

Rapid Response Fund Payment Request No. 02-2015

Funds Sent To: CARD
Amount Sent: USD 58,748
Date: 15 January 2015

Details of Response

Emergency: Malawi flooding and heavy stormy winds
Date of Emergency: 10th of January, 2015
ACT Requesting Member(s): Churches Action and Relief in Development (CARD)

I. NARRATIVE SUMMARY

DETAILS OF THE EMERGENCY

Heavy rains and heavy stormy rains devastated the country from 5th January to date and the weather forecast is indicating that the heavy down pours will continue. This has caused swelling of the many streams and rivers and consequently flooding of many rivers in Chikwawa, Nsanje and Karonga; and in Karonga this was combined with heavy stormy rains which have destroyed so many houses. A total of 24,938 people have been affected, with more than 8 people dead and several other people have been seriously injured.

The floods and heavy stormy rains have greatly damaged crops, food items in homes, household assets, livestock, road networks, houses, boreholes and toilets have been heavily damaged in those districts. In total the floods have destroyed 1,200 hectares of cultivable land in Chikwawa while other districts are still doing assessments to establish the extent of the damage. A total of 1,760 houses have been destroyed and affected people are being evacuated to primary schools, churches and other houses from trading centres. Official reports from the affected districts with actual figures and realistic magnitude of damage will be shared in a situation report as soon as possible once comprehensive assessment has been done by the Area Civil Committees.

ACTIONS TO DATE, AND EMERGENCY NEEDS

District Civil Protection Committees (DCPCs) have been holding meetings to map the way forward on the disasters and Area Civil Committees (ACPCs) are currently doing assessments to establish the magnitude of the damage. The District Civil Protection Committee will do the verification of the findings of the ACPCs at a later date. The ACPCs and the traditional authorities are currently registering names of those affected and providing health education messages.

District level meetings organised by the District Commissioners from the affected areas have, through its disaster management affairs department (DoDMA) at district level, called for support from the humanitarian actors in the country to assist those people who have been affected with basic survival items and commodities, as the government has not yet responded to the emergency.

The sketchy assessments conducted so far in the districts show the great need of emergency response for food, household utensils, chlorine, tents, insecticide treated mosquito nets and plastics sheets. The situation in malnutrition is likely to rise on the increased number of food crops which have been swept away and damaged like maize, pineapples, sugar canes, cassava, rice, sorghum and millet. Utensils and beddings have either been damaged or swept away; affected communities are staying in classroom blocks with little protection from weather hazards at night. This is also exposing the victims to emergency related diseases such as cholera and malaria cases especially to under-five year's old children and pregnant women.

PROPOSED EMERGENCY RESPONSE

OVERALL GOAL:

To save lives of the 1,500 affected households in Nsanje, Chikwawa Mulanje and Karonga Districts thorough provision of food.

OBJECTIVE OF THE EMERGENCY RESPONSE:

The specific objective is to increase access to food to 1,500 households affected by floods in the districts.

PROPOSED ASSISTANCE:

Food security

The project will procure and provide 60 MT of maize flour for food, 15 MT of beans to 1,500 affected households (1000 FHH and 500 MHH) translating into 9,000 people in the affected areas for two months. Each of the 1,500 households will receive 1 bag of maize flour (20kgs) and 5 kgs of beans each month for 2 months. The food will assist the targeted households, most of them female headed, to access food easily and lessen their burden in caring for the children, the sick and the elderly within their households.

The project will also increase awareness during food distribution so that victims access clean and safe water only from boreholes and not from unprotected sources to avoid outbreak of cholera and diarrhoea.

TARGET POPULATIONS:

The affected population is estimated at 9,000 people though the figures may increase because the rainy season is still continuing. Among the affected households are 1,000 female headed, 420 male headed, 66 elderly headed, 8 child headed, and 6 disabled headed households. Among the people affected include 348 under-five years old children. The table below shows the percentage of different categories affected:

CATEGORY	U/5 years old	6-17	18-65	Elderly	Disabled
PERCENTAGE	14	11	50	21	4

The target population was involved in the designing of the proposed action through the participatory rapid assessment exercises conducted after the emergency. During the assessment, the affected communities through the Village Civil Protection Committee were able to assess the extent of the damage. Beneficiaries were able to identify the most affected groups; come up with emergency needs

required and proposed ways on how they felt their needs could be addressed. The proposed interventions in this RRF proposal were based on that participatory assessment process. The same approach will be applied during implementation, monitoring and evaluation. During implementation, communities led by the Village Civil Protection Committee will be responsible for registration, verification and assisting CARD and ELDS staff in the distribution of the items. CARD and ELDS will use the Participatory Monitoring and Evaluation (PME) methodology in its M&E system to involve the communities in the monitoring and evaluation of the project.

IMPLEMENTATION ARRANGEMENTS:

CARD will serve as ACT Requesting Member for this RRF with its responsibilities.

CARD and ELDS will each implement 50% of this project. CARD and ELDS have an active working relationship with District Councils of the affected districts. CARD and ELDS will therefore work closely with the Council's Civil Protection Committees to deliver on this project.

A situation reports (Sitreps) will be submitted on the first month of the implementation by CARD to ACT Alliance secretariat. A final report (narrative and financial) and audit report will be submitted to the ACT secretariat by CARD, according to reporting schedule.

COORDINATION:

CARD as ACT requesting member will report to the ACT Secretariat, with support from the Forum Coordination desk in the ACT Malawi forum. Similar reports will also be submitted to the forum members who CARD and ELDS are working within the Malawi Forum.

The Malawi Forum Coordinator and Humanitarian Officers from Malawi forum members are part of national humanitarian teams and attend meetings in collaboration with the UN, Government and other INGO's involved in emergency response activities.

COMMUNICATIONS:

CARD and ELDS will work with the designated Communications Officer for ACT Malawi forum who shall work hand in hand with the Forum Coordinator to ensure that information about the project is shared amongst ACT fellow members and other stakeholders within and outside Malawi.

PRINCIPLES AND STANDARDS:

Being members of ACT Alliance, CARD and ELDS are signatories to the ACT Alliance Code of Conduct that outlines the key responsibilities of all ACT staff in relation to respect for the welfare and rights of the people the project intends to assist. Both members also subscribe to the International Code of Conduct for the Red Cross and Red Crescent that provides minimum standards in humanitarian response.

CARD and ELDS also commit themselves to the implementation of HAP. In that sense, the following principles will be critical to the implementation of the project:

Sharing information: CARD and ELDS will ensure that project participants and other stakeholders have access to timely, relevant and clear information about the organization, the project and its activities. The following information will be made available to the project participants: Background of CARD and ELDS and their contact details, including phone numbers of the Executive Directors; ACT accountability framework; staff code of conduct and complaints procedure; project details (goals, objectives, expected results, inputs or resources, timeframe and exit strategies); staff roles and responsibilities; criteria for selecting target groups.

Participation: The project will employ community based targeting whereby right holders will be engaged in a participatory process to come up illegible beneficiaries (targeting). Using the rights based approach, the community, local leaders, decentralised structures as well as implementing members and

government field staff will engage with community in an open and transparent manner regarding the targeting mechanisms that will be locally used. The project will make deliberate efforts to ensure that women and other vulnerable groups are not left out from benefiting from the relief items.

CARD and ELDS will also ensure that project rights holders participate in the monitoring and evaluation of the project. The project will emphasise much on process monitoring using the participatory monitoring and evaluation methodologies. This will provide a voice to target population on the way they view success or failure in the implementation process and suggest ways to improve and adjust to meet intended objectives of the project.

Handling complaints: CARD and ELDS will enable the targeted households and other stakeholders to raise complaints and receive a response through an effective, accessible and safe process. Information (including telephone numbers) about the suggested complaints handlers will therefore be made available to the communities.

PLANNED IMPLEMENTATION PERIOD:

The project is planned to run from 15 January to 31 March, 2015.

CARD and ELDS will ensure that all reporting requirements are met as per the ACT Alliance policies and guidelines governing ACT appeals and RRF funds.

HUMAN RESOURCES AND ADMINISTRATION OF FUNDS:

The funds from ACT Secretariat will be transferred to CARD bank account and once received; CARD will transfer half of the amount to ELDS account. For administrative purposes each implementing member will bear the responsibility of ensuring that the funds are utilized for the intended purpose and CARD will submit situation report and RRF reports to the ACT Secretariat.

For accountability and transparency purposes though, upon transferring of the funds from the secretariat, the Coordination Desk, the Steering Committee members and the ACT Malawi forum, currently Christian Health Association Malawi (CHAM) will be notified as to how much has been transferred.

MONITORING AND EVALUATION:

The implementing organisations will be responsible for monitoring the progress of the project on the ground as well as the use of funds for the proposed activities. The Monitoring and Evaluation Officers and the Programme Managers for the 2 organisations will support implementation and monitoring the delivery of this project once every month. The implementing organisations will also seek support of the District Civil Protection Committees to monitor progress of the project so that life of 1,500 affected households is better and their livelihoods are secured in a sustainable manner.

At the end of the project, each implementing member will prepare a final narrative and financial report in line with ACT Alliance reporting guidelines. CARD, as requesting member, and with support from the Malawi forum, will be responsible to prepare a consolidated final narrative and financial report of the entire response and sent to ACT Secretariat. CARD will also be responsible of providing an audit report for the entire response, according to ACT policy.

REPORTING SCHEDULE

Type of Report	Due date
Situation report	At the end of 1 st month
Final narrative and financial reports	31 May 2015
Audit report	30 June 2015

II. FINANCIAL SUMMARY/BUDGET

The total estimated budget for the proposed activities comes up to around US\$ 58,748.

EXPENDITURE

	Type of	No. of	Unit Cost	RRF Budget	RRF Budget
	Unit	Units	MK	MK	USD
DIRECT COST (LIST EXPENDITURE BY SECTOR)					
Food security					
<i>Maize Flour</i>	20 Kg bag	3,000	3,500	10,500,000	23,489.93
<i>Beans</i>	5 Kg bags	3,000	2,500	7,500,000	16,778.52
<i>Production of ration cards</i>	Lump sum	2	50,000	100,000	223.71
<u>Other Sector Related Direct Costs (List expenditure by sector)</u>					
Driver 100%	months	2	200,000.00	400,000	894.85
Relief Clerk 100%	months	2	360,000.00	720,000	1,610.74
TOTAL DIRECT ASSISTANCE				19,220,000	42,998
TRANSPORT, WAREHOUSING & HANDLING					
<u>Transport (of relief materials)</u>					
Fuel/Travel/transport costs	monthly	2	600,000.00	1,200,000	2,684.56
Food distribution logistics	lump sum	1	2,000,000.00	2,000,000	4,474.27
<u>Warehousing</u>					
Rental of warehouse	monthly	2	120,000.0	240,000	536.91
Salaries / wages for labourers	monthly	2	90,000.00	180,000	402.68
Wages for Security/ Guards	monthly	2	150,000.00	300,000	671.14
TOTAL TRANSPORT, WAREHOUSING & HANDLING				3,920,000	8,770
TOTAL DIRECT COST				23,140,000	51,767
INDIRECT COSTS: PERSONNEL, ADMINISTRATION & SUPPORT					
<u>Office Operations</u>					
Office stationery	Months	3	200,000.00	600,000	1,342.28
<u>Communications</u>					
Telephone and fax	Months	3	73,400.00	220,200	492.62
TOTAL INDIRECT COST: PERSONNEL, ADMIN. & SUPPORT				820,200	1,835

AUDIT, MONITORING & EVALUATION

Audit of ACT RRF	Estimate	1	1,000,000	1,000,000	2,237.14
Monitoring & Evaluation	Estimate	1	500,000	500,000	1,118.57
Coordination	Estimate	1	200,000	200,000	447.43
Coordination	Estimate	1	600,000	600,000	1,342.28
TOTAL AUDIT, MONITORING & EVALUATION				2,300,000	5,145
TOTAL EXPENDITURE				26,260,200.00	58,747.65

EXCHANGE RATE: local currency to 1 USD

Budget rate 447.00

ACTION

The ACT Secretariat has approved the use of US\$ 58,748 towards the budget from its Rapid Response Fund and would be grateful to receive contributions to wholly or partially replenish this payment. Should there be an appeal for this emergency, the RRF payment will be considered as an advance.

For further information please contact:

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Or

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