



**Community Outreach Letter**  
*Engineers Without Borders – USA*  
*Initial Communication for*  
*Water Supply Program – Agou Avedzé, Togo*  
April 25, 2009

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To The People of Agou Avedzé,

The Chicago Professional Chapter of Engineers Without Borders in partnership with the Denver Professional Chapter have been working to solve your community water supply and storage issues. The Chicago Chapter would like to send a team of four members for one week to your village in August 2009 at the same time as the Denver Chapter Arborloo Team. During that trip the team proposes to accomplish the following items:

**Well Improvements:**

The Chicago team proposes to install India Mark III hand pumps, build concrete covers and aprons for the De La Vudu and the Apro wells. These two wells are the ones that you indicated were the highest priority for improvement to the Denver team during their March 2008 trip to your community. The Chicago Chapter plans to make the same improvements to the remaining wells and deepen all the community wells during a later trip to the village sometime between January and April of 2010 assuming funding is available. See page four for drawings and description of the improvements planned for August.

Chicago will raise funds for at least 90% of the construction labor and material cost needed for the project. The remaining 10% shall be raised by the community through the community committees such as the water and festival committees. This financial arrangement is similar to the plan that Denver has in place with the community for the Sanitation Program and Chicago wishes to continue this structure to encourage community involvement and ownership as originally outlined in the Proposed Community Development Plan Section 4.7 Community Involvement. If the funds are not adequate at the time of material purchase then Chicago will negotiate the payment plan going forward with the Community.

In June, Chicago will send through email a proposed memorandum of understanding contract agreement draft to the community that outlines the proposed specifics of the plan and responsibilities for all parties involved. The community will be able to review and make comments or changes through email communication (if possible) with Chicago. The structure of the agreement will be very similar to Denver's previous Sanitation Program memorandum of understanding structure as indicated with the proposed breakdown of the funding.

The community will be responsible for providing hired workmen such as carpenters, masons and laborers that will be paid as part of the project cost. The community shall also be responsible for purchasing materials such as cement, sand,

gravel, rebar and the India Mark III hand pump prior to Chicago's arrival in August. These material item amounts will be emailed to the community in July as to provide enough time for the community to purchase. Chicago will deliver the funds to the community ahead of time in order to carry out the transaction. Chicago requests that the community provide housing accommodations, meals, showers and bathroom facilities for Chicago's project team in August. Chicago understands that some hotel arrangements may be needed in Kpalime in the event that there is not enough room in the village. The community should inform Chicago through email ahead of time if there is not enough room in the village so that the travel team can arrange hotel accommodations. The community will be compensated accordingly for their hospitality efforts and the compensation should not greatly exceed the rates from the March 2008 Denver Trip.

### **Health Assessment:**

A health team will be traveling in August and would like to meet with different families who are using the ceramic filters and some that are not using the filters to discuss any health concerns they might be having provided they feel comfortable discussing. The team would like to interview families about the ceramic filters as to help the health team and the community better understand the connection between water cleanliness, health and livelihood. Water testing will be conducted checking for e-coli bacteria in filtered and unfiltered water to help determine the level of effectiveness of the filters. The team would like to collect this health information to better understand the environment of the community so as to better equip us to determine points of health concern.

### **Future Projects:**

During the trip, Chicago also requests the community to arrange a meeting and ask community leaders to attend so that potential future projects may be discussed. The Chicago team will discuss the deepening of the wells and the expansion of the well improvements to include the remaining wells. Chicago will provide an update on the rain water catchment project proposed at the primary school and introduce the idea of doing an internet and computer project. This project would consist of donating computers to the primary school and providing internet through cellular communication signals so the computers can connect to the World Wide Web. The Chicago team will discuss this project in more detail and answer any questions during our meeting in August. This project is in the very early stages. At this time we cannot guarantee that it will be permitted or technically possible to complete this project. We are strictly exploring the possibilities with well qualified professionals. Please identify local leaders and government officials from the surrounding area who might be interested in hearing about this potential project idea. In addition, the team asks the community to arrange a community wide meeting so that Chicago may hear from all the members of the community.

Chicago requests the community to identify local English speakers who can be hired during our August trip to help with translation and communication such as the past translators.

Here is a quick recap of what Chicago requests of the community before the trip. These items will be outlined again in the draft Memorandum of Understanding that Chicago will send to the community in June.

Chicago Requests:

- Prepare the community for during the trip, the Community should arrange community-wide meetings to discuss:
  - (a) Well Rehabilitation Project
  - (b) Rain Water Catchment Project
  - (c) Internet and Computer Project
  - (d) Health Survey
- Identify community leaders to be present and participate in the meetings
- Identify 3 English to French to Ewe translators and their fee to be hired for our August trip
- Provide housing and boarding services proposed fee and what it covers
- Request at least ten families (five using the filters & five that are not using the filters) to participate in an interview for the health and ceramic filter assessment and identify any interested volunteers
- Send purchase unit prices for materials (cement, sand, gravel, rebar & India Mark III hand pump). These prices will be compared with the prices recorded during the Denver Chapter March 2008 Trip.
- Provide a proposed number of the hired workmen (carpenters, masons and laborers) and their normal day labor rate for either the group or individual rates.
- Prepare to raise and contribute at most 10% of the total cost of the well rehabilitation project

The Chicago chapter would like the community to review our offer and through email communication through CADO express any concerns and comments on this proposal back to Chicago by June 11, 2009. This will help Chicago better understand your community's needs and situation so that we may serve you better. Chicago would like to create a forum of discussion through email to open communication links between Chicago and the community. This will be facilitated by Chris Fahlin of the Denver Chapter.

Chicago looks forward to working with the people of Agou Avedzé and hopes this is the start of a wonderful relationship. Please email us freely and we would be happy to explain everything in more detail and answer any questions.

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David Loziuk

Representative of EWB-USA Chicago Professional Chapter Togo Team

April 10, 2009

Date