

Preliminary Appeal

Angola

Influx of refugees from DRC in Lunda Norte, Angola-
ANG171

Preliminary Appeal Target: US\$ 1, 219, 848
Balance Requested: US\$ 1, 219, 848

Nairobi,

Dear Colleagues,

Ongoing armed conflicts between the DRC government forces and the Kamuena Nsapu militia faction in Lunda Norte Province have triggered large displacements. As of the 13th of April, it was reported that a total of 11,051 refugees had arrived from the DRC and were settling in two camps. These numbers continue to rise as it is estimated that there is an additional 300-400 refugees arriving each day.

Tensions on both sides of the border are high. Still, the Angolan authorities assure that the border is not closed, but that the commercial movements are being closely monitored and the usual local market closed. The government sent a multi-sector team to assess the situation. The government of Angola has to date not declared an emergency, as the governments of Angola and DRC are analysing the situation and hope voluntary repatriation to DRC will be possible within one month or so.

In the meantime, the situation in the camps is dire as the access to basic services is very limited. The situation is further compounded by the fact that the camps are over-crowded causing a lack of shelter, food & NFIs, and poor sanitation. Furthermore, protection issues are frequent as there are cases of unaccompanied minors and violation of human rights, particularly with regards to the risk of repatriation. An immediate humanitarian response is needed to cover basic needs such as shelter, WASH, food and NFIs, child rights protection, human rights and health care assistance for life-saving. UN Agencies are advocating for an official emergency declaration, in order to facilitate a more comprehensive response.

I. EXECUTIVE SUMMARY**TITLE:** Influx of refugees from DRC in Lunda Norte, Angola**ACT PRELIMINARY APPEAL NUMBER:** ANG 171**PRELIMINARY APPEAL AMOUNT REQUESTED (US\$):** 1,219, 848**DATE OF ISSUANCE:** 06th June 2017**NAMES OF ACT FORUM AND REQUESTING MEMBERS:**

ACT FORUM	ACT ANGOLA FORUM
ACT REQUESTING MEMBERS	THE LUTHERAN WORLD FEDERATION

THE CRISIS

The influx of refugees from Democratic Republic of Congo (DRC) in Lunda Norte, Angola

PRIORITY NEEDS**Food:** 13,258 people**WASH:** 6,054 households**Child protection and psychosocial support:** 1,459 households**PROPOSED EMERGENCY RESPONSE**

- by ACT members within the Preliminary Appeal
- by ACT members outside the Preliminary Appeal

KEY PARAMETERS:		ACT Member
Project Start/Completion Dates	1 st June to 30 th November, 2017	Lutheran World Federation
Geographic areas of response	Mussengue and Cacanda (possible shift to new site in Lovua, approx 90 kms from Dundo)	Lutheran World Federation
Sectors of response & projected target population per sector	Food Security - 13,258 people WASH - 6,054 households Psychosocial support and Child protection - 1,459 households	Lutheran World Federation

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

Preliminary Appeal Requirements	ACT Member	ACT Member	Total Requirements
Total requirements US\$		Lutheran World Federation	1,219, 848
Less: pledges/contributions US\$		Lutheran World Federation	0
Balance of requirements US\$		Lutheran World Federation	1,219, 848

TABLE 2: REPORTING SCHEDULE

Type of Report	ACT Member	ACT Member
Situation reports	Bi-monthly	Lutheran World Federation
Interim narrative and financial report	30 th September, 2017	Lutheran World Federation
Final narrative and financial report	31 st January, 2018	Lutheran World Federation
Audit report and management letter	28 th February, 2018	Lutheran World Federation

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 Regional Programme Officer, Arnold Ambundo (Arnold.Ambundo@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 – Africa, Gezahegn K. Gebrehana (gkg@actalliance.org)

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

Alwynn Javier

ACT Alliance Global Humanitarian Coordinator



II. NARRATIVE SUMMARY

DETAILS OF THE EMERGENCY

From 17th March to 7th April 2017 approximately 1,140 refugees, of whom 321 men, 407 women and 412 children arrived from DRC. These refugees were voluntary repatriated back to DRC by the Angolan government in collaboration with the DRC Consulate in Angola based in Luena Moxico province. This was though when the situation was characterized calm, according to a provincial government authority communiqué dated 17th April.

Then, with a new upsurge of clashes that has spread across most of the Kassai and Kassai Central areas, specifically in the Kamako, Maianda, Kandjaji, Kabuacala areas bordering with Angolan side in Chissanda, Furtuna, Nachiri and Txumo in the municipality of Chitato, Lunda Norte province, there has been a new massive influx of refugees entering into Angolan territory for refuge. The border is managed by the Angolan Army. As of 13th April, there were a total of 11051 refugees, but that number nearly doubled in the course of a month.

Nine trucks moved 891 asylum-seekers on Saturday 7 May from the airport to Cacanda and on Sunday 8 May, 1422 new refugees arrived. UNHCR alerted by MINARS to go and preregister 531 refugees flown in by the army in five helicopter rides from the border at Sengue (Macro 3), north-west of Dundo. They included seven (7) unaccompanied minors.

As of 16th May, approximately 21,955 refugees have now arrived in Angola, out of which 3,914 are believed to join the host communities. 17,034 refugees (25% men, 73% women and children, 2% elderly persons) of 6,054 households and 3 persons as family size have been pre-registered by UNHCR and MINARS. Among them are 32 persons with disabilities, 194 unaccompanied minors/separated child, 186 elderly persons at risk, 467 single parents and 44 persons with serious medical conditions. It is reported that 300 – 400 refugees continue to enter daily through various border areas which are not controlled by the Angolan government authorities. Some of them have not entered through the official border posts and 3,914 are reported to join the host communities. Sources: MINARS/UNHCR/WFP pre-registration data, dated 16 May 2017.

The two temporary reception centres are already overcrowded and struggling to accommodate daily arrivals. UNHCR is currently assisting the Angolan authorities to identify a suitable site for the relocation of refugees from the temporary reception centres.

The new site has been identified in Lovua Municipality situated some 90 kilometres from the border to relocate refugees from Cacanda and Mussungue reception centres and surrounding areas as well as accommodate new arrivals from the different locations at the border. The UN Refugee Agency has requested the Government to allow refugees to continue crossing the border, provide unhindered access, as well as not to return people fleeing the violence to the DRC.

In addition, it is both costly and takes time for the Angolan government, UNHCR and other agencies to establish basic standards and services in the temporary reception centres - currently the situation is not meeting the humanitarian standards. In view of costs and interest of time, the Angolan authorities and UNHCR have a shared interest in either identifying a site with agricultural livelihoods opportunities and access to national services fulfilling above criteria and considering to grant refugees permission to settle among host communities nationwide.

1 <http://reporting.unhcr.org/sites/default/files/UNHCR%20Angola%20Emergency%20Update%2015MAY17.pdf>

The response of the government, UNHCR and other NGOs to the crisis is not sufficient, as there was no preparedness for emergency intervention at such a large scale. However, UNHCR, WFP, UNICEF, MSF Spain, LWF / ACT and JRS are on the ground working together with the government. Preparations are underway to establish necessary services and facilities to accommodate the refugees. ACT forum through LWF response team worked together with other partners on the ground on rapid assessment. The ACT Forum organised a visit of religious leaders. This delegation, amongst other initiatives, convened a meeting with the provincial government authorities to advocate to the government to make immediate decisions on the new site identified and relocation of the refugees, where more organized humanitarian response can be done efficiently and effectively according to humanitarian standards.

ACTIONS TO DATE, AND EMERGENCY NEEDS

Since the onset of the refugee influx crisis episode the ACT forum, through its international members LWF and NCA, has been attending UN meetings with other international NGOs to map out partners' capacities and assess the most urgent needs. The ACT forum has already launched an alert through ACT Alliance mechanisms dated 4th of May 2017 about the refugee crisis situation. ²The ACT forum mobilized funds to send the response team to the area for rapid assessment. Again, an integrated ACT Angola Forum and Church Leaders delegation, including the Vicar of the Dundo Catholic Diocese, visited two refugee camps in Lunda Norte, Mussengue e Cacanda, convened a meeting with the provincial government authorities and conducted a massive ecumenical church service.

On 18th May, a joint meeting for the ACT forum and 22 Council of Christian Churches in Angola (Conselho de Igrejas Cristã em Angola – CICA) Executive board members from various churches was held where the visit report was shared. The participants also discussed and agreed the issue of launching an appeal to mobilize food and NFIs from churches in Luanda and other provinces to assist the refugees. Also the CICA Executive board intends to approach the multi-ministerial committee that was created by the government to conduct advocacy to ensure that the government takes the refugee crisis situation with all responsibility and identifies a suitable a camp where humanitarian intervention can be done easily, and relocates the refugees in a timely manner.

UNHCR continues to provide food for new arrivals. The provisions are adapted to UNHCR general distribution cycle which takes place currently every two weeks. UNHCR is providing locally procured maize flour, beans, oil and salt for new arrivals for 14 more days. UNHCR will hand over food distribution to WFP and other agencies to respond to the expanding needs. This is where the ACT forum intends to come in to assist with food distribution, something to be agreed with WFP and UNHCR. Health kits and supplies are being provided to the Provincial Health Department's mobile health teams in coordination with *Médecins Sans Frontières* (MSF) who has completed a rapid needs assessment in both the Cacanda and Mussungue centres pointing at malaria, acute diarrhoea and respiratory tract infections as the main health concerns. A mobile health clinic with three nurses, one doctor and three health agents in charge of vaccination has been provided by the provincial authority. UNICEF is providing technical support with MSF to health authorities and screening for malnutrition. UNICEF is also working on water quality testing, chlorination and delivery of treated water in temporary reception centres, as well as on the preparation of sanitary facilities in Mussungue and collection of solid waste in Cacanda.

The overall emergency needs are shelter, food and NFIs, WASH, child protection especially of the unaccompanied minors and psychosocial support. However, if the government will continue hosting the

² <http://www.cica-angola.org/noticias-internacionais/refugiados-da-rdc-delegacao-ecumenica-apela-maior-solidariedade-das-igrejas/>

refugees for a longer period, then livelihoods-related projects will need to be implemented to enhance refugees' self-reliance.

The ACT forum has no stock of NFIs or food for intervention, though as stated above, CICA will launch an appeal to the churches for solidarity donations.

The ACT forum rapid assessment report states that there is insufficient safe water supply, low level of awareness on basic sanitation & hygiene practices which may result in outbreak of water borne related and respiratory diseases including scabies due to poor hygiene. The refugees are volunteering to build communal latrines, dig waste pits as well as cleaning the centres. According to UNHCR emergency updates, local Youth Scouts, organised by the Jesuit Refugee Service (JRS), are also joining to help to clean the centres. Among other needs, there are persons with disabilities, unaccompanied minors/separated children, elderly persons at risk, single parents and persons with serious medical conditions which require protection, special assistance and psychosocial support.

PROPOSED EMERGENCY RESPONSE

OVERALL GOAL:

Refugees have access to essential life-saving items, reduced vulnerability and realized safety and human dignity through food, WASH and faith-sensitive psychosocial support and effective child protection.

OBJECTIVE(S) OF THE EMERGENCY RESPONSE:

Objective 1: Improved nutritional status of the most vulnerable groups with special needs

Objective 2: Health of 6, 054 households (HHs) is improved through improved access to safe drinking water, good sanitation, and hygiene education (WASH)

Objective 3: Provide faith-sensitive psychosocial support and effective child protection, through structures to be promoted in the camps

PROPOSED ASSISTANCE:

Food Security

Objective 1: Improved nutritional status of the most vulnerable groups with special needs

Output 1.1: A total of 13,258 most vulnerable groups (unaccompanied minors/separated children, old people at risk, persons with disabilities, pregnant and lactating women and FHH) get supplementary support.

Activity 1.1.1: Selection of targeted vulnerable group

Activity 1.1.2: Procurement of supplementary assorted foodstuffs (mealie meal, beans, cooking oil and salt) from local suppliers in the nearby cities.

Activity 1.1.3: Distribution of the supplementary assorted food stuff to identified most vulnerable group (unaccompanied minors/separated children, old people at risk, persons with disabilities, pregnant and lactating women and female head household (FHHs), through self-representation structures promoted in the camps.

Output Indicator:

- 374, 057 kilograms/liters of supplementary assorted food stuff (mealie meal, beans, cooking oil and salt bought and distributed)
- 13, 258 most vulnerable groups (unaccompanied minors/separated children, old people at risk, persons with disabilities, pregnant and lactating women and FHH) are provided with supplementary food

WASH (Water, Sanitation and Hygiene)

Objective 2: Health of 6,054 household is improved through improved access to safe drinking water, good sanitation, and hygiene education (WASH)

Output 2.1: 6, 054 HHs have access to safe drinking water, good sanitation, and hygiene education (WASH)

Activity 2.1.1: Borehole drilling, water tanks installation, etc

Activity 2.1.2: Sanitation and hygiene education

Activity 2.1.3: Education materials

Activity 2.1.4: Twin toilets construction

Activity 2.1.5: Twin bathrooms construction

Activity 2.1.6: Distribution of sanitation kits for family pit latrines construction

Activity 2.1.7: Distribution of second clothes and beddings to the most vulnerable groups

Output Indicator 2.1:

- Number of boreholes drilled, water tanks installed and functioning
- Number of households have access to safe drinking water
- Number of refugees provided with awareness raising education on sanitation and hygiene
- Types and numbers of visual education materials produced and provided
- Reduced free air defecation
- Number of family pit latrines constructed

Psychosocial support and Child protection

Objective 3: Provide faith-sensitive psychosocial support and child protection structures that arise in the camps

Output 3.1: At least 80% of the refugees (men, women, boys and girls) and FHH receive faith sensitive psychosocial support

Output 3.2: At least 80% of all unaccompanied minors and separated children identified, have access to basic facilities and protection; and are reunited with their families or receive special care.

Output 3.3: At least 60% of all human rights violations identified, are stopped / resolved, and reported to government, UN and other authorities

Activity 3.3.1: Set up Case Management database and train staff on its operation.

Activity 3.3.2: Organization of groups per origin or other criteria chosen by the refugees

Activity 3.3.3: Identification with these groups of: unaccompanied minors and registration

Activity 3.3.4: Child rights protection and respect awareness building

Activity 3.3.5: Provide material incentives for community based Child protection volunteers.

Activity 3.3.6: Recreational supplies for refugee children in Camps

Activity 3.3.7: Conduct awareness campaigns on community based child protection initiatives**Output Indicator 3.3:**

- Number of people and FHH met
- Number of groups organized and functioning
- Number of unaccompanied minors identified and registered
- Number of human rights violations identified and reported to government, UN and other authorities

TARGET POPULATIONS:

On the table below is the total population by temporary refugee reception camps, Mussungue and Cacanda.

NOTE: Angolan authorities have identified a site in Lovua Municipality situated some 90 kilometres from the DRC border to relocate refugees from Cacanda and Mussungue temporary reception centres and surrounding areas as well as new arrivals from the different locations at the border. This means that the statistics may change by location after the relocation process.

ACT forum intends to intervene before relocation as preparatory phase - organizing and setting up field based structures and strategies - and then focus on project implementation after relocation of the refugees to the new camp site.

Table 1: Target population by location and sex

Province	Municipality	Reception centre	Target population		
			Male	Female	Total
Lunda Norte	Dundo	Mussungue	1,016	1,100	2,116
	Dundo	Cacanda	4,071	6,933	11,004
	Dundo	Host communities			3,914
Total			5,087	8,033	17,034

The total number of target refugees for the intended project according to sex and age in the two temporary refugee reception camps, Mussungue and Cacanda.

Table 2: Target group by sex and age group breakdown, number in host communities not included

0 – 4 yrs		5 - 11 yrs		12 - 17 yrs		18 - 59 yrs		60+ yrs	
M	F	M	F	M	F	M	F	M	F
1,703	1,874	1,533	1,703	852	1,022	4,259	3,747	170	171

The total number of target refugees for the intended project is 6, 054 HHs or 17, 034 individuals in the two temporary refugee reception camps, Mussungue and Cacanda.

Table 3: Target group by sex and age percentage breakdown

Age category	Male	Female	Total
21% 0 – 4	1,703	1,874	3,577
19% 5 - 11	1,533	1,703	3,236
11% 12 - 17	852	1,022	1,874
47% 18 - 59	4,259	3,747	8,006
2% 60+	170	171	341
Totals	8,517	8,517	17,034

Below are explanatory details for each project component:-

The **Food Security** component follows inclusive targeting of refugee beneficiaries. This component would benefit a total of 17,034 most vulnerable groups (unaccompanied minors/separated children, old people at risk, persons with disabilities, pregnant and lactating women and FHH)

The **WASH** component follows inclusive targeting of refugees and indirect beneficiaries. This component would benefit a total of 17, 034 beneficiaries (73% Women and Children), who are in critical potable water needs, including hygiene promotion activities. Second clothes and beddings will be distributed to the most vulnerable groups to enhance hygiene consequently good health.

The **Psychosocial support and Child protection** component also follows inclusive targeting of refugee beneficiaries. This component would benefit a total of 1,459 HH representing 4, 377 beneficiaries (73% Women and Children), who are in critical potable water needs, including hygiene promotion activities.

Table 4: Target population by component by sex and HH

Types of Intervention	No. of Individuals			No. of Households		
	Male	Female	Total	Male - Headed	Female - Headed	Total
Food Security	8,517	8,517	17,034	2,156	3,898	6,054
WASH	8,517	8,517	17,034	2,156	3,898	6,054
Psychosocial support and Child protection	2,114	2,265	4,379	470	989	1,459

During the rapid needs assessment, the targeted refugees were involved in discussions around the design of the project. During implementation, meetings will take place to ensure that the refugees are involved and are participating in decision making and that information is shared with them on how the project will be carried out. Clear selection criteria will be developed in which the refugees will participate to ensure that there is no dispute about who is targeted for the project and its components. Of course there will be accumulation figures, where the target group will be double counted under other project components. This process will be done in close collaboration with the UN agencies and government authorities to ensure transparency and avoid duplication of beneficiaries. A complaints mechanism will be set up which the beneficiaries will be aware of.

Cross-cutting issues:

ACT forum emergency response will ensure that all aspects of the response incorporate commitments to a number of key priorities including rights-based approach, gender equality, and child rights and accountability.

Participation – To ensure the smooth and successful implementation, the project will use various principles and standards that ensure partnerships with target populations. The refugee target group will be involved throughout the project cycle. They will be subjects of the project interventions. The most vulnerable groups will be given special care and ‘voice’, during the project implementation;

Rights-based approach – ACT forum members consider access to food and NFIs, WASH, livelihoods and human protection to any human or natural disaster as a basic right. The government, civil societies and NGOs have the mandate to respond to any emergency according to its nature, to serve and protect principles of humanity, respecting each and all citizens.

Gender equality - ACT forum members consider gender equality as an instrument that drives the society to equal opportunities and holistic development. Therefore, gender equality will be considered at all levels of project implementation inclusive within the institution structure. Special attention in balancing gender will be paid for the selection of health facilitators/animators and community volunteers.

Child rights – The ACT forum will ensure that child rights issues are well addressed in this proposed project, and that children are listened to, accompanied and supported to actively participate in organizing responses to their needs.

Accountability - Guiding principles and other tools related to these commitments are included in the ACT accountability framework. ACT forum members and implementing partners will ensure that ACT Alliance policies and codes of conduct (including Sphere and the Red Cross Code of Conduct) are adhered to by ensuring that all staff involved will be oriented.

ACT Alliance advisory groups – when needs arise, refugee representatives will be consulted to provide needed support and input into the work of ACT forum members on these cross-cutting commitments.

IMPLEMENTATION ARRANGEMENTS:

LWF will implement the proposed interventions. Other ACT Angola Forum members will be integral part of the implementation. The project will be implemented in close collaboration with concerned line government offices in the province and the refugees in their respective camps. The LWF as lead urgency will, as much as possible, collaborate in sharing of information and resources when applicable in the course of implementation of activities. Field office staff of the ACT Members will facilitate the implementation of planned activities against the envisaged objectives. At local level, project implementation starts with beneficiary identification and selection process which will be done together with the target refugee representatives and the respective provincial level line offices such as MINARS and the Civil Protection offices.

LWF is the ACT Requesting Member for this appeal. NCA, CA and CICA come in with their specific responsibilities. LWF will implement 100% of this appeal. NCA will give WASH and potentially monitoring technical support, CICA psychosocial and advocacy supports. CA will be involved in advocacy at global and regional level in collaboration with LWF support team at HQ in Geneva. LWF and NCA has an active working relationship with the national and provincial government authorities and CICA with other church sister partners. The ACT Members will work closely with the MINARS and Civil Protection Committee, the church and other stakeholders to deliver on this appeal.

Situation reports (Sitreps) will be submitted on monthly basis of the implementation by LWF to ACT Alliance secretariat. Interim and final report (narrative and financial) and audit report will be submitted to the ACT secretariat by LWF, according to reporting schedule.

LWF, NCA and CICA will draw up a local MoU for implementing this appeal, which would include aspects such as roles, procurement committee, financial control, advocacy with Government of Angola, coordination with UNHCR and other agencies, and adhering to the new ACT alliance humanitarian policy and guidelines.

Partnerships with target populations

All aspects of the appeal have been designed with a partnership approach in mind. Before any activities begin, a series of meetings will be held with the different stakeholders and the refugees i.e. men and women, girls and boys as well as children, the aged and persons with disabilities. Representatives of the most vulnerable groups, especially those with disabilities, will be consulted. In these meeting discussions, the purpose and nature of each of the activities to be implemented will be described. Once the criteria for each aspect of the appeal have been explained, ACT forum response team and the refugee groups / representatives will put forward names of appropriate people to lead on each aspect of the appeal; this will be done in a gender, culture, language and inclusion sensitive way. During these preliminary discussions with refugees, the foundations will also be laid for their involvement in monitoring and evaluation, and the development of appropriate systems of communication between the refugees and the implementing organizations, which includes complaints mechanisms and CHS.

COORDINATION:

The ACT Angola Forum comprises 5 active members, namely, The Lutheran World Federation, Norwegian Church Aid, the Council of Christian Churches in Angola (Conselho de Igrejas Cristã em Angola – CICA) and 2 non-resident members; Christian Aid and Bread for the World. Two organisations with observer status are finalising their full membership process – Igreja Evangelica Congregacional em Angola (IECA) and Igreja Evangelica Reformada em Angola. Currently, LWF is the convener. Forum members will establish a coordination group comprising all forum members. There will be coordination with the government ministries at the provincial as well as at national level. Forum members will also regularly participate in the coordination meetings organized by the UN agencies and the Government at various levels. The Forum members will also arrange Appeal coordination meetings in addition to the regular Forum meeting to share progress and discuss any challenges they might face during implementation.

ACT forum members in Angola have already met both virtually and physically to discuss and coordinate this response. This will continue during the duration of this appeal implementation. The ACT Forum in Angola will reach out the ACT Secretariat and our respective head quarters in LWF, NCA, CA including Bread for the World to seek for further guidance and support during the response.

NCA and CA as international organizations ACT Angola forum members will provide coordination and technical advice and support.

COMMUNICATIONS:

In addition to the periodic narrative and financial reports, LWF will provide the necessary situation reports and updates to the ACT Secretariat and also to their funding partners on a regular basis. All pictures, videos and stories published by ACT partners on their websites or social media will recognize ACT funding partners. All documents prepared under this project such as reports, sign boards, monitoring sheets and attendance lists will be co-branded with partners, ACT Alliance logos and media in stakeholder meetings.

The ACT members will assign staff responsible for communication related activities. In this case, the LWF National Coordinator will lead in close collaboration with the communication focal persons in making

any information relating to communication available to partners and concerned bodies and to the public through their websites or other pertinent media. ACT Alliance branding and donor recognitions will be highly promoted in all communications unless it is a restricted context. However, the ACT members have got their own communication policy and strategy that they promote and adhere to.

Advocacy

Where issues are vital to the success of the appeal and/or the wellbeing of the population, but are outside the mandate of LWF and NCA, Christian Aid and Bread for the World - the ACT forum Angola non-resident members - will play a major advocacy role at global level. ACT forum under the umbrella of the Council of Christian Churches in Angola will deal with advocacy issues at national level. LWF and NCA will advocate with other organizations working in the camps to establish an effective coordination systems.

Sustainability and linkage to self reliance – prioritization

The current temporary camps in Dundo do not meet the UNHCR policy perspective and would not fulfil the criteria for alternatives to camps i.e. self-reliance as opposed to dependency on assistance, available and accessible national services as opposed to parallel service-delivery and integrated lives as opposed to isolation in camps. The long term refugee camps need to have potential for agricultural and other livelihoods initiatives, near markets, available national services and where the refugees would not be isolated from the society. In addition, it will be both costly and take time for the Angolan government and other agencies to establish basic standards and services in temporary camp sites.

PRINCIPLES AND STANDARDS:

The ACT members have their own codes of conduct mostly adapted from the Red Cross Code of Conduct. For many of them, their new and existing staffs sign these codes of conduct when entering new employment contracts. Besides, members will make sure that new staff recruited to work with projects funded through the ACT mechanism will be inducted about the ACT policies and will be handed printed copies. The Sphere standards (though under revision) are referred to whenever new humanitarian projects are designed and indicators are set based on the Sphere standards which are some of the mechanisms to ensuring the standards are adhered to. ACT Members will also mainstream the Core Humanitarian Standards (CHS) into their work. Particularly, information sharing and implementation of complaints handling mechanisms will be key aspects of the CHS that Members will put in place during implementation. The standards will become the reference points when tracking achievements during monitoring exercises and reporting. In addition, the core principles are also referred to in the course of implementation and during mainstreaming of protection activities such as psychosocial supports to the affected target groups.

The ACT Alliance members will ensure that the Government of Angola respect the 1951 refugee convention of which they are signatories and will speak out if there are any infractions. We will also make sure our work support UNHCR's efforts to provide protection,

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

Participation: The project will employ refugee based targeting whereby right holders will be engaged in a participatory process to identify eligible beneficiaries (targeting). Using the rights-based approach, the refugees, local church leaders, decentralized structures as well as implementing member and UN related agencies, government departmental field staff will engage with refugees in an open and transparent manner regarding the targeting mechanisms that will be locally used. The project will make deliberate efforts to ensure that vulnerable groups are not left out from benefiting from the relief items as well as other services provided by the project. ACT members will also ensure that project rights holders participate in the monitoring and evaluation of the project. The project will emphasize much on process monitoring using the participatory monitoring and evaluation methodologies. This will provide a voice to target population on the way they view success or failure in the implementation process and suggest ways to improve and adjust to meet intended objectives of the project.

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

PLANNED IMPLEMENTATION PERIOD:

The ACT members propose June 01, 2017 as starting date and implementation of the project will be completed on November 30, 2017 for a duration of 6 months which coincides with the onset of the rain season in September-October.

HUMAN RESOURCES AND ADMINISTRATION OF FUNDS:

The LWF country office will be responsible for the overall management and coordination of implementation of the project including liaising with government, and funding partners. The country programme National Coordinator and Advocacy officer based in Luanda will provide technical and administrative support. The Sustainable Livelihoods/Partnership Manager based in Luena coordination office will be responsible for the implementation and close follow up as well as management of the project. They will also provide technical and administrative backstopping to the emergency response projects. LWF finance will deal with the day- to-day financial transaction and control of the fund use including reporting.

LWF's staff who will have key roles in the project implementation include the National Coordinator, Finance Officer, WASH Officer, Child Protection Officer and Finance Assistant. The National Coordinator will be responsible for the overall project performance and will closely follow up, support and liaise with the project with external partners and donors. As this is an emergency response project, he will pay particular attention and focus on this project until it is finalized and properly closed. The Sustainable Livelihoods/Partnership Manager will be responsible for the overall coordination and management of the project and he will liaise with the project with national and other UN forums within the country. He will be travelling to the field to monitor project activities and progresses periodically. The WASH Officer, Child Protection Officer and Logistics and Procurement officer are responsible for the day to day performance of the project and will closely work with the field team in providing technical backstopping and follow up of the project performances. The LWF Finance officer is the key figure, in close collaboration with the NCA Finance Manager in ensuring control of the project resources and the financial procedures are followed up as well as reports are submitted on a regular basis who will be supported by the Finance Assistant who will work with the relevant field staffs to ensure proper financial management, expenditure, records and reporting. There are also other supporting staffs that will have direct and indirect responsibilities associated with this project for its successful implementation and closure.

LWF has produced its own guidelines for using SAGE 300 ERP that provide more specific instructions that relate only to LWF. This manual outlines the accounting policies and financial management procedures that must be followed worldwide by the country programs of Lutheran World Federation (LWF) World Service.

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.

The funds from ACT Secretariat will be transferred to LWF bank accounts. The implementing member will bear the responsibility of ensuring that the funds are utilized for the intended purpose. NCA and CA will assist with technical support, coordination and management. LWF will submit both narrative and financial reports appeal reports to the ACT Secretariat. For accountability and transparency purposes, upon transferring of the funds from the secretariat, the ACT Angola forum currently hosted by LWF Angola will be notified as to how much has been transferred.

MONITORING AND EVALUATION:

The proposed responses will be guided by the implementing planning, monitoring and reporting system, based on their M&E plans. 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 and quarterly activity performance reporting.

Day to day monitoring and implementation of the action will be undertaken by the field staffs that are on the ground with daily interaction with refugees and other stakeholders. The project officers who will be recruited under this action will be directly in charge of field implementation. The project officers will report to the next higher level bodies in the organizational structures of the implementing partners. The concerned program staff at the head offices of the implementing partners will have the primary responsibility to ensure timely and quality implementation and reporting of the action. He will provide the required programmatic and administrative support to ensure smooth and timely implementation.

The Sustainable Livelihoods/Partnership Manager will be responsible to conduct regular and inclusive monitoring of the action. Project staff, beneficiary refugees and relevant government offices will be included in regularly scheduled monitoring exercises. Refugee/stakeholder meetings will be conducted at least two times during the implementation period to consult and inform the refugees on the response modality and emerging situations.

As this life-saving action requires daily coordination and decision making, in the implementing partners' HQ office, the Humanitarian Aid and Regional Program Coordinators will be responsible for distant or remote supervision, and support. The Humanitarian Aid and Regional Program Coordinators will be responsible to ensure compliance with ACT policies, guidelines and the approved project document. The country office technical support team will conduct regular visits to the project sites based on an approved monitoring plan for technical backstopping and monitoring purposes. The ACT forum members in close collaboration with heads of country office will provide overall support and coordination to the action, ensuring good communications and visibility, quality implementation, accountability as well as compliance with organizational policies and terms of the grant agreement.

Situation reports, interim and final reports will be compiled and shared with the local government. Narrative and financial reports will also be provided to ACT secretariat as per the agreed timelines on regular basis at various levels. Additionally, heads of the ACT Angola member organizations will carry

out joint monitoring as necessary to ensure the quality of the service delivery and to share lessons learned and provide solutions at the spot to challenges faced during implementation of the action.

Project evaluation can be conducted at the end of the project's implementation period which can be internal, by ACT e Angola forum 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.

II. THE TOTAL ACT RESPONSE TO THE EMERGENCY

There are currently no running appeals. The total budget is 1, 219, 848 USD with possible funding chances from other sources outside the appeal i.e. UNICEF, WFP and UNHCR.

III. FINANCIAL SUMMARY/BUDGET

Requesting ACT member:		The Lutheran World Federation Angola				
Appeal Number:		ANG171				
Appeal Title:		DRC Refugee Influx Crisis in Lunda Norte, Angola				
Implementing Period:		1st June to 30th November, 2017				
					Appeal	Appeal
		Type of	No. of	Unit Cost	Budget	Budget
INCOME					AOK	USD
		Unit	Units	<i>local currency</i>	<i>local currency</i>	USD
DIRECT COST (LIST EXPENDITURE BY SECTOR)						
e.g	Food security (food distribution)					
	Mealie meal (12 kg/person/month*1month)	kg	305,352	250	76,338,000	462,655
	Beans (1.8 kg/person/month*1month)	kg	45,803	500	22,901,650	138,798
	Cooking oil (0.75 lt/person/month*1month)	lts	19,085	500	9,542,250	57,832
	Salt (0.15 kg/person/month**1month)	kg	3,817	250	954,225	5,783
	Water, sanitation & hygiene					
	Borehole drilling, water tanks installation, etc	borehole	2	20,000,000	40,000,000	242,424
	Sanitation and hygiene education	sessions	36	25,000	900,000	5,455
	Education materials	assorted	1	300,000	300,000	1,818
	Twin toilets construction	toilets	12	45,000	540,000	3,273
	Twin bathrooms construction	bathrooms	12	45,000	540,000	3,273
	Sanitation kits for family pit latrines construction	kits	1,500	1,500	2,250,000	13,636
	Second hand clothes and beddings to the most vulnerable groups	kits	50	90,000	4,500,000	27,273

	Child protection and Psychosocial Support					
	Set up Case Management database and train staff on its operation.	database	2	25,000	50,000	303
	Organization of groups per origin or other criteria chosen by the refugees	groups	4	30,000	120,000	727
	Identification with these groups of: unaccompanied minors and registration	groups	4	10,000	40,000	242
	Child rights protection and respect awareness building	sessions	24	10,000	240,000	1,455
	Provide material incentives for community based Child protection volunteers.	materials	1	200,000	200,000	1,212
	Recreational supplies for refugee children in Camps	supplies	1	200,000	200,000	1,212
	Conduct awareness campaigns on community based child protection initiatives	sessions	24	10,000	240,000	1,455
	Psychosocial support to female headed households	sessions	24	25,000	600,000	3,636
	<u>Other Sector Related Direct Costs (List expenditure by sector)</u>					
e.g .	Salaries & benefits for direct staff					
	WASH Officer - 100% salary and benefits	months	7	245,137	1,715,959	10,400
	Child Protection Officer - 100% salary and benefits	months	7	245,137	1,715,959	10,400
	Needs Assessment	months	1	300,000	300,000	1,818
	Rapid Support Team	staff	3	40,000	120,000	727
	Communication/visibility cost	assorted	4	100,000	400,000	2,424
	Beneficiary Selection	selection	2	50,000	100,000	606
	TOTAL DIRECT ASSISTANCE				164,808,043	998,837
	TRANSPORT, WAREHOUSING & HANDLING					
	<u>Transport (of relief materials)</u>					
	Hire/ Rental of Vehicles	months	7	300,000	2,100,000	12,727
	Fuel	lts	35,000	135	4,725,000	28,636

	Warehousing					
	Rental of warehouse (3 metal containers)	months	7	450,000	3,150,000	19,091
	Wages for Security/ Guards	months	3	280,000	840,000	5,091
	Handling					
	Log/procurement Officer - 100% salary and benefits	months	7	245,137	1,715,959	10,400
	Salaries / wages for labourers (5 temporal casuals)	months	7	200,000	1,400,000	8,485
	Salaries / wages for Drivers	months	7	147,352	1,031,464	6,251
	TOTAL TRANSPORT, WAREHOUSING & HANDLING				14,962,423	90,681
	CAPITAL ASSETS (over US\$500)					
e.g	Computers and accessories	HP	4	350,000	1,400,000	8,485
.	Printers	HP	2	45,000	90,000	545
	Office Furniture	assorted	8	35,000	280,000	1,697
	Vehicles - 50% contribution for new vehicle purchase	vehicle	1	2,500,000	2,500,000	15,152
	Communications equipment e.g. digital Samsung	Camera	2	50,000	100,000	606
	TOTAL CAPITAL ASSETS				4,370,000	26,485
	TOTAL DIRECT COST				184,140,466	1,116,003
	INDIRECT COSTS: PERSONNEL, ADMINISTRATION & SUPPORT					
e.g	<u>Staff salaries</u>					
.	Salaries e. g 15% for National Coordinator - LWF	months	7	140,000	980,000	5,939
	Salaries e. g 20% for SLP Manager - LWF	months	7	128,242	897,694	5,441
	Salaries e. g 20% for Finance Officer - LWF	months	7	76,776	537,432	3,257
	Salaries e. g 20% for WASH Technical Advisor - NCA	months	7	120,000	840,000	5,091
	Salaries e. g 20% for Admin and Prog staff - CICA	months	7	200,000	1,400,000	8,485
	<u>Office Operations</u>					
	Office rent	months	7	150,000	1,050,000	6,364
	Office Utilities	assorted	6	50,000	300,000	1,818
	Office stationery	assorted	6	45,000	270,000	1,636
	<u>Communications</u>					

	Telephone and fax	months	7	60,000	420,000	2,545
	<u>Others</u>					
	Insurance	months	6	100,000	600,000	3,636
	Mobile tents	pcs	10	80,000	800,000	4,848
	Bed kits	kits	6	50,000	300,000	1,818
	Matresses	pcs	6	30,000	180,000	1,091
	Camping kitchen utensils	kits	3	60,000	180,000	1,091
	Mobile chairs and tables	kits	3	30,000	90,000	545
	TOTAL INDIRECT COST: PERSONNEL, ADMIN. & SUPPORT				8,845,126	53,607
	AUDIT, MONITORING & EVALUATION					
	Audit of ACT appeal	Estimate	1	677,000	677,000	4,103
	Monitoring (air tickets, accommodation, food & per diem) & Evaluation	Estimate	7	250,000	1,750,000	10,606
	TOTAL AUDIT, MONITORING & EVALUATION				2,427,000	14,709
	TOTAL EXPENDITURE exclusive International Coordination Fee				195,412,592	1,184,319
	INTERNATIONAL COORDINATION FEE (ICF) - 3%				5,862,378	35,530
	TOTAL EXPENDITURE inclusive International Coordination Fee				201,274,970	1,219,848
	BALANCE REQUESTED (minus available income)				201,274,970	1,219,848
	EXCHANGE RATE: local currency to 1 USD					
	Budget rate - 1 US\$	165.00				
	PROPOSED DISPOSITION OF CAPITAL ASSETS at Completion date					
	<u>ITEM - (List each over US\$500)</u>		<u>Actual cost</u>		<u>Disposition</u>	
	Computers and accessories		4,242			

	Vehicle - 50% contribution for new vehicle purchase		15,152		
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Budgets of all ACT Angola Forum members are provided in the section below.

IV. APPENDICES TO THE PRELIMINARY APPEAL DOCUMENT



Angola Emergency

Outflow of Congolese refugees from the Kasai region

as of 16 May 2017

