

Step	Type of tool/methodological approach	Title	Year	Author / Organisation	Brief description of the tool	Target group	Available / Source I	Available / Source II	Comments
0	show case projects, case studies	EcoSan Brochure	2004	Austrian Ministry for foreign affairs	A compact paper about the main aspects concerning EcoSan. The brochure gives an overview (what is EcoSan, technologies, closing cycles) and shows with the help of project experiences (Uganda, Mozambique and Cape Verde Islands) how EcoSan concepts can be realised.	all stakeholders	http://www.bmaa.gv.at/up/media/989_eza-sanitation_7.7..pdf	http://www.ecosan.at	
0	web-sites	Various	2004	Various	Internet pages established and maintained by various organisations containing ecosan related news, links, information, upcoming events, contacts etc., often allowing direct contact to be made with organisations involved in ecosan	all stakeholders	http://www.gtz.de/ecosan/	http://www.ecosanres.org/	
0	guidelines	Guidelines on the Use of Urine and Faeces in Crop Production	2004	Joensson, H. / Stintzing, A.R. / Vinneras, B. / Salomon, E. (EcoSanRes)	Possibility to raise awareness with the given examples: These guidelines are based on our current knowledge of the use of urine and faeces in small- and large-scale cultivation. So far, the use of urine and faeces is limited around the world. Thus, these guidelines are based not only on the experiences of ourselves and others as documented in scientific journals, but also to a large part on experiences with similar types of fertilizer, e.g. compost and digestion sludge from solid biodegradable waste. Experiences derived from many appropriate and ambitious experiments around the world even though not scientifically published and scrutinised, also inform these guidelines.	different stakeholders	http://www.ecosanres.org/PDF%20files/ESR%20Publications%202004/ESR2%20web.pdf	http://www.ecosanres.org/news-publications.htm	
0	communication methods	Information and transparency for awareness raising	2004	GWP Global Water Partnership	Description of several methods how to raise awareness through information. As many water issues need broad public support and understanding, creating water awareness is increasingly seen as important.	all stakeholders	http://gwpforum.netmasters05.netmasters.nl/en/listoftoolsFrame_en.html	http://gwpforum.netmasters05.netmasters.nl/en/content/tool_62B6757A-4279-11D7-8F33-0002A508D0B7.html	
0	desk studies	Norms and Attitudes Towards Ecosan and Other Sanitation	2004	Drangert, J.-O. (EcoSanRes)	The aim of this interdisciplinary desk study is to gain insight and knowledge about how people perceive and understand ecosan arrangements and recirculation of nutrients. It is a pilot study to identify factors and circumstances of interest for the Sarec-funded study to be carried out in Uganda and South Africa in 2004. A second aim is to create a network with a team that can support its members in the years to come in project preparations and exchange of information. We also anticipate that the result of the study will present a good chance to apply for research funds to conduct further sociocultural studies. The study will benefit from close cooperation with the hygiene and agricultural desk studies conducted as part of the EcoSanRes programme.	all stakeholders	http://www.ecosanres.org/PDF%20files/ESR%20Publications%202004/ESR5%20web.pdf	http://www.ecosanres.org/news-publications.htm	
0	baseline studies	Vorliegende Tools für die ecosan Baselinestudie (available tools for the baseline study)	2004	Jurga, I. (gtz ecosan)	Presentation of tools to work out a baseline study. Different types of questions and some examples are given. (in german language)	planners, developers	http://www.gtz.de/ecosan/download/Baselinestudies-Tools-dt.pdf	http://www.gtz.de/ecosan/english/publications-GTZ.htm	
0	article	Wash Campaign in Kerala - A holistic approach for the reduction of infant and child morbidity	2004	Roy, M.K.P. (CCHR)	This paper presents different aspects of raising awareness for different stakeholders using posters and detailed informations about the sanitary situation.	different stakeholders	http://www.irc.nl/redir/content/download/12555/178791/file/India-Roy-WASH.pdf		
0	brochure, poster	WASH campaign in schools	2004	UNICEF / WSSCC	A brochure that describes aspects for teaching sanitation and hygiene: Far too many schools in the developing world have appalling sanitary conditions, contributing to sickness and disease among students. Schools are often hazardous to children's health. Quality education can not effectively reach sick children.	users of sanitation, teachers	http://www.wsscc.org/pdf/WASH%20IN%20SCHOOLS%20BROCHURE%20FINAL1.pdf	http://www.wsscc.org/dataweb.cfm?code=423	

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0	overview paper	Advocacy for water, environmental sanitation and hygiene	2003	de Jong, D. (IRC)	An IRC Thematic Overview Paper (TOP) describing the main principles of advocacy for water, environmental sanitation and hygiene based on the experiences and views of practitioners world-wide, with further links to more detailed explanations and documentation. Available as a download from both the IRC and the GTZ-ecosan web-sites.	policy makers, practitioners, educators, trainers and researchers, CBOs, selfhelp groups, NGOs, local authorities, developers, investors, financial and research institutions and facilitators of the process	http://www.irc.nl/content/view/full/3419 or http://www.irc.nl/content/download/4154/47972/file/advocacy.pdf	http://www.gtz.de/ecosan/download/IRC-advocacy.pdf	
0	internet course	Ecological sanitation – closing the nutrient loop between sanitation and agriculture	2003	IEES, seecon GmbH	An e-learning course on ecological sanitation, including lessons, assignments, discussion groups, classroom talks.	international practitioners working in ecosan related fields, developers and investors, financial institutions and research institutions	www.mynetworks.org		
0	conference proceedings	ecosan - closing the loop	2003	Deutsche Gesellschaft für Technische Zusammenarbeit (GTZ) GmbH ecosan project	Collected papers from presentations and posters addressing a range of ecosan related topics, from detailed technical issues, to issues of social acceptance. The proceedings of the international ecosan symposia have been made available on the internet, through the links given. The proceedings of the conferences organised by the GTZ ecosan sector project can also be obtained in hard copy format by contacting the project team	all stakeholders	http://www.gtz.de/ecosan/english/symposia.htm		
0	conference paper	Health Implications of Excreta and Wastewater Use (Hubei environmental sanitation study)	2003	Strauss, M. (EAWAG / SANDEC)	The report discusses the potential and actual risks to public health, the epidemiological evidence, and the microbiological and parasitological quality criteria for excreta and wastewater use as well as health protection measures. (1.Edition from 1994, revised in 2003)	Policy makers, strategic planners, external support agencies, NGO's, CBO's, project managers and field staff	http://www.sandec.ch/Publications/PublicationsHome.htm	http://www.sandec.ch/UrbanAgriculture/documents/reuse_health/Hubei-Health_aspects_of_reuse(rev_Jan.03).pdf	
0	overview paper	HIV/AIDS and water, sanitation and hygiene	2003	Kamminga, E., Wegelin-Schuringa, M., (IRC)	An IRC Thematic Overview Paper (TOP) providing access to the main principles of HIV/AIDS and water, sanitation and hygiene based on the experiences and views of practitioners world-wide, with links to more detailed explanations and documentation. Available as a download from both the IRC and the GTZ-ecosan web-sites.	policy makers, practitioners, educators, trainers and researchers, CBOs, selfhelp groups, NGOs, local authorities, developers, investors, financial and research institutions and facilitators of the process	http://www.irc.nl/content/view/full/3462 or	http://www.gtz.de/ecosan/download/IRC-hiv-aids.pdf	

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0	conference, recommendations	Lübeck recommendations for action	2003	Participants of the 2nd international ecosan symposium	At the 2nd International Symposium on ecological sanitation in Lübeck, Germany, in April 2003, 350 experts from 60 countries formulated and adopted 10 Recommendations for Action, as priorities for the further promotion of ecosan and for bringing ecosan to scale. These recommendations can be found in the proceedings of that symposium, which can be found on the internet or can be directly ordered from the GTZ ecosan team. They are available in 4 languages: English, French, German and Spanish.	all stakeholders	http://www.gtz.de/ecosan/english/symposium2.htm#8		
0	national strategy, show case projects, case studies	One year operational plan to promote ecological sanitation in Uganda	2003	Directorate for Water Development (DWD), Environmental Health Division (EHD) – Min. of Health	Within a national strategy to promote ecological sanitation in Uganda an operational plan for one year was developed. This plan summarises activities of different stakeholders in the country within the components awareness creation, training, promotion, technology development, and research and knowledge management aiming at creating the bases for the development of a wider strategy covering the entire country.	all stakeholders	www.dwd.co.ug	tushabe@dwd.co.ug	
0	dramas, participatory methods	Sanitation and hygiene awareness creation	2003	Austrian Ministry for foreign affairs (ADC), swTws (Uganda), PAARSS (Mozambique)	Different examples from projects in different countries.	community members, users of sanitation facilities, user of recyclates	http://www.bmaa.gv.at/vjew.php3?f_id=1784&LNG=de&version=		
0	report	Water and Sanitation in the World's cities - Local action for global goals	2003	UN-Habitat	Description on how to use public campaigns to raise awareness also in the water supply sector. General description of the book. This is a comprehensive and authoritative assessment of the problems and how they can be addressed. This influential publication sets out in detail the scale of inadequate provision of water and sanitation. It describes the impacts on health and economic performance, showing the potential gains of remedial action; it analyses the proximate and underlying causes of poor provision and identifies information gaps affecting resource allocation; it outlines the consequences of further deterioration; and it explains how resources and institutional capacities – public, private and community – can be used to deliver proper services through integrated water resource management.	all stakeholders	www.earthscan.co.uk/unter/ISBN:1-84407-004-2	http://hq.unhabitat.org/register/item.asp?ID=1008	
0	report	Community Design of Hygiene Promotion IEC Materials	2003	Meadley, T. (WSP - Lao PDR)	A case study about hygiene promotion through "champion families".	service providers, users of sanitation facilities and users of recyclates	only hardcover available	for further information please contact: gtz ecosan project	
0	guidelines	Verbesserung der Entsorgung in städtischen Armutsgebieten - Baustein 2: Partizipation, Selbsthilfe und Öffentlichkeitsarbeit (Waste-management improvement in urban poor areas - module 2: participation, self-help and public relations)	2003	Deutsche Gesellschaft für Technische Zusammenarbeit (GTZ - German Technical Cooperation)	The second module presents procedures, instruments and methods how to promote participation and self-help of poor target groups in initiatives and projects of sanitation and solid waste management.	user of recyclates, CBOs, NGOs, local authorities, service providers and developers	only hardcover available	for further information please contact: gtz ecosan project	

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0	manual	Advocacy Manual for Gender and Water Ambassadors	2002	Lidonde, R.A.; de Jong, D.; Barot, N.; Nahar, B. S.; Maharaj, N., Derbyshire, H. (Gender Water Alliance)	This manual intends to: Provide concise information on various aspects of water management from a gender perspective; develop understanding of the key processes involved in mainstreaming gender in the water sector; provide practical information on advocacy, including the skills and techniques used in lobbying, preparing and presenting speeches, and promoting attention to gender issues at conferences or similar forums; provide examples of training exercises which can be used to develop and practice advocacy related skills; and provide case study examples of the practical benefits of mainstreaming gender in community level water initiatives, which can be used for advocacy and training purposes. Available for download from the Gender and Water Alliance web-site, where many other resources regarding gender are available.	Policy makers, strategic planners, external support agencies, NGO's, CBO's, project managers and field staff	http://www.genderandwateralliance.org/reports/GWA%20Advocacy%20manual.pdf		
0	presentation	Ecological Sanitation	2002	Morel, A. (SANDEC)	PowerPoint presentation describing "Ecological Sanitation" as new guiding philosophy for sanitation projects in both the North and the South. The different wastewater fractions and their characteristics are presented and a range of low-tech urine diversion systems.	Policy makers, strategic planners, external support agencies, NGO's, CBO's, project managers and field staff, developers and investors	http://www.sandec.ch/Wastewater/Documents/Ecosan.pdf		
0	presentation	Ecosan villages in Yongning	2002	Morel, A. (SANDEC)	Presentation of an ecosan project in Yongning, Guangxi province, P.R. China where over 50 000 people were involved. Presents the systems used and analyses their strengths and weaknesses.	Policy makers, strategic planners, external support agencies, NGO's, CBO's, project managers and field staff	http://www.sandec.ch/Wastewater/Documents/Ecosan.pdf		
0	case study, show case project	Improving Sanitation in small towns in Latin America and the Caribbean	2002	Rosensweig, F./ Perez, E./ Environmental Health Project (EHP)	This publication is organised into two sections. Section I provides an overview of the current state-of-the-art on sanitation, identifies the constraints for improving sanitation services in small towns in Latin America and proposes a strategy for improving services. The key principles financial sustainability, extensive consultation with the community and explicit attention to health and environmental issues. Section II is a detailed practical methodology. This section provides the practical guidance for the methodology and is intended for practitioners in small towns. The methodology includes suggestions on the programmatic context for its use and the preparatory steps that need to be taken to ensure that it is being applied in towns where there is a reasonable chance for success. Although the focus for this document is Latin America, the principles and issues discussed should be relevant to other regions and the methodology should be transferable.	facilitators, other interested stakeholders	http://www.phishare.org/files/894_SRLACSanSmTwnsCombinedFINAL.pdf	http://www.gtz.de/ecosan/download/EHP-sanitation-latinamerica-caribbean.pdf	
0	manual, guideline, participatory method	Supporting community management: A manual for training in community management in the water and sanitation sector	2002	Lammerink, M. P. (FMD consultants), Bolt, E. (IRC)	A 2-part manual used to plan training aimed at helping participants internalise key concepts related to community participation in the management of their own water supply and sanitation services. Part 1 describes the theory of the concepts and approaches presented. Part 2 contains tools to help participants understand concepts related to participation, learning and community management and to improve their facilitation skills.	educators, trainers, project managers	http://www.irc.nl/content/view/full/1919	http://www.irc.nl/redirect/content/download/2626/27751/file/op34e.pdf	

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0	guidelines	Designing water supply and sanitation projects to meet demand in rural and peri-urban communities	2002	Deverill, P. / Bibby, S. / Wedgwood, A. / Smout, I. (WEDC)	In part II different tools are mentioned to prepare a project strategy considering the likely demand, seasonality or the dialogue between users and project staff. Tools to stimulate the demand for sanitation like PHAST are explained. General description: These guidelines are the result of two years collaborative research undertaken by WEDC with partners in Africa and South Asia. They demonstrate how water supply and sanitation projects in rural and peri-urban areas can be designed to meet user demand. The aim is to improve the use and sustainability of the services provided.	practitioners- engineers, social facilitators, financial specialists and managers	http://wedc.lboro.ac.uk/publications/details.php?book=1%2084380%20006%203		
0	poster	"Closing the loop;- shortcomings of conventional sanitation- advantages of ecological sanitation	2001	Deutsche Gesellschaft für Technische Zusammenarbeit (GTZ) GmbH ecosan project	2 posters series presenting (1) the shortcomings of conventional sanitation systems and (2) the advantages of a closed loop oriented sanitation system. Used to draw attention to the problems currently being caused by conventional systems and the principles and advantages of ecosan	all stakeholders	http://www.gtz.de/ecosan/download/ecosan-poster-conv.pdf	http://www.gtz.de/ecosan/download/ecosan-poster.pdf	
0	conference proceedings	First International Conference on Ecological Sanitation	2001	EcoSanRes	Collected papers from presentations and posters addressing a range of ecosan related topics, from detailed technical issues, to issues of social acceptance. The proceedings have been made available on the internet, through the link given.	all stakeholders	http://www.ecosanres.org/Nanning%20Conf%20Proceedings.htm		
0	participatory methods	SARAR - Story with a gap	2001	UNDP, UNICEF, World Bank	The story with a gap is a particularly useful exercise for generating community awareness about a problem, and stimulating discussion about how to achieve solutions. This technique makes use of a pair of pictures illustrating a "before" and "after" scenario. Participants then discuss both drawings and "fill the gap" by identifying the steps that helped in achieving what is represented in the improved picture.	users of sanitation facilities and user of recyclates	http://www.worldbank.org/wbi/sourcebook/sba105.htm	http://www.worldbank.org/wbi/sourcebook/sbhome.htm	
0	show case projects	Vauban – Wohnen und Arbeiten	2001	WEG Wohnen und Arbeiten	A model house with combined vacuum sanitation system. Black water transported from water saving vacuum-toilets to a biogas reactor. The reactor produces liquid fertiliser and biogas used for cooking. Grey water is filtered and reused for flushing the vacuum-toilets and watering the garden. Rainwater flows through open gutters and is collected in two ditches, where it filters down to the groundwater. Information on the settlement available on the project web-site, and guided tours can be booked on-line	all stakeholders	http://www.passivhaus-vauban.de/	For online booking of guided tours: http://www.passivhaus-vauban.de/fuehrungen.html	
0	manual	Guide for participatory appraisal, monitoring, and evaluation (PAME)	2000	Harvey, E. (Mvula Trust)	A guide that presents a series of activities that can be used to improve the integration and communication in a group. It contains descriptions of both physical and mental exercises that can be used to develop an atmosphere of trust.	facilitators	http://www.mvula.co.za/resources/reports/Guide_for_Participatory_Appraisal_Monitoring_and_Evaluation.pdf	http://www.mvula.co.za/index.html	
0	conference paper	Public Awareness and Mobilisation for Ecosanitation	2000	Wegelin-Schuringa, M. (IRC)	Conference paper from the International Symposium on ecological sanitation, in Bonn, 2000, outlining what considerations are important to mobilise people for ecological sanitation.	facilitators, NGO's, local authorities, developers and investors	http://www.gtz.de/ecosan/download/IRC-public-awareness-and-mobilisation.pdf		
0	planning tool	Service for urban poor	2000	Cotton, A. / Tayler, K. (WEDC)	This publication contains a description of how to draw up a flowchart. Flowcharts provide a simple checklist of factors to be considered, arranging these into a logical sequence of cause and effect, indicator and action. This description is found in the third book of this WEDC publication.	planners	Service for urban poor - 3. Action Planning Guidelines - ISBN: 0 90605580 6	http://www.lboro.ac.uk/wedc/publications/sftup.htm	

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0	guidelines	Strategic planning for municipal sanitation	2000	GHK Research and Training	This guide is about improving sanitation conditions in the rapidly growing towns and cities of the "South". The guide assumes the need to think, plan and act strategically to solve these problems but it emphasises that a strategy will only be successful if it is based on a sound understanding of existing conditions, constraints and opportunities. Under these topics a lot of different steps, methodologies, aspects and tools are mentioned. here: e.g. spreading information via promotion or hygiene education	all stakeholders	only hardcover?		
0	manual	A manual on hygiene promotion	1999	UNICEF LSHTM	This manual presents methodologies to assist in the promotion of behavioural change for safer hygiene practices, and to help make hygiene promotion programmes more effective. The manual's objective is to provide a tool that will contribute towards a reduction in diarrhoeal diseases and thus a reduction in child mortality. It describes a methodology for bottom-up programming for hygiene promotion: first finding out what people know about hygiene, and then combining this with state-of-the-art expert knowledge and appropriate communication strategies to develop effective and sustainable programming models.	professionals interested in the area of hygiene promotion, CBOs, selfhelp groups, NGOs, local authorities, developers, investors, financial and research institutions and facilitators of the process	www.unicef.org/wes/hman.pdf		
0	book	Sanitation promotion: WSSCC Working Group on Promotion of Sanitation	1998	Simpson-Hebert, M.; Wood, S. (WSSCC / WHO)	The book is a group of articles and tools to guide the reader in promoting sanitation and to help them strengthen their own programmes or projects as a showcase of good practice. Some articles fit the specific ecosan approach, whilst others may be used for sanitation training courses or for sanitation promotion workshops. It is deliberately structured to allow users to pick and choose the information they need. It focuses only on sanitation promotion and does not attempt to give guidance on programming, how to run institutions or the choice of technology.	Policy makers, strategic planners, external support agencies, NGO's, CBO's, project managers and field staff	http://www.gtz.de/ecosan/download/WSSCC-sanitation-promotion.pdf		
0	questions, interviews	DFID Guidance Manual on Water Supply and Sanitation Programmes	1998	WELL	The Department for International Development commissioned this Guidance Manual to assist staff and partners to develop effective and sustainable water supply and sanitation programmes. It represents collaboration across a range of professions within my Department and from key UK professionals in the sector. It details interdisciplinary approaches to planning and implementation of partnership-based programmes. The Manual comprises three chapters and appendices. These take the reader from an overview of the sector, through specific development perspectives, to detailed recommendations for each stage of the project cycle. Appendices include examples of logical frameworks for water supply and sanitation projects.	users of sanitation facilities and user of recyclates	http://wedc.lboro.ac.uk/publications/details.php?book=0%20906055%2058%20X	http://www.lboro.ac.uk/well/resources/Publications/guidance-manual/guidance-manual.htm	
0	review of literature	Strategic Sanitation Approach	1998	Saywell, D. / Cotton, A. (WEDC)	The purpose of the review is to examine how the key concepts underlying the Strategic Sanitation Approach (SSA) have been addressed in operational terms on the ground, highlighting examples where SSA ideas have been applied, what problems were identified in their application, and what issues require further consideration or clarification with the approach as a whole. Each section ends by abstracting the key points identified and posing questions which remain unresolved.	CBOs and self-help groups, NGOs, local authorities	http://info.lut.ac.uk/departments/cv/wedc/gamet/ssacover.html	ISBN 0906055601	

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0	manuals, posters	Teacher's Resource Guide	1997	Durban Metro Water Services	This resource is not a text-book, nor is it a recipe for a Learning Programme. It has been developed as a 'toolbox' of ideas related to sewage disposal issues which you the teacher, can use and adapt to develop exciting Learning Programmes that are relevant to your pupils.	all stakeholders	http://www.durban.gov.za/eThekweni/Services/water_and_sanitation/education/sewage_education/teachers_resource_guide/index.html		
0	scientific paper	Health (Pathogen) Considerations Regarding the Use of Human Waste in Aquaculture	1996	Strauss, M. (EAWAG / SANDEC)	Review of the potential health risks and current epidemiological evidence for actual risks from pathogen transmission through wastewater aquaculture. The groups at risk, their exposure and the types of risk are defined. Pathogen transmission and survival water quality standards and wastewater treatment processes are discussed. Possible legal approaches to minimise the pathogen transmission are mentioned.	Policy makers, strategic planners, external support agencies, NGO's, CBO's, project managers and field staff	http://www.sandec.ch/UrbanAgriculture/documents/reuse_health/Human_waste_use_health%20pathogen%20risks_in_aquaculture.pdf		
0	show case projects, case studies	south western Towns water & sanitation Programme	1996	swTws (Uganda)	The swTws Programme within the Ugandan water supply & sanitation plan to secure WS&S for small towns & rural growth centres in SW Uganda. EcoSan concepts are mainly realised in form of dry toilets and reuse.	all stakeholders	http://www.iwga-sig.ac.at/swtws	http://www.bmaa.qv.at/up-media/758_swtws_v1_hp.pdf	
0	manual	Together for Water and Sanitation: Tools to Apply a Gender Approach	1994	Bolt, E. (IRC)	This manual describes first the gender approach for water and sanitation and second the tools for applying them. The target is: "The evidence on the importance to integrate women in the projects created a demand for practical guidelines on how to make the participation of women more visible and improve their decision-making roles in planning and implementation."	all stakeholders	http://www.irc.nl/redir/content/download/2563/26447/file/op24e.pdf	http://www.gtz.de/ecosan/download/IRC-together-for-water-and-sanitation.pdf	
0	Case study	Human waste use: Health Protection Practices and Scheme Monitoring	1991	Strauss, M.: Blumenthal, U.L. (IRCWD)	10 case studies from different countries dealing with the use of human waste in agriculture and aquaculture. It is introduced with general information on data collection, country background and authors. A second chapter provides an overview on human waste use as a resource and deals with disease and health aspects. The following chapters consist of case studies whereas a thematically differentiation between wastewater and excrete use in agriculture as well as wastewater and excreta use in aquaculture is made.	Policy makers, strategic planners, external support agencies, NGO's, CBO's, project managers and field staff	http://www.sandec.ch/UrbanAgriculture/documents/reuse_health/IRCWD-Report-09-90/Complete-report%201990.pdf		
0	participatory method	Community directed tape recordings	1990	FAO - Food and Agriculture Organisation of the United Nations	A message or story developed by the community can be tape recorded for presentation to the community for analysis, given to local radio stations for broadcasting, used in nearby communities for farmer-to-farmer extension, and/or present to other interested parties such as national governments or donors.	facilitators	http://www.fao.org/docrep/X5307E/X5307E00.htm#Contents		
0	participatory method	Community directed videos	1990	FAO - Food and Agriculture Organisation of the United Nations	Community Directed Videos (this includes film) involve the community in all aspects of production, deciding what "story" will be told, choosing the images and ensuring that the video produced truly represents them. With the help of the equipment and a facilitator, a video (or series of videos or films) can be produced for a specific purpose (evaluation, extension, information gathering problem analysis). The video/film can be used within the community, and can also be distributed to others.	facilitators	http://www.fao.org/docrep/X5307E/X5307E00.htm#Contents		
0	participatory method	Flannel boards	1990	FAO - Food and Agriculture Organisation of the United Nations	Flannel boards are picture "paste-ups" which can be sequenced or prioritised in any order on a surface on which they stick (hence the name "flannel board"). The paste-ups are pictures of common problems (fire, poverty, soil erosion, drought, increasing population, etc.) and some common solutions to these problems. The subject of the paste-ups and the position or priority (if any) they will have on the flannel board are both discussed. This link also provides access to a large range of other tools for participatory approaches to natural resource management collected by the FAO.	facilitators	http://www.fao.org/docrep/X5307E/X5307E00.htm#Contents		

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0	participatory method	Open-ended stories	1990	FAO - Food and Agriculture Organisation of the United Nations	Open-ended stories have either the beginning, middle or ending of a relevant story, purposely left out. The audience discuss what might happen in the part of the story that has been purposely deleted. Usually, the beginning will tell a story about a problem, the middle will tell a story about a solution, and the end will tell a story of an outcome.	users of sanitation facilities and user of recyclates / all stakeholders	http://www.fao.org/docrep/X5307E/X5307E00.htm#Contents		
0	participatory method	Popular theatre	1990	FAO - Food and Agriculture Organisation of the United Nations	This is a tool to develop awareness through the use of local media such as dance, song, drama and mime. Popular Theatre is different than traditional theatre because rather than mirror and mimic the culture, it shows the contradictions, leaving the audience with unanswered questions upon which to reflect and hopefully seek answers.	facilitators	http://www.fao.org/docrep/X5307E/X5307E00.htm#Contents		
0	participatory method	Puppet theatre	1990	FAO - Food and Agriculture Organisation of the United Nations	Puppets are used to represent characters which act out the issues and/or story determined by insiders. If an outside professional puppet group is used, the assistance of insiders to develop scripts around the issues is required.	facilitators	http://www.fao.org/docrep/X5307E/X5307E00.htm#Contents		
0	participatory method	(Non-serial or) unserialized posters	1990	Sarar (World Bank), Food and Agriculture Organisation of the United Nations	This technique uses a set of poster size pictures showing dramatic situations. Used in the context of group discussions, the posters are provided to participants in no particular order and each group is asked to choose a limited number of the posters, usually four, to construct a story about an issue of concern to them. In this way, the tool encourages an atmosphere of creativity and discussion of important community concerns. The posters can cover the community's history, problems, beliefs, practices, and values.	facilitators	http://www.worldbank.org/wbi/sourcebook/sba100.htm	http://www.worldbank.org/wbi/sourcebook/sbhome.htm	
0	guidelines	"Making the links" Guidelines for hygiene education in community water supply and sanitation	1984	Boot, M.T. (IRC)	The objectives of the guidelines are to present a basic understanding of: 1. promotion of health in the community through participation; 2. Reduction of water and sanitation related diseases; 3. Transmission routes of water and sanitation related diseases; 4. hygiene education and audio-visual aids.	community hygiene promoters	only hardcover available (see link)	http://www.irc.nl/page/1863	
0	participatory methods	Community Participation in Water and Sanitation	1981	White, A. (IRC)	The objective of this report is to examine the factors of a socio-cultural and political nature which must be taken into account by an agency or government which is considering the use of community participation methods in the planning and implementation of community water supply and sanitation schemes in developing countries. For this step: how participation in a community works	all stakeholders, mainly developers and local governments	only hardcover	for further information please contact: gtz ecosan project	
0	report / step-by-step methodology	Community Partnerships in Integrated Sustainable Waste Management		Muller, M. / Hoffman, L. (WASTE)	This document describes the methodology of raising awareness by building partnerships. It deals with the subject waste but is usefull for wastewater topics too.	communities, CBOs, NGOs	http://www.waste.nl/doc/ols/ISWM_toolstxt.htm		
0	poster	Sistemas convencionales de saneamiento		Aragundy, J. / Zapata, X.	A poster showing ecosan-systems in spanish language.	users of sanitation, CBOs, NGOs	please contact: www.gtz.de/ecosan/english/		
0	poster	How to use a urine diverting toilet		IUCN and others	A poster showing the use of such a toilet. Available in english and africaans.	users of sanitation, CBOs, NGOs	or www.iucn.org for further details	please contact: www.gtz.de/ecosan/english/	
1	manual, standard procedure	Participatory planning for integrated rural supply and sanitation programmes: Guidelines & Manual	2002	Ockelford, J. / Reed, R.A. (WEDC)	This book contains a description of a standard procedure that could be followed to make a request for assistance. According to this procedure requests should contain a description of the area in question, the groups involved and the programme components. It should also confirm the ministries, implementing agencies and departments responsible, the current level of coverage, maintenance systems for water supply and the cost. The methodology proposed, the activities planned, the time-scale, staffing and resources required and the budget should also be clearly given.	CBOs and self-help groups, NGOs, local authorities, service providers	Participatory planning for integrated rural supply and sanitation programmes: Guidelines & Manual, ISBN:090605575X	http://wedc.lboro.ac.uk/publications/details.php?book=1%2084380%20032%202	

Step	Type of tool/methodological approach	Title	Year	Author / Organisation	Brief description of the tool	Target group	Available / Source I	Available / Source II	Comments
1	finance Strategy – case study, standard procedures or standard terms of reference and show case project	Payment systems for low income urban communities	2000	Water utility partnership	The paper demonstrates the success of a dual system of monthly payment card systems and daily prepayment systems in a project initiated by Care International, The Lusaka City Council, Lusaka Water and Sewerage Company and residents of the Chipata compound, Lusaka, Zambia. The tariff structure allowed the recovery of O&M costs and investments in replacement and system expansion, while minimising misuse, increasing revenue and employment.	users of sanitation facilities, user of recyclates, CBOs and self-help groups, NGOs	http://www.wupafrica.org/toolkit/resources/pdf-files/Wup5CaseStudyZambia-4-Paymt.pdf	www.wupafrica.org/toolkit/resources/tools.html#Finance-payment-credit	
1	case study, financial strategy	Micro-credit for sanitation	1995	Saywell, D. (WELL)	This review examines the progress being made to develop micro-credit mechanisms to support sanitation initiatives and identifies the key factors for the success of these initiatives using case studies from around the world. It may prove useful in formulating a request for assistance.	CBOs and self-help groups, NGOs, local authorities, service providers	www.lboro.ac.uk/orgs/well/resources/fact-sheets/fact-sheets-htm/mcfs.htm		
1	manual	Together for Water and Sanitation: Tools to Apply a Gender Approach	1994	Bolt, E. (IRC)	This manual describes first the gender approach for water and sanitation and second the tools for applying them. The target is: "The evidence on the importance to integrate women in the projects created a demand for practical guidelines on how to make the participation of women more visible and improve their decision-making roles in planning and implementation."	all stakeholders	http://www.irc.nl/redir/content/download/2563/26447/file/op24e.pdf	http://www.gtz.de/ecosan/download/IRC-together-for-water-and-sanitation.pdf	
1	review list, standard terms of reference	Review of requests for assistance in implementing ecosan		Not yet available	This review could present a variety of requests for assistance that have been made, highlighting the important aspects stakeholders should consider when making such a request, and the various types of assistance available to them	All stakeholders involved in the formulation of such requests (Users of the sanitation facilities, users of the recyclates, CBOs and self-help groups, NGOs, local authorities and governments)	Not yet available		
1	standard procedures	Standard request procedures		Not yet available	Standard procedures for making a request may make it easier for groups to formulate what they require, as well as making the processing of such demands by the responding stakeholder much easier	Useful for all stakeholders	Not yet available		
2	workshop guidance and material	Manual for EcoSan workshops	2004	EcoSan Club	The manual offers various possibilities how to organise EcoSan workshops on different levels and topics. It includes: training material for water supply systems and sanitation (human excreta management, waste water management, solid waste management).	all stakeholders	http://www.ecosan.at		
2	overview paper, management model	Scaling up community management of rural water supply	2004	Lockwood, H. and Schouten, T. (IRC)	This Thematic Overview Paper (TOP) is a summary of a comprehensive discussion on Scaling Up of Community Management of Rural Water Supply. It draws on experiences documented by community management specialists from several agencies, many of them members of the international Thematic Group on Scaling up Community Management.	planners, NGOs, national level decision makers, bilateral organisations, multi-lateral lending organisations	http://www.irc.nl/content/view/full/8857	http://www.irc.nl/redir/content/download/9525/141513/file/ScalingUp_CM.pdf	
2	communication methods	Communication with stakeholders	2004	GWP Global Water Partnership	Description of different tools available to allow information exchange among diverse water stakeholders, suitable for different settings and types of people.	all stakeholders	http://gwpforum.netmasters05.netmasters.nl/en/listoftoolsFrame_en.html	http://gwpforum.netmasters05.netmasters.nl/en/content/01_3D14DCC0-6EAF-40D0-9F34-994B41F71146.html	

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2	manual	Open Planning of Sanitation Systems	2004	Kvarnstroem, E. / Petersens, E.a. (EcoSanRes)	Description how to use tools from different methodologies like the logical framework approach (LFA) or PHAST/SARAR to identify problems and allow stakeholder participation. (A short review on common methodologies can be found in the appendix)	planners and implementers	http://www.ecosanres.org/PDF%20files/ESR%20Publications%202004/ESR3%20web.pdf	http://www.ecosanres.org/news-publications.htm	
2	guidelines	Verbesserung der Entsorgung in städtischen Armutsgebieten - Baustein 2: Partizipation, Selbsthilfe und Öffentlichkeitsarbeit (Waste-management improvement in urban poor areas - module 2: participation, self-help and public relations)	2003	Deutsche Gesellschaft für Technische Zusammenarbeit (GTZ - German Technical Cooperation)	The second module presents procedures, instruments and methods how to promote participation and self-help of poor target groups in initiatives and projects of sanitation and solid waste management.	user of recyclates, CBOs, NGOs, local authorities, service providers and developers	only hardcover available	for further information please contact: gtz ecosan project	
2	case study, show case project	Improving Sanitation in small towns in Latin America and the Caribbean	2002	Rosensweig, F./ Perez, E./ Environmental Health Project (EHP)	This publication is organised into two sections. Section I provides an overview of the current state-of-the-art on sanitation, identifies the constraints for improving sanitation services in small towns in Latin America and proposes a strategy for improving services. The key principles financial sustainability, extensive consultation with the community and explicit attention to health and environmental issues. Section II is a detailed practical methodology. This section provides the practical guidance for the methodology and is intended for practitioners in small towns. The methodology includes suggestions on the programmatic context for its use and the preparatory steps that need to be taken to ensure that it is being applied in towns where there is a reasonable chance for success. Although the focus for this document is Latin America, the principles and issues discussed should be relevant to other regions and the methodology should be transferable.	facilitators, other interested stakeholders	http://www.phishare.org/files/894_SRLACSanSmTwnsCombinedFINAL.pdf	http://www.gtz.de/ecosan/download/EHP-sanitation-latinamerica-caribbean.pdf	
2	manual, guidelines, workshop	Participatory planning for integrated rural supply and sanitation programmes: Guidelines & Manual	2002	Ockelford, J. / Reed, R.A. (WEDC)	This WEDC publication contains a description of a workshop organised for the habitants of an area, offering a good opportunity for them to make an analysis of their own situation and expectations of a programme. It can also serve as an occasion for the stakeholders to meet, perhaps for the first time.	users of sanitation facilities and user of recyclates	Participatory planning for integrated rural supply and sanitation programmes: Guidelines & Manual, ISBN:090605575X	http://wedc.lboro.ac.uk/publications/details.php?book=1%2084380%20032%202	
2	assessment methodology	Sustainability planning and monitoring in community water supply and sanitation	2002	Mukherjee, N. / Wijk, C.v. (WSP/IRC)	A Guide on the Methodology for Participatory Assessment (MPA) for Community-Driven Development Programs. To obtain and analyse quantitative and qualitative information on community-managed services	specific community groups	http://www.wsp.org/publications/mpa_2003.pdf		
2	guidelines	Verbesserung der Entsorgung in städtischen Armutsgebieten - Grundlagen (Waste-management improvement in urban poor areas - basics)	2002	Deutsche Gesellschaft für Technische Zusammenarbeit (GTZ - German Technical Cooperation)	This introductory part presents and analyses the experience of sanitation projects and initiatives in different parts of the developing world. Based on a presentation of a number of case studies, it develops general recommendations and guidelines for the conceptualisation, planning and implementation of such projects and initiatives. (only in german language available)	user of recyclates, CBOs, NGOs, local authorities, service providers and developers	http://www.gtz.de/themen/environment-infrastructure/download/Entsorgung-Grundlagen.pdf	or contact: gtz ecosan project	

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2	guidebook, manual	Community organizing: Process Guidebook	2001	Department of Interior and Local Government, Philippines	Guidebook in two parts aiming to institutionalise community participation in managing water supplies and sanitation facilities. Part 1 presents the framework for community organisation in the Philippines, its guiding principles and its 4 basic phases. Part 2 describes the highlights of each phase and the 20 major activities in the process	national, regional and municipal government workers, local community organisers	http://www.itnphil.org.ph/products/publications/coproccess.html	http://www.itnphil.org.ph/pdf/coproccess_guide.pdf	
2	participatory method	SARAR - Story with a gap	2001	UNDP, UNICEF, World Bank	The story with a gap is a particularly useful exercise for generating community awareness about a problem, and stimulating discussion about how to achieve solutions. This technique makes use of a pair of pictures illustrating a "before" and "after" scenario. Participants then discuss both drawings and "fill the gap" by identifying the steps that helped in achieving what is represented in the improved picture.	users of sanitation facilities and user of recyclates, especially not the intellect	http://www.worldbank.org/wbi/sourcebook/sba105.htm	http://www.worldbank.org/wbi/sourcebook/sbhome.htm	
2	participatory method, standard procedure, toolbox	Tools to Support Participatory Urban Decision Making Process – city consultation	2001	UN-HABITAT	One of the few publications addressing the issue of participation in urban areas. Among the wide range of comprehensively described tools in this internet publication is the City Consultation. This event brings stakeholders together to create a better understanding of issues, to agree on priorities, and to seek local solutions built around broad-based consensus. The focus here is on the first large-scale City Consultation, which is a key event in kicking off the whole process and giving it momentum.	facilitator, all stakeholders	http://www.unhabitat.org/cdrom/governance/html/citycons.htm		
2	participatory method, standard procedure, toolbox	Tools to Support Participatory Urban Decision Making Process – urban pact	2001	UN-HABITAT	One of the few publications addressing the issue of participation in urban areas. Among the wide range of comprehensively described tools in this internet publication is the Urban Pact. This is a negotiated agreement designed to formalise the commitments of the partners in a particular set of sustainable urban development initiatives. In the framework of participatory urban governance process, this tool is generally used at the end of a City Consultation. The pact articulates the vision, goals, strategic objectives, and action areas, which stakeholders have agreed upon, including specific follow-up activities. The Urban Pact is usually taken to the Municipal Council for tabling or approval, to confirm the city's commitment to the strategy formulation and implementation phase of work.	All stakeholders	http://www.unhabitat.org/cdrom/governance/html/urbanp.htm		
2	participatory method, standard procedure, toolbox	Tools to Support Participatory Urban Decision Making Process – conflict resolution	2001	UN-HABITAT	One of the few publications addressing the issue of participation in urban areas. Among the wide range of comprehensively described tools is an approach to conflict resolution. It is clear that conflicts may arise at various phases of the participatory decision-making processes. For example, negotiation outcomes which are seen and considered justified by local governments can easily be seen as unacceptable by stakeholders with key interests at stake. Conflict resolution as a management tool is therefore quite important for the participatory process, particularly during the strategy formulation phase, when a balance must be struck concerning choices among strategic options which have different cost and benefit implications for different stakeholder groups.	users of sanitation facilities and user of recyclates	http://www.unhabitat.org/cdrom/governance/html/cr.htm		
2	analytical methodology	Activity / responsibility matrices	2000	World Bank, Water and Sanitation Program	These matrices are useful for establishing precisely who does what, and so for identifying overlaps, gaps, and fragmented responsibilities. It is a good technique for ensuring that key actors think through the project in detail, and address all the issues	useful for the facilitator of the process	http://www.wsp.org		

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2	manual	Guide for Participatory Appraisal, Monitoring and Evaluation (PAME)	2000	Harvey, E. (Mvula Trust)	This is an internet link to a guide that presents a series of activities that can be used to improve the integration and communication in a group. It contains descriptions of both physical and mental exercises that can be used to develop an atmosphere of trust. The guide can be downloaded from the web-site of the South African Mvula Trust.	facilitators	http://www.mvula.co.za/resources/reports/Guide_for_Participatory_Appraisal_Monitoring_and_Evaluation.pdf	http://www.mvula.co.za/index.html	
2	planning tool	Service for urban poor	2000	Cotton, A. / Tayler, K. (WEDC)	This publication contains a description of how to draw up a flowchart. Flowcharts provide a simple checklist of factors to be considered, arranging these into a logical sequence of cause and effect, indicator and action. This description is found in the third book of this WEDC publication, available as a hard copy (see ISBN number). A reference download of the third section of this publication is available from the link given. Studies on the effect seasonal differences may have on group priorities, preferences and demand	users of sanitation facilities and user of recycles	Service for urban poor-3. Action Planning Guidelines -ISBN: 0 90605580 6	http://www.lboro.ac.uk/wedc/publications/sftup.htm	
2	principles	The Bellagio Principles	2000	SANDEC / EAWAG	The Bellagio Principles drawn up in February 2000 call for a radical overhaul of conventional sanitation policies and practices world-wide, and of the assumptions on which they are based, in order to accelerate progress towards the objective of universal access to safe environmental sanitation, within a framework of water and environmental security and respect for the economic value of wastes. The principles can serve as an agreed basis for the overall approach of a project or programme. They stress: the central role of the household, the need for participation of all stakeholders, the recognition of waste as a resource, and solving sanitary problems on the smallest practical level.	all stakeholders	www.sandec.ch/EnvironmentalSanitation/Documents/Report_WS_Bellagio_Feb00.pdf	http://www.sandec.ch/EnvironmentalSanitation/SESP_Bellagio_Principles.html	
2	guidelines	Strategic planning for municipal sanitation	2000	GHK Research and Training	This guide is about improving sanitation conditions in the rapidly growing towns and cities of the "South". The guide assumes the need to think, plan and act strategically to solve these problems but it emphasises that a strategy will only be successful if it is based on a sound understanding of existing conditions, constraints and opportunities. Under these topics a lot of different steps, methodologies, aspects and tools are mentioned. here: e.g. preparing to plan	all stakeholders	only hardcover?		
2	Manual	Establishing and supporting a working group process	1999	UNCHS (Habitat) / UNEP	This book gives a detailed and systematic explanation of how to establish and support a working group process. It is aimed at professionals and practitioners who will actually be operating and supporting working groups on a day-to day basis.	facilitators	http://www.unhabitat.org/cdrom/governance/html/yellop12.htm		
2	strategy guidelines	Community Mobilisation	1998	Water and sanitation programme, World Bank	Step to mobilise the community to be involved in the project and participate in the project decisions	users of sanitation facilities and user of recycles	http://www.wsp.org/publications/sa_cap_nwfp.pdf		
2	questions, interviews	DFID Guidance Manual on Water Supply and Sanitation Programmes	1998	WELL	Questions relative to all steps of one project (see longer description in Step 0)	users of sanitation facilities and user of recycles	http://www.lboro.ac.uk/wedc/resources/Publications/guidance-manual/guidance-manual.htm	http://wedc.lboro.ac.uk/publications/details.php?book=0%20906055%2058%20X	
2	Resource kit	Participation and social assessment	1998	Rietbergen-McCracken, J. / Narayan, D. (World Bank)	Resource kit consists moduls on -Social assessment -Stakeholder analysis - Participatory methodologies -Participatory Monitoring and Evaluation	All stakeholders	Participation and Social Assessment, ISBN: 0-8213-4186-3, e-mail: books@worldbank.org	http://www-wds.worldbank.org/servelet/WDS_IBank_Servlet?pcont=details&eid=000009265_3980624143608	

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2	participatory method, planning tool	ZOPP - Objective Oriented Project Planning ("Ziel-Orientierte Projekt Planung")	1998	Deutsche Gesellschaft für Technische Zusammenarbeit (GTZ - German Technical Cooperation)	ZOPP is a planning tool utilised by the GTZ to actively involve stakeholders. The core element of ZOPP is the Project Planning Matrix (PPM), which spells out detailed action plans to achieve the objectives and identifies indicators to measure progress in achieving objectives. According to a set of relevant criteria, such as input-constraints, probability of success, political priorities, cost-benefit-relation, social risks, prospects for sustainability, time horizon, ecological compatibility, synergetic effects with other projects, etc., the alternative that describes the best project strategy is determined. This project strategy is expressed as a logical hierarchy of objectives in the PPM. The expected development impact, or the benefit for the target groups, describes the purpose of the project.	facilitators, all stakeholders	http://www.unhabitat.org/cdrom/governance/html/ellop29.htm	http://www.gtz.de/glossar/englisch/frameset_reconstruct.html?http://www.gtz.de/glossar/englisch/8_33.html	
2	studies	Report on 36 ways to encourage civic participation	1997	Federation of Canadian Municipalities & the Toronto Health Office	This report describes some 36 ways to engage stakeholders in public participation. The report is intended as a reference for governments, organisations, and agencies wishing to include the public in formulating policies, services, etc. It first examines the barriers to participation, including physical and perceived barriers, and stresses the need for a diversity of methods for reducing the barriers in order to involve a broad based spectrum of stakeholders. A review of the report can be found under the link provided, with further contact details for more information also provided.	NGOs, local authorities and governmental institutions, donor agencies	http://www.unhabitat.org/cdrom/governance/html/ellop31.htm		
2	Planning tool, Manual	Interactive Community Planning: Planning for Real	1995	Gibson, T. (Neighborhood Initiatives Foundation)	Planning for Real builds around a community assembled model on which problems and improvements are identified through pictorial 'option' cards. The model and the cards have several underlying purposes: They overcome the difficulties of verbal communication by providing an 'alternative currency' to words, the model provides a common reference point around which to structure inputs, and it allows a broader perspective of issues as well as providing a physical base for placing suggestions.	facilitators	http://web.mit.edu/urbanupgrading/upgrading/issue-s-tools/tools/Planning-for-Real.html	http://www.nifonline.org.uk/	
2	manual	Together for Water and Sanitation: Tools to Apply a Gender Approach	1994	Bolt, E. (IRC)	This manual describes first the gender approach for water and sanitation and second the tools for applying them. The target is: "The evidence on the importance to integrate women in the projects created a demand for practical guidelines on how to make the participation of women more visible and improve their decision-making roles in planning and implementation."	all stakeholders	http://www.irc.nl/redirect/download/2563/26447/file/op24e.pdf	http://www.gtz.de/ecosan/download/IRC-together-for-water-and-sanitation.pdf	
2	workshop	Urban Community Assistance Team	1992	R/UDAT (Regional/Urban Design Assistance Team)	Community mobilisation and project definition through outside professional assistance team working with local officials, volunteer agencies, and residents	users of sanitation facilities and user of recyclates	http://web.mit.edu/urbanupgrading/upgrading/issue-s-tools/tools/RUDAT.html	(link from: http://www.wupafrica.org/toolkit/resources/tools.html)	
2	participatory method	Drawing and discussion	1990	FAO - Food and Agriculture Organisation of the United Nations	Drawings on a particular theme are produced by the community, or by individuals, and discussions focus around them. When one drawing is produced by a number of people, discussions can centre on the relative importance of each new item introduced to the drawing. When individuals draw these can be compared and/or discussed in a group. The drawing and discussion tool is most useful in a culture with a strong visual tradition. This link also provides access to a large range of other tools for participatory approaches to natural resource management collected by the FAO.	facilitators	http://www.fao.org/docrep/X5307E/X5307E00.htm#Contents		

Step	Type of tool/methodological approach	Title	Year	Author / Organisation	Brief description of the tool	Target group	Available / Source I	Available / Source II	Comments
2	Participatory method	Flannel boards	1990	FAO - Food and Agriculture Organisation of the United Nations	Flannel boards are picture "paste-ups" which can be sequenced or prioritised in any order on a surface on which they stick (hence the name "flannel board"). The paste-ups are pictures of common problems (fire, poverty, soil erosion, drought, increasing population, etc.) and some common solutions to these problems. The subject of the paste-ups and the position or priority (if any) they will have on the flannel board are both discussed. This link also provides access to a large range of other tools for participatory approaches to natural resource management collected by the FAO.	facilitators	http://www.fao.org/docrep/X5307E/X5307E00.htm#Contents		
2	participatory method	Open-ended stories	1990	FAO - Food and Agriculture Organisation of the United Nations	Open-ended stories have either the beginning, middle or ending of a relevant story, purposely left out. The audience discuss what might happen in the part of the story that has been purposely deleted. Usually, the beginning will tell a story about a problem, the middle will tell a story about a solution, and the end will tell a story of an outcome. This link also provides access to a large range of other tools for participatory approaches to natural resource management collected by the FAO.	facilitators	http://www.fao.org/docrep/X5307E/X5307E00.htm#Contents		
2	review of literature	Participation and Education in Community Water Supply and Sanitation Programmes	1989	Wijk-Sijbesma, C.v. (IRC)	This review has been compiled in order to support national development agencies in the design, testing and implementation of community participation and education strategies in water supply and sanitation programmes. It aims to take stock of data and information on community participation and education which could be obtained from the literature and which seemed relevant for a wider readership. For this step: different methods to inform the community	all stakeholders, mainly developers and local governments	only hardcover: ISBN 90-6687-004-4	for further information please contact: gtz ecosan project	
2	workshop	Community action planning	1988	Goethert, R. / Hamdi, N. (World Bank Group)	The key element of Community Action Planning (CAP) is an active, intense community-based workshop, carried out over a period of 2 to 5 days, depending on the specific goals of the workshop. The output of the workshops is a development plan which includes a list of prioritized problems, strategies and options for dealing with the problems, and a rudimentary work program describing who, when and what is to be done. Integral to the method is the equal relation between the professional technical inputs and the community. Information on this tool can be accessed directly on the Upgrading Urban Communities web-site or through the wupafrica web-site, which contains a large number of links to various tools for a wide variety of purposes.	users of sanitation facilities and user of recyclates	http://web.mit.edu/urbanupgrading/upgrading/issue-s-tools/tools/Micro-Planning.html	link from: http://www.wupafrica.org/toolkit/resources/tools.html	
2	workshops	Community-Based Workshop for Evaluating and Planning Sanitation Programs: A case study of primary schools sanitation in Lesotho	1983	Cross, P. (UNDP, World Bank)	This short informal working paper shows how to hold workshops to find out how follow up projects should be designed. (on the example of primary school sanitation)	planners, developers	only hardcover (Soz 056)	for further information please contact: gtz ecosan project	
2	analytical method	Stakeholder analysis		Various	Tool for identifying those people, groups and organisations who have significant and legitimate interests in the project. Clear understanding of the potential roles and contributions of the different stakeholders is a fundamental prerequisite for a successful participatory urban governance process, and stakeholder analysis is a basic tool for achieving this understanding. Descriptions of what a stakeholder analysis is and how to carry it out are available.	facilitators	http://www.unhabitat.org/cdrom/governance/html/st.htm	http://www.euforic.org/qb/stake1.htm#intro	

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2	analytical method	Stakeholder analysis		Various	Tool for identifying those people, groups and organisations who have significant and legitimate interests in the project. Clear understanding of the potential roles and contributions of the different stakeholders is a fundamental prerequisite for a successful participatory urban governance process, and stakeholder analysis is a basic tool for achieving this understanding. Descriptions of what a stakeholder analysis is and how to carry it out are available.	facilitators	http://web.mit.edu/urbanupgrading/upgrading/issuess-tools/tools/identify-stakeholders.html		
3	systematic analysis	Social Impact Assessment (SIA)	2004	GWP Global Water Partnership	SIA is a tool used for ensuring systematic analysis of social impacts of a proposed development or policy action, particularly if these are varied and extensive, and/or a proposal is expected to attract extensive opposition. Social impacts include all social and cultural consequences to human populations of any actions that affect the ways in which people live, work, play, relate to one another, organise to meet their needs, and generally cope as members of society. SIA has long been used by social scientists for analysing the conditions, causes and consequences of social phenomena and social life.	all stakeholders	http://gwpforum.netmasters05.netmasters.nl/en/listoftoolsFrame_en.html	http://gwpforum.netmasters05.netmasters.nl/en/content/tool_62B66E06-4279-11D7-8F33-0002A508D0B7.html	
3	manual	Open Planning of Sanitation Systems	2004	Kvarnstroem, E. / Petersens, E.a. (EcoSanRes)	The identification of boundary conditions of the project can be done by using the SWOT analysis (Strengths, Weaknesses, Opportunities and Threats). Examples for typical questions are given. (A short review on common methodologies can be found in the appendix)	planners and implementers	http://www.ecosanres.org/PDF%20files/ESR%20Publications%202004/ESR3%20web.pdf	http://www.ecosanres.org/news-publications.htm	
3	studies	Tasks, targets and results of ecosan baseline studies	2004	Mang, H.-P. (GTZ ecosan sectoral project)	These can fulfil a variety of functions depending on the prevailing conditions but most generally are used to gather basic information concerning the existing water supply and sanitation conditions, agricultural practices aspects of urban planning, hygiene, traditional practices and perceptions related to water supply and sanitation, institutional aspects and the legislative framework, the ability of local businesses to engage in sanitary provision, the availability of appropriate materials or the possibility for local production and so on. The process involved in the base line study can also serve to raise awareness of the ecosan philosophy and assist potential users and other stakeholders in deciding on whether an ecosan system could prove to be a viable sanitation alternative for them	facilitator with the active participation of all relevant stakeholders supplying the necessary information	http://www.gtz.de/ecosan/download/Baselinestudies-P-eng.pdf		
3	questionnaires	Offene Fragen zur Verwendung von Urin als Dünger (open questions towards using urine as a fertiliser)	2004		Two pages with questions about the use of urine as a fertiliser.	user of recyclates, developers	please contact: www.gtz.de/ecosan/english/		
3	manual	Child-Friendly hygiene and Sanitation facilities in schools	2004	Zonerplaag, J. / Mooijman, A.	This booklet takes a non-traditional look at school hygiene and sanitation facilities in pre-school, primary and secondary schools. It aims to provide guidelines for the design of child-friendly facilities that are part of the learning environment, and that not only 'facilitate', but also enable, stimulate and promote appropriate hygiene practices.	different stakeholders	http://www.irc.nl/page/9587		

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3	analytical methodologies	Hygiene Promotion	2003	Appleton & van Wijk (International Water and Sanitation Centre)	Hygiene promoters do need promotion materials, for their work and to give them an element of status with those they are motivating. Knowing how to work creatively with hygiene promotion and education materials and having access to materials and tools that are flexible and adaptive is more valuable than having a set of standard booklets and posters.	users of sanitation facilities and user of recyclates	http://www.irc.nl	http://www.irc.nl/page/3340	
3	guidelines	Willingness-to-pay surveys -A streamlined approach-	2003	Wedgwood, A./ Sansom, K. (WEDC)	These guidelines focus on how to carry out Contingent Valuation Surveys (CVS) to assess demand and willingness to pay for water supply services in small towns. The guidelines encourage a rigorous approach, but also explain clearly how to develop the hypothetical Contingent Valuation (CV) scenario to ensure that the results are used as the link between future policy developments and investment decisions for small towns, water supply systems. Section 4.1 outlines appropriate techniques for using straight-forward methods to analyse the data collected during the survey.	researchers, government staff, water sector managers and donor staff	http://www.lboro.ac.uk/wedc/publications/wtps/wtps_insidies.pdf	ISBN 1 84380 014 4	
3	case study, show case project	Improving Sanitation in small towns in Latin America and the Caribbean	2002	Rosensweig, F./ Perez, E./ Environmental Health Project (EHP)	This publication is organised into two sections. Section I provides an overview of the current state-of-the-art on sanitation, identifies the constraints for improving sanitation services in small towns in Latin America and proposes a strategy for improving services. The key principles financial sustainability, extensive consultation with the community and explicit attention to health and environmental issues. Section II is a detailed practical methodology. This section provides the practical guidance for the methodology and is intended for practitioners in small towns. The methodology includes suggestions on the programmatic context for its use and the preparatory steps that need to be taken to ensure that it is being applied in towns where there is a reasonable chance for success. Although the focus for this document is Latin America, the principles and issues discussed should be relevant to other regions and the methodology should be transferable.	facilitators, other interested stakeholders	http://www.phishare.org/files/894_SRLACSanSmTwnsCombinedFINAL.pdf	http://www.gtz.de/ecosan/download/EHP-sanitation-latinamerica-caribbean.pdf	
3	manual for programme development/analytical methodologies	Participatory planning for integrated rural supply and sanitation programmes: Guidelines & Manual	2002	Ockelford, J. / Reed, R.A. (WEDC)	Many examples from usefull chart, questions and other activites to bring one good analysis	Developers, NGOs, Local authorities, governments and other stakeholders	Participatory planning for integrated rural supply and sanitation programmes: Guidelines & Manual, ISBN:090605575X	http://wedc.lboro.ac.uk/publications/details.php?book=1%2084380%20032%202	
3	manual, guidelines, analytical method	Participatory planning for integrated rural supply and sanitation programmes: Guidelines & Manual	2002	Ockelford, J. / Reed, R.A. (WEDC)	In this publication information is given on some of the considerations which must be included in the terms of reference for a feasibility study in a specific area, such as; which groups need to be consulted; programme components; time-scale; coverage; arrangements for cost sharing etc.	research institutions, NGOs, CBOs and self-help groups, local authorities and governmental institutions	Participatory planning for integrated rural supply and sanitation programmes: Guidelines & Manual, ISBN:090605575X	http://wedc.lboro.ac.uk/publications/details.php?book=1%2084380%20032%202	
3	manual, guidelines, workshop	Participatory planning for integrated rural supply and sanitation programmes: Guidelines & Manual	2002	Ockelford, J. / Reed, R.A. (WEDC)	This WEDC publication contains a description of a briefing workshop organised for the habitants of an area, offering a good opportunity for them to make an analysis of their own situation and expectations of a programme. It can also serve as an occasion for the stakeholders to meet , perhaps for the first time.	facilitators, all stakeholders	Participatory planning for integrated rural supply and sanitation programmes: Guidelines & Manual, ISBN:090605575X	http://wedc.lboro.ac.uk/publications/details.php?book=1%2084380%20032%202	

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3	analytical methodologies	Participatory planning for integrated rural supply and sanitation programmes: Guidelines & Manual	2002	Ockelford, J. / Reed, R.A. (WEDC)	The most recent census should be used as valuable information. Important things to draw out of the data are the statistics regarding total population, population by district, population by gender and age, urban and rural, population densities, households, female-headed households etc. – The book itself is available either as hard copy (see ISBN number) or as a reference download from the link given.	research institutions, NGOs, CBOs and self-help groups, local authorities and governmental institutions	Participatory planning for integrated rural supply and sanitation programmes: Guidelines & Manual, ISBN:090605575X	http://wedc.lboro.ac.uk/publications/details.php?book=1%2084380%20032%202	
3	guidelines, participatory methodologies	Designing water supply and sanitation projects to meet demand in rural and peri-urban communities	2002	Deverill, P. / Bibby, S. / Wedgwood, A. / Smout, I. (WEDC)	In part II different tools are mentioned to prepare a project strategy considering the likely demand, seasonality or the dialogue between users and project staff. Used tools are e.g. participatory mapping or problem trees. General description: These guidelines are the result of two years collaborative research undertaken by WEDC with partners in Africa and South Asia. They demonstrate	practitioners- engineers, social facilitators, financial specialists and managers	http://wedc.lboro.ac.uk/publications/details.php?book=1%2084380%20006%203		
3	case study	Material flow analysis as a strategic planning tool for regional waste water and solid waste management	2002	Belevi, H. (SANDEC/ EAWAG)	The main purpose of this paper is to familiarize the reader with the material flow analysis method using a case study (in Kumasi, Ghana)	Developers, Service Providers, User of recycles	http://library.eawag.ch/EAWAG-Publications/pdf/EAWAG_03357.pdf	http://www.gtz.de/ecosan/docs/IFAT_belevi.pdf	
3	interview techniques	Water for Africa: Tool Kit for Key Informant Interviews and Focus Groups	2002	Water for people	This toolkit contains three sections: Research Basics, Key Informant Interviews and Focus Groups. The first part of the manual gives you a brief introduction to this research project, contact information for technical assistance, and information deemed essential for carrying out quality research. The second part of this manual provides you with step-by-step directions on how to plan and conduct a key informant interview. In addition, it provides useful tips for handling "unexpected" problems, as well as ideas on how to enhance listening skills so that you will become an efficient and effective interviewer/note taker. Finally, this section provides you with the appropriate interview forms, including a verbal consent script that you will read to your respondents before conducting the interview.	CBOs and self-help groups, NGOs, local authorities, service providers	http://www.waterforpeople.org/WaterForAfrica/WFA%20Downloads/WaterAid%20Training%20Manual.pdf	http://www.waterforpeople.org/WaterForAfrica/WFAImpact.htm	
3	assessment methodology	Sustainability planning and monitoring in community water supply and sanitation	2002	Mukherjee, N. / Wijk, C.v. (WSP/IRC)	A Guide on the Methodology for Participatory Assessment (MPA) for Community-Driven Development Programs. To obtain and analyse quantitative and qualitative information on community-managed services	specific community groups	http://www.wsp.org/publications/mpa_2003.pdf		
3	tool	Problem tree analysis tool	2001	World Bank Group	This tool assists in analyzing an existing situation by identifying the major problems and their main causal relationships. The output is a graphical arrangement of problems differentiated according to 'causes' and 'effects,' joined by a core, or focal, problem. This technique helps understand the context and interrelationship of problems and the potential impacts when targeting projects and programs toward specific issues.	facilitators, users of sanitation facilities and user of recycles	http://web.mit.edu/urbanupgrading/upgrading/issues-tools/tools/problem-tree.html		

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3	studies	Proposition Paper	2001	UN-HABITAT	The profiling process brings together a substantial amount of information, from a variety of sources, structured around the topic(s) of the profile(s). A focused Proposition Paper is prepared in order to organise and draw conclusions from this information, based also on the reports of any consultative groups which may have been working; the Proposition Paper thus synthesises the key issues, main options for action, and supporting management arrangements for addressing them.	users of sanitation facilities and user of recyclates	http://www.unhabitat.org/cdrom/governance/html/p.htm		
3	analysis of demand drivers	Identifying Demand Drivers for Sanitation Technologies	2001	Salifu, L.Y. (WSP - Africa)	This paper describes some demand drivers for the use of ecosan facilities in African countries.	CBOs and self-help groups, NGOs, local authorities, service providers	http://www.gtz.de/ecosan/download/WSP-identifying-demand-drivers.pdf		
3	Manual	Guide for Participatory Appraisal, Monitoring and Evaluation (PAME)	2000	Harvey, E. (Mvula Trust)	This is an internet link to a guide that presents a series of activities that can be used to improve the integration and communication in a group. It contains descriptions of both physical and mental exercises that can be used to develop an atmosphere of trust. The guide can be downloaded from the web-site of the South African Mvula Trust.	facilitators	http://www.mvula.co.za/resources/reports/Guide_for_Participatory_Appraisal_Monitoring_and_Evaluation.pdf	http://www.mvula.co.za/index.html	
3	analytical methodologies	Service for urban poor	2000	Cotton, A. / Tayler, K. (WEDC)	Seasonality: studies about the effect from the season on the group's priorities, preferences and demands.	users of sanitation facilities and users of recyclates, communities	Service for urban poor - 3. Action Planning Guidelines - ISBN: 0 90605580 6	http://www.lboro.ac.uk/wedc/publications/sftup.htm	
3	participatory method	Social and Geographic map	2000	Cotton, A. / Tayler, K. (WEDC); World Bank	This is a process through which groups of communities members are encouraged to draw maps of their own communities, indicating what they think is important. This map can indicate all the houses or compounds; important facilities, physical features and may also show the social groupings in the community.	users of sanitation facilities and user of recyclates, services for the urban poor	http://web.mit.edu/urbanupgrading/upgrading/issuess-tools/tools/Rapid-Recon.html#Anchor-Example-58500	http://www.lboro.ac.uk/wedc/publications/sftup.htm	
3	studies	Stakeholder Identification and Mobilisation	2000	UNCHS (Habitat) / UNEP	This tool begins with a careful explanation of the idea of "stakeholder" and of how it can be put into practical terms. Examples of specific operational methods of classifying and identifying stakeholders are given, together with appropriate frameworks. It then discusses the importance of briefing and familiarising stakeholders with the process and their role in it, following which it explains in detail how stakeholders can be organised into Working Groups and how these can be made to work in an effectively participatory way. Finally, it presents the experiences of SCP cities and closes with a reminder on the crucial gender dimension of stakeholder identification.	research institutions, NGOs, CBOs and self-help groups, local authorities and governmental institutions	http://www.unhabitat.org/cdrom/governance/html/yellop22.htm		
3	guidelines	Strategic planning for municipal sanitation	2000	GHK Research and Training	This guide is about improving sanitation conditions in the rapidly growing towns and cities of the "South". The guide assumes the need to think, plan and act strategically to solve these problems but it emphasises that a strategy will only be successful if it is based on a sound understanding of existing conditions, constraints and opportunities. Under these topics a lot of different steps, methodologies, aspects and tools are mentioned. here: understanding current problems	all stakeholders	only hardcover?		

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3	questions / interviews	DFID Guidance Manual on Water Supply and Sanitation Programmes	1998	WELL	Questions relative to all steps of one project (see longer description in Step 0)	users of sanitation facilities and user of recyclates	http://www.lboro.ac.uk/web/resources/Publications/guidance-manual/guidance-manual.htm	http://wedc.lboro.ac.uk/publications/details.php?book=0%20906055%2058%20X	
3	studies	Participation and social assessment	1998	Rietbergen-McCracken, J. / Narayan, D. (World Bank)	The World Bank developed social Assessment as a tool for project planners to understand how people will affect, and be affected by development interventions. It provides a framework for prioritising, gathering, analysing, and incorporating social information and participation into the design and delivery of development operations. It is carried out in order to identify key stakeholders and establish an appropriate framework for their participation in project selection, design, implementation, monitoring, and evaluation. Most teams that have undertaken Social Assessment in World Bank supported projects recommend that it begin early in the project cycle, and continue as an iterative process all the way through to monitoring.	research institutions, NGOs, CBOs and self-help groups, local authorities and governmental institutions	Participation and Social Assessment, ISBN: 0-8213-4186-3, e-mail: books@worldbank.org	http://www-wds.worldbank.org/servert/WServlet?book=0%20906055%2058%20X	
3	analytical methodologies	Pocket charts	1998	World Bank and others	SARAR: Pocket charts are used during group discussions to gather information on a wide range of topics. The poster-size charts contain "pockets" of cloth, paper, or cardboard inserted in each of the cells of a matrix, and with simple drawings identifying the subject of each row and column. Participants "vote" on various topics by placing counters in the pocket that indicates their situation or preference. By changing the symbols on the headings of the matrix, the same chart can be reused to investigate any number of issues	users of sanitation facilities and user of recyclates	http://web.worldbank.org/WBSITE/EXTERNAL/TOOLS/EXTPOVERTY/EXTIISPMA/investigative		
3	interviews	Qualitative Methods	1998	SMART	A lot of different methods making interviews	facilitator	http://www.smartindicators.org/gm.php		
3	workshop	ZOPP - Objective Oriented Project Planning ("Ziel-Orientierte Projekt Planung")	1998	Deutsche Gesellschaft für Technische Zusammenarbeit (GTZ - German Technical Cooperation)	Rigorous approach uses cards to solicit inputs and to document issues leading to a 'logical project framework' which summaries entire project. (see also description in step 2)	users of sanitation facilities and user of recyclates	http://www.unhabitat.org/cdrom/governance/html/yellop29.htm	http://web.mit.edu/urbanupgrading/upgrading/issues-tools/tools/ZOPP.html	
3	Trend Analysis analytical methodologies	Daily activity charts	1998	Rietbergen-McCracken, J. / Narayan, D. (World Bank)	Daily activity charts are useful as a way for community members to show graphically how they spend their day. The diagrams also make it easy to compare the daily activities of different groups of people, such as women versus men, employed versus unemployed, married women versus widows.	users of sanitation facilities and user of recyclates	http://wbin0018.worldbank.org/Network/PREM/PR/EMDocLib.nsf/0/829d0237d0b9d493852567130004c2f5?OpenDocument		
3	participatory methodologies	Participatory Hygiene and Sanitation Transformation (PHAST)	1997	Simpson-Hebert, M./ Sawyer, R./ Clarke, L. (WHO / UNDP)	It is an innovative approach designed to promote hygiene behaviours, sanitation improvements and community management of water and sanitation facilities using specifically developed participatory techniques. This document describes the underlying principles of the approach, the development of the specific participatory tools, and the results of the field tests done in four African countries.	Developers, Service Providers, User of recyclates	http://www.who.int/docstore/water_sanitation_health/Environmental_sanit/PHAST/phast96-11/96-11index.htm	http://www.gtz.de/ecosan/download/WHO-PHAST-initiative.pdf	Approach not just for a single step
3	participatory methods	Community participation	1997	Wegelin-Shuringa, M. / Ikumi, P. (IRC & NETWAS)	Refers to the empowerment of the people. The community must engage in some of the following: identify problems, decide how they can overcome those, make plans and seek for solutions. It all so evolves capacity building of communities to organise management and sustainable services. (that is not the point, isn't it)	users of sanitation facilities and user of recyclates	http://www.gtz.de/ecosan/download/ecosan-analysis-zambia.pdf		
3	workshop	Urban Community Assistance Team	1996	R/UDAT (Regional/Urban Design Assistance Team)	Community mobilization and project definition through professional assistance team working with local officials, volunteer agencies, and residents.	users of sanitation facilities and user of recyclates	http://web.mit.edu/urbanupgrading/upgrading/issues-tools/tools/RUDAT.html	(link from: http://www.wupafrica.org/tools/resources/tools.html)	

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3	analytical methodologies	GENDER ANALYSIS	1995	World Bank and others	SARAR: Gender Analysis as a tool has been utilized by the World Bank in development interventions to (a) identify gender based differences in access to resources to predict how different members of households, groups, and societies will participate in and be affected by planned development interventions; (b) permit planners to achieve the goals of effectiveness, efficiency, equity, and empowerment through designing policy reform and supportive program strategies, and (c) develop training packages to sensitise development staff on gender issues and training strategies for beneficiaries.	users of sanitation facilities and user of recycles, groups of men/ women	http://www.unhabitat.org/cdrom/governance/html/ellop25.htm		
3	Questions / Interviews / Review of literature	On-Plot sanitation in low-income urban communities	1995	Cotton, A./ Franceys, R./ Pickford, J./ Saywell, D. (WEDC)	This document reports findings from Phase I of an Overseas Development Administration funded project concerning on-plot sanitation in low-income areas of urban Africa and Asia. Results from the project's two main tasks — a review of relevant literature and postal surveys (which were carried out simultaneously) are discussed. More than three hundred documents were examined in the review and material relevant to on-plot urban sanitation has been summarized in sections dealing with technical, health and social, and management matters. Alternative technologies are critically reviewed, with special attention given to the relative advantages and disadvantages of each option	users of sanitation facilities, user of recycles, CBOs and self-help groups, NGOs	pdf-file at: http://www.lboro.ac.uk/departments/cv/wedc/publications/ops.htm	On-Plot sanitation in low-income urban communities, ISBN: 0906055555	
3	manual	Together for Water and Sanitation: Tools to Apply a Gender Approach	1994	Bolt, E. (IRC)	This manual describes first the gender approach for water and sanitation and second the tools for applying them. The target is: "The evidence on the importance to integrate women in the projects created a demand for practical guidelines on how to make the participation of women more visible and improve their decision-making roles in planning and implementation."	all stakeholders	http://www.irc.nl/redir/content/download/2563/26447/file/op24e.pdf	http://www.gtz.de/ecosan/download/IRC-together-for-water-and-sanitation.pdf	
3	guidelines	Participatory Learning Approaches	1994	Schoenhuth, M./ Kievelitz, U. (gtz)	This book contains a general introduction to rapid rural appraisal (RRA) and participatory appraisal (PRA), how these can be incorporated into the practical work and the basic elements of important approaches and procedures. Also included are a survey of the principal study methods used in RRA and PRA and a list of recommended general reading about them.	planners and project staff	http://www.gtz.de/participation/download/schoenhuth-kievelitz1995.pdf		
3	studies	Community directed tape recordings	1990	FAO - Food and Agriculture Organisation of the United Nations	A message or story developed by the community can be tape recorded for presentation to the community for analysis, given to local radio stations for broadcasting, used in nearby communities for farmer-to-farmer extension, and/or present to other interested parties such as national governments or donors.	users of sanitation facilities and user of recycles, community	http://www.fao.org/docrep/X5307E/X5307E00.htm#Contents		
3	studies	Community directed videos	1990	FAO - Food and Agriculture Organisation of the United Nations	Community Directed Videos (this includes film) involve the community in all aspects of production, deciding what "story" will be told, choosing the images and ensuring that the video produced truly represents them. With the help of the equipment and a facilitator, a video (or series of videos or films) can be produced for a specific purpose (evaluation, extension, information gathering problem analysis). The video/film can be used within the community, and can also be distributed to others.	users of sanitation facilities and user of recycles	http://www.fao.org/docrep/X5307E/X5307E00.htm#Contents		
3	participatory methods	Community directed visual images	1990	FAO - Food and Agriculture Organisation of the United Nations	This tool includes drawings, photographs, and/or slides which have been "directed" and/or "edited" by the community. They are visual images that insiders choose.	users of sanitation facilities and user of recycles, community groups	http://www.fao.org/docrep/X5307E/X5307E00.htm#Contents		

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3	meeting	Community environmental assessment	1990	FAO - Food and Agriculture Organisation of the United Nations	This tool is used to gather information to analyse the environmental effects of planned and/or completed activities. It provides a framework enabling insiders to make observations and judge the value of the change.	users of sanitation facilities and user of recyclates, community groups	http://www.fao.org/docrep/X5307E/X5307E00.htm#Contents		
3	participatory methods	Drawing and discussion	1990	FAO - Food and Agriculture Organisation of the United Nations	The Drawing and Discussion tool is most useful in a culture with a strong visual tradition. Drawings are produced jointly by the community, or by individuals, and discussions focus around them. When one drawing is produced by a number of people, discussions can centre on the relative importance of each new item introduced to the drawing. When individuals drawings are done these can be compared and/or discussed in a group.	users of sanitation facilities and user of recyclates	http://www.fao.org/docrep/X5307E/X5307E00.htm#Contents		
3	Participatory method	Flannel boards	1990	FAO - Food and Agriculture Organisation of the United Nations	Flannel boards are picture "paste-ups" which can be sequenced or prioritised in any order on a surface on which they stick (hence the name "flannel board"). The paste-ups are pictures of common problems (fire, poverty, soil erosion, drought, increasing population, etc.) and some common solutions to these problems. The subject of the paste-ups and the position or priority (if any) they will have on the flannel board are both discussed. This link also provides access to a large range of other tools for participatory approaches to natural resource management collected by the FAO.	facilitators	http://www.fao.org/docrep/X5307E/X5307E00.htm#Contents		
3	participatory method	Historical Map	1990	FAO - Food and Agriculture Organisation of the United Nations	This tool helps to document the history of a community or beneficiary group, either in pictures, writing or symbols. A timetable (either every five or ten years) is established, going back as far as people can remember. The timetable is focused on a specific subject, such as natural or communal resource management, or sanitary practices and the effect on the surrounding environment..	users of sanitation facilities and user of recyclates, community-groups	http://www.fao.org/docrep/X5307E/X5307E00.htm#Contents		
3	participatory methods	Non-serial posters	1990	World Bank and others	SARAR: This technique uses a set of poster size pictures showing dramatic situations. Used in the context of group discussions, the posters are provided to participants in no particular order and each group is asked to choose a limited number of the posters, usually four, to construct a story about an issue of concern to them. In this way, the tool encourages an atmosphere of creativity and discussion of important community concerns. The posters can cover the communities history, problems, beliefs, practices, and values.	users of sanitation facilities and user of recyclates, community groups	http://web.worldbank.org/WBSITE/EXTERNAL/TOPICS/EXTPOVERTY/EXTSPMA/0,contentMDK:20193715~menuPK:415131~pagePK:148956~piPK:216618~theSitePK:384329,00.html#investigative		
3	analytical methodologies	Participatory action research	1990	FAO - Food and Agriculture Organisation of the United Nations	This describes a continuous cycle in which insiders and outsiders together decide what needs to be researched, design how it will be researched and collect the necessary information. The information is then put into practical applications or used to identify new research ideas. Three examples of Participatory Action Research in an agricultural context are given in this source: Yields, Soil Traps and Research Plots.	users of sanitation facilities and user of recyclates, farmers	http://www.fao.org/docrep/X5307E/X5307E00.htm#Contents		
3	participatory methods	Popular theatre	1990	FAO - Food and Agriculture Organisation of the United Nations	This is a tool to develop awareness through the use of local media such as dance, song, drama and mime. Popular Theatre is different than traditional theatre because rather than mirror and mimic the culture, it shows the contradictions, leaving the audience with unanswered questions upon which to reflect and hopefully seek answers.	users of sanitation facilities and user of recyclates, for a whole community	http://www.fao.org/docrep/X5307E/X5307E00.htm#Contents		
3	participatory methods	Puppet theatre	1990	FAO - Food and Agriculture Organisation of the United Nations	Puppets are used to represent characters which act out the issues and/or story determined by insiders. If an outside professional puppet group is used, the assistance of insiders to develop scripts around the issues is required.	users of sanitation facilities and user of recyclates	http://www.fao.org/docrep/X5307E/X5307E00.htm#Contents		

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3	review of literature	Participation and Education in Community Water Supply and Sanitation Programmes	1989	Wijk-Sijbesma, C.v. (IRC)	This review has been compiled in order to support national development agencies in the design, testing and implementation of community participation and education strategies in water supply and sanitation programmes. It aims to take stock of data and information on community participation and education which could be obtained from the literature and which seemed relevant for a wider readership. For this step: some advice to collect information about the community	all stakeholders, mainly developers and local governments	only hardcover: ISBN 90-6687-004-4	for further information please contact: gtz ecosan project	
3	workshop	Community action planning	1988	Goethert, R. / Hamdi, N. (World Bank Group)	Simple hand-made charts provide frame for documenting and organizing issues in small group interactive workshop sessions.	users of sanitation facilities and user of recycles	http://web.mit.edu/urbanupgrading/upgrading/issuess-tools/tools/Micro-Planning.html	http://www.wupafrica.org/toolkit/resources/tools.html	
3	community-assembled model / conference proceedings or conference recommendations	Interactive Community Planning: Planning for Real	1970	Gibson, T. (Neighborhood Initiatives Foundation)	Community-built model is base to focus public inputs and to initiate workshop sessions with card and chart documentation techniques.	users of sanitation facilities and user of recycles	http://web.mit.edu/urbanupgrading/upgrading/issuess-tools/tools/Planning-for-Real.html	http://www.nifonline.org.uk/	
3	studies	Participatory Rural Appraisal (PRA)	1970	World Bank, Action Aid, AgaKhan Foundation, Ford Foundation, GTZ, SIDA, UNICEF, UNDP and UNCHS	Participatory Rural Appraisal (PRA) is a qualitative survey methodology tool utilised by many organisations to formulate solutions to identified problems. It has been developed for collaborating with local people in analysis and planning and has contributed to the development of action plans and participation strategies. It evolved from a series of qualitative multidisciplinary approaches to learning about local-level conditions and local peoples perspectives, including Rapid Rural Appraisal and Agrosystem Analysis. PRA provides a "basket of techniques" from which those most appropriate for the project context can be selected. The techniques include interviews and discussions, mapping, ranking, and trend analysis.	users of sanitation facilities and user of recycles	http://www.unhabitat.org/cdrom/governance/html/yellop37.htm		
3	analytical methodologies	Three pile sorting		World Bank Group and others	Three pile sorting can be used to assess participants' knowledge and perspectives on a given issue. The tool features a set of cards (each about 5 x 7 inches) depicting behaviors or village conditions that can be interpreted as good, bad, or in-between (usually due to special circumstances). In the case of community health issues, for example, participants place each card in one of three piles, representing good hygiene or health practices, bad hygiene or health practices, and in-between or ambiguous practices. Common behaviors that can be illustrated on the cards include children playing around a water source and damaging it, washing hands with soap, leaving food uncovered, filtering water, swimming in a dirty pond, burning trash, and planting trees or shrubs.	users of sanitation facilities and user of recycles	http://web.worldbank.org/WBSITE/EXTERNAL/TOPICS/EXTPOVERTY/EXTISPM/0,,contentMDK:20193715~menuPK:415131~pagePK:148956~piPK:216618~theSitePK:384329.00.html#analytical		
3	Map, participatory methodology	Participatory Mapping		World Bank Group and others	Another type of mapping exercise are institutional maps, sometimes called Venn or chapati diagrams. Institutional maps are visual representations of the different groups and organisations within a community and their relationships and importance for decision-making. Participants draw circles to depict the different groups. The relative importance of a group is shown by the relative size of its circle. The extent to which the different groups interact with each other is shown by the degree of overlap of the circles in the diagram. Outside institutions with a presence at the community level can also be depicted in the diagram.	users of sanitation facilities and user of recycles	http://web.worldbank.org/WBSITE/EXTERNAL/TOPICS/EXTPOVERTY/EXTISPM/0,,contentMDK:20190393~menuPK:415131~pagePK:148956~piPK:216618~theSitePK:384329.00.html		

Step	Type of tool/methodological approach	Title	Year	Author / Organisation	Brief description of the tool	Target group	Available / Source I	Available / Source II	Comments
3	Map, participatory methodology	Personal Maps		World Bank Group and others	These are maps drawn by individuals rather than groups, which can show the perspectives of different sections of the community (men versus women, rich versus poor), in terms of, for example, the boundaries of the community, the places most important to them, or their vision of how the community could be improved.	users of sanitation facilities and user of recyclates, single persons especially	http://web.worldbank.org/WBSITE/EXTERNAL/TOPICS/EXTPOVERTY/EXTSPMA/0,,contentMDK:20190393~menuPK:415131~pagePK:148956~piPK:216618~theSitePK:384329.00.html ????		
3	participatory methods/ analytical methodologies	Preference ranking		World Bank Group and others	Preference ranking involves participants assessing different items or options, using criteria that they themselves identify. A common form of preference ranking uses a matrix with items/options along the horizontal axis and the elicited criteria along the vertical axis. This technique works well as an introductory exercise in a group discussion as it can reveal interesting differences among group members.	users of sanitation facilities and user of recyclates in groups	http://web.worldbank.org/WBSITE/EXTERNAL/TOPICS/EXTPOVERTY/EXTSPMA/0,,contentMDK:20190393~menuPK:415131~pagePK:148956~piPK:216618~theSitePK:384329.00.html		
3	participatory methods / analytical methodologies	Problem ranking		World Bank Group and others	PRA: A techniques to elicit local people's perceptions of the most important problems they face. One simple method is to ask participants to list their six or so main problems (this could be a general question, or focused on a particular problem area) and then ask them to rank these problems in order of importance. Pairwise ranking uses cards to represent the different problems. The "problem cards" are shown two at a time, each time asking, "Which is the bigger problem?" The results are recorded in a matrix. The final result is obtained by counting the number of times that each problem "won" over the others and arranging them in appropriate order.	users of sanitation facilities and user of recyclates	http://web.worldbank.org/WBSITE/EXTERNAL/TOPICS/EXTPOVERTY/EXTSPMA/0,,contentMDK:20190393~menuPK:415131~pagePK:148956~piPK:216618~theSitePK:384329.00.html		
3	interview	Semi-structured interviews		FAO - Food and Agriculture Organisation of the United Nations and others	Semi-structured interviews are conducted with a fairly open framework which allow for focused, conversational, two-way communication. They can be used both to give and receive information. Unlike the questionnaire framework, where detailed questions are formulated ahead of time, semi structured interviewing starts with more general questions or topics. Relevant topics are initially identified and the possible relationship between these topics and the issues such as availability, expense, effectiveness become the basis for more specific questions which do not need to be prepared in advance. Information on how to carry out semi-structured interviews can be downloaded from the FAO web-site given. This link also provides access to a large range of other tools for participatory approaches to natural resource management collected by the FAO.	Users of sanitation facilities and user of recyclates	http://www.fao.org/docrep/x5307e/x5307e08.htm		
3	country reports	Status/environmental reports		various	These reports summarise the main environmental issues facing a country or region and may be available from a variety of government departments, civil society groups, or international organisations. They may also include important and useful data on the current sanitary situation, as well as other basic information which may be of relevance in assessing the current situation. An example of such reports can be seen on the web link provided.	facilitators, planners, local authorities etc,	http://www.nemaug.org/jinks.htm		

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3	participatory method	transects		Various	Tool that helps highlight details concerning the environmental, economic and social resources in a community. It depicts a cross-section of an area along which a number of issues are recorded. The purpose of a transect is to organise and refine spatial information and to summarise local conditions in the area. The information is gathered from direct observation while walking a straight line through the community. Details on how to perform transect walks can be found under the link to the FAO web-site provided. This link also provides access to a large range of other tools for participatory approaches to natural resource management collected by the FAO.	facilitators, planners, local authorities etc.	http://www.fao.org/Participation/ft_more.jsp?ID=3581		
3	participatory methods / analytical methodologes	Wealth ranking		World Bank Group and others	Wealth or well-being ranking, involves community members identifying and analysing the different wealth groups in a community. It enables evaluators to learn about the socio-economic stratification of project beneficiaries and local people's definitions and indicators of wealth/well-being.	users of sanitation facilities and user of recycles	http://web.worldbank.org/WBSITE/EXTERNAL/TOPICS/EXTPOVERTY/EXTISPM/0..contentMDK:20190393~menuPK:415131~pagePK:148956~piPK:216618~theSitePK:384329,00.html		
3	Documentation	Photo reports			Assessment of actual situation to make visible what's going on, also for those decision makers who have not been present in the transect walk	Decision makers, planners, users of ecosan system	?????		
4	systematic analysis	Social Impact Assessment (SIA)	2004	GWP Global Water Partnership	SIA is a tool used for ensuring systematic analysis of social impacts of a proposed development or policy action, particularly if these are varied and extensive, and/or a proposal is expected to attract extensive opposition. Social impacts include all social and cultural consequences to human populations of any actions that affect the ways in which people live, work, play, relate to one another, organise to meet their needs, and generally cope as members of society. SIA has long been used by social scientists for analysing the conditions, causes and consequences of social phenomena and social life.	all stakeholders	http://gwpforum.netmasters05.netmasters.nl/en/listoftoolsFrame_en.html	http://gwpforum.netmasters05.netmasters.nl/en/content/ol_62B66E06-4279-11D7-8F33-0002A508D0B7.html	
4	economic Instruments	Economic Instruments - Using value and prices for efficiency and equity	2004	GWP Global Water Partnership	Different economic instruments may offer some advantages over other tools, such as providing incentives to change behaviour, raising revenue to help finance necessary adjustments, establishing user priorities and achieving overall cost to society.	Developers, NGOs, Local authorities, governments	http://gwpforum.netmasters05.netmasters.nl/en/listoftoolsFrame_en.html	http://gwpforum.netmasters05.netmasters.nl/en/content/olcategory_453AAD6D-A128-11D5-8F08-0002A508D0B7.html	
4	manual	Open Planning of Sanitation Systems	2004	Kvarnstroem, E. / Petersens, E.a. (EcoSanRes)	Description how to set the terms of requirement (TOR) for a project with methodologies like PHAST/SARAR or LFA. Some examples for TORs for assessing low-cost systems are given. (A short review on common methodologies can be found in the appendix)	facilitator with stakeholders and local government	http://www.ecosanres.org/PDF%20files/ESR%20Publications%202004/ESR3%20web.pdf	http://www.ecosanres.org/news-publications.htm	
4	questionnaires	Offene Fragen zur Verwendung von Urin als Dünger (open questions towards using urine as a fertiliser)	2004		Two pages with questions about the use of urine as a fertiliser.	user of recycles, developers	please contact: www.gtz.de/ecosan/english/		

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4	guidelines	Willingness-to-pay surveys -A streamlined approach-	2003	Wedgwood, A./ Sansom, K. (WEDC)	These guidelines focus on how to carry out Contingent Valuation Surveys (CVS) to assess demand and willingness to pay for water supply services in small towns. The guidelines encourage a rigorous approach, but also explain clearly how to develop the hypothetical Contingent Valuation (CV) scenario to ensure that the results are used as the link between future policy developments and investment decisions for small towns, water supply systems. Section 4.1 outlines appropriate techniques for using straight-forward methods to analyse the data collected during the survey.	researchers, government staff, water sector managers and donor staff	http://www.lboro.ac.uk/wedc/publications/wtps/wtps_insidies.pdf	ISBN 1 84380 014 4	
4	case study, show case project	Improving Sanitation in small towns in Latin America and the Caribbean	2002	Rosensweig, F./ Perez, E./ Environmental Health Project (EHP)	This publication is organised into two sections. Section I provides an overview of the current state-of-the-art on sanitation, identifies the constraints for improving sanitation services in small towns in Latin America and proposes a strategy for improving services. The key principles financial sustainability, extensive consultation with the community and explicit attention to health and environmental issues. Section II is a detailed practical methodology. This section provides the practical guidance for the methodology and is intended for practitioners in small towns. The methodology includes suggestions on the programmatic context for its use and the preparatory steps that need to be taken to ensure that it is being applied in towns where there is a reasonable chance for success. Although the focus for this document is Latin America, the principles and issues discussed should be relevant to other regions and the methodology should be transferable.	facilitators, other interested stakeholders	http://www.phishare.org/files/894_SRLACSanSmTwnsCombinedFINAL.pdf	http://www.gtz.de/ecosan/download/EHP-sanitation-latinamerica-caribbean.pdf	
4	analytical methodologies	Participatory planning for integrated rural supply and sanitation programmes: Guidelines & Manual	2002	Ockelford, J. / Reed, R.A. (WEDC)	One chart that kann help on choosing specific objectives		Participatory planning for integrated rural supply and sanitation programmes: Guidelines & Manual, ISBN:090605575X	http://wedc.lboro.ac.uk/publications/details.php?book=1%2084380%20032%202	
4	interview techniques	Water for Africa: Tool Kit for Key Informant Interviews and Focus Groups	2002	Water for people	This toolkit contains three sections: Research Basics, Key Informant Interviews and Focus Groups. The first part of the manual gives you a brief introduction to this research project, contact information for technical assistance, and information deemed essential for carrying out quality research. The second part of this manual provides you with step-by-step directions on how to plan and conduct a key informant interview. In addition, it provides useful tips for handling "unexpected" problems, as well as ideas on how to enhance listening skills so that you will become an efficient and effective interviewer/note taker. Finally, this section provides you with the appropriate interview forms, including a verbal consent script that you will read to your respondents before conducting the interview.	CBOs and self-help groups, NGOs, local authorities, service providers	http://www.waterforpeople.org/WaterForAfrica/WFA%20Downloads/WaterAfrica%20Training%20Manual.pdf	http://www.waterforpeople.org/WaterForAfrica/WFAImpact.htm	
4	assessment methodology	Sustainability planning and monitoring in community water supply and sanitation	2002	Mukherjee, N. / Wijk, C.v. (WSP/IRC)	A Guide on the Methodology for Participatory Assessment (MPA) for Community-Driven Development Programs. To obtain and analyse quantitative and qualitative information on community-managed services	specific community groups	http://www.wsp.org/publications/mpa_2003.pdf		

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4	Planning techniques	Force-field analysis	2001	World Bank	Force-field analysis is another visual technique based on "before" and "after" scenarios. Force-field analysis has proven particularly useful in workshops with project staff or senior officials as a way of generating a shared vision of a future goal and an agreed strategy for achieving the goal. The technique also facilitates the identification of potential barriers to change. To stimulate discussion of the possibilities and constraints to improving agricultural production, for example, a "before" scenario that illustrates a field of very low quality and a diseased maize crop could be contrasted with an "improved" picture of a healthy crop. This techniques can be adapted for use with communities, using pictures instead of text.	users of sanitation facilities and user of recycles	http://www.worldbank.org/wbi/sourcebook/sbxf06.htm		
4	analysis of demand drivers	Identifying Demand Drivers for Sanitation Technologies	2001	Salifu, L.Y. (WSP - Africa)	This paper describes some demand drivers for the use of ecosan facilities in African countries.	CBOs and self-help groups, NGOs, local authorities, service providers	http://www.gtz.de/ecosan/download/WSP-identifying-demand-drivers.pdf		
4	participatory methodologies	Guide for Participatory Appraisal, Monitoring and Evaluation (PAME)	2000	Harvey (The Mvula Trust)	The intention of this guide is to familiarise community development workers with the knowledge and skills required for using participatory development methodologies. This guide should be seen as a reference and resource manual that will help guide development workers new to this field. This manual should preferably be introduced to development workers with a significant experiential training programme facilitated by skilled development workers / trainers.	facilitators from local authorities or governments ; development workers/planners	http://www.mvula.co.za/resources/reports/Guide_for_Participatory_Appraisal_Monitoring_and_Evaluation.pdf	http://www.mvula.co.za/index.html	
4	guidelines	Strategic planning for municipal sanitation	2000	GHK Research and Training	This guide is about improving sanitation conditions in the rapidly growing towns and cities of the "South". The guide assumes the need to think, plan and act strategically to solve these problems but it emphasises that a strategy will only be successful if it is based on a sound understanding of existing conditions, constraints and opportunities. Under these topics a lot of different steps, methodologies, aspects and tools are mentioned.	all stakeholders	only hardcover?		
4	making methodologies, guidelines	Formulating Issue Specific Strategies and Action Plans	1999	UNCHS (Habitat) / UNEP	This Source Book gives a detailed and carefully-structured explanation of how to formulate issue specific strategies and action plans as part of a participatory urban decision-making process. It is aimed at professionals and practitioners, as well as working group participants and others who will actually be charged with preparing strategies and action plans.	users of sanitation facilities and user of recycles	http://www.unhabitat.org/cdrom/governance/html/ellop13.htm		
4	questions / interviews	DFID Guidance Manual on Water Supply and Sanitation Programmes	1998	WELL	Questions relative to all steps of one project (see longer description in Step 0)	users of sanitation facilities and user of recycles	http://www.lboro.ac.uk/well/resources/Publications/guidance-manual/guidance-manual.htm	http://wedc.lboro.ac.uk/publications/details.php?book=0%20906055%2058%20X	
4	workshop	ZOPP - Objective Oriented Project Planning ("Ziel-Orientierte Projekt Planung")	1998	Deutsche Gesellschaft für Technische Zusammenarbeit (GTZ - German Technical Cooperation)	Rigorous approach uses cards to solicit inputs and to document issues leading to a 'logical project framework' which summaries entire project	users of sanitation facilities and user of recycles	http://www.unhabitat.org/cdrom/governance/html/ellop29.htm	http://web.mit.edu/urbanupgrading/upgrading/issues-tools/tools/ZOPP.html	

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4	participatory methods	Participation and social assessment	1998	Rietbergen-McCracken, J. / Narayan, D. (World Bank)	Software-Hardware-Exercise: This technique provides the basis for discussion between project staff and local people about the necessary components of project planning: both "hardware" activities (that is, those related to technical inputs and the physical infrastructure of the project) and "software" activities (or those related to organisational and capacity-building efforts). In participating in the game, participants are made aware of the value of integrating software concerns into hardware plans and vice versa, which can help to reconcile the need to promote people's participation with the need to meet hardware deadlines.	users of sanitation facilities and user of recyclates	Participation and Social Assessment, ISBN: 0-8213-4186-3, e-mail: books@worldbank.org	http://www-wds.worldbank.org/servlet/WDSDIbank_Servlet?pcont=details&eid=000009265_3980624143608	
4	Discussion/interviews	Focus group interviews	1997	Various e.g. Borrini-Feyerabend (IUCN)	Focus group interviews were developed in market-research to determine customer's preferences and expectations. Since the 1980s they have been used increasingly for sociological studies and in participatory research, particularly research to identify and describe group perceptions, attitudes and needs.	Specific stakeholders; users of sanitation facilities and user of recyclates	http://www.iucn.org/themes/spg/Files/beyond_fences/bf_section5_1.html-5.2.2		
4	participatory methods	Group Brainstorming	1997	Various	Aims at eliciting individual views on a given issue. (e.g. the full range of possible actions that could be undertaken) and is usually followed by a discussion (for instance for the group to work out which suggestions are feasible). The process is usually started by an open-ended question — not suggestive but provocative — from the facilitator about a particular issue	used by facilitator with groups of stakeholders	http://www.fao.org/Participation/ft_more.jsp?ID=620	http://www.iucn.org/themes/spg/Files/beyond_fences/bf_section5_3.html#5.3.1	
4	participatory Method	Ranking exercises	1997	Various e.g. Borrini-Feyerabend (IUCN)	Ranking is a tool for reaching a group consensus on a course of action to be adopted, and for setting priorities. It can be used when individual opinions must be consolidated into a group decision. Ranking can also be used to identify and quantify needs.	All stakeholders especially users of facilities and recyclates	http://www.iucn.org/themes/spg/Files/beyond_fences/bf_section5_3.html-5.3.5		
4	participatory Method	Trend analysis	1997	Borrini-Feyerabend (IUCN)	The purpose of trend analysis is to assess changes over time. Often, it is used to raise the awareness of people about phenomena that accumulate rather slowly (e.g. soil degradation, population dynamics).	users of facilities and recyclates	http://www.iucn.org/themes/spg/Files/beyond_fences/bf_section5_2.html-5.2.6		
4	participatory methods	Community participation, in: SANITATION AND COMMUNICATION SITUATION ANALYSIS	1997	Wegelin-Shuringa, IRC International Water and Sanitation Centre and Ikumi - NETWAS	Refers of the empowerment of the people. The community must engage in some of the following: identify problems, decide how can they be overcome, make plans and seek for solution. It all so evolves capacity building of communities to organise manage and sustain services	users of sanitation facilities and user of recyclates	http://www.gtz.de/ecosan/download/ecosan-analysis-zambia.pdf (page 23)		
4	participatory methodologies	Participatory Hygiene and Sanitation Transformation (PHAST)	1997	Simpson-Hebert, M./ Sawyer, R./ Clarke, L. (WHO / UNDP)	It is an innovative approach designed to promote hygiene behaviours, sanitation improvements and community management of water and sanitation facilities using specifically developed participatory techniques. This document describes the underlying principles of the approach, the development of the specific participatory tools, and the results of the field tests done in four African countries.	Developers, Service Providers, User of recyclates	http://www.who.int/docstore/water_sanitation_health/Environmental_sanitation/PHAST/phast96-11/96-11index.htm	http://www.gtz.de/ecosan/download/WHO-PHAST-initiative.pdf	Approach not just for a single step
4	workshop	Urban Community Assistance Team	1996	R/UDAT (Regional/Urban Design Assistance Team)	Community mobilization and project definition through outside professional assistance team working with local officials, volunteer agencies, and residents	users of sanitation facilities and user of recyclates	http://web.mit.edu/urbanupgrading/upgrading/issuess-tools/tools/RUDAT.html	(link from: http://www.wupafrica.org/toolkit/resources/tools.html)	
4	manual	Together for Water and Sanitation: Tools to Apply a Gender Approach	1994	Bolt, E. (IRC)	This manual describes first the gender approach for water and sanitation and second the tools for applying them. The target is: "The evidence on the importance to integrate women in the projects created a demand for practical guidelines on how to make the participation of women more visible and improve their decision-making roles in planning and implementation."	all stakeholders	http://www.irc.nl/redirect/download/2563/26447/file/op24e.pdf	http://www.gtz.de/ecosan/download/IRC-together-for-water-and-sanitation.pdf	

Step	Type of tool/methodological approach	Title	Year	Author / Organisation	Brief description of the tool	Target group	Available / Source I	Available / Source II	Comments
4	interview	Semi-structured interviews	1990	Various, here: Food and Agriculture Organization of the United Nations (FAO)	Semi-structured interviews are conducted with a fairly open framework which allow for focused, conversational, two-way communication. They can be used both to give and receive information. Unlike the questionnaire framework, where detailed questions are formulated ahead of time, semi structured interviewing starts with more general questions or topics. Relevant topics are initially identified and the possible relationship between these topics and the issues such as availability, expense, effectiveness become the basis for more specific questions which do not need to be prepared in advance.	all stakeholders	http://www.fao.org/docrep/x5307e/x5307e08.htm	http://www.dep.org.uk/cities/Evaluation/Interviews.htm	
4	participatory method	Flannel boards	1990	FAO - Food and Agriculture Organisation of the United Nations	Flannel boards are picture "paste-ups" which can be sequenced or prioritised in any order on a surface on which they stick (hence the name "flannel board"). The paste-ups are pictures of common problems (fire, poverty, soil erosion, drought, increasing population, etc.) and some common solutions to these problems. The subject of the paste-ups and	facilitators	http://www.fao.org/docrep/x5307e/x5307e00.htm#Contents		
4	meeting	Group meeting	1990	FAO - Food and Agriculture Organisation of the United Nations	A group meeting is a coming together of people with different ideas about a specific purpose. Meetings generally have a facilitator who encourages two-way communication. Smaller focus group meetings can be made up of people with common concerns (women, herders, people who are poor) and can speak comfortably together, share common problems and a common purpose. The outputs from focus group meetings can be presented to larger group meetings, giving a "voice" to those in the community who are unable to speak up in a larger meeting	all stakeholders (it may at times be practical to arrange a series of meetings for different stakeholders to attend rather than one meeting for all)	http://www.fao.org/docrep/x5307e/x5307e00.htm#Contents		
4	workshop	Community action planning	1988	Goethert, R. / Hamdi, N. (World Bank Group)	Simple hand-made charts provide frame for documenting and organizing issues in small group interactive workshop sessions	users of sanitation facilities and user of recycles	http://web.mit.edu/urbanupgrading/upgrading/issuess-tools/tools/Micro-Planning.html	(link from: http://www.wupafrika.org/toolkit/resources/tools.html)	
4	participatory methods	Interactive Community Planning: Planning for Real	1970	Gibson, T. (Neighborhood Initiatives Foundation)	Community-built model is base to focus public inputs and to initiate workshop sessions with card and chart documentation techniques.	users of sanitation facilities and user of recycles	http://web.mit.edu/urbanupgrading/issuess-tools/tools/Planning-for-Real.html	http://www.nifonline.org.uk/	
4	studies	Participatory Rural Appraisal (PRA)	1970	World Bank, Action Aid, AgaKhan Foundation, Ford Foundation, GTZ, SIDA, UNICEF, UNDP and UNCHS	Participatory Rural Appraisal (PRA) is a qualitative survey methodology tool utilised by many organisations to formulate solutions to identified problems. It has been developed for collaborating with local people in analysis and planning and has contributed to the development of action plans and participation strategies. It evolved from a series of qualitative multidisciplinary approaches to learning about local-level conditions and local peoples perspectives, including Rapid Rural Appraisal and Agrosystem Analysis. PRA provides a "basket of techniques" from which those most appropriate for the project context can be selected. The techniques include interviews and discussions, mapping, ranking, and trend analysis.	users of sanitation facilities and user of recycles	http://www.unhabitat.org/cdrom/governance/html/yellop37.htm		
5	Report technical data sheets	Ecological Sanitation	2004	Winblad, U. et al. (SEI)	Many Technological Options	users of sanitation facilities, user of recycles, CBOs and self-help groups, NGOs	http://www.ecosanres.org/PDF%20files/Ecological%20Sanitation%202004.pdf		

Step	Type of tool/methodological approach	Title	Year	Author / Organisation	Brief description of the tool	Target group	Available / Source I	Available / Source II	Comments
5	systematic analysis	Environmental Impact Assessment (EIA)	2004	GWP Global Water Partnership	Environmental Impact Assessment (EIA) is a tool for anticipating the environmental effects of policy changes and new developments, enabling the incorporation of management or control measures into project and policy design. It is routinely used all around the world to improve the planning of projects and is increasingly being used to examine strategies, policies, plans, and sector programmes, when it is known as Strategic EIA or Strategic Environmental Assessment (SEA). EIA is required when projects are likely to have significant effects on the environment.	all stakeholders	http://gwpforum.netmasters05.netmasters.nl/en/listoftoolsFrame_en.html	http://gwpforum.netmasters05.netmasters.nl/en/content/tool_62B66DF6-4279-11D7-8F33-0002A508D0B7.html	
5	manual	Child-Friendly hygiene and Sanitation facilities in schools	2004	Zornerplaag, J. / Mooijman, A.	This booklet takes a non-traditional look at school hygiene and sanitation facilities in pre-school, primary and secondary schools. It aims to provide guidelines for the design of child-friendly facilities that are part of the learning environment, and that not only 'facilitate', but also enable, stimulate and promote appropriate hygiene practices.	different stakeholders	http://www.irc.nl/page/9587		
5	case study, show case project	Improving Sanitation in small towns in Latin America and the Caribbean	2002	Rosensweig, F./ Perez, E./ Environmental Health Project (EHP)	This publication is organised into two sections. Section I provides an overview of the current state-of-the-art on sanitation, identifies the constraints for improving sanitation services in small towns in Latin America and proposes a strategy for improving services. The key principles financial sustainability, extensive consultation with the community and explicit attention to health and environmental issues. Section II is a detailed practical methodology. This section provides the practical guidance for the methodology and is intended for practitioners in small towns. The methodology includes suggestions on the programmatic context for its use and the preparatory steps that need to be taken to ensure that it is being applied in towns where there is a reasonable chance for success. Although the focus for this document is Latin America, the principles and issues discussed should be relevant to other regions and the methodology should be transferable.	facilitators, other interested stakeholders	http://www.phishare.org/files/894_SRLACSanSmTwnsCombinedFINAL.pdf	http://www.gtz.de/ecosan/download/EHP-sanitation-latinamerica-caribbean.pdf	
5	studies	Sanitation technology options	2002	National sanitation Task Team	Many technical options	users of sanitation facilities, user of recyclates, CBOs and self-help groups, NGOs	xqa@dwaf.pwv.gov.za	http://www.wupafrica.org/toolkit/resources/tools.html	
5	guidelines	Designing water supply and sanitation projects to meet demand in rural and peri-urban communities	2002	Deverill, P. / Bibby, S. / Wedgwood, A. / Smout, I. (WEDC)	"Reviewing potential options" is a chapter in this book. Some techniques are introduced. General description: These guidelines are the result of two years collaborative research undertaken by WEDC with partners in Africa and South Asia. They demonstrate how water supply and sanitation projects in rural and peri-urban areas can be designed to meet user demand. The aim is to improve the use and sustainability of the services provided.	practitioners- engineers, social facilitators, financial specialists and managers	http://wedc.lboro.ac.uk/publications/details.php?book=1%2084380%20006%203		

Step	Type of tool/methodological approach	Title	Year	Author / Organisation	Brief description of the tool	Target group	Available / Source I	Available / Source II	Comments
5	guidelines	Verbesserung der Entsorgung in städtischen Armutsgebieten - Baustein 1: Technische Konzepte (Waste-management improvement in urban poor areas - module 1: technical concepts)	2002	Deutsche Gesellschaft für Technische Zusammenarbeit (GTZ - German Technical Cooperation)	A first module documents technical solutions to sanitation and waste management which have proven appropriate and successful in previous practice. It further develops criteria how to assess whether a technical solution is appropriate in a given context.	user of recycles, CBOs, NGOs, local authorities, service providers and developers	http://www.gtz.de/themen/environment-infrastructure/download/entsorgung-1-technische-konzepte.pdf	or contact: gtz.ecosan.project	
5	Participatory methodologies / participatory methods	Guide for Participatory Appraisal, Monitoring and Evaluation (PAME)	2000	Harvey, E. (Mvula Trust)	Tools and activities to help train facilitators: Activities that can hold on the integration of the group, the may be physical or intellectual activities. Plays to bring trustful atmosphere.	users of sanitation facilities, user of recycles and useful for the facilitator of the process	http://www.mvula.co.za/resources/reports/Guide_for_Participatory_Appraisal_Monitoring_and_Evaluation.pdf	http://www.mvula.co.za/index.html	
5	guidelines	Strategic planning for municipal sanitation	2000	GHK Research and Training	This guide is about improving sanitation conditions in the rapidly growing towns and cities of the "South". The guide assumes the need to think, plan and act strategically to solve these problems but it emphasises that a strategy will only be successful if it is based on a sound understanding of existing conditions, constraints and opportunities. Under these topics a lot of different steps, methodologies, aspects and tools are mentioned. here: e.g. how to decide between different options	all stakeholders	only hardcover?		
5	manual	Ecological sanitation in Zimbabwe	1999	Morgan, P.	This manual contains a lot of construction manual for different latrine types and different possibilities to use the excreta.	service providers, users of sanitation facilities and users of recycles	http://aquamor.tripod.com/index.html	some information on the website, and hardcover books	
5	questions / interviews	DFID Guidance Manual on Water Supply and Sanitation Programmes	1998	WELL	Questions relative to all steps of one project (see longer description in Step 0)	users of sanitation facilities and user of recycles	http://www.lboro.ac.uk/well/resources/Publications/guidance-manual/guidance-manual.htm	http://wedc.lboro.ac.uk/publications/details.php?book=0%20906055%2058%20X	
5	workshop	ZOPP - Objective Oriented Project Planning ("Ziel-Orientierte Projekt Planung")	1998	Deutsche Gesellschaft für Technische Zusammenarbeit (GTZ - German Technical Cooperation)	Rigorous approach uses cards to solicit inputs and to document issues leading to a 'logical project framework' which summaries entire project	users of sanitation facilities and user of recycles	http://www.unhabitat.org/cdrom/governance/html/yellop29.htm	http://web.mit.edu/urbanupgrading/upgrading/issues-tools/tools/ZOPP.html	
5	Report technical data sheets	DFID Guidance Manual on Water Supply and Sanitation Programmes	1998	WELL	Health aspects of dry sanitation with waste reuse and many technical options	users of sanitation facilities, user of recycles, CBOs and self-help groups, NGOs	http://www.lboro.ac.uk/well/resources/Publications/guidance-manual/guidance-manual.htm	http://wedc.lboro.ac.uk/publications/details.php?book=0%20906055%2058%20X	
5	workshop	Technological options	1998	SANEX computermodel	A lot of technological options	users of sanitation facilities, user of recycles, CBOs and self-help groups, NGOs	http://www.rekel.nl/water/nepal_workshop/sanex/sheets.htm		

Step	Type of tool/methodological approach	Title	Year	Author / Organisation	Brief description of the tool	Target group	Available / Source I	Available / Source II	Comments
5	Study technical data sheets	On-Plot sanitation in low-income urban communities	1995	Colton, A./ Franceys, R./ Pickford, J./ Saywell, D. (WEDC)	Many Technological Options	users of sanitation facilities, user of recyclates, CBOs and self-help groups, NGOs	pdf-file at: http://www.lboro.ac.uk/departments/cv/wedc/publications/opsi.htm	On-Plot sanitation in low-income urban communities, ISBN: 0906055555	
5	manual	Together for Water and Sanitation: Tools to Apply a Gender Approach	1994	Bolt, E. (IRC)	This manual describes first the gender approach for water and sanitation and second the tools for applying them. The target is: "The evidence on the importance to integrate women in the projects created a demand for practical guidelines on how to make the participation of women more visible and improve their decision-making roles in planning and implementation."	all stakeholders	http://www.irc.nl/redir/content/download/2563/26447/file/op24e.pdf	http://www.gtz.de/ecosan/download/IRC-together-for-water-and-sanitation.pdf	
5	workshop	Urban Community Assistance Team	1992	R/UDAT (Regional/Urban Design Assistance Team)	Community mobilization and project definition through outside professional assistance team working with local officials, volunteer agencies, and residents	users of sanitation facilities and user of recyclates	http://web.mit.edu/urbanupgrading/upgrading/issues-tools/RUDAT.html	(link from: http://www.wupafrica.org/toolkit/resources/tools.html)	
5	guidelines	A guide to the development of on-site sanitation	1992	Franceys, R./ Pickford, J./ Reed, R. (WHO)	These guidelines offer a lot of sanitary possibilities to choose from. Some construction manuals are given for example.	all stakeholders	http://www.who.int/docstore/water_sanitation_health/onsitesan/	and hardcover: ISBN 92 4 154443 0	
5	Participatory method	Flannel boards	1990	FAO - Food and Agriculture Organisation of the United Nations	Flannel boards are picture "paste-ups" which can be sequenced or prioritised in any order on a surface on which they stick (hence the name "flannel board"). The paste-ups are pictures of common problems (fire, poverty, soil erosion, drought, increasing population, etc.) and some common solutions to these problems. The subject of the paste-ups and the position or priority (if any) they will have on the flannel board are both discussed. This link also provides access to a large range of other tools for participatory approaches to natural resource management collected by the FAO.	facilitators	http://www.fao.org/docrep/X5307E/X5307E00.htm#Contents		
5	Participatory methodology / participatory methods	Ranking, rating and sorting	1990	FAO - Food and Agriculture Organisation of the United Nations	The Ranking, Rating and Sorting tools are simple and inexpensive ways to obtain information about: why people make certain choices, (or have certain opinions) how many people in the community make certain choices, (opinions) and the choices they make. For example, this tool can be used to gain information on the reasons why farmers choose to plant some tree varieties rather than others; or why forestry staff decide to promote a certain species in preference of others. The results and reasons for the choicest opinions are recorded and compared. This tool provides insight to individual or group decision-making and identifies the criteria that people use to select certain items or activities. When used with different groups and compared, it can pin-point the differences in perception between groups such as those with land and landless. or insiders and outsiders.	users of sanitation facilities and user of recyclates	http://www.fao.org/docrep/X5307E/X5307E00.htm#Contents		

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5	review of literature	Participation and Education in Community Water Supply and Sanitation Programmes	1988	Wijk-Sijbesma, C.v. (IRC)	This review has been compiled in order to support national development agencies in the design, testing and implementation of community participation and education strategies in water supply and sanitation programmes. It aims to take stock of data and information on community participation and education which could be obtained from the literature and which seemed relevant for a wider readership. For this step: how to establish the environmental sanitation facilities	all stakeholders, mainly developers and local governments	only hardcover: ISBN 90-6687-004-4	for further information please contact: gtz ecosan project	
5	workshop	Community action planning	1988	Goethert, R. / Hamdi, N. (World Bank Group)	Simple hand-made charts provide frame for documenting and organizing issues in small group interactive workshop sessions	users of sanitation facilities and user of recycles	http://web.mit.edu/urbanupgrading/upgrading/issuess-tools/tools/Micro-Planning.html	http://www.wupafrica.org/toolkit/resources/tools.html	
5	manual	Appropriate Technology for Water Supply and Sanitation	1982	Mara, D.D. (World Bank)	This short manual gives an overview of different low-cost sanitation technologies and presents a general methodology for low-cost sanitation program planning.	planners, developers	only hardcover (Soz 056)	for further information please contact: gtz ecosan project	
5	technical options	Rural Sanitation - technology options	1981	Institute of Social Studies Trust	Different technical possibilities for conventional sanitation. Examples for septic tanks and bio-gas equipments.	service providers, users of sanitation facilities and users of recycles	only hardcover available	for further information please contact: gtz ecosan project	
5	community-assembled model meetings, conference proceeding	Interactive Community Planning: Planning for Real	1970	Gibson, T. (Neighborhood Initiatives Foundation)	Community-built model is base to focus public inputs and to initiate workshop sessions with card and chart documentation techniques.	users of sanitation facilities and user of recycles	http://web.mit.edu/urbanupgrading/upgrading/issuess-tools/tools/Planning-for-Real.html	http://www.nifonline.org.uk/	
5	Technical know-how Data sheet	EcoSan engineering handbook		not yet available	A technical handbook for engineers and planners on EcoSan principles and concepts, modern technologies and planning methods.	planners, engineers useful for the facilitator of the process	Not yet available Contact: EcoSan Club, Neulerchenfelderstr. 9/32, A-1160 Vienna, Austria, E-Mail: office@ecosan.at for more information		
5	Data sheet	Technical data sheets		GTZ ecosan project	These present technical information on various technical components of ecosan systems, their range of applications, preliminary design information, economic data, etc.	Local authorities, service providers, developers and investors, possibly also the users of the sanitation facilities and the recycles	Not yet available. Contact: GTZ sector project ecosan GTZ GmbH, Postfach 5180, 65726 Eschborn, Germany, Fax ++49 - 6196 - 79 - 7458, E-Mail: ecosan@gtz.de for more information		
6	data sheet	Technical data sheets	2004	GTZ ecosan project	These present technical information on various technical components of ecosan systems, their range of applications, preliminary design information, economic data, etc.	Local authorities, service providers, developers and investors, possibly also the users of the sanitation facilities and the recycles	Not yet available. Contact: GTZ sector project ecosan GTZ GmbH, Postfach 5180, 65726 Eschborn, Germany, Fax ++49 - 6196 - 79 - 7458, E-Mail: ecosan@gtz.de for more information		
6	manual	Open Planning of Sanitation Systems	2004	Kvarnstrom, E. / Petersens, E.a. (EcoSanRes)	Short description on the choice of the most appropriate solution using different tools like the "Sanitation Option" or the matrix scoring exercise. (A short review on common methodologies can be found in the appendix	all involved stakeholders	http://www.ecosanres.org/PDF%20files/ESR%20Publications%202004/ESR3%20web.pdf	http://www.ecosanres.org/news-publications.htm	

Step	Type of tool/methodological approach	Title	Year	Author / Organisation	Brief description of the tool	Target group	Available / Source I	Available / Source II	Comments
6	case study, show case project	Improving Sanitation in small towns in Latin America and the Caribbean	2002	Rosensweig, F./ Perez, E./ Environmental Health Project (EHP)	This publication is organised into two sections. Section I provides an overview of the current state-of-the-art on sanitation, identifies the constraints for improving sanitation services in small towns in Latin America and proposes a strategy for improving services. The key principles financial sustainability, extensive consultation with the community and explicit attention to health and environmental issues. Section II is a detailed practical methodology. This section provides the practical guidance for the methodology and is intended for practitioners in small towns. The methodology includes suggestions on the programmatic context for its use and the preparatory steps that need to be taken to ensure that it is being applied in towns where there is a reasonable chance for success. Although the focus for this document is Latin America, the principles and issues discussed should be relevant to other regions and the methodology should be transferable.	facilitators, other interested stakeholders	http://www.phishare.org/files/894_SRLACSanSmTwnsCombinedFINAL.pdf	http://www.gtz.de/ecosan/download/EHP-sanitation-latinamerica-caribbean.pdf	
6	report, guidelines	Participatory planning for integrated rural supply and sanitation programmes: Guidelines & Manual	2002	Ockelford, J. / Reed, R.A. (WEDC)	Until the programme is implemented, the Programme Design Report is the primary product of the Preparation Project.	users of sanitation facilities and user of recycles	Participatory planning for integrated rural supply and sanitation programmes: Guidelines & Manual, ISBN:090605575X	http://wedc.lboro.ac.uk/publications/details.php?book=1%2084380%20032%202	
6	report, guidelines	Participatory planning for integrated rural supply and sanitation programmes: Guidelines & Manual	2002	Ockelford, J. / Reed, R.A. (WEDC)	Until the programme is implemented, the Programme Design Report is the primary product of the Preparation Project.	users of sanitation facilities and user of recycles	Participatory planning for integrated rural supply and sanitation programmes: Guidelines & Manual, ISBN:090605575X	http://wedc.lboro.ac.uk/publications/details.php?book=1%2084380%20032%202	
6	work group, participatory methods	Conflict Resolution	2001	UN-HABITAT	Conflict resolution is an important tool for striking a balance among strategic options and competing interests	users of sanitation facilities and user of recycles	http://www.unhabitat.org/cdrom/governance/html/cr.htm		
6	participatory methodologies, methods	Guide for Participatory Appraisal, Monitoring and Evaluation (PAME)	2000	Harvey, E. (Mvula Trust)	Tools and activities to help train facilitators: Activities that can hold on the integration of the group, the may be physical or intellectual activities. Plays to bring trustful atmosphere.	users of sanitation facilities and user of recycles	http://www.mvula.co.za/resources/reports/Guide_for_Participatory_Appraisal_Monitoring_and_Evaluation.pdf	http://www.mvula.co.za/index.html	
6	evaluation tool, analytical methodologies	The Scenario Manager	2000	Reed, M./ Coleman, J. / Zoppou, C. (CSIRO Land and Water)	The Scenario Manager has been designed to enable the evaluation of integrated urban water systems, comprising water supply, wastewater and stormwater treatment and disposal infrastructure.	Evaluation of tools and tool combinations / Decision support	http://www.cmit.csiro.au/innovation/2000-12/pdf/scenario.pdf		
6	guidelines	Strategic planning for municipal sanitation	2000	GHK Research and Training	This guide is about improving sanitation conditions in the rapidly growing towns and cities of the "South". The guide assumes the need to think, plan and act strategically to solve these problems but it emphasises that a strategy will only be successful if it is based on a sound understanding of existing conditions, constraints and opportunities. Under these topics a lot of different steps, methodologies, aspects and tools are mentioned. here: e.g. willingness and ability to pay	all stakeholders	only hardcover?		
6	making methodologies, guidelines	Formulating Issue Specific Strategies and Action Plans	1999	UNCHS (Habitat) / UNEP	This Source Book gives a detailed and carefully-structured explanation of how to formulate issue specific strategies and action plans as part of a participatory urban decision-making process. It is aimed at professionals and practitioners, as well as working group participants and others who will actually be charged with preparing strategies and action plans. Found on Web-Site	users of sanitation facilities and user of recycles	http://www.unhabitat.org/cdrom/governance/html/yellop13.htm		

Step	Type of tool/methodological approach	Title	Year	Author / Organisation	Brief description of the tool	Target group	Available / Source I	Available / Source II	Comments
6	questions, interviews	DFID Guidance Manual on Water Supply and Sanitation Programmes	1998	WELL	Questions relative to all steps of one project (see longer description in Step 0)	users of sanitation facilities and user of recycles	http://www.lboro.ac.uk/web/resources/Publications/guidance-manual/guidance-manual.htm	http://wedc.lboro.ac.uk/publications/details.php?book=0%20906055%2058%20X	
6	workshop	ZOPP - Objective Oriented Project Planning ("Ziel-Orientierte Projekt Planung")	1998	Deutsche Gesellschaft für Technische Zusammenarbeit (GTZ - German Technical Cooperation)	Rigorous approach uses cards to solicit inputs and to document issues leading to a 'logical project framework' which summaries entire project.	users of sanitation facilities and user of recycles	http://www.unhabitat.org/cdrom/governance/html/elop29.htm	http://web.mit.edu/urbanupgrading/upgrading/issues-tools/tools/ZOPP.html	
6	participatory methods	Community participation	1997	Wegelin-Shuringa, M. / Ikumi, P. (IRC & NETWAS)	Refers of the empowerment of the people. The community must engage in some of the following: identify problems, decide how can they are overcome, make plans and seek for solution. It all so evolves capacity bildind of communities to organise manage and sustain services	users of sanitation facilities and user of recycles	http://www.gtz.de/ecosan/download/ecosan-analysis-zambia.pdf		
6	manual	Together for Water and Sanitation: Tools to Apply a Gender Approach	1994	Bolt, E. (IRC)	This manual describes first the gender approach for water and sanitation and second the tools for applying them. The target is: "The evidence on the importance to integrate women in the projects created a demand for practical guidelines on how to make the participation of women more visible and improve their decision-making roles in planning and implementation."	all stakeholders	http://www.irc.nl/redirect/download/2563/26447/file/op24e.pdf	http://www.gtz.de/ecosan/download/IRC-together-for-water-and-sanitation.pdf	
6	workshop	Urban Community Assistance Team	1992	R/UDAT (Regional/Urban Design Assistance Team)	Community mobilization and project definition through outside professional assistance team working with local officials, volunteer agencies, and residents.	users of sanitation facilities and user of recycles	http://web.mit.edu/urbanupgrading/upgrading/issues-tools/tools/RUDAT.html	(link from: http://www.wupafrica.org/toolkit/resources/tools.html)	
6	guidelines	A guide to the development of on-site sanitation	1992	Franceys, R./ Pickford, J./ Reed, R. (WHO)	Different techniques to select a feasible solution are described. Especially a decision tree with several steps is explained.	all stakeholders	http://www.who.int/docstore/water_sanitation_health/onsitesan/	and hardcover: ISBN 92 4 154443 0	
6	meeting	Group meeting	1990	FAO - Food and Agriculture Organisation of the United Nations	A meeting is a coming together of people for a specific purpose. Meetings generally have a facilitator who encourages two-way communication. Smaller focus group meetings can be made up of people with common concerns (women, herders, people who are poor) and can speak comfortably together, share common problems and a common purpose. The outputs from focus group meetings can be presented to larger group meetings, giving a "voice" to those in the community who are unable to speak up in a larger meeting	All stakeholders (it may at times be practical to arrange a series of meetings for different stakeholders to attend rather than one meeting for all)	http://www.fao.org/docrep/X5307E/X5307E00.htm#Contents		
6	workshop	Community action planning	1988	Goethert, R. / Hamdi, N. (World Bank Group)	Simple hand-made charts provide frame for documenting and organizing issues in small group interactive workshop sessions	users of sanitation facilities and user of recycles	http://web.mit.edu/urbanupgrading/upgrading/issues-tools/tools/Micro-Planning.html	(link from: http://www.wupafrica.org/toolkit/resources/tools.html)	

Step	Type of tool/methodological approach	Title	Year	Author / Organisation	Brief description of the tool	Target group	Available / Source I	Available / Source II	Comments
6	community-assembled model, meetings, conference recommendations	Interactive Community Planning: Planning for Real	1970	Gibson, T. (Neighborhood Initiatives Foundation)	Community-built model is base to focus public inputs and to initiate workshop sessions with card and chart documentation techniques.	users of sanitation facilities and user of recycles	http://web.mit.edu/urban/pgrading/upgrading/issues-tools/tools/Planning-for-Real.html	http://www.nifonline.org.uk/	
6	planning techniques, guidelines	Force-field analysis		World Bank Group and others	Force-field analysis is another visual technique based on "before" and "after" scenarios. Force-field analysis has proven particularly useful in workshops with project staff or senior officials as a way of generating a shared vision of a future goal and an agreed strategy for achieving the goal. The technique also facilitates the identification of potential barriers to change. To stimulate discussion of the possibilities and constraints to improving agricultural production, for example, a "before" scenario that illustrates a field of very low quality and a diseased maize crop could be contrasted with an "improved" picture of a healthy crop. This techniques can be adapted for use with communities, using pictures instead of text.	users of sanitation facilities and user of recycles	http://www.worldbank.org/wbi/sourcebook/sbx06.htm		
6	evaluation tool, analytical methodologies	Hasse diagram technique (HDT)		Simon, U./ Pudenz, S./ Brüggemann, R. (Wasserforschung e.V.)	Evaluation of different strategies.	Evaluation of tools and tool combinations / Decision support	http://www.criterion.de/exposite	http://www.wasserforschung-berlin.de/schrift/band6/6-sim.pdf	
6	participatory method	Participatory cost benefit analysis		various	Participatory cost-benefit analysis allows participants (with minimal literacy) to make sense of the actual financial value of inputs and outputs of an income generating activity. It can also help to identify organisational, operational or managerial issues, needs and skills required	Used by facilitator with active participation of all stakeholders	http://www.fao.org/Participation/ft_more.jsp?ID=142		
6	participatory method	Preference ranking		various	This tool helps to facilitate decision-making processes. This tool makes the underlying criteria for the priority setting evident. This enables the facilitators to understand the reason(s) for decisions made by stakeholders and it forms a basis for the formulation of a rationale for a prioritised project at a later planning stage	Used by facilitator with active participation of all stakeholders	http://www.fao.org/Participation/ft_more.jsp?ID=2921		
7	Data sheet	Technical data sheets	2004	GTZ ecosan project	These present information on different projects with information as to how the various elements of the ecosan system have been fitted together in order to satisfy the needs of all stakeholders. Information is also given on reuse practised, number of people served etc.	Local authorities, service providers, developers and investors, possibly also the users of the sanitation facilities and the recycles to help them envisage possible options, all stakeholders	Not yet available. Contact: GTZ sector project ecosan GTZ GmbH, Postfach 5180, 65726 Eschborn, Germany, Fax ++49 - 6196 - 79 - 7458, E-Mail: ecosan@gtz.de for more information		

Step	Type of tool/methodological approach	Title	Year	Author / Organisation	Brief description of the tool	Target group	Available / Source I	Available / Source II	Comments
7	analytical method	Integrated water management systems - A pilot ecosan model	2003	Kluttig, A./ Kayser, G./ Liepelt, G./ Heidenreich, H.	The pilot project is a replication of integrated water management systems at Mittelherwigsdorf, Germany. The concept of the project is based on decentralized treatment of domestic waste water in a constructed wetland, the re-use of the treated waste water and rain water utilization. The service water obtained is used in the house for flushing toilets and for irrigating the garden.	all stakeholders	http://www.gtz.de/ecosan/download/ecosan-Symposium-Luebeck-session-c.pdf		
7	strategic approach	Effective strategic planning for urban sanitation services	2003	Taylor, K./ Parkinson, J. (GHK)	This note analyses and proposes a strategic approach to deal with these problems and it emphasises the need to be concerned with services.	Decision makers, planners	http://www.ghkint.com/downloads/Effective%20Strategic%20Planning%20for%20Urban%20Sanitation%20Services.pdf		
7	case study, show case project	Improving Sanitation in small towns in Latin America and the Caribbean	2002	Rosensweig, F./ Perez, E./ Environmental Health Project (EHP)	This publication is organised into two sections. Section I provides an overview of the current state-of-the-art on sanitation, identifies the constraints for improving sanitation services in small towns in Latin America and proposes a strategy for improving services. The key principles financial sustainability, extensive consultation with the community and explicit attention to health and environmental issues. Section II is a detailed practical methodology. This section provides the practical guidance for the methodology and is intended for practitioners in small towns. The methodology includes suggestions on the programmatic context for its use and the preparatory steps that need to be taken to ensure that it is being applied in towns where there is a reasonable chance for success. Although the focus for this document is Latin America, the principles and issues discussed should be relevant to other regions and the methodology should be transferable.	facilitators, other interested stakeholders	http://www.phishare.org/files/894_SRLACSanSMTWnsCombinedFINAL.pdf	http://www.gtz.de/ecosan/download/EHP-sanitation-latinamerica-caribbean.pdf	
7	report, guidelines	Participatory planning for integrated rural supply and sanitation programmes: Guidelines & Manual	2002	Ockelford, J. / Reed, R.A. (WEDC)	Until the programme is implemented, the Programme Design Report is the primary product of the Preparation Project.	users of sanitation facilities and user of recycles	Participatory planning for integrated rural supply and sanitation programmes: Guidelines & Manual, ISBN:090605575X	http://wedc.lboro.ac.uk/publications/details.php?book=1%2084380%20032%202	
7	Show case project	Vauban – Wohnen und Arbeiten	2001	WEG Wohnen und Arbeiten	A model house with combined vacuum sanitation system. Black water transported from water saving vacuum-toilets to a biogas reactor. Such examples can serve to help stakeholders envisage the possible combinations available to them.	all stakeholders	http://www.passivhaus-vauban.de/	For online booking of guided tours: http://www.passivhaus-vauban.de/fuehrungen.html	
7	financial and economic analysis	Water and Sewerage Systems - Costs of Implementation of the model	2001	Foster, V. (World Bank, WSP)	This paper undertakes the economic and financial evaluation of the El Alto Pilot Project (EAPP), a pilot project aimed at transferring the condominal water and sewerage systems from Brazil to Bolivia and testing its applicability in the context of private sector participation in service provision. (for conventional systems)	Developers, Investors, Financial Institutions, local authorities	http://www.wsp.org/publications/and_elaltostudy.pdf	short summary: http://www.wsp.org/publications/and_eapp.pdf	
7	participatory methodologies, methods	Guide for Participatory Appraisal, Monitoring and Evaluation (PAME)	2000	Harvey, E. (Mvula Trust)	Tools and activities to help train facilitators: Activities that can hold on the integration of the group, the may be physical or intellectual activities. Plays to bring trustful atmosphere.	users of sanitation facilities and user of recycles	http://www.mvula.co.za/resources/reports/Guide_for_Participatory_Appraisal_Monitoring_and_Evaluation.pdf	http://www.mvula.co.za/index.html	
7	guidelines	Strategic planning for municipal sanitation	2000	GHK Research and Training	This guide is about improving sanitation conditions in the rapidly growing towns and cities of the "South". The guide assumes the need to think, plan and act strategically to solve these problems but it emphasises that a strategy will only be successful if it is based on a sound understanding of existing conditions, constraints and opportunities. Under these topics a lot of different steps, methodologies, aspects and tools are mentioned.	all stakeholders	only hardcover?		

Step	Type of tool/methodological approach	Title	Year	Author / Organisation	Brief description of the tool	Target group	Available / Source I	Available / Source II	Comments
7	making methodologies, guidelines	Formulating Issue Specific Strategies and Action Plans	1999	UNCHS (Habitat) / UNEP	This Source Book gives a detailed and carefully-structured explanation of how to formulate issue specific strategies and action plans as part of a participatory urban decision-making process. It is aimed at professionals and practitioners, as well as working group participants and others who will actually be charged with preparing strategies and action plans.	users of sanitation facilities and user of recycles	http://www.unhabitat.org/cdrom/governance/html/ellop13.htm		
7	questions, interviews	DFID Guidance Manual on Water Supply and Sanitation Programmes	1998	WELL	Questions relative to all steps of one project (see longer description in Step 0)	users of sanitation facilities and user of recycles	http://www.lboro.ac.uk/web/resources/Publications/guidance-manual/guidance-manual.htm	http://wedc.lboro.ac.uk/publications/details.php?book=0%20906055%2058%20X	
7	workshop	ZOPP - Objective Oriented Project Planning ("Ziel-Orientierte Projekt Planung")	1998	Deutsche Gesellschaft für Technische Zusammenarbeit (GTZ - German Technical Cooperation)	Rigorous approach uses cards to solicit inputs and to document issues leading to a 'logical project framework' which summaries entire project	users of sanitation facilities and user of recycles	http://www.unhabitat.org/cdrom/governance/html/ellop29.htm	http://web.mit.edu/urbanupgrading/upgrading/issues-tools/tools/ZOPP.html	
7	manual	Together for Water and Sanitation: Tools to Apply a Gender Approach	1994	Bolt, E. (IRC)	This manual describes first the gender approach for water and sanitation and second the tools for applying them. The target is: "The evidence on the importance to integrate women in the projects created a demand for practical guidelines on how to make the participation of women more visible and improve their decision-making roles in planning and implementation."	all stakeholders	http://www.irc.nl/redirect/download/2563/26447/file/op24e.pdf	http://www.gtz.de/ecosan/download/IRC-together-for-water-and-sanitation.pdf	
7	workshop	Urban Community Assistance Team	1992	R/UDAT (Regional/Urban Design Assistance Team)	Community mobilization and project definition through outside professional assistance team working with local officials, volunteer agencies, and residents.	users of sanitation facilities and user of recycles	http://web.mit.edu/urbanupgrading/upgrading/issues-tools/tools/RUDAT.html	(link from: http://www.wupafrica.org/tools/resources/tools.html)	
7	guidelines	A guide to the development of on-site sanitation	1992	Franceys, R./ Pickford, J./ Reed, R. (WHO)	Some criteria to integrate a sanitation concept in a community.	all stakeholders	http://www.who.int/docstore/water_sanitation_health/onsitesan/	and hardcover: ISBN 92 4 154443 0	
7	workshop	Community action planning	1988	Goethert, R. / Hamdi, N. (World Bank Group)	Simple hand-made charts provide frame for documenting and organizing issues in small group interactive workshop sessions	users of sanitation facilities and user of recycles	http://web.mit.edu/urbanupgrading/upgrading/issues-tools/tools/Micro-Planning.html	(link from: http://www.wupafrica.org/tools/resources/tools.html)	
7	community-assembled model, meetings, conference recommendations	Interactive Community Planning: Planning for Real	1970	Gibson, T. (Neighborhood Initiatives Foundation)	Community-built model is base to focus public inputs and to initiate workshop sessions with card and chart documentation techniques.	users of sanitation facilities and user of recycles	http://web.mit.edu/urbanupgrading/upgrading/issues-tools/tools/Planning-for-Real.html	http://www.nifonline.org.uk/	
7	Regulations	Planning regulations		Local/regional/national authority or government	Appropriate legislation should allow for the use of closed loop oriented sanitary technologies and the reuse of the recycles, whilst ensuring	Local/regional/national authority or government should ensure these regulations are in place and planners, service providers, developers and investors should be aware of them	In many cases Not yet available		

Step	Type of tool/methodological approach	Title	Year	Author / Organisation	Brief description of the tool	Target group	Available / Source I	Available / Source II	Comments
8	case study, show case project	Improving Sanitation in small towns in Latin America and the Caribbean	2002	Rosensweig, F./ Perez, E./ Environmental Health Project (EHP)	This publication is organised into two sections. Section I provides an overview of the current state-of-the-art on sanitation, identifies the constraints for improving sanitation services in small towns in Latin America and proposes a strategy for improving services. The key principles financial sustainability, extensive consultation with the community and explicit attention to health and environmental issues. Section II is a detailed practical methodology. This section provides the practical guidance for the methodology and is intended for practitioners in small towns. The methodology includes suggestions on the programmatic context for its use and the preparatory steps that need to be taken to ensure that it is being applied in towns where there is a reasonable chance for success. Although the focus for this document is Latin America, the principles and issues discussed should be relevant to other regions and the methodology should be transferable.	facilitators, other interested stakeholders	http://www.phishare.org/files/894_SRLACSsanSmTwnsCombinedFINAL.pdf	http://www.gtz.de/ecosan/download/EHP-sanitation-latinamerica-caribbean.pdf	
8	report, guidelines	Participatory planning for integrated rural supply and sanitation programmes: Guidelines & Manual	2002	Ockelford, J. / Reed, R.A. (WEDC)	Until the programme is implemented, the Programme Design Report is the primary product of the Preparation Project.	users of sanitation facilities and user of recyclates	Participatory planning for integrated rural supply and sanitation programmes: Guidelines & Manual, ISBN:090605575X	http://wedc.lboro.ac.uk/publications/details.php?book=1%2084380%20032%202	
8	guidelines	Designing water supply and sanitation projects to meet demand in rural and peri-urban communities	2002	Deverill, P. / Bibby, S. / Wedgwood, A. / Smout, I. (WEDC)	"Testing demand for developed options" is another chapter in this book. Some techniques are introduced. General description: These guidelines are the result of two years collaborative research undertaken by WEDC with partners in Africa and South Asia. They demonstrate how water supply and sanitation projects in rural and peri-urban areas can be designed to meet user demand. The aim is to improve the use and sustainability of the services provided.	practitioners- engineers, social facilitators, financial specialists and managers	http://wedc.lboro.ac.uk/publications/details.php?book=1%2084380%20006%203		
8	participatory methodologies, methods	Guide for Participatory Appraisal, Monitoring and Evaluation (PAME)	2000	Harvey, E. (Mvula Trust)	Tools and activities to help train facilitators: Activities that can hold on the integration of the group, the may be physical or intellectual activities. Plays to bring trustful atmosphere.	users of sanitation facilities and user of recyclates	http://www.mvula.co.za/resources/reports/Guide_for_Participatory_Appraisal_Monitoring_and_Evaluation.pdf	http://www.mvula.co.za/index.html	
8	participatory training methodologies	Operation and Maintenance of rural water supply and sanitation systems	2000	Brikke, F. (WHO, IRC)	This document and the training activities described in it are intended for managers and planners who are concerned with the challenging problem of how to implement effective operation and maintenance of rural water supply and sanitation services in developing countries. In addition to the traditional management aspects of operation and maintenance, this training package highlights the importance of community participation, with a right gender balance, in order to make more efficient use of local human resources for sustainability.	Trainers of managers & planners for operation & maintenance	http://www.irc.nl/content/download/2548/26132/file/ome.pdf	http://www.gtz.de/ecosan/download/WHO-operation-maintanance.pdf	
8	guidelines	Strategic planning for municipal sanitation	2000	GHK Research and Training	This guide is about improving sanitation conditions in the rapidly growing towns and cities of the "South". The guide assumes the need to think, plan and act strategically to solve these problems but it emphasises that a strategy will only be successful if it is based on a sound understanding of existing conditions, constraints and opportunities. Under these topics a lot of different steps, methodologies, aspects and tools are mentioned.	all stakeholders	only hardcover?		
8	questions, interviews	DFID Guidance Manual on Water Supply and Sanitation Programmes	1998	WELL	Questions relative to all steps of one project (see longer description in Step 0)	users of sanitation facilities and user of recyclates	http://www.lboro.ac.uk/well/resources/Publications/guidance-manual/guidance-manual.htm	http://wedc.lboro.ac.uk/publications/details.php?book=0%20906055%20058%20X	

Step	Type of tool/methodological approach	Title	Year	Author / Organisation	Brief description of the tool	Target group	Available / Source I	Available / Source II	Comments
8	workshop	ZOPP - Objective Oriented Project Planning ("Ziel-Orientierte Projekt Planung")	1998	Deutsche Gesellschaft für Technische Zusammenarbeit (GTZ - German Technical Cooperation)	Rigorous approach uses cards to solicit inputs and to document issues leading to a 'logical project framework' which summaries entire project.	users of sanitation facilities and user of recyclates	http://www.unhabitat.org/cdrom/governance/html/ellop29.htm	http://web.mit.edu/urbanupgrading/upgrading/issues-tools/tools/ZOPP.html	
8	manual	Together for Water and Sanitation: Tools to Apply a Gender Approach	1994	Bolt, E. (IRC)	This manual describes first the gender approach for water and sanitation and second the tools for applying them. The target is: "The evidence on the importance to integrate women in the projects created a demand for practical guidelines on how to make the participation of women more visible and improve their decision-making roles in planning and implementation."	all stakeholders	http://www.irc.nl/redir/content/download/2563/26447/file/op24e.pdf	http://www.gtz.de/ecosan/download/IRC-together-for-water-and-sanitation.pdf	
8	workshop	Urban Community Assistance Team	1992	R/UDAT (Regional/Urban Design Assistance Team)	Community mobilization and project definition through outside professional assistance team working with local officials, volunteer agencies, and residents	users of sanitation facilities and user of recyclates	http://web.mit.edu/urbanupgrading/upgrading/issues-tools/tools/RUDAT.html	(link from: http://www.wupafrica.org/toolkit/resources/tools.html)	
8	Meeting	Group meeting	1990	FAO - Food and Agriculture Organisation of the United Nations	A meeting is a coming together of people for a specific purpose. Meetings generally have a facilitator who encourages two-way communication. Smaller focus group meetings can be made up of people with common concerns (women, herders, people who are poor) and can speak comfortably together, share common problems and a common purpose. The outputs from focus group meetings can be presented to larger group meetings, giving a "voice" to those in the community who are unable to speak up in a larger meeting	All stakeholders (it may at times be practical to arrange a series of meetings for different stakeholders to attend rather than one meeting for all)	http://www.fao.org/docrep/X5307E/X5307E00.htm#Contents		
8	review of literature	Participation and Education in Community Water Supply and Sanitation Programmes	1989	Wijk-Sijbesma, C.v. (IRC)	This review has been compiled in order to support national development agencies in the design, testing and implementation of community participation and education strategies in water supply and sanitation programmes. It aims to take stock of data and information on community participation and education which could be obtained from the literature and which seemed relevant for a wider readership. For this step: some tools to present the solution (e.g.family oriented approach or mass media)	all stakeholders, mainly developers and local governments	only hardcover: ISBN 90-6687-004-4	for further information please contact: gtz ecosan project	
8	workshop	Community action planning	1988	Goethert, R. / Hamdi, N. (World Bank Group)	Simple hand-made charts provide frame for documenting and organizing issues in small group interactive workshop sessions	users of sanitation facilities and user of recyclates	http://web.mit.edu/urbanupgrading/upgrading/issues-tools/tools/Micro-Planning.html	(link from: http://www.wupafrica.org/toolkit/resources/tools.html)	
8	community-assembled model, meetings, conference recommendations	Interactive Community Planning: Planning for Real	1970	Gibson, T. (Neighborhood Initiatives Foundation)	Community-built model is base to focus public inputs and to initiate workshop sessions with card and chart documentation techniques.	users of sanitation facilities and user of recyclates	http://web.mit.edu/urbanupgrading/upgrading/issues-tools/tools/Planning-for-Real.html	http://www.nifonline.org.uk/	
8	Participatory method	VIPP - Visualization in Participatory Processes		Local/regional/national authority or government	Appropriate legislation should allow for the use of closed loop oriented sanitary technologies and the reuse of the recyclates, whilst ensuring	Local/regional/national authority or government should ensure these regulations are in place and planners, service providers, developers and investors should be aware of them	In many cases not yet available		

Step	Type of tool/methodological approach	Title	Year	Author / Organisation	Brief description of the tool	Target group	Available / Source I	Available / Source II	Comments
8	Show case project	VIPP - Visualization in Participatory Processes		various	Promotes the visible representation of ideas/topics while they are being discussed or presented. The visualisation should be done with materials which are locally available and in a way that allows for everyone to follow the path of discussion (e.g. drawings on paper/ ground/ board; symbols/ objects placed in front of people; writing on paper/ ground/ board).	All stakeholders	http://www.fao.org/Participation/ft_show.jsp?ID=2301		
9	guidelines	Verbesserung der Entsorgung in städtischen Armutsgebieten - Baustein 3: Finanzierung und Organisation (Waste-management improvement in urban poor areas - module 3: finance and organisation)	2003/4?	Deutsche Gesellschaft für Technische Zusammenarbeit (GTZ - German Technical Cooperation)	The final module presents approaches and concepts for operations and maintenance, the respective options for financing and appropriate organisational set-ups as important conditions for the long-term sustainability.	user of recyclates, CBOs, NGOs, local authorities, service providers and developers	only hardcover available	for further information please contact: gtz ecosan project	
9	Guidelines	"awareness, information and participation in ecosan projects"	2004	GTZ ecosan project	Guidelines to address the needs and interests of initiators, planners, practitioners and other stakeholders in the preparation and implementation of participatory ecological sanitation (ecosan) projects. It aims to supply these groups with methods, material, information and ideas as to how they could raise awareness of ecosan; identify and ensure the active participation of the principal stakeholders; provide the necessary information in an appropriate manner; and structure the working steps of a particular project	All stakeholders	Not yet available. Contact: GTZ sector project ecosan GTZ GmbH, Postfach 5180, 65726 Eschborn, Germany, Fax ++49 - 6196 - 79 - 7458, E-Mail: ecosan@gtz.de for more information		
9	guidelines	Guidelines on the Safe Use of Urine and Faeces in Ecological Sanitation Systems	2004	Schoenning, C. / Stintzing, A.R. / T.A. (EcoSanRes)	The present guidelines need to be developed and adapted to various settings and local conditions around the world. The guidelines should be developed practically and technically for local implementation of full ecological sanitation systems accounting for stakeholders like residents, sanitation personnel and farmers. Need for specified regional guidelines and case studies should be considered where aspects such as climate, culture, technical system and farming practices are further accounted for.	all stakeholders	http://www.ecosanres.org/PDF%20files/ESR%20Publications%202004/ESR1web.pdf	http://www.ecosanres.org/news-publications.htm	
9	guidelines	Guidelines on the Use of Urine and Faeces in Crop Production	2004	Joensson, H. / Stintzing, A.R. / Vinneras, B. / Salomon, E. (EcoSanRes)	These guidelines are based on our current knowledge of the use of urine and faeces in small- and large-scale cultivation. So far, the use of urine and faeces is limited around the world. Thus, these guidelines are based not only on the experiences of ourselves and others as documented in scientific journals, but also to a large part on experiences with similar types of fertilizer, e.g. compost and digestion sludge from solid biodegradable waste. Experiences derived from many appropriate and ambitious experiments around the world, even though not scientifically published and scrutinised, also inform these guidelines.	different stakeholders	http://www.ecosanres.org/PDF%20files/ESR%20Publications%202004/ESR2%20web.pdf	http://www.ecosanres.org/news-publications.htm	
9	report	Introduction to Greywater Management	2004	Ridderstolpe, P. (EcoSanRes)	The aim of this report is to give a comprehensive description of the main components in successful greywater management. The system perspective is emphasized, i.e. to prevent pollution by measures at the point of origin as well as using appropriate techniques for purifying water with the endeavour to reuse it or return it to nature in a responsible way. Examples as well as recommendations are given for designing and dimensioning treatment systems.	users of sanitation facilities, user of recyclates, CBOs and self-help groups, NGOs	http://www.ecosanres.org/PDF%20files/ESR%20Publications%202004/ESR4%20web.pdf	http://www.ecosanres.org/news-publications.htm	

Step	Type of tool/methodological approach	Title	Year	Author / Organisation	Brief description of the tool	Target group	Available / Source I	Available / Source II	Comments
9	desk studies	Norms and Attitudes Towards Ecosan and Other Sanitation	2004	Drangert, J.-O. (EcoSanRes)	The aim of this interdisciplinary desk study is to gain insight and knowledge about how people perceive and understand ecosan arrangements and recirculation of nutrients. It is a pilot study to identify factors and circumstances of interest for the Sarec-funded study to be carried out in Uganda and South Africa in 2004. A second aim is to create a network with a team that can support its members in the years to come in project preparations and exchange of information. We also anticipate that the result of the study will present a good chance to apply for research funds to conduct further sociocultural studies. The study will benefit from close cooperation with the hygiene and agricultural desk studies conducted as part of the EcoSanRes programme.	all stakeholders	http://www.ecosanres.org/PDF%20files/ESR%20Publications%202004/ESR5%20web.pdf	http://www.ecosanres.org/news-publications.htm	
9	manual	Child-Friendly hygiene and Sanitation facilities in schools	2004	Zonerplaag, J. / Mooijman, A.	This booklet takes a non-traditional look at school hygiene and sanitation facilities in pre-school, primary and secondary schools. It aims to provide guidelines for the design of child-friendly facilities that are part of the learning environment, and that not only 'facilitate', but also enable, stimulate and promote appropriate hygiene practices.	different stakeholders	http://www.irc.nl/page/9587		
9	report	Water and Sanitation in the World's cities - Local action for global goals	2003	UN-Habitat	This report gives an idea of how implementation can be done under different circumstances in different countries. Tools like the demand-side management (DSM) and integrated water resource management (IWRM) are explained as for water supply purposes. General description for the book: This is a comprehensive and authoritative assessment of the problems and how they can be addressed. This influential publication sets out in detail the scale of inadequate provision of water and sanitation. It describes the impacts on health and economic performance, showing the potential gains of remedial action; it analyses the proximate and underlying causes of poor provision and identifies information gaps affecting resource allocation; it outlines the consequences of further deterioration; and it explains how resources and institutional capacities – public, private and community – can be used to deliver proper services through integrated water resource management.	all stakeholders	www.earthscan.co.uk/under ISBN: 1-84407-004-2	http://hq.unhabitat.org/register/item.asp?ID=1008	
9	case study, show case project	Improving Sanitation in small towns in Latin America and the Caribbean	2002	Rosensweig, F./ Perez, E./ Environmental Health Project (EHP)	This publication is organised into two sections. Section I provides an overview of the current state-of-the-art on sanitation, identifies the constraints for improving sanitation services in small towns in Latin America and proposes a strategy for improving services. The key principles financial sustainability, extensive consultation with the community and explicit attention to health and environmental issues. Section II is a detailed practical methodology. This section provides the practical guidance for the methodology and is intended for practitioners in small towns. The methodology includes suggestions on the programmatic context for its use and the preparatory steps that need to be taken to ensure that it is being applied in towns where there is a reasonable chance for success. Although the focus for this document is Latin America, the principles and issues discussed should be relevant to other regions and the methodology should be transferable.	facilitators, other interested stakeholders	http://www.phishare.org/files/894_SRLACSanSmTwnsCombinedFINAL.pdf	http://www.gtz.de/ecosan/download/EHP-sanitation-latinamerica-caribbean.pdf	

Step	Type of tool/methodological approach	Title	Year	Author / Organisation	Brief description of the tool	Target group	Available / Source I	Available / Source II	Comments
9	guidelines	Designing water supply and sanitation projects to meet demand in rural and peri-urban communities	2002	Deverill, P. / Bibby, S. / Wedgwood, A. / Smout, I. (WEDC)	A lot of tools to implement a sanitation project are presented and some examples are given. General description: These guidelines are the result of two years collaborative research undertaken by WEDC with partners in Africa and South Asia. They demonstrate how water supply and sanitation projects in rural and peri-urban areas can be designed to meet user demand. The aim is to improve the use and sustainability of the services provided.	practitioners- engineers, social facilitators, financial specialists and managers	http://wedc.lboro.ac.uk/publications/details.php?book=1%2084380%20006%203		
9	implementation strategies	Development of community-managed water supply and environmental sanitation facilities and services	2002	Ministry of National Development Planning / BAPPENAS (Indonesia)	Derived implementation strategies (from the general strategies and policies) provide a general framework to ensure sustained and effective use of WSES facilities and services.	local authorities and governments	http://www.gtz.de/ecosan/download/Indonesia-national-policy.pdf		
9	guidelines	Verbesserung der Entsorgung in städtischen Armutsgebieten - Grundlagen (Waste-management improvement in urban poor areas - basics)	2002	Deutsche Gesellschaft für Technische Zusammenarbeit (GTZ - German Technical Cooperation)	This introductory part presents and analyses the experience of sanitation projects and initiatives in different parts of the developing world. Based on a presentation of a number of case studies, it develops general recommendations and guidelines for the conceptualisation, planning and implementation of such projects and initiatives. (only in german language available)	user of recyclates, CBOs, NGOs, local authorities, service providers and developers	http://www.gtz.de/themen/environment-infrastructure/download/Entsorgung-Grundlagen.pdf	or contact: gtz ecosan project	
9	guidelines	Verbesserung der Entsorgung in städtischen Armutsgebieten - Baustein 1: Technische Konzepte (Waste-management improvement in urban poor areas - module 1: technical concepts)	2002	Deutsche Gesellschaft für Technische Zusammenarbeit (GTZ - German Technical Cooperation)	A first module documents technical solutions to sanitation and waste management which have proven appropriate and successful in previous practice. It further develops criteria how to assess whether a technical solution is appropriate in a given context.	user of recyclates, CBOs, NGOs, local authorities, service providers and developers	http://www.gtz.de/themen/environment-infrastructure/download/entsorgung-1techn-konzepte.pdf	or contact: gtz ecosan project	
9	participatory methodologies, methods	Guide for Participatory Appraisal, Monitoring and Evaluation (PAME)	2000	Harvey, E. (Mvula Trust)	Tools and activities to help train facilitators: Activities that can hold on the integration of the group, the may be physical or intellectual activities. Plays to bring trustful atmosphere.	users of sanitation facilities and user of recyclates	http://www.mvula.co.za/resources/reports/Guide_for_Participatory_Appraisal_Monitoring_and_Evaluation.pdf	http://www.mvula.co.za/index.html	
9	participatory training methodologies	Operation and Maintenance of rural water supply and sanitation systems	2000	Brikke, F. (WHO, IRC)	This document and the training activities described in it are intended for managers and planners who are concerned with the challenging problem of how to implement effective operation and maintenance of rural water supply and sanitation services in developing countries. In addition to the traditional management aspects of operation and maintenance, this training package highlights the importance of community participation, with a right gender balance, in order to make more efficient use of local human resources for sustainability.	Trainers of managers & planners for operation & maintenance	http://www.irc.nl/content/download/2548/26132/file/ome.pdf	http://www.gtz.de/ecosan/download/WHO-operation-maintenance.pdf	
9	guidelines	Strategic planning for municipal sanitation	2000	GHK Research and Training	This guide is about improving sanitation conditions in the rapidly growing towns and cities of the "South". The guide assumes the need to think, plan and act strategically to solve these problems but it emphasises that a strategy will only be successful if it is based on a sound understanding of existing conditions, constraints and opportunities. Under these topics a lot of different steps, methodologies, aspects and tools are mentioned.	all stakeholders	only hardcover?		

Step	Type of tool/methodological approach	Title	Year	Author / Organisation	Brief description of the tool	Target group	Available / Source I	Available / Source II	Comments
9	case study	Decentralised Disposal of Communal Waste Water	1999	Indonesian - German Government Cooperation	A case study about the implementation of such a project. Some different steps and how they work in this case are discussed.	Developers	only hardcover available	for further information please contact: gtz ecosan project	
9	questions, interviews	DFID Guidance Manual on Water Supply and Sanitation Programmes	1998	WELL	Questions relative to all steps of one project (see longer description in Step 0)	users of sanitation facilities and user of recycles	http://www.lboro.ac.uk/well/resources/Publications/guidance-manual/guidance-manual.htm	http://wedc.lboro.ac.uk/publications/details.php?book=0%20906055%2058%20X	
9	manual	Together for Water and Sanitation: Tools to Apply a Gender Approach	1994	Bolt, E. (IRC)	This manual describes first the gender approach for water and sanitation and second the tools for applying them. The target is: "The evidence on the importance to integrate women in the projects created a demand for practical guidelines on how to make the participation of women more visible and improve their decision-making roles in planning and implementation."	all stakeholders	http://www.irc.nl/redir/content/download/2563/26447/file/op24e.pdf	http://www.gtz.de/ecosan/download/IRC-together-for-water-and-sanitation.pdf	
9	guidelines	A guide to the development of on-site sanitation	1992	Franceys, R./ Pickford, J./ Reed, R. (WHO)	A description of the implementation procedure is given and discussed. Different aspects are mentioned and possible ways are shown.	different stakeholders, especially those who are implementing these projects	http://www.who.int/docstore/water_sanitation_health/onsitesan/	and hardcover: ISBN 92 4 154443 0	
9	review of literature	Participation and Education in Community Water Supply and Sanitation Programmes	1989	Wijk-Sijbesma, C.v. (IRC)	This review has been compiled in order to support national development agencies in the design, testing and implementation of community participation and education strategies in water supply and sanitation programmes. It aims to take stock of data and information on community participation and education which could be obtained from the literature and which seemed relevant for a wider readership. For this step: some tools how to implement a new system	all stakeholders, mainly developers and local governments	only hardcover: ISBN 90-6687-004-4	for further information please contact: gtz ecosan project	
9	Technical know-how	EcoSan engineering handbook		not yet available	A technical handbook for engineers and planners on EcoSan principles and concepts, modern technologies and planning methods.	planners, engineers	Not yet available Contact: EcoSan Club, Neulerchenfelderstr. 9/32, A-1160 Vienna, Austria, E-Mail: office@ecosan.at for more information		
9	Regulations	Planning regulations		Local/regional/national authority or government	Appropriate legislation should allow for the use of closed loop oriented sanitary technologies and the reuse of the recycles, whilst ensuring	Local/regional/national authority or government should ensure these regulations are in place and planners, service providers, developers and investors should be aware of them	In many cases not yet available		
9	poster	How to use a urine diverting toilet		IUCN and others	A poster showing the use of such a toilet. Available in english and africaans.	users of sanitation, CBOs, NGOs	or www.iucn.org for further details	please contact: www.gtz.de/ecosan/english/	

Step	Type of tool/methodological approach	Title	Year	Author / Organisation	Brief description of the tool	Target group	Available / Source I	Available / Source II	Comments
MEF	case study, show case project	Improving Sanitation in small towns in Latin America and the Caribbean	2002	Rosensweig, F./ Perez, E./ Environmental Health Project (EHP)	This publication is organised into two sections. Section I provides an overview of the current state-of-the-art on sanitation, identifies the constraints for improving sanitation services in small towns in Latin America and proposes a strategy for improving services. The key principles financial sustainability, extensive consultation with the community and explicit attention to health and environmental issues. Section II is a detailed practical methodology. This section provides the practical guidance for the methodology and is intended for practitioners in small towns. The methodology includes suggestions on the programmatic context for its use and the preparatory steps that need to be taken to ensure that it is being applied in towns where there is a reasonable chance for success. Although the focus for this document is Latin America, the principles and issues discussed should be relevant to other regions and the methodology should be transferable.	facilitators, other interested stakeholders	http://www.phishare.org/files/894_SRLACSanSmTwnsCombinedFINAL.pdf	http://www.gtz.de/ecosan/download/EHP-sanitation-latinamerica-caribbean.pdf	
MEF	questions, interviews	Participatory planning for integrated rural supply and sanitation programmes: Guidelines & Manual	2002	Ockelford, J. / Reed, R.A. (WEDC)	Specific questions that can help for the monitoring and the evaluation of the project.	useful for the facilitator of the process	Participatory planning for integrated rural supply and sanitation programmes: Guidelines & Manual, ISBN:090605575X	http://wedc.lboro.ac.uk/publications/details.php?book=1%2084380%20032%202	
MEF	chart, analytical methodologies	Tools for sustainable operation and maintenance of urban infrastructure	2002	Sohail, M. / Cotton, A.P. (WEDC)	Charts to fill out with important informations	useful for the facilitator of the process	Tools for Assessing the Status of Water Supply and Sanitation in Developing Countries, ISBN: 11843800160	http://www.lboro.ac.uk/wedc/publications/tfsomui.htm	
MEF	guidelines	Designing water supply and sanitation projects to meet demand in rural and peri-urban communities	2002	Deverill, P. / Bibby, S. / Wedgwood, A. / Smout, I. (WEDC)	A community monitoring form can be found in the annex. Some descriptions about MEF are included in this book. General description: These guidelines are the result of two years collaborative research undertaken by WEDC with partners in Africa and South Asia. They demonstrate how water supply and sanitation projects in rural and peri-urban areas can be designed to meet user demand. The aim is to improve the use and sustainability of the services provided.	practitioners- engineers, social facilitators, financial specialists and managers	http://wedc.lboro.ac.uk/publications/details.php?book=1%2084380%20006%203		
MEF	monitoring, analytical methodologies	Beneficiary Assessment	2001	World Bank	Beneficiary assessment (BA) involves systematic consultation with project beneficiaries and other stakeholders to help them identify and design development activities, signal any potential constraints to their participation, and obtain feedback on reactions to an intervention during implementation. BA is an investigation of the perceptions of a systematic sample of beneficiaries and other stakeholders to ensure that their concerns are heard and incorporated into project and policy formulation. The general purposes of a BA are to (a) undertake systematic listening, which "gives voice" to poor and other hard-to-reach beneficiaries, highlighting constraints to beneficiary participation, and (b) obtain feedback on interventions.	useful for the facilitator of the process	http://www.unhabitat.org/cdrom/governance/html/yellop24.htm		
MEF	studies	Guidelines for Programme Evaluation	2001	UN-HABITAT	Programme evaluation allows the monitoring and evaluation of short-term and long-term consequences of interventions particularly in disaster management	useful for the facilitator of the process	http://www.unhabitat.org/cdrom/governance/html/gpe.htm		
MEF	studies	Monitoring	2001	UN-HABITAT	Monitoring is an essential management tool, used to measure progress as implementation of projects proceeds, providing a flow of information which allows appropriate adjustments to be made to the process.	useful for the facilitator of the process	http://www.unhabitat.org/cdrom/governance/html/monitor.htm		

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MEF	financial and economic analysis, evaluation methodology	Condominial Water and Sewerage Systems	2001	Foster, V. (World Bank, WSP)	This paper undertakes the economic and financial evaluation of the El Alto Pilot Project (EAPP), a pilot project aimed at transferring the condominium water and sewerage systems from Brazil to Bolivia and testing its applicability in the context of private sector participation in service provision. (for conventional systems)	Developers, Investors, Financial Institutions, local authorities	http://www.wsp.org/publications/and_elaltostudy.pdf	short summary: http://www.wsp.org/publications/and_eapp.pdf	
MEF	participatory methodologies, methods	Guide for Participatory Appraisal, Monitoring and Evaluation (PAME)	2000	Harvey, E. (Mvula Trust)	Tools and activities to help train facilitators: Activities that can hold on the integration of the group, the may be physical or intellectual activities. Plays to bring trustful atmosphere.	users of sanitation facilities and user of recycles	http://www.mvula.co.za/resources/reports/Guide_for_Participatory_Appraisal_Monitoring_and_Evaluation.pdf	http://www.mvula.co.za/index.html	
MEF	studies	Logical frameworks	2000	UNDP/ World Bank Water and Sanitation Program	These set out the goal, purpose, outputs and activities envisaged in the project, in each case with a narrative summary, a list of objectively verifiable indicators, means of verification, and risks and assumptions. They are valuable tools at every stage in the project cycle, ensuring that the project is carefully thought out, that it remains focused on its basic purpose, and that risks are recognized and addressed. There is, however, a tendency to make the process too complicated, and then it may satisfy the sponsoring ESA but will not help the local staff who should actually be the principal users.	useful for the facilitator of the process	http://www.wsp.org		
MEF	guidelines	Strategic planning for municipal sanitation	2000	GHK Research and Training	This guide is about improving sanitation conditions in the rapidly growing towns and cities of the "South". The guide assumes the need to think, plan and act strategically to solve these problems but it emphasises that a strategy will only be successful if it is based on a sound understanding of existing conditions, constraints and opportunities. Under these topics a lot of different steps, methodologies, aspects and tools are mentioned.	all stakeholders	only hardcover?		
MEF	monitoring, analytical methodologies	Participatory Decision-Making Indicators	1999	UNCHS (Habitat)	UNCHS (Habitat) has developed participatory decision-making indicators (PDM indicators) to provide a core measure of the decision-making processes between the time of the original Habitat II Conference in 1996 (Istanbul) and the follow-up Special Session in 2001 (Istanbul +5). They are based on a rating, given by the stakeholder groups to themselves, which rates its own performance according to the proposed scale. The rating process is participatory, and thus the final rating must be a consensus.	useful for the facilitator of the process	http://www.unhabitat.org/cdrom/governance/html/yellop19.htm		
MEF	questions, interviews	DFID Guidance Manual on Water Supply and Sanitation Programmes	1998	WELL	Questions relative to all steps of one project (see longer description in Step 0)	users of sanitation facilities and user of recycles	http://www.lboro.ac.uk/well/resources/Publications/guidance-manual/guidance-manual.htm	http://wedc.lboro.ac.uk/publications/details.php?book=0%20906055%2058%20X	
MEF	workshop	ZOPP - Objective Oriented Project Planning ("Ziel-Orientierte Projekt Planung")	1998	Deutsche Gesellschaft für Technische Zusammenarbeit (GTZ - German Technical Cooperation)	Rigorous approach uses cards to solicit inputs and to document issues leading to a 'logical project framework' which summaries entire project.	users of sanitation facilities and user of recycles	http://www.unhabitat.org/cdrom/governance/html/yellop29.htm	http://web.mit.edu/urbanupgrading/upgrading/issues-tools/tools/ZOPP.html	
MEF	Participatory method	Participatory Impact Monitoring (PIM)	1996	German, D. / Gohl, E. (GTZ-GATE)	The objective of PIM is to improve the realisation of projects by: orienting the project along the socio-cultural impact: promoting autonomous activities of the stakeholders improving the flexibility of and interaction between the development organisation/NGO and self-help group.	All stakeholders	http://www.eldis.org/static/DOC6913.htm	http://www5.gtz.de/gate/	

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MEF	manual	Together for Water and Sanitation: Tools to Apply a Gender Approach	1994	Bolt, E. (IRC)	This manual describes first the gender approach for water and sanitation and second the tools for applying them. The target is: "The evidence on the importance to integrate women in the projects created a demand for practical guidelines on how to make the participation of women more visible and improve their decision-making roles in planning and implementation."	all stakeholders	http://www.irc.nl/redir/content/download/2563/26447/file/op24e.pdf	http://www.gtz.de/ecosan/download/IRC-together-for-water-and-sanitation.pdf	
MEF	Workshop	Urban Community Assistance Team	1992	R/UDAT (Regional/Urban Design Assistance Team)	Community mobilization and project definition through outside professional assistance team working with local officials, volunteer agencies, and residents.	users of sanitation facilities and user of recycles	http://web.mit.edu/urbanupgrading/upgrading/issues-tools/tools/RUDAT.html	(link from: http://www.wupafrica.org/toolkit/resources/tools.html)	
MEF	guidelines	A guide to the development of on-site sanitation	1992	Franceys, R./ Pickford, J./ Reed, R. (WHO)	A short evaluation method is described at the end of this book. An example for an inspection protocol is been added.	different stakeholders, especially those who are implementing these projects	http://www.who.int/docstore/water_sanitation_health/onsitesan/	and hardcover: ISBN 92 4 154443 0	
MEF	studies	Community financial accounts	1990	FAO - Food and Agriculture Organisation of the United Nations	This tool utilizes basic single-entry bookkeeping techniques (receipts, input/output columns, etc.) to record and monitor financial information.	users of sanitation facilities and user of recycles	http://www.fao.org/docrep/X5307E/X5307E00.htm#Contents		
MEF	studies	Farmer's own records	1990	FAO - Food and Agriculture Organisation of the United Nations	A farm or community record booklet containing simple procedures to monitor information can be designed by insiders and outsiders to suit a specific area and situation. Monitoring indicators and terms of measurement are chosen by insiders. The recorded information is useful to individual farmers, when synthesized it is valuable to other farmers and outsiders.	users of sanitation facilities and user of recycles	http://www.fao.org/docrep/X5307E/X5307E00.htm#Contents		
MEF	studies	Strengths, weaknesses, opportunities and limitations (S.W.O.L.) analysis	1990	FAO - Food and Agriculture Organisation of the United Nations	This tool provides a framework which allows for group analysis and/or evaluation of issues. Four categories (Strengths, Weaknesses, Opportunities and Limitations) in the framework are used to examine, define, discuss and record the issues.	users of sanitation facilities and user of recycles	http://www.fao.org/docrep/X5307E/X5307E00.htm#Contents		
MEF	review of literature	Participation and Education in Community Water Supply and Sanitation Programmes	1989	Wijk-Sijbesma, C.v. (IRC)	This review has been compiled in order to support national development agencies in the design, testing and implementation of community participation and education strategies in water supply and sanitation programmes. It aims to take stock of data and information on community participation and education which could be obtained from the literature and which seemed relevant for a wider readership. For this step: some tools for evaluation and community participation	all stakeholders, mainly developers and local governments	only hardcover: ISBN 90-6687-004-4	for further information please contact: gtz ecosan project	
MEF	workshop	Community action planning	1988	Goethert, R. / Hamdi, N. (World Bank Group)	Simple hand-made charts provide frame for documenting and organizing issues in small group interactive workshop sessions.	users of sanitation facilities and user of recycles	http://web.mit.edu/urbanupgrading/upgrading/issues-tools/tools/Micro-Planning.html	(link from: http://www.wupafrica.org/toolkit/resources/tools.html)	
MEF	questionnaires	Monitoring and Evaluation of Communication Support Activities in Low-Cost Sanitation Projects	1984	Perrett, H.E. (UNDP, World Bank)	This note deals with the subject of monitoring and evaluation of communication activities that support low-cost sanitation programs. It uses sample questions, sample findings and possible solutions to illustrate procedures that are described for data collection, data handling, and analysis.	all stakeholders that are integrated in the MEF-process	only hardcover (S 011)	for further information please contact: gtz ecosan project	
MEF	manual	A Monitoring and Evaluation Manual for Low-Cost Sanitation Programs in India	1984	Parlato, R. (UNDP, World Bank)	This is a monitoring and evaluation manual based on field work done by the author in India. It is meant to provide a methodological framework within which implementing government agencies may establish monitoring systems.	local government and authorities	only hardcover (S 010)	for further information please contact: gtz ecosan project	
	issues and tools	Issues and Tools - Reference for Technical Staff, Specialists and Practitioners	2001	World Bank	They are categorized according to the phases in project implementation: Getting Started, Setting It Up, Carrying It Out, Capturing Experience. A more general category Miscellaneous is also included.	all stakeholders	http://web.mit.edu/urbanupgrading/upgrading/issues-tools/index.html		

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	different tools	Community Participation and Hygiene Education in Water Supply and Sanitation (CPHE)	1989	Deutsche Gesellschaft für Technische Zusammenarbeit (GTZ - German Technical Cooperation)	This book (only as draft available) contains a wide explanation about the community participation and hygiene education approach. A lot of tools for the integration are given too.	different stakeholders	only hardcover	for further information please contact: gtz ecosan project	
	training manual	Administration and Community Development	1987	Guoth-Gumberger, M. & R.	This book describes very fundamental themes of the community development with a lot of drawings to explain the different procedures.	different stakeholders	only hardcover	for further information please contact: gtz ecosan project	
	different tools	participation	2004	FAO - Food and Agriculture Organisation of the United Nations	On this website a lot of different tools concerning participation, different techniques, tools, methods are mentioned.	different stakeholders	website:	http://www.fao.org/participation/default.htm	