

# Reporting Format for Projects and Programmes supported by UEM

For submission not later than three month  
from project / programme completion



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## RDIS 1ST TERM REPORT ON THE PROJECT OF COVID-19

This report includes all activities done before and during the distribution of food items and hygienic materials of the project entitled “Alleviation of the impact of Covid-19 pandemic”.

1.	<b>Project / Programme Title:</b>	Alleviation of the impact of covid-19 pandemic
	<b>Reporting Date:</b>	8 <sup>th</sup> September 2020
2.	<b>Project / Programme Duration:</b>	3 Months
3.	<b>Name of the Church:</b>	Anglican church of Rwanda via Rural Development Inter-Diocesan Service ( <b>RDIS</b> )
	<b>Person in Charge:</b>	Mr Viateur NTARINDWA RDIS Executive Secretary
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	<b>Website:</b>	<a href="http://www.rdis.org.rw">www.rdis.org.rw</a>
4.	<b>Cooperation Partners:</b>	The United Evangelical Mission (UEM)
5.	<b>Amount Received from UEM:</b>	<b>37,000€</b>

## 6. Narrative Report

### 6.1 General Report

The Rural Development Inter-diocesan Service (RDIS) with the support provided by United Evangelical Mission (UEM), has implemented the project “Alleviation of the impact of covid-19 pandemic” intended to help the poorest families of Southern and Part of Western provinces of Rwanda (Muhanga, Gisagara, Nyamagabe and Rusizi districts) survive the pandemic.

The activities of this project were carried out in Cyeza Sector of Muhanga district in SHYOGWE Diocese, Gikonko and Kansi Sectors of Gisagara district in BUTARE Diocese, in Kibirizi and Mbazi Sectors of Nyamagabe district in KIGEME Diocese as well as Gashonga and Mururu sectors of Rusizi district in CYANGUGU Diocese.

The main objectives of this project were as follow:

**1. Goal** “to help the people in the community affected by the effects of COVID-19 by providing food assistance and teaching the community about COVID19 Pandemic and how to avoid the spread of it.”

**2. Objectives :**

- ✓ *To raise awareness of community members, community leaders and church leaders about how to avoid the spread of COVID 19 by distributing fliers, food items and hygienic materials and, last but not least, prepare beneficiaries to resume their work by obeying the instruction to avoid the spread of this pandemic.*“
- ✓ To help pregnant women and the ones who are breast-feeding but unable to get balanced diet to feed their kids and we intend to:
- ✓ To save the lives of the most vulnerable in the communities without discrimination on the basis of gender, religious, ethnic, disability or any form of the discrimination however simple it would be.

Planned target: “1200 households” for the whole project’s budget

Actual target achieved so far:” 1200 Households “

As many of the citizens wish to get food and hygienic items, the set criteria predetermined were have guided us throughout the selection process:

- Belonging to the social economic category one or two
- Relying on casual work “daily paid work”
- Terminated job contract’s employee
- RDIS community facilitators who have been mostly affected by COVID-19.



- The poorest pregnant and breast-feeding women with kids showing malnutrition signs. Many of them were selected by Church Health Centers

For achieving the aforementioned above goal and objectives, the following activities are implemented:

### **1) Identification of the communities where the project is implemented**

The identification was done through discussion and collaboration with both: local church leaders, community health workers and head of church health centers, and local leaders. Amongst church health centers' roles included the identification of kids under poor feeding status, pregnant women; such that they get support from the project. Besides these church health centers and local leaders' roles, include" insure that the selected households were the neediest ones". We can confirm that we did our level best for the selection to be fairness and true.

### **2) Identification of the beneficiaries (1200 households) for first round of the distribution**

For this particular project, we got information about the beneficiaries during the teachings of pregnant women prior to pregnancy tests by social workers at health centers, local church leaders, community health workers and the in charge of social welfare at community level.

### **3) Database development**

To better assess the outcomes and long-term impact, it is good for a development organization like RDIS to initiate a database which help to document the start point and measure the progress made as time goes on. The project duration is three months, and, we can't expect a long term impact within such period, however, being in Rwanda and closer to the 4 Dioceses, such information is more relevant especially when we happen to get it touch with another donor interested by similar project. Thus, the database of supported 1200 households was developed and kept in the filling of RDIS as project implementer. It contains almost information about the family size, main source of income for the family, nature of work for the parents or heads of the families. Throughout, the 4 Dioceses, food items and soaps were distributed to:

- 300 households in Shyogwe Diocese Muhanga district
- 300 households, in Butare Diocese, Gisagara district
- 300 households in Kigeme Diocese, Nyamagabe district and
- 300 households in Cyangugu Diocese, Rusizi district. The total makes 1200 households whose food items, soap, fliers were distributed

#### 4) Tender process

When the first installment was credited to RDIS Bank account by United Evangelical Mission, we immediately started the tender process to supply all food items soaps and fliers. Usually, this process takes about one month as per RDIS procedures manuals, but, as the project is for emergency situation, RDIS has requested the tender committee to make it shorter without compromising the purpose of getting a reliable supplier and being more effective and efficient. Best Product and Service Ltd (BPS) won the tender.

Items and quantity delivered by BPS Ltd

<u>No</u>	<u>ITEMS SUPPLIED</u>	<u>QUANTITY</u>
<u>1</u>	<u>Rice</u>	<u>12,000Kg</u>
<u>2</u>	<u>Maze flour</u>	<u>12,000Kg</u>
<u>3</u>	<u>Beans</u>	<u>6,000Kg</u>
<u>4</u>	<u>Porridge flour</u>	<u>3,600Kg</u>
<u>5</u>	<u>Sugar</u>	<u>1,200Kg</u>
<u>6</u>	<u>Soap</u>	<u>100Boxes</u>
<u>7</u>	<u>Fliers</u>	<u>1,300 Fliers</u>

It is noticeable that the tender committee gathered for both round (the current round for which items are already distributed and, the second round for which items will be distributed once UEM transfer the second instalment. As per supply agreement between RDIS and BPS, the RDIS will make the second payment when the second round of food, soaps and fliers are offloaded to the communities with an approval of RDIS field staff/acknowledgement of goods offloaded



The

above Photo shows the store before the distribution

### 5) Transportation of items to the selected communities

Diaconal activities during an emergency time, must be carried out as quick as possible. Therefore, RDIS' happened to supply the items as quick as practical. For achieving it, two distribution centers per Diocese were selected where items were offloaded at the distribution date, some hours before the distribution as to ensure that all arrangements are made and comply with Rwanda Government Restrictions measures towards the prevention of the spread of covid -19.

RDIS field staff supervised the offloading of items at each center and signed the reception form indicating what items? What quality and how much? To avoid complaints of any nature, a trustworthy supplier with good experience background was identified by RDIS tender committee.

### 6) Distribution Plan

#### SCHEDULE OF DISTRIBUTION ZONE BY ZONE

ZONE	DATE	NUMBER OF BENEFICIARIES	DISTRIBUTION CENTERS	
Shyogwe	14& 15/08/2020	300	EAR Gitarama (Cyeza Sector)	EAR Gitarama (Cyeza Sector)
Butare	17&18/08/2020	300	EAR Gikonko (Gikonko Sector)	KANSI Sector (Kansi Sector)
Kigeme	19&20/2020	300	EAR Mbazi (Mbazi Sector)	EAR Remera (Kibirizi Sector)
Cyangugu	21&22/08/2020	300	EAR Gashonga (Gashonga Sector)	EAR Kimbogo (Mururu Sector)

The launch of this Project was guided by Rt Rvd Dr. Jered Kalimba Bishop of Shyogwe diocese, Kagwera Eugenie administrator of Shyogwe Diocese and Mr. Viateur NTARINDWA RDIS E.S and the ES OF Secretary of Cyeza Sector



**Rt Rev. Dr Jered Kalimba** delivered a thanksgiving message to United Evangelical Mission, for the significant support they never cease to provide to the Anglican Dioceses BUTARE, Cyangugu, Kigeme and Shyogwe and RDIS. He got an opportunity to comfort Rwandan during these difficult times of covid -19. An emphasis was on how to prevent the spread of covid -19.



Distribution at Zion Parish /Shyogwe Diocese



*The distribution at Remera Parish In Kigeme Zone*

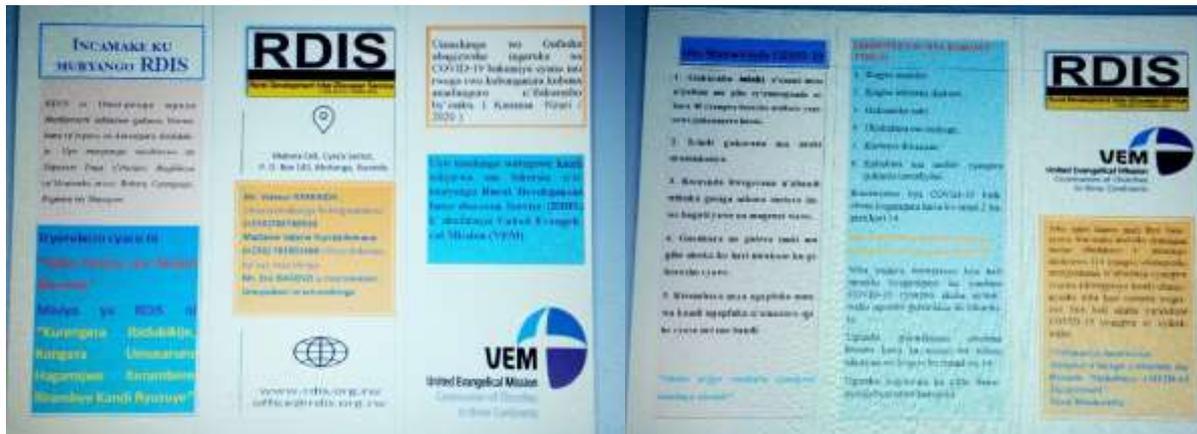


*The above beneficiaries are from Gisagara district (Butare RDIS field Zone) after getting their package and they were thankful to RDIS and United Evangelical Mission to have to provide such helpful assistance.*

#### **Items and Quantities given to every family**

<b>NO</b>	<b>ITEMS PROVIDED</b>	<b>QUANTITY GIVEN PER FAMILY</b>
1	<u>Rice</u>	10Kg
2	<u>Maze flour</u>	10Kg
3	<u>Beans</u>	5Kg
4	<u>Porridge flour</u>	3Kg
5	<u>Sugar</u>	1Kg
6	<u>Soap</u>	1 long = 5Soaps
7	<u>Fliers</u>	1Flyer

#### **6) Elaboration of fliers**



Before the distribution of food items and soaps; fliers were first distributed and explained to the community. There is a need of knowledge and skills about improvement of hygiene within peoples' homes in order to avoid COVID 19, that is why the fliers were designed in Kinyarwanda. Key highlights of the flier content:

1. Washing hands with clean water and soap within 40 seconds or using hand sanitizers.
2. Avoid shaking hands while greetings
3. Observe social distancing by leaving at least one meter between individuals
4. Splaying some used places in order to fight the pandemic.
5. To wear the face masks the way it covers noses and mouths once in public. Besides this, the church leaders and RDIS staff have instructed people about symptoms of pandemic,
6. And then the information about project, RDIS as implementer and the United Evangelical Mission as the funder.

### 7) Distribution of items, fliers included

During the distribution everyone should observe social distance by leaving at least one meter between individuals.

Using the list of selected beneficiaries each and every one should be called in his name to sign and receive all items was reserved for . Then after, food items, hygienic items and fliers were distributed by the distribution committee made of "RDIS Field Coordinator and , Local Church Leaders, Community leaders and a Representative of the members in community.

*Below are pictures showing distribution of items at EAR Cyangugu Cathedral*



*Mbazi sector in Kigeme zone August 20, 2020*

*In the distribution, the distribution team weared face mask showing the project funder and project Implementer which were looking as the photo below*



## 8) Monitoring

For the measurement of impact, there is a need of continuous monitoring throughout the project duration, so that RDIS together with community leaders can track findings which prove whether or not, there is an impact brought by the project.

Throughout monitoring, the health centers together with Sub-Country (Sectorial) social workers in close collaboration with RDIS staff, are to track the level of malnutrition decrease among the supported poor breastfeeding women and kids.

During the distribution, the whole work was done by the distribution team made of 5 individuals: RDIS staff, local leader, two local church leaders, and one social worker on Sector level all strived for fairness and truth as to avoid complaints and misunderstanding among beneficiaries.

*Our programme objectives were reached,*

1200 households targeted for the first round were supplied each single household with:

10kgs of rice,

10kgs of maize flour

,5kgs of beans,

3kgs of different mixed grains flour;

1kg of sugar,

one piece of soap bar and one flyer. Our initial target was 1200 households for the total project budget with a double of items mentioned above. The increase of number of beneficiaries was

decided a bit latter when we received grant confirmation because, lack of food items became more seriously in the communities with a big number of teachers in the private schools (Church Schools included) lost their jobs, motorcyclists can't make a meaningful gain as they would before the 14<sup>th</sup> March 2020 (start of the lockdown in the Republic of Rwanda) to date.

We have been able to increase the awareness vis-à-vis the COVID-19 by giving them flier for each one and hygienic material (one long piece of soap) as it was planned.

The beneficiaries have been selected as it was planned, *(list provided local leaders at village, cell and the sector's level in collaboration with RDIS Field, RDIS database (CCER Beneficiaries, the poorest ones), Nature of work that family member do (the most affected by COVID 19.), Enumerators and or community facilitators, Anglican Pastors and Catechist due for assistance in selected area,*

And the selection of poorest was done without discrimination

All of work was done in good collaboration of RDS workers, Church leaders and Local Government Leaders.

## 6.2 Lesson Learnt (maximum one page)

- **What lessons have been learnt so far through the Implementer involvement in this programme?**
  - ✚ RDIS assumes that the project has been beneficial and come in right time as it has brought hope to a good number of hopeless people.
  - ✚ According to the testimonies we have got from beneficiaries of this project, RDIS and the local church are much more trusted than they would be
  - ✚ Partnering with institutions committed to living conditions of the poor especially during the difficult times like the covid-19 pandemic is a great opportunity. Without UEM support, the contributions of RDIS and the Anglican Dioceses of Butare, Cyangug, Kigeme and Shyogwe could not be impactful as it these days
  - ✚ Community members and community leaders came to know more about United Evangelical Mission through the fliers' message delivered by RDIS staff and Church leaders because they were surprised to hear about the commitment of an International Organization to Rwandan People early the beginning of the sad times. **In Kinyarwanda (mother tongue we have a common saying “ Inshuti nyanshuti uyibona mu-byago” the right friend is known during difficult times, literally translated**
- **Have there been any “good practices” developed and/or identified as a result of the programme which could be replicated?**

A project targeting the neediest people in the community serves as tool for building unity amongst all members, leaders of different denomination included; there was an assumption

by other church leaders and their fellow that, in difficult times like the covid one, Churches and church institutions focus on their members, which was not the case for RDIS and Anglican Dioceses; it's a tangible good example appreciated by the whole community.

▪ **What unanticipated changes (both positive and negative) has the programme produced?**

- ✚ There has been a good understanding and collaboration with local leaders in identifying beneficiaries and implementing the project.
- ✚ During distribution process, RDIS realized, especially in Shyogwe and Kigeme dioceses that, people were willing to share with their neighbours who also were in need
- ✚ In addition, the project has been a good channel for local church and RDIS, to proclaim the Good News of Jesus Christ, not only this, but also raising awareness of different domains of intervention, such as saving culture for emergency, hygiene and sanitation, measures to mitigate the spread of COVID-19. Finally, RDIS has taken this opportunity, to remind beneficiaries respond to the use of the energy savings stoves in order to reduce the CO2 as one among other ways of environment protection
- ✚ Equally, there has been job creation in the domains of trading and transport

✚ On the other hand, there were needier people than the available resources

▪ **What lessons have been learnt about partnership between the implementing partner and the supporting partner?**

- ✚ Good collaboration helps to achieve a lot, especially during the unplanned event like covid 19 pandemic. Collaboration with United Evangelical Mission had enabled the four Anglican Diocese and RDIS be more impactful in the communities than they would be if they have to stand alone as project developer and implementer.

**6.3 Additional Information for Fundraising and Public Relation**

Some stories, quotes, testimonies and photos help to make aware of those who have provided their financial support as well as those willing to support:

Reverend Charlotte MUKAMWIZA from the Anglican church of Rwanda, in Shyogwe Diocese, and she is a Leader of Gitarama/Zion Parish.

*She said: ' through the collaboration throughout the identification of beneficiaries of the project, it has been a good opportunity for us to stand for the poorest of our community regardless religious affiliation, and, the testimony behind is being spread by non-Anglican which is increasing the members of our congregation'.*

This photo below shows the family of one of the beneficiaries who have got food from RDIS his name is MUNYANKUMBURWA Eliel an aged of 48 and his family. He locates in Nyamagabe district, Mbazi sector, Manwari cell, Kibumba village, the family is very happy for the support from RDIS under the support of United Evangelical Mission because it was a big problem for them to get the porridge flour and the sugar, they had never ate rice before because it is expensive and now in thier family it is amazing to have food inclouiding rice.





**Mashyaka Xaveri 58 years old** (with his wife),he said , it is unbelievable for my family to access meals whilst we have spent almost 2 weeks eating swit potatoes only. I am very gdateful to RDIS and UEM for the divirse variety of food,soap for washing clothes and flier to better know how to fight against the covid 19 pandemic.

One of the local leaders in Mbazi sector Kigeme said“as a leader this is a hard time due to COVID 19 Grobal Pendemic especially to the people of Mbazi sector where many of them are suffering from hunger others lost their daily work ,on the other hand people are unaware about COVID-19 and how to avoid the spread of it. So we are grateful for RDIS and supporters for the big work done to vulnerables without descrimination of Religious or any form of descrimination.We are sure our collaboration with RDIS will increase“.

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This is **YANKURIJE Colette**, is 74 years old , a disability person living in Gikonko sector in Gisagara district, After receiving support of food consumptions by RDIS. She said “ *before I get this support, some times I would in my bed with an empty stomach because of lack of food, and now, I am sure this night I will slep well thank you and God bless you*“



Vestine Mukuankurunziza said 'I'm very surprised because I had been unable to cook for days due to lack of food, but now with my family we are very happy because we have what to cook and we will share with our neighbor, and thanks to the RDIS organization and Anglican Church' According to Mr. NDAGIJIMANA Emmanuel Executive Secretary of Gashonga sector in his message to the Community in Rusayo cell said "We are grateful to those who thought of helping the community to provide food assistance, RDIS and its partners, and as you all know, the COVID-19 pandemic is affecting everybody on one way or another, our sincere thanks.

And we appreciate the way the community continues to react and comply with safety guidance, we already work with RDIS in different field and we know RDIS AND Anglican as important partners, so we are very grateful to them."

## **7. Special Report for projects/programmes exceeding €30.000**

### **7.1. Projects, Impact and Sustainability Analysis**

- What indications are there that the community institutions have the capacity to manage their own welfare and development work?

They are able to found saving and credit associations, they have the properties to manage and they have been trained in different domain, in short people have different skills in farming and management.

- What indications are there that the evangelism/partnership/advocacy/diakonia/ development work in the community of the local/national church has been strengthened

At the site, Pastors preached the Gospel, people were taught how to live in collaboration with others and help one another and work together.

- What is the gender impact of this project?

The project strengthened good relationship and unity between women and men because they walked together towards food distribution zone and have heard teachings together so this will reduce the misunderstanding between husband and wife.

In short, the project has helped families who could not access meals during these difficult times (daily paid workers, individuals whose work contract was terminated due to covid -19, breast-feeding women and women with malnourished kids, some amongst those belonging to social economic categories: One and two. Briefly, those are people who some days, could not even afford one meal. Concerning the families with poor feeding, the project brought the joy to children, given, nowadays, members of those families are getting two meals a day, and, the porridge and sugar are saved for whoever of the family who may fall sick.

#### 8. Financial Report/separately provided

#### 9. If the planned project/programme was not yet implemented

A report must also be submitted even if a project is not yet initiated and fully completed within six months from date planned. Please use a separate sheet for your answers.

- Show why the programme was not yet initiated or fully implemented.
- Indicate when the programme will take place and the measures will be taken to ensure its completion.

Place/date: Shyogwe/Muhanga

/10<sup>th</sup> September 2020

R' Rvd Dr. Jered KALIMBA  
Bishop of Shyogwe Diocese

Mr. Viateur NTARINDWA  
RDIS Executive Secretary

Emilienne AKIMPAYE  
Head of Finance Depart-

#### Enclosures:

- A) List of Beneficiaries got support
- B) Financial report with supporting documents
- C) JPG Photos