

actalliance

APPEAL



Food and Early Recovery Response to Floods in Bangladesh

BDG 171

Appeal Target: US\$ 1635823

Balance requested: US\$ 1635823

“We need to defend the interests of those whom we've never met and never will.” **Jeffrey D.Sachs**



Table of contents

0. Project Summary Sheet

1. BACKGROUND

- 1.1. Context
- 1.2. Needs
- 1.3. Capacity to Respond

2. PROJECT RATIONALE

- 2.1. Intervention Strategy and Theory of Change
- 2.2. Impact
- 2.3. Outcomes
- 2.4. Outputs
- 2.5. Preconditions / Assumptions
- 2.6. Risk Analysis
- 2.7. Sustainability / Exit Strategy
- 2.8. Building Capacity of National Members

3. PROJECT IMPLEMENTATION

- 3.1. ACT Code of Conduct
- 3.2. Implementation Approach
- 3.3. Project Stakeholders
- 3.4. Field Coordination
- 3.5. Project Management
- 3.6. Implementing Partners
- 3.7. Project Advocacy
- 3.8. Private/Public sector co-operation

4. PROJECT MONITORING

- 4.1. Project Monitoring
- 4.2. Safety and Security Plans
- 4.3. Knowledge Management

5. PROJECT ACCOUNTABILITY

- 5.1. *Mainstreaming Cross-Cutting Issues*
 - 5.1.1. Gender Marker / GBV
 - 5.1.2. Resilience Marker
 - 5.1.3. Environmental Marker
 - 5.1.4. Participation Marker
 - 5.1.5. Social inclusion / Target groups
- 5.2. Conflict Sensitivity / Do No Harm
- 5.3. Complaint Mechanism and Feedback
- 5.4. Communication and Visibility

6. PROJECT FINANCE

- 6.1. Consolidated budget

7. ANNEXES

7.1. ANNEX 1 – Logical Framework

7.2. ANNEX 2 – Summary table

Project Summary Sheet																	
Project Title	Food and Early Recovery Response to Floods in Bangladesh																
Project ID	BGD171																
Location	Bangladesh / Northern-west region / Kurigram, Gaibandha, Dinajpur, Naogoan districts																
Project Period	From 15 August 2017 to 31 May 2018 Total duration: 10 (months)																
Modality of project delivery (If applicable)	<input checked="" type="checkbox"/> self-implemented <input type="checkbox"/> CBOs <input type="checkbox"/> Public sector <input checked="" type="checkbox"/> local partners <input type="checkbox"/> Private sector <input type="checkbox"/> Other																
Forum	The ACT Bangladesh Forum																
Requesting members	<ul style="list-style-type: none"> • Christian Aid (CA) for ER component • Dan Church Aid (DCA) for ER component • ICCO Cooperation (ICCO) for ER component • Christian Commission for Development in Bangladesh (CCDB) for Food Security component (received ACT RRF funds) 																
Local partners	<ul style="list-style-type: none"> • RDRS - implementing partner of DCA in Kurigram district • CCDB¹ - ER implementing partner of ICCO (Gaibandha district) and CA (Dinajpur district) 																
Thematic Area(s)	<table border="1"> <tbody> <tr> <td><input type="checkbox"/></td> <td>Shelter / NFIs</td> <td><input type="checkbox"/></td> <td>Protection / Psychosocial</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td>Food Security</td> <td><input checked="" type="checkbox"/></td> <td>Early recovery / livelihoods</td> </tr> <tr> <td><input type="checkbox"/></td> <td>WASH</td> <td><input type="checkbox"/></td> <td>Education</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Health / Nutrition</td> <td><input type="checkbox"/></td> <td>Unconditional cash</td> </tr> </tbody> </table>	<input type="checkbox"/>	Shelter / NFIs	<input type="checkbox"/>	Protection / Psychosocial	<input checked="" type="checkbox"/>	Food Security	<input checked="" type="checkbox"/>	Early recovery / livelihoods	<input type="checkbox"/>	WASH	<input type="checkbox"/>	Education	<input type="checkbox"/>	Health / Nutrition	<input type="checkbox"/>	Unconditional cash
<input type="checkbox"/>	Shelter / NFIs	<input type="checkbox"/>	Protection / Psychosocial														
<input checked="" type="checkbox"/>	Food Security	<input checked="" type="checkbox"/>	Early recovery / livelihoods														
<input type="checkbox"/>	WASH	<input type="checkbox"/>	Education														
<input type="checkbox"/>	Health / Nutrition	<input type="checkbox"/>	Unconditional cash														
Project Impact	To support flood-affected communities in Northern Bangladesh to have sufficient food and rehabilitate community infrastructure and livelihoods.																
Project Outcome(s)	<p>A. Flood affected communities have received sufficient food to maintain their nutritional status, during and after the emergency</p> <p>B. Vital community (social-economic) infrastructure and livelihoods of flood affected communities have been restored and are of improved quality</p>																

¹CCDB will also be a local implementing partner for ER activities for two Requesting members (ICCO, CA) in two different districts.

Target beneficiaries	<div>Beneficiary profile</div> <div> <input type="checkbox"/> Refugees <input type="checkbox"/> IDPs <input type="checkbox"/> host population <input type="checkbox"/> Returnees </div> <div> <input checked="" type="checkbox"/> Non-displaced affected population </div>																																						
	<div>Age / Gender</div> <table border="1"> <tr> <th colspan="2">0 - 5 yrs</th> <th colspan="2">6 - 18 yrs</th> <th colspan="2">19 - 65 yrs</th> <th colspan="2">above 65 yrs</th> <th colspan="2">Total</th> </tr> <tr> <th>M</th> <th>F</th> <th>M</th> <th>F</th> <th>M</th> <th>F</th> <th>M</th> <th>F</th> <th>M</th> <th>F</th> </tr> <tr> <td>6,452</td> <td>6,451</td> <td>12,904</td> <td>12,904</td> <td>38,710</td> <td>38,709</td> <td>6,451</td> <td>6,452</td> <td>64,516</td> <td>64,516</td> </tr> </table>										0 - 5 yrs		6 - 18 yrs		19 - 65 yrs		above 65 yrs		Total		M	F	M	F	M	F	M	F	M	F	6,452	6,451	12,904	12,904	38,710	38,709	6,451	6,452	64,516
0 - 5 yrs		6 - 18 yrs		19 - 65 yrs		above 65 yrs		Total																															
M	F	M	F	M	F	M	F	M	F																														
6,452	6,451	12,904	12,904	38,710	38,709	6,451	6,452	64,516	64,516																														
	<p>Direct beneficiaries :</p> <ul style="list-style-type: none"> 4,000 households for emergency food items 12,000 smallholder households for agro inputs 12,000 landless households for kitchen gardening and cash for work 1,050 households for barn, storage room and/or house repair 549 young men and women for off-farm skill training 1,050 local business entrepreneurs for market/service revival 6 Upazillas² for local level disaster awareness and preparedness <p>Indirect beneficiaries :</p> <ul style="list-style-type: none"> Total indirect beneficiaries of the project will be 98,383 people (calculation : 30,649 HHs*4.21 people per HH=129,032-30,649=98,383). The table above outlines age and gender disaggregation of both direct and indirect beneficiaries. The project will focus on the most vulnerable population (female headed households, large families, landless or smallholder families, families with persons living with disabilities and/or special needs, children and youth). 																																						
Project Cost (USD)	1,635,823 (USD)																																						

Reporting Schedule

Type of Report	Due date
Situation report	1st Sitep : 31 October 2017/ monthly

² An Upazila is a geographical region in Bangladesh used for administrative or other purposes.

Final narrative and financial report (60 days after the ending date)	31 July 2018
Audit report (90 days after the ending date)	31 August 2018

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

US dollar

Account Number - 240-432629.60A
432629.50Z

IBAN No: CH46 0024 0240 4326 2960A

Euro

Euro Bank Account Number - 240-

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

Please note that as part of the revised ACT Humanitarian Mechanism, pledges/contributions are **encouraged** to be made through the consolidated budget of the country forum, and allocations will be made based on agreed criteria of the forum. For any possible earmarking, budget details per member can be found in the Annex “Summary Table”, or upon request from the ACT Secretariat. For pledges/contributions, please refer to the spreadsheet accessible through this link <http://reports.actalliance.org/>. The ACT spreadsheet 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 James Munpa (James.Munpa@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, Anoop Sukumaran (ask@actalliance.org)

ACT Alliance Regional Program Officer, James Munpa (jmu@actalliance.org)

ACT Web Site address: <http://www.actalliance.org>

Alwynn Javier

Global Humanitarian Coordinator

ACT Alliance Secretariat

1. BACKGROUND

1.1. *Context*

Since the beginning of August, heavy monsoon rains have caused intense flooding across more than one-third of Bangladesh. According to the Ministry of Disaster Management and Relief (MoDMR), these floods are the worst in the last four decades. As of 27 August 2017, 32 districts in the north, north-east and central districts of Bangladesh have been flooded, affecting 8.2 million people (2.3 million male, 2.4 million female, and 3.5 mln children under 18 years of age). 141 people, including children, are reported to have lost their lives. An estimated 55,383 houses are reported to have been damaged and 640,786 are believed to have been destroyed by the floods. A total of 13,035 cases of waterborne diseases linked to the extensive flooding (acute watery diarrhoea, skin disease, acute respiratory infection and eye infection) have been reported. Access to the most affected areas in the northwest remains a challenge as roads are either severely damaged or submerged under flood water. It is estimated that around 9,000 km of roads, 500 bridges and 151 dams have been damaged. About 0.3 million hectares of crops fields inundated, with 623,402 hectares of standing crops damaged. According to national statistics, floods have caused a loss of BDT 36.0 million in livestock sector of the country. The Department of Livestock Services (DLS) revealed that around 8,332 livestock and poultry have already been lost due to the onslaught of the flood. These losses in crops and livestock will lead to a huge food crisis in the coming months. Local services, both businesses and local government bodies, have also been severely affected by the floods, thus disrupting people's access to markets and services.

1.2. *Needs*

From 11-16 of August, ACT Bangladesh Forum members, with support of local partners have conducted the needs assessment (designed for food security and early recovery) in three most flood-affected districts (Kurigram, Gaibandha, Dinajpur) of Bangladesh. According to Bangladesh Humanitarian Coordination Task Team (HCTT) Sitrep #1 (as of 27 August 2017), Kurigram and Gaibandha districts were severely affected, whereas Dinajpur and Naogaon districts were highly impacted. Using key informant interviews, focus group discussions and household interviews (both male and female led families), the overall objective of the assessment was to have a detailed understanding of the pressing needs of flood-affected communities, in both short (1-2 months) and medium (3-8 months) term. The specific objective of the assessment was to: a) identify depth of damage and coping capacity (mechanism) of the affected population; b) evaluate basic life support needs of affected population, particularly in terms of food security and livelihoods; and c) gain viewpoints of stakeholder groups, who provide and maintain the community and business services. As a result, the following major needs are identified :

- **Food Security:** An estimated 6.7 million people are in need of food assistance in the next 3 months of the flood emergency. According to the needs assessment consolidated report, 95% of interviewed households do not have sufficient food stocks, 80% have reduced their food consumption since the crisis began; dietary diversity for women and infants is particularly poor - only 4% of children are meeting their minimum dietary diversity, which compares poorly with the national average of 24%. More than 50 % of the households have expressed that food is their primary concern now and in the coming months.
- **Livelihood:** Majority of the people in the flood-affected areas are dependent either on agricultural production or poultry rearing (especially those living closer to rivers) and their loss have severely affected their livelihoods. Most of the standing crops are damaged and no time/resources are available to re-plant these. According to assessment reports, a total of 48% of households have expressed their demand for agricultural inputs, like seeds and poultry. In addition, 42% of households have own crop fields, whereas 58% have very

marginal-sized land (kitchen garden) or no land at all, thus being highly dependent on off-farm activities, like small businesses, food processing, handicrafts, garment based employment or unskilled labor. The needs assessment shows that 70% of off-farm respondents need unconditional cash support (cash for work) and 20 % need different trade based skill trainings. The KII report also shows that day labourers are now facing the most challenging situation as they have no work opportunity due to disruption of employment in the work sector.

- Community/business infrastructure: Floods have damaged the vital infrastructure (roads, bridges, markets, etc.). As a result, people are unable to buy and sell their products/commodities as before and food prices have also increased significantly. The needs assessment indicates that 45% of the respondents have asked to restore the roads and bridges, so that they are able to access to markets, schools and health services. During the KII, government officials stated that due to limited budget, timely restoration of social and business infrastructure is very challenging.

Above-mentioned need priority areas of long term food assistance, livelihoods and shelter repair have been also identified by the different needs assessments reports and surveys (e.g. government, NAWG, sitreps etc).

1.3. Capacity to respond

All requesting members (CA, ICCO, DCA and CCDB) have been implementing both development, humanitarian and advocacy programmes/projects in the flood-affected districts. They all have field offices with qualified/experienced staff members and solid logistical arrangements. They are well accepted by the local communities and government for decades. In addition, their capacity to respond to food crisis and rehabilitate livelihoods, local markets and services are proven within different interventions e.g. ICCO, DCA and CA have already implemented Early Recovery programme in the region (NPL151, NPL 161 Appeals) to restore vital social-economic infrastructure and livelihoods of the earthquake-affected people in Nepal in 2015. This recent experience ensures overall coordination of the programme and confirms capacity existence for the early recovery program. Since the flooding, most of the forum members - both requesting and implementing members - have been involved in the different relief operations in their respective districts, thus already communicating with the affected communities and authorities and are aware of the needs (food and recovery) of the flood-affected communities. For example: CCDB (within ACT RRF modality) and ICCO have already provided most needy households with the emergency food items.

2. PROJECT RATIONALE

2.1. Intervention strategy and theory of change

The project aims to support flood-affected people to meet their needs for food (both short and long term) and recover from the recent floods. The material (seeds, livestock) and financial (cash for shelter, cash for work) support given to affected-people and small business owners will contribute to revive the livelihoods and services as well as re-build the infrastructure. In addition, the cash component will enable flood affected people to repair their shelters and purchase daily commodities. As a result, the communities will be food secure and their livelihood needs will be met for the coming months. A longer -term perspective of the project will be to ensure people are able to return to their pre-disaster life routines, with enhanced flood resilience and coordination in place through supporting community level disaster awareness and preparedness initiatives. In order to achieve these perspectives, it is assumed that there will be no occurrence of other major disaster or

economic/political instability during the implementation period and all stakeholders (households, government, implementing partners) are committed to the project activities.

2.2. Impact

To support flood-affected communities of Bangladesh to have sufficient food and rehabilitate community infrastructure and livelihoods.

2.3. Outcomes

A. Flood affected communities have received sufficient food to maintain their nutritional status during and after the emergency.

B. Vital community (social-economic) infrastructure and livelihoods of the flood affected communities have been restored.

2.4. Outputs

A.1 Emergency food items is delivered immediately to flood affected households (HHs):

4,000 families (especially women-led families and families with more children) will receive emergency food items to maintain their dietary and nutritional status right after the emergency. Estimated budget of USD 60,000

- Procure and distribute food items (rice, lentil, salt).

B.1 Flood affected HHs are equipped with skills and have the resources to restore and improve livelihoods and shelter.

12,000 smallholder HHs will receive agro inputs and poultry to revive their livelihoods after the floods. Estimated budget of USD 375,000

- Provide 7800 small landholder HHs with seeds, fertilizers and cash for irrigation costs
- Provide 2400 small landholder HHs with chicken and feed for chicken.
- Provide 1800 small landholder HHs with duck

549 young men and women from large families will be trained for market-driven skills in order to a) diversify the family income source, and b) increase employment opportunities for youth. Estimated budget of USD 41,175.

- Train 549 youth (boys and girls) on different market-driven skills

12,000 landless HHs will receive vegetable seeds for homestead gardening in order to a) meet family needs for vegetables/food, and b) reduce economic burden of family for food purchase. Estimated budget of USD 75,000.

- Provide 12,000 landless HHs with homestead/kitchen garden seeds

1,050 large families (with more children) will receive conditional cash and/or material support to repair family shelter (barn, storage room, kitchens, houses etc) that are damaged by floods. Since a repair of any facility is costly, such support will be timely (financial) for family to recover from disaster. Estimated budget of USD 52,500.

- Provide 1,050 HHs with cash for shelter (house, barn, cool rooms, kitchen) repair

B.2 Flood affected community infrastructure and market services are rehabilitated and improved

12,000 landless HH members will be involved in cash for work in order to a) rehabilitate 72 community infrastructures (roads, market, school yards), and b) have temporary employment (access to income). Estimated budget of USD 600,000.

- Mobilize 12,000 landless HHs for community-based infrastructure rehabilitation work

1,050 small business entrepreneurs will receive cash and/or material support to revive their services to community. Estimated budget of USD 62,625.

- Support 1050 small business entrepreneurs (shops, workstations, bazaars, wholesalers, traders) to revive and provide services

6 Upazilas will be supported for their disaster awareness and preparedness initiative to be tested in 6 unions, but replicated beyond the project in all unions. These initiatives will be linked to a) improvement of early warning system for floods, b) improvement of the district level floods response/mitigation plans, and c) role of community members in protecting/preventing infrastructure from floods. Estimated budget of USD 18,000

- Support 6 upazilas for disaster awareness and preparedness initiatives

2.5. Preconditions / Assumptions

Since Bangladesh is prone to climatic disasters (rains, cyclones, drought, cold waves), the major assumption for successful implementation of the project will be that there is no new occurrence of major disasters in the proposed project area during the implementation period. Minor pre-condition for the project execution is that the political and economic situation remains stable and households are able to participate in the project activities without being concerned about economic and personal security.

2.6. Risk Analysis

As mentioned in the previous section, another mega emergency is assumed to be the number one risk that might threaten the project implementation. The political instability (public protest due to the elections or increasing radical extremists) might cause some social and political unrest in the project area. Other types of risks (low commitment of project stakeholders, small-scale disasters, disease outbreak, unavailability of agro seeds, livestock, etc.) have more a local nature rather than regional or national. As such, they are not a threat to the overall project implementation, but may jeopardise a particular activity. For such risks, together with partners, beneficiaries and stakeholders involved, a detailed risk assessment will be carried out. Such assessment will help to identify the severity of the associated risks: whether they are acceptable, unacceptable or killer in nature. Since acceptable risks are very unlikely to happen (low probability) and, if it happens, this could be self-managed, the project activity will be continued as planned. In case of unacceptable risks identified, which are the potential threat to activities, the specific preventive or mitigative measures will be designed to avoid the consequences. If there is a sign of killer risks, the activity will be either changed or stopped, as the killer risks will significantly impede and/or kill the activities and their achievement. Moreover, the risk assessment will also look into whether the project activities do not increase (or create new) risks (Do no Harm), but rather contribute to reducing the risks.

2.7. Sustainability / Exit strategy

Sustainability for household level interventions: all household level activities (crop/vegetable production of small land holder and landless HHs, poultry keeping, shelter repair) will be closely monitored and guided throughout the project by the technical experts to ensure safety of investment to and quality of output from each activity. The project will also provide a guidance for the next livelihoods cycle, which goes beyond project cycle, e.g. seeds bank management or poultry breeding, thus leaving the beneficiaries with some livelihood options/inputs to be used after the end of the project. Lastly, where feasible, the possibilities to link the most vulnerable families (out of targeted households) with future development projects of ACT members will be explored. The smallholder crop producers will also be linked to the market players for their produce, especially to those small traders who have been supported within the project. Sustainability for community/small business level interventions: each activity at this level will be linked to and coordinated with the local government authorities for synergies, technical quality assurance and no duplication. While implementing these activities, the "Build Back Better" principle will be applied to a) increase the flood resilience of communities and infrastructure, and b) minimize their vulnerability. Handing over rehabilitated facilities (infrastructure) and services to their owners (local government, business associations etc) will be an exit strategy at this level of interventions.

2.8. Building capacity of national members

The project has planned and budgeted few activities for ACT National Forum members to ensure the project implementation, monitoring and reporting is done in accordance with the revised ACT humanitarian policies and requirements. In addition, the project will conduct activities aimed to enhance two-way communication (CwC) with the beneficiaries that improve feedback and complaints mechanism for beneficiaries and stakeholders involved. The update/refreshment of international humanitarian principles, such as ACT Code of Conduct, Child Safeguarding, CHS, will be another activity for capacity building, so that the humanitarian imperatives are fulfilled and abided by all partners.

3. PROJECT IMPLEMENTATION

Does the proposed response honour ACT's commitment to Child Safeguarding? ☒ Yes ☐ No

Trained or updated on the Child Safeguarding, all requesting and implementing partners will strictly follow its commitments to prevent any abuse or mistreats in relation to a child, also in relation to PWD. All partners are strongly committed a) not to allow use of child labour b) ensure a child safety and wellbeing c) integrate the child friendly approaches into the project activities (e.g. beneficiaries will be selected considering the presence of children under 5 in the family). The Child Safeguarding Guidance Document will be translated into Bangla and distributed to local partners and relevant stakeholders for their adherence to the issue as well.

3.1. ACT Code of Conduct

Along with Child Safeguarding, ACT Code of Conduct will be a mandatory document to be signed by requesting/implementing partners, their staff, consultants, and community leaders. The beneficiaries will be also oriented in the main values of the Code of Conduct with special focus on prevention of (sexual) exploitation and abuse; accordingly the complaints mechanisms will be in place as described in section 5.3

3.2. Implementation Approach

Since the proposed project covers two different sectors (food security and early recovery), it has two separate modalities. The food security part is to provide flood affected people with immediate food packages, so that the flood-affected people could maintain their nutritional status right after the emergency. The early recovery part, the main intervention area, in turn, pursues two objectives a) livelihoods recovery of households b) infrastructure and SMEs rehabilitation in the flood affected communities. These two modalities believed to be most relevant and effective approach as they complement each other; without solving immediate food concerns, people are not able to be engaged in the livelihoods activities and rehabilitation of livelihoods/market that significantly contributes to medium and long term food security. In addition, the project activities are not only designed based on needs assessment results, but also on the long-standing knowledge of requesting/implementing partners in the proposed districts. This is an advantage for timely and effective response. The proposed intervention also responds to the government/ humanitarian community's request to address prognosed food crisis of the coming months (due to lost of standing crops, livestock and markets disruption).

Throughout the different stages of the project, participatory and inclusive approaches will be followed. To increase efficiency of the response and planning/monitoring processes, mobile-based applications (AKVO Flow, KOBO, MAGPIE) will be used.

The project has designed cash for work and conditional cash support activities, so that flood-affected people, especially landless and large family families, could have some extra cash to buy commodities and/or repair house damages. At the same time, community mobilization for infrastructure rehabilitation will speed up their own access to schools, health and market services. Cash support is also planned for small and medium businesses, who are most affected, to revive market services and to bring down the price of commodities.

3.3. Project Stakeholders

The project has identified the following key stakeholders, who will have different roles and engagements in the project: Local government- beneficiary selection, community mobilization and infrastructure rehabilitation, distribution of inputs/material, conflict resolution. local Disaster Management Committees (Upazilla, Union) - community level disaster awareness initiatives, advocacy. Department of agriculture and livestock- selection and advisory for seeds, fertilizers, poultry. Technical Training Centers- for skill training, certification, employment opportunities. Microfinance Institutions, Trader associations - small business support, (I)NGOs and UN Agencies- advocacy, experience sharing, synergies.

3.4. Field Coordination

At the national level, the project will maintain coordination with all relevant clusters, working groups, UN agencies, government bodies and other (I)NGOs to ensure that the project is being implemented in line with the national level decisions and priorities. ICCO, DCA, and CA will also keep close contact with the MoDMR through regular meetings and sharing project outputs. ICCO, DCA, CA and implementing partners will meet every month to review the progress and future planning. This mechanism will confirm the quality assurance of the project delivery. Strong coordination will be in place with local government and district and sub district level authorities to avoid duplication. During the implementation period, all agencies will participate in district level NGO coordination to update on progress and challenges faced. Coordination with the community is the strong base of this project.

3.5. *Project Management*

One requesting member (CCDB) is responsible for managing the emergency food distribution component, whereas the remaining three requesting members (CA, DCA, ICCO) have agreed to equally manage all the ER related activities; implementation, monitoring and reporting. As a lead agency, ICCO, through project steering committee, is also responsible for overall management of the project that includes consolidation of reports, overall coordination with the national level stakeholders, donors and ACT Secretariat, monitoring and communications. Since ICCO, CA and DCA are all part of the INGO Emergency Sub-Committee (ESC), they will ensure all updates are shared in the monthly meetings and included in the SitRep published by HCTT. At the field level, implementing partners (RDRS for DCA, CCDB for CA and ICCO in different districts) will manage daily coordination and implementation of the project activities with technical support from the requesting members (from both country and field offices), whose financial and monitoring officers monitor overall budget and activity delivery. Internal audit will be arranged by the lead agency and external audits will be set by ACT Secretariat.

3.6. *Implementing Partners*

The implementing partners, RDRS and CCDB³, have been working with the requesting members (CA, DCA and ICCO) within the different emergency and development projects for over 20 years. In addition, both RDRS and CCDB are ACT National Forum national members. For planned project, there will be a partnership agreement between requesting member and implementing partner that sets terms of conditions for the project implementation.

3.7. *Project Advocacy*

ACT Bangladesh Forum members facilitates advocacy initiatives to change and implement the response practices in targeted flood affected area linking with the policy and practices of Bangladesh government. As the local Disaster Management Committees (DMC's) of government are responsible for emergency response primarily, ACT Bangladesh Forum takes initiatives to hold duty-bearers accountable to ensure flood affected people's voice in decisions making. ACT Bangladesh Forum will be working with the DMC's of local government in proposed areas by coordination manner. The implementing partners will advocate with them through inception meeting and coordination meeting as well as by involving them in project implementation and monitoring initiatives. ACT Bangladesh Forum also will advocate with different sectoral authorities of local government, like local administration, department of social welfare, agriculture extension, livestock and fisheries, directorate of food, LGRD and water development, as well as with the private sector to ensure the present needs are met for sustainability of food security and livelihood in a coordinated manner.

3.8. *Private/Public sector co-operation*

For sustaining the activities, private and public sector involvement is important. In this connection, the project will engage some private sectors, like- seed companies, livestock input sellers and employers, who will provide quality inputs, production improvement and employment opportunities. Regarding public sector cooperation, the project will involve the local government (union parishad) for overall project implementation.

³ CCDB will also be a local implementing partner for ER activities for two Requesting members (ICCO, CA) in two different districts.

Food and Early Recovery Response to Floods in Bangladesh											
Simplified Project Implementation Timeline											
#	Major Activities	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18
Food Security											
1	Procure and distribute food items (rice, lentil, salt, ORS)										
2	Post-distribution monitoring survey										
Early Recovery											
1	Needs Assessment for ER component										
2	Kick off Workshop										
3	Government Approval										
4	Inception Workshops at district level										
5	Beneficiary Selection										
6	Detailed needs assessment and risk analysis as per activity										
7	Provide 7800 small holder HHs with seeds and fertilizers										
8	Provide 2400 small holder HHs with chicken and feed										
9	Provide 1800 small holder HHs with duck										
10	Provide 12000 landless HHs with homestead/kitchen garden seeds										
11	Train 549 youth (boys and girls) on different market demanded skills										
12	Provide 1050 HHs with cash for shelter/housing repair										
13	Mobilize 12000 landless HHs for infrastructure rehabilitation work										
14	Support 1050 SME members to revive and provide services										
15	Support six upazilas for disaster awareness and preparedness initiatives										
16	REPORTING Narrative and Financial										
17	REPORTING Evaluation and Audit's report										

4. PROJECT MONITORING

4.1. Project Monitoring

The project implementation and progress will be monitored by the project steering committee, M&E officers of respective agencies. Performance of project progress will be tracked by monthly & quarterly progress reports, case studies and field visits. Baseline and end line studies will be done for the project. Communication with community (CWC) method will be applied for beneficiaries' involvement and monitoring through implementation committees, in which local representatives, beneficiaries (50% of PIS is women) will play vital role. Feedback or opinion from beneficiaries and other stakeholders will be wept open during different event. Adjustment and correction to project implementation will be made through getting feedbacks from team, meeting with beneficiaries/stakeholders, synchronizing report and field visits observation. Requesting agencies and local implementing partners will monitor field activities in situation of remote management also by using mobile based tools. Regular sharing performance data with partners can foster learning and adaptive management. ACT PME guidelines, principles and standard will be followed along with respective organization policy for project monitoring and M&E plan design. Capacity building of project staff on M&E of project will be given. At the end of project end line evaluation study will be carried out to see the changes at outcome level of project implementation.

4.2. Safety and Security plans

According to UNDSS Bangladesh, country security level is rated as Level- 2: LOW (occasional, limited threats). The traffic accidents, epidemic outbreaks, political/civil unrest, growing islamic fundamentalism and decreasing tolerance for ethnic minorities, street crime and robbery are identified as the major risks that project staff could be exposed to. In order to prevent risks and

reduce the staff exposure to them, ACT Bangladesh Forum Members have safety and security plans with the following preventive measures: i) Awareness of threats and risks and knowledge of what to do and how to behave in case they occur; ii) Limited approval for travel during civil / political unrest; iii) Ensure reliable transportation, strict seat belt regulation, prohibit nighttime driving; iv) Avoid public gatherings; v) Regular information update on inclement weather and on political developments; vi) Solid information position and plug in to relevant INGO and diplomatic networks to keep abreast of security situation and analyses.

These measures will be updated and applied to all staff members involved in the project. In addition, safety and security trainings will be explored for field level staff and ACT online safety and security induction course will be a mandatory requirement for all requesting members' staff.

4.3. Knowledge Management

A platform will be created for use of four stages of knowledge management strategy ; generate, capture, share and apply knowledge. It will enable partners/stakeholders to contribute to deeper and sustainable impact on documenting successful stories, leveraging knowledge, involving community to change behavior. Data and information from project experience, studies, technical reports and training programs will be processed and analyzed to generate knowledge. The information will be stored preferably on Google Drive, so that it can be widely shared. Through this platform, partners and stakeholder also can use this knowledge to improve programming and implementation.

5. PROJECT ACCOUNTABILITY

5.1. Mainstreaming Cross-Cutting Issues

Among many dimensions of exclusion, ACT Bangladesh Forum Members deliberately consider gender, disability, environment, resilience and social inclusion and participation as the key cross-cutting issues in the regular development programmes/projects. This becomes even more important during disaster response operations. From the design of the project to conducting initial assessments and the actual implementation of the project, special attention will be paid to these issues. The following sections will describe how each of these issues will be addressed within the project.

5.1.1. Gender Marker / GBV

In disaster situations, women and young girls tend to be adversely affected. The project will target at least 50% female beneficiaries. In addition, women-led households and small businesses will be given priority during this project selection and implementation. Special attention will be paid to the potential risks for women/girls being exposed to any violence or abuse. In Bangladesh context, female labour is a normal phenomenon. Therefore, the project will pay a special attention to women labour by ensuring that women are not exploited.

5.1.2. Resilience Marker

By living on the river side and lowland areas, where heavy rains and floods occur almost every year, people have gained some resilience against floods. However, the scale of this particular flood has been so severe that people are unable to recover from it without external support (government, humanitarian community etc). Their coping capacity is weakened, but it is still with them. While planning and implementing the activities, the project will assess and consider people's existing resilience and coping mechanisms, so that

they can use their own experience to recover from the crisis. For example, after the floods, people usually use high yield variety of seeds, which is costly and needs either grant or cash.

5.1.3. Environmental Marker

Through the proposed project, communities will receive support for shelter repairing and infrastructure rehabilitation using local resources. Environment safety measures will be adopted and promoted, so that the project does not harm the environment, e.g. trees/forest will not be cut for timber-based materials and environmentally sustainable construction/procurement will be considered. The project will carry out environmental assessments prior to any intervention, whenever applicable.

5.1.4. Participation

The proposed project has been developed based on comprehensive need assessment by each agency. Consultations have been done with the relevant stakeholders and within the ACT Forum members. The project will ensure community's participation at every stage of project, from planning, implementation, M&E to the sharing of lessons learnt. This ensures that communities are well informed and actively engaged in decision making as well as design and monitoring of the project. This will also develop ownership over activities and results, which, in turn, will help to make the project's achievements sustainable. Efforts will be made to ensure the inclusion of most marginalized engaged in project (women, girls and boys, people with disability). A complaints mechanism will be set up and shared with the community. Project Implementation Committee (PIC) will be functioned at ward level led by women. The PIC will steer the intervention in coordination with project team and local authorities. The project will follow 'leave no one behind' mandate to include most marginalized and excluded group of people.

5.1.5. Target groups

ACAP, which stands for Accessibility, Communication, Attitude and Participation, is as an innovative and revolutionary framework was to achieve "inclusion for all" within development activities, including DRR and emergency relief and response. Requesting members will use the ACAP Inclusion framework to ensure inclusion of marginalized groups and people with disability across all stages of the project. For example, the proposed project can promote inclusive shelter model, which will be designed and checked against the ACAP subscribed "Accessibility" test to ensure that the shelter model adapts the recommended guidelines for accessible design per the local context. By incorporating the "special requirements or adaptations" necessary for people with disability, into the basic shelter model, the project will ensure that all shelters constructed under the project will be accessible by default.

5.2. Conflict sensitivity / do no harm

As some of the influential/potential stakeholders, like local government representatives, community leaders, etc., will be involved with the project implementation, there will always a be a risk of internal conflict. To minimize this risk, the project implementation team will consult with the stakeholders earlier and respect the opinions of the community people and carry out necessary check and balance. Moreover, regarding maintaining quality of work, the implementing partners will set the minimum standard for each items/activity and display this at the community level, so that people can judge either the work meets the minimum standard or not. The project team will never give any prior commitment to the community people regarding what they cannot do prior to execution.

5.3. Complaints mechanism + feedback

SECRETARIAT: 150, route de Ferney, P.O. Box 2100, 1211 Geneva 2, Switz. TEL.: +4122 791 6434 – FAX: +4122 791 6506 – www.actalliance.org

All implementing partners aim to fulfill all nine commitments of the Core Humanitarian Standard on Quality and Accountability (CHS) throughout its response. As far as complaints handling (Commitment 5) is concerned to manage complaints in a timely and fair manner only by trained expert(s) is a key to agencies to respond to the complaints as well as keep and protect information. The project beneficiaries and key stakeholders will be informed about the complaints mechanisms for quality of aid provided and staff attitudes/behaviours. Furthermore, the complaint-handling processes will be designed in close consultation with the beneficiaries/key stakeholders and placed in communities accordingly. Considering local specifics, if women's voice is unheard or they are shy to voice out their concern, special women's consultations will take place as part of complaints mechanism. In addition, the contact details of the complaints officers will be shared with the beneficiaries for urgent and/or special incidents.

5.4. Communication and visibility

All requesting members and implementing organisations will work under a common ACT Alliance communications and visibility guidelines. They will respect international communication guidelines, in line with the ICRC Code of Conduct and specifically pay attention to respecting the dignity of disaster affected population. ACT Forum will implement communication activities related to the project, starting from collecting/collating beneficiary testimonials, success stories and photographs from all requesting members to producing a short video on the project. For communicating with donors and partners, the project partners will provide the following information, on behalf of all requesting members:

- Submit 10 case studies quarterly, along with photos.
- Leverage communications tools of partner organizations to publish stories of beneficiaries and progress of project
- Use AKVO RSR, KOBO, MAGPIE to capture human-interest stories, showing progress of our work and its impact on the beneficiaries
- Organize joint learning visits between local partners to understand best practices and lessons learned
- Create a simple video of beneficiaries for distribution amongst stakeholders.

6. PROJECT FINANCE

SECRETARIAT: 150, route de Ferney, P.O. Box 2100, 1211 Geneva 2, Switz. TEL.: +4122 791 6434 – FAX: +4122 791 6506 – www.actalliance.org

6.1. Consolidated Budget

EXPENDITURE	Appeal Budget <i>BDT</i>	Appeal Budget USD
DIRECT COSTS		
PROGRAM STAFF		
Appeal Lead	562,500	6,856.88
Total national program staff	16,488,000	200,988.72
TOTAL PROGRAM STAFF	12,828,500	156,379
PROGRAM ACTIVITIES		
Food security	4,080,000	49,735.20
Early recovery & livelihood restoration	98,184,000	1,196,863
B.1.1.1 Provide 2,600 small holder HHs agro inputs	19,500,000	237,705
B.1.1.2 Provide 800 small holder HHs with chicken and feed	6,000,000	73,140
B.1.1.3 Provide 600 small holder HHs with duck	4,500,000	54,855
B.1.2.1 Train 183 young people for market demanded skills	3,294,000	40,154
B.1.3.1 Provide 4,000 landless HHs with vegetable seeds for kitchen gardening	6,000,000	73,140
B.1.4.1. Provide 350 HHs with cash support to repair shelter (houses)	4,200,000	51,198
B.2.1.1 Provide 4,000 landless HHs with temporary employment through cash for work	48,000,000	585,120
B.2.2.1 Support 350 SMEs for market/service revival	5,250,000	63,998
B.2.3.1 Support to 2 Upazilas for disaster awareness and preparedness initiatives	1,440,000	17,554
TOTAL PROGRAM ACTIVITIES	102,264,000	1,246,598
PROGRAM IMPLEMENTATION		
TOTAL PROGRAM IMPLEMENTATION	4,904,370	59,784
PROGRAM LOGISTICS		
TOTAL PROGRAM LOGISTICS	2,795,700	34,080
PROGRAM ASSETS & EQUIPMENT		
TOTAL PROGRAM ASSETS & EQUIPMENT	385,000	4,693
OTHER PROGRAM COSTS		
SECURITY		
FORUM COORDINATION		
TOTAL FORUM COORDINATION	984,460	12,001
STRENGTHENING CAPACITIES		
TOTAL DIRECT COST	124,162,030	1,513,535
INDIRECT COSTS: PERSONNEL, ADMINISTRATION & SUPPORT		
TOTAL INDIRECT COST: PERSONNEL, ADMIN. & SUPPORT	6,123,269	74,643
	5%	5%
TOTAL EXPENDITURE exclusive International Coordination Fee	130,285,299	1,588,178
INTERNATIONAL COORDINATION FEE (ICF) - 3%	3,908,559	47,645
TOTAL EXPENDITURE inclusive International Coordination Fee	134,193,858	1,635,823
BALANCE REQUESTED (minus available income)	134,193,858	1,635,823.13

Annex 1 – Logical Framework

Logical Framework			
IMPACT To support flood-affected population of Bangladesh to have sufficient food and rehabilitate community infrastructure and livelihoods.			
OUTCOME(S) A. Flood affected population have received sufficient food to maintain their nutritional status during and after the emergency B. Vital community (social-economic) infrastructure and livelihoods of the flood affected population have restored.	Objectively verifiable indicators <ul style="list-style-type: none"> • 4,000 households received emergency food items • 26,649 households benefitted to restore their livelihoods and enhance skills/knowledge • 18 unions' access to local markets and 72 community infrastructures restored • 6 Upazila's disaster awareness and preparedness is enhanced 	Source of verification LoPs, beneficiary lists, Sit reps, stakeholder meetings, interim and final narrative, M&E reports, Media, Publications	Assumptions <ul style="list-style-type: none"> • Unavailability and/price increase of food items • Restricted access to affected area • Diseases + pests • Inappropriate outputs • Natural calamities (earthquake, drought, floods) • Increased social/economic imbalance. • Restricting laws/attitude of local government to implement the program independently
OUTPUT(S)	Objectively verifiable indicators A.1.1 4000 HHs received emergency food items	Source of verification Beneficiary list, LoPs, Vouchers, Technical design/reports,	Assumptions <ul style="list-style-type: none"> • Food undelivered to the affected area

SECRETARIAT: 150, route de Ferney, P.O. Box 2100, 1211 Geneva 2, Switz. TEL.: +4122 791 6434 – FAX: +4122 791 6506 – www.actalliance.org

Logical Framework			
IMPACT To support flood-affected population of Bangladesh to have sufficient food and rehabilitate community infrastructure and livelihoods.			
A.1 Emergency food items is delivered immediately to flood affected HHs B.1 Flood affected HHs are equipped with skills and have the resources to restore and improve livelihoods and shelter.	B.1.1. 12000 small landholder HHs received agro inputs B.1.2. 549 people trained for skills on electrical welding, industrial sewing, mobile phone repairing B.1.3. 12000 landless HHs members received vegetable seeds for kitchen gardening B.1.4. 1050 HHs received support to repair shelter (houses, kitchen, barn, cool storage) B.2.1. 12000 landless HHs members involved in cash for work to	Monitoring reports, Meeting minutes, Community documents	<ul style="list-style-type: none"> • Natural calamities (earthquakes, drought, floods) • Conflicts in community regarding ownership and/or limited provision from community • Lack of service provider interested in the programme • Collapse of market at district or national level • Low/no interest of local government

SECRETARIAT: 150, route de Ferney, P.O. Box 2100, 1211 Geneva 2, Switz. TEL.: +4122 791 6434 – FAX: +4122 791 6506 – www.actalliance.org

Logical Framework			
IMPACT To support flood-affected population of Bangladesh to have sufficient food and rehabilitate community infrastructure and livelihoods.			
B.2 Flood affected community infrastructures and market services are rehabilitated and improved	rehabilitate 72 community infrastructure B.2.2 1050 SMEs members received support for market/service revival B.2.3. Six Upazilas supported for disaster awareness and preparedness		
Activities A.1.1.1 Procure and distribute food items (rice, lentil, salt, ORS) B.1.1.1 Provide 7,800 small landholder HHs with seeds, fertilizers and cash for irrigation costs B.1.1.2 Provide 2,400 small landholder HHs with chicken and feed B.1.1.3 Provide 1,800 small landholder HHs with duck B.1.2.1 Train 549 youth (boys and girls) on different market demanded skills B.1.3.1 Provide 12,000 landless HHs with homestead/kitchen garden seeds B.1.4.1 Provide 1,050 HHs with cash for shelter/housing repair			Pre-conditions <ul style="list-style-type: none"> • Government approval for programme implementation • Political, social, economic and environmental stability • Commitment of local implementing partners

SECRETARIAT: 150, route de Ferney, P.O. Box 2100, 1211 Geneva 2, Switz. TEL.: +4122 791 6434 – FAX: +4122 791 6506 – www.actalliance.org

Logical Framework	
IMPACT To support flood-affected population of Bangladesh to have sufficient food and rehabilitate community infrastructure and livelihoods.	
B.2.1.1 Provide 12,000 landless HHs with temporary work (cash for work) to rehabilitate 72 community infrastructures B.2.2.1 Support 1,050 SME members (storage facilities, shops, workstations) to revive and provide services B.2.3.1 Support to 6 Upazilas for disaster awareness and preparedness initiatives	

Annex 2 – Summary Table

Summary	CA	DCA	ICCO
Implementation period	From 15 August 2017 to 30 May 2018 10 (months)	From 15 August 2017 to 30 May 2018 10 (months)	From 15 August 2017 to 30 May 2018 10 (months)
Geographical area	Dinajpur district	Kurigram district	Gaibandha district
Sectors of response	<input type="checkbox"/> Shelter/ NFIs <input type="checkbox"/> Unconditional CASH	<input type="checkbox"/> Shelter/ NFIs <input type="checkbox"/> Unconditional CASH	<input type="checkbox"/> Shelter/ NFIs <input type="checkbox"/> Unconditional CASH

SECRETARIAT: 150, route de Ferney, P.O. Box 2100, 1211 Geneva 2, Switz. **TEL.:** +4122 791 6434 – **FAX:** +4122 791 6506 – www.actalliance.org

Summary	CA	DCA	ICCO
	<input checked="" type="checkbox"/> ER ⁴ /Livelihoods <input type="checkbox"/> Protection/Psychosocial <input type="checkbox"/> WASH <input type="checkbox"/> Food Security <input type="checkbox"/> Health <input type="checkbox"/> Community resilience <input type="checkbox"/> Education <input type="checkbox"/> Nutrition	<input checked="" type="checkbox"/> ER/Livelihoods <input type="checkbox"/> Protection/Psychosocial <input type="checkbox"/> WASH <input type="checkbox"/> Food Security <input type="checkbox"/> Health <input type="checkbox"/> Community resilience <input type="checkbox"/> Education <input type="checkbox"/> Nutrition	<input checked="" type="checkbox"/> ER/Livelihoods <input type="checkbox"/> Protection/Psychosocial <input type="checkbox"/> WASH <input type="checkbox"/> Food Security <input type="checkbox"/> Health <input type="checkbox"/> Community resilience <input type="checkbox"/> Education <input type="checkbox"/> Nutrition
Targeted beneficiaries (per sector)	8,883 HHs, 24 community facilities, 2 disaster awareness/preparedness	8,883 HHs, 24 community facilities, 2 disaster awareness/preparedness	8,883 HHs, 24 community facilities, 2 disaster awareness/preparedness
Requested budget (USD)	509,326 (USD)	521,470 (USD)	522,029 (USD)

Summary	CCDB	ACT Bangladesh Forum (Coordination)
Implementation period	From 15 August 2017 to 30 May 2018 10 (months)	From 15 August 2017 to 30 May 2018 (10 months)

⁴ ER = Early Recovery

Summary	CCDB	ACT Bangladesh Forum (Coordination)
Geographical area	Naogaon, Dinajpur, Gaibandha, Kurigram districts	Gaibandha ,Kurigram ,Dinajpur districts
Sectors of response	<div> <input type="checkbox"/> Shelter/ NFIs <input type="checkbox"/> Unconditional CASH </div> <div> <input type="checkbox"/> ER⁵/ Livelihoods <input type="checkbox"/> Protection/ Psychosocial </div> <div> <input type="checkbox"/> WASH <input checked="" type="checkbox"/> Food Security </div> <div> <input type="checkbox"/> Health <input type="checkbox"/> Community resilience </div> <div> <input type="checkbox"/> Education <input type="checkbox"/> Nutrition </div>	<div> <input type="checkbox"/> Shelter/ NFIs <input type="checkbox"/> Unconditional CASH </div> <div> <input type="checkbox"/> ER/ Livelihoods <input type="checkbox"/> Protection/ Psychosocial </div> <div> <input type="checkbox"/> WASH <input type="checkbox"/> Food Security </div> <div> <input type="checkbox"/> Health <input type="checkbox"/> Community resilience </div> <div> <input type="checkbox"/> Education <input type="checkbox"/> Nutrition </div>
Targeted beneficiaries (per sector)	4,000 HHs for emergency food relief	
Requested budget (USD)	60,002 (USD)	22,996 (USD)

⁵ ER = Early Recovery