



Description

This template contains the framework for communicating project status information to FIRE PROGRAMME. This template will enable you to keep stakeholders apprised of the status of your project.

Version Control

Version	Description	Author	Date
1.0	Initial version	DECI	
1.1	Amended version	AKΣ Consulting	May 2014

PART 1:

GUIDELINES OF THE REPORT

PLEASE READ CAREFULLY

Reporting guidelines

FIRE PROGRAMME Reports should focus on reflecting on the lessons learned during the project implementation, while documenting what was achieved with the money and time invested during the life of the project.

FIRE PROGRAMME understands that reporting can be a demanding, time-consuming exercise that if conducted for the benefit of the funding agency alone, might overlook aspects of project implementation of great relevance for the project team and their future work.

FIRE PROGRAMME encourages recipients to experience the benefits of developing reports for their own use, by identifying the main area(s) where the project team wants to focus their evaluation efforts to gain a deeper understanding of the project implementation for the benefit of the project team and the organization as a whole.

FIRE PROGRAMME requires two types of reports -financial and technical- to be submitted to the FIRE PROGRAMME secretariat:

- **Progress report:** FIRE will use this document for internal monitoring purposes (not for public distribution) focusing on processes and operational issues, providing context for project implementation and revised timeframes. Progress reports should be short, concise (maximum 20 pages long excluding guidelines, project factsheet information and content table). Findings documented as part of the progress report, as part of the progress reports will be used by the FIRE secretariat to promote the supported project. Only selected content from the technical report will be used for promotion purposes. Recipients are encouraged to define the ways they want to use the reports for their own benefits. Progress reports are reviewed and approved by the FIRE Steering Committee to be able to process disbursements as per the signed contract. No disbursements will be processed until progress reports are submitted, reviewed and approved.
- **Final report:** FIRE will use this document for public distribution. Recipients are encouraged to define the ways they want to use the reports for their own benefits. Is important that the project team defines uses and users in the progress report, so the final report can focus on that. FIRE secretariat will help to facilitate the use of the report findings, by identifying other opportunities aligned with your requirements. The final reporting is an opportunity to synthesize and assess the activities conducted as part of the grant, while reflecting on the project's management, limitations, and achievements during the project lifecycle. It should include a review of the findings included in the progress report. Short, concise (maximum 30 pages long excluding guidelines, project factsheet information and content table). Findings documented as part of the final report, as part of the progress reports will be used by the FIRE secretariat to promote the supported

project. Final technical reports will be edited by AFRINIC Communications Unit to be made available for the general public for download on the FIRE PROGRAMME website.

Reports must be submitted by email to fireprogram@afinic.net using the following **template**, as per the proposal originally approved for funding.

Please **do not modify the template** layout and use the structure provided to guide your reporting process. All the *Tips* coloured boxes at the beginning of every section in the template will be removed by AFRINIC from your reports before public distribution.

Please use only *Heading 2 and below* for formatting your project report, so when you update the Table of contents all requested information is easily located throughout the document. *Heading 1* has been used when designing this template, to define the sections requested by FIRE PROGRAMME.

FIRE PROGRAMME Grant Recipients are encouraged to share the progress of the project through fireprogram@afinic.net mailing list, where current recipients are subscribed.

FIRE PROGRAMME encourages project teams to document project activities using other forms of information sharing, such as blogs, wikis, collaborative tools, social media feeds, etc. The reports should include a brief description of the communications strategy implemented by the project team. Please share the links for additional documentation efforts conducted as part of your technical reports.

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Tips for effective reporting

Reports are a tool to learn from the project implementation, to describe the change experienced by the project team, project beneficiaries and partnering organizations, share information, promote accountability and transparency.

They provide evidence of the project development and implementation helping others to understand the rationale behind the project, the challenges faced, the processes and procedures involved, the solutions provided, the lessons learned, among other uses.

Other donors, sponsors and investors used them as a tool to allocated new funding to organizations, award prizes, etc. so is in your best interest to produce good quality reports.

- Project leader should **inform all members of the project team** about the reporting requirements so everyone can effectively contribute.
- Discuss with your project team what the theory of change behind your project is. What behaviours, processes, procedures, and relationships do you expect to change through your project implementation? What do you want to achieve through the project activities? What do you want to learn through the project implementation? Who is going to use the findings?
- Discuss with your project team **who would be the future users and how they would use the findings throughout the project lifecycle**. The uses identified should relate to the theory of change that you have discussed with your project team. The discussion about theory of change, users and uses, will be a very important input to your communication strategy: depending on who the user is and of what use will be the findings, a communication strategy can be developed. For example, if the users of the findings are policy makers and the use is to influence a change in the regulatory framework, which communication approach will work the best?
- Remind the reader of the context where the project plans to intervene. This **baseline information** will help the project team to identify the changes that can be attributed to the project intervention.
- **Document the project cycle and its activities**. It is recommended to keep a project diary about the activities conducted and all the financial records related to those activities on file, to be able to write a narrative of the project implementation.
- **Compare project records with the approved proposal** will allow you to track progress, keeping the project and its budget on track and making any necessary adjustments.
- Reflect on the lessons learned by the project team and identify the **key messages** that the project team would like to convey through the project reports, especially in the Overall Assessment section of the report.
- **Reports should be self-explanatory**, which mean that you should not exclude information, which has been

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already included in either the proposal, grant agreement or any previous report, as the reader probably might not have access to any additional documents.

- **Share templates created for your project.** Sometimes the most innovative aspects of a project reside in the processes and procedures used to implement the project activities. The templates your organization has created to collect data, analyze it, store it might hold the key of your project success.
- **Be creative and use online resources to share** the lessons learned through the project, document the project lifecycle and that best serve the key messages you want to convey. For example:
 - Provide online access to materials produced as part of the project for easy access;
 - Create online photo gallery for your project activities.
 - Keep attendance records to document an event and organize mailing lists to facilitate communication and encourage exchange of information.
 - Design surveys that fit your project activities. Write clear and direct questions to avoid misunderstandings in the collection of responses. Identify the key people that should participate in the survey as the source of information.
 - Capture interviews in short videos, structuring their script in a way that you can minimize the need for editing, to facilitate access and use.
 - Create info-graphics to explain your research findings (qualitative and/or quantitative).
 - Generate diagrams to explain the project timeline and how milestones have been achieved during the life of the project.

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PART 2:

PROJECT INFORMATIONS

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Project factsheet information

Project title

Library for Blinds
and visual impaired

Grant recipient

Bibliothèque Le Pavillon
Blanc

Dates covered by this report

November 1 2016-
November 9 2017

Report submission date

04 July 2017

Country where project was implemented

Cameroon

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Project leader name

Stéphane Ebongue
Koube

Team members (list)

- Stéphane Ebongue
Koube: project leader
- Lisette
Emmanuelle Wafo:
Communication officer
- Solange Edimo;
secretary
- Joseph Mbappe;
Graphic artist
- Georges Ndengua;
proof-reader
- Sidoine Koko;
secretary Yaoundé
branch
- Eveline Madjawa;
secretary Yaoundé
branch
- Depaulo Nzinkeu

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Partner organizations

Total budget approved

25000 us dollars

Project summary

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Project Summary

Tips: *It is recommended to **complete this section once you have finalized the text of the report.** It will be easier to go back through to build the summary based on the highlights of the report the project team just put together.*

*The Project Summary can be up to **one page long.***

It should include a brief justification; an outline of the project objectives to be achieved; the project real timeline and the main activities conducted.

The abstract of the project written when FIRE PROGRAMME initially approved the project and the objectives listed in the Grants Agreement signed by AFRINIC and your organization should be useful inputs when preparing this section of the report.

Please write the project summary here...

The Pavillon Blanc library is specially dedicated the blind and partially sighted.

Its main aim is to spread knowledge and to favour the academic and socio-professional insertion of the blind and partially sighted in general and persons with Albinism in particular.

The project was thought and created to resolve at least four problems faced daily by persons with albinism, the blind and all the other visually impaired. The aim is:

- To reduce or completely eradicate the rate of school drop out by the visually impaired and thus increase the literacy rate amongst this social category,
- combat the prejudices and social marginalisation
- Favour socio-professional integration
- Transform these people into resource persons and not burdens for themselves, their families and the nation in general.
- Offer jobs to these generally marginalised persons.

The project equally aims at reinforcing in these citizens, the spirit of belonging to the same nation and to be able to contribute to nation building on equal terms with others.

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This project was initially for persons living with albinism (The project leader being an albino), and was later extend to all the visual handicapped.

The implementation part of the project included the transcription of textbooks in large print and braille, the recording of law books and novels on cds, and the teaching of braille to young blinds persons each year.

The background summarizes the main features of the project and describes the project's objectives and general purpose. It should include:

- Name of the recipient BIBLIOTHEQUE LE PAVILLON BLANC
- Project location Douala/Yaoundé Cameroon

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- Rationale of the project
- Project history
- List of relevant studies and basic data
- Issues to be resolved
- Activities to be carried out

Brief description of the project :The **Pavillon Blanc** library, which we wish to extend to Yaoundé, is a library specially dedicated the blind and partially sighted.

Its main aim is to spread knowledge and to favour the academic and socio-professional insertion of the blind and partially sighted in general and persons with Albinism in particular.

The library offers five services

- **A reading room** equipped with reading equipment such as:
Magnifiers, Equipment for reading audio books, video projectors
- **A computer room**

Equipped with computers with enlargement software and speech synthesis

A service of transcription of school manuals in large print

- **A service for the production of newspapers with large print.**
- **The Yaounde library will have the particularity of training youths with visual impairments to the following professions:**
 - ✓ Computer maintenance
 - ✓ Computer graphics
 - ✓ Secretary ship

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Background and Justification

Justification of the project

The **Pavillon Blanc** library dedicated to the blind and partially sighted was thought and created to resolve at least four problems faced daily by persons with albinism, the blind and all the other visually impaired. The aim is:

- To reduce or completely eradicate the rate of school drop out by the visually impaired and thus increase the literacy rate amongst this social category,
- combat the prejudices and social marginalisation
- Favour socio-professional integration
- Transform these people into resource persons and not burdens for themselves, their families and the nation in general.
- Offer jobs to these generally marginalised persons.

The project equally aims at reinforcing in these citizens, the spirit of belonging to the same nation and to be able to contribute to nation building on equal terms with others.

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Project objectives

Tips: Please include here the **original objectives** as listed on the Grant Agreement.

If any objectives were modified, added or removed during the reported period this should be explained/justified.

Objectives of our project

- Favour the socio-professional insertion of the visually impaired
- Reduce the rate of school drop out
- Combat social marginalisation
- Work for social justice

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Users and uses

Tips: *Discuss with your project team who would be the future users and how they would use the findings throughout the project lifecycle. The uses identified should relate to the theory of change that you have discussed with your project team. The discussion about theory of change, users and uses, will be a very important input to your communication strategy: depending on who the user is and of what use will be the findings, a communication strategy can be developed. For example, if the users of the findings are policy makers and the use is to influence a change in the regulatory framework, which communication approach will work the best?*

Who are the main stakeholders and how can they affect the project?

Who will be the user of these findings?

What are the more relevant things the project team wants to learn about or evaluate through the lifecycle of this project?

Please write about the users and uses here...

The users of our findings are the following:

- Policies makers
- Partners/funders
- Parents of students with visual impairment
- Implementers of the project

Evaluation Uses

- Help the Cameroon government to map out appropriate policies for the socio-professional integration of people with visual impairment.
- Help the implementers of the project put in place efficient solutions to facilitate the school integration of visual handicapped students.
- Clearly understand the problem of students with visual impairment and encourage them to use our specialized structure.

Communication Purposes

- To create awareness on our project
- To disseminate our information and data
- To help change the general opinion and behavior towards people with visual impairment

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The most important things our team wants to learn through the lifecycle of the project are the following:

- Understand the problem of students with visual impairment;
- Identify their school material needs in terms of effectiveness
- Find clear and appropriate solutions to solve the problems or to satisfy the needs highlighted.

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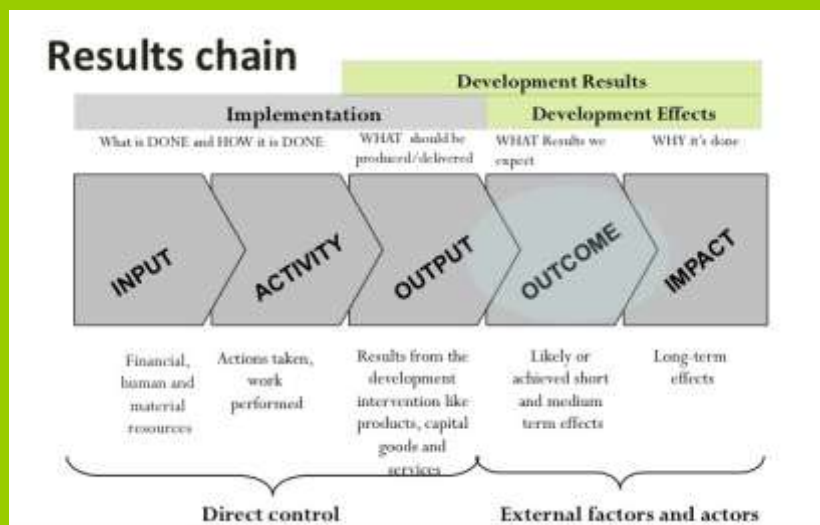
PART 3: THE PROJET

Project

- **Understanding the chain that leads to results**

Tips: This is the most important section of the report. Here, the reader will **understand the processes and operational issues** of your project and how they contribute to the achievement of the objectives and the theory of change behind the project implementation.

It is possible that the project team's understanding of the development problems to be addressed with this project will have evolved or **changed** from those described when the project was originally submitted and approved. If that is the case, please share what motivated the change and what course of action the project team has identified.



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Results chain diagram provided by In Develop

Narrative - project planning

Please write a narrative description about the project planning.

- Please write a brief description about the problem statement you develop on your approved proposal.
- Describe the identified stakeholders and their potential involvement during the planning?
- Describe the risks identified and the mitigation plan associated?
- Insert the main milestones of the project.
- Please use the table below to report about the project planning.

Project Planning

The Pavillon Blanc library, dedicated for blinds and visual impaired ones, aims at favouring the school and socio-professional insertion of people with albinism and other visual handicapped. The idea of such library came up as a result of an observation that the rate of school dropout and unemployment amongst the above-mentioned social category was very high in Cameroon.

The main stakeholders here are:

The parents of students with visual impairment:

Their involvement during the planning was to make their children available for various tests aimed at understanding their problems and their real needs.

The policy makers

They helped us understand the efforts of the government to improve the learning conditions of visual impaired students, and the approach we can use, not only to ask for help, but also to put in place better policies in favour of visual handicapped people in general.

The implementers

Our own involvement was to organize the whole thing and to get useful information from the other stakeholders which could help us fulfilling our objectives.

The milestones of our project so far are:

The recording of the audio version of the Cameroon electoral code which was much appreciated by ELECAM the organ in charge of elections in Cameroon.

Another important achievement was also the printing in braille of our first text book.

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PARAMETERS	INDICATORS	CHECKING SOURCES	RISKS	TIMELINE	ASSESSMENT
<p>IMPACT</p> <p><i>Likely or achieved long-term effects</i></p>					
<p>OUTCOME</p> <p><u>Short term:</u></p> <p>Improvement on the school results of students with visual impairment</p> <p>Increase in the use of specific technologies for people with visual impairment.</p> <p><u>Long term:</u></p> <p>Increase of the schooling rate of partially sighted students.</p> <p>Increase of the rate of the socio-professional insertion of people with visual impairment.</p> <p>Reduction of the rate of school drop-out</p>	<p>Good marks during the exams</p> <p>Number of reading devices owned by people with sight problems</p> <p>Number of new students with visual impairment registered each year.</p> <p>Number of people with sight problems who have jobs</p> <p>Number of people with sight problems who have jobs.</p>	<p>- School and University records</p> <p>- Survey conducted by our library among our subscribers and the indirect users of our products.</p> <p>- School and University records</p> <p>- Figures from the ministries in charge of education.</p> <p>- Figures from the ministry of labour.</p>	<p>Identified above</p>	<p>Dates when the listed activity should be developed</p>	<p>Assessment indicating how the activity should be conducted</p>

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<p>OUTPUTS</p> <ul style="list-style-type: none"> - Production of books in large print, braille, and audio material to be distributed to 500 students with visual, impairment during the first year. - Teaching braille to 200 new blind students every year - Documentation and distribution of information on albinism and eyes diseases. 					
<p>PROJECT ACTIVITIES</p> <ul style="list-style-type: none"> • Transcribing school material in large print and braille • Producing audio material • Promoting the use of specific technologies for the visual impaired • Communication, documentation and advocacy 				<p>From November 1 2016 till june 30th 2017 but the activity is going on till the end of the year</p>	<p>Transcribing books in blind requires two steps:</p> <ol style="list-style-type: none"> 1) scanning the text (images for blinds are not important) 2) We put them in braille.
<p>INPUTS</p> <p><i>Financial, human and material resources</i></p>					

Narrative – Project implementation

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Please write a narrative description about the project implementation. Please use this section of the report to provide context to the work conducted. For example:

1. Are the obtained results aligned with planned objectives? If not, explain why.
2. Are the results acceptable both in terms of the quantity and their quality?
3. Elaborate on the strategy to measure acceptable quantity and quality?
4. To which percentage has project plan been achieved to date?
5. Describe the **involvement** of project beneficiaries, during all phases of project implementation.
6. Describe any **gender, ethnic and generation gap** issues that have impacted positively or negatively your project implementation.
7. Please take the time to reflect about activities that you struggle to implement during the period reported, along with processes and methods originally planned that might need **adjustment** to achieve your project objectives.
8. How have the activities been monitored?
9. Describe archiving strategy.

Project implementation

The implementation of our project and the results achieved at the end of the day are in line with the initial previsions.

Concretely, after one year of exercise 46 textbooks were transcribed in large print and in braille, and **1217** in large print and 23 in braille instead of the 600 in large print and the 10 in braille as initially planned.

Talking of books both in large print and in braille, the quantity printed is above the number initially planned. This because we had to print the same books for students in the same class that subscribed after we started the project.

The quality of our products was equally appreciated by Elections Cameroon, the organ in charge of organizing elections and the ministries in charge of education in Cameroon. FIRE has been sent a copy of the audio documents alongside with the interim report.

In addition to that the associations we are working with have registered more students asking for our books .for the current academic year. The only problem that was reported to us was linked to the quality of our books was at the level of binding. The binding is in plastic and we are planning to use wire springs.

The beneficiaries helped us at the initial stages of the project implementation, when we had to test the most legible font. They also helped us to point out defects in the printing or in the binding of our books.

We did not have any gender, ethnic o generation gap issue, given that our products are indiscriminately intended to all the students with visual impairment, throughout the national territory.

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Everybody played just exactly, the role that was assigned to him or her at the beginning of the project. The monitoring strategy was to compare the results achieved at each stage of the project with the initial provisions in the timeline. Like we said above, the quantity of books transcribed and printed was above the number planned.

NB this result was obtained by the old personnel of our Douala based office (4 secretaries; two graphic artists; plus the two secretaries and the graphic artist newly recruited in Yaoundé.

Please use the table below to report about project implementation...

Input	Project activities	Outputs	Outcomes	Timeline	Status	Assessment
Financial, human and material resources	<ul style="list-style-type: none"> Transcribing school material in large print and braille Producing audio material Promoting the use of specific technologies for the visual impaired Communication, documentation and advocacy 	<ul style="list-style-type: none"> Production of books in large print, braille, and audio material to be distributed to 1200 students with visual, impairment during the first year. Documentation and distribution of information on albinism and eyes diseases. 	<p><u>Short term:</u> Improvement of school results for students with visual impairment.</p> <p>- Increase of the schooling rate of young people with visual impairment.</p> <p><u>Long term:</u> Eradication of prejudice and social marginalization of people with visual impairment</p> <p>- Achieve more socio-professional integration of such people</p>	From November 1 2016 till june 30 th but the activity is going on till the end of the year	<p>96%</p> <p>90%</p> <p>90%</p>	<p>There are three steps in transcribing a book in large print.</p> <p>1) we scan the book (text and images) using the OCR technique.</p> <p>2) We treat the images with Photoshop to increase the contrast</p> <p>3) Text and images are put together using more legible prints.</p> <p>4) The book is proof red</p> <p>5) Printed and bind</p> <p>The most frequent difficulty we always experience is</p>

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						<p>that at times images in some original books are very poor</p> <p>Making it difficult for us to reproduce them.</p>
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Indicators

Tips: Indicators help to **measure project's progress**.

Indicators help the objectives that were set by the project team to be affordable, tangible, and measurable.

They help to verify the success and rewrite the course in case we are not achieving it.

An indicator could be quantitative (percentage, amount) or qualitative (perception, opinion).

The FIRE secretariat suggests the SMART approach to indicators:

- S** **Specific**
- M** **Measurable**
- A** **Achievable (acceptable, applicable, appropriate, attainable or agreed upon)**
- R** **Relevant (reliable, realistic)**
- T** **Time-bound**

Please use the table below to share your project indicators...

Baseline	Indicators	Progress	Assessment	Course of action
<p>Student's with albinism, blind and sight impaired people hardly when to school till the end of the cycle.</p> <p>Student's with albinism and other visual impaired people found it difficult to read school material in small characters.</p> <p>People with albinism , the blind and all the visual impaired are underemployed due to their low education.</p> <p>The people above mentioned are socially</p>	<p>Improvement on the school results of students with visual impairment</p> <p>Increase in the use of specific technologies for people with visual impairment.</p> <p>Increase of the schooling rate of partially sighted students.</p> <p>Increase of the rate of the socio-professional insertion of people with visual impairment.</p> <p>Reduction of the rate of school drop-out</p>	<p>Till date, the project has been progressing without major hindrances.</p> <p>For the next academic year, we are ready to distribute school material in large print and in braille to close to 1200 students with visual impairment.</p>	<p>Since the project started, We noticed a greater increase in the interest of visual handicapped for school. Our material is much appreciated and makes learning easier to the users</p> <p>According to teachers who are also our partners,</p> <p>Students using our books have improved notably in</p> <p>Words spelling and scientific subjects.</p>	<p>Two months after the next school year must have started, that is by November, our Douala branch will start putting maps in large print and our Yaoundé branch will start recording novels of the Cameroon literature in large print</p>

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marginalized and stigmatized.				
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Project outputs, communication and dissemination activities

Tips: Take into account that the reader of your report has not been involved in project implementation, so readers do not have any further knowledge besides the information you are providing here.

This section of the report will allow you to document the communication and dissemination efforts that the project team has conducted, which might be part of a specific communication strategy design as part of the project, or in place for the organization as a whole. When possible, please provide information about strategies in place and the rationale behind them.

Lessons can be learned from many aspects of project implementation, covering a wide variety of aspects such as technical, social, cultural and economic. Taking the rationale behind the project and its objectives can serve as a framework to draw your conclusions. Lessons can be identified by project partners, beneficiaries and general staff from the organization. A project diary and other activity records can serve as a tool to reflect during project team meetings and immediately after project activities are conducted.

Outputs are immediate, visible, concrete developmental change that is the tangible consequence of project activities, under direct control of the project team.

Example of possible outputs to report are:

- New products and Services (software, online platforms, applications);
- Information sharing and dissemination (publications, conferences, multimedia, social media);
- Knowledge creation (new knowledge embodied in forms other than publications or reports,

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- such as new technologies, new methodologies, new curricula, new policies);*
- *Training (short-term training, internships or fellowships, training seminars and workshops) and*
 - *Research Capacity (research skills; research management capacity and capacity to link research to utilization of research results).*

Please use the table below to report about project dissemination...

Project outputs	Status	Assessment	Dissemination efforts
1 Audio books	<p>Fifteen (15) audio books have been recorded so far. Namely:</p> <p>The electoral code, the penal code, the constitution, the criminal procedure code and the labour code, all in French and in English.</p> <p>50 novels are scheduled to be put on audio.</p>	<p>All these documents have been recorded on cds. The final version of each book is in double cd, one in French and one in English. Both cds are kept in a slip case with double entry.</p> <p>We are working with Five associations of people living with albinism (ASMODISA, APAC, REFAC, AEAC, VEAC), and three of blinds (CEJARC, Association ICI et LA-BAS and the SFH).</p>	<p>For the electoral code, 2018 being an electoral year in Cameroon, we got in touch with Elections Cameroon in charge of organizing the elections which have decided to disseminate the document to the visual impaired all over the country. We are also going to contact political parties for their members.</p> <p>The other documents are being disseminated through the Associations of albinos. Blinds and partially sighted people all over the national territory.</p>
2 school material in large print and braille	<p>88 schoolbooks have been put in large print, 17 in braille. 947 have been printed in all, to be distributed by November to 1200 students all over the national territory. Somme books are in French, and others in English.</p> <p>70 more are to be treated in the following months.</p>	<p>The format of the books is A4 and the maximum of pages for primary school books is 250 page. Books for the secondary school can be up to 300 pages</p>	<p>The school material transcribed in large print and braille are being distributed through the various Associations of albinos. Blinds and partially sighted people all over the national territory.</p>

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Project outcomes

Tips: *This section should be completed **ONLY** for the final report.*

*FIRE PROGRAMME expects you to report about the **outcomes** of the project as defined in the table below, based on the project implementation section of this report. Project team is encouraged to discuss the questions provided below to guide the reflection:*

Can you identify and describe the relationships between the activities implemented and the social, economic, cultural and/or political benefits of your project implementation?

Outcomes can be defined as:

- *Medium-term effects*
- *Effect of a series of achieved outputs*
- *Should capture the changes for the beneficiaries*
- *Take place during the life of project/strategy*
- *Influence but not direct control*

Please write about the project outcomes here...



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Project management and sustainability

Tips: Please comment on the general project **administration, staffing, procurement, etc.** specially those aspects contributing to the fulfilment of the project objectives as well as those that have delay project implementation.

Indicate **how the project team has strengthened its capacity** and work towards sustainability with the support provided by FIRE? (new equipment, training, improved administrative skills, lessons learned from the project). Has the organization increased its research or administrative skills of the team involved? Has the project allowed for a particular contribution to capacity building of women or marginalized social groups? Special attention should be paid to the expected or unexpected impact on marginalized social groups.

Have you done **anything different** to provide administrative support for this project **besides your “business as usual”** processes and procedures? Has the project inspired change inside your organization?

Sustainability is to be examined not only in terms of staff retention and financial stability of the organization supporting the project but about the communities’ appropriation of benefits perceived from project implementation.

The FIRE Secretariat is very interest to learn if this project has generated opportunities for future development (new funding from partnerships, sponsorships, investment or other funding mechanisms), please provide details.

Please explain if the FIRE grant has helped to consolidate your organization and how. If any of the project activities will continue after the end of the FIRE grant, please describe how your organization is planning to support future developments.

Please write about project management and sustainability here...

The implementation of our project has benefited so far from the participation of the entire team. Everybody played his o her role as initially scheduled. Some of our strong points have been collaboration and efficiency. One of our main challenges during the implementation of the project was the change from the traditional method of writing a project report to the U-FE & Rescom concept.

The Utilization Focused Evaluation and Research communication learned during AFRINIC 26 in Nairobi came to us as a great opportunity. In fact, writing our report under the perspective of the U-FE & Rescom method made us to better understand our own project. Understanding what are the potential uses of our findings, and who are the main stakeholders of our project, pushed us to put to ourselves essential questions we were unable to ask before. We learned that our report was not only an evaluation tool for funders and donors, but mostly, a



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Behavioral changing tool, for the various stakeholders.

Most Cameroonians don't read much, even those without sight problems. The dissemination of our audio material made us to understand that they could fast become mass consumption products. We understood that our low books such as the electoral code, the penal code, the criminal procedure code or our various novels in audio version could interest not only the blinds and the visual impaired, but all those who don't want to read. We saw and took it as a great opportunity for the sustainability of our project.

Our library for blind and visual impaired shall continue beyond the FIRE program. We have definitely adopted the UF-E and Rescom method as a guideline for all our projects.



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Impact

Tips: *This section should be completed **ONLY** for the final report.*

*This section of the report does not refer to the project activities, but about the “**bigger picture**”. It will be desirable if the project team can reflect on the **impact that the project has contributed to as part of other actions implemented by your organization and/or your partners.***

Impact refers to the influence the project may had on the way people does things through the use or adoption of the project outputs; changes in the context the project was implemented; changes in the community the project has been working with; and/or changes inside the organizations that have participated in the implementation or the relationships established through the project’s implementation.

Impact is often impossible to measure in the short term and is rarely attributable to a single activity. Impact can be linked to a vision or long-term development goal that your organization might be working towards.

It can be identified as a logical consequence of achieving a combination of outputs and outcomes.

Impact is usually measurable after the project life and is outside the direct control of the project team and the organization.

Although it is difficult to measure the real impact of our project in one year of exercise, it is already possible to observe some tangible facts in the learning process of students with visual impairment in Cameroon.

Because of the outputs of the project, books have regained their functional aspect in the education of people with visual impairment. The use of our books in large print and in braille has made it easier to access to information and knowledge.

Consequently, it is possible to observe the improvement of school results of students with visual impairment, same as the increase of the schooling rate, in the same category.

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The massive and effective attendance to school of people with visual impairment will help in years to come to:

- Eradicate prejudice and social marginalization of people with albinism and of sight impaired in general.
- Achieve more socio-professional integration of such people

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Overall Assessment

Tips: *This section of the report is extremely valuable for the FIRE secretariat as it provides evidence about the role and relevance of FIRE contributions in the AFRICA region.*

Tips: *Briefly provide **your own views** on the value and importance of the project relative to the proposed innovation, investment of time, effort and funding involved. Include the strengths and weaknesses of the project and the steps taken to strengthen the credibility and reliability.*

*This is your opportunity to conduct a **team reflection about the value of the project for the organization**. The following questions might help you to prepare a substantive overall assessment.*

- *To what extent the project meet its objectives?*
- *What were the most important findings and outputs of the project? What will be done with them?*
- *What contribution to development did the project make?*
- *Were certain aspects of project design, management and implementation particularly important to the degree of success of the project?*
- *To what extent the project help build up the research capacity of your institution or of the individuals involved?*
- *What lessons can be derived that would be useful in improving future performance?*

Please write the project overall assessment here...

In the course of the project, we have achieved the following results:

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- 88 books have been put in large print,
- 17 in braille.
- 15 audio books have been produced.
- 947 books have been printed in all and distributed to over 1200 students.

The use of our material has made it easier to student with visual disability to access to knowledge and information. As a result there is a clear improvement on the school result of our users. There is also and increase in the schooling rate of such students.

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PART 4:

RECOMMENDATIONS

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Recommendations

Tips: *Include any recommendations in this section that you and your project team, the organizations supporting the project and the community you worked with, would like to make to other practitioners or researchers on the field facing similar problems or implementing similar solutions.*

Please take a minute to share recommendations with the FIRE secretariat that might help to improve the support provided.

Please write the project recommendations here...

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PART 5: BIBLIOGRAPHY

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Bibliography

Tips: *Include complete bibliographic references to all sources (printed, on-line, quotes, etc) used to prepare the different sections of this report. The APA style guide offers examples about how to reference a variety of sources. <http://www.apastyle.org/learn/quick-guide-on-references.aspx> (as accessed on 3/7/2013).*

Please write the project bibliography here...