

PROOF FOR HOUSEHOLD WATER POINTS

At charity: water, the power of proof is core to our model. We promise to prove to our donors that each water point we fund is fully functioning and providing clean drinking water using project data, GPS coordinates, and completion photos. However, as we fund more household-level solutions, we want to be mindful of privacy at the household level, and at the same time, ease the administrative and financial burden of plaques and photos on our partners. Therefore, we have modified “Proof Requirements” for household-level water points.

Please use this document in conjunction with our standard [Proof Guidance](#) to see examples for Plaques, Completion Photos, and GPS Coordinates.

Note: If your program has a combination of household interventions and community-level interventions (including school and health center water points), all community-level water points should follow our standard [Proof Guidance](#), and all household water points should follow this Household Proof Guidance.

OVERVIEW OF GUIDANCE FOR DIFFERENT TYPES OF HOUSEHOLD INTERVENTIONS:

Piped Systems with Household or Private Connections

- Each household connection is considered a charity: water project on the Water Points List
- Proof Guidance overview for the household connections (see page 2 for detailed requirements):
 - **GPS Coordinates:** system-level coordinates applied to each household connection
 - **Plaques:** choice of installing one plaque per system or one plaque at each household connection
 - **Photos:** submit photos of 10% of the household connections (and 10% of household plaques, if applicable)
 - **Supplemental Internal Proof:** provide identifying information for internal charity: water verification and field visits. This data will not be shared publicly.

Mobile Water Filters

- Each community receiving mobile household filters is considered a charity: water project on the Water Points List
- Proof Guidance Overview (please consult your program manager for specific requirements):
 - **GPS Coordinates:** community-level coordinates
 - **Plaques:** 1 plaque for each community
 - **Photos:** 1 photo of the community plaque and photos of 10% of the household filters (min. 3)

Household Rainwater Harvesting

- Each household rainwater harvesting structure is considered a charity: water project on the Water Points List
- Proof Guidance Overview (please consult your program manager for specific requirements):
 - **GPS Coordinates:** community-level coordinates applied to each household project
 - **Plaques:** 1 plaque for each household project
 - **Photos:** photos for each household project, following our standard [Proof Guidance](#).

PIPED SYSTEMS WITH HOUSEHOLD CONNECTIONS - DETAILED

SECTIONS

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DEFINITIONS

- Piped Water System or Piped System
 - A piped water network with interconnected hardware that brings water from source(s) to reservoir or holding tank(s) to one or more distribution points through pipes.
- “Central Point” of a Piped System
 - Where system GPS coordinates are collected and a system plaque (if applicable) is installed for a system with household connections.
 - It is up to the partner to determine the “central point” of each piped system. Typically, this is the main reservoir tank, but can also be a flow regulating chamber, the water source, a different reservoir tank, or another part of the system that is most central and accessible.
- Household Connections
 - Includes “On-Plot Tap Stands” and “In-Home Connections” by charity: water’s definitions:
 - On-Plot Tap Stand(s)
 - A tap stand providing water on premises (within a household’s plot, yard or compound) or with a zero minute collection time for all its users.
 - This typically means exclusive use for one household, but can also include:
 - A tap stand being used by multiple households but all households can access water with a zero minute collection time
 - A tap stand intended to be a community tap stand that only serves one household exclusively
 - In-Home Connections
 - A connection or tap that is piped directly inside the home and is for the exclusive use of that household.
 - If there are multiple connections to that dwelling, we would consider the household one project.
- Community Water Points
 - Any water points that do not fit the definition of Household Connections above, whether within a piped system with household connections or a separate project.
 - This includes all School and Health Center water points, Community Tap Stands, Kiosks, and any other public water points.

GPS REQUIREMENTS

- For Community Water Points (including all schools and health centers):
 - Provide coordinates for each water point according to our [Proof Guidance](#).
- For Household Connections:
 - Provide GPS coordinates from the central point of each system with household connections, to protect household-level location data from being publicly accessible.
 - This same set of coordinates will be reported for each household connection within that piped system.

PLAQUE REQUIREMENTS

- For Community Water Points (including all schools and health centers):
 - Plaque each water point according to our [Proof Guidance](#).
- For Household Connections, partners have a choice:
 - **Option 1:** Install one plaque at the central point of each piped system to represent all household connections in that system
 - Include the range of water point IDs (households) on the plaque. For example, “421-5 - 421-73” (where 421 is the Grant number and 5 to 73 is the range of project numbers in that piped system)
 - If a system receives additional c:w-funded household connections in future grants, a new plaque should be affixed at the central point next to the previous plaque to capture the new connections.
 - **Option 2:** Install a plaque at every household connection
 - charity: water expects that the partner will ensure that households understand the reason for the plaque, and will make sure the size, format, etc. is as unobtrusive and respectful to the user’s home and personal property as possible. There are two options for plaquing each household connection:
 - Option 2.1 - Install a small plaque with only the project number (“421-5”) on each household connection, and install a full plaque at the central point
 - The full plaque should meet our other requirements, minus the range of project IDs (charity: water logo, partner logo, water system name and grant number).
 - Option 2.2 - Install a full plaque at each connection. In this case, no plaque at the central point is needed. This full plaque should follow our standard plaque guidance, as described in our standard [Proof Guidance](#).

COMPLETION PHOTO REQUIREMENTS

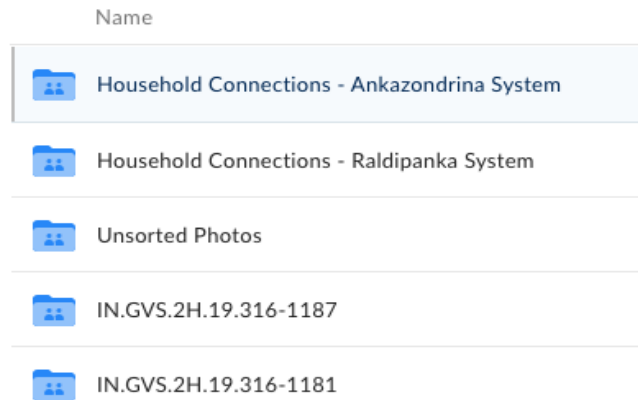
- For Community Water Points (including all schools and health centers):
 - Provide completion photos of each water point according to our [Proof Guidance](#)
- For Household Connections:
 - Partners submit photos of 10% of the household connections.
 - 10% is calculated across the full grant, not for each piped system, meaning the same number of household connection photos will be required for each piped system (minimum 3 project photos per system). Please confirm with charity: water how many photos are required per system before submitting.
 - For example: in a grant with 300 household connections in 3 piped systems, 30 connections should be photographed, with 10 coming from each piped system.
 - The project photos must still meet our standard [Proof Guidance](#) in terms of showing clean, flowing water, safe water storage practices, and daily water users; photos of the plaques should be clear and easy to read.
 - If the partner chooses to install a plaque only at the central point, only one photo of each system’s plaque is required.
 - If the partner chooses to install a plaque on every connection, photos of 10% of the plaques are required, as well as a photo of the central plaque if applicable.

PHOTO SUBMISSION PROCESS

charity: water will set up folders in our file storage system, Box.com, for you to upload and submit completion photos (See [Proof Guidance](#) for how to access and upload photos to Box). If your Box folder structure is not set up in accordance with the guidance below, please reach out to charity: water to reconfigure the folders.



- For Community Water Points (including all schools and health centers):
 - A folder will exist for each water point labeled with the Plaque ID. Upload the required photos per project to each project's folder.
- For Household Connections:
 - A folder will be set up for each piped system with household connections, with the naming convention: "Household Connections - [System Name]", based on the most recent progress report. All required household connection photos and plaque photos associated with that system (excluding community water points), should be uploaded into the folder.



- Please note that folders for all the project numbers in the Water Points List may appear in the Box folders, regardless of if the project is a household connection or not. Partners should leave the folders empty for project numbers of household connections. For example, if project 316-1187 is an "On-Plot Tap Stand" on the Water Points List, that folder should remain empty.

SUPPLEMENTAL INTERNAL PROOF

With our reduced external Proof requirements for household connections, charity: water still needs to be able to verify to the best of our ability that all household connections have been completed and that each one can be tied to a specific Water Point ID number. The following requirements will help achieve this while protecting household privacy:

- charity: water Field Visits
 - charity: water will endeavor to count all household connections in a system (chosen at random) during field visits
- Identifying Information for Each Household Connection
 - Partners need to provide identifying information for each household for charity: water's internal records, to clearly connect a water point ID to a specific household. Please choose **one** of the following ways to meet this requirement:
 - 1) Install a plaque on each household connection with the charity: water Plaque ID (see Plaque requirements above)
 - 2) Share one of the following for each household connection:
 - A partner ID number associated to each specific household
 - A family name or head of household name
 - A specific location (GPS coordinates or narrative description)
 - This information can be provided in one of two internal columns on the Water Points List (Partner Water Point ID or Further Explanation - see below for more details), or through photos of a management book or other records.
- Water Points List
 - Internal columns that can be used to collect the identifying information outlined above:



- Partner Water Point ID
 - This column can include either 1) identifying information, 2) a partner's system-level ID number, or 3) the range of household ID numbers that will be included on each system plaque
- Further Explanation Column
 - This column can be used to collect any of the identifying information above, or other notes about the water point.
- Public fields that are used on our [Maps](#) page and shared with our donors:
 - Water Point Name
 - Please *do not* include a family name or identifying information in this column, as this is how we display the projects publicly. Instead, we recommend using the community name with numbers.
 - Latitude and Longitude
 - As noted above, please share only system-level GPS coordinates in these columns