

# Appeal

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Cuba

## Hurricane Matthew Response in Cuba – CUB161

**Appeal Target: US\$ 516,644**  
***Balance Requested: US\$ 478,305***

Geneva, 22 November 2016

Dear Colleagues,

Matthew, a devastating hurricane of category 4 on the Saffir-Simpson scale, hit Punta Caleta Cuban land, south of the province of Guantánamo, on October 4, 2016, at 18:00 local time. It remained there for eight hours, with winds of 200-250 km/hr, leaving severely affecting territories in Guantánamo and Holguin provinces. Waves 6 to 8 meters high, coastal flooding, heavy rains and winds of over 100 km/h gusts remained around 48 hours, battering the eastern and central coast of Cuba, especially the municipalities of Yateras, San Antonio del Sur, Baracoa, Maisí and Imías in the province of Guantánamo, and Moa in the province of Holguín. These areas had been experiencing a prolonged period of drought prior to the hurricane.

More than 176,000 persons in five municipalities of Guantánamo were isolated due to the collapse of bridges, falling trees, rivers and water walls, coastal flooding and landslides. Over 95% of houses were totally or partially destroyed. It is estimated that over 74,000 persons have been unable to return to their homes. Almost 200 schools have been affected in Maisí and Baracoa, where more than 15,300 children and adolescents remain out of school. Hospitals and polyclinics in the eight most affected municipalities of the province of Guantánamo were severely damaged. Coffee, coconut, banana and cocoa plantations, the main economic sources of livelihood in the area, were destroyed. This implies that food security has been seriously compromised. Post-disaster psychological damage is noted especially in women, children, the elderly and persons with disability. Guantánamo is the poorest province in Cuba. The measures taken by the Civil Defense have succeeded to avoid having casualties, despite the vulnerability of the region, poverty and low level preparation among the population of this province in regards to disaster reduction.

The ACT member, Cuban Council of Churches (CIC), is providing humanitarian assistance with dignity to 1,500 households in rehabilitation, with a resilience perspective.

**This full appeal replaces the preliminary appeal issued on 10<sup>TH</sup> October, now removed from our website.**

**I. EXECUTIVE SUMMARY****TITLE:** Hurricane Matthew Response in Cuba**ACT APPEAL NUMBER:** CUB161**APPEAL AMOUNT REQUESTED (US\$):** 478,305**DATE OF ISSUANCE:** 22 November 2016**NAMES OF ACT FORUM AND REQUESTING MEMBERS:**

ACT FORUM	CUBA
ACT REQUESTING MEMBERS	CUBAN COUNCIL OF CHURCHES, CIC

**THE CRISIS**

Matthew a devastating hurricane, Category 4 on the Saffir Simpson scale, hit Punta Caleta Cuban land, south of the province of Guantanamo, on October 4, 2016 at 18:00 local time, where it remained for eight hour with winds of 250 km per hour, leaving severely affected territories in Guantanamo and Holguin provinces. More than 176,000 persons in five municipalities of Guantánamo were isolated due to the collapse of bridges, falling trees, rivers and water walls, coastal flooding and landslides. Over 95% of houses were totally or partially destroyed. It is estimated that over 74,000 persons have been unable to return to their homes.

**PRIORITY NEEDS**

Food security

Water and Sanitation

Psychosocial support

Shelter and settlement

Early recovery &amp; livelihood restoration

**PROPOSED EMERGENCY RESPONSE**

KEY PARAMETERS:	CIC
<b>Project Start/Completion Dates</b>	15 <sup>th</sup> October 2016 to 14 <sup>th</sup> October 2017
<b>Geographic areas of response</b>	Municipalities of Baracoa, Maisí and Imías in Guantánamo province
<b>Sectors of response &amp; projected target population per sector/ households</b>	Food security 1,500 hh Water and Sanitation 1,500 hh Psychosocial support 1,500 hh Shelter and settlement 150 hh Early recovery & livelihood restoration 150 hh

**TABLE 1: SUMMARY OF APPEAL REQUIREMENTS BY ACT MEMBER AND SECTOR:**

Appeal Requirements	CIC	Total Requirements
Total requirements US\$	<b>516,644</b>	<b>516,644</b>
Less: pledges/contributions US\$	<b>38,339</b>	<b>38,339</b>
<b>Balance of requirements US\$</b>	<b>478,305</b>	<b>478,305</b>



**TABLE 2: REPORTING SCHEDULE**

Type of Report	CIC
Situation reports	Biweekly the first month Monthly from the second month
Interim narrative and financial report	30 April 2017
Final narrative and financial report	31 December 2017
Audit report and management letter	31 January 2018

**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](mailto:Line.Hempel@actalliance.org)) and Senior Finance Officer, Lorenzo Correa ([Lorenzo.Correa@actalliance.org](mailto:Lorenzo.Correa@actalliance.org)) with a copy to the Regional Representative, Carlos Rauda ([cra@actalliance.org](mailto:cra@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:**

ACT Regional Representative – Latin America and the Caribbean, Carlos Rauda ([cra@actalliance.org](mailto:cra@actalliance.org))

ACT website address: <http://www.actalliance.org>

Florine Jobin  
ACT Alliance Humanitarian Officer



## II. OPERATIONAL CONTEXT

### 1. The crisis:

Matthew, a devastating hurricane of category 4 on the Saffir-Simpson scale, hit Punta Caleta Cuban land, south of the province of Guantánamo, on October 4, 2016, at 18:00 local time. It remained there for eight hours, with winds of 200-250 km/hr, leaving severely affecting territories in Guantánamo and Holguin provinces.

Waves 6 to 8 meters high, coastal flooding, heavy rains and winds of over 100 km/h gusts remained around 48 hours, battering the eastern and central coast of Cuba, especially the municipalities of Yateras, San Antonio del Sur, Baracoa, Maisí and Imías (in the province of Guantánamo) and Moa (in the province of Holguín). These areas had been experiencing a prolonged period of drought prior to the hurricane.

The biggest damages reported are in the electrical and communication services; and the main access routes were blocked and more than 176,000 persons in five municipalities of Guantánamo were isolated, due to the collapse of bridges, falling trees, rivers and water walls, coastal flooding and landslides. Over 95% of houses were totally or partially destroyed. It is estimated that over 74,000 persons have been unable to return to their homes. Almost 200 schools have been affected in Maisí and Baracoa, where more than 15,300 children and adolescents remain out of school. Hospitals and polyclinics in the eight most affected municipalities of the province of Guantánamo were severely damaged. Coffee, coconut, banana and cocoa plantations, the main economic sources of livelihood in the area, were destroyed. This implies that food security has been seriously compromised. Post-disaster psychological damage is noted especially in women, children, the elderly and persons with disability.

The measures taken by the Civil Defense have succeeded to avoid having casualties, despite the vulnerability of the region, poverty and low level preparation among the population of this province in regards to disaster reduction, but 1,079 people remains evacuated in families' houses, shelters, churches and even in nearby caves.

### 2. Actions to date

#### 2.1 Needs and resources assessment

The Cuban Council of Churches (CIC) Emergency Committee was activated on Friday, September 30, when its first meeting was held in order to discuss measures of disaster response at the national and local levels. The local Emergency Committees of eastern provinces were immediately activated. CIC coordinated with the governmental Office of Attention to Religious Affairs (OAAR) to expedite visits to the affected areas in collaboration with the Civil Defense and local authorities.

Basic articles, such as non- food items, water, food, clothes, shoes and personal hygiene supplies, have been distributed in affected communities. Local groups have been activated to assist in sanitation, food security and the removal of debris. Local churches have collected household items to be sent to affected territories.

After a preliminary assessment in the communities and interviewing affected persons, church leaders and provincial government authorities, the needs of highest priority are for emergency relief, such as shelter, water, food, hygiene kits, health and psychosocial support. Other priorities are disaster preparedness training and child safety and protection.

## 2.2 Situation analysis

Guantánamo province is located in the eastern region of Cuba, with 6,164 square kilometers, representing 5.6 percent of the total land area, been the poorest province in the country. This province is a mountainous zone bordered by coasts to the south and north, and depends mainly on agricultural activity. Over the past ten years, the zone has suffered severe droughts that have especially affected the food and agriculture industry.

The lack of safe water due to the destruction of the supply systems, the closeness of caves people used as refuges during and after Matthew, along with general deteriorated hygienic and sanitary conditions conspire in favor of transmittable diseases.

Small farmers, peasants, low-income female heads of households, families of persons with chronic diseases such as HIV-AIDS, child malnutrition, etc., elderly persons, persons with disability and evacuated households with children are among the most vulnerable persons affected for food insecurity and show signs of post-disaster distress.

## 2.3 Capacity to respond

The Cuban Council of Churches started activities linked to emergency response since 2001 and it currently continues to make progress in this area since the formation of ACT Cuba Forum in March 2013. Due to the high incidence of meteorological events to which Cuba is exposed, CIC has developed a process of ongoing training in Community-Based Psychosocial Support, Climate Change Adaptation and Disaster Risk Management, since 2005 up to now, implementing 6 ACT Appeals since 2004.

The ACT Cuba Forum has an up dated Emergency Preparedness and Response Plan (EPRP) supplying practical guidance in this emergency situation. The CIC, along with the B. G. Lavastida Christian Service and Training Center (CSTC) -an ecumenical institution in Santiago de Cuba province-, will implement and maximize the effectiveness of emergency response according the humanitarian standards.

## 2.4 Activities of forum and external coordination

ACT Cuba Forum maintains communication with representatives of ACT the Caribbean Forum and the ACT Secretariat for Latin America and the Caribbean. Several situation reports were posted and shared with CIC members and collaborating organizations. CIC has been registered in the regional database REDHUM for the first time, and has established communication not only with ACT Alliance representatives in the region but with faith-based organizations in Europe and North America. Since the very first days of this emergency, two specialists from Word Vision have been supporting the CIC staff. They conducted the preliminary assessment process with the active participation of the CIC local staff, community leaders and government representatives. CIC began a dialogue with the Office for the Coordination of Humanitarian affairs, OCHA, representative in Havana and shared with them the preliminary report of the assessment carried out by CIC.

## III. PROPOSED EMERGENCY RESPONSE

### 1. Target populations, and areas and sectors of response

9 communities of 3 municipalities (Imías, Maisí and Baracoa) in the Guantánamo are the target areas for this emergency response proposal. CIC, local government authorities in Guantánamo agreed on the following criteria for determining the target communities and households:

- ✓ Households with elderly members and/or elderly persons living alone.
- ✓ Vulnerable persons who lost their property in hard-to-access areas and who do not receive supplies from other organisations or the government.
- ✓ Households headed by single mothers and households with pregnant women.
- ✓ Households with persons with disability and/or chronic illness.

CIC	Sector of response	Geographic area of response	Planned target population									
			0-5		6-17		18-65		+ 65		Totals	
			M	F	M	F	M	F	M	F	M	F
<b>Food security</b> 1,500 households	Imías –Cajobabo and Jesús Lores	239	191	240	229	85	125	154	145	718	690	
	Maisí –Boca de Jauco, Punta de Maisí and Sabana	360	377	490	439	177	282	248	227	1,275	1,325	
	Baracoa –Joa, Jobo Dulce and Jamal	445	460	619	620	341	340	342	345	1,747	1,765	
<b>Livelihood restoration</b> 150 households	Imías – Cajobabo	28	25	33	27	19	23	20	13	100	88	
	Maisí – Jauco	32	30	35	31	26	25	10	11	103	97	
	Baracoa – Jamal	65	61	53	50	35	30	41	38	194	179	
<b>Water, sanitation and hygiene promotion</b> 1,500 households	Imías – Cajobabo and Jesús Lores	239	191	240	229	85	125	154	145	718	690	
	Maisí –Boca de Jauco, Punta de Maisí and Sabana	360	377	490	439	177	282	248	227	1,275	1,325	
	Baracoa – Joa, Jobo Dulce and Jamal	445	460	619	620	341	340	342	345	1,747	1,765	
<b>Psychosocial Support</b> 1,500 households	Imías –Cajobabo and Jesús Lores	286	281	288	280	125	138	56	46	755	745	
	Maisí – Boca de Jauco, Punta de Maisí and Sabana	230	235	339	331	100	115	81	69	750	750	
	Baracoa –Joa, Jobo Dulce and Jamal	472	400	893	725	63	177	105	165	1,533	1,467	
<b>Shelter &amp; settlement / Non- Food Items</b> 150 households	Imías –Cajobabo	28	25	33	27	19	23	20	13	100	88	
	Maisí –Jauco	32	30	35	31	26	25	10	11	103	97	
	Baracoa –Jamal	65	61	53	50	35	30	41	38	194	179	

## 2. Overall goal of the emergency response

### 2.1 Overall goal

Contribute to the recovery of communities in the municipalities of Imías, Baracoa and Maisí in the Guantánamo Province that were affected by Hurricane Matthew, through emergency relief assistance and the-strengthening of community resilience.

## 2.2 Outcomes

1. The affected population has access to food throughout the crisis, and to the supplies necessary for the recovery of their livelihood.
2. Participating households improve their health and wellbeing, having access to safe water and basic sanitation and hygienic conditions.
3. Affected households in the region of Baracoa, Maisí and Imías reduce their vulnerability, living in safe houses.
4. The selected communities increase their resilience and capacity for recovery where the groups of most vulnerable persons receive psychosocial support.

## 3. Proposed implementation plan

### 3.1 Narrative summary of planned intervention

#### ***Food security & restoration of livelihood***

The intervention will support 1,500 households in Baracoa, Maisí and Imías with the distribution of one food kit per capita for 30 days during the crisis, in keeping with of the Sphere Project minimum standards. The second phase is designed for the recovery of local agricultural and livestock production by 150 households, through the use of sustainable agricultural techniques and the provision of farming supplies.

#### ***Water-Sanitation & Hygiene promotion***

The current hygiene and sanitation conditions of selected communities favor the proliferation of transmittable diseases. The project promotes good hygiene practices in 1,500 households through the creation and reproduction of educational material, revitalization of 3 wells and the provision of community water purification systems.

#### ***Shelter and settlement - Non- food items***

The return of 150 households to their original homes is prioritized, and non-food items are distributed. Also, zinc sheets, beams, tools, building materials will be supplied for construction as needed. Houses will be reconstructed in keeping with Cuban safety norms. Sanitation and hygiene is promoted, though the construction of ecological latrines and the repair of damaged toilets where possible.

#### ***Psychosocial support***

With the inclusion of psychosocial support in the response, mental health, quality of life, resilience and skills for dealing with extreme situations are fostered, and the importance of staff care is highlighted. Also, members of the CIC national emergency response team and other implementers will be better trained in self-care for 6,000 individuals, including child-friendly Spaces are created in 3 target municipalities, caring for 1,500 children. Group work will facilitate the sharing of experiences and spiritual needs, building of support networks with the collaboration of traditional forms of stress (distress) management in accordance with the regional culture.

Disaster Risk Reduction and Climate Change Adaptation will be mainstreamed into the response. Local leaders will be sensitized and trained in this regard, receiving methodological and practical tools to face future events.

### 3.2 Log frame

Project structure	Indicators	Means of Verification (MoV)	Assumptions
<p><b>Goal</b> Contribute to the recovery of communities in the municipalities of Imías, Baracoa and Maisí in the Guantánamo Province that were affected by Hurricane Matthew, through emergency relief assistance and the strengthening of community resilience.</p>	<p>9 of the most affected communities in eight Popular Council of Imías, Baracoa and Maisí were assisted and have improved their resilience compared with other affected communities, resuming operations and daily life activities.</p>	<p>Narrative and financial reports, community testimonies, audit</p>	<p>The project is fully funded.</p>
<p><b>Outcomes</b> 5. The affected population has access to food throughout the crisis, and to the supplies necessary for the recovery of their livelihood.  6. Participating households improve their health and wellbeing, having access to safe water and basic sanitation and hygienic conditions.</p>	<p>1'500 households have improved their food security and 150 households recover their livelihoods.  The incidence of diseases that can be prevented by sanitary measures were comparatively reduced-lower in households participating in WASH actions (1'500 hhs)</p>	<p>Monitoring reports, list of persons benefited  Health Sector registration system Home visits</p>	<p><i>Outcomes-to-Goal assumptions</i> Availability of agricultural, livestock and food supplies on the national market.  The Authorities collaborate in the efforts towards local solutions for access to safe water.</p>

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<p>7. The selected communities increase their resilience and capacity for recovery where the groups of most vulnerable persons receive psychosocial support.</p> <p>8. Affected households in the region of Baracoa, Maisí and Imías reduce their vulnerability, living in safe houses.</p>	<p>9 communities have trained personnel and have made out their disaster reduction plans to be updated annually, including the psychosocial support local network.</p> <p>6,000 vulnerable individuals return to their everyday life with hope and a sense of protection and emotional security.</p> <p>150 households with homes adequately reconstructed, with re-laid foundations.</p>	<p>Instructive programs for training on Climate Change Adaptation-Disaster Risk Management</p> <p>Report of psychosocial needs assessment Methodological guide and psychosocial support programs</p> <p>Home visits List of households benefited Photographs</p>	<p>Liaison with the Civil Defense and participating churches. Community leaderships are enthusiastic about psychosocial activities.</p> <p>Prompt issuing of construction licenses; the authorities prioritize these projects. Building materials are obtained on the national market.</p>
<p><b>Outputs</b></p> <p>1.1 The most vulnerable households receive a food supplement (food kit) during the crisis.</p> <p>1.2 Production systems are rehabilitated, contributing to dietary improvement of the</p>	<p>1,500 food kits distributed.</p> <p>150 production systems have been rehabilitated. Food items are available at the household level.</p>	<p>Lists of households benefited</p> <p>Community visits and field observation. Written reports, photographs.</p>	<p>Good meteorological conditions for agricultural and livestock production. The population does not migrate to other cities. The local implementing partner honours</p>

<p>local population.</p> <p>2.1 Households are protected and receive hygiene kits.</p> <p>2.1 Households receive training in family health and care</p> <p>2.2 Households have access to safe water</p> <p>3.1 Vulnerable persons benefit from psychosocial support programs.</p> <p>3.2 The child population in 3 affected</p>	<p>1,500 hygiene kits are distributed and personal and household hygiene are improved.</p> <p>27 promoters (3 per community) are trained in family health and care and promote the subject in 1,500 households</p> <p>An average of 3,000 persons consume safe water each day from 3 revitalized wells, 2 water purification systems installed and 80 “Paul” water filters distributed and functioning.</p> <p>6,000 persons are emotionally recovered -participate in their homes and communities</p> <p>750 girls, boys and adolescents from the 3 affected municipalities (1 for each municipality) are cared for in a safe manner for 10 months.</p>	<p>Receipts of purchases, distribution lists, photographs, reports.</p> <p>Certificates.</p> <p>Photographs, written reports, field visits, list of persons benefited.</p> <p>Photographs and documentaries of testimonies.</p> <p>Written reports, photographs, and life stories.</p>	<p>agreements.</p> <p>Items for the hygiene kits are available on the market.</p> <p>There is not a significant percentage of desertion by trained personnel. Local authorities facilitate, and households want to participate in the process of revitalization of wells and installation of water purification systems.</p> <p>Households’ members and local church leadership participate in planned psychosocial rehabilitation activities.</p> <p>Teachers from the National Ministry</p>
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<p>communities is protected with dignity and hope in “Child-Friendly Spaces” (CFS).</p> <p>3.3 Increased capacity of church and community leaders to respond to crisis situations from a development perspective.</p> <p>4.1 Households in the affected region reestablish everyday life activities upon receiving kits of non-food items.</p> <p>4.2 Houses are rebuilt in the affected region and have an acceptable level of risk reduction.</p>	<p>There is a Child Safety and Protection Policy that is recognized and promoted by the various local stakeholders with 1,500 children participating</p> <p>30 community leaders trained on Climate Change Adaptation-Disaster Risk Management.</p> <p>150 households have utensils for preparing meals, containers for storing products, and items to facilitate rest.</p> <p>150 houses rebuilt with at least roof, kitchen, bedroom, living room, toilet or ecological latrine, and are located in safe and appropriate places.</p>	<p>Policy circulated, signed by implementers</p> <p>List of persons trained, course certificate, community risk assessment maps, early warning systems, disaster reduction plans.</p> <p>List of persons benefited, photographs, reports.</p> <p>Technical reports, photographs, list of persons benefited</p>	<p>of Education and local churches actively participate in the creation and proper functioning of the CSF. The families benefited are committed to the community educational process. There is good coordination with Civil Defence representatives, through Cuban organizations that collaborate with CIC. Non-food items for the kits are obtained on the local market.</p> <p>Funds are sufficient and arrive on time.</p>
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Activities	List of Key inputs	Activities-to-Outputs assumptions
<p>1.1.1 Purchase and distribution of 1,500 food kits</p> <p>1.2.1 Train farmers in sustainable agricultural and livestock production techniques.</p> <p>1.2.2 Supply 150 farmers with seeds, farming tools and animals for reproduction.</p> <p>1.2.3 Create water storage and irrigation systems for agricultural and livestock production.</p>	<p>Food kits, tools, 16 varieties of native seeds, animals for reproduction (sheep, rabbits, pigs, birds), building materials, qualified personnel, food (for workshops), human resources, transportation and communication services.</p>	<p>Seeds and animals for reproduction are available nearby.</p> <p>Availability of supplies on the local market.</p> <p>Local organizations voluntarily participate in order to guarantee sustainability.</p>
<p>2.1.1. Delivery of 1,500 hygiene kits.</p> <p>2.2.1 Three community workshops on water, sanitation and health promotion in 3 municipalities.</p>	<p>Hygiene kits, educational material, workshop supplies, food, human resources, and transportation and communication services</p>	<p>Persons in the community participate voluntarily</p>
<p>2.3.1 Community actions to facilitate access to safe water for the participating population</p> <p>3.1.1 Psychosocial</p>	<p>Ludic and didactic material; supplies for the creation of friendly spaces; for backpacks: personal hygiene items, rechargeable flashlights, vests, caps for staff; human resources; transportation and communication</p>	<p>Supplies for psychosocial kits</p>



<p>with a holistic approach.</p> <p>4.1.1 Identify households to be benefited based on selection criteria.</p> <p>4.1.2 Purchase of 150 non-food item (NFI) kits</p> <p>4.1.3 Distribution of 150 non-food items kits.</p> <p>4.2.1. Technical visits to assess affected homes.</p> <p>4.2.2 Purchase of building materials based on needs assessment.</p> <p>4.2.3 Reconstruction of safe and householder-friendly homes.</p>	<p>Non-food item kits, transportation and communication services, storage space, food, volunteer personnel.</p> <p>Qualified technical personnel, building materials, storage space for materials, food, transportation and communication services</p>	<p>Local authorities and community leaders collaborate willingly.</p> <p>Availability of supplies on the market.</p> <p>Community members look after building materials.</p>
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### 3.3 Implementation methodology

#### 3.3.1 Implementation arrangements

The area of CIC Diaconia and the Provincial Coordinator of Guantánamo Province will be responsible for the project, under the ACT Cuba Forum. CIC will establish agreements with local government to facilitate implementation. The national psychosocial team members will go into the field and B. G. Lavastida Christian Service and Training Center (CSTC) will implement activities related to food security. The Memorandum of Understanding between CIC and the National Seismologic Research Center (CENAI) was recently renewed for the next five years, and CENAI will be in charge of training in emergency preparedness.

CIC has an agreement with the Implemented Enterprise for Humanitarian Aid (EMED), a department of the Ministry of Foreign Trade (MINCEX), for tax-free importation and support for local or external suppliers, allowing the purchase of the required goods.

#### 3.3.2 Partnerships with target populations

The Emergency Committee at the provincial level is preparing to set up local committees to facilitate and encourage community participation and decision-making. Local government and churches representatives are being invited to participate in these committees.

The implementers (persons and organizations) will work closely with the affected families and community leaders to determine what relief items are most needed. The affected households and individuals will be included in all aspects of the work and will be appropriately informed through accountability frameworks of the ACT Cuba Forum.

#### 3.3.3 Cross-cutting issues

The response will ensure gender equality and also prioritizes the protection and inclusion of the most vulnerable persons. Priority will be given to women and children, persons with disability, the elderly, persons with HIV/AIDS, and all others who might be marginalized or more vulnerable during the relief, rehabilitation and recovery process. Gender and protection issues will therefore be mainstreamed into all interventions. Sphere and Core Humanitarian Standards will be applied in all actions planned.

#### 3.3.4 Coordination

CIC will coordinate at different levels, with community and church leadership, local governments, EMED, MINCEX, the Ministry of Science, Technology and Environment (CITMA), the Office of Attention to Religious Affairs (OAAR), among others. Agreements will be signed with the National Centre for Seismologic Research (CENAI) and the B.G. Lavastida Christian service and Training Centre. For each of the priority sectors in the proposed intervention, a responsible person will be identified, who will be in charge of field operations. Coordination with OCHA and other United Nation agencies will be established.

#### 3.3.5 Communications and visibility

Staff member designated by CIC is responsible for communications and will provide ACT with life stories, fliers and photographs edited for publication, and will also be in charge of preparing and sending Situation Reports in coordination with the CIC Guantánamo Province Coordinator, the area of Diaconia and the ACT Cuba Forum. ACT guidelines for this task will be duly observed.

Leaflets, posters, promotional t-shirts and banners will be printed during the project in order to promote the visibility of CIC as a member of ACT Alliance.

#### 3.3.6 Advocacy

CIC distinguishes the Cuban Government as the main organism responsible for the humanitarian response. However, CIC cooperates with the communities in capacity building, and facilitates the

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identification and demand of material and spiritual recovery of the affected population and the return of evacuated persons.

### 3.3.7 Sustainability and linkage to recovery – prioritization

After the implementation of this project, CIC provincial structures, community leaders and local authorities will be able to replicate this experience in other neighboring communities.

### 3.3.8 Accountability – complaints handling

ACT Alliance Child Safeguarding Guidance document, the Essential and Minimum Standards of the Sphere Project, and the Core Humanitarian Standards on Quality and Accountability (CHS) will be applied. A complaint mechanism will be set up in order to allow the communities to protect themselves of any abuse from the organizations, colleagues or staff. All persons or organizations that are involved in the response have signed the ACT Code of Conduct. The CIC Accounts Department is in charge of accounting procedures and the project is included in the CIC annual external audit.

### 3.4 Human resources and administration of funds

The CIC Human Resources Department is in charge of organizing work contracts as necessary. CIC will administer funds in accordance with the established guidelines. 4 persons from Diaconia department will be in charge of the appeal one coordinator, one promoter and 2 technicians.

### 3.5 Planned implementation period

October 15, 2016 to October 14, 2017

### 3.6 Monitoring, reporting and evaluation

The CIC Area of Diaconia and ACT Cuba Forum are responsible for providing technical support for the analysis of lessons learned, field and monitoring visits. The responsible person in each response sector will carry out such visits, prepare reports on time and assess the level of qualitative and quantitative achievements, as well as the social impact of the project. And ACT joint monitoring visit is foreseen before in the midterm of the appeal in order to learn and exchange experiences.

## IV. THE TOTAL ACT RESPONSE TO THE EMERGENCY

The ACT Cuba Forum was activated as soon as the Civil Defense and Meteorological Institute announced that Hurricane Matthew would affect the easternmost region of the country. The Council of Churches of Cuba (CIC) Emergency Committees in the provinces of Guantánamo, Las Tunas, Santiago de Cuba, Granma and Holguín were activated simultaneously. ACT Cuba Forum recently trained the Guantánamo Emergency Committee in the formulation of an Emergency Preparedness and Disaster Reduction Plan.

The CIC National Emergency Committee called on organizations that have traditionally been a part of the CIC response - the Evangelical Seminary of Theology, the Christian Centre of Reflection and Dialogue, the Martin Luther King Memorial Centre, the National Board of the Latin American Council of Churches (CLAI), and contacted the leadership of the B.G. Lavastida Christian Service and Training Centre, located in the eastern province of Santiago de Cuba, and which worked on the total response of Cuban churches and ecumenical movement to Hurricane Sandy in 2012. These organizations are preparing the ACT response proposal.

A national network of pastors and laypersons, along with church leaders in the affected zone, actively participate in the recovery actions, channeling all support from central and western provinces. National churches have established communication with their international counterparts in support of the affected population, making use of the CIC expertise to channel their aid, and trained on ACT CoC.



Updates have been sent to organizations that usually collaborate with CIC, and the assistance received to date has been redirected, through the delivery of clothes, shoes, and technical aids for persons with disability, disposable health supplies for the elderly, among other items. Health Partner International of Canada has confirmed that they will assist with healthcare supplies; Cristoffel Blindenmission (CBM) and the Lion's Club will donate water filtration systems. Other organizations in the United States of America have expressed a desire to collaborate, and their proposals are currently being analyzed by national authorities in Cuba.

## V. BUDGET

				Appeal Budget USD
<b><u>INCOME</u></b>				
<b>INCOME - Received by Requesting Member via ACT Secretariat, Geneva</b>				
<b>Date</b>	<b>Payment advice #</b>			
Wider Church Ministries, USA				5,000
Presbyterian Disaster Assistance, USA				20,000
United Church of Canada				7,543
Disciples of Christ , USA				5,796
<b>TOTAL INCOME</b>				<b>38,339</b>
<b>EXPENDITURE</b>				
	<b>Type of Unit</b>	<b>No. of Unit</b>	<b>Unit Cost Units</b>	<b>Appeal Budget USD</b>
<b>DIRECT COST</b>				
<b>3 Municipalities (Maisí, Imias y Baracoa) 1,500 householders</b>				
<b>FOOD SECURITY &amp; LIVELIHOOD RESTORATION</b>				
Food Kits for 1,500 householders	kits	1,500	40	60,325
Seeding and planting Tool	Kits	150	54	8,100
Rehabilitation of the Irrigation System	Kits	60	380	22,790
Seeds for Short Cycle Crops and livestock production	kits	30	828	24,831
Train farmers in sustainable agricultural and livestock production	workshops	27	450	12,150
Facilitators per journal	days	36	50	1,800
<b>SUB TOTAL OF FOOD SECURITY &amp; LIVELIHOOD RESTORATION</b>				<b>129,996</b>
<b>WATER, SANITATION AND HYGIENE</b>				
Kits for hygiene for 1500 households	kits	1500	20	30,000
Installation of the community water systems	units	2	7,500	15,000
Storing Tank	units	150	50	7,500
Rehabilitation of community wells	units	3	500	1,500
Urine separation toilets	Units	150	45	6,750

Urine separation accessories (poliduct, adhesive, pipe)	Units	150	30	4,500
Training workshop for promoters (1 per municipality)	workshops	3	450	1,350
Educational activities	units	108	130	14,040
Educational materials	units	4	700	2,800
Facilitators per journal	days	36	25	900
<b>SUB TOTAL WATER, SANITATION AND HYGIENE</b>				<b>84,340</b>
<b>PSYCHOSOCIAL SUPPORT</b>				
Local needs and assessments	Trips	9	150	1,350
Psychosocial support Kits & backpacks for implementers	units	105	50	5,250
Psychosocial Support activities	workshops	90	50	4,500
Staff care sessions for all project implementers	workshops	2	450	900
Training workshop for promoters	workshops	3	450	1,350
Creation of 3 Child - Friendly Spaces (CFS)	units	3	250	750
Facilitators per journal	days	36	25	900
Materials kits	kits	60	40	2,400
Training on emergency preparedness	workshops	6	450	2,700
<b>SUB TOTAL PSYCHOSOCIAL SUPPORT</b>				<b>20,100</b>
<b>SHELTER AND SETTLEMENT / NON FOOD ITEMS</b>				
Selection of beneficiaries	Trips	6	150	900
Non-food Items Kits for 150 families	kits	150	110	16,500
Purchase of building materials based on need assessment	Units	80	2,510	200,800
Technical visit to assess affected	Travels	6	150	900
<b>SUB TOTAL SHELTER AND SETTLEMENT/NFI</b>				<b>219,100</b>
<b>Other Sector Related Direct Costs</b>				
Communication among areas	Month	1	1,000	1,000
Salary local coordinator	Month	12	500	6,000
Salary local coordinator of communication	Month	12	400	4,800
Salary financial and accounting coordinator (2)	Month	12	400	4,800
Rapid Support Team	units	1	1,500	1,500
Needs Assessment	units	1	500	500
Communication/visibility cost	units	1	4,000	4,000
<b>SUB TOTAL OTHER RELATED DIRECT COSTS</b>				<b>22,600</b>
<b>TOTAL DIRECT ASSISTANCE</b>				<b>476,136</b>
<b>TRANSPORT, WAREHOUSING &amp; HANDLING</b>				
<b>Hire/Rental of Vehicles/Fuel</b>				
Fuel 6 trips 800 lit 1,10 CUC	units	735	6	4,410
<b>SUB TOTAL TRANSPORT, WAREHOUSING &amp; HANDLING</b>				<b>4,410</b>
<b>CAPITAL ASSETS</b>				
Laptop	Units	1	500	500

Video beam	Units	1	300	300
Printers	Units	1	200	200
Camera	Units	1	450	450
<b>SUB TOTAL CAPITAL ASSETS</b>				<b>1,450</b>
<b>TOTAL DIRECT COST</b>				<b>481,996</b>
<b>INDIRECT COST: PERSONNEL, ADMINISTRATION &amp; SUPPORT</b>				
<b>Staff Salaries</b>				
Salaries for Programme Director	Month	12	500	6,000
<b>Office Operations</b>				
Telephone and fax/Internet	Month	12	300	3,600
Office Utilities	Month	12	200	2,400
<b>TOTAL INDIRECT COST: PERSONNEL, ADMIN. &amp; SUPPORT</b>				<b>12,000</b>
<b>AUDIT, MONITORING &amp; EVALUATION</b>				
Audit of ACT appeal	Lump	1	1,000	1,000
Monitoring & Evaluation	lump	3	1,200	3,600
Monitoring visit of ACT	lump	1	3,000	3,000
<b>TOTAL AUDIT, MONITORING &amp; EVALUATION</b>				<b>7,600</b>
<b>TOTAL EXPENDITURE exclusive International Coordination Fee</b>				<b>501,596</b>
<b>INTERNATIONAL COORDINATION FEE (ICF) - 3%</b>				<b>15,048</b>
<b>TOTAL EXPENDITURE inclusive International Coordination Fee</b>				<b>516,644</b>
<b>BALANCE REQUESTED (minus available income)</b>				<b>478,305</b>

**EXCHANGE RATE: local currency to 1 USD**

Budget rate 1.00

