



# MONITORING & EVALUATION 3-MONTH INTERVAL PROJECT SURVEY

(to be completed at minimum every 3 months)

**Water Underground Staff Member Making Survey**

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**Community of Survey**

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**Date of Today's Survey**

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**Date of Last Survey**

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# PART 1

## FOR WATER UNDERGROUND STAFF ONLY

### QUESTIONS FOR WATER UNDERGROUND MONITORING & EVALUATIONS STAFF

(to be assessed by WU staff member alone)

WATER WELL ASPECTS	
Is the well functioning?	YES NO
How is the flow of water?	Normal Low Flow Very Low Flow
How is the functionality of the well?	Normal (Easy) Difficult (heavy) Very Difficult (Very heavy, too difficult to use often) Loose (too easy, something is loose)
How does the fence of garden look?	
How is the cement of the well? Does it need repair?	



**QUESTIONS FOR WATER UNDERGROUND MONITORING & EVALUATIONS STAFF**  
(to be assessed by WU staff member alone)

Any comments about first observations?

**GARDEN ASPECTS**

Is the community currently growing vegetables in the garden?

YES

NO

What stage of growing are they in?

How does the garden fence look?

Are they using the Drip Irrigation?

YES

NO

Any comments about the garden when you see it?

**SANITATION & HYGIENE ASPECTS**

Is there soap in the hand wash area?

YES

NO

Is there a bucket and jug in EVERY latrine and in the menstrual hygiene room?

YES

NO

If NO, how many buckets are missing?

\_\_\_\_\_ Buckets Missing

Is there clean water in every bucket?

YES

NO



**QUESTIONS FOR WATER UNDERGROUND MONITORING & EVALUATIONS STAFF**  
(to be assessed by WU staff member alone)

Do the buckets and jugs appear to be clean?	YES	NO
Are boys latrines clean? (Rate out of /10 ) ( 0 = very bad, 5 = okay, 10 = very good)	YES	NO
	/ 10	
Are girls latrines clean? (Rate out of /10 ) ( 0 = very bad, 5 = okay, 10 = very good)	YES	NO
	/ 10	
Are teachers latrines clean? (Rate out of /10 ) ( 0 = very bad, 5 = okay, 10 = very good)	YES	NO
	/ 10	
Is the area around water well clean and free from trash? (Rate out of /10 ) ( 0 = very bad, 5 = okay, 10 = very good)	YES	NO
	/ 10	
Is the excess water from the well being drained into a fruit tree or into field? Explain		
Is the excess water from the well being collecting at bottom to create a puddle because of no drain?	YES	NO
Are any of the sanitas damaged?  If yes, how many are damaged?	YES	NO
	_____ Damaged	
Do any sanitas need urgent repair or replacement?	YES	NO



**QUESTIONS FOR WATER UNDERGROUND MONITORING & EVALUATIONS STAFF**  
(to be assessed by WU staff member alone)

If YES, how many?		
Please write notes here on damage to latrines and what needs fixing -		
Are any of the buckets or jugs for latrines broken?	YES	NO
If yes, how many are broken	_____ Broken	
Do any buckets or jugs for latrines need to be replaced?	YES	NO
If YES, how many?	_____ Broken	
Please write notes here on any damage to buckets/jugs		



## PART 2

### QUESTIONS FOR THE LEADER

#### QUESTIONS FOR LEADER OF COMMUNITY

How has the community been handling the well in the school? Have they taken care of it? Are they happy? Is it being used fairly? (These kinds of questions...)

Current Population in your community	Women	Men
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Have the Comite been taking care of the hygiene aspects of the well?  
For example, is the area around the well being kept clean?

Are the jerry cans that are being used always clean?	YES	NO
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How many times have you delivered the message about sanitation and hygiene to community?	_____ Times last month
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Are you delivering this message with Committee commission of Sanitation and Hygiene?	YES	NO
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How are you making the district government aware about the Water Underground activities?

What type of problems are you facing with the leadership of the committee?



## QUESTIONS FOR LEADER OF COMMUNITY

What are your suggestions to solve this problem?

What can Water Underground do to improve the partnership with the activities in the community?

Are the Presidents of the committee including you and making you aware of all activities?

YES

NO

How has your community been interacting with the committee in a good way?

Do You have any comments about the Comite? Are they strong? Are they helping you and the development of your community?



# PART 3

## QUESTIONS FOR THE PRESIDENTS OF COMITE

### QUESTIONS TO ASK COMMITTEE PRESIDENTS

Ask the presidents to give you update and feelings about the work the Comite has done.

Have there been any disputes within committee?  
What kind of problems? How have they solved?

Are all members of the Comite still active?	YES	NO
What is the number of times committee has met in the last month?	_____ Times last month	
Is Director of school active in the Water Underground project?	YES	NO
Has the commission of <b>Sustainability</b> been completing all of their responsibilities?	YES	NO
Has the commission showed you the documents they have to monitor their roles?	YES	NO
If no, please explain		





## QUESTIONS TO ASK COMMITTEE PRESIDENTS

Has the commission of <b>Agriculture</b> been completing all of their responsibilities?	YES	NO
If no, please explain		
Has the commission showed you the documents they have to monitor their roles?	YES	NO
Has the commission of <b>Operations &amp; Maintenance</b> been completing all of their responsibilities?	YES	NO
If no, please explain		
Has the commission showed you the documents they have to monitor their roles?	YES	NO
Has the commission of <b>Sanitation &amp; Hygiene</b> been completing all of their responsibilities?	YES	NO
If no, please explain		
Has the commission showed you the documents they have to monitor their roles?	YES	NO
Has the Comite been going to the family's home that they have been assigned, <b>once a month</b> , to help and monitor with latrines and hygiene in the home?	YES	NO



## QUESTIONS TO ASK COMMITTEE PRESIDENTS

Have you collected and reviewed the forms that they have completed in the family homes? Please show Water Underground staff.

If no, please explain why

What types of problems are you facing?

How do you plan to solve these problems?  
Can Water Underground help you solve these problems?



# PART 4

## QUESTIONS FOR COMMISSION OF SUSTAINABILITY

### QUESTIONS TO ASK COMMISSION OF SUSTAINABILITY

What is the current number of water users of the well?	_____ of Families
Are there more or less families using the well than when first started?  Explain	MORE FAMILIES  LESS FAMILIES
What is the current amount of money saved by committee?	_____ MZN
Do you have plans of development initiatives from the money you have saved?	
What problems have been with the well ?	
List maintenance repairs completed on well  1.  2.  3.  4.	



### QUESTIONS TO ASK COMMISSION OF SUSTAINABILITY

How much have these repairs cost total?	_____ MZN
Has the commission of Maintenance & Operation been communicating with you in a good way?	YES NO
<b>GARDEN ASPECT</b>	
What have you used the harvest from the gardens for? For example, feeding children, selling at market, selling to community	
What crops did you have for sale in the market? 1. 2. 3. 4. 5. 6. 7. 8.	
How did you sell the crops? Where?	
How much money did you earn from the last harvest?	_____ MZN
What did you use this money for?	
Was there food in the garden available for children if they were very hungry?	YES NO



## QUESTIONS TO ASK COMMISSION OF SUSTAINABILITY

Do you have plans to improve the garden?  
What are the plans?

Have you saved money for new seeds and  
fertilizer for a good harvest next time?

YES

NO

Has the Comite been going to the family's home  
that they have been assigned, once a month, to  
help and monitor with latrines and hygiene in the  
home?

YES

NO

Have you collected and reviewed the forms that they have completed in the family homes? Please show Water Underground staff.

Reviewed by staff

If no, please explain why

Have you completed the Monitoring Forms given to you by Water Underground? Please show to Water Underground Team now.



# PART 5

## QUESTIONS FOR COMMISSION OF AGRICULTURE

### QUESTIONS TO ASK COMMISSION OF AGRICULTURE

Overall comments about the garden project:

What type of crops have they grown so far?

How many harvests have you had this year?

\_\_\_\_\_ harvests

Is practical agriculture incorporated into the school program?

YES

NO

What classes are involved in practical agriculture?

What have you used the harvest for?  
For example, feeding children and selling at market



**QUESTIONS TO ASK COMMISSION OF AGRICULTURE**

What crops did you have for sale in the market? 1. 2. 3. 4. 5. 6. 7. 8.	
How did you sell the crops? Where?	
How much money did you earn from the last harvest?	_____ MZN
What did you use this money for?	
Was there food in the garden available for children if they were very hungry?	YES NO
What were the difficulties in the garden?	
Do you have plans to improve the garden? What are the plans?	
Have you saved money for new seeds and fertilizer for a good harvest next time?	YES NO



**QUESTIONS TO ASK COMMISSION OF AGRICULTURE**

<p>Has the Comite been going to the family's home that they have been assigned, once a month, to help and monitor with latrines and hygiene in the home?</p>	<p>YES</p>	<p>NO</p>
<p>Are you using the Drip Irrigation system?</p>	<p>YES</p>	<p>NO</p>
<p>If not, why?</p>		
<p>Have any community members built their own drip irrigation in their homes?</p>	<p>YES</p>	<p>NO</p>
<p>Has the Comite been going to the family's home that they have been assigned, once a month, to help and monitor with latrines and hygiene in the home?</p>	<p>YES</p>	<p>NO</p>
<p>Have you collected and reviewed the forms that they have completed in the family homes? Please show Water Underground staff.</p> <p style="text-align: center;">Reviewed by staff</p>		
<p>If no, please explain why</p>		
<p>Have you completed the Monitoring Forms for Garden given to you by Water Underground? Please show to Water Underground Team now.</p>		





# PART 6

## QUESTIONS FOR COMMISSION OF MAINTENANCE

### QUESTIONS TO ASK COMMISSION OF MAINTENANCE & OPERATIONS

<p>Check weekly and monthly maintenance record. Has the committee been making weekly maintenance checks, and has the president verified these checks? Are they recording everything well?</p>	<p>Excellent Reporting</p> <p>Average Reporting (<i>only making maintenance checks and recording sometimes</i>)</p> <p>Poor Reporting (<i>no maintenance reporting at all</i>)</p>
<p>What problems have been with the well?</p>	
<p>List maintenance repairs completed on well</p>	
<p>How much have these repairs cost? _____ MZN</p>	
<p>Has the commission of Sustainability been providing money when repairs are necessary?</p> <p>YES                      NO</p>	



## QUESTIONS TO ASK COMMISSION OF MAINTENANCE & OPERATIONS

Additional comments?

Have you completed the Monitoring Forms given to you by Water Underground? Please show to Water Underground Team now.

Reviewed by Water Underground Staff



# PART 7

## QUESTIONS FOR COMMISSION OF HYGIENE & SANITATION

**QUESTIONS TO ASK HYGIENE & SANITATION DIVISION**  
(Questions for Valdemiro to ask the head of the Hygiene and Sanitation division)

How often has the Hygiene and Sanitation commission been meeting with the director of the school?	_____ times per month
How often has the Hygiene and Sanitation commission been meeting with the Community?	_____ times per month
What topics have you been covering in your meetings with the school?	
What topics have you been covering in your meetings with the community?	
Have you been able to organize any mother's support group meetings?	<div style="display: flex; justify-content: space-around; width: 100%;"> <span>YES</span> <span>NO</span> </div>
If yes, how often and what topic were discussed?	
Where have you been meeting with the community (for example, church?)	



**QUESTIONS TO ASK HYGIENE & SANITATION DIVISION**  
(Questions for Valdemiro to ask the head of the Hygiene and Sanitation division)

What materials have you been using to promote health, hygiene and sanitation?		
Has your commission been making contact every month with health department?	YES	NO
Have there been any vaccinations in your community?	YES	NO
If so, was this organized by the Hygiene and Sanitation Commission?	YES	NO
Was there vaccine for rotavirus provided in the last year? When?	YES	NO
Has the community built any latrines because of your influence?	YES	NO
Have you organized any Jerry Can cleaning days?	YES	NO
If so, how often?	_____ times per month	
Have you noticed an improvement in hygiene and sanitation practice in your community? NO	YES	
Explain		



**QUESTIONS TO ASK HYGIENE & SANITATION DIVISION**  
(Questions for Valdemiro to ask the head of the Hygiene and Sanitation division)

Has there been any health problem that you were able to help with? Please explain		
How has the committee been monitoring that there is soap available for hand washing in the school?		
How is this soap being purchased? Has the committee assisted in this?		
Has there been any difficulties among the members in the sanitation and hygiene commission?		
Are all the members still participating in the committee?	YES	NO
How have you been teaching the school to clean the latrines?		
Has there been any difficulties in communication with the school director and making sure latrines are clean?	YES	NO
Has there been any difficulties in communication with the school director and making sure hygiene is promoted in the school?	YES	NO



**QUESTIONS TO ASK HYGIENE & SANITATION DIVISION**  
(Questions for Valdemiro to ask the head of the Hygiene and Sanitation division)

Has the Comite been going to the family's home that they have been assigned, once a month, to help and monitor with latrines and hygiene in the home?

YES

NO

Have you collected and reviewed the forms that they have completed in the family homes? Please show Water Underground staff.

Reviewed by Water Underground Staff

If no, please explain why

What obstacles have you faced?

What do you feel are things that are preventing you from doing the best job you can?

Do you have ideas on how to solve these problems?

Are there any new members of your commission?

What are your goals for the next 3 months?

Any other comments they would like to add?



## PART 8

### QUESTIONS FOR SCHOOL DIRECTOR

<b>QUESTIONS TO ASK SCHOOL DIRECTOR</b> (Questions for Valdemiro to ask the School Principal/Head Teacher)		
Has the attendance rate for students increased since the water-well and sanitation center have been in the school?	YES	NO
If yes, please give % improvement in attendance	%	
Last year (_____), what was the approximate attendance rate for BOYS?	%	
Last year (_____), what was the approximate attendance rate for GIRLS?	%	
This year (_____), what was the approximate attendance rate for BOYS ?	%	
This year (_____), what was the approximate attendance rate for GIRLS?	%	
In 2016, what has been the attendance rate for BOYS? (approximate)	%	
In 2016, what has been the attendance rate for GIRLS? (approximate)	%	
Has the ENROLLMENT of students per semester increased since the water-well and sanitation center have been in the school?	YES	NO



**QUESTIONS TO ASK SCHOOL DIRECTOR**  
(Questions for Valdemiro to ask the School Principal/Head Teacher)

**If yes, please give enrollment numbers below**

How many students enrolled Semester 1 Last Year (\_\_\_\_\_)?

boys\_\_\_\_\_ girls\_\_\_\_\_ = Total enrollment \_\_\_\_\_

How many students enrolled Semester 2 Last Year (\_\_\_\_\_)?

boys\_\_\_\_\_ girls\_\_\_\_\_ = Total enrollment \_\_\_\_\_

How many students enrolled Semester 1 THIS Year (\_\_\_\_\_)?

boys\_\_\_\_\_ girls\_\_\_\_\_ = Total enrollment \_\_\_\_\_

How many students enrolled Semester 2 THIS Year (\_\_\_\_\_)?

boys\_\_\_\_\_ girls\_\_\_\_\_ = Total enrollment \_\_\_\_\_

Does the school have the capacity to enroll everyone who is applying for education?	YES	NO
Have you had to turn away students since the school has had water, latrines and garden?	YES	NO





**QUESTIONS TO ASK SCHOOL DIRECTOR**  
(Questions for Valdemiro to ask the School Principal/Head Teacher)

If yes, Why?

Have you noticed a reduction in school students having DIARRHEA since there has been water and sanitation facilities?	YES	NO
If yes, please provide what percent Diarrhea has decreased –	%	

Have you noticed a reduction in school students VOMITING since there have been water and sanitation facilities?	YES	NO
If yes, please provide what percent vomitig has decreased –	%	

**MAINTENANCE**

Are the latrines and menstrual hygiene room being cleaned regularly?	YES	NO
If YES, How many times per week are the latrines and menstrual hygiene room being cleaned?	/ week	

Please explain exactly how the latrines are being cleaned?  
What is being used to clean the sanitation facilities?



**QUESTIONS TO ASK SCHOOL DIRECTOR**  
(Questions for Valdemiro to ask the School Principal/Head Teacher)

Who has been cleaning the boys latrines?	<p>Students</p> <p>Teachers</p> <p>Hygiene/ Sanitation Committee</p>		
Who has been cleaning the girls latrines?	<p>Students</p> <p>Teachers</p> <p>Hygiene/ Sanitation Committee</p>		
Who has been cleaning the teachers latrines?	<p>Students</p> <p>Teachers</p> <p>Hygiene/ Sanitation Committee</p>		
Who has been cleaning the girls menstrual hygiene room?	<p>Students</p> <p>Teachers</p> <p>Hygiene/ Sanitation Committee</p>		
Are buckets and jugs for latrines being washed regularly?	<table border="1" style="width: 100%; text-align: center;"> <tr> <td style="width: 50%; height: 40px;">YES</td> <td style="width: 50%; height: 40px;">NO</td> </tr> </table>	YES	NO
YES	NO		



**QUESTIONS TO ASK SCHOOL DIRECTOR**  
(Questions for Valdemiro to ask the School Principal/Head Teacher)

If yes, how often?	/week	
What is being used to clean the buckets and jugs for latrines? Please explain		
Are the buckets for latrines being stored in a secure place overnight?	YES	NO
Are the children using the latrines instead of defecating and urinating in the open?	YES	NO
If yes, what % of school children are now using latrines?	%	
If some are NOT using latrines, please explain what the difficulties are, and what steps have been taken to help this problem?		



**QUESTIONS TO ASK SCHOOL DIRECTOR**  
(Questions for Valdemiro to ask the School Principal/Head Teacher)

<p>Do the students understand that using latrines helps prevent sickness?</p>	YES	NO
<p>How is this message about latrines being explained to the students?</p>		
<p>What percentage of students are washing their hands after use of latrines?</p>	%	
<p>Is there a professor in charge of making sure children are washing their hands and why it is important?  Who is this Professor?</p>	YES	NO  Professors Name  _____
<p>Is the Hygiene and Sanitation Commission coming to the school and helping give education for hygiene and sanitation? If yes, how often?</p>	YES	NO  How Often  _____



### QUESTIONS TO ASK SCHOOL DIRECTOR

(Questions for Valdemiro to ask the School Principal/Head Teacher)

Have you incorporated Hygiene and Sanitation education (including disease/worms prevention and correct hand washing with soap) into your school curriculum or school activities?	YES	NO
How many times do the professors deliver this message?	How Often _____	
If Hygiene and Sanitation education is incorporated into school program, please describe the program and activities -          If no, please say why, and if you would like more guidance to implement hygiene and sanitation in the school -		