



## Community Economic Development

This sector of the IDEA Book includes economic projects established by previous Peace Corps volunteers in their communities. These projects include a range of ideas that have helped their communities use their skills to create new business ventures, provide new technology for better food practices, and restoration of business facilities. This sector includes projects from several grant types.

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# Macedonia: Food Surplus Redistribution IT Solution

*Peace Corps Volunteer and Community establish technology platform connecting food providing entities with civic sector organizations to facilitate the donation and redistribution of food surplus*

In Macedonia, SPA funds aided a Peace Corps Volunteer and community counterpart in establishing a technology platform that connects food providing entities with civic sector organizations to facilitate the donation and redistribution of food surplus to families in need. At the project's inception, bio-waste accounted for over 40% of the waste going into landfills annually. Over 64,000 tons of bio-waste was food, with between 7 - 10% being fit for human consumption (food surplus). Around half a million citizens struggled with chronic food insecurity and poverty (earning less than €2,667.61/year for a family of four). Macedonia has fifty public kitchens which provide one meal a day, serving only a small fraction of the population in need, yet at a tremendous cost as food is purchased rather than re-purposed.

From the PCV: "Prior to development of the technology platform, we relied solely on phone contact to identify and redistribute food surplus donations. As we considered expanding the service across the country, we realized this was unsustainable. With the new platform, businesses are able to post food surplus donations with several clicks in under 2 minutes, and Community Service Organizations can claim said donations in the same amount of time. The feedback from the community has been extremely positive, which is represented by the utilization of the platform and the food surplus donations (over nine tons, totaling 30,206 meals) since we launched the program four months ago. This project facilitated an estimated \$18,000 of food surplus donations. Through diverting food waste from landfills and into the hands of citizens struggling with chronic food insecurity, this project also helped save over \$1,188 in waste collection services. We are extremely excited about the possibilities the platform provides as we look to expand our capabilities across the country. We are on track to not only achieve the desired results but exceed them."

## Small Investments

Total Project Amount: \$25,716.38

SPA Funded Amount: \$3,650.93

(Including: engineering resources, web template)

Community Contribution: \$18,850.40

(Including: food surplus donations, office space)

Volunteer Paid (Overspent): \$1.84

## General Grant Information

This application has been developed as a tool to help Volunteers and their communities plan successful small grant projects. The information that you record here will also be transmitted to Peace Corps Headquarters for internal reporting and reporting to donors. Please work with your community to fill out this application and return it to the appropriate staff member at post for review. Before completing any section, make sure to read the entire application.

Project Title:	Food Surplus Redistribution IT Solution		
Grant Type:	Small Project Assistance (SPA)	Status:	Project Completed
Volunteer:	PCV #1	Responsible Program Manager/APCD:	Program Manager #1
Country:	Macedonia	Program Element:	2.4.1, Civic Participation
Project Start Date:	7/31/2017	Project End Date:	7/31/2018

*The budget information below will auto-fill once the budget has been entered into PCGO. If these fields are blank, you do not need to fill them in.*

% Comm. Contribution Proposed:	35.64	% Comm. Contribution Final:	73.30
Comm. Contribution Amount Proposed:	\$3,848.44	Comm. Contribution Amount Final:	\$18,850.40
Amount Requested:	\$3,649.09	Amount Approved:	\$3,649.09
		Amount Remaining:	(\$1.84)

Requested Grant Amount (local currency)

197051.00

Exchange Rate: \$1US= (enter local currency value here): 54.00

Number of PCVs working on project: 1

## Community Information

City/Town/Village      Community Group Name      Group Contact Information (phone, address, etc.)      Group Contact Person

Region #1      Community #1      Contact #1

## Classification

Choose from the following categories to give your project a primary classification: Agriculture, Education, Environment, Health, Municipal Development, Community and Economic Development, Youth Development, Water and Sanitation, HIV/AIDS, ICT, NGO Development, Volunteerism, Food Security, or Gender and Development.

From the same list above, choose one or more secondary classification to describe your project, if applicable

Primary Classification?	Classification(s)
No	Community and Economic Development
No	Environment
Yes	Food Security

## Volunteer Information

Primary PCV	PCV #1	Peace Corps Sector	Community Economic Development	COS Date	12/1/2018
PCV 2		Peace Corps Sector		COS Date	
PCV 3		Peace Corps Sector		COS Date	
Other PCVs:	<p>We may engage the Environmental Working Group within Peace Corps Macedonia to help support this project, but the group is still in the midst of transitioning from MAK20s to MAK21s with uncertainty of memberships as of submission of this SPA Grant on 31 May 2017</p>				

## Project Narrative

Please fill in each box explaining the planning for your project.

### Summary

Please provide a brief summary of the project (up to 250 words). Include project activities, objectives, the community's contribution and the potential impact the project may have. For PCPP applications, this is the text that will appear on the PCPP webpage, please omit specific location information.

We would like to develop a technology solution that would connect retailers, institutions, organizations and households Macedonia to allow for the notification, collection and distribution of food surplus to food insecure citizens throughout Macedonia. The project plan will initiate on July 2017 and be completed on July 2018. The solution will provide technological means to fill the gap today in Macedonia with organizations, businesses, etc. that possess large quantities of excess food from throwing it away, but instead connecting them with other CSOs that can pick up and distribute it to food insecure beneficiaries in the country. The solution will introduce an entirely new capacity to the civil sector that will connect supply of food surplus (food fit for human consumption that typically would be thrown out for any number of reasons) with demand of food surplus to food insecure families. Lastly, the application provides sustainable measures after implementation as it is one technological aspects of a larger project in development where we will be creating a formal Food Surplus Redistribution Network of retailers, distributors and other food providing entities with local civic organizations to distribute food surplus to marginalized and food insecure communities throughout Macedonia.

### Background

Describe the background of the community and what priority this project addresses.

The vision for community #1 is to see Macedonia without waste. In order to realize this vision, we have focused our attention on food waste (food that is discarded or lost uneaten) given the opportunity to impact our environment, economy and society by re-purposing food waste as a resource. As reported by the Food & Agriculture Organization of the United Nation, up to 1/3 of all food is spoiled or waste before it is consumed and over 1 billion people go hungry every single day. In the European Union, around 88 million tonnes of food are wasted annually at costs estimated at €143 billion.

Today in Macedonia, we landfill 99.4% of the 543,644 tons of mixed municipal waste which is comprised of glasses, plastics, paper, and other types of waste annually. Of the 543,644 tons of mixed municipal waste, 42% (228,330 tons) is biowaste, the largest waste stream comprised of garden, food and other biodegradable waste. Over 64,000 tons of biowaste is contributed from food with between 7 - 10% being fit for human consumption (food surplus) to help feed the most vulnerable people in the country. In addition, when the biowaste decomposes in landfills, carbon dioxide and methane gases are created. Methane is created when there is no air present while carbon dioxide is the natural product when anything rots in air. Both carbon dioxide and methane are greenhouse gases, which contribute to global warming and climate change. We have 445,099 citizens struggling with poverty (earning less than €2,667.61/year for a family of four) and dealing with food insecurity every single day. Currently, Macedonia has 50 public kitchens which provide 1 meal a day a cost of 75 dinars to between 3,500 - 4,000 citizens, only a small fraction of the population in need, at a tremendous cost 682,500 - 780,000 dinars a year due to the food being purchased rather than re-purposing the over 5,000 tons of food surplus that is landfilled each year.

We are in the process of creating a Food Surplus legislation in collaboration with Institute #1 that will allow the redistribution of food surplus to marginalized and food insecure families throughout the country. The legislation will focus on several aspects including tax benefits to food donors, increase capacities within the civil sector to improve redistribution efforts, and examine distribution of select after expired products to broaden the food surplus availability. With that being said, food surplus donation is legal within the current construct of the law within Macedonia, but fitting into the current legislation lacks incentives and the community infrastructure to do it at scale. We have made tremendous progress thus far with the completion of our policy brief that will be shared with the soon to be formed Committee on Agriculture. Also, we have received support from both the newly formed majority and opposition parties for the initiative as the legislation is a part of the newly formed government's working plan. Given the support, we will not have any lobbying efforts required or part of this project. We understand to fully actualize this legislation that we need to establish a network of retailers, distributors and other food providing entities with local civic organizations to distribute food surplus to marginalized and food insecure communities. The project will support the development of technology required to provide food surplus redistribution throughout Region #1 with the potential to support the entire country at a later date.

### Community Involvement

How is the community the driving force behind the project? Provide examples that demonstrate the community's involvement in the design and planning of this project.

The project proposal was developed within Community #1 and shared with the participating CSOs that we envision utilizing the solution. After reaching out with our idea, we confirmed that these CSOs have had similar internal discussions to introduce a technology solution for the supply and demand of food surplus, but have been unable to implement given their primary objectives have been elsewhere not allowing them to fully dedicate their full attention on this project. The positive support of the idea will be developed with a hands on approach from all the necessary stakeholders helping to development the use cases, training materials and finally testing aspects required to make the project a success. With that being said, the motivation already exists within the community including the means through volunteer support to pick up donations as needed (given food donations are being executed today by very small and informal means) and we are providing the means to realize the motivation into a tangible solution. In addition, the involvement of the participants will occur throughout the development and implementation highlighted by trainings organized to walk through each participants in the technology prior to deployment.

#### Outcome

Briefly describe the desired outcome of the project.

Development of 1 mobile responsive web solution  
# of Food Surplus IT Solution Users: 14  
# of Tons of Food Waste from Landfills Diverted: ~30 tons  
Distribution of Food Waste to Food Insecure Citizens in Region #1: 500 citizens (1-2 meals per day for ~6 months)  
\$ Amount of Food Surplus Value: ~\$54,431 (2 meals per day (\$2/kg) for 6 months)  
\$ Amount of Costs Savings from Reduced Waste Operations: ~\$3,960 (it costs \$132/ton for waste collection services in Region #1)

The indicators will be monitored through several means with Community #1 being responsible for total reporting requirements with supporting details provided by participating organizations and reports provided through the technology solution. We will work to development the necessary reporting steps through the training portion of the project to ensure participants understand needs and means necessary to provide back to Community #1 for the project. We will be sure to review consistently the information is reported in a timely and accurate manner with consideration if changes are required in the process due to unneeded burden on the participating organizations.

#### Implementation

Describe the implementation plan that will be used to achieve the goals and objectives of this project. Do you foresee any challenges to project implementation?

- Meet with target users from CSO and business sector
  - Conduct assessments of users including use case (a use case is a list of actions or event steps, typically defining the interactions between a role and a system, to achieve a goal) development that will determine every aspect where the technology will be utilized by the target users
  - Hire development team and support staff required
  - Develop different iterations of the use cases with development team and participants
- Initiate rapid prototype development
- Design the user experience (the overall experience of a person using a product such as a website or computer application, especially in terms of how easy or pleasing it is to use) for the solution
  - Develop the mobile responsive design with preferred development approach
  - Conduct User Acceptance Testing ( a phase of software development in which the software is tested in the "real world" by the intended audience) with target users
  - Host trainings with target users who will be utilizing the technology for supplying the food surplus and those responsible for distributing the food surplus to beneficiaries
  - Launch beta test with select users in the area to measure usability and impacted food insecure citizens
  - Support participating organizations through redistribution efforts to ensure effectiveness and efficiency of solution
  - Review initial results and develop backlog of new features and functionality for technology

Technical Features for the solution will include the following:

- Registry of food donors that have food surplus they are willing to donate to organizations supporting food insecure beneficiaries
- Registry of NGOs and other organizations that are willing to collect and distribute food surplus to food insecure beneficiaries
- Push Notification System based on user type allowing for clear communication between supply and demand of food surplus
- Mapping feature to reduce the transportation time of food surplus collection and distribution
- Reporting features to measure impact and activity level thereby informing the administrators as well as the participants of the issues and results
- Authentication process to ensure vetted organizations are participating in the technology

The challenges we foresee with the project, include development costs associated with the solution, ensuring the key functionality is developed within the timeframes in order for us to test and realize the outcomes and user friendliness associated with the technology that reinforces the necessary changes that need to occur within

Macedonia to prevent food waste and provide food surplus to food insecure families. We have initiated several mitigation steps already through informal meetings with projected vendors that will support the technology development and have been informed that the timeframes of feasibility within the proposed solution as of now and we have already received initial commitments that all potential vendors would be willing to stay on post launch for maintenance and updates (i.e troubleshooting) as needed. With that being said, the development team will be involved through the duration of the project with the intention of Community #1 to maintain the relationship post project completion as other funding means are identified to continue moving forward to further the development of the feature roadmap.

Capacity Building

How will the project contribute to building skills and capacity within the community?

The entire premise behind the technology solution for the Food Surplus Distribution Network was driven first and foremost through the participating organizations desire to introduce technology to augment their current ad-hoc process, but more importantly the behavior that will be changed is the willingness of retailers, distributors and other food providing entities to identify organizations who have a need for food surplus donations and the CSOs to be able to more consistently satisfy the needs of their beneficiaries. Unfortunately today, these organizations collaborate together sparingly, but both groups have a desire to expand their support but do not have efficient means to do it on a larger scale. The technology solution will change the organization's perception and attitudes towards food waste and realize its potential as a resource to feed the most marginalized people in the country. In addition, the technology will support the behavior changes by creating a user friendly and intuitive solution that will require minimal efforts on the demand or supply side in order for each to help resolve issues associated with food surplus by eliminating the need for it to be collected and instead being redistributed to the food insecure families that are beneficiaries of these CSOs.

Sustainability

How will the community be able to sustain the activities and/or benefits of this project? What is the community's plan to sustain the benefits of the project after the initial project funding has been exhausted?

The initial development of the technology solution will be supported by SPA grant funding, but we understand that in order to maintain the progress and results we will require other means to support updating and maintaining of the technology. We have been in discussions on two fronts to help solve for sustainability including introducing means for individual donors and other private organizations to donate directly through the technology solution. In addition as of June 2017, we have started our corporate sponsorship program reaching out directly to organizations that will benefit from the technology solution by connecting them with organizations that require food surplus donations. The technology will allow for these private organizations to save considerable amounts of money through elimination of waste collection fees. We are looking to seek corporate sponsorship funds from these organizations which will be utilized to offset the continued development costs and provide for further functionality and potential distribution of the technology across the country. Lastly, we will work to integrate, train and involve more organizations into the technology over time that will help spread the benefits and the interest allowing for more opportunities to sustain the technology through joint grant writing applications, engagement with foreign donors, and embassies within Macedonia.

## Goals & Objectives

What are the project's goals and objectives and how will you know if your project is reaching them to produce the desired benefits or change? Please list corresponding goal and objective for each line when entering multiple indicators under a single goal/objective. Add rows if needed.

Fill out for Initial Grant/Application					Fill out for Completion Report	
Goal	Objective	Indicator(s)	Who	When	Results	Comments

Community members will utilize technology solution to connect food surplus supply with demand	7-14 organizations will use the technology solution to provide ~30 tons of food waste to help feed 500 citizens	# of Food Surplus IT Solution Users	Food Providing Entities & CSOs	July 2017 - July 2018	30 total users: 19 CSOs & 11 Businesses	
Develop technology solution to combat food waste and food insecurity	1 mobile responsive web solution is developed	Number of solutions developed	Development Team	July 2017 - July 2018	Complete	Developed 1 mobile responsive website to enable food surplus donations
Divert food surplus from landfills	~30 tons of food waste diverted and provided to food insecure citizens over 6 months	# of Tons of Food Waste from Landfills Diverted	Food Providing Entities & Food Insecure Citizens	January 2018 - July 2018	9 tons of food surplus donations provided and diverted from becoming waste	We have been using the platform consistently since April 2018 providing 4 months of results that shows we are on track to not only achieve the desired results but exceed them.
Mitigate waste collection fees by leveraging food waste as a resource	Save food providing entities ~\$3,960 by eliminating waste collection fees through redistribution of food surplus over 6 months	\$ Amount of Costs Savings from Reduced Waste Operations	Food Providing Entities	January 2018 - July 2018	\$1,188 of cost savings for elimination of waste collection services	
Provide food surplus to food insecure citizens in Region #1	500 citizens 1-2 meals per day over 6 months	Number of Food Insecure Citizens Receiving Food Surplus Through Technology Solution	Food Insecure Citizens in Region #1	January 2018 - July 2018	30,206 meals	\$18,000 of new social welfare provided through food surplus donations

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## Do No Harm

### General

Please report on the results of your "do no harm" discussions with community members. Did you find that there were consequences you hadn't thought about?

Currently, the potential participating CSOs offer service programs to beneficiaries today whether it be job training or clothing donations. In addition, they have understood that the basic need of food is required by their beneficiaries, but have been unable to provide support for this need on a consistent basis due to lack of funding, lack of means and lack of human resources to focus on this need due to competing priorities / activities. With that being said, the biggest consideration regarding the "Do not harm" discussions have focused around beneficiaries that exploit the available food surplus without participating in the other skill building and job training workshops offered by the participating organizations. We understand that it will be essential that the food donations help satisfy a basic need for the beneficiaries but it is simply a basic need that requires other supplemental support to help them overcome their current situation. We intend to work closely with the participating organizations to identify different methods to ensure consistent participation and access to the needed services based on each individual beneficiaries.

### Environmental

If the proposed project is not solely a training project, please discuss possible negative environmental impacts with your community. What are potential negative Environmental impacts of the project activities?

At the heart of our vision at Community #1 is to see Macedonia without waste. We are certainly aware that if we do not work in close coordination and collaboration with the food provider entities and CSOs that we will not help solve for the problem of food waste, but rather diverting food waste from one entity to another if the supply side does not communicate the availability of food surplus and the demand side does not have the resources necessary to pick up and distribute the food surplus to beneficiaries in a timely manner.

In addition, we might create more harmful environmental impacts through inefficient connection between food

providing entities and CSOs that are not as closely anticipated requiring long distances in cars and/or trucks leading to further gas emissions in a city that is already fraught with air pollution.

**Mitigation**

For each of the potential negative impacts described in your prior responses please describe the measures the community will adopt in order to monitor and mitigate against potentially harmful effects.

The community understands the food needs of its beneficiaries given that 1 out of 5 families in Macedonia is food insecure. With that being said, we have shared our initial concerns about the "creation of food waste" rather than sharing of food surplus with the CSOs and each has demonstrated a willingness to work closely with Community #1 and the food providing entities to ensure available food redistribution is handled properly and timely to ensure it is provided to those in need. In addition, we have been developing community mapping requirements for the technology solution to help partner up food providing entities with CSOs in their general area that will help to eliminate the unneeded transportation over long distance thereby removing the excess gas emissions through the solution.

## Budget Summary

No need to complete this section when working offline. This section will automatically calculate when the detailed budget has been entered in the PCGO portal.

Category	Grant Amount	Community Contribution Cash	Community Contribution In-Kind	Third-Party Contribution Cash	Third-Party Contribution In-Kind
Equipment	\$0.00				
Labor	\$0.00	\$1348.44	\$0.00	\$0.00	\$0.00
Land/Venue Rental	\$0.00	\$0.00	\$0.00	\$3300.00	\$0.00
Materials Transport	\$0.00				
Materials/Supplies	\$0.00	\$2500.00	\$0.00	\$0.00	\$0.00
Other	\$3556.50	\$0.00	\$0.00	\$0.00	\$0.00
Travel/Per Diem/Food/Lodging	\$92.59	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total</b>	<b>\$3,649.09</b>	<b>\$3,848.44</b>	<b>\$0.00</b>	<b>\$3,300.00</b>	<b>\$0.00</b>

## Budget Detail

Enter each item that will be required to complete the project. For the budget category, you will need to classify each item as one of the following budget categories: Equipment, Labor, Land/Venue Rental, Materials Transport, Materials/Supplies, Other, Travel/Per Diem/Food/Lodging. It is recommended that you use the supplemental spreadsheet to complete your initial budget offline. This can be found at [http://files.peacecorps.gov/donate/Small\\_Grants\\_Budget\\_Worksheet.xls](http://files.peacecorps.gov/donate/Small_Grants_Budget_Worksheet.xls). The Grants Coordinator at your post can also provide you a copy.

Item Description	Budget Category	Unit Cost	Qty	Total Cost	Grant Amount Local	Grant Amount \$US	Community Contribution Cash (Local/\$US)		Community Contribution In-Kind (Local/\$US)		Third-Party Contribution Cash (Local/\$US)		Third-Party Contribution In-Kind (Local/\$US)	
Project Director Salary	Labor	6067.98	12.00	72815.76	0.00	\$0.00	72815.76	\$1348.44	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Office Space	Land/Venue Rental	14850.00	12.00	178200.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	178200.00	\$3300.00	0.00	\$0.00
Food Surplus Donations	Materials/Supplies	135000.00	1.00	135000.00	0.00	\$0.00	135000.00	\$2500.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Engineering Resources	Other	192051.00	1.00	192051.00	192051.00	\$3556.50	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Stakeholder Meetings - two way with bus in Region #1	Travel/Per Diem/Food/Lodging	25.00	200.00	5000.00	5000.00	\$92.59	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Total					197,051.00	\$3,649.09	207,815.76	\$3,848.44	0.00	\$0.00	178,200.00	\$3,300.00	0.00	\$0.00

### Budget Narrative (optional)

This section describes the types of items or services that will be purchased in each budget category. It gives a snapshot of what will be purchased to complete the project. The budget narrative differs from the detailed budget in that it summarizes all budget line items within the same category. The fields completed here should match the categories used in the "Budget Detail" Section.

Budget Category	Grant Contribution	Community Contribution	Third-Party Contribution
Equipment			
Materials Transport			
Labor		291,263.04	
Land/Venue Rental			178,200.00
Materials/Supplies		2,939,279.40	
Other	192,051.00		
Travel/Per Diem/Food/Lodging	5,000.00		

### Environmental Review

For grant projects involving 1) water/sanitation; 2) agriculture such as agroforestry and community gardens, and 3) environment such as natural resource management, Volunteers must complete and submit an environmental screening form to the grant review committee. The grant review committee must ensure that information on the form is taken into consideration and given significant weight. The Volunteer and committee will determine what, if any, measures must be taken to mitigate and monitor the environmental impact of the project.

The purpose of this Environmental Review and Assessment Checklist (ER Checklist) is to determine whether the proposed action (scope of work) encompasses the potential for environmental pollution or concern and, if so, to determine the scope and extent of additional environmental evaluation, mitigation, and monitoring necessary to fulfill federal U.S. environmental requirements. The ER Checklist is intended to be used by both the Peace Corps personnel who submit project proposals and the grant selection committee to ensure that environmental consequences are taken into account before making an award for a proposed activity. The environmental consequences checklist will assist in determining the potential environmental impact of the proposal.

Include cost information on any environmental mitigation and monitoring in the overall budget proposal. Appropriate environmental mitigation and monitoring is considered an integral aspect of the overall project activity.

Please provide the following information. This information will assist the grant award committee in making an environmental impact determination on the proposed activity.

Project/Activity Description	
Type of Project/Activity	
Baseline Environmental Conditions	

A. CHECKLIST FOR ENVIRONMENTAL CONSEQUENCES: Check appropriate column as Yes (Y), Maybe (M), No (N) or Beneficial (B). Briefly explain Y, M and B checks in next Section, "Explanations". A "Y" response does not necessarily indicate a significant effect, but rather an issue that requires focused consideration.

1. Earth Resources

- a. grading trenching, or excavation in cubic meters or hectare
- b. geologic hazards (faults, landslides, liquefaction, un-engineered fill, etc.)
- c. contaminated soils or ground water on the site
- d. offsite overburden/waste disposal or borrow pits required in cubic meters or tons
- e. loss of high-quality farmlands in hectares


2. Agricultural and Agrochemical

a. impacts of inputs such as seeds and fertilizers

b. impact of production process on human health and environment

c. other adverse impacts

3. Industries

a. impacts of run-off and run-on water

b. impact of farming such as intensification or extensification

c. impact of other factors

4. Air Quality

a. substantial increase in onsite air pollutant emissions  
(construction/operation)

b. violation of applicable air pollutant emissions or ambient concentration  
standards

c. substantial increase in vehicle traffic during construction or operation

d. demolition or blasting for construction

e. substantial increase in odor during construction or operation

f. substantial alteration of microclimate

5. Water Resources and Quality

a. river, stream or lake onsite or within 30 meters of construction

b. withdrawals from or discharges to surface or ground water

c. excavation or placing of fill, removing gravel from, a river, stream or  
lake

d. onsite storage of liquid fuels or hazardous materials in bulk quantities

6. Cultural Resources

a. prehistoric, historic, or paleontological resources within 30 meters of  
construction

b. site/facility with unique cultural or ethnic values

7. Biological Resources

a. vegetation removal or construction in wetlands or riparian areas in hectare

b. use of pesticides/rodenticides, insecticides, or herbicides in hectare

c. Construction in or adjacent to a designated wildlife refuge

8. Planning and Land Use

a. potential conflict with adjacent land uses

b. non-compliance with existing codes, plans, permits or design factors

c. construction in national park or designated recreational area

d. create substantially annoying source of light or glare

e. relocation of >10 individuals for +6 months

f. interrupt necessary utility or municipal service > 10 individuals for +6 months

g. substantial loss or inefficient use of mineral or non-renewable resources

h. increase existing noise levels >5 decibels for +3 months

9. Traffic, Transportation and Circulation

a. increase vehicle trips >20% or cause substantial congestion

b. design features cause or contribute to safety hazards

c. inadequate access or emergency access for anticipated volume of people or traffic

10. Hazards

a. substantially increase risk of fire, explosion, or hazardous chemical release

b. bulk quantities of hazardous materials or fuels stored on site +3 months

c. create or substantially contribute to human health hazard

11. Other Issues

a. substantial adverse impact

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b. adverse impact

--

c. minimal impact

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B. EXPLANATION OF ENVIRONMENTAL CONSEQUENCES: explain Y, M and B responses

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C. IDENTIFIED SIGNIFICANT ENVIRONMENTAL IMPACTS (including physical, biological and social), if any: (Use ER to identify significant environmental impacts)

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D. PROPOSED MITIGATION MEASURES (if any):

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E. PROPOSED MONITORING MEASURES (if any):

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## Grant Performance Indicators

When you are applying for a grant and filling in your grant application, you will only fill in the first column titled, "Initial Indicators". At this time, you will estimate the number of organizations or community members that you anticipate will participate in, benefit from, or be affected by your project. You must enter a non-zero number for at least one initial grant-specific indicator for the project to be approved.

When your project is complete and you are filling out your grant completion report, you will only fill in the second column titled, "Final Indicators". In this column, you will report the actual number of organizations or community members that participated in, benefited from or were affected by your project. You must enter a non-zero number for at least one final grant-specific indicator to confirm that the project met agreed-upon funding requirements

Region / Country	Type	Program Element	Metric	Categories	Initial Indicators	Final Indicators	
Macedonia	All	# of Beneficiaries (indirect)	Community members who receive an indirect benefit from the project, not including those counted above	Male(s) 25 and above	0	0	
				Male(s) 15-24	0	0	
				Male(s) 14 and below	0	0	
				Female(s) 25 and above	0	0	
				Female(s) 15-24	0	0	
				Female(s) 14 and below	0	0	
		# of Participants (direct)	Community members directly involved in the design and implementation of the project, including those who attend trainings or workshops	Male(s) 25 and above	77	125	
				Male(s) 15-24	0	0	
				Male(s) 14 and below	108	250	
				Female(s) 25 and above	207	225	
				Female(s) 15-24	0	0	
				Female(s) 14 and below	108	300	
		Capacity Development	# of community organizations and/or associations that will have increased capacity due to this small grant	Organizations	14	30	
				# of individuals who will have increased capacity due to this small grant	Male(s) 25 and above	11	10
					Female(s) 25 and above	23	25
		Male(s) 15-24	0	0			

			Female(s) 15-24	8	12	
			Male(s) 14 and below	0	0	
			Female(s) 14 and below	0	0	
		# service providers who will have increased capacity due to this small grant	Male(s) 25 and above	10	16	
			Female(s) 25 and above	8	14	
			Male(s) 15-24	0	0	
			Female(s) 15-24	0	0	
			Male(s) 14 and below	0	0	
			Female(s) 14 and below	0	0	
	New Technology & Practices		# of individuals who have applied new technologies and/or practices as a result of this grant	Male(s) 25 and above	11	15
				Female(s) 25 and above	23	32
		Male(s) 15-24		0	0	
		Female(s) 15-24		8	9	
		Male(s) 14 and below		0	0	
		Female(s) 14 and below		0	0	
		# of new technologies and/or practices that will have been adopted as a result of this small grant	Technologies	1	1	
			Practices	2	2	
SPA		2.4.1, Civic Participation	# of civil society organizations using US government assistance to improve internal organizational capacity	Civil society organizations	7	30
	# of people trained/educated in organizational capacity and/or leadership		Female(s) 14 and below	0	0	
			Female(s) 15-24	17	18	
		Female(s) 25 and above	26	36		

				Male(s) 14 and below	0	0
				Male(s) 15-24	15	24
				Male(s) 25 and above	9	15
		# of people who have completed USG-assisted civic education programs		Female(s) 14 and below	0	0
				Female(s) 15-24	0	0
				Female(s) 25 and above	0	0
				Male(s) 14 and below	0	0
				Male(s) 15-24	0	0
				Male(s) 25 and above	0	0

## Referral Contacts

Most approved PCPP and LGL projects will be posted online for fundraising at [peacecorps.gov/donate](http://peacecorps.gov/donate). Volunteers are encouraged to enter contact information for their friends and family who may want to support their project through donations. Once your project is approved, Peace Corps/HQ staff will contact your referrals to alert them that your project is online.

Title	First Name	Last Name	Relationship to Volunteer	E-mail Address	Street Address	City	State	Zip Code

**STOP HERE, if you are filling out your grant application - you are done!**

If you have completed your project and are filling in your completion report information, be sure to fill in your final indicators in the "Grant Performance Indicators" section above. Then, fill in your final narrative and budget below.

## Completion Report Narrative

Please fill in each box explaining the outcomes of your project.

### Tell Your Story

Every project has a story. Please describe any anecdotal evidence/stories from a community member or your personal experience that attest to the project's success. This vignette may be used to highlight your exemplary work when reporting to stakeholders.

The concept for the creation of the Food Surplus Redistribution Platform originated from Community #1's work in the prevention, reduction and reuse of food "waste." We were in the midst of establishing a network of food providing businesses with food surplus and CSOs who have food insecure beneficiaries that could support redistribution. We understood to streamline this process for businesses & CSOs who are spread throughout Region#1 and eventually the country, we needed to use technology to facilitate the posting and claiming of food surplus donations. We developed the concept in coordination with several partner organization which included development of wireframes outlining the entire experience to make the idea more tangible and interviewed several different web developers within the region after posting the opportunity on Upwork.com. We hired and started working in October 2017 with the developers where we outlined objectives, functionalities and features for the tool. We reviewed similar platforms while factoring the local context and needs of Macedonia throughout the development. We started Alpha testing only with individuals in the organization by the end of January 2018 which helped crystallize some essential changes including wording and feature ordering to help ease the user experience with the emphasis on less time spent when posting/claiming food surplus donations. As of March 2018, we had a Beta version available for the end users where we sought and received feedback on the platform from businesses and CSOs. Once we felt comfortable with all the functionality, we worked with one of our partners to improve the overall design and feel of the platform to make it much more visually appealing which has allowed us to promote the platform to the general public while still maintaining the close network for utilization by the users who are providing and claiming food surplus donations. The compressed timelines corresponded with our launch event on 23 April 2018 where we introduced all our efforts regarding policy advocacy, network development, platform creation and awareness raising on the topic. We developed a user manual for individuals clearly articulating the entire experience, hosted individual and group meetings to help set users up and we did a soft launch prior to the event on the 23 April 2018 to make sure all the functionality including notifications was working properly. We have been using the platform consistently since April 2018 providing 4 months of results that shows we are on track to not only achieve the desired results but exceed them.

### Goals Achieved, Changes in Initial Objectives, and Community Feeling

We have achieved the following results to date:

Developed 1 mobile responsive website to enable food surplus donations  
30 total users: 19 CSOs & 11 Businesses  
9 tons of food surplus donations provided and diverted from becoming waste  
\$18,000 of new social welfare provided through food surplus donations  
\$1,188 of cost savings for elimination of waste collection services  
30,206 meals provided to date

The feedback from the community has been extremely positive which is represented by the utilization of the platform and the food surplus donations that have been provided to date. We are extremely excited about the possibilities the platform provides as we look to expand our capabilities across the country.

### Capacity and Skills Built

The capacities and skills developed through the implementation of the SPA Grant not only support Community #1, but also the organizations that are actively utilizing the Food Surplus Donations Platform on a multitude of fronts. Community #1 was able to identify developers who are interested in the topic and have demonstrated a willingness to stay involved in support of the Platform after the completion of the project which will enable future evolutions of the Platform as we look to improve the overall user experience. Community #1 was able to understand from a product development standpoint how to draw inspiration, ideation and implementation of a technology project that was not a skill set within the organization prior to support from the SPA grant. All organizations that are a part of the Food Surplus Redistribution Network have access to a technology that supports to elimination of the creation of unnecessary food waste (businesses) to providing food surplus to their beneficiaries to better support the programs they are developing including educational services to Roma youth and social services to recovering addicts to name the missions of a few CSOs involved.

Sustainability

The entire focus of the SPA grant was to establish a tool that can enable and facilitate food surplus donations in a more streamlined and efficient manner. Prior to development of the Platform, we relied solely on phone contact to identify and redistribute food surplus donations which was unsustainable as we consider expanding the service across the country. The ability for businesses to post food surplus donations with several clicks in under 2 minutes and CSOs to claim said donations in the same amount of time allows for sustainability given the speed with which the service is complete while providing the opportunity for organizations to complete the posting/claiming within their own schedules. The integration of the platform within the normal day to day operations of businesses and CSOs eliminate the repeated back and forth that was required previously through the phone and instead allows for these steps to quickly be completed through a smartphone or desktop experience. We have initiated the development of a new fundraising approach that will support sustainability of the next iteration of the Platform including new features and functionality that will begin in Fall 2018.

Unexpected Events and Recommendations

We experienced a number of unexpected events throughout the development of the Platform with the most prominent being the need to change development environments which also required us to repurpose funding that was allocated to purchase a design template to be reutilized. As we began work with our developers, an initial assessment was made regarding the preferred development environment which was incorrect due to the functionality that was necessary, but it did not impede or extend any timelines and allowed for us to repurpose the design template to improve the appearance of our organization's webpage.

Lessons Learned and Promising Practices

The lessons learned through the experience can be boiled down to personal relationships. It was essential that we hired local developers who knew the culture, the language and the people rather than rely on inexpensive foreign developers which would have required tremendous oversight and translation services that would have greatly impacted the final work product. We knew that we needed to find partners who would be willing to test and provide feedback on the Platform throughout the development or else we would have developed a tool that fit the needs of individuals that would not be directly using it. The trust and credibility that we had built up through our personal relationships allowed us to quickly remedy any users issues that were presented through the Beta testing which might not have been the case if we had not worked hard previously to foster these relationships with individuals who wanted us to succeed with the understanding that our success was their success. We have been extremely satisfied to date as we have built a diverse group of businesses that has provided consistent donations at times on a daily basis which helps to further reinforce the integration of the food surplus donations into their daily operations which only leads to future donations and more support in the near term. The almost daily availability of food surplus donations has helped support the participating CSOs to provide a basic human need to their beneficiaries and better ease their programming as the beneficiaries are no longer struggling with food insecurity in the moment. We understand that for us to make a dramatic impact on food insecurity in the country, we need to have more businesses providing food surplus donations and we will use the coming months to help expand the participant with the Platform being the point of differentiation that secures the support of new organizations creating a promising future for the organization and sustainability of our results over the long term.

No need to complete this section when working offline. This section will automatically calculate when the Final Project Log has been entered in the PCGO portal.

Activity	Grant Amount	Community Contribution Cash	Community Contribution In-Kind	Third-Party Contribution Cash	Third-Party Contribution In-Kind
Equipment					
Labor	\$0.00	\$1,313.73	\$0.00	\$0.00	\$0.00
Land/Venue Rental	\$0.00	\$0.00	\$0.00	\$3,215.06	\$0.00
Materials Transport					
Materials/Supplies	\$0.00	\$17,536.67	\$0.00	\$0.00	\$0.00
Other	\$3,650.93	\$0.00	\$0.00	\$0.00	\$0.00
Travel/Per Diem/Food/Lodging	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$3,650.93	\$18,850.40	\$0.00	\$3,215.06	\$0.00

## Final Budget

Use this project log to record each receipt collected for your project. You will need to classify each item as one of the following budget categories: Equipment, Labor, Land/Venue Rental, Materials Transport, Materials/Supplies, Other, Travel/Per Diem/Food/Lodging. It is recommended that you use the supplemental spreadsheet to complete your final budget offline. This can be found at [http://files.peacecorps.gov/donate/Final\\_Report\\_Project\\_Log.xls](http://files.peacecorps.gov/donate/Final_Report_Project_Log.xls).

Date	Receipt #	Item Description	Budget Category	Unit Cost	Qty	Total Cost	Grant Amount (Local Currency)	Grant Amount (\$US)	Community Contribution Cash (Local Currency/\$US)		Community Contribution In-Kind (Local Currency/\$US)		Third-Party Contribution Cash (Local Currency/\$US)		Third-Party Contribution In-Kind (Local Currency/\$US)	
		Project Director Salary	Labor	70,941.43	1.00	70,941.43	0.00	\$0.00	70,941.43	\$1,313.73	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
		Office Space	Land/Venue Rental	173,613.00	1.00	173,613.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	173,613.00	\$3,215.06	0.00	\$0.00
		Food Surplus Donations	Materials/Supplies	105.22	9,000.00	946,980.00	0.00	\$0.00	946,980.00	\$17,536.67	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
7		7) SSL Certificate	Other	354.00	1.00	354.00	354.00	\$6.56	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
1		1) Opening & Transfer Fees (PCV to	Other	918.00	1.00	918.00	918.00	\$17.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00

		Community #1 )														
	2	2) Domain Registration	Other	1,061.00	1.00	1,061.00	1,061.00	\$19.65	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
	8	8) Web Template	Other	2,679.00	1.00	2,679.00	2,679.00	\$49.61	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
	3,4,5,6	Engineering Resources	Other	192,138.00	1.00	192,138.00	192,138.00	\$3,558.11	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Total							197,150.00	\$3,650.93	1,017,921.43	\$18,850.40	0.00	\$0.00	173,613.00	\$3,215.06	0.00	\$0.00

### Final Grant Performance Indicators

Please go back to the previous "Grant Performance Indicators" section and fill in the column titled, "Final Indicators" to report on the results of your project. In this column, you will report the actual number of organizations or community members that participated in, benefited from or were affected by your project. You must enter a non-zero number for at least one final grant specific indicator to confirm that the project met agreed-upon funding requirements.

# Benin: Integrated Business Development Center

*Peace Corps Volunteers build shared community space that fosters economic development and adult education*



*A group meeting in the new community space.*



*A savings group taking note of how much they have saved.*

The community has always emphasized the importance of fostering development through **financial empowerment**, particularly for women and artisans. With this building project, the community will have a meeting place, which will allow for expansion of the savings group structure as well as provide a space for **community events and dialogue**. The augmented space enabled savings group membership to increase, therefore increasing the number of community members participating in financial planning. The free meeting place equipped with a chalkboard would allow **free business classes** to be held throughout the year with the goal of **increasing community involvement** and development.

Membership to the village savings group has increased by **270** members. All new members learned how to participate in the Village Savings and Loans system, which **empowers** those most in need, particularly women, to take control of their finances by participation in a year-long savings and loans program. The program sets up a savings schedule for them, gives them access to a line of credit, teaches them how to responsibly take out loans, and at the end of the year rewards members with their own savings plus the interest those savings have earned. The whole community has easily adopted the Center as their new meeting place, impacting over **2,500** community members.

## Small Investments

Total Project Cost: \$11,461.43

PCPP Funded Amount: \$7,155.64

Community (And Third Party) Contribution: \$4,305.7

## General Grant Information

This application has been developed as a tool to help Volunteers and their communities plan successful small grant projects. The information that you record here will also be transmitted to Peace Corps Headquarters for internal reporting and reporting to donors. Please work with your community to fill out this application and return it to the appropriate member at post for review. Before completing any section, make sure to read the entire application.

**Project Title:** Integrated Business Development Center

**Grant Type:** Peace Corps Partnership Program (PCPP)      **Status:** Project Completed

**Volunteer:** PCV #1      **Responsible Program Manager/APCD:**

**Country:** Benin

**Project Start Date:** 6/11/2018      **Project End Date:** 9/10/2018

*The budget information below will auto-fill once the budget has been entered into PCGO. If these fields are blank, you do not need to fill them in .*

<b>% Comm. Contribution Proposed:</b>	38.55	<b>% Comm. Contribution Final:</b>	37.57		
<b>Comm. Contribution Amount Proposed:</b>	\$4,281.12	<b>Comm. Contribution Amount Final:</b>	\$4,305.79		
<b>Amount Requested:</b>	\$6,824.82	<b>Amount Approved:</b>	\$7,155.64	<b>Amount Remaining:</b>	\$0.00

**Requested Grant Amount (local currency)**

3935600.00

**Exchange Rate: \$1US= (enter local currency value here):** 576.66

**Number of PCVs working on project:** 1

## Community Information

City/Town/Village	Community Group Name	Group Contact Information (phone, address, etc.)	Group Contact Person
Town #1	Community Group #1		

## Classification

Choose from the following categories to give your project a primary classification: Agriculture, Education, Environment, Health, Municipal Development, Community and Economic Development, Youth Development, Water and Sanitation, HIV/AIDS, ICT, NGO Development, Volunteerism, Food Security, or Gender and Development.

From the same list above, choose one or more secondary classification to describe your project, if applicable

<b>Primary Classification?</b>	<b>Classification(s)</b>
Yes	Community and Economic Development

## Volunteer Information

<b>Primary PCV</b>	PCV #1	<b>Peace Corps Sector</b>	Community Economic Development	<b>COS Date</b>
	_____		_____	_____
<b>PCV 2</b>		<b>Peace Corps Sector</b>		<b>COS Date</b>
	_____		_____	_____
<b>PCV 3</b>		<b>Peace Corps Sector</b>		<b>COS Date</b>
	_____		_____	_____
<b>Other PCVs:</b>	_____			

## Project Narrative

Please fill in each box explaining the planning for your project.

### Summary

Please provide a brief summary of the project (up to 250 words). Include project activities, objectives, the community's contribution and the potential impact the project may have. For PCPP applications, this is the text that will appear on the PCPP webpage, please omit specific location information.

This project aims to construct a building that will serve as a community business development services center. Currently the Community Group #1, which amount to approximately 450 people, meet every Wednesday morning in a field to conduct their savings group activities. Since there is no formal building structure, when the rainy season comes, these groups of people are forced to conduct their business in the rain or crammed under a small shelter prone to flooding. There is also a persistent problem finding shade for everyone. The Community Group #1 groups also offer this space, including the tables and benches, for community use. This outdoor area serves as a community meeting place where the mosquito net distribution, trainings, community meetings, etc. are conducted. This project seeks to create a community business development services center that facilitates community meetings, particularly for the savings group members to encourage continual growth of the savings group structure and other community economic development.

### Background

Describe the background of the community and what priority this project addresses.

The community originally launched Community Group #1 with a small group of female artisans in 2007. Since its conception, the network of savings groups has grown from 15 people to over 450 people and expanded to include men within the community as well. The community has always emphasized the importance of fostering development through financial empowerment, particularly for women and artisans, and are happy to donate their shared space to others. However, each year that savings groups expand, they face the issue of providing shade and shelter for more and more people. The community has long since been saving up for a building, but find themselves forced to create quick temporary solutions to shelter their growing numbers. Adding on to the money they have already set aside will allow them to invest in a permanent building as opposed to pushing them to spend more and more of their savings on temporary solutions.

### Community Involvement

How is the community the driving force behind the project? Provide examples that demonstrate the community's involvement in the design and planning of this project.

The community is able to contribute the land, the benches, tables, and an additional 25% of the cost of the building, which they have been collectively saving for. The community has done the research necessary for the building they would like to implement and have been saving for this project for years. This grant would empower the community to realize a project they have been working to achieve for the purpose of facilitating development dialogue and action within the community.

### Outcome

Briefly describe the desired outcome of the project.

The community will have a meeting place, which will allow for expansion of the savings group structure as well as provide a space for community events and dialogue. The space will also serve as a venue for trainings related to business management and financial literacy. Additionally, there will be two free rooms, which community members can use for production purposes.

### Implementation

Describe the implementation plan that will be used to achieve the goals and objectives of this project. Do you foresee any challenges to project implementation?

The management committee for the Community Group #1 is overseeing construction of the building. They intend to recruit workers from AVEC and create a task list with deadlines that will be reviewed each week after the Community Group #1 meetings. After the construction is complete, at the building's unveiling, a day of family budgeting and marketing training will be held for all Community Group #1 members and other interested community members.

### Capacity Building

How will the project contribute to building skills and capacity within the community?

This project will enable more people, particularly working women, within the community to join the savings group structure in order to learn money management skills. The building will also be unveiled with a financial literacy training to complement the saving structure already put in place by Community Group #1.

### Sustainability

How will the community be able to sustain the activities and/or benefits of this project? What is the community's plan to sustain the benefits of the project after the initial project funding has been exhausted?

The community center itself is a permanent solution to the problem of shelter and will allow the community to continue its expansion plans for its savings group structure.

## Goals & Objectives

What are the project's goals and objectives and how will you know if your project is reaching them to produce the desired benefits or change? Please list corresponding goal and objective for each line when entering multiple indicators under a single goal/objective. Add rows if needed.

Fill out for Initial Grant/Application					Fill out for Completion Report	
Goal	Objective	Indicator(s)	Who	When	Results	Comments

Click Ctrl+Home to return to top

Business Development	Create or strengthen income generating activities and small business	Number of individuals trained in business management	PCV and Counterpart #1	09/10/2018	Three individuals were trained as teachers to offer basic business classes to the community	Although only three people were trained as teachers, they will start offering free business classes on September 20th, to increase the number of individuals trained in business management
Personal Money Management	Strengthen the capacity of viable savings-led micro-finance associations	Number of members in savings and loans associations	PCV and Counterpart #1	09/01/2018	VSLA membership increased by 270 people	All 270 new members are now being coached in how to practice financial planning using the VSLA system
Personal Money Management	Improve financial literacy skills to manage finances effectively and increase family food security	Number of individuals trained in financial literacy	PCV and Counterpart #1	09/01/2018	All 720 members participated in financial literacy classes where they learned basic accounting, saving, and lending practices	Myself and the management committee from the VSLA spent the day of our opening on mass-media class teaching best financial planning practices and how these best practices would be re-enforced throughout the year using the VSLA system

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## Do No Harm

### General

Please report on the results of your "do no harm" discussions with community members. Did you find that there were consequences you hadn't thought about?

Based on discussions with my community, this building will not do harm to the community.

### Environmental

If the proposed project is not solely a training project, please discuss possible negative environmental impacts with your community. What are potential negative Environmental impacts of the project activities?

The building would be constructed on a plot of land that is a cleared and un-used field. However, construction workers should be conscious of how they dispose of waste so that it is not harmful to the surroundings.

### Mitigation

For each of the potential negative impacts described in your prior responses please describe the measures the community will adopt in order to monitor and mitigate against potentially harmful effects.

Discussing what waste will be created and how it will be disposed of with the construction workers will mitigate any negative environmental impacts to the area.

## Budget Summary

No need to complete this section when working offline. This section will automatically calculate when the detailed budget has been entered in the PCGO portal.

Category	Grant Amount	Community Contribution Cash	Community Contribution In-Kind	Third-Party Contribution Cash	Third-Party Contribution In-Kind
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Equipment	\$0.00				
Labor	\$1500.02	\$398.85	\$0.00	\$0.00	
Land/Venue Rental	\$0.00	\$0.00	\$1734.12	\$0.00	
Materials Transport	\$416.19	\$0.00	\$0.00	\$0.00	
Materials/Supplies	\$4908.61	\$1315.77	\$832.38	\$0.00	
Other	\$0.00				
Travel/Per Diem/Food/Lodging	\$0.00				
<b>Total</b>	<b>\$6,824.82</b>	<b>\$1,714.62</b>	<b>\$2,566.50</b>	<b>\$0.00</b>	

## Budget Detail

Enter each item that will be required to complete the project. For the budget category, you will need to classify each item as one of the following budget categories: Equipment, Labor, Land/Venue Rental, Materials Transport, Materials/Supplies, Other, Travel/Per Diem/Food/Lodging. It is recommended that you use the supplemental spreadsheet to complete your initial budget offline. This can be found at [http://files.peacecorps.gov/donate/Small\\_Grants\\_Budget\\_Worksheet.xls](http://files.peacecorps.gov/donate/Small_Grants_Budget_Worksheet.xls). The Grants Coordinator at your post can also provide you a copy.

Item Description	Budget Category	Unit Cost	Qty	Total Cost	Grant Amount Local	Grant Amount \$US	Community Contribution Cash (Local/\$US)		Community Contribution In-Kind (Local/\$US)		Third-Party Contribution Cash (Local/\$US)		Third-Party Contribution In-Kind (Local/\$US)	
Labor Frame	Labor	90000.00	1.00	90000.00	0.00	\$0.00	90000.00	\$156.07	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Labor for the roof	Labor	140000.00	1.00	140000.00	0.00	\$0.00	140000.00	\$242.78	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Labor for doors	Labor	15000.00	1.00	15000.00	15000.00	\$26.01	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Labor for Windows	Labor	20000.00	1.00	20000.00	20000.00	\$34.68	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Labor for Scrap	Labor	230000.00	1.00	230000.00	230000.00	\$398.85	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Mason	Labor	600000.00	1.00	600000.00	600000.00	\$1040.47	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Land for the building	Land/Venue Rental	1000000.00	1.00	1000000.00	0.00	\$0.00	0.00	\$0.00	1000000.00	\$1734.12	0.00	\$0.00	0.00	\$0.00
Transport of sand for foundation elevation	Materials Transport	10000.00	1.00	10000.00	10000.00	\$17.34	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Transport for roof materials	Materials Transport	80000.00	1.00	80000.00	80000.00	\$138.73	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Transport costs for the	Materials Transport	150000.00	1.00	150000.00	150000.00	\$260.12	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00

mason's supplies													
Benches	Materials/Supplies	6000.00	80.00	480000.00	0.00	\$0.00	0.00	\$0.00	480000.00	\$832.38	0.00	\$0.00	0.00
Nails	Materials/Supplies	17500.00	1.00	17500.00	0.00	\$0.00	17500.00	\$30.35	0.00	\$0.00	0.00	\$0.00	0.00
Galvanised Nails	Materials/Supplies	3000.00	10.00	30000.00	0.00	\$0.00	30000.00	\$52.02	0.00	\$0.00	0.00	\$0.00	0.00
Plotting	Materials/Supplies	250.00	125.00	31250.00	0.00	\$0.00	31250.00	\$54.19	0.00	\$0.00	0.00	\$0.00	0.00
Valance	Materials/Supplies	2500.00	24.00	60000.00	0.00	\$0.00	60000.00	\$104.05	0.00	\$0.00	0.00	\$0.00	0.00
Wood	Materials/Supplies	1000.00	60.00	60000.00	0.00	\$0.00	60000.00	\$104.05	0.00	\$0.00	0.00	\$0.00	0.00
Sheet Metal	Materials/Supplies	40000.00	14.00	560000.00	0.00	\$0.00	560000.00	\$971.11	0.00	\$0.00	0.00	\$0.00	0.00
Iron for roof	Materials/Supplies	1300.00	4.00	5200.00	5200.00	\$9.02	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00
Nails	Materials/Supplies	800.00	12.00	9600.00	9600.00	\$16.65	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00
Iron Wire	Materials/Supplies	2500.00	5.00	12500.00	12500.00	\$21.68	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00
Sand to elevate foundation	Materials/Supplies	20000.00	1.00	20000.00	20000.00	\$34.68	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00
Water for the Mason	Materials/Supplies	30000.00	1.00	30000.00	30000.00	\$52.02	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00
Iron	Materials/Supplies	1300.00	30.00	39000.00	39000.00	\$67.63	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00
Windows	Materials/Supplies	22500.00	3.00	67500.00	67500.00	\$117.05	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00
Doors	Materials/Supplies	38000.00	3.00	114000.00	114000.00	\$197.69	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00
Wood	Materials/Supplies	1000.00	125.00	125000.00	125000.00	\$216.77	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00
Foundation bricks	Materials/Supplies	3400.00	43.00	146200.00	146200.00	\$253.53	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00
Iron and Chaining	Materials/Supplies	2300.00	76.00	174800.00	174800.00	\$303.12	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00
Frame	Materials/Supplies	3000.00	60.00	180000.00	180000.00	\$312.14	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00
Gravel	Materials/Supplies	110000.00	2.00	220000.00	220000.00	\$381.51	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00
Cement	Materials/Supplies	3400.00	80.00	272000.00	272000.00	\$471.68	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00
Bricks	Materials/Supplies	3400.00	122.00	414800.00	414800.00	\$719.31	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00
Sand	Materials/Supplies	35000.00	14.00	490000.00	490000.00	\$849.72	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00
Plaster	Materials/Supplies	3400.00	150.00	510000.00	510000.00	\$884.40	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00

<b>Total</b>					<b>3,935,600.00</b>	<b>\$6,824.82</b>	<b>988,750.00</b>	<b>\$1,714.62</b>	<b>1,480,000.00</b>	<b>\$2,566.50</b>	<b>0.00</b>	<b>\$0.00</b>	<b>0.00</b>
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### Budget Narrative (optional)

This section describes the types of items or services that will be purchased in each budget category. It gives a snapshot of what will be purchased to complete the project. The budget narrative differs from the detailed budget in that it summarizes all budget line items within the same category. The fields completed here should match the categories used in the "Budget Detail" Section.

Budget Category	Grant Contribution	Community Contribution	Third-Party Contribution
Equipment			
Labor			
Land/Venue Rental			
Materials Transport			
Materials/Supplies			
Other			
Travel/Per Diem/Food/Lodging			

### Grant Performance Indicators

When you are applying for a grant and filling in your grant application, you will only fill in the first column titled, "Initial Indicators". At this time, you will estimate the number of organizations or community members that you anticipate will participate in, benefit from, or be affected by your project. You must enter a non-zero number for at least one initial grant-specific indicator for the project to be approved.

When your project is complete and you are filling out your grant completion report, you will only fill in the second column titled, "Final Indicators". In this column, you will report the actual number of organizations or community members that participated in, benefited from or were affected by your project. You must enter a non-zero number for at least one final grant-specific indicator to confirm that the project met agreed-upon funding requirements

Region / Country	Type	Program Element	Metric	Categories	Initial Indicators	Final Indicators
Benin	All	# of Beneficiaries (indirect)	Community members who receive an indirect benefit from the project, not including those counted above	Male(s) 25 and above	0	0
				Male(s) 15-24	0	0
				Male(s) 14 and below	1700	2500
				Female(s) 25 and above	0	0
				Female(s) 15-24	0	0
				Female(s) 14 and below	1700	2500

	# of Participants (direct)	Community members directly involved in the design and implementation of the project, including those who attend trainings or workshops	Male(s) 25 and above	100	175	
			Male(s) 15-24	50	75	
			Male(s) 14 and below	0	0	
			Female(s) 25 and above	200	320	
			Female(s) 15-24	100	150	
			Female(s) 14 and below	0	0	
Capacity Development	# of community organizations and/or associations that will have increased capacity due to this small grant	Organizations	15	22		
		# of individuals who will have increased capacity due to this small grant	Male(s) 25 and above	0	0	
			Female(s) 25 and above	0	0	
			Male(s) 15-24	0	0	
			Female(s) 15-24	0	0	
			Male(s) 14 and below	0	0	
			Female(s) 14 and below	0	0	
		# service providers who will have increased capacity due to this small grant	Male(s) 25 and above	0	0	
			Female(s) 25 and above	0	0	
			Male(s) 15-24	0	0	
			Female(s) 15-24	0	0	
			Male(s) 14 and below	0	0	
			Female(s) 14 and below	0	0	
		New Technology & Practices	# of individuals who have applied new technologies and/or practices as a result of this grant	Male(s) 25 and above	0	0
				Female(s) 25 and above	0	0

				Male(s) 15-24	0	0
				Female(s) 15-24	0	0
				Male(s) 14 and below	0	0
				Female(s) 14 and below	0	0
			# of new technologies and/or practices that will have been adopted as a result of this small grant	Technologies	0	0
				Practices	0	0

## Referral Contacts

Most approved PCPP and LGL projects will be posted online for fundraising at [peacecorps.gov/donate](http://peacecorps.gov/donate). Volunteers are encouraged to enter contact information for their friends and who may want to support their project through donations. Once your project is approved, Peace Corps/HQ staff will contact your referrals to alert them that your project is online.

Title	First Name	Last Name	Relationship to Volunteer	E-mail Address	Street Address	City	State	Zip Code

**STOP HERE, if you are filling out your grant application - you are done!**

**If you have completed your project and are filling in your completion report information, be sure to fill in your final indicators in the "Grant Performance Indicators" section above. Then, fill in your final narrative and budget below.**

## Completion Report Narrative

Please fill in each box explaining the outcomes of your project.

### Tell Your Story

Every project has a story. Please describe any anecdotal evidence/stories from a community member or your personal experience that attest to the project's success. This vignette may be used to highlight your exemplary work when reporting to stakeholders.

In rural parts of Benin, the simple, accessible banking many of us have grown accustomed to is not available, so to fill in this banking gap, many rely on Village Savings and Loans Associations (VSLA). Each VSLA group functions like a mini Credit Union; members come with their savings and can request loans made from the cumulative savings of the group. At the end of one year, the interest accumulated from these loans is divided among the members, so each member receives his/her savings from the year plus interest. In my village, village #1, over 450 people were participating in a VSLA.

Despite the success of our VSLA in village #1, the Association had no permanent structure for their meetings. The members constructed a temporary shelter out of wooden beams and palm fronds to provide necessary shade, but it didn't hold up against the tropical rainstorms. There was flooding and frequent repairs, which cost the Association time and money. The group also had nowhere to store documents, so they were constantly transported back and forth causing them to arrive late or to be lost altogether. The lack of permanent structure had also started to limit membership; with some groups already meeting under trees for shade, there was no room for expansion.

In conjunction with their savings and loans services, the Association offered free business classes to entrepreneurs. However, there was no free space to hold the classes, so they were dependent on whoever brought the blackboard to the field that day. The Association wasn't the only group with these struggles, the community as a whole lacked a free meeting place. Often groups would meet in the VSLA's palm-frond structure or meet only in the summer when the school's classrooms were available, which is peak harvest season and limited attendance.

### Goals Achieved, Changes in Initial Objectives, and Community Feeling

Our goal was to construct a Business Development Center, which would provide a dry, permanent meeting place for the VSLA as well as other communal organizations. The Center would also be equipped with offices and a blackboard for classes.

The augmented space would enable VSLA membership to increase, therefore increasing the number of community members participating in financial planning. The offices would create a safe place for document storage, which would increase the efficiency of the VSLA. And finally, the free meeting place equipped with a chalkboard would allow free business classes to be held throughout the year with the goal of increasing community involvement and development.

### Capacity and Skills Built

Membership to our Village Savings and Loans Association (VSLA) has increased by 270 members. All new members learned how to participate in the Village Savings and Loans system, which empowers those most in need, particularly women, to take control of their finances by participating in a year-long savings and loans program. The program sets up a savings schedule for them, gives them access to a line of credit, teaches them how to responsibly take out loans, and at the end of the year rewards members with their own savings plus the interest those savings have earned. In addition, the Center is offering free business classes starting September 20th in Marketing, Basic Accounting, and Feasibility studies to increase entrepreneurship and development in the area.

### Sustainability

This project was proposed by and overseen by the community. Three community members have been trained as teachers for the basic business classes offered by the Village Savings and Loans Association (VSLA). The VSLA's management committee is in charge of the group's daily activities, such as supervising the newest members of the VSLA. The same management committee is also in charge of the Center's maintenance. The building itself was also constructed to allow room for expansion, so that VSLA membership wouldn't be limited in years to come.

### Unexpected Events and Recommendations

The whole community has easily adopted the Center as their new meeting place. Its impact has been even larger than I had anticipated. Community members are coming forward with propositions for the use of the Center or future developments to the Center, such as saving to construct store fronts that can be rented cheaply for entrepreneurs. I recommend the same level of community involvement in any construction projects to encourage this same kind of investment in the future use of the building.

**Lessons Learned and Promising Practices**

With the hard work of our building team and the committee overseeing construction, the Integrated Business Development Center was constructed in less than 2 months. Over 700 VSLA members currently use the space, and the Association's documents now rest permanently in one of the offices alongside their computer, which has finally been moved out of my own house and into its proper place. The VSLA will hold free business classes in the Center starting on September 20th, and other communal organizations have already adopted the Center as their new meeting spot. In fact, as soon as the building was finished, a group of juice producers held a class there even before its grand opening. The community response to the Center has been remarkably positive.

**Final Budget Summary**

No need to complete this section when working offline. This section will automatically calculate when the Final Project Log has been entered in the PCGO portal.

Activity	Grant Amount	Community Contribution Cash	Community Contribution In-Kind	Third-Party Contribution Cash	Third-Party Contribution Kind
Equipment					
Labor	\$1,265.01	\$173.41	\$0.00	\$0.00	
Land/Venue Rental	\$0.00	\$0.00	\$1,734.12	\$0.00	
Materials Transport	\$173.41	\$0.00	\$0.00	\$0.00	
Materials/Supplies	\$5,717.22	\$1,565.88	\$832.38	\$0.00	
Other					
Travel/Per Diem/Food/Lodging					
<b>Total</b>	<b>\$7,155.64</b>	<b>\$1,739.29</b>	<b>\$2,566.50</b>	<b>\$0.00</b>	

## Final Budget

Use this project log to record each receipt collected for your project. You will need to classify each item as one of the following budget categories: Equipment, Labor, Land/Venue Rental, Materials Transport, Materials/Supplies, Other, Travel/Per Diem/Food/Lodging. It is recommended that you use the supplemental spreadsheet to complete your final budget offline. The spreadsheet can be found at [http://files.peacecorps.gov/donate/Final\\_Report\\_Project\\_Log.xls](http://files.peacecorps.gov/donate/Final_Report_Project_Log.xls).

Date	Receipt #	Item Description	Budget Category	Unit Cost	Qty	Total Cost	Grant Amount (Local Currency)	Grant Amount (\$US)	Community Contribution Cash (Local Currency/\$US)		Community Contribution In-Kind (Local Currency/\$US)		Third-Party Contribution Cash
8/8/2018	55	Labor for Windows	Labor	5,880.00	1.00	5,880.00	5,880.00	\$10.20	0.00	\$0.00	0.00	\$0.00	0.00
7/31/2018	33	Labor for the roof	Labor	113,600.00	1.00	113,600.00	13,600.00	\$23.58	100,000.00	\$173.41	0.00	\$0.00	0.00
8/6/2018	51	Labor for Electrician	Labor	100,000.00	1.00	100,000.00	100,000.00	\$173.41	0.00	\$0.00	0.00	\$0.00	0.00
8/8/2018	3	Mason	Labor	610,000.00	1.00	610,000.00	610,000.00	\$1,057.82	0.00	\$0.00	0.00	\$0.00	0.00
		Land for the building	Land/Venue Rental	1,000,000.00	1.00	1,000,000.00	0.00	\$0.00	0.00	\$0.00	1,000,000.00	\$1,734.12	0.00
6/28/2018	11, 45, 54	Transport for roof materials	Materials Transport	23,000.00	1.00	23,000.00	23,000.00	\$39.88	0.00	\$0.00	0.00	\$0.00	0.00
6/27/2018	38, 39, 46	Transport costs for the mason's supplies	Materials Transport	77,000.00	1.00	77,000.00	77,000.00	\$133.53	0.00	\$0.00	0.00	\$0.00	0.00
		Benches	Materials/Supplies	6,000.00	80.00	480,000.00	0.00	\$0.00	0.00	\$0.00	480,000.00	\$832.38	0.00

Click Ctrl+Home to return to top

7/5/2018	12	Sand to elevate foundation	Materials/Supplies	300,000.00	1.00	300,000.00	0.00	\$0.00	300,000.00	\$520.24	0.00	\$0.00	0.00
7/7/2018	47	Water for the Mason	Materials/Supplies	2,700.00	1.00	2,700.00	2,700.00	\$4.68	0.00	\$0.00	0.00	\$0.00	0.00
6/28/2018	11	Wood	Materials/Supplies	150.00	80.00	12,000.00	12,000.00	\$20.81	0.00	\$0.00	0.00	\$0.00	0.00
6/26/2018	5, 7, 8, 16, 19, 23, 44	Iron Wire	Materials/Supplies	14,000.00	1.00	14,000.00	14,000.00	\$24.28	0.00	\$0.00	0.00	\$0.00	0.00
7/5/2018	54	Plotting	Materials/Supplies	21,000.00	1.00	21,000.00	21,000.00	\$36.42	0.00	\$0.00	0.00	\$0.00	0.00
7/13/2018	29, 30, 31, 55	Windows	Materials/Supplies	130,320.00	1.00	130,320.00	30,320.00	\$52.58	100,000.00	\$173.41	0.00	\$0.00	0.00
7/11/2018	5, 6, 9, 10, 13, 14, 15, 19, 52, 53	Nails	Materials/Supplies	31,000.00	1.00	31,000.00	31,000.00	\$53.76	0.00	\$0.00	0.00	\$0.00	0.00
7/25/2018	26, 27	Galvanised Nails	Materials/Supplies	21,400.00	2.00	42,800.00	42,800.00	\$74.22	0.00	\$0.00	0.00	\$0.00	0.00
7/5/2018	54	Wood	Materials/Supplies	243,000.00	1.00	243,000.00	43,000.00	\$74.57	200,000.00	\$346.82	0.00	\$0.00	0.00
7/5/2018	54	Valance	Materials/Supplies	55,000.00	1.00	55,000.00	55,000.00	\$95.38	0.00	\$0.00	0.00	\$0.00	0.00
6/20/2018	4, 25	Iron	Materials/Supplies	83,000.00	1.00	83,000.00	83,000.00	\$143.93	0.00	\$0.00	0.00	\$0.00	0.00
6/20/2018	4	Frame	Materials/Supplies	2,250.00	40.00	90,000.00	90,000.00	\$156.07	0.00	\$0.00	0.00	\$0.00	0.00
8/4/2018	48	Doors	Materials/Supplies	105,000.00	1.00	105,000.00	105,000.00	\$182.08	0.00	\$0.00	0.00	\$0.00	0.00
6/12/2018	1, 2	Foundation bricks	Materials/Supplies	70,000.00	2.00	140,000.00	140,000.00	\$242.78	0.00	\$0.00	0.00	\$0.00	0.00
7/25/2018	28	Sheet Metal	Materials/Supplies	515,250.00	1.00	515,250.00	212,271.00	\$368.10	302,979.00	\$525.40	0.00	\$0.00	0.00
8/6/2018	49, 50	Electrical Hardware	Materials/Supplies	215,000.00	1.00	215,000.00	215,000.00	\$372.84	0.00	\$0.00	0.00	\$0.00	0.00
6/23/2018	40, 41	Gravel	Materials/Supplies	110,000.00	2.00	220,000.00	220,000.00	\$381.51	0.00	\$0.00	0.00	\$0.00	0.00
6/26/2018	5, 7, 8, 16, 21, 23	Iron and Chaining	Materials/Supplies	232,300.00	1.00	232,300.00	232,300.00	\$402.84	0.00	\$0.00	0.00	\$0.00	0.00
8/1/2018	43, 44	Cement	Materials/Supplies	142,000.00	2.00	284,000.00	284,000.00	\$492.49	0.00	\$0.00	0.00	\$0.00	0.00
6/11/2018	34, 35, 36, 37	Sand	Materials/Supplies	420,000.00	1.00	420,000.00	420,000.00	\$728.33	0.00	\$0.00	0.00	\$0.00	0.00
6/11/2018	17, 23, 24, 32	Bricks	Materials/Supplies	428,000.00	1.00	428,000.00	428,000.00	\$742.21	0.00	\$0.00	0.00	\$0.00	0.00
6/13/2018	5, 6, 8, 9, 18,	Plaster	Materials/Supplies	615,500.00	1.00	615,500.00	615,500.00	\$1,067.35	0.00	\$0.00	0.00	\$0.00	0.00

	20, 22, 42												
<b>Total</b>							<b>4,126,371.00</b>	<b>\$7,155.64</b>	<b>1,002,979.00</b>	<b>\$1,739.29</b>	<b>1,480,000.00</b>	<b>\$2,566.50</b>	<b>0.0</b>

**Final Grant Performance Indicators**

Please go back to the previous "Grant Performance Indicators" section and fill in the column titled, "Final Indicators" to report on the results of your project. In this column, you will report the actual number of organizations or community members that participated in, benefited from or were affected by your project. You must enter a non-zero number for at least one final grant specific indicator to confirm that the project met agreed-upon funding requirements.

## Guinea: Market Hangar

### *Peace Corps Volunteers Create a Covered Market*



*Women built a covered market in order to protect their merchandise from potential hazards.*

The community is part of the notoriously least developed prefecture of Guinea. The population is mostly under-educated and the majority of families struggle to pay the fee to send their children to the secondary school. **Poverty is the primary deterrent** preventing students from receiving a post-primary school education. The **women do the vast majority of the selling** of the food harvested. The PCV's school principal showed them the condition of the market, with **food on the dirt ground**, insects crawling all over, babies overheating, and merchandise withered by the sun.

Around **30 women participated in the literacy, numeracy, and micro-enterprise classes**. Now, the majority of the women who participated can read and write the entire Pulaar, local language, as well as all of the numbers. The covered market is now being used by the women to sell their merchandise **without worrying about weather conditions** or the contamination of the merchandise. They arranged the spaces in the market by the types of products. When the covered market opened, the women were ready and had **more than 2,500 pieces of soap** to sell.

### Small Investments

Total Project Cost: \$13,012.76

SPA Funded Amount: \$7,306.33

(Including: iron beams, sheet metal, clamps)

Community Contribution: \$5,706.44

(Including: gravel, stone blocks, water)

Volunteer Paid (Overspent): \$481.89

## General Grant Information

This application has been developed as a tool to help Volunteers and their communities plan successful small grant projects. The information that you record here will also be transmitted to Peace Corps Headquarters for internal reporting and reporting to donors. Please work with your community to fill out this application and return it to the appropriate staff member at post for review. Before completing any section, make sure to read the entire application.

**Project Title:** Market Hangar for Community #1

**Grant Type:** Small Project Assistance (SPA)      **Status:** Project Completed

**Volunteer:** PCV #1      **Responsible Program Manager/APCD:** Program Manager

**Country:** Guinea      **Program Element:** 4.3.1, Financial Sector Enabling Environment

**Project Start Date:** 11/1/2017      **Project End Date:** 4/30/2018

The budget information below will auto-fill once the budget has been entered into PCGO. If these fields are blank, you do not need to fill them in.

**% Comm. Contribution Proposed:** 39.88      **% Comm. Contribution Final:** 43.85

**Comm. Contribution Amount Proposed:** \$4,526.67      **Comm. Contribution Amount Final:** \$5,706.44

**Amount Requested:** \$6,824.44      **Amount Approved:** \$6,824.44      **Amount Remaining:** (\$481.89)

### Requested Grant Amount (local currency)

61420000.00

**Exchange Rate: \$1US= (enter local currency value here):** 9000.00

**Number of PCVs working on project:** 1

## Community Information

City/Town/Village	Community Group Name	Group Contact Information (phone, address, etc.)	Group Contact Person
Community #1	Women's Committee of Community #1	Group Contact Person #1 Group Contact Person #2 Group Contact Person #3	Group Contact Person #1

## Classification

Choose from the following categories to give your project a primary classification: Agriculture, Education, Environment, Health, Municipal Development, Community and Economic Development, Youth Development, Water and Sanitation, HIV/AIDS, ICT, NGO Development, Volunteerism, Food Security, or Gender and Development. From the same list above, choose one or more secondary classification to describe your project, if applicable

Primary Classification?	Classification(s)
No	Agriculture
Yes	Community and Economic Development
No	Education

No	Environment
No	Food Security
No	Gender and Development
No	Health
No	Youth Development

## Volunteer Information

<b>Primary PCV</b>	PCV #1 _____	<b>Peace Corps Sector</b>	Education _____	<b>COS Date</b>	6/30/ 2018 _____
<b>PCV 2</b>	_____	<b>Peace Corps Sector</b>	_____	<b>COS Date</b>	_____
<b>PCV 3</b>	_____	<b>Peace Corps Sector</b>	_____	<b>COS Date</b>	_____
<b>Other PCVs:</b>	_____				

## Project Narrative

Please fill in each box explaining the planning for your project.

### Summary

Please provide a brief summary of the project (up to 250 words). Include project activities, objectives, the community's contribution and the potential impact the project may have. For PCPP applications, this is the text that will appear on the PCPP webpage, please omit specific location information.

The Women's Committee in Community #1 would like to build a hangar, 10 meters by 20 meters, over the town's market area to protect themselves, their children, and their merchandise. The hangar will increase revenue for Community #1 by providing an improved market environment and augmenting the number of days per week for the market.

A sub-committee of women, who read and speak French, will manage the hangar's construction. They will also manage the market itself – with stalls, garbage removal, and maintenance – once the hangar is constructed. The members of the Women's Committee are well positioned for developing the hangar and the market since they understand best the needs of the community and the business aspects of the market. They will be able to assure meeting the needs of the community as well as maintaining good relations at all levels, including with local government authorities, so that the hangar will be constructed and managed according to our plans. Community members – both men and women – will participate in the hangar's construction.

The community's women will be the primary beneficiaries of the project. They are the main farmers and market vendors. While Community #1 already has strong community participation in its local activities, the market will be a project to unify the women and create a stronger community that will continue to work together for its overall interests. Men have control of all other aspects of the governance in the community so the hangar will provide the women with an opportunity to grow their businesses and generate income for their families on their own terms.

### Background

Describe the background of the community and what priority this project addresses.

The community is part of the notoriously least developed prefecture of Guinea. The population is mostly under-educated and the majority of families struggle to pay the 10,000 GNF to send their children to the secondary school where I teach. Poverty is the primary deterrent preventing students from receiving a post-primary school education. The students who are fortunate to attend the secondary school are forced to spend hours each day farming to survive and rarely have time to study outside of school. Some of the students – boys and girls – walk up to an hour each way to and from school every day.

The hangar will encourage the motivation among the girls and women that is an outstanding feature of Community #1. The women do the vast majority of the selling of the food harvested, which is also mainly grown by them. Women are a driving force economically but men maintain all of the power in the community through financial and political control. The hangar will help to promote gender equality and women's empowerment that is encouraged by the U.S. Government and the Let Girls Learn initiative. Community #1 is highly unusual in that 80% of the students in the secondary school population are female. This is a testament to their strength. While some of the boys leave Community #1 for larger towns after completing primary school, the girls formed a bond with each other so that they would stay in Community #1, complete the tenth grade, and resist early marriage. Even though many of them will marry, farm, and sell in the market after finishing their studies at the Collège de Community #1, their education level will help them to create small businesses that they would not have had without their education and the opportunities from the new market environment. They will use the hangar as a central place for these businesses. It will help create synergy needed for these girls and their children to increase their status, and it will encourage future women to continue to send their children to school.

### Community Involvement

How is the community the driving force behind the project? Provide examples that demonstrate the community's involvement in the design and planning of this project.

In December 2015, the community created the Plan de Développement Local (PDL) de la Commune Rurale de Community #1 pour la Période 2016-2020. In order to develop their local economy, they highlighted the need for a hangar over the market and stated their willingness to contribute internally, while also identifying a need for help externally. They submitted a proposal to the government for materials and transportation for constructing the hangar under the Programme d'Appui aux Communautés Villageoises III (PACV III), but it was not funded.

The community expressed the idea for the hangar to me shortly after my arrival in Community #1 in September 2016. My school principal – a leader in the community – showed me the condition of the market, with food on the dirt ground, insects crawling all over, babies overheating, and merchandise withered by the sun. With every step I took, I accidentally stepped on people's product. This was at the end of the rainy season when people often get soaked on market days or abandon their stalls and lose the possibility of generating much needed revenue. I spoke with the mayor and the president of the village, and both of them enthusiastically showed their support for the construction of a hangar. I have been working with the community to reinvigorate their PACV III plan for the hangar from that time.

Even though the community is incredibly poor and often neglected by the government, the population is ambitious and well organized. They successfully recruit and schedule the labor for the Cantine Scolaire at the Ecole Primaire de Community #1 to cook food provided by the Organization #1. They maintain a garden that grows vegetables to augment the donated food for feeding the primary school children. The parent teacher associations at the primary and secondary schools are highly involved in school affairs through support for the teachers and small projects. The community is very motivated to lead and participate in the development of Community #1.

This type of support will carry over to the hangar. With input from the Women's Committee and a local mason/engineer, we have reviewed and revised their construction plan for building the hangar, including technical drawings, materials list, prices, transportation, supervision, and a labor plan. For the construction and labor plans, we have developed an activity timetable with roles, responsibilities, and milestones. The community is ready to contribute any self-help that they can offer for the construction project. The mayor has promised that they will provide both food for the workers and local materials – sand, water, and wood – for building the hangar. In addition, the Women's Committee has generated a scheme for pulling a small contribution each week from market vendors for the upkeep of the hangar as well as the continual improvement and development of the market.

## Outcome

Briefly describe the desired outcome of the project.

The covered market with a solid floor will have a profound effect on community development. It will promote better health with fewer babies in the sun, lower incidences of dehydration, less rain on people, and lower prevalence of insects. It will produce better food preservation and higher economic growth rates. It will also provide a better gathering spot for community members, who will have a higher level of psychological and emotional wellbeing. It will provide greater access to money for women and their families, thus increasing their status in the community, including with the men who will be more inclined to listen to their wives with higher incomes and better lives for their children.

Currently, the Community #1 market is held twice per week. The community wants to increase this to four or five times per week. They also want to be able to store their products during harvest times when large amounts of produce are exported; currently this produce sits by the road vulnerable to natural degradation. Food storage and a better market environment in turn will encourage the farmers; the entire population participates in agriculture and increasing food production will bring more sustainable economic growth to the community. The hangar will protect the product from being ruined by rain, sun, insects, and other natural causes. An improved market will attract people from other communities on market days, thus providing more trading and more income for Community #1.

There is a tremendous amount of potential in the area for women's empowerment and economic growth, which the hangar will surely help to promote and attain. I will conduct a follow up study of the effects of the hangar in these two areas, with both qualitative (from interviews and observations) and quantitative (from a market study) indicators.

## Implementation

Describe the implementation plan that will be used to achieve the goals and objectives of this project. Do you foresee any challenges to project implementation?

The Women's Committee will begin meeting weekly to ensure the smooth implementation of the plan to construct the hangar. As mentioned above, we have already developed a revised construction plan, with an activity timetable, technical drawings, material list, prices for those materials (which I have personally checked – and will recheck with support from the Women's Committee and the mason/engineer – in Community #2), and transportation. We have a technical supervision and a labor plan with the majority of the input through self-help. We also have the strong and enthusiastic support of the political leaders, including the sous-préfet and the mayor. They, along with the Women's Committee, will be instrumental in overseeing the hangar construction and ensuring its completion.

Based on discussions with Peace Corps staff members, we hope to have funding by November 2017. This will give us three months for preparation prior to funding. Our timetable calls for a two-month period after funding and prior to construction, so that the work can take place as the rainy season ends in September. Therefore the site will be ideal for work in November. I will collaborate with the local mason/engineer and representatives from the Women's Committee to purchase the materials in Community #2 and transport them to Community #1. The sous-préfet, mayor, Women's Committee, mason/engineer, and I will mobilize the labor to begin building the hangar. We will implement the activities in the timetable and follow the drawings until the hangar is completed. Having members of the Women's Committee closely tied with overseeing the purchases, transportation, and labor will build ownership and keep the project transparent since the women currently manage the existing market and will manage the augmented market. It will also give them new skills in construction management.

There may, however, be problems that we will need to solve. For instance, the men of the community might be reluctant to listen to the Women's Committee when constructing the hangar. The men might try to take over the construction process and the management of the market after the construction since they could see it as an opportunity to make money. We will need close collaboration between the Women's Committee, the sous-préfet, and the mayor to guarantee that this does not happen. Everyone is aware of this possibility and we have already had dialogue to prevent it. In addition, during the successful mounting of the hangar in the nearby village of Community #3, the principal of the school there shared with me that there was a problem of motivating the community to provide food to the workers. My experience in Community #1 is different. The people are very organized here and driven to construct the hangar and improve their market. They feel very connected to any progress that is made for the community. They have recently built a new administrative office, with government funding and support for the workers by having the community provide food. The project was completed without problems. As mentioned, they also manage the Cantine Scolaire and the school garden so that the primary school children can have a meal each day at the school. We have a strong supporter in the secondary school principal, who is active in the community and whose wife is a university-educated member of the Women's Committee. The market is actually located near our school. Given the situation in Community #1 and our planning, I anticipate that we will be able to construct the hangar on schedule.

## Capacity Building

How will the project contribute to building skills and capacity within the community?

With funds from the U.S. Government and self-help from the community, Community #1 will have a new hangar and a project that has been developed and managed by the women who will be the primary users of it. The Women's Committee will develop their capacity through hands-on management of the entire project, i.e., planning activities, purchasing and transporting materials, ensuring job performance, accounting for all materials, and meeting their milestones. Along with the mason/engineer, I will work together with the sub-committee to improve the women's literacy, numeracy, and bookkeeping systems so that they can record all activities and keep track of materials and labor. This will promote their capacity to become more business minded in terms of making repairs, improvements, and implementing a project from beginning to end. They will use the skills and confidence developed during the construction of the hangar to improve their small businesses, perhaps even in unforeseen ways that will become evident in years to come.

In addition to the hands-on training that the Women's Committee will receive during the project, we will provide them with adult education classes in micro-enterprise development, literacy, and numeracy after the hangar has been constructed. We have already secured adult education materials, in local language, from Organization #2. The leader in this adult education effort is the Director of the Primary School, who has already met with Organization #2's Community #2 chapter. He has reserved a spot in their upcoming training session in Labe in November 2017. The director will then train the members of the Women's Committee using the Organization #2 methods and materials at the hangar or school. We expect that the adult education classes will be successful enough to allow for expansion to community based cooperatives. The director, along with members of the Women's Committee who attended the initial trainings, will give the same Organization #2 classes in micro-enterprise

development, literacy, and numeracy to the cooperative members. The hangar will build the community of women and develop their capacity for becoming agents of change. It will give them power and jurisdiction over agriculture and marketing, which are the leading driving economic force of the community. Since the women are the vendors in the market, they will have greater power and responsibility for their business. The market will provide the opportunity for women to receive direct, hands-on business training but the education will not end there. It will serve as a location to sensitize the women of the community to vital issues on many topics. Normally, important announcements for the community are made at the mosque, but many women are unable to attend because they are occupied with farming and housekeeping. The market is unique in that it is a public place for the women in the community, whether they are market vendors or buyers. Therefore the market can be a place to disseminate information on better practices in gardening, health care, business, child care, and schooling. The people need the information and the tools to make the change, and the augmented market will provide opportunities for sharing such information. Finally, through my efforts to continually connect the realities of Community #1 to the curriculum in physics and math, I will draw on all aspects of the hangar and market in order to connect the classes to the lives of my students. These students, mainly girls, will understand how to construct and manage a hangar and will be more empowered and prepared for their future tasks and projects in life. The hangar will change the idea of what women are capable of accomplishing in the community. Together, the school and the market will be centerpieces for improving their lives.

**Sustainability**

How will the community be able to sustain the activities and/or benefits of this project? What is the community's plan to sustain the benefits of the project after the initial project funding has been exhausted?

As it currently exists, the Community #1 market is sustainable. Women set up their stalls or tables, or simply sit on a stool with their merchandise, twice per week to sell a variety of goods. There is no charge for selling goods at the market. There are approximately 30-40 vendors on a given day, mostly selling food products. People come to Community #1 from the surrounding area to both buy and sell products on two different days each week. There are two phases of sustainability for this project: 1) the construction of the hangar and upgrading of the market area, and 2) the post-construction period. We are projecting that the hangar could increase the number of vendors at the market by 50% or more and the number of days from the current twice per week to five times per week. This could as much as quadruple the revenue generated by Community #1 women at the market. As mentioned in the capacity building section, the sub-committee from the Women's Committee will need training in planning, purchasing, transportation, bookkeeping, and management for the construction of the hangar and upgrading of the market area. I will provide this training, along with the mason/engineer. Fortunately, I've worked in small businesses in the past, including an IT company and an education consulting firm, so I have some knowledge of these tasks. The mason/engineer is experienced with all aspects of construction projects. The women on the sub-committee speak and read French. We will start the training prior to receiving the funds, with weekly meetings and topics for each meeting, including capacity building and sustainability training. As the construction process takes place, the mason/engineer and I will continue to conduct hands-on training and capacity building. The women will likely need additional formal sessions – in micro-enterprise development, literacy, and numeracy – which we will provide during this phase on an as-needed basis. The post-construction phase will build on the skills that the Women's Committee members will have developed during the construction and upgrading phase. The women will manage the market and will require that each vendor pay a small sum of money on market days. The money will be collected and be put towards upkeep and expansion of the hangar. The Women's Committee will be completely transparent about the money that is handled and the development of the hangar. Using the skills of the experienced women in the market, they will set up the management and bookkeeping systems, including a savings banking account for transparency and accountability. The money will be surveyed by the Women's Committee and presented to the members during agreed upon bi-weekly meetings. All members that pay for a space in the market will vote on all large decisions and expenditures. The need for skills to manage money generated from the market will also inspire the adult education classes so that women can become more competent in micro-enterprise development, literacy, and numeracy. In summary, in Community #1, the women control small finances, purchasing, selling, trading, and other activities related to markets, food, and small trading. The sous-préfet and the mayor have told me that issues of controversy or mismanagement between women are extremely rare, so they should be able to manage the hangar and market after the initial construction support has been provided. In spite of its poverty, Community #1 is a potentially strong agricultural area with a pleasant climate and good soils that only needs support so that it can improve. With more capital, the community could develop irrigation, expand their agriculture and expand their client base and bring more money directly back to Community #1. The community is very much in need of development and the population is well-positioned to move forward both socially and economically. This hangar will provide much needed opportunities for them. Such economic growth will be one of the best drivers of sustainability.

**Goals & Objectives**

What are the project's goals and objectives and how will you know if your project is reaching them to produce the desired benefits or change? Please list corresponding goal and objective for each line when entering multiple indicators under a single goal/objective. Add rows if needed.

Fill out for Initial Grant/Application					Fill out for Completion Report	
Goal	Objective	Indicator(s)	Who	When	Results	Comments

		Construct the covered market hangar			The covered market hangar is constructed and in use completely in accordance and exceeding the dimensions and quality planned.	
	Train women to manage the market	Set up a group within the women's committee to manage the market			The Women's Committee has conferred with the authorities and ensured an effective organization of all of the operations concerning the market.	
		Train 12 women in accounting to manage market funds			12 women have been trained in managing the funds for the market in the sense of the importance of collection and transparency. As a product of the literacy classes the women have learned reading and writing numbers. We will move on to teaching them math so that they can calculate the funds associated with the market funds. Currently 6 women are capable of such math and we have instructed them in constructing a notebook that keeps track of their collections and expenditures. This was practiced through their management of the materials during the construction of the market where the six women would rotate and inform me of the materials used and we would calculate the funds associated with those materials	

					and stay in line with the budget.	
		Train 6 women in use of funds for market maintenance			There are 6 women in place and capable of using the funds for market maintenance. From their participation in the distribution and recording of materials through the construction of the market, these women are prepared to handle the administration of the funds associated with the market.	
	Ensure favorable market conditions for improved business	Develop and implement a system for allotting market sites			The construction of the hangar accompanied the installation of a new mayor and governing body. The Women's Committee and the new mayor developed an equitable system for allotting market sites.	
		Install the garbage system so that the market will be clean			The community installed two trash cans for picking up the garbage. In order to avoid theft, they have decided to store the two trash cans and use them only on the days where they are cleaning up the market.	
		Train 12 people on the use of the garbage system (including composting and recycling) for market maintenance			There is a team formed to clean up the market. They will clean up the day before market day and the day after market day. They have been trained to guard certain materials for recycling and others for composting. A nearby PCV, PCV #2, gave a training in Community #1	

					instructing the population on proper composting methods.	
		110 students will gain financial skills by understanding the knowledge and choices associated with managing the market			Showing the students the budget for the hangar served both in instructing them accounting as well as improving the transparency with the community to stifle lofty ideas of the money given for the project. In mathematics, negative numbers are very difficult to teach. Due to the exceeding cost of many of the materials that were not provided for in the budget, the students were able to understand instances where we use negative numbers in the world.	
Improve the math and physics skills of Community #1 Collège students through the market hangar project	Connect the curriculum to the math and physics involved in building the hangar and the costs associated in doing so	110 students (7th through 10th graders) will complete exercises directly from the hangar plans and budget	Peace Corps volunteer; Community #1 Collège students (75% of whom are female)	2017-2018 school year	As a 7th through 10th grade teacher in either physics or math, I integrated the hangar project in many ways into the curriculum. For example, the hangar is a practical site for practicing the idea of area and volume. Additionally, when teaching proportionality, I used the proportions of sand, water and cement used for making the floors. Furthermore, I showed the students the hangar plans and explained to them the idea of scale. We used the plans and then the real measurements	

					to see if the scale written on the plans was realized in the construction. I explained to the students, with the help of one of the masons, that all of the math necessary to become a mason or an engineer of buildings of this type can be done with a 10th grade education. This served both to inspire the students to understand the mathematical concepts and for them to realize that they are learning these concepts not only to pass a test but that they are applicable in the real world.	
Improve the Community #1 market	Provide for improved environment for marketing goods	Committee formed to construct a covered market hangar	Engineering team; Community #1 Women's Committee members; Peace Corps Volunteer; Village leaders	2017-2018 school year	The Women's Committee of Community #1 convened and created a list of the members for different committees under the committee charged to manage the hangar and as a result, the market. Their list of members charged with specific tasks is attached as a supporting document.	
Promote business skills and education to the women of the market.	Members of the community will attend an Organization #2 training and then form the Women's Committee and other Community #1 cooperatives on micro-enterprise, literacy and numeracy.	A minimum of 20 members of the community will begin classes on micro-enterprise, numeracy and literacy at least once a week.	Organization #2/Director of the Primary School/Women's Committee of Community #1/Community #1 agricultural cooperatives	November 2017	The Organization #2 training had been delayed at the time of the project. Therefore, the Organization #2 Representative in Community #2, the nearest city, provided me with all of their materials in order to instruct the women in literacy and numeracy.	

					<p>Thankfully, there is a member of the community that has completed trainings on teaching alphabetization and numeracy. He instructed the women with exceptional skill. He also has completed trainings on forming "groupments", community cooperatives, as well as giving micro-enterprise trainings. He included micro-enterprise lessons in the classes for alphabetization and numeracy. These classes attracted the attention of local government officials that then gave government funding to establish the classes as a center for alphabetization, providing many materials and a salary to three local female instructors. Finally, due to an Organization #3 grant, the women were given the opportunity to further practice their micro-enterprise skills by forming a soap enterprise. The soap enterprise is now functions producing over 2000 pieces of soap within two week intervals and is growing due to their more developed conceptions of the necessities in order to create a successful enterprise.</p>	

## Timeline

Person Responsible	Activity	Implementation Time
10 members of the community	Clear the space for the hangar and dig out a 20 meter by 10 meter crevasse for the foundation	5 days
10 members of the community	Foundation for the hangar laid	5 days (10 days from beginning)
7 masons (Amadou Sadio Baldé (chef)), 5 woodworkers, 5 carpenters, 2 ironworkers	Raise the walls of the hangar, roof created	15 days (25 days from beginning)
7 masons, 5 carpenters	Finish the walls, finish all of the building	10 days (35 days from beginning)
Community with help of skilled painters	Paint the hangar	5 days (40 days from beginning)

## Do No Harm

### General

Please report on the results of your "do no harm" discussions with community members. Did you find that there were consequences you hadn't thought about?

One possible consequence is that the demand for the hangar will grow and it will be difficult to expand. Community #1 doesn't benefit much from "ressortissants" or repatriations, so having available funds for expansion may be limited. This is not a major concern, however, since the construction of the hangar, particularly given the 40% contribution that they have promised, will show them how it is possible to invest and reap the benefits. This should provide a model for expansion in the future.

### Environmental

If the proposed project is not solely a training project, please discuss possible negative environmental impacts with your community. What are potential negative Environmental impacts of the project activities?

We will need to extract large rocks from the ground in order to create the foundation of the market. We will need to study potential negative impacts from this extraction. Additionally with a growing market, there will be a trash problem.

### Mitigation

For each of the potential negative impacts described in your prior responses please describe the measures the community will adopt in order to monitor and mitigate against potentially harmful effects.

Following the first month of business in the hangar, the dues collected will be used to purchase and install trash cans next to the primary and middle schools. The majority of the waste from the market will be organic, plant-based, and easily biodegradable. Therefore the waste will be used as compost whenever possible. There is a PC agro-forestry volunteer around 15 kilometers away who will deliver training sessions on composting methods. Other materials such as plastics – notably bottles and water sachets, and aluminum – will be recycled within the community. With the remaining waste the community will create a small landfill near the market. Additionally, we will plant many trees nearby the market to replace those that were taken out in order to make space for the hangar.

## Budget Detail

Enter each item that will be required to complete the project. For the budget category, you will need to classify each item as one of the following budget categories: Equipment, Labor, Land/Venue Rental, Materials Transport, Materials/Supplies, Other, Travel/Per Diem/Food/Lodging. It is recommended that you use the supplemental spreadsheet to complete your initial budget offline. This can be found at [http://files.peacecorps.gov/donate/Small\\_Grants\\_Budget\\_Worksheet.xls](http://files.peacecorps.gov/donate/Small_Grants_Budget_Worksheet.xls). The Grants Coordinator at your post can also provide you a copy.

Item Description	Budget Category	Unit Cost	Qty	Total Cost	Grant Amount Local	Grant Amount \$US	Community Contribution Cash (Local/\$US)		Community Contribution In-Kind (Local/\$US)		Third-Party Contribution Cash (Local/\$US)		Third-Party Contribution In-Kind (Local/\$US)	
Community Skilled Labor	Labor	25000.00	1.00	25000.00	0.00	\$0.00	0.00	\$0.00	25000.00	\$2.78	0.00	\$0.00	0.00	\$0.00
Market Tear Down/Clean Up	Labor	20000.00	10.00	200000.00	0.00	\$0.00	0.00	\$0.00	200000.00	\$22.22	0.00	\$0.00	0.00	\$0.00
Consultation of	Labor	50000.00	1.00	500000.00	0.00	\$0.00	0.00	\$0.00	500000.00	\$55.56	0.00	\$0.00	0.00	\$0.00

Engineer/Plan ning of Hangar														
Certified Mason and Team	Labor	10000 000.0 0	1.00	100000 00.00	0.00	\$0.00	10000000. 00	\$1111.11	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Carpenter/Skil led Labor to Soldier	Labor	50000 00.00	1.00	500000 00.00	5000000.0 0	\$555.56	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Transport	Materials/Su pplies	30000 00.00	1.00	300000 00.00	3000000.0 0	\$333.33	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Round wood (4m pieces)	Materials/Su pplies	2500. 00	150.00	375000. 00	0.00	\$0.00	0.00	\$0.00	375000.00	\$41.67	0.00	\$0.00	0.00	\$0.00
Water (4000L tanks)	Materials/Su pplies	20000 00.00	25.00	500000 00.00	0.00	\$0.00	0.00	\$0.00	5000000.0 0	\$555.56	0.00	\$0.00	0.00	\$0.00
Gravel (12m^3)	Materials/Su pplies	15000 00.00	5.00	750000 00.00	0.00	\$0.00	0.00	\$0.00	7500000.0 0	\$833.33	0.00	\$0.00	0.00	\$0.00
Stone Blocks (12m^3)	Materials/Su pplies	12000 00.00	10.00	120000 00.00	0.00	\$0.00	0.00	\$0.00	12000000. 00	\$1333.33	0.00	\$0.00	0.00	\$0.00
Colorant	Materials/Su pplies	12000 .00	10.00	120000. 00	0.00	\$0.00	120000.00	\$13.33	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Primer (sack 50kg)	Materials/Su pplies	12000 00.00	1.00	120000. 00	0.00	\$0.00	120000.00	\$13.33	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Petroleum (10L)	Materials/Su pplies	15000 .00	15.00	225000. 00	0.00	\$0.00	225000.00	\$25.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Metal Large Trash Bins	Materials/Su pplies	25000 00.00	2.00	500000. 00	0.00	\$0.00	500000.00	\$55.56	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Sealer	Materials/Su pplies	13500 00.00	5.00	675000. 00	0.00	\$0.00	675000.00	\$75.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Attachment Wires	Materials/Su pplies	10000 .00	10.00	100000. 00	100000.00	\$11.11	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Nails (no. 8/ kg)	Materials/Su pplies	13000 .00	20.00	260000. 00	260000.00	\$28.89	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Iron Concrete (no. 6/bars)	Materials/Su pplies	20000 .00	60.00	120000 00.00	1200000.0 0	\$133.33	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Wooden Planks (1)	Materials/Su pplies	30000 .00	50.00	150000 00.00	1500000.0 0	\$166.67	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Iron Concrete (no. 10/ ton)	Materials/Su pplies	62000 00.00	1.00	620000 00.00	6200000.0 0	\$688.89	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Iron Beams (40mm by 80mm)	Materials/Su pplies	18000 00.00	37.00	666000 00.00	6660000.0 0	\$740.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Sand (12m^3) Transport Included	Materials/Su pplies	25000 00.00	3.00	750000 00.00	7500000.0 0	\$833.33	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Cement (ton)	Materials/Su pplies	15000 00.00	10.00	150000 00.00	15000000. 00	\$1666.67	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Sheet Metal	Materials/Su pplies	15000 000.0 0	1.00	150000 00.00	15000000. 00	\$1666.67	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Rice for Labor (50kg sack)	Travel/Per Diem/Food/ Lodging	30000 00.00	5.00	150000 00.00	0.00	\$0.00	0.00	\$0.00	1500000.0 0	\$166.67	0.00	\$0.00	0.00	\$0.00
Sauce for Labor (per sack of rice)	Travel/Per Diem/Food/ Lodging	40000 00.00	5.00	200000 00.00	0.00	\$0.00	0.00	\$0.00	2000000.0 0	\$222.22	0.00	\$0.00	0.00	\$0.00
<b>Total</b>					<b>61,420,0 00.00</b>	<b>\$6,824.4 4</b>	<b>11,640,0 00.00</b>	<b>\$1,293.3 3</b>	<b>29,100,0 00.00</b>	<b>\$3,233. 33</b>	<b>0.00</b>	<b>\$0.00</b>	<b>0.00</b>	<b>\$0.00</b>



For grant projects involving 1) water/sanitation; 2) agriculture such as agroforestry and community gardens, and 3) environment such as natural resource management, Volunteers must complete and submit an environmental screening form to the grant review committee. The grant review committee must ensure that information on the form is taken into consideration and given significant weight. The Volunteer and committee will determine what, if any, measures must be taken to mitigate and monitor the environmental impact of the project.

The purpose of this Environmental Review and Assessment Checklist (ER Checklist) is to determine whether the proposed action (scope of work) encompasses the potential for environmental pollution or concern and, if so, to determine the scope and extent of additional environmental evaluation, mitigation, and monitoring necessary to fulfill federal U.S. environmental requirements. The ER Checklist is intended to be used by both the Peace Corps personnel who submit project proposals and the grant selection committee to ensure that environmental consequences are taken into account before making an award for a proposed activity. The environmental consequences checklist will assist in determining the potential environmental impact of the proposal.

Include cost information on any environmental mitigation and monitoring in the overall budget proposal. Appropriate environmental mitigation and monitoring is considered an integral aspect of the overall project activity.

Please provide the following information. This information will assist the grant award committee in making an environmental impact determination on the proposed activity.

<b>Project/Activity Description</b>	The hangar will be built by members of the community and managed by a committee of women that read and write French well. Women run the market currently and women sell their merchandise at the market. Having women in control of the market makes sense because women are the primary farmers and exclusively the vendors in the market. Women have better understanding of the needs of the other women in the community and will know how to communicate and ensure the market runs smoothly. The market will also be a project to unify the women and create a stronger community that will continue to work together for their interests.
<b>Type of Project/Activity</b>	Hangar for the market
<b>Baseline Environmental Conditions</b>	Natural resources will need to be extracted by the community in order to construct the hangar. Due to the necessary toll on the environment the community will compensate by beginning trash disposal and collection. The community will contribute two large trash bins to keep the market clean. Additionally the initial dues will be taken to buy and disperse more trash cans around Community #1 Center. To replace the amount of trees that will be necessary for the construction of the hangar, the community will plant trees surrounding the market as well as next to the collège where trees are sparse.

**A. CHECKLIST FOR ENVIRONMENTAL CONSEQUENCES: Check appropriate column as Yes (Y), Maybe (M), No (N) or Beneficial (B). Briefly explain Y, M and B checks in next Section, "Explanations". A "Y" response does not necessarily indicate a significant effect, but rather an issue that requires focused consideration.**

**1. Earth Resources**

- a. grading trenching, or excavation in cubic meters or hectare
- b. geologic hazards (faults, landslides, liquefaction, un-engineered fill, etc.)
- c. contaminated soils or ground water on the site
- d. offsite overburden/waste disposal or borrow pits required in cubic meters or tons
- e. loss of high-quality farmlands in hectares

**2. Agricultural and Agrochemical**

- a. impacts of inputs such as seeds and fertilizers
- b. impact of production process on human health and environment
- c. other adverse impacts

**3. Industries**

- a. impacts of run-off and run-on water
- b. impact of farming such as intensification or extensification

c. impact of other factors

N

**4. Air Quality**

- a. substantial increase in onsite pollutant emissions (construction/operation)
- b. violation of applicable air pollutant emissions or ambient concentration standards
- c. substantial increase in vehicle traffic during construction or operation
- d. demolition or blasting for construction
- e. substantial increase in odor during construction or operation
- f. substantial alteration of microclimate

N  
N  
N  
N  
N  
N

**5. Water Resources and Quality**

- a. river, stream or lake onsite or within 30 meters of construction
- b. withdrawals from or discharges to surface or ground water
- c. excavation or placing of fill, removing gravel from, a river, stream or lake
- d. onsite storage of liquid fuels or hazardous materials in bulk quantities

N  
N  
N  
N

**6. Cultural Resources**

- a. prehistoric, historic, or paleontological resources within 30 meters of construction
- b. site/facility with unique cultural or ethnic values

N  
N

**7. Biological Resources**

- a. vegetation removal or construction in wetlands or riparian areas in hectare
- b. use of pesticides/rodenticides, insecticides, or herbicides in hectare
- c. Construction in or adjacent to a designated wildlife refuge

N  
N  
N

**8. Planning and Land Use**

- a. potential conflict with adjacent land uses
- b. non-compliance with existing codes, plans, permits or design factors
- c. construction in national park or designated recreational area
- d. create substantially annoying source of light or glare
- e. relocation of >10 individuals for +6 months
- f. interrupt necessary utility or municipal service > 10 individuals for +6 months
- g. substantial loss of inefficient use of mineral or non-renewable resources
- h. increase existing noise levels >5 decibels for +3 months

N  
N  
N  
N  
N  
N  
N  
N

**9. Traffic, Transportation and Circulation**

- a. increase vehicle trips >20% or cause substantial congestion
- b. design features cause or contribute to safety hazards
- c. inadequate access or emergency access for anticipated volume of people or traffic

N  
N  
N

**10. Hazards**

- a. substantially increase risk of fire, explosion, or hazardous chemical release

N

b. bulk quantities of hazardous materials or fuels stored on site +3 months

N
N

c. create or substantially contribute to human health hazard

**11. Other Issues**

a. substantial adverse impact

N
---

b. adverse impact

N
---

c. minimal impact

N
---

**B. EXPLANATION OF ENVIRONMENTAL CONSEQUENCES: explain Y, M and B responses**

The foundation will need to be laid in order to create the hangar. Therefore the community will excavate a 20 meter by 10 meter space to lay large rocks and concrete for the foundation of the hangar.

**C. IDENTIFIED SIGNIFICANT ENVIRONMENTAL IMPACTS (including physical, biological and social), if any: (Use ER to identify significant environmental impacts)**

--

**D. PROPOSED MITIGATION MEASURES (if any):**

--

**E. PROPOSED MONITORING MEASURES (if any):**

--

## Grant Performance Indicators

When you are applying for a grant and filling in your grant application, you will only fill in the first column titled, "Initial Indicators". At this time, you will estimate the number of organizations or community members that you anticipate will participate in, benefit from, or be affected by your project. You must enter a non-zero number for at least one initial grant-specific indicator for the project to be approved.

When your project is complete and you are filling out your grant completion report, you will only fill in the second column titled, "Final Indicators". In this column, you will report the actual number of organizations or community members that participated in, benefited from or were affected by your project. You must enter a non-zero number for at least one final grant-specific indicator to confirm that the project met agreed-upon funding requirements

Region / Country	Type	Program Element	Metric	Categories	Initial Indicators	Final Indicators	
Guinea	All	# of Beneficiaries (indirect)	Community members who receive an indirect benefit from the project, not including those counted above	Male(s) 25 and above	6000	6000	
				Male(s) 15-24	3000	3000	
				Male(s) 14 and below	1000	1000	
				Female(s) 25 and above	8000	8000	
				Female(s) 15-24	4000	4000	
				Female(s) 14 and below	2000	2000	
		# of Participants (direct)	Community members directly involved in the design and implementation of the project, including those who attend trainings or workshops	Male(s) 25 and above	400	400	
				Male(s) 15-24	100	100	
				Male(s) 14 and below	50	50	
				Female(s) 25 and above	400	400	
				Female(s) 15-24	150	150	
				Female(s) 14 and below	100	100	
		Capacity Development	# of community organizations and/or associations that will have increased capacity due to this small grant	Organizations	10	12	
				# of individuals who will have increased capacity due to this small grant	Male(s) 25 and above	4000	4000
					Female(s) 25 and above	4000	4000
					Male(s) 15-24	2500	2500
					Female(s) 15-24	2500	2500
					Male(s) 14 and below	3000	3000
					Female(s) 14 and below	3000	3000
				# service providers who will have increased capacity due to this small grant	Male(s) 25 and above	800	800
					Female(s) 25 and above	1000	1000
Male(s) 15-24	200				200		
Female(s) 15-24	400	400					
New Technology & Practices	# of individuals who have applied new technologies	Male(s) 25 and above	3000	3000			

		and/or practices as a result of this grant	Female(s) 25 and above	3500	3500
			Male(s) 15-24	1500	1500
			Female(s) 15-24	2000	2000
			Male(s) 14 and below	200	200
			Female(s) 14 and below	300	300
		# of new technologies and/or practices that will have been adopted as a result of this small grant	Technologies	0	4
			Practices	5	8
SPA	4.3.1, Financial Sector Enabling Environment	# of community based organizations (CBOs), businesses or governmental entities that received assistance to enable or enhance the financial sector environment	Businesses	500	500
			Community Based Organizations (CBOs)	20	30
			Government entities	0	1
		# of individuals who received capacity building training and/or assistance to enable or enhance the financial sector environment	Female(s) 15-24	300	300
			Female(s) 25 and above	600	600
			Male(s) 15-24	200	200
			Male(s) 25 and above	400	400

## Referral Contacts

Most approved PCPP and LGL projects will be posted online for fundraising at [peacecorps.gov/donate](http://peacecorps.gov/donate). Volunteers are encouraged to enter contact information for their friends and family who may want to support their project through donations. Once your project is approved, Peace Corps/HQ staff will contact your referrals to alert them that your project is online.

Title	First Name	Last Name	Relationship to Volunteer	E-mail Address	Street Address	City	State	Zip Code

**STOP HERE, if you are filling out your grant application - you are done!**

**If you have completed your project and are filling in your completion report information, be sure to fill in your final indicators in the "Grant Performance Indicators" section above. Then, fill in your final narrative and budget below.**

## Completion Report Narrative

Please fill in each box explaining the outcomes of your project.

### Tell Your Story

Every project has a story. Please describe any anecdotal evidence/stories from a community member or your personal experience that attest to the project's success. This vignette may be used to highlight your exemplary work when reporting to stakeholders.

The construction of the hangar began with the sacrifice of a goat. This is a common practice in Community #1. For the first time in Community #1 the women themselves began a project and they led the opening ceremony of the construction of the hangar. They spoke in front of the prefect and the entire population, rising up from the space normally reserved for women, barely visible in the background, and made the objective of the project understood. They were front and center from the start. The women used the hammer and tapped in the first piece of iron into the foundation. The women continued to carry the project through, keeping track of all of the supplies, ensuring that water and food were always present, surveying the work and informing me of what was happening each day. While the paid workers would not show up to work sometimes and many times they were late, the trucks would break down, and the community workers would demand to be paid, the women dutifully showed up each morning ready to complete their tasks. The literacy, numeracy and micro-enterprise classes were also met with great enthusiasm, as the women would study in groups after class and would raise up those who struggled. The hangar gave birth to a parallel project, a soap enterprise. The women used their skills in recording materials from the construction of the hangar and carefully managed the work of making large quantities of soap. They used their skills from the micro-enterprise lessons, judging when to buy more materials so that they could produce more soap. They were ready for the inauguration of the hangar with more than 2500 pieces of soap to sell. In order to organize spaces for all of the women in the hangar, they arranged the spaces by the types of products and there were no disagreements. The hangar now functions beautifully and the market conditions are far more agreeable than they have ever been. I look forward to hearing about the projects that will be done in Community #1 in the years to come. I hold no doubts that with their growing education, their perseverance and their accountability, the women will continue to be a force for the development of Community #1 in the long run.

### Goals Achieved, Changes in Initial Objectives, and Community Feeling

Every goal and objective has been achieved and many have exceeded what was outlined in the proposal. The hangar is far more robust, secure, useful and attractive than any of the community members imagined. The literacy, numeracy and micro-enterprise classes have become completely sustainable due to government funding of the materials and the payment and training of local teachers. The organization of the market runs smoothly with consensus by all of the community members. The students that I teach in the secondary school were excited to learn about how the hangar was being built. When the community began to believe that the budget was exorbitant, students attended the community-wide meeting in order to outline the budget and debunk all ideas that the community was being extorted. As a topic that was usually very difficult to explain, the students explained how to calculate proportions as a way of explaining how cement was mixed and the foundation was laid with the different proportions of sand, water and cement being measured. The community is overjoyed with their new hangar especially at this moment because it is incredibly hot outside but the vendors enjoy a nice chill inside of the hangar. New vendors have begun coming to the market in order to enjoy the enjoyable selling conditions that Community #1's market provides.

### Capacity and Skills Built

Around 30 women have participated in the literacy, numeracy and micro-enterprise classes. 95% of these women did not previously have reading or writing skills. Now the majority of the women can read and write the entire Pulaar (local language) alphabet as well as all of the numbers. We have begun the math part of the curriculum which will allow them to calculate their sales of soap as well as the required payment each week at the market. The women are now apt project managers who understand the importance of showing up on time and doing the tasks set before them. Managing the market, running literacy and numeracy classes, and growing a soap enterprise are all new activities that none of the community members in Community #1 had done before. Now all three activities are being accomplished and successfully. The capacity of the women of Community #1 has been greatly increased.

### Sustainability

The mayor and other governmental authorities were in charge of all of the economic and governing bodies related to the Community #1 market prior to the construction of the hangar. The women are taking on this responsibility and ensuring that the organization and collecting of fees is consistent, equitable and transparent. The structure of the hangar is made with iron and steel and therefore will not degrade easily. Should any repairs or improvements become necessary, the weekly market stall fees will be used after consensus made within the Women's Committee. The vendors are very satisfied with the hangar. It was installed directly in the spot where the existing market existed so no habits need to be changed. The market hangar is highly valued by the community and they will surely care for it.

### Unexpected Events and Recommendations

There were many logistical events that sometimes prevented the work from advancing as planned such as a broken truck, delays in community funding, or somewhat unpredictable community events such as marriages, deaths or births. These were inevitable obstacles that could not have been calculated in the timeline. In addition, there were materials that were not proposed in the budget but became necessary once the construction began. All of these materials became an extra charge for the community. Thankfully, the community was available to compensate for these extra charges. I recommend that these grants have an option so that a PCV may search for additional funding during the grant timeline. Even though the community was able to make extra provisions, I should have allowed for a margin of error.

**Lessons Learned and Promising Practices**

This project has demonstrated that where the men occupy the positions of power, handle all of the projects and make all of the decisions, working with the women is a viable (and necessary) alternative. This is not only to promote gender equality but because working with the women gives more assured results and is met with less resistance. I have found that the women allocate tasks and listen to each other more readily than during those moments where I have had to work with the men. Also, the materials were all accounted for and none of the funds were siphoned through corruption. This project is a strong example to other development projects of the importance of maintaining contact with and placing the responsibility into the hands of the women in the community. While the men helped out and made their own contributions to the project, they held more of a supportive role. This project also shows the importance of establishing human structures. If this project had organized the people to begin literacy classes, Community #1 would not have a literacy center. The initiatives from this project have given way to many other projects that stand on their own, such as the soap-making business. The people earnestly want to learn and progress, to try new businesses and to improve their conditions. They just need some help with start-up and -- after a few months -- the people run all of the projects on their own.

**Final Budget**

Use this project log to record each receipt collected for your project. You will need to classify each item as one of the following budget categories: Equipment, Labor, Land/Venue, Materials Transport, Materials/Supplies, Other, Travel/Per Diem/Food/Lodging. It is recommended that you use the supplemental spreadsheet to complete your final budget offlin can be found at [http://files.peacecorps.gov/donate/Final\\_Report\\_Project\\_Log.xls](http://files.peacecorps.gov/donate/Final_Report_Project_Log.xls).

Date	Receipt #	Item Description	Budget Category	Unit Cost	Qty	Total Cost	Grant Amount (Local Currency)	Grant Amount (\$US)	Community Contribution Cash (Local Currency/\$US)	Community Contribution In-Kind (Local Currency/\$US)	Third-Party Contribution Cash (Local Currency/\$US)	Third-Party Contribution In-Kind (Local Currency/\$US)				
7/9/1905	8	Community Skilled Labor	Labor	25,000.00	1.00	25,000.00	0.00	\$0.00	0.00	\$0.00	25,000.00	\$2.78	0.00	\$0.00	0.00	\$0.00
7/9/1905	15	Consultation of Engineer/Planning of Hangar	Labor	500,000.00	1.00	500,000.00	0.00	\$0.00	0.00	\$0.00	500,000.00	\$55.56	0.00	\$0.00	0.00	\$0.00
7/9/1905	1	Market Tear Down/Clean Up	Labor	200,000.00	1.00	200,000.00	0.00	\$0.00	0.00	\$0.00	200,000.00	\$200.00	0.00	\$0.00	0.00	\$0.00
7/9/1905	7	Certified Mason and Team	Labor	10,000,000.00	1.00	10,000,000.00	0.00	\$0.00	10,000,000.00	\$1,111.11	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
7/9/1905	13	Carpenter/Skilled Labor to Solder	Labor	5,000,000.00	1.00	5,000,000.00	5,000,000.00	\$555.56	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
7/10/1905	276	Transport of Iron Beams and Bands	Materials Transport	300,000.00	1.00	300,000.00	300,000.00	\$33.33	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
7/10/1905	277	Transport of Sheet Metal and Accessories (Community #4 to Community #2)	Materials Transport	400,000.00	1.00	400,000.00	400,000.00	\$44.44	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
7/9/1905	11	Transport	Materials Transport	3,000,000.00	1.00	3,000,000.00	3,000,000.00	\$333.33	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
7/9/1905	6	Round wood (4m pieces)	Materials/Supplies	2,500.00	150.00	375,000.00	0.00	\$0.00	0.00	\$0.00	375,000.00	\$41.67	0.00	\$0.00	0.00	\$0.00
7/10/1905	9	Water (4000L tanks)	Materials/Supplies	150,000.00	50.00	7,500,000.00	0.00	\$0.00	0.00	\$0.00	7,500,000.00	\$833.33	0.00	\$0.00	0.00	\$0.00
7/9/1905	2	Gravel (12m^3)	Materials/Supplies	1,500,000.00	8.00	12,000,000.00	0.00	\$0.00	0.00	\$0.00	12,000,000.00	\$1,333.33	0.00	\$0.00	0.00	\$0.00
7/9/1905	3	Stone Blocks (12m^3)	Materials/Supplies	1,200,000.00	12.00	14,400,000.00	0.00	\$0.00	0.00	\$0.00	14,400,000.00	\$1,600.00	0.00	\$0.00	0.00	\$0.00
7/10/1905	35	Petroleum (10L)	Materials/Supplies	9,000.00	10.00	90,000.00	0.00	\$0.00	90,000.00	\$10.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
7/10/1905	35	Colorant	Materials/Supplies	12,000.00	9.00	108,000.00	0.00	\$0.00	108,000.00	\$12.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
7/10/1905	10	Metal Large Trash Bins	Materials/Supplies	250,000.00	2.00	500,000.00	0.00	\$0.00	500,000.00	\$55.56	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
7/10/1905	35	Sealer	Materials/Supplies	120,000.00	6.00	720,000.00	0.00	\$0.00	720,000.00	\$80.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
7/10/1905	35	Primer (sack 50kg)	Materials/Supplies	180,000.00	8.00	1,440,000.00	0.00	\$0.00	1,440,000.00	\$160.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
7/9/1905	685	Attachment Wires	Materials/Supplies	142,000.00	1.00	142,000.00	142,000.00	\$15.78	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00

Click Ctrl+Home to return to top

7/9/1905	685	Nails (no. 8/ kg)	Materials/Supplies	11,000.00	20.00	220,000.00	220,000.00	\$24.44	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
7/10/1905	276	Iron Bands for Roofing	Materials/Supplies	25,000.00	11.00	275,000.00	275,000.00	\$30.56	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
7/10/1905	277	Cover Bands (Sheet Metal) for Roofing	Materials/Supplies	58,000.00	12.00	696,000.00	696,000.00	\$77.33	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
7/10/1905	277	Ridge Tile for Roofing	Materials/Supplies	58,000.00	12.00	696,000.00	696,000.00	\$77.33	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
7/9/1905	12	Wooden Planks (1)	Materials/Supplies	30,000.00	25.00	750,000.00	750,000.00	\$83.33	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
7/9/1905	20	Wooden Planks (2)	Materials/Supplies	30,000.00	25.00	750,000.00	750,000.00	\$83.33	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
7/9/1905	685	Iron Concrete (no. 6/bars)	Materials/Supplies	20,000.00	60.00	1,200,000.00	1,200,000.00	\$133.33	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
7/10/1905	277	Clamps to Screw in Roofing	Materials/Supplies	5,500.00	600.00	3,300,000.00	3,300,000.00	\$366.67	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
7/9/1905	685	Iron Concrete (no. 10/ ton)	Materials/Supplies	6,450,000.00	1.00	6,450,000.00	6,450,000.00	\$716.67	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
7/10/1905	276	Iron Beams (40mm by 80mm)	Materials/Supplies	167,000.00	40.00	6,680,000.00	6,680,000.00	\$742.22	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
7/9/1905	17	Sand (12m^3) Transport Included	Materials/Supplies	2,500,000.00	3.00	7,500,000.00	7,500,000.00	\$833.33	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
7/10/1905	277	Sheet Metal	Materials/Supplies	319,000.00	42.00	13,398,000.00	13,398,000.00	\$1,488.67	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
7/9/1905	685	Cement (ton)	Materials/Supplies	1,500,000.00	10.00	15,000,000.00	15,000,000.00	\$1,666.67	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
7/9/1905	4	Rice for Labor (50kg sack)	Travel/Per Diem/Food/Lodging	300,000.00	5.00	1,500,000.00	0.00	\$0.00	0.00	\$0.00	1,500,000.00	\$166.67	0.00	\$0.00	0.00	\$0.00
7/9/1905	5	Sauce for Labor (per sack of rice)	Travel/Per Diem/Food/Lodging	400,000.00	5.00	2,000,000.00	0.00	\$0.00	0.00	\$0.00	2,000,000.00	\$222.22	0.00	\$0.00	0.00	\$0.00
<b>Total</b>							<b>65,757,000.00</b>	<b>\$7,306.33</b>	<b>12,858,000.00</b>	<b>\$1,428.67</b>	<b>38,500,000.00</b>	<b>\$204,255.56</b>	<b>0.00</b>	<b>\$0.00</b>	<b>0.00</b>	<b>\$0.00</b>

### Final Grant Performance Indicators

Please go back to the previous "Grant Performance Indicators" section and fill in the column titled, "Final Indicators" to report on the results of your project. In this column, you will report the actual number of organizations or community members that participated in, benefited from or were affected by your project. You must enter a non-zero number for at least one final grant specific indicator to confirm that the project met agreed-upon funding requirements.

# Panama: Local Women's Bakery

*Peace Corps Volunteers Empower a Group of Women to Establish Their Own Bakery*



*The group taught each other recipes and also learned critical skills during a seminar.*

During the PCV's time in the community, they noticed that person after person left their community of about 300 people in order to **find income opportunities**. The economic and personal opportunities in the community are **scarce, especially for women**, as they primarily depend on their husband's income. When the PCV had their community analysis meeting, the women of the community asked for a group to **learn how to make desserts and bread** due to their abundance of fruits but low information on how to use them.

The **eight women** who made up the group were trained in critical skills and were able to apply them to bakery operations and group meetings. They learned more than **ten recipes** that they can make as a group and in their households. The critical skills they were included setting goals, managing resources, and writing formal letters to solicit support from agencies. Business skills, such as how to keep financial records, were also taught to the group. The group has already made a **profit of \$100** from sales and member contributions.

## Small Investments

Total Project Cost: \$793.18

PPCP Funded Amount: \$579.08

(Including: large oven, gas tank, pans)

Community Contribution: \$214.10

(Including: bananas, sugar, milk)

## General Grant Information

This application has been developed as a tool to help Volunteers and their communities plan successful small grant projects. The information that you record here will also be transmitted to Peace Corps Headquarters for internal reporting and reporting to donors. Please work with your community to fill out this application and return it to the appropriate staff member at post for review. Before completing any section, make sure to read the entire application.

**Project Title:** Local Women's Bakery: a small business start-up opportunity

**Grant Type:** Peace Corps Partnership Program (PCPP)      **Status:** Project Completed

**Volunteer:** PCV #1      **Responsible Program Manager/APCD :** Program Manager

**Country:** Panama

**Project Start Date:** 7/1/2017      **Project End Date:** 8/31/2017

*The budget information below will auto-fill once the budget has been entered into PCGO. If these fields are blank, you do not need to fill them in.*

<b>% Comm. Contribution Proposed:</b>	27.52	<b>% Comm. Contribution Final:</b>	26.99		
<b>Comm. Contribution Amount Proposed:</b>	\$235.00	<b>Comm. Contribution Amount Final:</b>	\$214.10		
<b>Amount Requested:</b>	\$618.84	<b>Amount Approved:</b>	\$618.84	<b>Amount Remaining:</b>	\$39.76

### Requested Grant Amount (local currency)

618.84

**Exchange Rate: \$1US= (enter local currency value here):** 1.00

**Number of PCVs working on project:** 1

## Community Information

City/Town/Village	Community Group Name	Group Contact Information (phone, address, etc.)	Group Contact Person
Community #1	Group #1		Group Contact Person #1

## Classification

Choose from the following categories to give your project a primary classification: Agriculture, Education, Environment, Health, Municipal Development, Community and Economic Development, Youth Development, Water and Sanitation, HIV/AIDS, ICT, NGO Development, Volunteerism, Food Security, or Gender and Development.

From the same list above, choose one or more secondary classification to describe your project, if applicable

Primary Classification?	Classification(s)
Yes	Community and Economic Development

## Volunteer Information

<b>Primary PCV</b>	PCV #1	<b>Peace Corps Sector</b>	Environment	<b>COS Date</b>	5/16/2018
<b>PCV 2</b>		<b>Peace Corps Sector</b>		<b>COS Date</b>	
<b>PCV 3</b>		<b>Peace Corps Sector</b>		<b>COS Date</b>	
<b>Other PCVs:</b>					

## Project Narrative

Please fill in each box explaining the planning for your project.

### Summary

Please provide a brief summary of the project (up to 250 words). Include project activities, objectives, the community's contribution and the potential impact the project may have. For PCPP applications, this is the text that will appear on the PCPP webpage, please omit specific location information.

The Local Women's Bakery Project will help a group of 8 enthusiastic and hardworking women start their own business applying critical skills. The Women's Bakery will produce locally made desserts and bread using natural fruits and produce, such as bananas, ginger, yucca, coconut, etc. The Bakery project will empower women to collaborate and learn from each other's skills and also to apply project management and leadership practices. The women will be trained in critical skills relevant to starting their own business including basic financial and business training. The Women's Bakery Project allows a unique, exciting, and sustainable economic opportunity for women in a community where economic opportunities are scarce. The group project will train and enable women in a small, rural, farm-based community to generate a supplemental income for their family. Therefore, the Women's Bakery business will allow women to apply critical skills, generate a small income, expand their knowledge, collaborate with other women, and practice something they genuinely enjoy.

### Background

Describe the background of the community and what priority this project addresses.

The Women's Bakery project will take place in a small, rural town in the Panama Canal watershed without a public road and electricity. It is primarily a farming and cattle-ranching community of about 300 people. However, that population of about 300 is going down. In my years' time in Community #1, I have witnessed person after person relocate to more developed areas to pursue income opportunities. Opportunities for economic growth and personal development in the community are scarce. Especially for women, who primarily depend on their husband's income. The Women's Bakery Project allows its members to develop business and leadership skills that will fuel an innovative business opportunity within an established women's group to empower women to supplement their families' incomes.

### Community Involvement

How is the community the driving force behind the project? Provide examples that demonstrate the community's involvement in the design and planning of this project.

When I had my community analysis meeting, I divided up the men and women and asked what they wanted from their Peace Corps Volunteer. The women asked for a group to learn how to make desserts and bread, because "we have many fruits here and we don't know how to use them." So, a group of about 8 women was formed that met weekly at my house to learn dessert and bread recipes, based from local fruits and ingredients. Recipes were learned from me and from group members who taught their own specialty bread and dessert recipes. As the group continued, the idea of selling to generate some money for the group was offered by multiple women. The women identified a demand for desserts and bread in the community. Multiple others pointed out to me that most people on the community buy desserts from the local "fish car," but often complain of the staleness, price, and low quality of the bakery products. The demand for bakery products exists in Community #1. A skilled supplier, in the form of our women's bakery group, is available to fill that demand. Additionally, two women have basic business and leadership training or experience that will provide a foundation for critical skills and business training.

### Outcome

Briefly describe the desired outcome of the project.

The goal of the Bakery project is to start a women-run small local business that will build the capacity of an organized community group and 8 individual women. The 8 female members will be trained in business and critical skills through a two day Project Management and Leadership seminar. The women will be administered a pre and posttest regarding what critical and business skills were learned to monitor and evaluate training. Then the group members will apply critical skills by taking charge and making decisions for their own small business. The women will be empowered to raise money for their business, and also for themselves and their families. Throughout the 2 month start-up period of July 2017 and August 2017, the Bakery group will receive guidance and support from the Peace Corps Volunteer. However, at the end of the project timeline, the ownership of the project and business will be in the hands of the 8 women. The Local Women's Bakery will be a stand-alone business and a functioning community group. Applied critical and business skills will be observed to continue monitoring and evaluation of the project.

### Implementation

Describe the implementation plan that will be used to achieve the goals and objectives of this project. Do you foresee any challenges to project implementation?

First, the bakery group will be trained in critical skills during a two-day Project Management and Leadership seminar, focusing on basic business skills and money management. Critical skills will be monitored and evaluated using an administered pre and posttest. The Bakery Group will continue to meet for skills workshops to learn and practice new recipes. Once new equipment and supplies are acquired, skills workshops will continue to orient the group with the new resources. Using skills and knowledge learned from training, the Bakery group will begin conducting sales within the community. Monthly meetings will be held within the group to determine project plans, money management, and reflection and assessment of previous sales and accomplishments.

### Capacity Building

How will the project contribute to building skills and capacity within the community?

The Bakery Project will empower women from a small, rural community to create their own economic opportunity. All of the women in the Bakery group are mothers and wives, and the majority of their time is spent caring for their family and the household. The Bakery Project allows for an organized social outlet and opportunity to apply each woman's unique skills and knowledge of baking and certain traditional recipes. The Women's Bakery project also allows women to generate a financial profit for themselves, for the group, and also for their families. The women of the Bakery group will be creating their own local job opportunities in a community that lacks them severely. Critical skills and leadership development will further build the capacity of 8 members, and train them in methods that can be applied to their households and passed on to their children.

**Sustainability**

How will the community be able to sustain the activities and/or benefits of this project? What is the community's plan to sustain the benefits of the project after the initial project funding has been exhausted?

The start-up plan for the Women's Bakery Project includes generating a fund for the small business. If awarded, the grant will allow the group to purchase costly start up materials and resources, so they can get a quicker head-start on generating local sales. . As the project continues, the Bakery group will ease itself off grant-funding and be able to support itself through its own sales, without having off costly materials that this grant would provide funding for. With solid-startup funding, it will be easier for Group #1 to expand its collective skills set and its market. Group members will be trained in critical skills and basic business training, including money and account management practices. This training will allow the Bakery group to continue effectively managing their account in the future, and even provide practice in skills they can bring to their households or teach their children. Additionally, two current members of the group have previous basic business and leadership training (including one from Peace Corp's Project Management and Leadership Seminar) that will allow them to serve as group leaders in the future as the business expands.

**Goals & Objectives**

What are the project's goals and objectives and how will you know if your project is reaching them to produce the desired benefits or change? Please list corresponding goal and objective for each line when entering multiple indicators under a single goal/objective. Add rows if needed.

Fill out for Initial Grant/Application					Fill out for Completion Report	
Goal	Objective	Indicator(s)	Who	When	Results	Comments
Women community	By August 31st 2017, 8 women will be	Number of women trained	Peace Corps Volunteer and 8	July - August 2017		

members will learn and apply critical skills to form their own business.	trained in critical and basic business skills.		members of the Bakery Group			
Women community members will learn and apply critical skills to form their own small business.	By August 31st 2017, 8 women will be applying critical and business skills to create a small business.	Number of women observed applying critical skills, number of group sales made	Peace Corps Volunteer and 8 members of the Bakery Group	July - August 2017		

## Timeline

Person Responsible	Activity	Implementation Time
8 participating women and CEC and TELLs Peace Corps facilitators	The 8 participating women in the Women's Bakery Group are trained in Project Management and Leadership. Topics include: leadership, team building, project management, money management, etc.	July 1st - July 15th 2017
8 participating women and CEC and TELLs Peace Corps facilitators.	The 8 participating women take PML training pre and post test to monitor and evaluate critical skill training	July 1st - July 15th 2017
8 participating women and the Peace Corps Volunteer	Women's Bakery Group holds first monthly meeting to delegate leadership responsibilities and individual roles, and develops monthly plan.	July 1st - July 15th 2017
8 participating women and the Peace Corps Volunteer	The Bakery Women's Group collects grant award money and shops for new oven, gas tank, and other necessary baking supplies/equipment.	July 15th - July 20th 2017
Community Member #2 (chiva driver), group leader Group Contact Person #1, and the Peace Corps Volunteer	New oven, gas tank, and other necessary baking supplies/equipment are transported to Community #1.	July 15th - July 20th 2017
8 participating women and the Peace Corps Volunteer	Group meeting for skills workshop: Learning to use new oven technology and orientation to new grant-purchased materials.	July 20th - July 25th 2017
8 participating women and the Peace Corps Volunteer	Group meeting for skills workshop: Learn 1-2 new recipes.	July 20th - July 25th 2017
8 participating women and the Peace Corps Volunteer	The Women's Bakery Group conducts inter-community sale.	July 25th - July 30th 2017
8 participating women and the Peace Corps Volunteer	Using critical and project management skills, the Women's Bakery Group holds monthly meeting discussing accomplishments of July and business plan for August.	August 1st - August 8th 2017
8 participating women and the Peace Corps Volunteer	Group meeting for skills workshop: Learn 1-2 new recipes.	August 8th - August 15th 2017
8 participating women and the Peace Corps Volunteer	The Women's Bakery Group conducts inter-community sale.	August 8th - August 15th 2017
8 participating women and the Peace Corps Volunteer	Group meeting for skills workshop: Learn 1-2 new recipes.	August 15th - August 25th 2017

8 participating women and the Peace Corps Volunteer	The Women's Bakery Group conducts inter-community sale.	August 15th - August 25th 2017
8 participating women and the support of the Peace Corps Volunteer when necessary.	Using critical and project management skills, the Women's Bakery Group holds monthly meeting discussing accomplishments of August and business plan for September and coming months.	August 25th - August 30th 2017

## Do No Harm

### General

Please report on the results of your "do no harm" discussions with community members. Did you find that there were consequences you hadn't thought about?

No do no harm consequences were reported.

### Environmental

If the proposed project is not solely a training project, please discuss possible negative environmental impacts with your community. What are potential negative Environmental impacts of the project activities?

Littering from packaging of bakery products is a possible negative impact.

### Mitigation

For each of the potential negative impacts described in your prior responses please describe the measures the community will adopt in order to monitor and mitigate against potentially harmful effects.

In order to mitigate potential littering from bakery products, the Bakery Group will encourage proper trash disposal. The Bakery will offer a small "environmentalist discount" to customers who bring their own container/packaging when purchasing bakery products.

## Budget Detail

Enter each item that will be required to complete the project. For the budget category, you will need to classify each item as one of the following budget categories: Equipment, Labor, Land/Venue Rental, Materials Transport, Materials/Supplies, Other, Travel/Per Diem/Food/Lodging. It is recommended that you use the supplemental spreadsheet to complete your initial budget offline. This can be found at [http://files.peacecorps.gov/donate/Small\\_Grants\\_Budget\\_Worksheet.xls](http://files.peacecorps.gov/donate/Small_Grants_Budget_Worksheet.xls). The Grants Coordinator at your post can also provide you a copy.

Item Description	Budget Category	Unit Cost	Qty	Total Cost	Grant Amount Local	Grant Amount \$US	Community Contribution Cash (Local/\$US)	Community Contribution In-Kind (Local/\$US)	Third-Party Contribution Cash (Local/\$US)	Third-Party Contribution In-Kind (Local/\$US)				
Egg Beater	Equipment	0.99	1.00	0.99	0.99	\$0.99	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Mixing spoons	Equipment	1.75	2.00	3.50	3.50	\$3.50	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Rolling Pin	Equipment	3.98	1.00	3.98	3.98	\$3.98	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Storage containers for sales	Equipment	4.00	2.00	8.00	8.00	\$8.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Mixing bowls	Equipment	2.98	3.00	8.94	8.94	\$8.94	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Gas hose	Equipment	15.00	1.00	15.00	15.00	\$15.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Cupcake Pan	Equipment	8.00	2.00	16.00	16.00	\$16.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00

Large cake baking pans	Equipment	8.00	2.00	16.00	16.00	\$16.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Large bread baking pans	Equipment	8.00	3.00	24.00	24.00	\$24.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Oven grills	Equipment	10.00	4.00	40.00	40.00	\$40.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Gas tank	Equipment	60.00	1.00	60.00	60.00	\$60.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Large oven	Equipment	205.00	1.00	205.00	205.00	\$205.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Materials transport	Materials Transport	20.00	1.00	20.00	0.00	\$0.00	20.00	\$20.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Local coconuts	Materials/Supplies	1.00	4.00	4.00	0.00	\$0.00	0.00	\$0.00	4.00	\$4.00	0.00	\$0.00	0.00	\$0.00
Local yucca	Materials/Supplies	1.00	4.00	4.00	0.00	\$0.00	0.00	\$0.00	4.00	\$4.00	0.00	\$0.00	0.00	\$0.00
Local milk (2 bottles per month)	Materials/Supplies	1.75	4.00	7.00	0.00	\$0.00	0.00	\$0.00	7.00	\$7.00	0.00	\$0.00	0.00	\$0.00
Local bananas/plantains	Materials/Supplies	2.00	4.00	8.00	0.00	\$0.00	0.00	\$0.00	8.00	\$8.00	0.00	\$0.00	0.00	\$0.00
Flour (4 lbs. per member per month)	Materials/Supplies	1.20	16.00	19.20	0.00	\$0.00	0.00	\$0.00	19.20	\$19.20	0.00	\$0.00	0.00	\$0.00
Sugar (4 lbs. per member per month)	Materials/Supplies	1.20	16.00	19.20	0.00	\$0.00	0.00	\$0.00	19.20	\$19.20	0.00	\$0.00	0.00	\$0.00
Local eggs (8 eggs per month per member)	Materials/Supplies	1.60	16.00	25.60	0.00	\$0.00	0.00	\$0.00	25.60	\$25.60	0.00	\$0.00	0.00	\$0.00
Gas refills	Materials/Supplies	6.00	1.00	6.00	6.00	\$6.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Packaging for sales	Materials/Supplies	1.29	5.00	6.45	6.45	\$6.45	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Serving platters	Materials/Supplies	3.99	2.00	7.98	7.98	\$7.98	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Cupcake Wrappers	Materials/Supplies	1.65	5.00	8.25	8.25	\$8.25	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Wax Paper	Materials/Supplies	1.75	5.00	8.75	8.75	\$8.75	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Tank of honey from neighboring community	Materials/Supplies	30.00	1.00	30.00	30.00	\$30.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Non-local Ingredients starter fund	Materials/Supplies	150.00	1.00	150.00	150.00	\$150.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
Food for Women's Group Exchange	Travel/Per Diem/Food/Lodging	4.00	20.00	80.00	0.00	\$0.00	0.00	\$0.00	80.00	\$80.00	0.00	\$0.00	0.00	\$0.00
Absence fee (goes directly to group account)	Travel/Per Diem/Food/Lodging	3.00	16.00	48.00	0.00	\$0.00	48.00	\$48.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
<b>Total</b>					<b>618.84</b>	<b>\$618.84</b>	<b>68.00</b>	<b>\$68.00</b>	<b>167.00</b>	<b>\$167.00</b>	<b>0.00</b>	<b>\$0.00</b>	<b>0.00</b>	<b>\$0.00</b>

## Grant Performance Indicators

Click Ctrl+Home to return to top

When you are applying for a grant and filling in your grant application, you will only fill in the first column titled, "Initial Indicators". At this time, you will estimate the number of organizations or community members that you anticipate will participate in, benefit from, or be affected by your project. You must enter a non-zero number for at least one initial grant-specific indicator for the project to be approved.

When your project is complete and you are filling out your grant completion report, you will only fill in the second column titled, "Final Indicators". In this column, you will report the actual number of organizations or community members that participated in, benefited from or were affected by your project. You must enter a non-zero number for at least one final grant-specific indicator to confirm that the project met agreed-upon funding requirements

Region / Country	Type	Program Element	Metric	Categories	Initial Indicators	Final Indicators	
Panama	All	# of Beneficiaries (indirect)	Community members who receive an indirect benefit from the project, not including those counted above	Male(s) 25 and above	7	7	
				Male(s) 15-24	3	3	
				Male(s) 14 and below	11	11	
				Female(s) 25 and above	1	1	
				Female(s) 15-24	2	2	
				Female(s) 14 and below	3	3	
		# of Participants (direct)	Community members directly involved in the design and implementation of the project, including those who attend trainings or workshops	Female(s) 25 and above	5	5	
				Female(s) 15-24	3	3	
		Capacity Development	# of community organizations and/or associations that will have increased capacity due to this small grant	Organizations	1	1	
				# of individuals who will have increased capacity due to this small grant	Female(s) 25 and above	5	5
					Female(s) 15-24	3	3
		New Technology & Practices	# of individuals who have applied new technologies and/or practices as a result of this grant	Female(s) 25 and above	5	5	
				Female(s) 15-24	3	3	
			# of new technologies and/or practices that will have been adopted as a result of this small grant	Technologies	1	1	
Practices	1			1			

## Referral Contacts

Most approved PCPP and LGL projects will be posted online for fundraising at [peacecorps.gov/donate](http://peacecorps.gov/donate). Volunteers are encouraged to enter contact information for their friends and family who may want to support their project through donations. Once your project is approved, Peace Corps/HQ staff will contact your referrals to alert them that your project is online.

Title	First Name	Last Name	Relationship to Volunteer	E-mail Address	Street Address	City	State	Zip Code

**STOP HERE, if you are filling out your grant application - you are done!**

**If you have completed your project and are filling in your completion report information, be sure to fill in your final indicators in the "Grant Performance Indicators" section above. Then, fill in your final narrative and budget below.**

## Completion Report Narrative

Please fill in each box explaining the outcomes of your project.

### Tell Your Story

Every project has a story. Please describe any anecdotal evidence/stories from a community member or your personal experience that attest to the project's success. This vignette may be used to highlight your exemplary work when reporting to stakeholders.

The Bakery business started as a shared vision between me and my devoted women's group. At first, we started the group just to learn how to make different recipes. Then, as we considered the possibility of becoming a business, we took initial steps to begin the process. When I suggested applying for a grant, initial interest and cooperation was low due to confusion and lack of experience with this type of project. However, one of the husbands and the group's now treasurer encouraged me to pursue the opportunity. When I announced to the group that we had been awarded the grant, excitement built. I saw the women use, care for, and appreciate the bakery equipment. I saw them realize what a gift it had been to be able to purchase supplies that would have taken them years of sales to be able to afford, thus prolonging the process to become a business. I have witnessed my women applying the critical skills they had been trained on in a Project Management and Leadership seminar. Meetings have become more productive, and once quiet members have become participatory and taken on leadership roles. This grant award has allowed the local women's bakery to produce more products and to produce them more rapidly. It has given the eight women confidence individually and collectively as a business. It has given them an economic and empowerment opportunity that they can continue on for years and for new generations.

### Goals Achieved, Changes in Initial Objectives, and Community Feeling

The eight women have been trained in critical skills and have applied them to bakery operations and group meetings. Profits have been made from product sales; the group now has a fund of around \$100 just from sales and from member contributions (monthly membership fee, absence fees.) Additionally, the group outlined new goals and objectives during the Project Leadership and Management Seminar. They are now hoping to sell six different products per month, and hoping to establish an actual bakery building by the end/early next year. The community itself and stakeholders in the project are very pleased with the outcome. The bakery has several happy customers that are always asking me when the next sale will be. Many community members that are not involved in the group have commented to me what a good project it is for the community, and are pleased the community is establishing its own local small business.

### Capacity and Skills Built

The bakery group has learned more than 10 recipes that they are able to make as a group and replicate in their households. Critical skills learned include setting goals and objectives, managing resources, structuring a group and establishing a directive, utilizing strengths, and writing formal letters and soliciting support from agencies. They have learned basic business skills, like how to set prices and keep financial resources. Most importantly, they have learned to function successfully as a group under strong leadership and collective decisions and feedback. Although the group is only about 8 months old, they have been very successful and are planning to continue for years in the future.

### Sustainability

The group members have meticulously noted recipes, financial records, and meeting minutes in their personal notebooks to responsibly manage the bakery. A directive has been established, with a president, vice president, treasurer and secretary who are all extremely active. A project management and leadership seminar taught several important skills that I have experienced the women applying to their work within the bakery. During meetings, when discussing logistics or future plans, members always reference how decisions should be made when I am no longer present. The group is very aware that they will have to continue when I am not longer in Community #1, and that they may or may not have the support of a follow up volunteer. They are very prepared to continue, hopefully for years!

### Unexpected Events and Recommendations

The most difficult part of this project has been finding and purchasing all of the baking supplies. Otherwise, every other stage has gone smoothly and I am very content with the outcome of this project.

### Lessons Learned and Promising Practices

I have always been a hesitant facilitator in trainings, because sometimes I am hesitant to tell community members what to do and afraid of appearing condescending. However, after the PML seminar, especially with the support of Community Member #1 and all female volunteer co-facilitators, I recognized how much the women appreciated and absorbed the training. I watched them participate, take notes, and discuss the results of the workshop afterwards. I have seen them apply the concepts learned, such as organizing a group record and setting prices responsibly so steady profits can be made. This has encouraged me not to be hesitant in giving trainings and workshops in my community. Also, hearing the women discuss future plans for the group enthusiastically and carefully has encouraged me of the sustainability of this project.

## Final Budget

Use this project log to record each receipt collected for your project. You will need to classify each item as one of the following budget categories: Equipment, Labor, Land/Venue Rental, Materials Transport, Materials/Supplies, Other, Travel/Per Diem/Food/Lodging. It is recommended that you use the supplemental spreadsheet to complete your final budget offline. This can be found at [http://files.peacecorps.gov/donate/Final\\_Report\\_Project\\_Log.xls](http://files.peacecorps.gov/donate/Final_Report_Project_Log.xls).

Date	Receipt #	Item Description	Budget Category	Unit Cost	Qty	Total Cost	Grant Amount (Local Currency)	Grant Amount (\$US)	Community Contribution Cash (Local Currency/\$US)		Community Contribution In-Kind (Local Currency/\$US)		Third-Party Contribution Cash (Local Currency/\$US)		Third-Party Contribution In-Kind (Local Currency/\$US)	
8/8/2017	5	Egg Beater	Equipment	1.69	1.00	1.69	1.69	\$1.69	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
8/8/2017	5	Mixing spoons	Equipment	0.89	3.00	2.67	2.67	\$2.67	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
8/8/2017	4	Rolling Pin	Equipment	4.30	1.00	4.30	4.30	\$4.30	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
9/24/2017	12	Calculator	Equipment	4.75	1.00	4.75	4.75	\$4.75	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
10/10/2017	14	Cupcake Pan with Silicon Liners	Equipment	5.34	1.00	5.34	5.34	\$5.34	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
8/8/2017	4	Mixing bowls	Equipment	3.10	2.00	6.20	6.20	\$6.20	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
9/8/2017	7	Cupcake Pan	Equipment	6.55	1.00	6.55	6.55	\$6.55	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
9/24/2017	12	Medium Mixing Bowl	Equipment	8.40	1.00	8.40	8.40	\$8.40	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
9/24/2017	11	Oven mitts	Equipment	4.95	2.00	9.90	9.90	\$9.90	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
9/24/2017	12	Large Metal Mixing Bowl	Equipment	12.59	1.00	12.59	12.59	\$12.59	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
9/13/2017	8	Storage containers for sales	Equipment	13.90	1.00	13.90	13.90	\$13.90	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
8/8/2017	2	Gas hose	Equipment	13.91	1.00	13.91	13.91	\$13.91	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
8/8/2017	5	Large cake baking pans	Equipment	9.99	2.00	19.98	19.98	\$19.98	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
9/8/2017	7	Large bread baking pans	Equipment	6.95	3.00	20.85	20.85	\$20.85	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
8/8/2017	1	Gas tank	Equipment	58.12	1.00	58.12	58.12	\$58.12	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
8/8/2017	3	Large oven	Equipment	214.00	1.00	214.00	214.00	\$214.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
8/8/2017	sub voucher 2	Materials transport	Materials Transport	25.00	1.00	25.00	0.00	\$0.00	25.00	\$25.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
9/30/2017	23	Bananas	Materials/Supplies	0.50	1.00	0.50	0.00	\$0.00	0.00	\$0.00	0.50	\$0.50	0.00	\$0.00	0.00	\$0.00
7/31/2017	21	Bananas	Materials/Supplies	1.00	1.00	1.00	0.00	\$0.00	0.00	\$0.00	1.00	\$1.00	0.00	\$0.00	0.00	\$0.00
7/31/2017	21	Baking Powder	Materials/Supplies	0.15	8.00	1.20	0.00	\$0.00	0.00	\$0.00	1.20	\$1.20	0.00	\$0.00	0.00	\$0.00
9/30/2017	23	Milk	Materials/Supplies	1.40	1.00	1.40	0.00	\$0.00	0.00	\$0.00	1.40	\$1.40	0.00	\$0.00	0.00	\$0.00
10/19/2017	24	Baking powder	Materials/Supplies	0.15	12.00	1.80	0.00	\$0.00	0.00	\$0.00	1.80	\$1.80	0.00	\$0.00	0.00	\$0.00
7/31/2017	21	Eggs	Materials/Supplies	0.15	12.00	1.80	0.00	\$0.00	0.00	\$0.00	1.80	\$1.80	0.00	\$0.00	0.00	\$0.00

9/30/2017	23	Flour	Materials/Supplies	0.60	3.00	1.80	0.00	\$0.00	0.00	\$0.00	1.80	\$1.80	0.00	\$0.00	0.00	\$0.00
7/31/2017	21	Sugar	Materials/Supplies	0.60	3.00	1.80	0.00	\$0.00	0.00	\$0.00	1.80	\$1.80	0.00	\$0.00	0.00	\$0.00
9/30/2017	23	Sugar	Materials/Supplies	0.60	3.00	1.80	0.00	\$0.00	0.00	\$0.00	1.80	\$1.80	0.00	\$0.00	0.00	\$0.00
10/19/2017	24	Coconuts	Materials/Supplies	1.00	2.00	2.00	0.00	\$0.00	0.00	\$0.00	2.00	\$2.00	0.00	\$0.00	0.00	\$0.00
8/31/2017	22	Ginger	Materials/Supplies	2.00	1.00	2.00	0.00	\$0.00	0.00	\$0.00	2.00	\$2.00	0.00	\$0.00	0.00	\$0.00
10/19/2017	24	Ginger	Materials/Supplies	2.00	1.00	2.00	0.00	\$0.00	0.00	\$0.00	2.00	\$2.00	0.00	\$0.00	0.00	\$0.00
9/30/2017	23	Pineapples	Materials/Supplies	1.00	2.00	2.00	0.00	\$0.00	0.00	\$0.00	2.00	\$2.00	0.00	\$0.00	0.00	\$0.00
7/31/2017	21	squash	Materials/Supplies	2.00	1.00	2.00	0.00	\$0.00	0.00	\$0.00	2.00	\$2.00	0.00	\$0.00	0.00	\$0.00
10/19/2017	24	Yeast	Materials/Supplies	1.00	2.00	2.00	0.00	\$0.00	0.00	\$0.00	2.00	\$2.00	0.00	\$0.00	0.00	\$0.00
9/30/2017	23	Baking Powder	Materials/Supplies	0.15	16.00	2.40	0.00	\$0.00	0.00	\$0.00	2.40	\$2.40	0.00	\$0.00	0.00	\$0.00
8/31/2017	22	Eggs	Materials/Supplies	0.15	16.00	2.40	0.00	\$0.00	0.00	\$0.00	2.40	\$2.40	0.00	\$0.00	0.00	\$0.00
7/31/2017	21	Flour	Materials/Supplies	0.60	4.00	2.40	0.00	\$0.00	0.00	\$0.00	2.40	\$2.40	0.00	\$0.00	0.00	\$0.00
9/30/2017	23	Eggs	Materials/Supplies	0.15	17.00	2.55	0.00	\$0.00	0.00	\$0.00	2.55	\$2.55	0.00	\$0.00	0.00	\$0.00
9/30/2017	23	Oil	Materials/Supplies	1.40	2.00	2.80	0.00	\$0.00	0.00	\$0.00	2.80	\$2.80	0.00	\$0.00	0.00	\$0.00
8/31/2017	22	Coconuts	Materials/Supplies	1.00	3.00	3.00	0.00	\$0.00	0.00	\$0.00	3.00	\$3.00	0.00	\$0.00	0.00	\$0.00
7/31/2017	21	Milk	Materials/Supplies	3.00	1.00	3.00	0.00	\$0.00	0.00	\$0.00	3.00	\$3.00	0.00	\$0.00	0.00	\$0.00
8/31/2017	22	Milk	Materials/Supplies	3.00	1.00	3.00	0.00	\$0.00	0.00	\$0.00	3.00	\$3.00	0.00	\$0.00	0.00	\$0.00
8/31/2017	22	Squash	Materials/Supplies	3.00	1.00	3.00	0.00	\$0.00	0.00	\$0.00	3.00	\$3.00	0.00	\$0.00	0.00	\$0.00
8/31/2017	22	Sugar	Materials/Supplies	0.60	5.00	3.00	0.00	\$0.00	0.00	\$0.00	3.00	\$3.00	0.00	\$0.00	0.00	\$0.00
10/19/2017	24	Sugar	Materials/Supplies	0.60	5.00	3.00	0.00	\$0.00	0.00	\$0.00	3.00	\$3.00	0.00	\$0.00	0.00	\$0.00
10/19/2017	24	Eggs	Materials/Supplies	0.15	22.00	3.30	0.00	\$0.00	0.00	\$0.00	3.30	\$3.30	0.00	\$0.00	0.00	\$0.00
8/31/2017	22	Flour	Materials/Supplies	0.60	6.00	3.60	0.00	\$0.00	0.00	\$0.00	3.60	\$3.60	0.00	\$0.00	0.00	\$0.00
10/19/2017	24	Milk	Materials/Supplies	1.20	3.00	3.60	0.00	\$0.00	0.00	\$0.00	3.60	\$3.60	0.00	\$0.00	0.00	\$0.00
7/31/2017	21	Oil	Materials/Supplies	1.40	3.00	4.20	0.00	\$0.00	0.00	\$0.00	4.20	\$4.20	0.00	\$0.00	0.00	\$0.00
10/19/2017	24	Flour	Materials/Supplies	0.60	8.00	4.80	0.00	\$0.00	0.00	\$0.00	4.80	\$4.80	0.00	\$0.00	0.00	\$0.00
8/8/2017	4	Knife	Materials/Supplies	0.75	1.00	0.75	0.75	\$0.75	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
10/19/2017	16	Vanilla	Materials/Supplies	1.19	1.00	1.19	1.19	\$1.19	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
9/2/2017	6	Package of Apples	Materials/Supplies	1.28	1.00	1.28	1.28	\$1.28	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
10/19/2017	16	Food Coloring	Materials/Supplies	1.59	1.00	1.59	1.59	\$1.59	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00

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9/24/2017	11	Sponges	Materials/Supplies	1.69	1.00	1.69	1.69	\$1.69	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
8/8/2017	5	Packaging for sales	Materials/Supplies	0.87	2.00	1.74	1.74	\$1.74	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
8/8/2017	5	Confectioner's Sugar	Materials/Supplies	0.97	2.00	1.94	1.94	\$1.94	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
8/8/2017	5	Baking Powder	Materials/Supplies	0.22	11.00	2.42	2.42	\$2.42	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
9/13/2017	10	Flour	Materials/Supplies	2.46	1.00	2.46	2.46	\$2.46	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
9/13/2017	10	Dish soap	Materials/Supplies	2.48	1.00	2.48	2.48	\$2.48	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
9/2/2017	6	Vanilla	Materials/Supplies	2.49	1.00	2.49	2.49	\$2.49	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
8/8/2017	5	Vanilla	Materials/Supplies	2.49	1.00	2.49	2.49	\$2.49	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
9/13/2017	10	Sugar	Materials/Supplies	2.51	1.00	2.51	2.51	\$2.51	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
8/8/2017	4	Towels	Materials/Supplies	0.85	3.00	2.55	2.55	\$2.55	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
9/24/2017	11	Neon Food Coloring	Materials/Supplies	2.59	1.00	2.59	2.59	\$2.59	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
9/30/2017	13	Baking Soda	Materials/Supplies	1.32	2.00	2.64	2.64	\$2.64	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
8/8/2017	5	Packaging for sales	Materials/Supplies	1.39	2.00	2.78	2.78	\$2.78	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
9/2/2017	6	Cinnamon	Materials/Supplies	1.45	2.00	2.90	2.90	\$2.90	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
9/24/2017	11	Sponges	Materials/Supplies	1.69	2.00	3.38	3.38	\$3.38	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
8/8/2017	5	Cake decorating tools	Materials/Supplies	3.99	1.00	3.99	3.99	\$3.99	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
8/8/2017	4	Round cake pan	Materials/Supplies	4.49	1.00	4.49	4.49	\$4.49	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
10/19/2017	15	Cupcake Wrappers	Materials/Supplies	1.50	3.00	4.50	4.50	\$4.50	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
8/8/2017	5	Flour	Materials/Supplies	2.25	2.00	4.50	4.50	\$4.50	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
8/8/2017	4	Bundt Cake Pan	Materials/Supplies	4.59	1.00	4.59	4.59	\$4.59	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
9/24/2017	11	Food Coloring	Materials/Supplies	1.59	3.00	4.77	4.77	\$4.77	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
9/13/2017	9	Cupcake Wrappers	Materials/Supplies	4.82	1.00	4.82	4.82	\$4.82	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
9/2/2017	6	Packet of Butter	Materials/Supplies	4.99	1.00	4.99	4.99	\$4.99	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
10/18/2017	sub vouche r 3	Gas refills	Materials/Supplies	6.00	1.00	6.00	6.00	\$6.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
9/30/2017	13	Boxes of Raisins	Materials/Supplies	3.09	2.00	6.18	6.18	\$6.18	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
10/19/2017	16	Sprinkles	Materials/Supplies	1.55	4.00	6.20	6.20	\$6.20	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
8/8/2017	5	Yeast	Materials/Supplies	3.25	2.00	6.50	6.50	\$6.50	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
9/30/2017	13	Cocoa Powder	Materials/Supplies	2.30	3.00	6.90	6.90	\$6.90	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00

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10/19/2017	16	Oil	Materials/Supplies	7.59	1.00	7.59	7.59	\$7.59	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
9/8/2017	7	Wax Paper	Materials/Supplies	1.70	5.00	8.50	8.50	\$8.50	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
8/8/2017	4	Serving platters	Materials/Supplies	4.39	2.00	8.78	8.78	\$8.78	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
9/13/2017	10	Oil	Materials/Supplies	9.20	1.00	9.20	9.20	\$9.20	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
7/28/2017	sub voucher 1	Tank of honey from neighboring community	Materials/Supplies	10.00	1.00	10.00	10.00	\$10.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
8/8/2017	5	Syrup	Materials/Supplies	5.89	2.00	11.78	11.78	\$11.78	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
10/19/2017	17	New member fee	Other	5.00	2.00	10.00	0.00	\$0.00	10.00	\$10.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
10/19/2017	19	Member fees per month	Other	8.00	4.00	32.00	0.00	\$0.00	32.00	\$32.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
9/13/2017	10	Tax on dish soap	Other	0.17	1.00	0.17	0.17	\$0.17	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
10/19/2017	15	Tax	Other	0.32	1.00	0.32	0.32	\$0.32	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
9/24/2017	11	Tax on non-food items	Other	1.05	1.00	1.05	1.05	\$1.05	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
9/25/2017	12	Tax	Other	1.21	1.00	1.21	1.21	\$1.21	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
8/8/2017	4	Tax on non-food items	Other	2.22	1.00	2.22	2.22	\$2.22	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
8/8/2017	5	Tax on non-food items	Other	2.30	1.00	2.30	2.30	\$2.30	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
9/8/2017	7	Tax	Other	2.51	1.00	2.51	2.51	\$2.51	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
10/6/2017	18	Food for Women's Group Exchange	Travel/Per Diem/Food/Lodging	27.95	1.00	27.95	0.00	\$0.00	0.00	\$0.00	27.95	\$27.95	0.00	\$0.00	0.00	\$0.00
9/15/2017	25	Lunch for PML seminar	Travel/Per Diem/Food/Lodging	3.00	13.00	39.00	0.00	\$0.00	0.00	\$0.00	39.00	\$39.00	0.00	\$0.00	0.00	\$0.00
10/19/2017	20	Absence fee (goes directly to group account)	Travel/Per Diem/Food/Lodging	1.00	5.00	5.00	0.00	\$0.00	5.00	\$5.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00
<b>Total</b>							<b>579.08</b>	<b>\$579.08</b>	<b>72.00</b>	<b>\$72.00</b>	<b>142.10</b>	<b>\$142.10</b>	<b>0.00</b>	<b>\$0.00</b>	<b>0.00</b>	<b>\$0.00</b>

### Final Grant Performance Indicators

Please go back to the previous "Grant Performance Indicators" section and fill in the column titled, "Final Indicators" to report on the results of your project. In this column, you will report the actual number of organizations or community members that participated in, benefited from or were affected by your project. You must enter a non-zero number for at least one final grant specific indicator to confirm that the project met agreed-upon funding requirements.