



## WATER AND SANITATION PROJECT GUIDELINES



The future  
of our **children**  
will be determined by the  
availability of **clean**  
**water** and  
**sanitation**

The following questions will serve as a guideline and worksheet to help District 5150 clubs plan and assess water and sanitation projects proposed in other countries. The information gathered with this form will be helpful in developing a Rotary Foundation application for a Global Grant as well as for a smaller project funded by a District Grant. It is encouraged to share this guideline with your Rotary international partner.

**Sponsoring Rotary Club:** \_\_\_\_\_

**Project title/location/brief description:**

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- 1. Background data** – What is the purpose and/or need for the project, including the target population served, feasibility of a water and sanitation intervention in the community, and health, social and economic benefits to the users? Have these factors been included in your Community Needs Assessment?

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**2. Property and water rights-** What are any property or water right issues and challenges to the project and what is the plan to deal with them? Will the system be built on public or private land? Has permission been received for such use?

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**3. Community acceptance and planning** –What are the objectives and expected outcomes of the project and anticipated evidence of acceptance by the local community leaders? What are any social or political issues and challenges to the project (e.g. political conflicts, government cooperation) and what is the plan to deal with them?

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**4. Water supply and distribution** – What are the technical aspects and challenges for water supply and distribution in the project area (e.g. regulatory permits, water source quantity and quality, topography, seasonal conditions, equipment availability)?

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**5. Hydrogeologic testing** – If groundwater is the water source for your project, has the project team identified a hydrogeologic study? What organization will conduct your field work and data analysis and when will it be done?

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**6. Water quality testing** - Has the project team identified a water source quality testing program and the types of tests needed for the project (e.g., hardness & alkalinity, toxic & heavy metals, E.coli, other contaminants)? Who will conduct your testing and analysis program and when will it be done?

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**4. Water treatment technologies** - What appropriate water treatment technologies are being proposed (e.g., disinfection only, filtration, filtration + disinfection)? What considerations have been given to local availability of labor, materials, equipment and supplies? Have you identified the need for technical service providers and/or contractors?

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**5. Operations and maintenance** - What provisions will be made to operate and maintain the system after installation and startup (i.e., creating a service fund or fees, local availability of spare parts and tools)? Is there a business plan for O&M? How will the project be monitored and evaluated for its effectiveness? What training of technical service providers and workers is planned?

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**6. Health and hygiene education** – What strategy and program will be developed for changing the behavior of the community through health and hygiene education, training and communication channels (i.e., handwashing, use of proper storage containers, latrine use)? Has a training plan for health and hygiene practices been developed?

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Guidance on applying for a Water and Sanitation Global Grant project can be found in the document: **“The Rotary Foundation Water and Sanitation Guidelines for Global Grant Funding”** by accessing [www.rotary.org](http://www.rotary.org) under **“Our Programs”** / **“Grants”** / learn about our **“global”** and district grants / **Area of Focus resources**.

Additional technical guides and resources for sustainable water, sanitation and hygiene projects are available on the Water and Sanitation Rotarian Action Group website, [www.wasrag.org/page/technical](http://www.wasrag.org/page/technical).

For additional information, please contact the District 5150 Water & Sanitation Advisory Team, Attention: Rick Chinn, [rickbchinn@comcast.net](mailto:rickbchinn@comcast.net) or by text: (650) 678-0715.