

Rapid Response Fund Payment Request No. 03/2017

Funds Sent To: Hungarian Interchurch Aid (HIA)
Russian Orthodox Church (ROC)

Amount Sent: 59'992 USD

Date: 24.01.2017

Details of Response

Emergency: Emergency support to cold snap affected people from East Ukraine

Date of Emergency: 17th January, 2017

ACT Requesting Member(s): Hungarian Interchurch Aid (HIA)
Russian Orthodox Church (ROC)

I. NARRATIVE SUMMARY

DETAILS OF THE EMERGENCY

The beginning of 2017 entailed arctic cold, which brought a record breaking low temperature and paralyzed some parts of Ukraine, Russia and the whole of Eastern Europe. The temperature in the region dropped to -30°C, resulting in transport collapse and damage to communal infrastructure, disruption of heat and electricity supply, frostbite of hundreds of people and a rapid growth of influenza and other disease rates in many places in Ukraine and Russia. According to official data to date, in Ukraine 40 people have died from the extreme cold conditions and about 900 have sought medical help; and in Russia several thousand people were affected.

The frosts damaged heat systems and led to disruptions of heat supplies. Harsh weather has led to a drop of temperature in the places where Internally Displaced Persons (IDPs) and non-displaced conflict affected population live in Ukraine, as well as for Ukrainian refugees in Russia. This is especially true in villages in Ukraine, where houses almost never have proper insulation, which means that the temperature inside houses can be around +7 to +9°C. According to the meteorological forecast, Ukraine and Russia expect new bursts of cold weather in February, with temperatures that can plunge down to -20°C.

In addition to tough weather conditions, some IDPs and non-displaced conflict affected populations do not receive social payments (including pensions) due to the suspension actions of government and the unemployment rate among them is very high. Hence, they already lack sufficient amount of food, medicines, hygiene products, warm winter clothes and footwear. Therefore, the harsh winter further

exacerbates their vulnerability. Pensioners, pregnant women, people with disabilities, large families, and families with low incomes are the most vulnerable.

As a reminder, the humanitarian situation in Eastern Ukraine remains difficult and continues to deteriorate. This is due to the fighting clashes which began in April 2014 between militia armed groups in Donetsk and Lugansk regions of Ukraine, and the forces and armed groups under the central government in Kiev. As a result of active hostilities, hundreds of thousands are IDPs or live as refugees to neighbouring countries such as Russia, where over one million Ukrainian refugees live.

ACTIONS TO DATE, AND EMERGENCY NEEDS

From the very beginning of the conflict in 2014, the ACT members - Hungarian Interchurch Aid (HIA) and Russian Orthodox Church (ROC) have been providing assistance to refugees and IDPs from Eastern Ukraine in Russia and other parts of Ukraine in the sectors of Food Security, Water, Sanitation & Hygiene (WASH), Health & Nutrition and Psychosocial Support, Shelter & Non-Food Items (NFI) within the ACT Appeals UKR151, UKR152 and UKR161 to assist the most affected IDPs, conflict affected people and refugees in Ukraine and Russia. Outside the ACT appeals, ROC and HIA used their own funds and the assistance of inter-Christian Church partners.

As mentioned earlier, the current harsh winter conditions create additional needs for winterization aid of vulnerable populations in the East of Ukraine and Russia. According to the recent REACH¹ assessment one of the most vulnerable groups in the Government Controlled Conflict Areas (GCCA) are female single headed households. The large majority of registered IDPs are women and children with very little resources and few strategies to cope with the consequences of the harsh winter. As a result of rapid needs assessments undertaken by HIA and its partner organizations in Ukraine, 235 households (HHs) in six settlements of the Donetsk oblast were identified as being in urgent need of coal for heating. According to ECHO's Humanitarian Implementation Plan (HIP) for 2017 "The provision of Non-Food Items (NFIs) such as heaters, fuel/firewood, warm blankets and winter clothes would be necessary as Ukrainian winters are long and bitterly cold, with temperatures dropping to below minus 25 degrees Celsius."

PROPOSED EMERGENCY RESPONSE

OVERALL GOAL:

To contribute to saving lives and health of the most vulnerable IDPs, non-displaced conflict-affected populations in the East of Ukraine and Ukrainian refugees in Russia

OBJECTIVE(S) OF THE EMERGENCY RESPONSE:

IDPs, conflict affected people and refugees in Ukraine and Russia are protected from the cold and harsh weather conditions

PROPOSED ASSISTANCE:

To achieve the objective and contribute to the overall goal, both HIA and ROC will provide humanitarian assistance in the sector of Shelter & Non Food Items.

HIA plans to provide heating material to IDPs and people living in the conflict affected areas, reaching at least 235 vulnerable HHs in six settlements in the Donetsk oblast with 0.54 tons of coal, each. ROC plans to distribute warm blankets and bedding to at least 935 most vulnerable refugees from South-East Ukraine in Belgorod region, Russia. Prior to distribution activities, ROC will conduct a detailed household needs assessment in order to better identify individual needs and tailor assistance to an individual level.

¹ <http://www.reach-initiative.org/>

Indicators:

- # of beneficiaries receiving coal
- % of surveyed beneficiaries stating, that the coal received was sufficient, and kept them warm and healthy
- # of beneficiaries receiving unisex warm blankets and bedding
- % of surveyed beneficiaries stating, that the blankets and bedding received kept them warm and healthy

Means of Verification:

Procurement documents, Distribution list, Post Monitoring Survey, Final report, Pictures

TARGET POPULATIONS:

As mentioned above, HIA plans to carry out proposed activities in six locations in the Donetsk Oblast: Lyman, Drobyshevo, Zelenyi Klyn, Yampil, Sviatohirsk and Siversk, reaching at least 632 IDPs and people living in the conflict affected areas (235 households). The table below provides the gender and age disaggregated data of target population.

Planned target population						
0-2	2-18	18-65		+ 65		Totals
M/F	M/F	M	F	M	F	M/F
30	189	110	180	35	88	632

As mentioned before, ROC's target location is the Belgorod region in Russia, targeting at least 935 Ukrainian refugees. Below, you will find a gender and age disaggregated table of potential beneficiaries.

0-17	18-65		over 65		Totals
M/F	M	F	M	F	M/F
290	40	225	150	230	935

Both HIA and ROC will undertake the beneficiary selection in close cooperation with local state and church authorities, other NGOs and target populations. The following criteria will be applied:

1. Women/single headed households,
2. Large households (with large numbers of children - 2 and more),
3. Households with at least one child below 5 years of age (ROC only),
4. Households with disadvantaged children,
5. Elderly people (+ 65),
6. Households with pregnant and lactating women,
7. Disabled people
8. Households with no or a low level of income

IMPLEMENTATION ARRANGEMENTS:

HIA will carry out the implementation in cooperation with HIA's local partners with whom HIA has concluded a Memorandum of Understanding and has a well-established infrastructure and long-term operational experience in similar actions. HIA will use a participatory and gender-sensitive approach. Hence, gender- and age-disaggregated data will be collected during distribution and participatory assessments will be carried out. Procurement of aid items will be undertaken according to HIA's and ACT procurement guidelines. During the procurement process preference will be given to Ukrainian local companies.

ROC takes a participatory approach throughout the project cycle. ROC consider the refugee communities as partners in the preparation and implementation of the project. Information obtained from them and their suggestions were taken into account in the design of project proposals. ROC will distribute aid items in places of mass temporary accommodation, and settlements. Project staff in co-operation with the local authorities will carry out the distributions. Beneficiaries will sign special relief reception forms developed by ROC/RRT. To enhance transparency local civil and church authorities will be invited to observe distributions and verify distribution documentation.

COORDINATION:

Winter assistance requires concentrated actions by many participating stakeholders. Therefore, in Ukraine, the international assistance community implementing responses with different levels of coordination in Ukraine headed by the United Nations (UN) with coordination structures and clusters of operation established. International organizations are participating at UN-OCHA General Coordination meetings, NGO Forum meetings, and cluster meetings. HIA actively participates in relevant coordination forums: OCHA General coordination meeting, Emergency Shelter/NFI Cluster meetings, Logistics Cluster meetings, NGO Forum meetings, and, occasionally, in local coordination meetings in the locations of the assistance. The planned response has been closely coordinated with relevant local authorities and CSOs working in the target area.

To avoid any duplication in the project implementation, ROC will coordinate with other organizations and NGOs providing aid to the refugees, and with local authorities and social protection institutions, as well as all the church structures involved. The project work is coordinated with HIA by phone and Skype. ROC and HIA are cooperating also on other socially significant projects.

Finally, ROC and HIA will coordinate and discuss the progress of the joint Rapid Response Fund.

COMMUNICATIONS:

During the communication of the project, the general public in Ukraine and Hungary, national, regional and local government, civil society, and UN organizations will be updated regularly. Local communities as key stakeholders will be also targeted. ACT Alliance communications and visibility guidelines will be followed and the visibility of the Alliance will be ensured. Communities, local authorities, press and the general public will be informed in advance about the time and place of the distributions. Activities will be presented by local and national Ukrainian media.

ROC will inform communities, local authorities, press and the public in advance about the time and place of the distributions. ROC will hold meetings with beneficiaries to inform them about the plans and tasks of the project. In addition, special information sheets and the ACT logo will be posted at distribution points to keep the public informed about the work of ROC within the ACT Rapid Respond Fund project. Project staff will provide photographs while ROC representatives will be responsible for reports, articles, stories and public relations.

PRINCIPLES AND STANDARDS:

Both HIA and ROC will implement the response in conformity with the ACT rules and regulations, Code of Conduct for the International Red Cross and Red Crescent Movement and Non-Governmental Organizations (NGOs) in Disaster Relief, the Core Humanitarian Standards as well as the ACT Code of Conduct. The participation of women will be ensured in all stages of the project implementation.

PLANNED IMPLEMENTATION PERIOD:

HIA: 23.01.2017 - 19.03.2017 (8 weeks)

ROC: 23.01.2017 – 22.02.2017 (1 month)



HUMAN RESOURCES AND ADMINISTRATION OF FUNDS:

HIA has an established human resources development department with the required human resources (HR) tools. Preference is given to the local human resources (local HIA staff and staff of local NGOs). Staff related to implementing the program will be based in the project sites while support will also be provided from HIA headquarters (HQ) in Hungary. HIA's accounts comply with national laws. Regulations, accountability and transparency will be observed in all transactions and reporting. Headquarter staff will travel to the region and will directly manage and monitor the implementation of the project. At HIA HQ, as its own contribution, a part-time Programme Director, Programme Assistant and Financial Coordinator will ensure the smooth and professional implementation of the project.

ROC HQ office in Moscow will coordinate the ROC response. A field office will be opened in Belgorod, hosted by local parishes of the Church as an in-kind contribution. Rooms for staff accommodation will be rented. The ROC emergency officer, as a Programme Director, will direct the project. This person will be responsible for providing a short training in data collection, logistics, organizing the implementation, purchase, distribution, as well as ACT policies, standards and principles, rights based approach and gender issues for all the staff (logistic, monitor, driver) and volunteers. Preference will be given to the locals for volunteers. Additionally, one logistician and one transport and monitoring officer will be hired for the proposed activities. They overview the technical aspect of the work. In particular, they will assess the situation, purchase relief items and organize the transport. In addition they will oversee the work of the volunteers, help to compose the relief-kits and organize the distribution, coordinating with the local authorities. Both will be supported by one driver with a car for travel to the project areas. The ROC accountant will be responsible for finance related issues, such as accounting and preparing the documentation for the financial report. ROC accounts comply with national laws and regulations. Accountability and transparency will be observed in all transactions and reporting.

MONITORING AND EVALUATION:

HIA will be responsible for the overall program implementation and management both in the region (with its emergency staff delegated there) and from the HQ. Financial progress is followed separately on a weekly and monthly basis. The field staff and the HQ staff of the project are in permanent electronic contact for feedback and advising. Post distribution monitoring is ensured and a monitoring report will be prepared.

ROC will carry out monitoring of the project. An emergency officer from ROC (Programme Director) will be present in the project area and direct the project. The field and HQ staff of the project are in permanent phone and electronic contact for feed-back and advice. Moscow headquarters will be responsible for reporting to the ACT secretariat.

During the closure phase of the project, an evaluation meeting will be held in the ROC field office in Belgorod. ROC representatives, project staff, local authorities and social institutions, church parishes and affected communities will participate. The meeting will provide an analysis of the project implementation and discuss lessons learned, as well as what further support may be required and rehabilitation plans.

REPORTING SCHEDULE

Type of Report	Due date
Situation report	monthly
Final narrative and financial report	HIA: 31 st May ROC: 30 th April
Audit report	Not required

II. FINANCIAL SUMMARY/BUDGET

Requesting ACT member: Hungarian Interchurch Aid

RRF Number: RRF 03:2017

RRF Title: Support to cold snap affected people from East Ukraine (IDPs, refugees and non-displaced conflict population)

Implementing Period: 23.01.2017 - 19.03.2017 (8 weeks)

EXPENDITURE

	Type of	No. of	Unit Cost	RRF	RRF	
	Unit	Units	UAH	Budget	Budget	
				UAH	USD	
DIRECT COST						
1 Shelter & Non-Food Items (NFIs)						
1.1	Heating material (coal)	HHs	235	2'108	495'380	18'007
Other Sector Related Direct Costs				24'400	814	
2.1	Partial salary for programme coordinators	week	8	1'500	12'000	436
2.2	Communication/visibility cost	week	8	300	2'400	87
2.3	Beneficiary selection	sector	1	8'000	8'000	291
TOTAL DIRECT ASSISTANCE				517'780	18'821	
TRANSPORT, WAREHOUSING & HANDLING						
3 Transport (of relief materials)						
3.1	Transportation of aid items	HHs	235	85	19'975	726
4 Handling						
4.1	Logistics and handling (loading/unloading)	HHs	235	45	10'575	384
TOTAL TRANSPORT, WAREHOUSING & HANDLING				30'550	1'110	
TOTAL DIRECT COST				548'330	19'931	
INDIRECT COSTS: PERSONNEL, ADMINISTRATION & SUPPORT						
5 Other						
5.1	Bank fees	weeks	8	234	1'870	68
TOTAL INDIRECT COST: PERSONNEL, ADMIN. & SUPPORT				1'870	68	
TOTAL EXPENDITURE				550'200	19'999	

EXCHANGE RATE: local currency to 1 USD

Budget rate (UAH) 27.51

Requesting ACT member: **RUSSIAN ORTHODOX CHURCH/DECR/RRT**
 RRF Number: **RRF_03_2017**
 RRF Title: **Support to cold snap affected people from East Ukraine (IDPs, refugees and non-displaced conflict population)**
 Implementing Period: **23.01. - 22.02.2017**

EXPENDITURE

	Type of Unit	No. of Units	Unit Cost RUB	RRF Budget RUB	RRF Budget USD
DIRECT COST					
Shelter & Non-food items				2'027'080	34'357
1	Warm blankets	piece	935	1'196	1'118'260
1	Bedding	piece	935	972	908'820
Other Sector Related Direct Costs				109'500	1'856
2	Salaries & benefits for direct staff (Local hired staff)				
2	Transport monitor - 1 person	month	1	38'000	38'000
2	Driver with a car - 1 person *	month	1	55'000	55'000
3	Fuel and travel costs of local staff	month	1	16'500	16'500
TOTAL DIRECT ASSISTANCE				2'136'580	36'213
TRANSPORT, WAREHOUSING & HANDLING					
4	Transport (of relief materials)				
Transportation of relief materials to project					
4	locations	month	1	61'000	61'000
5	Handling				
5	Logisticians - 1 person	month	1	48'500	48'500
TOTAL TRANSPORT, WAREHOUSING & HANDLING				109'500	1'856
TOTAL DIRECT COST				2'246'080	38'069

INDIRECT COSTS: PERSONNEL, ADMINISTRATION & SUPPORT

e.g.	<u>Staff salaries</u>				
	Programme director, part time 25%	month	1	100'000	25'000
	Accountant, part time 20%	month	1	80'000	16'000
	<u>Staff travel</u>	Lump Sum	1	23'000	23'000
	<u>Office Operations</u>				
	Accommodation of ROC/RRT HQ Representatives	month	1	11'500	11'500
	Office Utilities (field office)	month	1	9'500	9'500
	Office stationery (field office)	month	1	8'500	8'500
	<u>Communications</u>				
	Telephone, fax, internet, mail etc.	month	1	16'500	16'500
	<u>Other</u>				
	Bank fees	Lump Sum	1	3'500	3'500

TOTAL INDIRECT COST: PERSONNEL, ADMIN. & SUPPORT	113'500	1'924
TOTAL EXPENDITURE	2'359'580	39'993

EXCHANGE RATE: local currency to 1 USD

Budget rate 59

PROPOSED DISPOSITION OF CAPITAL ASSETS at Completion date

<u>ITEM - (List each over US\$500)</u>	<u>Actual cost</u>	<u>Disposition</u>
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ACTION

The ACT Secretariat has approved the use of US\$ 59'992 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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