

Appeal

actalliance

Guatemala, El Salvador, Honduras and Nicaragua

Response to Food Crisis due to El Niño and La Niña in Central America

Appeal Target: **US\$ 418,005.00**

Balance Requested: ***US\$ 398,005.00***

Geneva, 30th of June 2016

Dear Colleagues,

The drought caused by El Niño is one of the most severe in the history of Central America, surpassing in size and impact the situation faced in 2014. Despite mitigation measures, 4.2 million people in the dry corridor have been affected, of which more than 2 million are facing a humanitarian crisis as they are in dire need of immediate food assistance, health care, nutritional support, and recovery of livelihoods, among others.

This crisis highlights the extreme vulnerability of subsistence farmers, landless farmers and laborers living along the dry corridor of Central America. These low income households are dependent on rainfall as they farm without irrigation; furthermore, they have limited access to basic health services, education and face difficulties accessing minimal dietary standards.

Despite mitigation measures put into place in the affected countries, the drought has caused food insecurity for thousands of families resulting in a humanitarian crisis. The ongoing impact of El Niño and the possibility of a subsequent drought brought upon by La Niña may continue to have an impact, especially on food insecurity and health, for as long as two years.

ACT Alliance is planning to support 2872 families in four countries of Central America with food security, WASH, and livelihoods.

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The ACT Alliance secretariat is certified with the Humanitarian Accountability Partnership's 2010 HAP Standard for accountability and quality management.

I. EXECUTIVE SUMMARY**TITLE:** Response to food crisis due to El Niño and La Niña in Central America**ACT APPEAL NUMBER:** CAM161**APPEAL AMOUNT REQUESTED (US\$):** 418, 007.00**DATE OF ISSUANCE:** 30th of June, 2016**NAMES OF ACT FORUM AND REQUESTING MEMBERS:**

ACT FORUM	EL SALVADOR, GUATEMALA, HONDURAS, NICARAGUA
ACT REQUESTING MEMBERS	LWF

1.1 The Crisis

The drought caused by El Niño is one of the most severe in the history of Central America, surpassing in size and impact the situation faced in 2014. Despite mitigation measures, 4.2 million people in the dry corridor have been affected, of which more than 2 million are facing a humanitarian crisis as they are in dire need of immediate food assistance, health care, nutritional support, and recovery of livelihoods, among others. Although El Niño has started to decline in intensity the danger is still very much present. The ongoing impact of El Niño and the possibility of a subsequent drought brought upon by La Niña may continue to have an impact, especially on food insecurity and health, for as long as two years.

1.2 Priority needs

Food security

WASH

Livelihoods

1.3 Proposed emergency response

KEY PARAMETERS:	LWF
Project Start/Completion Dates	July 2016 –October 2016
Geographic areas of response	Dry Corridor of Central America (Guatemala, El Salvador, Honduras, Nicaragua)
Sectors of response & projected target population per sector	Food Security for 2,621 families WASH for 179 Families Livelihoods for 382 families

Note: The target population of the WASH Sector is not included in Food Security.

The target population for Livelihoods and WASH are 251 families, from which 126 families are included in both sectors.

Table 1: Summary of appeal requirements by ACT member and sector.:

Preliminary Appeal Requirements	LWF	Total Requirements
Total requirements US\$	418,005.00	418,005.00
Less: pledges/contributions US\$	20,000.00	20,000.00
Balance of requirements US\$	398,005.00	398,005.00

Table 2: Reporting schedule

Type of Report	LWF
Situation reports	Monthly
Interim narrative and financial report	August 31 th 2016
Final narrative and financial report	November 30 th 2016
Audit report and management letter	January 31 st 2017

Please kindly send your contributions to either of the following ACT bank accounts:

US dollar

Account Number - 240-432629.60A
IBAN No: CH46 0024 0240 4326 2960A

Euro

Euro Bank Account Number - 240-432629.50Z
IBAN No: CH84 0024 0240 4326 2950Z

Account Name: ACT Alliance

UBS AG
8, rue du Rhône
P.O. Box 2600
1211 Geneva 4, SWITZERLAND
Swift address: UBSWCHZH80A

For earmarking of pledges/contributions, please refer to the spread sheet accessible through this link: <http://reports.actalliance.org/> The ACT spread sheet provides an overview of existing pledges/contributions and associated earmarking for the appeal.

Please inform the Head of Finance and Administration, Line Hempel (Line.Hempel@actalliance.org) and Senior Finance Officer, Lorenzo Correa (Lorenzo.Correa@actalliance.org) with a copy to the to the ACT Regional Representative, Carlos Rauda (Carlos.Rauda@actalliance.org), of all pledges/contributions and transfers, including funds sent direct to the requesting members.

We would appreciate being informed of any intent to submit applications for EU, USAID and/or other back donor funding and the subsequent results. We thank you in advance for your kind cooperation.

For further information, please contact:

Rosa Maria Matamoros, ACT Regional Program Officer, (Rosa.Matamoros@actalliance.org)
ACT Web Site address: <http://www.actalliance.org>

Reshma Adatia
Global Humanitarian Coordinator
ACT Alliance Secretariat



II. OPERATIONAL CONTEXT

2.1 The Crisis

The drought caused by El Niño is one of the most severe in the history of Central America, surpassing in size and impact the situation faced in 2014. Despite mitigation measures, 4.2 million people in the dry corridor have been affected, of which more than 2 million are facing a humanitarian crisis as they are in dire need of immediate food assistance, health care, nutritional support, and recovery of livelihoods, among others. This crisis highlights the extreme vulnerability of subsistence farmers, labourers and low-income families living along the dry corridor of Central America. According to a study by IOM and WFP, the impact of drought has become an additional trigger for the migration of people from rural areas to urban centres and to other countries. National governments are preparing to respond to this situation. The UN System is mobilizing resources and supporting the affected countries by coordinating emergency response plans.

Predictive models show that El Nino intensity is diminishing in Central America; and that it will probably reach neutral conditions by mid - 2016. However, this transition increases the risk of a late and irregular start of the first rainy season and higher temperatures in Central America. The combined effects may lead to delays in sowing staple crops (May-August) and produce a significant gap in water for human and animal consumption. Urgent international support is required to support national government efforts.

The Famine Early Warning System Network (FEWS NET) predicts that in May 2016, Guatemala, Honduras, and El Salvador will be experiencing food insecurity (IPC3) at an acute crisis level where 1 in 5 households will face critical food consumption gaps with acute malnutrition rates. ([OCHA, 31 dec. 2015](#))

The number of people in crisis (IPC Phase 3) in Central America is expected to increase until the beginning of the harvests in August 2016; particularly in southern Honduras, eastern El Salvador, and northwestern Nicaragua. ([FEWS, 31 Jan 2016](#)).

The most vulnerable population are subsistence farmers, landless farmers and laborers. These low income households are dependent on rainfall as they farm without irrigation; furthermore, they have limited access to basic health services education and face difficulties accessing minimal dietary standards.

Despite mitigation measures put into place in the affected countries, the drought has caused food insecurity for thousands of families resulting in a humanitarian crisis.

2.2 Actions to date

2.2.1 Needs and resources assessment

The implementing organization have conducted a rapid need assessment as part of field monitoring of their ongoing projects. Based on interviews with the affected population, which take into consideration current losses along with climatic forecasts, the main findings are:

- ✓ Insufficient and erratic rainfall since the appearance of El Niño conditions in March 2015 has resulted in the loss of staple grain crops and the death of thousands of cattle in El Salvador, Guatemala and Honduras and Nicaragua. This is the second consecutive year that the population in these areas is facing drought, destroying livelihoods and eroding their resilience.

- ✓ The number of people in crisis (IPC Phase 3) in Central America is expected to increase until the beginning of the first harvests season in August 2016; particularly in southern Honduras, eastern El Salvador, and north-western Nicaragua.
- ✓ The drought has led to a reduction on dietary diversity and overall food consumption. In affected municipalities of Honduras, the general acute malnutrition rate for children under 5 is three times that of the national level. In Guatemala, interagency field assessments found that acute malnutrition rates reach up to 10%.
- ✓ The prolonged dry spell has decreased water supply sources, hampering access to safe water for human consumption and for food security activities (irrigation for agriculture and water for animal consumption).

2.2.2 Situation analysis

In Central America and the Caribbean, all reports confirm both a rainfall deficit since December and a delayed start of the new rainy season. This alarming situation is further aggravated by the persistence of El Niño up to mid-2016. Important parts of the agro-ecological zones of El Salvador, Guatemala, Honduras and Nicaragua, known as the 'dry corridor', are most affected by the current situation and may suffer irreparable damage to agricultural land as time goes on. The effects of El Niño are creating an alarming humanitarian situation, where the most vulnerable have limited means of resilience to face the current situation. Food insecurity and loss of livelihoods are compounded by high rates of violence and social insecurity which heavily compromises coping capacities.

Since May 2015, vulnerable affected families are not only reducing the number of meals eaten per day, but are also reducing the size of meals, borrowing food, purchasing food on credit and selling livestock as a coping strategy. More than 65 per cent of households had no food stocks left at the start of the 2015 harvest season. Other coping mechanisms include reducing health and education expenses (withdrawing children from schools). The 2016 maize harvest is expected to be well below average with estimated losses ranging from 50-100 percent in several areas.

A general lack of food security and access to a nutritious diet are primary problems for a significant portion of the affected persons living in the dry corridor, especially in Guatemala. An official census shows that current rates of stunted growth (a physical affliction brought upon by chronic malnutrition) in primary schools in rural zones is 41.7%.

The present environmental situation, with the recurrence of prolonged dry spells, has caused the communities' water supply sources to decrease. This affects not only access to water for human consumption, but also the access to water for other uses such as: irrigation for agriculture fields, water consumption for livestock, etc. Furthermore, water shortages generate health concerns as there is an increased risk of pulmonary disease such as pneumonia due to dust particles entering the respiratory system. Water shortages may also trigger inadequate sanitation and hygiene practices which engender the risk of diarrhoeal diseases such as acute/chronic diarrhoea, dysentery and cholera.

In Guatemala, Honduras, Nicaragua and El Salvador, households most affected by the drought have already spent two or three years in crisis conditions. Most households in the highlands of the dry corridor have only one harvest per year. Food shortfalls at household level will continue at least until September 2016 if there is insufficient emergency assistance.

Assessments carried out in the vulnerable areas of the dry corridor have closely monitored migration rates and have subsequently noted a high increase in migration rates in recent years. The recent study

“El Hambre sin Fronteras” (Hunger without borders) highlighted the importance of food insecurity due to drought as a trigger for the migration of people living in El Salvador, Guatemala and Honduras.

The ACT Central American forum has decided that given the impact of drought in the region, an ACT response is required in Guatemala, El Salvador, Honduras and Nicaragua.

2.3 Capacity to respond

There are ACT Alliance Forums functioning in each country, with significant experience in emergency response. These forums have recent experience in activating the ACT Alliance mechanism for emergency response, in events such as Hurricane Agatha, Tropical Depression 12-E, previous response to drought, among other disasters.

Each organization participating in the Forums has local presence in the drought-affected areas, either as direct implementers or through partner organizations with ongoing projects and programs. The relationships between the forum members have been strengthened through joint project implementation, and orientation on ACT operations.

The spaces built by the Forums and their local relations in each country allows the establishment of partnership at local, National and regional level, to ensure effective communication and coordination for a relevant humanitarian response.

2.4 Activities of Forum and External Coordination

There is a sub-regional Central American Forum, composed by the ACT Forums from El Salvador, Honduras, Guatemala and Nicaragua, with previous experience in regional coordination and joint work in previous appeals. To ensure effective coordination, the ACT forums from the four countries have agreed to conduct a joint regional response, identifying the following actions:

- Monitoring the developments of the crisis triggered by the drought
- Updating information from the affected areas
- Coordination meetings in each country with key stakeholders including Humanitarian Country Teams and National Civil Protection Systems
- Establishing shared lines of action based on identifying needs and regions where the ACT Forums are working.
- Establishing coordination with OFDA.

III PROPOSED EMERGENCY RESPONSE

3.1 Target Population, and areas and sectors or response

Table 3. Target Population

Country	Families	0-5		6-17		18-65		65 +		TOTAL	
		M	F	M	F	M	F	M	F	M	F
El Salvador	600	282	263	413	412	636	680	161	180	1492	1535
Guatemala	881	418	1122	1256	1350	776	420	164	118	2614	3010
Nicaragua	621	399	374	517	460	884	916	236	179	2036	1929
Honduras	770	308	316	470	516	516	580	146	162	1440	1574
TOTAL	2872	1407	2075	2656	2738	2812	2596	707	639	7582	8048
		3482		5394		5408		1346		15630	

The implementing organizations in coordination with the Communal Committee have targeted the most vulnerable families, which to this date have not been assisted by other actors.

Table 4. Areas and Sector of Response

Country	Implementing Member	Department	Municipalities	Families	Food Security		WASH		Livelihoods		
					Cash Transfer	Food Kits	Cisterns	Water Tanks	Maize Seeds Kilograms	Beans Seeds Kilograms	Vegetable Seeds (Kit)
Honduras	OCDIH	Copán	Copán Ruinas	55	55						
			Nueva Arcadia	55	55						
	CASM	Copán	Cabañas	55	55						
			Santa Rita	55	55						
	CDH	Choluteca	El Triunfo	55	55						
			Namasigue	55	55						
	Asociación Solidaridad	Francisco Morazán	Alubaren	110	110						
	ADEPES	Choluteca	Pespire	110	110						
	Vecinos Honduras	Valle	Nacaome	55		55					
			Langue	55		55					
	Fundación Simiente	Valle	Goascoran	30	30						
			aramecina	40	40						
			Langue	40	40						
Total Honduras				770	660	110		-	-	-	-
Nicaragua	CIEETS	Carazo	La Conquista	112		112			409	409	80
		Matagalpa	San Ramon	70		70			363	363	80
		Chinandega	Villanueva	93		93			363	363	40
	CEPAD	Carazo	Jinotepe	63					909.5	909.5	63

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			La Conquista	63					909.5	909.5	63
	ADEES (LWF)	Chinandega	Somotillo	70	35	35					
	ILFE	Madriz	Somoto	45		45					
		Chinandega	Somotillo	95		95					
			Villanueva	10		10					
Total Nicaragua				621	35	460		54	2954	2954	326
El Salvador	SLS	San Miguel	San Rafael Oriente	120	120						
		Chalatenango	Nueva Concepcion								
		La Paz	Rosario La Paz								
		Ahuachapan	San Francisco Menendez								
		Usulután	Usulután								
		Santa Ana	Santa Ana								
		Sonsonate	Nahuilingo								
	ALFALIT	LA PAZ	San Pedro Masahuat	120	120						
		CUSCATLAN	Suchitoto								
		SAN SALVADOR	El Paisnal								
	ACUDESBAL (CAID)	Usulután	Jiquilisco	120	120						
	OIKOS (LWF)	San Miguel	Chinameca	120	120						
		San Miguel	San Jorge								
		Usulután	Jucuarán								
		Usulután	Concepción Batres								
	CREDHO	sonsonate	Cuisnahuat	60	60						
		santa Ana	Chalchuapa	60	60						
Total El Salvador				600	600	-	-	-	-	-	-
Guatemala	CIEDEG	Huehuetenango	Aguacatán	125			125				
	CECG-ILGUA	Zacapa	Zacapa	39	39						
		Chiquimula	Jocotan	114	114						
	CEDEPCA	Quetzaltenango	San Juan Ostuncalco	124	124						
		Guatemala	El Pepial-Amatitlan	154	154						
	LWF	Chiquimula	Jocotán	325	325						
Total Guatemala				881	756	-			-	-	-
TOTAL				2872	2051	570	125	54	2954	2954	326

3.2. Overall goal of the emergency response

3.2.1 Overall Goal: To help overcome the food crisis and ensure access to water for human consumption for 2872 families affected by drought in Nicaragua, Honduras, El Salvador and Guatemala.

3.2.2 Outcomes

- **Food Security:** Provide access to food for 2621 families through Cash Transfer and delivery of food kits.
- **WASH:** Improve access to water for 179 families by facilitating Tanks for Water Storage and 5 cisterns building in Guatemala.
- **Livelihoods:** Delivery of corn, beans and vegetable seeds for sowing in Nicaragua

3.3 Proposed Implementation Plan

3.3.1 Narrative summary of planned intervention

Food Security

2051 families will receive cash support twice, to invest in basic food acquisition, 460 families in Nicaragua and 110 families in Honduras will receive food baskets with items such as maize, rice, beans, cooking oil, for targeted families. To do this the implementing members will conduct beneficiary enlisting in coordination with the local committees and with local governments. The staff and community leadership will be trained in the Cash Transfer methodology, to assure a good follow up in the community level.

WASH

Water collection tanks will be provided for rainwater catchment purpose in Nicaragua; and five collective cisterns will be built in Guatemala.

Early Recovery through restoration of livelihoods

As a post-crisis initiative to build the resilience capacity of target beneficiaries through the provision of crop seeds (beans, maize and vegetables), the intervention will improve crop production for 382 families. A total of 5909 kg. of seed (maize, beans, vegetables) will be provided to 382 small farmers households. The seeds will be sown during the second harvest season (August-September). 326 Family gardens will be established in small areas of approximately 20m².

3.2. Log Frame

Project structure	Indicators	Means of Verification (MoV)	Assumptions
Goal To help overcome the food crisis and improve access to water for human consumption of 2872 families affected by drought in Nicaragua, Honduras, El Salvador and Guatemala.			The appeal is fully funded and the budget is timely transferred.
Outcome 1. Food Security Enhanced Food Security for 2621 vulnerable families affected by drought in 4 countries of Central America.	2051 families receiving cash and using it to purchase food. 570 families receive food baskets	Distribution list Monitoring and evaluation report Interview with beneficiaries. Photographic records of deliveries	The drought situation can be managed Good coordination with local authorities Sufficient availability of food on the market Food Prices are stable
Outputs 2051 Cash transfers will be considered (Guatemala, Honduras, El Salvador, Nicaragua) 920 food baskets will be distributed in Nicaragua and Honduras	# of families having at least 2 meals a day for 2 months in the 4 countries.	Distribution list Survey Receipts of funds delivered Interview with participants	Communities are actively engaged and organized. Good disposition of banks and facilities to cooperate with the cash transfer activities.

Project structure	Indicators	Means of Verification (MoV)	Assumptions
Activities Meeting with banks entities. Agreement established with bank entities to carry out the cash transfer component. Training on Cash Transfer to staff and community leadership. Food baskets quotation, purchasing and distribution to families. Purchasing committee established. Distribution of food kits.	List of key inputs Financial institutions to provide cash transfer services. Training for beneficiaries to explain the methodology. Human resources with technical expertise in Cash Transfer.		Activities to output assumptions Training on Cash transfer done on time and properly Jointed food shopping where is possible in order to obtained reasonable prices. Monitoring security situation. Sufficient availability of food on the market and food prices remain stable. Families spend the received cash on its intended purpose (according to priority needs identified by families). Bank entities provide a good service to the target population. Target population has valid ID
Outcome 2. WASH Families have improved access to water.	179 families with access to water for house use.	Distribution list Monitoring and evaluation report Interview with beneficiaries. Photographic records of deliveries.	People care for the provided tanks People work/help building the cisterns

Project structure	Indicators	Means of Verification (MoV)	Assumptions
Output 54 water tanks delivered. 5 cisterns built.	80% of the delivered water tanks are used properly by target population. 179 families are able to collect water.	SITREPS Photographic records of deliveries. Interview with participants. Reports Monitoring visits	
Activities Quotation and purchase of tanks and accessories Distribution of tanks. Quotation and purchase of building materials.	<u>List of Key inputs</u> Supply stores Transportation services Skilled labour for construction of cisterns Distribution list		Activities to output assumptions Quotation Training to target group Leadership of the communities contribute in raising awareness. Target population make a proper use and care of tanks.
Outcome 3. Livelihoods Target families are able to produce vegetables and basic grains mainly for household consumption.	382 families in Nicaragua establish 103 Ha. (of basic grains (maize, beans).	Participation lists Field Visits SITREPS Reports	The rainy season establish normally and farmers are able to have a successful harvest. Inputs delivered on time Families are well organized.

Project structure	Indicators	Means of Verification (MoV)	Assumptions
Output 168.5 Ha. of basic grains are established. 326 family gardens established in El Salvador, Nicaragua, Honduras and Guatemala.	5906 Kg. of crop seeds provided to 382 drought affected households. 326 kits of vegetable seeds provided to 326 farmers.	Distribution list Field Visits Various reports Photographic records of distributions	The Weather is Normal and allows a good harvest. No other emergency occurs in the areas of intervention.
Activities Quotation and purchase of seeds Distribution to target group Technical assistance	List of Key Inputs Supply stores Transportation service Technical expertise Distribution list		Activities to output assumptions Land ready in time for planting Native seeds are available locally

3.3 Implementation methodology

3.3.1 Implementation arrangements

By an agreement of the ACT Regional Forum in Central America, the administration, monitoring and evaluation of the appeal will be undertaken by LWF, in coordination with the national country forums. An Agreement will be signed between LWF and each implementing organization. The following organizations will be the implementing members in each country:

Country	Implementing organizations
El Salvador	Sínodo Luterano Salvadoreño, Asociación CREDHO, ALFALIT, Oikos Solidaridad (LWF Partner) ACUDESAL (CAID Partner)
Honduras	CASM, OCDHI, Vecinos Honduras, CDH, Fundación Simiente, ADEPES, Asociación Solidaridad.
Nicaragua	CIEETS, CEPAD, ADEES, (LWF Partner) Lutheran Church
Guatemala	CIEDEG, CECG-ILUGUA, CEDEPCA, LWF,

At country level, the ACT implementing members will have regular coordination meetings for review and information exchange around the response. LWF in coordination with the implementing members will be overseeing the whole process from planning to implementation and monitoring.

The organizations will implement the proposed interventions in close collaboration with local government offices in targeted regions and the respective communities, including community institutions. The project staff will facilitate the implementation of these activities against the planned objectives. LWF will sign a

Memorandum of Understanding (MoU) with detailed description of roles and responsibilities of each agency in this joint Appeal.

3.3.2. Partnership with target population

Community representatives have been involved in identification, analysis and prioritization of the problems that affect the population. The proposed interventions will be done in close collaboration with the respective communities, including the local committees. The target communities will be participating in the response mainly in planning and monitoring of the response through their representatives. They will also be involved in complaints handling and response process together with the project staffs in each targeted area. They will provide labor in public works to facilitate project implementation.

At the beginning of the project, the proposal will be shared with the community, and agreements will be reached jointly for planning and implementation as well as establishing commitments and responsibilities of different actors, thus obtaining an active participation of different stakeholders.

As the project develops, meetings will be conducted with the communities to analyse progress of proposed activities, identify problems and receive feedbacks regarding worries and concerns of the same. These inputs will be analysed together with the communities, to make decisions for improving implementation and addressing concerns of communities. In this way, we will ensure the presence and engagement of the community all along the project's progress.

3.3.3. Cross Cutting Issues

Gender and environment will be mainstreamed across various phases of the response process. The target groups will be required to participate voluntarily in the response and all implementing organizations will ensure women are adequately represented in all groups and committees that will be established to facilitate implementation of the response activities. A ratio of at least 35% women. Language and attitude of the implementing team will be as inclusive as possible.

Participants will be maintained in each of the committees and in the decision making processes. The drought response will, as much as possible, promote use of environment friendly technologies, approaches and inputs.

3.3.4 Coordination

Coordination will be essential to ensure that there is no duplication of efforts, a collaborative approach is essential to ensure not only effectiveness but also sustainability of the recovery activities to be implemented. Implementation, monitoring and reporting will be coordinated through. The implementing members will likewise coordinate the implementation through regular meetings and monitoring visits.

3.3.5 Communication and visibility

The implementing organizations will carry the logo of the ACT Alliance, as much as possible, in items distributed to beneficiaries and printed materials used in training processes or distributed during the project implementation. Support from ACT Alliance will also be acknowledged during different meetings attended by the implementing organizations. Monthly Situation Reports will be provided in order to update the donors and members within the alliance. Each organization will be responsible for ACT visibility in their project area. Stories and photos will be coordinated through the LWF Communications Officer who

will support editing and sending them to ACT or posting them for the public. The ACT Communications guidelines will be followed.

3.3.6 Advocacy

The ACT forums have been participating in coordination meeting with other organisations working in the target areas to establish an effective coordination system, including the Humanitarian Country Team. Evaluation of damages have been made, and the results have been shared with relatives NGOs and governments, with the purpose to raise awareness about the impact of the drought on small farmer's households.

3.3.7 Sustainability and linkage to recovery – prioritization

The project incorporates strategic objectives that lead to sustainability and recovery. Particularly, the provision of native maize and beans seeds, which purpose is to restore community seed banks for future sowing seasons, replacement of seeds and training will provide opportunities for targeted population members to acquire skills and create economic capacity that enable beneficiaries to cope up with the situation and establish their livelihood contributing towards sustainability and recovery.

3.3.8 Accountability- Complaints handling

The implementing organizations will ensure mainstreaming the Core Humanitarian Standards (CHS) on Quality and Accountability into the response. CHS on Quality and Accountability will set out the Forum's commitment to the drought affected communities stating what they can expect from members' organizations and their staff who will be delivering the assistance. Utmost attention will be given to beneficiary participation in project decision making processes, to ensure proper communication, and complaint handling. In addition, beneficiaries will receive all necessary information, particularly on the response components, assistances, and share of each person in order to ensure transparency.

Complaints handling committees will be established to collect information on complaints and to address them or, if it is beyond their responsibilities, it will be communicated to the field and head offices. Implementing organizations will use their existing systems for receiving and providing feedback on complaints.

3.4 Human Resources and Administration of funds

LWF has its own guidelines which outlines the accounting policies and financial management procedures that must be followed worldwide by the country programmes of the Department of World Service (DWS) of The Lutheran World Federation (LWF). LWF has a separate Procurement Policy manual which covers all aspects of the procurement process in full detail. The overall objective of procurement is to provide the appropriate quality and quantity of goods and services to support LWF projects and to ensure that the procedures are in accordance with best commercial practices and that funds are spent in a financially and ethically sound manner and with respect for the dignity of the beneficiaries and their right to efficient aid. LWF will sign an agreement with each implementing member.

The implementing partners are responsible for the overall management and coordination of the implementation of the project including liaising with government. Project coordinators, accountants and

cashiers based at implementing member's offices and responsible to managing ongoing development projects, will dedicate their time also in the implementation of the emergency response project. Regular meetings will be held, in order to share information concerning progress in the implementation process.

3.5 Planned implementation period

The planned implementation period for the proposed emergency response to drought in the four countries of Central America will be 4 months from July 2016- to October 2016.

3.6 Monitoring reporting and Evaluation

The proposed project's interventions will be guided by the implementing partners' planning, monitoring and reporting system, based on the project log frame. Participatory monitoring and evaluation will be employed in all stages of the project implementation. Data captured in the monitoring process will be compiled to form monthly activity performance reporting. The project's performance will be monitored and evaluated based on the indicators identified in the logic model. At the community level, data collection checklists will be prepared and systems designed so that community-based self-assessment will be used to enable grass root participants to monitor project progresses. The project staff will be responsible for collection and organizing monitoring data which will be submitted to the general coordinator for validation. The reports will include both the financial and narrative performances compared to the targets.

Project evaluation will be conducted at the end of the project's implementation period (this may be internal, by implementing members, or external, or a mixture of both) with the aim of providing guidance (lessons learned) for the planning of new projects elsewhere and to determine whether the activities and outputs accomplished by the project have led to achievement of the ultimate outcome. Monthly narrative and financial reports will be issued by implementing members. A joint monitoring visit with donors and the ACT Regional Office will contribute to the identification of lessons learned.

IV THE TOTAL ACT RESPONSE TO THE EMERGENCY

Christian Aid managed support for food aid to 1239 families for one month in Honduras in October 2015. In Nicaragua, CIEETS, with Tearfund support, is implementing a cash transfer program for 180 families for a three-month period (June 2016-August 2016). In each country, the forums participate in coordination meetings with local authorities and similar organizations with the purpose of preventing duplication of efforts and to identify gaps in the response.

V- BUDGET

TOTAL INCOME				20,000.00	20,000
EXPENDITURE					
	Type of	No. of	Unit Cost	Appeal Budget	Appeal Budget
	Unit	Units	USD	USD	USD
DIRECT COST (LIST EXPENDITURE BY SECTOR)					
e.g Food security					
Honduras	Cash Transfer	1,320	55	71,940	71,940
Honduras	Food Kits	220	55	11,990	11,990
El Salvador	Cash Transfer	1,200	68	81,600	81,600
Nicaragua	Cash Transfer	70	52	3,640	3,640
Nicaragua	Food Kits	920	52	47,840	47,840
Guatemala	Cash Transfer	1,187	53.0	62,911	62,911
Training on Cash Transfer)	Lumpsum	1	1,200	1,200	1,200
				281,121	281,121
e.g Water, sanitation & hygiene					
Cisterns Guatemala	Unit	5	4,500	22,500	22,500
Tanks and accessories Nicaragua	Unit	24	500	12,000	12,000
Barrels for water storage Nicaragua	unit	30	100	3,000	3,000
				37,500	37,500
e-g Livelihoods					
Corn Seeds Nicaragua	Quintals	65	100	6,500	6,500
Beans Seeds Nicaragua	Quintals	65	150	9,750	9,750
Vegetables seeds Nicaragua	Kits	326	2	652	652
				16,902	16,902
e.g Other Sector Related Direct Costs (List expenditure by sector)					
Project Coordinator (full time)	month	4	1,550	6,200	6,200
Contribution to LWF Financial Administrator	month	4	500	2,000	2,000
Contribution to implenting organizations salary (4 countries)	month	4	5,872	23,488	23,488
	month	4		0	0
Staff per-diems, El Salvador	Overall	1	2,000	2,000	2,000
Staff per-diems, Honduras	Overall	1	2,000	2,000	2,000
Staff per-diems, Nicaragua	Overall	1	2,000	2,000	2,000
Staff Per-diems Guatemala	Overall	1	1,500	1,500	1,500
Travel Expenses (general coordinator)	Overall	1	1,600	1,600	1,600



Translation	Overall	1	600	600	600
				41,388	41,388
e.g. Communication/visibility cost					
Telephone	Lumpsum	1	950	950	950
Stickers	Unit	800	0.3	240	240
T-shirts	person/organization	100	5	500	500
Hats	person/organization	80	8	640	640
Travel visit communicator	Trip	3	400	1200	1,200
				3530	3,530
TOTAL DIRECT ASSISTANCE				380,441	380,441
TRANSPORT, WAREHOUSING & HANDLING					
<u>Transport (of relief materials)</u>					
Fuel for distributions	lumpsum	1	1,769	1769	1,769
Shipping: food kits	lumpsum	1	2,000	2,000	2,000
Shipping Guatemala (cisterns building)	lumpsum	1	1,000	1,000	1,000
TOTAL TRANSPORT, WAREHOUSING & HANDLING				4,769	4,769
TOTAL DIRECT COST				385,210	385,210
INDIRECT COSTS: PERSONNEL, ADMINISTRATION & SUPPORT					
e.g. <u>LWF Staff salaries</u>					
Contribution LWF/DWS CA Financial Administrator (10%)	Month	4	600	2,400	2,400
<u>Office Operations</u>					
Office Utilities	lumpsum	1	644	644	644
Basic services LWF/DWS CA	month	4	225	900	900
Basic services (water and electricity), implementing organization	month	4	300	1200	1,200
Office stationery	month				
Stationary and office supplies, implementing organization	month	4	180	720	720
<u>Communications</u>					
LWF/DWS CA telephone and fax	month/country	4	20	80	80
Implementing organization telephone and fax	lumpsum	1	950	950	950
LWF/DWS CA internet	month/country	4	30	120	120
<u>Other</u>					
LWF/DWS CA security	month/country	4	30	110	110
LWF/DWS CA vehicle maintenance	Months	4	60	240	240
Implementing organization vehicle maintenance	lumpsum	1	3,656	3,656	3,656
Bank Fees & other	Overall	1	200	200	200
LWF/DWS CA fuel	month/country	4	25	100	100
Implementing organization fuel	lumpsum	1	4,300	4,300	4,300
TOTAL INDIRECT COST: PERSONNEL, ADMIN. & SUPPORT				15,620	15,620

AUDIT, MONITORING & EVALUATION

Audit of ACT appeal (1.5%)	Estimate	2,500	2,500
Monitoring & Evaluation	Estimate	2,500	2,500
TOTAL AUDIT, MONITORING & EVALUATION		5,000	5,000
TOTAL EXPENDITURE exclusive International Coordination Fee		405,830	405,830
INTERNATIONAL COORDINATION FEE (ICF) - 3%		12,174.90	12,175
TOTAL EXPENDITURE inclusive International Coordination Fee		418,005	418,005
BALANCE REQUESTED (minus available income)		398,005	398,005

VI . APPENDIX**MAP****DROUGHT IN CENTRAL AMERICA**