months**

**Outputs:** Improved food consumption for food insecure households and improved capacity by beneficiaries

**Outcome 2: Immediate reduction in risk of waterborne and water related diseases in targeted communities**

**Outputs: 2.1:** Access to safe drinking water for human and livestock

**Outputs: 2.2:** Hygiene promotion activities carried out to target population

**Outcome 3: To Build Capacity of 2,100 farmers to produce small grains and to support them in post-harvest handling of grain**

**Output: 3.1:** Increased crop production knowledge and improved knowledge in small grain production and post-harvest of grain

**Output: 3.2:** Establishment of 5 community gardens supported with fencing materials

### 1.3. Scope and reach of project

The project covered 4 wards in the northern part of Gwanda district which were identified through a consultative process. The wards were recommended based on the need as well as no coverage by other humanitarian actors implementing similar interventions.

### 1.4. Project management

The National Society was responsible for the implementation of the project including beneficiary selection, distribution as well as facilitation of trainings in collaboration with government line ministries. The national society also had responsibility for reporting on the progress of the activities implemented. Volunteers were recruited and trained in PHHE, DRR as well as administering of monitoring instruments that were used to capture progress and impact of the interventions. Volunteers were expected to cascade training information to beneficiaries.

The Provincial Field Officer also played a major role on a day to day basis and is a link between the project and the other levels of the NS. The coordination with district level authorities is vested in this office and provides periodic plans and reports.

The IFRC, through their Operations Manager based in Harare oversee project implementation and provide technical expertise for the project.

The teams on a regular basis met to review progress, status on funds utilization, response to the appeal as well as conducting field visits in Gwanda district.

## 2. Project Review Overview

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### 2.1. Purpose of Review

The review is aimed at looking at the project to establish how far the project met and fulfilled the targeted outcomes and outputs as well as draw lessons for future programming.

### 2.2. Objectives of Review

The review will assess:

#### Focus Areas

The lessons learnt is aimed at reviewing, the various interventions, looking at what worked well, what did not, challenges experienced per outcome and what needs to be changed in the event of future operations. The specific areas that the workshop will focus on are as follows:

1. **Cash distribution** feasibility in the future (applicability, community level relations, usage of cash) vs direct food distribution
2. **Volunteer activities/effectiveness** – do they cascade, is the structure efficient, quality of volunteers, motivation, continuity after exit
3. **Water and Sanitation** – durability after rehabilitation, community involvement and commitment to maintenance, functionality and organization of water point committees
4. **Community Gardening** – feasibility of the intervention in view of water availability challenges, is the structure effective and sustainable
5. **Appeals process** – time taken to initiate the process, develop proposal and launch - what needs to be revisited, what works well and what doesn't
6. **Cash disbursement system** – IFRC to ZRCS challenges and areas that can be improved

The lessons learnt workshop will address:

- **The Project in General:** What worked well, what did not, what challenges were encountered as well as what can be done differently in the future
- Communication
- The budget and procurements
- Beneficiary and stakeholder involvement in the implementation of the project
- To identify challenges, successes and lessons learnt in the implementation of the operation

### 2.3. Main audience of Review

The findings of the review will be distributed to all the relevant stakeholders.

### 2.4. Coverage of Review

The review will sample 1 ward for field visits. Focus Group Discussions will be conducted with volunteers and beneficiaries whilst key informant interviews will be done with District Development Fund (DDF), Environmental Health Technician (EHT), Agricultural Extension Department (AGRITEX), and the Department of Social Services. The community leaders such as Ward councillors and traditional leaders will also be targeted.

## 3. Scope of work and Review design

### 3.1. Scope of work

NS	Team composition	Responsibilities
ZRCs	National Food Sec Officer	Team Leader, Ensures progress is as per plan, leads in the end of day planning reviews, will carry out some KII, analysis and Report writing
	PMER Officer	Technical person, leads in the development of tools, Discussions on methodology, provides technical advice on end of day planning reviews, will carry out FGDs and KII, analysis and Report writing and consolidation.
	Field Officer	Ensures all logistics on the ground are in order, makes appointments, seeks authority from D.A, Ensures there is coordination on the ground.
	Note taker	Will carry out FGDs and KII, data entry, analysis and report writing
	PPO	Ensures all logistics are in order, seeks authority from P.A and D.A, Ensures there is coordination on the ground, and supervises the Interviews.
	Evaluation Team	Design, develop, and refine data collection tools
IFRC	SARO, ZONE, Ops Mgr	Technical person, leads in the development of tools, Discussions on methodology, provides technical advice on end of day planning reviews, will carry out FGDs and KII, analysis and Report writing and consolidation.

### 3.2. Methodologies

- 3.2.1. Desk review (of progress reports, internal reviews, monitoring or mission reports)
- 3.2.2. Key informant interviews with community and local authorities
- 3.2.3. FGDs with beneficiaries and volunteers
- 3.2.4. Visits to community gardens and rehabilitated boreholes

### 3.3. Analysis

It is proposed that analysis will be done using the criteria indicated above, hence the following tool will be used.

	Successes	Challenges	Improvements
Project in General			
Communications			
Beneficiary Involvement			
Stakeholder Involvement			

Budgeting and Procurements			
<b>Activity Processes</b>			
Cash Transfers			
Borehole Rehabilitation			
Community Gardens			
Trainings			

### 3.4. Logistic and Administrative Support

The Provincial Officer will provide logistical support to ensure the all arrangement on the ground are done to ensure smooth flow of activities

### 3.5. Reporting relationship

The review team will report to the ZRCS Management.

### 3.6. Future use of data

All collected data will be the sole property of the ZRCS.

## 4. Expected activities and Deliverables

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### 4.1. Expected activities

Activities	Location	Number of days	Expected dates
1. Desk review Meeting: Review the project documents	ZRCS Office	1	20/07/14
2. Travelling to Gwanda		1	20/07/14
3. Focus group discussions and interviews with key informants.	Gwanda	1	21/07/14
4. Travelling back to Harare		1	22/07/14
5. Travel to Harare by Participants		1	23/07/14
6. Preparation for workshop	ZRCS Office	1	23/07/14
7. Workshop	NTC	1	24/07/14
8. Report Writing and Debrief	ZRCS Office	1	25/07/14

### 4.2. Deliverables

- De-brief to NS Management on initial findings
- Soft copies of the draft internal report and soft copies of the final report.
- Sharing of findings to the NS, IFRC and PNS for comments
- Incorporation of comments into the final report.

## 5. Obligations of key participants in the Review

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### 5.1. Obligations of the Review Team

- 5.1.1. Develop tools, processes and methodologies to be employed to achieve the objectives.
- 5.1.2. Undertake desk review of the relevant project documents
- 5.1.3. Design Data collection methodology

- 5.1.4. Design, develop, and refine data collection tools .
- 5.1.5. Carry out KII and FGDs
- 5.1.6. Conduct Lessons Learnt Workshop
- 5.1.7. Analysis of data and report writing

## Annex II Lessons Learnt workshop register

WESTWOOD NATIONAL TRAINING CENTRE 24 JULY 2014

	NAME SURNAME	GENDER	DESIGNATION	STATION
1	LUCKY GOTEKA	M	OD OFFICER	HQ
2	HANNE RODEN	F	Ops MANAGER	IFRC
3	THABANI KHUMALO	M	FS OFFICER	GWANDA
4	LEKE NCUBE	M	PPM	MIDLANDS
5	THEMBELIHLE VALO	F	PPM	MAT. NORTH
6	AMON CHOBA	M	PPM	MASH. WEST
7	FUNGAI MAREGEDZE	F	PPM	MASVINGO
8	PARDINGTON MUNJOMA	M	PPM	MANICALAND
9	MORRIS MACHAWIRA	M	FINANCE MANAGER	HQ
10	NORMAN TAKAWIRA	M	PPM	MASH. EAST
11	SUSAN MAREKERA	F	PROV. PROG. ASSISTANT	MANICALAND
12	COLLINS KUNDISHORA	M	PROV. ACCOUNTANT	MASH EAST
13	MUNYARADZI CHIKUKWA	M	PROV. ACCOUNTANT	MASVINGO
14	VIOLET MAGODO	F	PROV FSO	MIDLANDS
15	MAXWELL PHIRI	M	SECRETARY GENERAL	HQ
16	DC DHUMBURA	M	LEGAL ADVISOR	HQ
17	ELIAS HWENGA	M	HR/ADMIN MANAGER	HQ
18	T PHIRI	F	PA	GWANDA
19	C SIBANDA	F	PA	HQ
20	T TETENI	F	PA	MASH. CENTRAL
21	CM NYAMASOKA	F	PA	MASH WEST
22	P TORTO	F	PMER OFFICER	HQ
23	BEATRICE OKEYO	F	PMER OFFICER	IFRC –NAIROBI
24	MAARTJE HOLDORP	F	PMER OFFICER	IFRC-BOTSWANA
25	MARSHAL MUKUVARE	M	NSFL OFFICER	HQ
26	ROSINA CHIWARA	F	FIN. ASSISTANT	HQ
27	GIFT MUSINAKE	M	PMER VOLUNTEER	HQ
28	SPIWETHINA TSHUMA	F	PPM	GWANDA
29	MATHEW MHIKE	M	TRAINING OFFICER	NTC
30	BUTTER MANOTA	M	DRIVER	HQ
31	PADDINGTON MUSEKA	M	FIN. ASSISTANT	HQ
32	KARIKOGA KUTADZAU-SHE	M	Ops MANAGER ZRCS	HQ
33	NOOR PWANI	M	WATSAN DELEGATE	IFRC ZIM
34	WONDER CHIZEMA	M	VOLUNTEER	HQ
35	NABOTH MWAYERA	M	DRIVER	HQ

## Annex III FGD Participants

### FGD Register: Women

NAME	SURNAME	SEX	AGE	ID NUMBER
Banda	Taina	F	41	08-673058L08
Bhebhe	Martha	F	62	28-043773L28
Chikuni	Esnath	F	38	63-1035508k50
Dlomo	Sihle	F	36	39-026392Q39
Dube	Nobuhle	F	52	28-053257V19
Dube	Alitha	F	52	08-294278T39
Dube	Mainah	F	55	28-045076C28
Dungeni	Beauty	F	41	21-027750Z21
Makanda	Sekai	F	38	63-130715Q75
Mangoma	Davizai	F	31	21-046066H03
Maphosa	Sibongile	F	49	08-382110N39
Masina	Sizani	F	39	08-7000909F35

### FGD Register: Volunteers

NAME	SURNAME	SEX	AGE
Ngulube	Thembinkosi	F	37
Ngwenya	Ethel	F	35
Nyoni	Zondiwe	M	37
Nzimango	Dereck	M	31
Mahlangfu	Grace	F	41
Senda	Derrick	M	32
Sene	Mahlahla	M	28
Sibanda	Silonlo	F	34
Siziba	Spiwe	F	29
Tlou	Ttho	M	26

### FGD Register: Men

NAME	SURNAME	SEX	AGE	ID NUMBER
Bhebhe	Thompson	M	25	53-102637g26
Chidamba	Nkululeko	M	38	
Mupande	Thembe	M	22	
Ncube	Davidson	M	58	
Ndlovu	Admire	M	64	28-009160N28
Nyoni	Nobuhle	M	47	
Senda	Derrick	M	32	21-044105B21
Sene	Thomas	M	78	08-138982T06
Tlou	Mnxembe	M	32	
Tshabalala	Mhahko	M	45	
Tshuma	Thabani	M	58	08-142823T28

## End Notes

### <sup>i</sup> Food Insecurity in Zimbabwe and humanitarian agents by district

Province	District	Population	Households	% Food Insecure	Total People Food Insecure	Active Food Security Actors in the district
Matebeleland North	Binga	138074	31675	51.70%	71384	Save the Children
	Hwange	62649	14893	39.40%	24684	World Vision
	Nkayi	109371	21475	38.90%	42545	World Vision
	Tsholotsho	113895	24151	38.70%	44077	CNFA
Matebeleland South	Matobo	93991	20749	30.70%	28855	Christian Care
	Gwanda	112,267	26773	30.70%	35722	ZRCS Targeted
	Beitbridge	80335	18596	20.10%	16147	Care
Midlands	Zvishavane	70047	15100	51.70%	36214	Africare
	Shurugwi	77460	17134	40.20%	31139	WFP
	Mberengwa	186164	38852	34.80%	64785	No active partners
	Gweru	93128	20756	24.40%	22723	ARDA
Masvingo	Chivi	166277	36382	34.40%	57199	Care
	Masvingo	211732	47297	36.50%	77282	WFP
	Mwenezi	166263	33967	28.90%	48050	Africare and Lutheran Development Service

### <sup>ii</sup> Qualification criteria used for beneficiary selection

Beneficiary Vulnerability Criteria	1 <sup>st</sup> distribution		2 <sup>nd</sup> distribution	
	Count	Percentage	Count	Percentage
Chronically ill	355	17.6%	354	16.8%
Disabled	33	1.6%	41	2%
Vulnerable	170	8.3%	193	9.2%
Elderly	339	16.6%	401	19%
Widow	373	18.4%	377	17.9%
Child headed/ Orphans	252	12.4 %	241	11.4%
Poverty	447	22%	497	23.6%
Non-Indication	65	3.3%	1	0
<b>Total # of households</b>	<b>2,032</b>	<b>100%</b>	<b>2,106</b>	<b>100%</b>

**Table A: Statistics of the households receiving assistance during the 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> cash grants/food distributions**

1 <sup>st</sup> Distribution	Number of families	2,032	100%
	Number of beneficiaries	12,262	100%
	Number of female headed households	1,307	64.3%
	Number of male headed household	725	35.7%
2 <sup>nd</sup> Distribution	Number of families	2,106	100%
	Number of beneficiaries	12,294	100%
	Number of female headed households	1,359	64,5%
	Number of male headed household	747	35,5%
3 <sup>rd</sup> Distribution	Number of families	2100	100%
	Number of beneficiaries	12,270	100%
	Number of female headed households	1,358	64,7%
	Number of male headed household	742	35,3%

**Table B: Qualification criteria used for beneficiary qualification during the 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> cash/ food distribution**

Beneficiary Vulnerability Criteria	1 <sup>st</sup> distribution		2 <sup>nd</sup> distribution		3 <sup>rd</sup> distribution	
Chronically ill	355	17.6%	354	16.8%	356	16.9%
Disabled	33	1.6%	41	2,0%	41	2,0%
Vulnerable	170	8.3%	193	9.2%	184	8,8%
Elderly	339	16.6%	401	19%	401	19,1%
Widow	373	18.4%	377	17.9%	376	17,9%
Child headed/Orphans	252	12.4 %	241	11.4%	238	11,3%
Poverty	447	22%	497	23.6%	504	24,0%
Non Indication	65	3.3%	1	0	0	0
Total # of households	2032	100%	2106	100%	2100	100%

iii Evaluation team and their specific roles

NS	Team composition	Responsibilities
ZRCs	National Food Sec Officer	Team Leader, Ensures progress is as per plan, leads in the end of day planning reviews, will carry out some KII, analysis and Report writing
	PMER Officer	Technical person, leads in the development of tools, Discussions on methodology, provides technical advice on end of day planning reviews, will carry out FGDs and KII, analysis and Report writing and consolidation.
	Field Officer	Ensures all logistics on the ground are in order, makes appointments, seeks authority from D.A, Ensures there is coordination on the ground.
	Note taker	Will carry out FGDs and KII, data entry, analysis and report writing
	PPO	Ensures all logistics are in order, seeks authority from P.A and D.A, Ensures there is coordination on the ground, and supervises the Interviews.
	Evaluation Team	Design, develop, and refine data collection tools
IFRC	SARO, ZONE, Operations Manager	Technical person, leads in the development of tools, Discussions on methodology, provides technical advice on end of day planning reviews, will carry out FGDs and KII, analysis and Report writing and consolidation.

**Distribution of rehabilitated Boreholes by ward**

Ward no.	Ward name:	Number of boreholes	Number of beneficiary HH
1	Nkashe	6	726
2	Datata	5	193
3	Mzimuni	4	272
4	Stanmore	6	286