



# WASH IN SCHOOLS TARGET CHALLENGE RECOGNITION APPLICATION

## RECOGNITION PROCESS

This application will be reviewed by your country- or district-level WASH in Schools recognition committee.

Recognition differs for each Rotary star level. For all levels, clubs submit a completed application to their country or district recognition committee, along with documents validating their WASH in Schools activities.

**Rotary One Star:** With the district governor's approval, the recognition committee will confirm recognition of participating clubs and schools.

**Rotary Two and Three Stars:** The recognition committee will ensure that the project fulfilled Rotary One Star requirements and will then forward the application to The Rotary Foundation's WASH in Schools Committee. The WASH in Schools Committee will determine whether recognition from Rotary International and UNICEF should be granted to participating clubs and schools.

Applications for Target Challenge recognition will be accepted on a rolling basis. Contact your country or district recognition committee to confirm that it received your application.

## ELIGIBILITY

To receive recognition, clubs must be from one of the five pilot countries — Belize, Guatemala, Honduras, India, or Kenya — or be an international partner working with clubs in one of those countries. Clubs must be in good standing and have fulfilled WASH in Schools Target Challenge requirements, including:

- Completion of all prerequisites outlined in the framework.
- Successful implementation of activities, with appropriate documentation supporting the level of recognition requested.

Refer to the [Rotary WASH in Schools Target Challenge Framework: A Three-Star Approach](#) for star and validation requirements.

## APPLICATION

Complete the following pages and submit the application, along with all required validation documents, to your country or district recognition committee. Contact the committee for instructions on how to submit your application.

## PROJECT INFORMATION

Country: \_\_\_\_\_ City: \_\_\_\_\_

WASH in Schools Project Title: \_\_\_\_\_

SOURCES OF FUNDING	AMOUNT (USD) For each funding source used	SOURCES OF FUNDING	AMOUNT (USD) For each funding source used
Cash contribution		District Designated Funds	
Endowed/term gifts		Global grant	
Partnership matches		Other	

TOTAL PROJECT BUDGET	
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GLOBAL GRANT/COMPETITIVE GRANT ID <i>(if applicable)</i>	
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## PROJECT LEAD CONTACT INFORMATION

Name: \_\_\_\_\_ Member ID: \_\_\_\_\_

Address: \_\_\_\_\_

City, State/Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

## PROJECT INFORMATION

APPLYING FOR — Check which star this application is for:

Rotary One Star       Rotary Two Stars       Rotary Three Stars

WASH in Schools number — If applicable, provide the project number you were assigned after receiving Rotary One Star: \_\_\_\_\_

Name of School: \_\_\_\_\_

Host or Local Rotary Club	Club ID	District	Country

### International Rotary Club

*(if any; an international club is only required for Global Grants or Competitive Grants)*

Sponsor Club ID	District	Country

## PROJECT DESCRIPTION

List the principal objectives of your WASH in Schools project below. They should reflect the results that you hoped your project would achieve.

*Example: "To develop teachers' knowledge of participatory methodologies for hygiene education and hand washing by June 2018."*

Briefly describe the project's primary activities: (1) major construction, (2) training, (3) educational programs, and (4) advocacy initiatives completed.

## INTERVENTIONS AND VALIDATION

Provide information that validates that you completed each activity or intervention successfully.

1. **Activities:** Review the list of activities that must be completed for each recognition level. These are the same activities listed in the WASH in Schools framework.
2. **Required validation:** Review the validation required for each activity (as listed in the WASH in Schools Framework).
3. **Validation type:** Specify the type of documentation that you'll provide. Select photos or documents from the menu.
4. **Description of validation:** Provide any details that you think would help the committee understand the validation you provide. (Not all pieces of validation will need a detailed description.)
5. **Upload photos and documents:** Paste all photos into a Word document. Save this and all other documents as PDFs. You will be prompted to attach the PDFs when you submit this application using the link your country or district recognition committee gives you.

### EXAMPLE:

Activities	Required Validation	Validation Type	Description of Validation
<i>Hand washing facilities with soap or ash and water are available near toilets</i>	Attach the documents listed to certify completion of activities <ul style="list-style-type: none"> <li>• <i>Photos of functional hand washing facilities with soap or ash available</i></li> <li>• <i>Photos of hand washing facilities close to latrines</i></li> </ul>	--Choose type-- --Choose type-- Photo Document	<ul style="list-style-type: none"> <li>• <i>Photo 1: Harson's Elementary School: Hand washing station with soap for 20 students in front of segregated latrines for boys and girls</i></li> <li>• <i>Photo 2: Boys and girls using the hand washing station at Harson's Elementary after midday meal</i></li> </ul>

### PREREQUISITES

Activities	Required Validation	Validation Type	Description of Validation
School's needs are assessed	Community assessment results		
School management committee (SMC) is formed if one doesn't already exist	List of committee members and a formal agreement that specifies roles and responsibilities, level of accountability, etc.		
All stakeholders, including local education, public services, health, and municipal management officials, are consulted	Letter of project acknowledgment by local officials		
Baseline data are collected before interventions are implemented	Records of preliminary data		

## ROTARY ONE STAR

Activities	<b>Required Validation</b> Attach the documents listed to certify completion of activities	Validation Type	Description of Validation
School management committee (SMC) capacity is established built	List of SMC meeting dates and times  Confirmation that SMC roles and responsibilities are fulfilled		
Long-term costs and revenue are determined for all WASH services, education, and training	Long-term financial plan that includes costs and revenues for all WASH infrastructure, education, and training  (If seeking higher star recognition, projected financial plan/life-cycle costing is required)		
Operation and maintenance management (O&M) plan is created	Documented O&M plan		
Menstrual hygiene management (MHM) plan is created	Documented MHM plan		
Teachers take daily attendance	Photos or copies of attendance records		
All teachers are trained and can teach hand washing	Rotary chart for training  Teacher training pretests and posttests		
Hand washing facilities with soap or ash and water are available near the toilets	Photos of functional hand washing facilities with soap and ash available  Photos of hand washing facilities close to latrines		
Daily supervised group hand washing with soap or ash takes place, normally before the school meal	Photo or video of supervised group hand washing session		
Access to improved, low-cost water supply is located near the school	Photos of all water systems		
Gender-segregated, improved sanitation is functional	Photos of gender-segregated improved sanitation facilities  Qualitative assessment conducted with teachers and students reporting on the condition of sanitation facilities		

## ROTARY TWO STARS

Activities	<b>Required Validation</b> Attach the documents listed to certify completion of activities	Validation Type	Description of Validation
Students who do not come to school regularly are contacted and a response plan created	Attendance records with an explanation of absenteeism  Plans from teachers for how to deal with reoccurring absenteeism		
Technical training provided to support operations and maintenance activities	Technology training plan to build technical expertise		
Operation and maintenance management plan is executed	Maintenance logs  Periodic photos of infrastructure that is clean and functional  Qualitative assessment conducted with teachers and students that indicate if toilets are consistently clean and functional		
Teachers are trained in hygiene and menstrual hygiene management (MHM) education	MHM teacher training curriculum  Pretest and posttest results		
Menstrual hygiene management (MHM) plan is implemented through infrastructure and a supportive environment	Photos of MHM friendly infrastructure and materials made available for girls  Interviews with girls and female teachers that assess whether their MHM needs (if required) are met		
Safe drinking water is available on school premises and, if needed, is treated using a low-cost method	Photos of low-cost point-of-use treatment  Written justification for technology selections		

<b>Activities</b>	<b>Required Validation</b> Attach the documents listed to certify completion of activities	<b>Validation Type</b>	<b>Description of Validation</b>
Facilities are used by all children	<p>Qualitative report in which teachers and students indicate that toilets are consistently functional, clean, and accessible</p> <p>Report observation: dated spot checks of latrines for signs of use, observation of students walking to the toilets, "fresh" toilet paper in hole, water on floor, etc.; no signs of open defecation</p>		

## ROTARY THREE STARS

WASH lessons are integrated into classroom curriculum with corresponding teacher training	Adapted curriculum examples		
WASH facilities meet national standards or suggested guidelines (where national standards do not exist or are not comprehensive, the recommended World Health Organization global standards should be discussed with government partners to identify context-appropriate standards)	Chart comparing national standards to total number of functional facilities at school  Water quality report that shows that appropriate water standards have been met for at least six months and that regular quality testing is planned for after the project		
School management committee determines whether schools are meeting WASH in Schools national standards and report data to the government	Copy of the monitoring data that is submitted to the ministry of education or a similar entity twice a year		
Resources and government support for improved education and WASH conditions are secured	Report on stakeholder meetings with lists of attendees  Evidence of support from government or other permanent entities in the country to ensure continuous education and WASH services		
Transference of behavior change and outreach to the community surrounding the school	Long-term plan for continued education and WASH services		