

092305T4SWC

SOCIAL WORK AND COMMUNITY DEVELOPMENT LEVEL 5

COD/OS/SW/CR/10/5

Manage Community-Based Groups

March/April 2026



**TVET CURRICULUM DEVELOPMENT, ASSESSMENT AND CERTIFICATION COUNCIL
(TVET CDACC)**

WRITTEN ASSESSMENT

TIME: 2 HOURS

INSTRUCTIONS TO CANDIDATE

1. This paper consists of **TWO** sections: **A** and **B**.
2. Answer **ALL** questions in section **A**
3. Answer question **Eleven (11 Compulsory)** and **any other TWO (2)** questions in section **B**.
4. Marks for each question are indicated in the brackets.
5. Candidates are provided with a separate answer booklet
6. Do not write on the question paper.

This paper consists of THREE (3) printed pages.

The candidate should check the question paper to ascertain that all pages are printed as indicated and that no questions are missing.

SECTION A (40 MARKS)

Answer ALL questions in this section

- 1) Community groups are formed by people living in the same area to address common needs. State FOUR challenges while implementing need assessment. (4 Marks)
- 2) Some community-based groups succeed in achieving their goals while others fail due to poor organization and leadership. State FOUR characteristics of effective community-based groups. (4 Marks)
- 3) Leadership plays a key role in guiding members and ensuring smooth operation of community-based groups. Mention FOUR roles of leaders in community-based groups. (4 Marks)
- 4) Community groups handle funds, assets, and activities that must be properly documented. List FOUR reasons why record keeping is important in managing community groups. (4 Marks)
- 5) To carry out activities and projects, community-based groups require financial support from different sources. List FOUR sources of funds for community-based groups. (4 Marks)
- 6) Despite their importance, many community-based groups face difficulties that affect their performance. (State FOUR challenges faced by community-based groups. (4 Marks)
- 7) Communities have different types of groups formed to address social, economic and development needs. Mention FOUR types of community-based groups found in a community. (4 Marks)
- 8) Members of community-based groups often work together to achieve shared objectives. Mention FOUR benefits of teamwork in community-based groups. (4 Marks)
- 9) Conflict may arise among members due to differences in opinions, interests, or roles. State FOUR conflict resolution methods used in community groups. (4 Marks)
- 10) Managers and leaders of community-based groups are expected to act responsibly and fairly. List FOUR ethical principles that should guide the management of community-based groups. (4 Marks)

SECTION B (60 MARKS)

Answer question *Eleven (11 Compulsory)* and any other *TWO (2)* questions in this section

Case Study.

11) Tumaini Community Development Group is a community-based group formed by residents of Kijiji Village to improve livelihoods. The group focuses on savings, small-scale farming, and clean water projects. It has 30 members, an elected leadership committee, and a simple constitution. Recently, the group received funds from a local NGO to construct a water tank. However, challenges emerged, including low member participation, poor record keeping, conflicts over leadership decisions, and delays in project completion. The group now plans to strengthen leadership, improve financial management, encourage participation, and introduce monitoring and evaluation to ensure project success.

a) Explain FIVE challenges faced by the group in implementing the project. (10 marks)

b) Discuss FIVE roles of leaders in improving group performance. (10 marks)

12) Community based groups implement projects that regular assessment to ensure objectives are being achieved efficiently.

a) Explain FIVE concepts of monitoring and evaluation (M&E) in community-based groups. (10 Marks)

b) Describe FIVE benefits of monitoring and evaluation I community projects. (10 Marks)

13) Proper handling of finances is critical to ensure transparency, accountability, and sustainability of community-based groups.

a) Explain FIVE advantages of financial management I community-based groups. (10 Marks)

b) Describe FIVE financial records that should be maintained by community-based group. (10 Marks)

14) Community participation is essential in the project management to achieve its objectives.

a) Explain FIVE importance of community participation I managing community-based groups. (10 Marks)

b) Describe FIVE strategies used to encourage member participation in community groups. (10 Marks)