



**NILE BASIN INITIATIVE  
TRANSBOUNDARY ENVIRONMENTAL  
ACTION PROJECT  
(NTEAP)**

**ANNUAL REPORT 2005**  
**KENYA**

**NAIROBI, KENYA  
DECEMBER 2005**

**NILE BASIN INITIATIVE**

Initiative du Bassin du Nil

## **FOREWARD**

The Nile Transboundary Environmental Action Project, National Coordination Office, Kenya, is pleased to present its annual report for the period January to December 2005.

The Project Implementation Plan requires the preparation of a substantive project progress report showing the status of implementation, problems encountered and corrective actions taken or proposed, budget implementation, the degree of achievement of project objectives, procurement status including an attachment of the recent FMR and inventory of project assets.

The 2004 report focussed more on the implementation of start up activities while the current report shows the move towards implementation of substantive project activities. Implementation of planned activities this year was good with approximately 80% of planned activities being implemented.

Lily Kisaka  
National Project Coordinator  
NTEAP – Kenya

## **ACKNOWLEDGEMENT**

The NPC wishes to thank the TAC and the PSC members without whose support it would have been difficult to achieve what we have been able to achieve during the year. I also wish to thank the working group members for their active participation in implementation of the project activities.

I wish to acknowledge the support from UNOPS Office Nairobi who have made it possible for me to access funds for project activities in a timely manner and have provided other administrative support.

I also thank the RPM and the LSs for their invaluable input and support that made it possible for me to perform my duties. Not forgetting my colleagues the NPCs for their encouragement and all the NTEAP family who in their special ways contributed to this years' success.

Last but not least, to all stakeholders and partners who have made a great contribution to the achievement of our planned activities.

I look forward to your continued support in the years to come.

**THANK YOU**

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## HIGHLIGHTS OF Y05

The reporting year, saw movement from planning into implementation of project activities. Below are a few highlights;

- ✚ The National office was staffed with the LMC and the Driver/Office assistant.
- ✚ Four Regional Workshops were held in Kenya during the year, and several National meetings and workshops as per the workplan.
- ✚ The Participation of NTEAP in the World Environment Day Celebration was the one big event during the year that increased visibility of NTEAP and NBI at national level.
- ✚ The Microgrants call for proposals was made and the LMC received 164 proposals, a good indication of the efforts made by the LMC to create awareness about the component.

## ACHIEVEMENTS Y05 BY COMPONENTS

### 1. Institutional Strengthening to Facilitate Regional Cooperation

#### 1.1. Regional Coordination:

- ✚ Upon approval of the work plan Y05 by the steering com in January, coordination of activities at regional and national level has improved greatly. This was facilitated by meetings between the RPM, LS and the NPC, both in Khartoum and on mission to Nairobi.
- ✚ Successful National consultations on the workplan were held and it was suggested that this meeting be done before approval of the workplan by the steering com.
- ✚ The NTEAP Staff retreat went a long way to contribute towards improved project implementation.
- ✚ Efforts were made to contact all SVP projects and include them in NTEAP meetings as a way to enhance national level coordination between NBI SVP projects. Good relations have been established with ATP NPC, and the same will be done with the CBSI NPC when she reports. The NBI desk has been very useful in facilitating this collaboration. The TAC members have set up an office for the NBI coordination desk and deployed an officer, Mr. Mogusu, to man the Desk.
- ✚ The Regional Project Manager for the Efficient Water Use Project reported to the PMU at the National Irrigation Board and is in the process of setting up the office, when this is done areas of collaboration will be discussed.
- ✚ NEMA has continued to support the national office, apart from the PSC member, the department of Environmental Education and Public participation has also actively participated in all project activities.
- ✚ The Ministry of water has established a Department that will deal with transboundary waters and discussions for possible areas of collaboration with this department are being discussed with a view to ensure NTEAP activities contribute to National Priorities.

#### 1.2. Knowledge Management:

- ✚ The Electronic versions of the NTEAP quarterly newsletters were all received during the year and shared with other stakeholders.
- ✚ Following the Regional workshop in Naivasha, Kenya, that introduced the NRAK concept to NTEAP, NREAK mission to Kenya that followed was accomplished

successfully, and contributed to the content of the interactive CD that will be produced. The Case study to be included is being prepared and will be made available to the NREAK team by the end of the year.

- ✚ The NPC contributed to the communication plan being developed by the LS and the TOR for Knowledge management, its strategy and conceptual framework.

### **1.3. Macro and sectoral policies:**

- ✚ The NPC made contribution to the Concept note circulated by the RPM.

### **1.4. Finance and Procurement:**

- ✚ This year the National Office received a vehicle Toyota Prado registration 40 UN 114K, and a Driver/Office Assistant was recruited. The national office also received a supply of stationery to last six months.
- ✚ Funds to run the vehicle and to meet office expenses were made available to the NPC during the second half of the year. Overall there was a great improvement in the flow of requests, authorizations and disbursement of funds to the national office.
- ✚ The LMC office was set up and now has furniture, a laptop and printer. Procurement for the vehicle a Toyota double Cabin is at an advanced stage and the vehicle may be available for the LMCs use in December.

## **2. Community Level Land, Forest and Water Conservation**

### **2.1. Capacity Building:**

- ✚ Two capacity Building workshops were held this year, one in Nairobi and the other in Addis Ababa. These workshops enhanced the understanding of the participants on the implementation of the component

### **2.2. Micro-grant program:**

- ✚ The NSC appointed three members, the TAC, PSC members and the NPC to join the committee to represent NTEAP. The LSC members were appointed and comprise of five members three women and two men drawn from research/academic institutions and NGOs in and around Kisumu.
- ✚ Over 200 NGOs/CBOs have been in contact with the Micro-grant program during the period and their profiles have been kept for future sharing of information regarding activities of the Component.
- ✚ The first call for proposals was made in September 2005 and 164 NGO/CBOs responded. Out of this 30 were pre-screened to be screened by the LSC which will recommend 14 to the NSC.

### **2.3. Micro-grant Strategy:**

- ✚ The regional micro-grant strategy was received and has been used to guide the micro-grant national activities.
- ✚ The National action Plan was developed, discussed by stakeholders at a workshop held in Kisumu and ratified. It was also taken to the National Steering Committee and approved. The NAP has been approved at the PMU level and is now provides the framework for implementation of the micro-grant sub-component.

### **3. Environmental Education and Public Awareness**

#### **3.1. Public Information and Awareness:**

- ✚ The EE&A working group has provided the required support to the NPC for implementation of project activities. They have held two meetings and will hold the third one in November. Following the transfer of Mr. Kajumbi who was the Ministry of Education contact person, the Ministry has selected Mr. Eliud Baraza to be their representative on the NTEAP working group. Mr. Baraza is a Senior Deputy Director of Education.
- ✚ Two regional network workshop were held and attended by three members of the national working group and the NPC. These meeting worked towards establishing a functional EE practitioners Network. The Newsflash produced and circulated by the LS has been very informative and a good forum to share EE activities across the basin.
- ✚ One Public awareness campaign was held during the WED celebration and went a long way in increasing the visibility of NTEAP in the basin. Activities during this celebration included: A caravan from Nairobi to Kisumu, an exhibition at the venue of the celebrations, tree planting at a school in Kisumu, and an art/essay and photography competition for schools.
- ✚ A training of Trainers workshop was held in Khartoum in January and was followed by the National training in April. The National training resulted in production of national publicity material and also production of materials from those trained for display during the WED celebrations.
- ✚ The regional Journalists network workshop was held in Nairobi in July and resulted in the formation of a regional network.

#### **3.2. Secondary Schools:**

- ✚ Discussions were held with the Ministry of Education and Computer for schools about the school networking and implementation modalities will be provided by the LS.
- ✚ The Nile Schools Transboundary Environment Project (NSTEP) activities were started. School were proposed by the working group, contacted and a schools needs assessment done. Proposals for environmental activities have been received and these will be reviewed by the working group in November and forwarded to the LS for approval and processing for funding.
- ✚ The training of teachers has been planned for Early December and will be done in collaboration with AFEW Kenya.
- ✚ A concept note for teaching material production was produced and TORs for a consultant to find out what material is available and what needs to be produced are being developed together with the Ministry of Education and it is hoped that the consultant will be recruited this year and carry out the work early next year.
- ✚ The Ministry of Education has been very supportive and participated effectively in project activities. They have assigned one senior member of staff to participate in NTEAP activities and provide the policy backstopping to ensure NTEAP activities contribute to National Priorities.

#### **3.3. University Networks:**

- ✚ The first regional workshop for university lecturers was done in Dar-es-salam Tanzania and attended by two participants from Kenya.

- ✚ The student Exchange activity was advertised and three proposals have been received. These proposals will be reviewed by the working group in November and selection of the two students who will benefit from the exchange will be done.





WED caravan



NEMA DG & Board at WED celebrations



NPC At school visit



NPC joins school children at Tree Planting



Plenary sessions during the material development workshop

## **4. Water Quality Monitoring**

### **4.1. Capacity Building:**

- ✚ The Water Quality working group is fully functional and has provided the required support towards implementation of project activities.
- ✚ The National baseline study was completed and shared with stakeholders
- ✚ The two working group members attended a regional meetings in Bujumbura, Burundi, that discussed the regional WQ baseline report and the proposed Action Plan at the National and Regional Levels.
- ✚ A country level inventory was developed and the procurement process for laboratory equipment was started and should be complete by the end of the year.

## **5. Project Monitoring and Evaluation**

### **5.1. Establish Baseline:**

- ✚ National Level baseline has been documented and circulated for EE&A and Water Quality.
- ✚ National baseline studies on the status of regional cooperation, Ngo capacities, work and networking in Nile issues was carried out.

### **5.2. Establish Monitoring and data flow systems:**

- ✚ The M&E workshop to discuss the strategy was held in Naivasha, Kenya in April. The meeting was attended by the PSC member and the NPC.

### **5.3. Field Monitoring and reporting;**

- ✚ Monthly, semi-annual and ad hoc reports have been prepared and circulated as required by both the NPC and the LMC.

## **6. Other achievements:**

- ✚ As the oldest SVP project on the ground the NTEAP NPC has provided requested support to other NBI projects holding activities in Kenya.
- ✚ The NPC has been invited to various meetings organized by stakeholders and has used to forums to publicise NTEAP.
- ✚ Efforts have also been made to maintain good working relations with all stakeholders and to involve them in NTEAP activities.
- ✚ The LMC attended various meetings, such as the National Environmental Planning Workshop, these meetings were used as a forum to inform the collaborators about the micro-grant program.

## **7. ASSESSMENT OF IMPLEMENTATION:**

- ✚ Implementation of the workplan has been good and most activities planned at national level were implemented.

## **8. MAIN CHALLENGES AND MEANS TO ADDRESS THEM**

- ✚ No comment from the RPM and LS on reports sent has made it difficult for the NPC to assess performance and make needed adjustments during the year. I suggest that should a comment be made in reports the RPM or LS should respond and let the NPC know where they stand on the issue raised. The RPM and LS should also comment on progress reported monthly and these could be included in the monthly regional report.

- ✚ Absence of deliberations on finance and procurement procedures means that the NPC does these procedures to the best of their ability and keeps records they think are important. I suggest a meeting be set to agree on the procedures and harmonise record keeping to make it easier for the LS F&P to monitor. Monitoring visits by the LS F&P to the National office to go over records could also be useful.
- ✚ Active Stakeholder participation in project activities has not yet been achieved, this I would attribute to the inadequate participation of the stakeholders in the planning process. I suggest that the framework workplan be distributed and adequate stakeholder consultations be held before the approval of the plan by the steering com.

## 9. PROJECT FINANCING

- ✚ In the year 2005, the total expenditure at National Level amounted to US\$ (to be filled in when last activity of the year done.....) (See Annex .. for the breakdown)

## 10. PLANS AHEAD

### 10.1. Institutional Strengthening

- ✚ Design and implementation of the national project
- ✚ Coordinate smooth running of the national office
- ✚ Contribute of Regional Knowledge management activities
- ✚ Initiate and implement Knowledge management activities at National level

### 10.2. Community Level Land, Forest and Water Conservation

- ✚ Participate in MG capacity building workshop
- ✚ Organize National M&E/Auditing of MGs CB workshop
- ✚ Prepare planning grants proposals for cross border activities
- ✚ Prepare publicity material

### 10.3. Environmental Education and Public Awareness

- ✚ One Cross border campaign
- ✚ Nile award Scheme organised
- ✚ National teacher training
- ✚ Implement first NSTEP projects in schools
- ✚ Facilitate student transfers

### 10.4. Water Quality Monitoring

- ✚ Procure laboratory equipment
- ✚ Hold national WQ Monitoring workshop
- ✚ Supervise national consultants

### 10.5. Monitoring and Evaluation

- ✚ Prepare and share reports as required
- ✚ Field Monitoring

## 11. ANNEXES

### Financial Report January – August 2005 (USD)(to be reviewed)

No	Description	Authorized amt	Actual expenditure	Balance	Remarks
<b>OFFICE RUNNING COSTS</b>					
1.	Office Operating expenses (upto 30 <sup>th</sup> June)	2,317.28	2,317.28	-	Reimbursed to NPC receipts sent to PMU
2.	Vehicle Service	115.00	115.00	-	Paid to Toyota
3	Fuel service	974.00	264.00 148.00	562	Receipts surrendered to UNOPS Nrb Paid directly to Toyota Balance available at UNOPS
4.	Stationery	989.00	989.00	-	Paid to vendor
5.	Telephone Bills	135.00	282.00	(147)	
<b>INSTITUTIONAL STRENGTHENING</b>					
6.	NREAK Mission DSA	378.00	378.00	-	Surrendered to UNOPS
<b>MICROGRANT</b>					
7.	Stakeholders workshop	4,039.00	3,770.55	268.45	Surrendered to UNOPS and PMU
<b>EE &amp; A</b>					
8.	Working Group Meeting 1	1,342.00	1,305.75	36.25	Surrendered
	Working group Meeting 2	1,046.00	880.37	165.63	To be surrendered this week
9.	Material Development Training	5,216.80	4,981.80	235	Surrendered to UNOPS and PMU
10	World Environment Day	4,965.00	4,858.70	106.3	Surrendered to UNOPS and PMU
11	Journalists Regional Workshop	31,174.00	30,260.64	913.36	Surrendered to UNOPS and PMU
12	Second EE Regional Workshop	1,200.00	1,015.30	184.7	Surrendered to UNOPS and PMU
	<b>Total</b>	<b>53,891.08</b>	<b>51,566.39</b>		

## Inventory

Purchase Date	Budget line	Tag number	Description	Make/model	Serial Number	Location	Status of equipment	Purchase Price USD
14/10/04		NBI/NTEAP-K/019	Laptop	HPNX 7010	DND420060M	NPC Office	Good	1,676.83
14/10/04		NBI/NTEAP-K/020	Carrying Case			NPC Office	Good	36.59
14/10/04		NBI/NTEAP-K/021	External Floppy drive	USB 3.5 1.44MB		NPC Office	Good	48.78
14/10/04		NBI/NTEAP-K/022	CD	Norton antivirus software		NPC Office	Good	48.78
14/10/04		NBI/NTEAP-K/023	CD	Microsoft Office 2003 professional		NPC Office	Good	300.49
14/10/04		NBI/NTEAP-K/024	LaserJet Printer	HP 3030	CNBF042581	NPC Office	Good	570.98
07/03/05		40UN 114K	Toyota Prado	LJ120R - GKMEE	JTEBK29J100009361	NPC Office	Good	
5/11/04		NBI/NTEAP-K/001	Desk	140 cm Desk		NPC Office	Good	12,191.90
5/11/04		NBI/NTEAP-K/002	Table	120 cm Laminant Table		NPC Office	Good	13,498.80
5/11/04		NBI/NTEAP-K/003	Side connector	2-side connector (60°)		NPC Office	Good	4,928.00
5/11/04		NBI/NTEAP-K/004	Module	Mini Meeting Module (Left)		NPC Office	Good	8,437.10
5/11/04		NBI/NTEAP-K/005	Drawers	3 drawer (immobile 45X70 cm)		NPC Office	Good	9,720.00
5/11/04		NBI/NTEAP-K/006	Cabinet	File cabinet Half Glass 1		NPC Office	Good	21,092.40
5/11/04		NBI/NTEAP-K/007	Cabinet	File Cabinet Half Glass 2		NPC Office	Good	21,092.40
5/11/04		NBI/NTEAP-K/008	Cabinet	File cabinet Half cover		NPC Office	Good	14,174.30
5/11/04		NBI/NTEAP-K/009	Table	100 cm Round Meeting table		NPC Office	Good	12,320.00
5/11/04		NBI/NTEAP-K/010	Visitors Chair	Ergonom-2 Slade base Chair		NPC Office	Good	8,788.00
5/11/04		NBI/NTEAP-K/011	Visitors Chair	Ergonom-2 Slade base Chair		NPC Office	Good	8,788.00
5/11/04		NBI/NTEAP-K/012	Visitors Chair	Ergonom-2 Slade base Chair		NPC Office	Good	8,788.00
5/11/04		NBI/NTEAP-K/013	Visitors Chair	Ergonom-2 Slade base Chair		NPC Office	Good	8,788.00
5/11/04		NBI/NTEAP-K/014	Executive chair	Borelo 9 High Back Executive		NPC Office	Good	20,860.00
5/11/04		NBI/NTEAP-K/015	Executive Visitors chair	Borelo 5 Executive visitor		NPC Office	Good	15,029.00
5/11/04		NBI/NTEAP-K/016	Executive Visitors chair	Borelo 5 Executive visitor		NPC Office	Good	15,029.00
5/11/04		NBI/NTEAP-K/017	Drawers	3-drawer (mobile)		NPC Office	Good	8,960.00
5/11/04		NBI/NTEAP-K/018	Coffee table	50 X 50 cm Laminant Coffee		NPC Office	Good	4,410.00

