

OBJECTIVE

Over the course of our history, charity: water has funded over 28,000 water projects that will provide more than 8 million people with access to clean, safe drinking water.

As we develop strategies to ensure sustainable water projects to keep water flowing, we aim to track those projects with a permanent, physical marker that can confirm each water point's identity – **Water Point Identification**.

In line with this objective:

1. charity: water requires that partners who receive 2019 funding will affix *Water Point Identification* to each water point meeting the guidelines stipulated below.
2. Partners will be required to budget, procure, and locally source physical *Water Point Identification* for each water point.

REQUIREMENTS

MATERIAL

- Water Point Identification must be permanent.
- Aim for robust materials and print that will last as long as practicably possible.
 - Recommended: engraved metal or marble plaques
 - Not recommended: paint, stickers, or signboards
 - *Note: Signboards are acceptable as secondary Water Point Identification, for example: community signs indicating or acknowledging partner activities.*
- The Water Point Identification must be large enough to display the required information while still ensuring permanence.

PLACEMENT

- Water Point Identification must be affixed onto the water point as specified below:

INVENTORY TYPE	PRIMARY PLACEMENT	SECONDARY PLACEMENT
WELL WITH HAND PUMP	HAND PUMP HEAD	IF ROUNDED HAND PUMP, PLACE IN CEMENT.
PIPED SYSTEM - TAP STAND	TAP STAND (UNLESS SPECIFIED BY C:W)	-
PIPED SYSTEM - HH CONNECTION	HOUSEHOLD TAP (UNLESS SPECIFIED BY C:W)	-
RAINWATER HARVESTING	TANK	-
SPRING PROTECTION	IN CEMENT	-
WATER FILTER	INSTITUTIONAL FILTER = ON TANK OR HANDWASHING STATIONS HH FILTERS = INDIVIDUALLY MARKED	-

CONTENT

- Water Point Identification content includes the following:
 - charity: water Plaque ID
 - charity: water name and/or logo
 - partner name and/or logo
 - community name (and water point name, if required)

IMPORTANT:

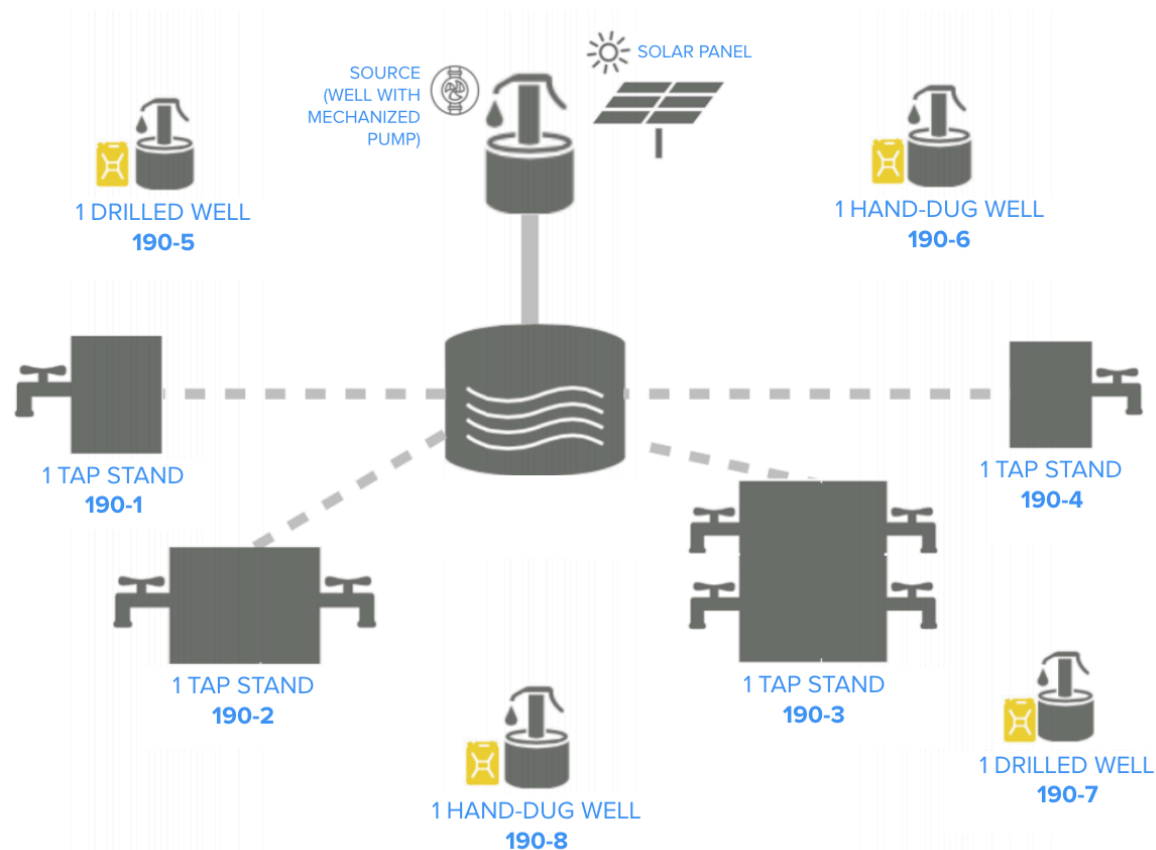
1. Water Point Identification **MUST** be in English and will be verified against the submitted Water Points List at completion.
2. Additional information (ex. depth of well, date of installation, etc.) can be in the local language and must be on the secondary identification.
3. charity: water Donor Recognition text is no longer required.

WHAT IS A PLAQUE ID?

- charity: water classifies each grant with a unique grant ID, for example: **190**. Once your proposal is approved, a charity: water Plaque ID will be automatically generated using your unique grant ID and the Project # you assign for each water point.
 - For example, if you've proposed 64 water points under grant 190, Plaque IDs will generate from 190-1 to 190-64.
 - You have the flexibility to assign Project #s to water points as you wish, such as you when you complete them or grouping them geographically within districts.

WATER POINT ID MANAGEMENT

- Only use one Project # per water point.
 - *Exception: when a community receives HH interventions, such as BioSand Filters, the community is only assigned one Water Point ID and each intervention does not receive its own Water Point ID.*
 - Please note that depending on the individual program, charity: water may request household-level water point tracking for HH interventions.
 - This will ensure each water point has a unique Plaque ID.
- The Project #s should not be used twice or duplicated.
- The Project #s cannot be skipped or deleted without charity: water permission.
- Throughout implementation and completion, the Plaque ID is associated to:
 - the physical Water Point Identification at the site
 - that water point's data on the Water Points List
 - the photo submission in Box

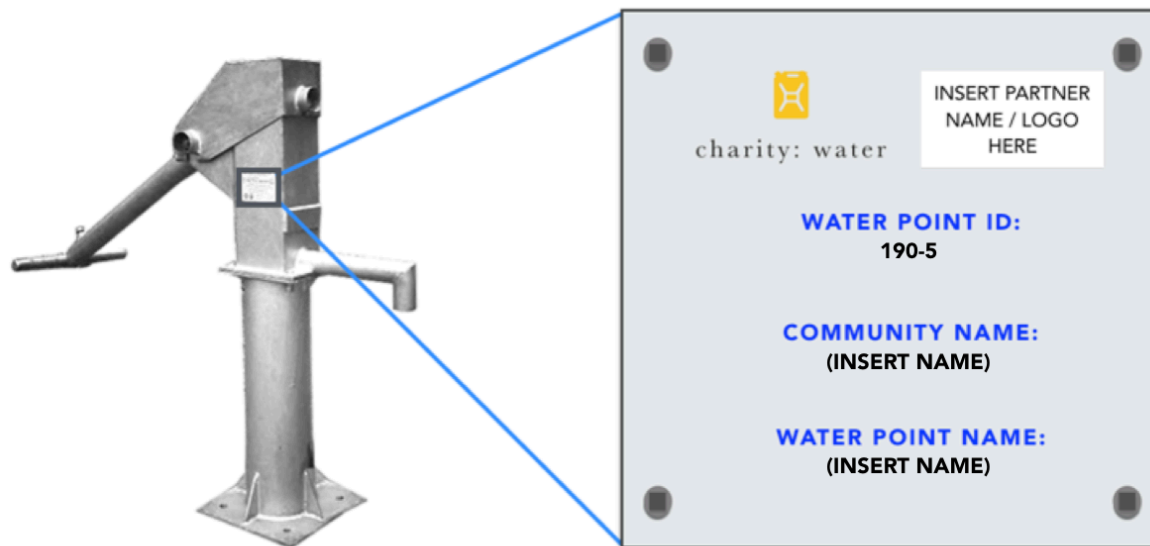


- **In the event of:**
 - Additional water points:
 - You can utilize the next Water Point IDs in the sequence; in this example of 64 water points -- starting with 190-65.
 - Replacement water points:
 - When you're unable to complete the water point at the proposed site due to extenuating circumstances such as water table issues, natural disaster, seasonality, etc., assign the Plaque ID to the replacement water point.
 - You will then associate the replacement water point's data and photos to that Plaque ID in the Water Point Identification, the completed Water Points List, and the completed photos in Box.

TIMELINE & COMMUNICATION

- During the proposal review phase, stipulate what materials you're using to justify the costs provided in the budget.
- Before actual manufacturing of Water Point Identification, send charity: water a mock-up of the Water Point Identification for approval.

MOCK-UP EXAMPLE AT A WELL



MOCK-UP EXAMPLE AT A PIPED SYSTEM – TAP STAND

