



## **LLG Performance Assessment**

LLG Performance Assessment

Kashongi Subcounty

(Vote Code: 237113)

**Score** 98/100 (98%)

No.	Performance Measure	Scoring Guide	Score Justification
<b>Assessment area:</b> A. Functionality of Parish Administrative Structures			
1	<p>The LLG has ensured that there are functional PDCs/WDCs in all their respective Parishes/Wards</p> <p>Maximum score is 2</p>	<p>Evidence that the LLG has duly constituted PDCs/WDCs with composition in accordance with the PDM Guidelines, and that PDCs are fully functional as evidenced by mobilization of beneficiaries within a parish/ward, appraisal of all proposals submitted for the revolving funds during the previous FY for all parishes, score 2, else score 0.</p>	<p>There was evidence that Kashongi Subcounty constituted PDCs with composition of 7 members for each of the 7 Parishes i.e Ntarama Parish, Rwenjubu Parish, Kabushwere Parish, Kitabo Parish, Byanamira Parish, Kashongi Parish and Rwanyangwe Parish in accordance with the PDM Guidelines. The PDCs are fully functional as evidenced by Mobilisation of beneficiaries within each of the four parishes. The Minutes for mobilization meetings and reports for each of the three parishes were on file together with lists of the beneficiary enterprise groups and membership as follows:</p> <p>Ntarama Parish (35 groups -996 members),</p> <p>Rwenjubu Parish (22 groups -450 members),</p> <p>Kabushwere Parish (49 groups -1,042members),</p> <p>Kitabo Parish (42 groups -839 members),,</p> <p>Byanamira Parish (35 groups -667 members),</p> <p>Kashoni Parish (20 groups -236 members),and</p> <p>Rwanyangwe Parish (38 groups -683 members),</p> <p>All this Evidence was obtained from a file code named PDM Kinoni S/C Red in colour.</p> <p>The LLG was compliant.</p>
2	<p>LLG has ensured that all Parish Chiefs/Town Agents have collected, compiled, and analyzed data on Parish/community profiling as stipulated in the PDM Guidelines.</p> <p>Maximum score is 2</p>	<p>Evidence that all the Parishes/Wards in a LLG have compiled, updated, and analyzed data on community profiling disaggregated by village, gender, age, economic activity among others as stipulated in the PDM Guidelines, score 2 else score 0.</p>	<p>The Sub-county provided evidence of compilation of data sheets for each of the 7 parishes compiled by the respective Parish Chiefs. The data was disaggregated by Village, gender, age groups and by economic activity.All these were in a file code named PDM file</p>
3	<p>The LLG provided guidance and information to the Village Executive</p>		<p>Kashongi Sub-county held a PDM awareness and sensitization meetings in each of the 7 parishes. The sensitization meetings were attended by a number of CBOs and NGOs as follows: Ntarama</p>

Committees and PDCs on strategies for the development of the parish

Maximum score is 6

Evidence that the LLG:

i. Has mapped NGOs, CBOs & CSO operating in the LLG and involved them in raising awareness about the PDM and planning cycle: score 2, or else 0

2

Evidence that the LLG provided guidance and information to the Village Executive Committees and to PDCs on:

ii. Approved Programmes/activities to be implemented within the Parish for the current FY score 2, else score 0

2

Parish (08/07/2022)

Rwenjuba Parish (02/07/2022),

Kabushwere Parish (05/07/2022),

Kitabo Parish (01/07/2022),,

Byanamira Parish (09/07/2022),

Kashongi Parish (04/07/2022),and

Rwanyangwe Paish(05/07/2022),

The representatives of these CBOs and NGO participated in the meetings as evidenced in the minutes of the meetings and the report of the awareness creation. The representatives as evidenced from the minutes rallied people of Kashongi to embrace the PDM and interest themselves in planning for the development of their Parishes and subcounty at large by following up government projects, programs and funds like Road fund, UPE and USE capitation grants as well as PHC for health facilities. The attendance lists were on file as well as the mapping report dated 14/05/2022.

The LLG was compliant.

There was Evidence that the LLG provided guidance and information to the Village Executive Committees and to PDCs on approved Programmes/activities to be implemented within the Parish for the current FY 2022/2023. The Subcounty Chief (SAS) wrote to all Village executive committees and PDCs on 4th June 2022 (Letter on file and was also on Notice board by the time of Assessment. The letter which was titled "List of Projects to be implemented in FY 2022/2023" clearly indicated all the three approved projects as follows:

1. Grading and shaping of Nyabubaare-Ntarama-Mukiika CAR (4Kms) at a total sum of UGX 6,500,000/= to be funded by DDEG.

2. Connection and Power installation – subcounty headquarters at UGX 2,000,000/= funded by LLR.

3. Grading of Kashongi-Dam-Kashasha-Barnabas Junction 4.8km to be funded by URF at UGX 8,554,674/=.

4. Installation of 4 lines culverts at 5 million to be funded by URF.

5. Opening and Grading of Kabushwere-Akatogo-Kisha-Kitabo 8km at UGX:7,00,000/= to be funded by DDEG

6. Grading of Rwanyangwe-Rwebimunyu-

Ekitokoozi CAR 4km funded by DDEG at UGX 7,000,000/=

The LLG was compliant.

Evidence that the LLG provided guidance and information to the Village Executive Committees and to PDCs on:

iii. Priority enterprises that can be implemented in the parish score 2 or else 0

2

There was evidence that the LLG provided guidance and information to the Village Executive Committees and to PDCs on Priority enterprises that can be implemented in the parish. The SAS communicated to all village executive committees and all PDCs on the priority enterprise in a letter dated 04/06/2022 which was on file. The letter indicated different priority enterprises for each of the respective seven parishes of

The reports on follow up on the enterprises by the agriculture extension workers such as field demos and farmer trainings were also provided as evidence for this.

The LLG was compliant.

#### Assessment area: B. Planning and Budgeting

4

The LLG conducted Annual Planning and Budgeting exercise for the current FY as per the Planning and Budgeting Guidelines

Maximum score is 6

Evidence that prioritized investments in the LLG council approved Annual Work plan and Budget (AWPB) for the current FY:

i. Is consistent with the LLG approved development plan III; score 1 or else 0

1

The Assessor accessed the LLG development plan III, The approved Budget for FY 2022/2023 and the approved AWP for FY 2022/2023 and established linkage of the 6 approved projects namely:

1. Grading and shaping of Nyabubaare-Ntarama-Mukiika CAR (4Kms) at a total sum of UGX 6,500,000/= to be funded by DDEG.
2. Connection and Power installation – subcounty headquarters at UGX 2,000,000/= funded by LLR.
3. Grading of Kashongi-Dam-Kashasha-Barnabas Junction 4.8km to be funded by URF at UGX 8,554,674/=.
4. Installation of 4 lines culverts at 5 million to be funded by URF.
5. Opening and Grading of Kabushwere-Akatogo-Kisha-Kitabo 8km at UGX:7,00,000/= to be funded by DDEG
6. Grading of Rwanyangwe-Rwebimunyu-Ekitokoozi CAR 4km funded by DDEG at UGX 7,000,000/=

The LLG was compliant .All these projects were on page 68 and page 69 of the LLG development plan, page 5&6 of the AWP and page 3&4 of the Approved Budget Estimates.

The LLG was compliant.

Evidence that prioritized investments in the LLG council approved Annual Work plan and Budget (AWPB) for the current FY:

ii. Incorporates ranked priorities from all its respective parish submissions which are duly signed by the Parish Chief and PDC Chairperson score 1 or else 0.

The LLG provided evidence that prioritized investments in the LLG council approved Annual Work plan and Budget (AWPB) for the current FY 2022/2023 Incorporates ranked priorities from all its respective parish submissions which are duly signed by the Parish Chief and PDC Chairperson. The assessor established that all the 3 Parishes submitted their ranked priorities to SAS as follows:

Ntarama Parish (04/04/2022)

Rwenjuba Parish (01/03/2022),

Kabushwere Parish (04/03/2022),

Kitabo Parish (01/03/2022),,

Byanamira Parish (10/03/2022),

Kashongi Parish (01/03/2022),and

Rwanyangwe Parish (02/03/2022),

All the three projects in the approved AWP and Budget were seen on the lists of the submissions from the Parishes which were dully endorsed by the Parish chiefs and LC2 Chairpersons (PDC Chairpersons).

The LLG was compliant.

Evidence that prioritized investments in the LLG council approved Annual Work plan and Budget (AWPB) for the current FY:

iii. Is based on the outcomes of the budget conference; score 1 or else 0

The LLG presented evidence that prioritized investments in the LLG council approved Annual Work plan and Budget (AWPB) for the current FY 2022/23 were based on the outcomes of the budget conference. The Budget conference report dated 18/12/2021 was in place and the ranked priorities from each parish were presented and discussed in the budget conference which was held on 04/11/2021. Budget conference report had all the six projects in the approved Annual Work plan and Budget for the current FY 2022/23.

The LLG was compliant.

Analysis of Kashongi LLG Approved workplan and budget for FY 2022/2023 established inclusion of investments to be financed by the LLG.

1. Grading and shaping of Nyabubaare-Ntarama-Mukiika CAR (4Kms) at a total sum of UGX 6,500,000/= to be funded by DDEG.

2. Connection and Power installation – subcounty headquarters at UGX 2,000,000/= funded by LLR.

3. Grading of Kashongi-Dam-Kashasha-Barnabas Junction 4.8km to be funded by URF at UGX 8,554,674/=.

iv. That the LLG budget include

	investments to be financed by the LLG score 1 or else 0	1	<p>4. Installation of 4 lines culverts at 5 million to be funded by URF.</p> <p>5. Opening and Grading of Kabushwere-Akatogo-Kisha-Kitabo 8km at UGX:7,00,000/= to be funded by DDEG</p> <p>6. Grading of Rwanyangwe-Rwebimunyu-Ekitokoozi CAR 4km funded by DDEG at UGX 7,000,000/=</p> <p>The LLG was compliant.</p>
	v. Evidence that the LLG developed project profiles for all capital investments in the AWP and Budget as per format in NDP III Score 1 or else score 0	1	<p>LLG developed project profiles for all the capital investments in the AWP and Budget as per format in NDP III and were annexed to the budget and the annual work-plan as one document.</p> <p>The LLG was compliant.</p>
	vi. That the LLG budget was submitted to the District/Municipality/City before 15th May: score 1 or else 0	1	<p>The LLG budget was submitted to the District before 15th May 2022. The assessor was provided with evidence of submission letter dated 13th May 2022 which on file. The Letter was stamped received by Chief Administrative Officer's Office and by the District Planner on 13/May/2022.</p> <p>The LLG was Compliant.</p>
5	<p>Procurement planning for the current FY: submission of request for procurement</p> <p>Maximum score is 2</p>	2	<p>Evidence that the LLG prepared and submitted inputs into the procurement plan for all the procurements to be done in a LLG for the current FY) to the CAO/TC by the 30th April of the previous FY, Score 2 or else score 0</p> <p>The LLG presented evidence that the LLG prepared and submitted inputs into the procurement plan for all the procurements to be done in a LLG for the current FY: 2022/23 to the CAO by the 30th April of the previous FY 2021/22. The submission letter was in place and dated 25th April 2022 stamped received by CAOs Office and Procurement and Disposal Unit on 25th April 2022.</p> <p>The LLG was Compliant.</p>
6	<p>Compliance of the LLG budget to DDEG investment menu for the current FY</p> <p>Maximum score is 2</p>		<p>Kashongi Subcounty was allocated DDEG totaling to UGX: 27,686,195/= for the FY 2022/2023. The analysis of the approved Budget for FY 2022/23 for Kinoni Subcounty provided evidence that the investments to be funded by DDEG</p> <p>1. Grading and shaping of Nyabubaare-Ntarama-Mukiika CAR (4Kms) at a total sum of UGX 6,500,000/= to be funded by DDEG.</p> <p>2. Opening and Grading of Kabushwere-Akatogo-Kisha-Kitabo 8km at UGX:7,00,000/= to be funded by DDEG</p>

Evidence that the investments in the approved LLG Budget for the current FY comply with the investment menu in the DDEG Grant, Budget and Implementation Guidelines, score 2 or else score 0

2

3. Grading of Rwanyangwe-Rwebimunyu-Ekitokoozi CAR 4km funded by DDEG at UGX 7,000,000/= while among others.

Budget page 3 shows evidence that a total of UGX 22,148,946/= which was equivalent to (80%) of the total DDEG IPF provided. This was in line with the provision of up to 80% of DDEG being spent on Capital works. The remaining funds were spent on Investment servicing Costs UGX: 2,768,619.5 (10%) and UGX 2,768,619.5 (10%) on Support to Parish Planning including data collection, monitoring all projects and programs in parish as per DDEG guidelines for FY 2022/2023. On Page 7.

The LLG was compliant.

**Assessment area: C. Own Source Revenue Mobilization and Administration**

7

LLG collected local revenue as per budget (Budget realization)

Maximum score is 1

Evidence that the LLG collected OSR for the previous FY within +/- 10% of the budget score 1 or else score 0.

1

the llg collected 52,365,500/= out of the revised budget of 52,385,500/= as seen in the revised budget of 21/22 making 99.96% local revenue budget realization. the budget was revised in the council that sat on 11/5/2022 under MIN:041/SC/05/2022 in the 3rd line of fourth paragraph

8

Increase in LLG own source revenues from last financial year but one to last financial year.

Maximum score 1

Evidence that the OSR collected increased from previous FY but one to previous FY by more than 5 %, score 1 or else score 0

1

the OSR increased 38.7% from previous year but one. the llg collected OSR of 52,365,500/= in 2021/22 compared to 32,098,005/= of FY 20/21 as evidenced in AFS

9

The LLG has properly managed and used OSR collected in the previous FY

Maximum score 4

Evidence that the LLG:

i. Has remitted OSR to the administrative units, score 1 or else score 0.

1

the llg remitted 12,330,000/=, 25% remittance to the villages and 5% to the parishes evidenced by the transfer vouchers

parish vouchers-1/4=400,000, 1/6=1,550,000/= dated 8/4/22 and 30/6/2022 respectively, village remittance vouchers- 1/6=1,550,000/=, 1/1=1,200,000/=, 1/5=600,000/=, 1/4=1,300,000/= dated 7/6/22, 20/1/22, 31/5/22 and 8/4/22 respectively

Evidence that the LLG:

ii. Did not use more than 20% of the OSR on councilors allowances in the previous FY (unless authority was

1

the llg spent 13.63% (4,640,000/=) on councilors allowance as seen in AFS under trial balances pg.36

granted by the Minister), score 1, else score 0

Evidence that the LLG:

iii. Have budgeted and used OSR funds on operational and maintenance in previous FY, score 1, else score 0

The llg spent 12.9%(4,375,000/=) of OSR on O&M as evidenced in transfer payment vouchers: 1/3=450000, 1/4=400000, 9/2=250000, 13/4=350000, 22/4=250000, 26/4=200000, 38/6=50000, 42/6=20000, 83/6=260000, 11/1=250000, 39/12=250000, 2/10=250000,17/10=250000, 11/11=250000, 32/12=1200000, 32/12=250000, 15/1=400000, 67/6=440000

Evidence that the LLG:

iv. Publicised the OSR and how it was used for the previous FY, score 1, else score 0.

the llg publicized OSR collection and expenditure on the llg noticeboard

**Assessment area: D. Financial Management**

10

The LLG submitted annual financial statements for the previous FY on time

Evidence that the LLG submitted its Annual Financial Statement to the Auditor General (AG) on time (i.e., by August 31), score 4 or else score 0

the llg had a hard copy stamped by the auditor general on 29/8/2022

Maximum score is 4

11

The LLG has submitted all 4 quarterly financial and physical progress reports including finances for the Parish Development Model (PDM), for the previous FY on time and in the prescribed format

Evidence that the LLG submitted all four quarterly financial and physical progress reports, for the previous FY to the LG Accounting Officer including on the funding for the PDM on time:

i. Q1 by 15th October score 1 or else 0

the llg submitted 1st quarter on 15/10/2021 evidenced by the submission letter from planing

Maximum score is 6

Evidence that the LLG submitted all four quarterly financial and physical progress reports, for the previous FY to the LG Accounting Officer including on the funding for the PDM on time:

ii. Q2 by 15th January score 1 or else 0

the llg submitted 1st quarter on 15/1/2022 evidenced by the submission letter from planning

Evidence that the LLG submitted all four quarterly financial and physical progress reports, for the previous FY to the LG Accounting Officer including on the funding for the PDM on time:

iii. Q3 by 15th April score 1 or else 0

the llg submitted 1st quarter on 8/4/2022 evidenced by the submission letter from planning



Evidence that the LLG submitted all four quarterly financial and physical progress reports, for the previous FY to the LG Accounting Officer including on the funding for the PDM on time:	3	the llg submitted 1st quarter on 30/6/2022 evidenced by the submission letter from planning
iv. Q4 by 30th July score 3 or else 0		

**Assessment area: E. Human Resources Management for Improved Service Delivery**

12	Appraisal of all staff in the LLG in the previous FY	Evidence that the SAS/Town Clerk appraised staff in the LLG:		
	Maximum score is 6	(i) All staff in the LLG including extension workers in the previous FY (by 30th June): score 2 or else 0	2	Staff structures, Staff lists, Performance plan and appraisal reports were all available.  The subcounty staff were all appraised by 30/6/2022.
		Evidence that the SAS/Town Clerk appraised staff in the LLG:		
		(ii) Primary School Head teachers in public primary schools in the previous school calendar year (by 31st December) – score 2 or else 0	0	The subcounty has 13 public primary schools.  No evidence that all head teachers were appraised.
		Evidence that the SAS/Town Clerk appraised staff in the LLG:		
		(iii) HC III & II In-charges in the previous FY (by June 30th) – score 2 or else	2	The subcounty has 2 health centers.  There is evidence that the two in-charges were appraised.
13	Staff duty attendance	Evidence that the LLG has		
	Maximum score is 6	(i) Publicized the list of LLG staff: score 3 or else 0	3	The subcounty publicized the staff list on the noticeboard for both health and subcounty headquarters staff and its of 30/6/2022.the staff attendance register,staff performance with activities hve been produced.
		Evidence that the LLG has		
		(ii) Produced monthly analysis of staff attendance with recommendations to CAO/TC score 3 or else 0	3	Monthly reports with recommendations have been submitted to CAO.

**Assessment area: F. Implementation and Execution**

14	The LLG has spent all the DDEG funds for the previous FY on eligible projects/activities			
	Maximum score is 2			Kashongi Subcounty had DDEG budget of UGX 53,445,674/= in in FY 2021/22 of which UGX 42,756,540/= (80%). Was meant for capital projects and 10% on investment servicing costs and 10% on parish planning including monitoring of parish programs. Evidence produced showed that a total of UGX 42,556,476 was spent on capital projects after tallying all the vouchers from all the contracted and force account projects.

The projects were as follows:

-Grading of Akayanja-Kyenshama-Rwenjuba CAR at 6-Million. As verified by vouchers: V1/3, V1/2 and V 3/3.

- Grading of Kitabo-Akashego-Kabushwere at 7,345,676 as per vouchers: v3/2, v2/2, v4/1 and v6/4.

-Grading of Mbuga Kiruruma CAR at 3,000,000/= as evidenced by vouchers: v3/1, v2/1, and v1/1.

-installation of 2 lines of culverts at UGX 12,460,800/= as per voucher: v/1/11.

-renovation of sub-county community hall at UGX 12 Million as evidenced by voucher v1/12.

-Fuel worth UGX 1,525,000/= for culvert installations

Among others.

There was credible evidence that the subcounty spent DDEG grant in line with eligible activities as per the grant guidelines.

Evidence that the LLG budgeted and spent all the DDEG for the previous FY on eligible projects/ activities as per the DDEG grant, budget, and implementation guidelines: Score 2, or else score 0

2

15 The LLG spent the funds as per budget

Maximum score is 2

Evidence that the execution of budget in the previous FY does not deviate for any of the sectors/main programs by more than +/-10%: Score 2

2

Kashongi Sub-county provided evidence that the execution of budget in the previous FY did not deviate for any of the sectors/main programs by more than +/- 10%. Evidence was obtained from Final accounts page 10 where the subcounty achieved 100% of the total revised budget. All sectors and main programs performed at 100%.

16 Completion of investments as per annual work plan and budget

Maximum score is 3

Evidence that the investment projects planned in the previous FY were completed as per work plan by end of FY (quarter four) :

If more than 90 % was completed: Score 3

3

If 70% -90%: Score 2

If less than 70 %: Score 0.

Kinoni Sub-county executed the following projects:

1-Renovation of subcounty community hall at UGX 12 Million by Jahe contracting company LTD. The works were done and verified by the assessor and the completion certificate was on file dated 27/05/2022. The project was fully completed.

All roadworks were fully completed as evidenced by vouchers and completion certificates in the DDEG file and URF file. The sub-county completed all their projects fully (100%).

#### Assessment area: G. Environmental and Social Safeguards

17 The LLG has implemented environmental and social safeguards during the previous FY

according to llg workplan, 7 projects were to be done in the financial year. out of 6 projects, and all 7 were implemented.

1. the llg screened the project of grading and shaping kenshunga ekidikura CAR on 31/08/2021

Maximum score is  
2

Evidence that the LLG carried out environmental, social and climate change screening where required, prior to implementation of all planned investments/ projects, score 2 or else score 0

2

and the project started on 4th/march/2022 as evidenced on screening form signed by environmental officer and certificate of completion.

2. the Ilg screened the project of renovating s/county offices on 31/8/2021 as evidenced on screening form signed by district environmental officer and the project started on 20/5/2022

3. the Ilg screened the project of grading and shaping of kitabo-akashayi kabushwere CAR on 31/8/2021 as evidenced on screening form signed by district environmental officer and the project started on 12/1/22 as evidenced on certificate of completion

4. the Ilg screened the project of grading and shaping of kitabo-akashayi kabushwere CAR on 31/8/2021 as evidenced on screening form signed by district environmental officer and the project started on 12/1/22 as evidenced on certificate of completion

5. the Ilg screened the project of installing 3 culvert lines at rwenjuba-kabushwere CAR on 31/8/2021 as evidenced on screening form signed by district environmental officer and the project started on 1/11/2021 as evidenced on certificate of completion

6. the Ilg screened the project of grading and shaping of kyenshama I-akayaga-Rwenjuba CAR on 24/8/2021 as evidenced on screening form signed by district environmental officer and the project started on 14/3/22 as evidenced on certificate of completion

7. the Ilg screened the project of grading and shaping of mbuga I-Kiruruma CAR on 24/8/2021 as evidenced on screening form signed by district environmental officer and the project started on 25/1/22 as evidenced on certificate of completion

18

The LLG has an Operational Grievance Handling System

Maximum score is  
2

(i) If the LLG has specified a system for recording, investigating and responding to grievances, which includes a designated a person to coordinate response to feed-back, complaints log book with clear information and reference for onward action, a defined complaints referral path, and public display of information at LLG offices score 1 or else 0

1

the Ilg described GRS for recording, investigating and responding to grievances and was put on notice board. the Ilg had a log book to register cases and 59 cases in last FY.

the Ilg appointed **Tokamanya Barnet** as a focal person of grievance handling.

(ii) If the LLG has publicized the grievance redress mechanisms so that aggrieved parties know where to report and get redress score 1 or else 0

1

the Ilg publicized GRS as seen on the Ilg noticeboard

19

The LLG has a functional land management system

Maximum score 1

If the LLG has a functional Area Land committee in place to assist the LG Land board in an advisory capacity on matters relating to land, including ascertaining rights on the land score 1 or else 0

1

the llg had a functional area land committee as evidenced by the minutes of the committee that sat on 31/5/22, 8/2/22, 19/11/2021 and 12/08/21 with attendance list attached.also evidenced on appointment letters of the committee members

Tukahirwa Frank-Member, Kyomya Crescent-member, Kanyesigye Hope Mugizi-member, Jane Mugishaa Abaho-member and Twwebaze John-C/P

**Assessment area: H. Basic (Pre & Primary) Education services Management (in public and private schools)**

20

Awareness campaigns and mobilization on education services conducted in last FY

Maximum score is 3

Evidence that the LLG has conducted awareness campaigns and parent's mobilization for improvement of education service delivery score 3, else score 0

3

The LLG conducted awareness campaigns in the following places;

A report on mobilization and sensitization report on 5 government aided schools dated 15/3/2022 where schools; Byanamira P/S, Kiruruma P/S, Rwanyangwe P/S, Mabaare P/S and Byanamira Parents participated, and the main purpose was to find out the challenges of schools and contribution of parents towards the development of schools. Attached with the attendance.

A mobilization report of Rwanyangwe community on demand for education services dated 18/12/2021 majorly to ascertain the location of both private and public schools, checking on learner's completion rate and others

A report on mobilization and sensitisation of parents and teachers of Kitabo P/S, Akatenga P/S, and Mbuga P/S dated 14/8/2021 where the purpose of the mobilisation was a result of concerns raised by teachers and parents.

21

Monitoring of service delivery in basic schools

Maximum score is 4

Evidence that the LLG has monitored schools at least once per term in the previous 3 terms and produced a list of issues requiring attention of the committee responsible for education of the LLG council in the previous FY:

If all schools (100%) - score 4

If 80 – 99% – score 2

4

The LLG has 13 primary schools and all the schools were inspected in all the three terms with the evidence of the reports;

A monitoring and inspection report for all 13 schools dated 29/9/2021 outlining the findings like observation of poor hygiene and sanitation, Schools being closed and others seen.

A monitoring report for all 13 schools dated 31/3/2022 where findings like pupil's attendance found to be irregular, need for maintenance of classrooms and the VIP latrine and others.

A monitoring and inspection report done in all the 13 schools dated 18/12/2021

SMC for Kashongi II P/S dated 12/4/2021 with the attendance of 8 committee members and the action plan and implementation of issues raised seen e.g. creating of pathways in the compound, was done.

SMC for Kabushwere P/S dated 26/5/2022 and action and implementation of issues raised on

If 60 to 79% score 1

Below 60% score 0

26/5/2022 seen e.g. construction of 3 classroom block in progress seen

SMC Kiruruma P/S dated 1/6/2022 with the attendances attached. Action and implementation of issues raised on 1/6/2022 seen.

Kashongi Junior dated 26/5/2022 with attendance attached

The action paper for SMS meeting for Kashongi Junior held 26/5/2022 addressing all the issues raised seen.

Byanamira P/S SMC minutes dated 21/1/2022 with the attached attendance and action and implementation issues raised on 21/1/2022 seen

22

Existence and functionality of School Management Committees

Maximum score is 3

The LLG has functional school management committees in all the 13 schools with evidence of SMC meeting minutes. Five schools were sampled and their minutes are;

SMC for Kashongi II P/S dated 12/4/2021 with the attendance of 8 committee members and the action implementation of issues raised e.g. creating of pathways in the compound, was done.

SMC for Kabushwere P/S dated 26/5/2022 and action and implementation of issues raised on 26/5/2022 seen e.g. construction of 3 classroom block in progress seen

SMC Kiruruma P/S dated 1/6/2022 with the attendances attached. Action and implementation of issues raised on 1/6/2022 seen.

Kashongi Junior dated 26/5/2022 with attendance attached. The action paper for SMS meeting for Kshongi Junior held 26/5/2022 addressing all the issues raised seen.

Byanamira P/S SMC minutes dated 21/1/2022 with the attached attendance and action and implementation of issues raised on 21/1/2022 seen

The action paper for SMS meeting for Kshongi Junior held 26/5/2022 addressing all the issues raised seen.

Byanamira P/S SMC minutes dated 21/1/2022 with the attached attendance and action and implementation issues raised on 21/1/2022 seen

Evidence that the LLG have functional school management committees in all schools; score 3, else score 0 3

**Assessment area: I. Primary Health Care Services Management**

23

Awareness campaigns and mobilization on primary health

The LLG conducted awareness campaigns with the evidence of reports seen.

Awareness reports on risk communication majorly

care conducted in last FY	Evidence that the LLG has conducted awareness campaigns and mobilized communities for improved primary health care service delivery score 3, else score 0	3	on Covid-19 management dated 30/3/2022 for the meetings held in two parishes i.e. Rwangwengwe C.O.U and Byanamira C.O.U with the attendances attached.
Maximum score is 3			A report on community dialogues dated 30/6/2022 held in two parishes i.e. Ntarama on 30/6/2022 and Rwenjuba on 28/6/2022 meant to educate communities on communicable diseases and chase malaria way from Kashongi sub county with the attendances attached
24	The LLG monitored health service delivery at least twice during the previous FY	4	The LLG has two facilities i.e. Kashongi HC III and Rwanyangwe HC II. And these facilities were monitored and reports were done and presented to the executive committee;
Maximum score is 4	Evidence that LLG monitored aspects of health service delivery during the previous FY , score 4 or else score 0		A report on monitoring of Kashongi HC III and Rwanyangwe HC II dated and stamped by LC III 30/6/2022. Outlining challenges of need for renovation of OPD building and others
			A report on monitoring of Kashongi HC III and Rwanyangwe HC II dated and stamped by LC III 31/3/2022. Outlining the challenges of Lack of enough accommodation at Kashongi HC III and others
			HUMC munities for Kashongi HC III dated and stamped 30/3/2022 with the attached attendance of 9 committee members
			HUMC minutes for Kashongi HC III held on 14/6/2022 seen with the attendance of 9 committee members.
			HUMC minutes for Rwanyangwe dated and stamped 19/8/2021, under MIN 5/8/2021 the need for renovation of staff quarters was raised with the attendance of 4 committee members attached,
			HUMC minutes for Rwanyangwe HC II dated 25/5/2022 and the attached is the attendance of 11 members.
25	Existence and functionality of Health Unit Management Committee		The LLG has two functional health management committees i.e. HUMC for Kashesongi and Rwanyangwe well composed in the executive meeting under minute MIN 008/09/SEC/2020. They constitute of 9 and 5 members respectively.
Maximum score is 3			HUMC munities for Kashongi HC III dated and stamped 30/3/2022 with the attached attendance of 9 committee members
			HUMC minutes for Kashongi HC III held on 14/6/2022 seen with the attendance of 9 committee members.

Evidence that the LLG have functional Health unit Management Committee for all Health Facilities in the LLG; score 3, else score 0

3

HUMC minutes for Rwanyangwe dated and stamped 19/8/2021, under MIN 5/8/2021 the need for renovation of staff quarters was raised with the attendance of 4 committee members attached,

HUMC minutes for Rwanyangwe hc II dated 25/5/2022 and the attached is the attendance of 11 members.

Action plan for Rwanyangwe HC II addressing the issues of pipe replacements, missing of a tank header were raised. Under min 05/8/2021.

Action Plan dated 12/9/2021 for Kashongi HC III addressing the issues of; Asiimwe Francis neglecting his duties, some of the health workers reporting late on duty seen.

Action paper for the meeting held on 14/6/2022 seen addressing the issues raised. The issue of renovation of structures, fixing of Gutters on maternity building were all done.

**Assessment area: J. Water & Environment Services Management**

26

Evidence that the LLGs submitted requests to the DWO for consideration in the current FY budgets

Evidence that the SAS submitted in writing requests to the DWO for consideration in the planning of the current FY score 3, else score 0

3

The subcounty has the writing requests dated 9/9/2021 submitted to the DWO for consideration in the current FY. The subcounty was requesting for a rain water harvesting tank for kashongi subcounty head quarters.

Maximum score is 3

27

The LLG has monitored water and environment services delivery during the previous FY

Evidence that SAS/ATC monitored/supervised aspects of water and environment services during the previous FY including review of water points and facilities, score 3 or else score 0

3

SAS/ATC monitored/supervised aspects of water and environment services during the previous FY including review of water points and facilities. The subcounty monitored on quarterly basis ie quarter 1 6/9/2021 quarter 2 3/1/2022 quarter 3 31/4/2022 quarter 4 30/6/2022

Maximum score is 3

28

Existence and functionality of Water and Sanitation Committees

Evidence that the LLG have functional Water and Sanitation Committees

The composition of water user committees are in place .forexample kashongi junior borehole with Nagawa scovia as the chair person ,Akegyeya I borehole with the chairperson being Beinomugisha Enid and ST mark Ntarama and the chaiperson is Tusasirwe Allen .LLG have functional Water and Sanitation Committees with meeting minutes on 15/5/2022 for Kashongi ,Akegyeya I with meeting minutes on 29/3/2022 ,St mark Ntarama

Maximum score is 2

(including collection and proper use of community contributions) score 2, else score 0

2

11/5/2022.Akagyeya I has community contributions with the receipt book.

total 30000=

Break down

nails -1500

padlock -25000

nails -3000

29

Functionality of investments in water and sanitation facilities

Evidence that the SAS has an updated lists on all its water and sanitation facilities (public latrines) and functionality status. Score 2 else 0

2

SAS has an updated lists on all its water and sanitation facilities (public latrines) and functionality status.

The list was submitted to the DWO on 29/6/2022.

Maximum score is 2

**Assessment area: L. Production Services Management**

34

Up to date data on agriculture and irrigation collected, analyzed and reported

If the LLG extension staff have collected, analyzed and reported data on agriculture (i.e., crop, animal and fisheries) and irrigation activities including production statistics for key commodities, data on irrigated land, farmer applications, farm visits etc. as per formats, the reports compiled and submitted to LG Production Office score 2 or else 0.

2

the llg had updated statistics on crop, and livestock as evidenced by the compiled reports dated 30th/7/22 submitted to lg production office. the report indicated that banana was on 590 acres, coffee 650hectares and the llg had 226760 heads of cattle, 19164 goats, 42114 sheep, 2719 pigs, 16450 poultry, 542 rabbits and 73 bee hives

Maximum score is 2

35

Farmer awareness and mobilization campaigns carried out through farmer field days and awareness meetings

If the LLG has carried out awareness and mobilization campaigns on all aspects of agriculture through farmer field days and awareness meetings, exchange visits, reports compiled and submitted to LG Production Office score 2 or else 0

2

the llg had awareness reports on soil management and water conservation technique dated 18/5/22, BBW management dated 2/10/2021, lumpy skin disease-11/9/21 and awareness report on FMD with attendance lists attached submitted to ld production office.

distribution lists of FMD, PPR vaccines, dudu cypermethrine and fertilizer were evidently seen

Maximum score is 2

36

The LLG has carried out monitoring activities on production activities for crops, animals and fisheries

If the LLG extension staff has implemented monitoring activities on agricultural production for crops, animal and fisheries covering among others irrigation, environmental safeguards, agricultural mechanization, postharvest handling, pests and disease surveillance, equipment installations, farmers implementing knowledge from

2

The LLG Extension staff had 24 monitoring reports on BBW, FMD, PPR, Backyard garden, FMD, Tick-borne diseases, Stray dogs, tick resistance, Kyenshama market, etc were compiled and submitted to the LG production office.

From SAS, a supervision report on BBW control, soil moisture and fertility, tick control and farm bio-



Maximum score is 2  
trainings, reports compiled and submitted to LG Production Office score 2 or else 0

security were compiled by SAS and submitted to the LG production office dated 28/4/22

37

Farmer trainings through training farmer field schools and demonstrations organized and carried out

If the LLG extension staff has carried out farmer trainings on irrigated agriculture, agronomy, pests and diseases management, operation and maintenance of equipment, linkage to markets etc. through for example farmer field schools, demonstrations, and field training sessions, reports compiled and submitted to LG Production Office score 2 or else 0.

training reports on fruit farmers' cooperative, irrigation, soil management and water conservation, post-harvest handling handling, FMD,PPR and integrated pest management were seen signed by the lg production office with attendance lists attached.

Maximum score is 2

both extension workers had training programs for FY 21/22 stamped by DPO

38

The LLG has provided hands-on extension support to farmers and farmer organizations / groups

If the LLG extension staff have provided extension support to farmers and farmer groups on crop management, aquaculture, animal husbandry, irrigation, Operation and Maintenance of equipment, postharvest handling, value addition, marketing etc. reports compiled and submitted to LG Production Office score 2 or else 0

field reports on FMD, PPR, hail storm and floods were seen submitted to lg production office.

Maximum score is 2

from household visits and support extended to farmers, Mr. Yoram Kabahe was randomly sampled and confirmed the support of extension workers