

Checklist for Community-Led Total Sanitation (CLTS) Project

Here's a comprehensive checklist for a Community-Led Total Sanitation (CLTS) project:

1. **Pre-Implementation Phase:**

- Conduct stakeholder analysis and identify key actors.
- Secure funding and resources for the project.
- Develop a project plan outlining objectives, timelines, and milestones.
- Conduct baseline surveys to assess the sanitation situation in the target communities.
- Select target communities based on criteria such as need, accessibility, and readiness.

2. **Community Mobilization:**

- Conduct meetings with community leaders and key stakeholders to explain the CLTS approach.
- Facilitate community meetings to raise awareness about the importance of sanitation and hygiene.
- Use participatory methods to engage community members in identifying sanitation issues and potential solutions.
- Establish community sanitation committees or task forces to oversee project implementation.

3. **Training and Capacity Building:**

- Train facilitators and community mobilizers on CLTS principles, techniques, and methodologies.
- Provide training on behavior change communication, hygiene promotion, and sanitation technologies.
- Conduct refresher training sessions as needed throughout the project duration.

4. **Facilitate Triggering Sessions:**

- Organize triggering sessions to create a collective realization of the need for improved sanitation.
- Use participatory exercises such as transect walks and mapping to identify open defecation sites and sources of contamination.
- Facilitate discussions to encourage communities to take ownership of their sanitation problems and commit to change.

5. **Action Planning:**

- Work with communities to develop action plans for achieving Open Defecation Free (ODF) status.
- Identify specific activities and timelines for constructing toilets, promoting handwashing, and improving solid waste management.
- Allocate responsibilities among community members, ensuring equitable participation.

6. **Implementation:**

- Support communities in implementing their action plans, providing technical assistance as needed.
- Monitor progress regularly and address challenges or barriers that arise.
- Coordinate with local authorities, NGOs, and other stakeholders to leverage additional support and resources.

7. **Verification and Certification:**

- Conduct verification exercises to assess whether communities have achieved ODF status.
- Verify the functionality and usage of toilets and other sanitation facilities.
- Issue ODF certification to communities that meet the criteria and standards.

8. **Post-Implementation Support:**

- Provide ongoing support and follow-up to ensure the sustainability of sanitation improvements.
- Facilitate access to maintenance and repair services for sanitation facilities.
- Continue hygiene promotion activities to reinforce behavior change.

9. **Monitoring and Evaluation:**

- Conduct regular monitoring visits to assess the impact of the CLTS project.
- Collect data on key indicators such as toilet coverage, open defecation rates, and hygiene practices.
- Evaluate the effectiveness of interventions and identify lessons learned for future projects.

10. **Documentation and Reporting:**

- Maintain detailed records of project activities, expenditures, and outcomes.
- Prepare periodic progress reports for stakeholders, donors, and partners.
- Document success stories, best practices, and challenges faced during implementation.

11. **Scale-up and Replication:**

- Identify opportunities to replicate successful CLTS interventions in other communities or regions.
- Share lessons learned and best practices with relevant stakeholders through workshops, conferences, and publications.
- Advocate for policy changes and increased investment in sanitation and hygiene initiatives at the local, national, and international levels.

12. **Sustainability Planning:**

- Work with communities to develop long-term sustainability plans for maintaining sanitation improvements.

- Build local capacity for monitoring, maintenance, and repair of sanitation infrastructure.
- Foster partnerships with local governments, businesses, and civil society organizations to support ongoing sanitation efforts.

By following this checklist, you can ensure a systematic and effective approach to implementing a Community-Led Total Sanitation project.