

actalliance

APPEAL



Emergency Response to Floods in West Bengal, Bihar & Assam States

IND-172

Appeal Target:

US\$ 3,10,213

Balance:

US\$ 3,10,213

“Water is life but to us Despair - West Bengal”

« Amidst hoplessness and uncertainty - Assam»

« Your little help will make a difference in our lives - Bihar»



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STANDARD

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Project Summary Sheet																	
Project Title	Emergency Response to Floods in three states i.e. West Bengal, Bihar and Assam.																
Project ID	IND172																
Location	India: West Bengal State - Malda District Bihar State - Kishanganj and Darbhanga Districts Assam State - Barpeta District																
Project Period	From 18/09/2017 to 17/11/2017 subject to receipt of funds. Total duration: 2 Months																
Modality of project delivery	<input checked="" type="checkbox"/> self-implemented <input type="checkbox"/> CBOs <input type="checkbox"/> Public sector <input type="checkbox"/> local partners <input type="checkbox"/> Private sector <input type="checkbox"/> Other																
Forum	ACT India Forum																
Requesting members	Church's Auxiliary for Social Action (CASA) & Lutheran World Service India Trust (LWSIT)																
Local partners	1. Rajadhi Community Health Service Society (RCHSS) in West Bengal 2. RAHAT-Rapid Action For Human Advancement Tradition in Bihar 3. Anchalik Gram Unnayan Parishad(AGUP) in Assam 4. Samajik Shaikshanik Vikash Kendra (SSVK) in Bihar																
Thematic Area(s)	<table border="1"> <tbody> <tr> <td><input checked="" 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 type="checkbox"/></td> <td>Early recovery / livelihoods</td> </tr> <tr> <td><input checked="" 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 checked="" type="checkbox"/>	Shelter / NFIs	<input type="checkbox"/>	Protection / Psychosocial	<input checked="" type="checkbox"/>	Food Security	<input type="checkbox"/>	Early recovery / livelihoods	<input checked="" type="checkbox"/>	WASH	<input type="checkbox"/>	Education	<input type="checkbox"/>	Health / Nutrition	<input type="checkbox"/>	Unconditional cash
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Project Impact	Provision of relief assistance will address many of the survival needs of the flood affected people in these three states i.e. West Bengal, Bihar and Assam.																
Project Outcome(s)	A. Flood affected people will be able to meet their needs of food for at least 15-20 days																

	<p>B. Flood affected people will be able to meet their most urgent shelter/NFIs need</p> <p>C. Flood affected women and female adolescent will be able to meet hygiene needs</p>																
Target beneficiaries	<table border="1"> <thead> <tr> <th colspan="4">Beneficiary profile</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/></td> <td>Refugees</td> <td><input type="checkbox"/></td> <td>IDPs</td> </tr> <tr> <td><input type="checkbox"/></td> <td>host population</td> <td><input type="checkbox"/></td> <td>Returnees</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td colspan="3">Non-displaced affected population</td> </tr> </tbody> </table> <p>The proposed flood emergency response program will make special efforts to be inclusive in its approach and give priority to the excluded communities. Priority will be given to the most vulnerable sections of the affected people such as the marginalized and excluded communities (including dalits¹), widows, differently abled persons, single female-headed families, transgender persons and children. Disaggregated data will be provided later.</p>	Beneficiary profile				<input type="checkbox"/>	Refugees	<input type="checkbox"/>	IDPs	<input type="checkbox"/>	host population	<input type="checkbox"/>	Returnees	<input checked="" type="checkbox"/>	Non-displaced affected population		
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Project Cost (USD)	310,213 (USD)																

Reporting Schedule

Type of Report	CASA	LWSIT
Final narrative and financial report (60 days after the ending date)	17 Devenber 2017	17 January 2018
Audit report (90 days after the ending date)	17 January 2018	17 Febuary 2018

¹“Dalit” is a term for the members of lower castes in India.

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 Representative Anoop Sukumaran (Anoop.Sukumaran@actalliance.org) and 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 Programme Officer James Munpa (James.Munpa@actalliance.org)

ACT Regional Representative, Anoop Sukumaran (Anoop.Sukumaran@actalliance.org)

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

Alwynn Javier

Global Humanitarian Coordinator
ACT Alliance Secretariat

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1. BACKGROUND

1.1 Context

Assam

The current floods in Assam have been termed the worst since 1998.

The third wave of floods has claimed 67 lives so far in Assam. The total number of deaths in this year's flood-related incidents has gone up to 151 in the state. Incessant rains leading to floods have wreaked havoc in 25 of the 32 districts of Assam. In Morigaon district, which has been hit hardest, 5.21 lakh people have been marooned while 4.67 lakh people are affected in BARPETA district.

Heavy rain over the past few days has worsened the flood situation in the state with eight rivers flowing above the danger level, inundating densely populated regions and affecting humans, cattle and crops alike. Over 1.18 lakh hectares of farm land are under water, while large swathes of agricultural land covering nearly four lakh hectares are still submerged. Kaziranga National Park which is home to a large population of rhinos, elephants, tigers, wild buffalos and eastern swamp deer also bore the brunt of disaster as at least 107 animals, including seven rhinos, died in the floods.

Bihar

The number of dead in the devastating floods in Bihar has gone up to 514 as the situation worsened with more areas getting affected. Around 17.1 million people are facing the deluge covering 2,371 Gram Panchayats (settlement councils) under 187 blocks of 19 districts of North Bihar. Heavy rainfall in the catchment areas of Nepal has worsened the already grim situation in the worst-hit Araria district. The situation will remain grim for next several days as the Central Water Commission has forecasted light to moderate rainfall in parts of northern Bihar for a few days.

According to the Bihar State Disaster Management Department, 854,936 people have been shifted to 1,646 relief camps in different parts of Bihar. The worst affected areas are Sitamarhi, Darbhanga, West Champaran, Katihar, East Champaran, Madhubani, Supaul, Madhepura, Kishanganj, Araria, Purnea and Katihar where the water have reached to alarming level. Reports claim that the major rivers in Bihar - Koshi, Mahananda, Gandak, Bagmati and Ganga - have breached banks due to excessive rains.

Train services continued to be hit due to floods. An East Central Railways statement said the Guwahati Express ended its journey at Patna itself. Another baby was born on an NDRF rescue boat in Gopalganj district. Earlier, a baby was born Wednesday on an NDRF boat in Madhubani district. A total of 28 National Disaster Response Force teams comprising 1,152 personnel had rendered services in the marooned areas with the help of 118 boats. More teams of the National Disaster Response Force (NDRF) are being airlifted from Pune to Patna. A total of 16 teams of the State Disaster Response Force comprising 446 personnel were helping people in the flood hit areas with 92 boats. Seven Army teams with 2,228 personnel are assisting relief and rescue operation with the help of 280 boats, a state Disaster Management Department release said. The Special Secretary in the Disaster Management Department said 1,646 community kitchens were opened through which cooked food was provided to 557,000 people in several flood-hit areas.

North Bengal

Northern districts of West Bengal are reeling under heavy rains and unprecedented floods since July 21 with the state's disaster management department reporting that the disaster has so far claimed

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55 lives and affected 55 lakh people in north Bengal districts - Jalpaiguri, Alipurduar, South Dinajpur, North Dinajpur, Malda and Cooch Behar.

While some have died due to snake bites, the others drowned in the floods. The railway service in north Bengal and northeast India remains suspended as the railway tracks were inundated at several places.

1.2 Needs

Assam

5.21 lakh people have been marooned in 25 districts while 4.67 lakh people are affected in Barpeta district.

Bihar

Around 17.1 million people are facing the deluge in 19 districts of the state. According to the Disaster Management Department, 854,936 people have been shifted to 1,646 relief camps in different parts of Bihar.

North Bengal

55 lakh people in north Bengal districts - Jalpaiguri, Alipurduar, South Dinajpur, North Dinajpur, Malda and Cooch Behar.

In these three states the flood has damaged many houses and household materials including the valuables and agricultural crops besides causing small scale human and cattle casualties. It has also caused immense suffering and pain for the marooned people as they remain cut off for days and nights together.

Due to water logging people are still living in the road side as most of the houses are full of mud and are still in need of Food and Shelter.

Due to scarcity of safe drinking water there is every possibility of an epidemic which is a recurring phenomenon in flood affected blocks, especially gastro-enteritis.

Due to flood disaster, women and female adolescents are facing serious challenge when it comes to managing periods. Menstruation without underwear nor sanitary pads is one of the most difficult challenge a woman/ adolescent girl is facing during this flood disaster situation. Due to lack of unavailability of sanitary napkits, they bore the brunt.

Specific needs identified:

1. Food Security: dry rations kits

To sustain themselves, the flood affected people will need dry rations as it will put them in the path of recovery.

2. NFIs: Household articles

Most of the affected families have lost household articles and are therefore deprived of basic necessities such as clothing, blankets, utensils and other articles of daily use.

3. Temporary Shelter Materials: Plastic Mats

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Thousands of people were shifted to the road side and are in make-shift shelters. They were also in need of temporary shelter to protect them from wind and rain and also to provide the required privacy for women and adolescent girls in the family.

4. WASH : Hygiene/ Dignity Kits

Women and female adolescents have faced serious challenge during flood disaster this year. They were unable to cope with the situation particularly during menstruation period which caused unhealth and unhygienic condition for them. With the support of hygienic/ dignity kits to these flood affected persons, they can maintain their health and protect dignity as well.

1.3 Capacity to respond

Church's Auxiliary for Social Action (CASA) is the social action arm of the 24 Protestant and Orthodox churches in India. CASA is mandated to work for the poor and the marginalized, irrespective of any political, religions and caste consideration. CASA today is operational in 22 states, including five states in North-east India, in approximately 5,000 villages. In addition CASA supports and accompanies around 400 NGOs working on different issues throughout the country. CASA continues to respond to 60-70 small and medium disasters annually and also responds comprehensively to major emergencies with an enhanced perspective in its strategies of integrating a long-term understanding of the causes and consequences.

CASA's strengths and added capacity emerge from its direct relationship with the vulnerable communities especially the dalits, tribals, women and others, the village/cluster level Disaster Mitigation Task forces built up over a period of time in vulnerable regions of the country and also with its accompaniment of a large number of NGOs and their forums and networks operational throughout the country.

Considering the large geographical area of India, the most important element of CASA's strategy is the decentralisation of certain aspects of disaster preparedness through the identification and training of local institution counterparts equipped to play key roles in our emergency programmes. The focal areas of our pre-disaster preparedness plan are:

- The nation-wide network of Church and secular organisations that partner with CASA in disaster response which enable CASA to reach out to affected communities at even the most remote locations.
- Pre-stocking of relief material and logistical backup.
- The presence of trained staff in 21 CASA offices throughout the country who can play a backstopping/accompaniment role and also respond directly where required.

CASA staff from our West Bengal, Bihar and Assam field office and the Zonal Office at Kolkata who have wide experience in responding to emergency situations and the requisite sectoral expertise will be responsible for implementation of the programme. This initial response is planned based on the data and information collected from secondary sources, such as government authorities and local partners.

Lutheran World Service India (LWSI), as a country program of Lutheran World Federation/ Department for World Service (LWF/DWS), Geneva started its operations to respond to the immediate need of the refugees of Bangladesh Independence war in the year 1974. Later, at the request of Government of India, it extended its area of operation to different states of the country both in humanitarian response and development programs. However, LWSIT got registered as a National NGO in India under Indian Trust Act 1882 in the year 2008 and continued its journey serving the people those are suffering from various disasters either human-made or natural. LWSI/ LWSIT has responded to all the major disasters in the country as Pan India program and also extended technical support in humanitarian response, CBDP and CBDRR program to its network members too such as Myanmar, Nepal, Bangladesh, etc. Thus, since last 43 years, LWSI/ LWSIT has gained experience and implementing humanitarian response projects almost every year in the country.

With wealth of experience in the field of humanitarian response, DRR and Development program, staffs of LWSIT are well equipped with good understanding of the program and implemented several projects in the past. Hence, existing staff members of the organization possess highest degree of accountability to implement the humanitarian response program with greater efficiency and ensure effectiveness of the program. As such, experienced staff currently working in several projects of LWSIT will be pulled out and deploy them to Bihar for implanting the program.

Necessary logistics such as vehicles, equipment and other accessories are ready to use them in the project apart from pulling human resources from different projects.

1.4 Core Faith values

As a faith based organization, it is CASA's and LWSIT's ethical responsibility to discern the crises of our times, and to enable the faith communities to respond to Climate change effectively and efficiently.

Two things are important. First of all, we need to discern the crisis. That means, there is a need to go beyond the given analysis of the problem, and to problematize the problem in order to understand what exactly the problem is in a specific context. Secondly, the Christian community needs to do an introspection to expose the way Bible and Christian theology continue to legitimize and perpetuate the distress of earth in general and Climate change in particular.

God created and sustains all of creation within particular orders to meet intended purposes. The first large-scale creation ordering of interest is the Biblical hierarchy between God, people and nature. A key verse is Genesis 1:28 which states:

“So God created man in his own image, in the image of God he created him, male and female he created them. God blessed them and said to them, “Be fruitful and increase in number; fill the earth and subdue it. Rule over the fish of the sea and the birds of the air and over every living creature that moves on the ground.”

Understanding and applying a Christian environmental ethic requires a proper interpretation of Biblical passages establishing and describing this basic hierarchy.

The Bible also teaches that God loves and enjoys all that he has created. The Psalmist, for example, states: "You open your hand and satisfy the desires of every living thing. The Lord is righteous in all his ways and loving toward all he has made" (Ps. 145:16-17).

LWIST believes in the principle that, God intends the well being of all His creation and the world as a whole. Jesus said, "I have come that, they may have life and life in its fullness". The unity of humanity is in the life that we receive from God and continue to share with God.

2. PROJECT RATIONALE

2.1 Impact

Provision of relief assistance will address many of the survival needs of the flood affected people in in three states i.e. West Bengal, Bihar and Assam.

The project will ensure that the 8,000 flood affected householdstargeted are able to restart their lives. This will help the affected families to survive in this critical situation and it will stop the victim to further displace in search of food, shelter and health needs. These people are mostly the weakest sections of Indian society, particularly marginal and landless farmers, unskilled labourers, women headed households, transgender, children and those with low access to basic services.

2.2 Outcomes

- A. Flood affected people will be able to meet their needs of Food for at least 15-20 days in these three states.
- B. Flood affected people Flood affected people will be able to meet their most urgent shelter / NFIs needs in these three states.
- C. Flood affected women and female adolescent will be able to meet hygiene needs

By the end of the two months, a total of 8,000 flood affected households would have received the Food and Non Food items in these three states. In which the most vulnerable and weaker section of the society will be covered.

By the end of two months, a total of 2,000 women and female adolescent persons would have received the hygiene/ dignity kits to protect themselves from menstrual hygiene and safe health practices.

2.3 Outputs

The following activities are proposed under this emergency intervention:

1. **Food Security: Dry Ration Kits**

8,000 dry ration kits will be provided to the flood affected households in three states i.e. West Bengal, Bihar and Assam (2,000-West Bengal, 4,000-Bihar and 2,000-Assam). Each dry ration kit consisting of 15 kgs of rice, 2 kgs pulses, 1 kg salt, 1 litre edible oil, 200 gm pkt. Chilli powder, 200 gm pkt turmeric powder). Among this, 2,000 household will also receive 1 kg soy chunk in Bihar.

The proposed dry ration kit will meet the food needs of the reference community for a period of 15/20 days based on the family size.

2. NFIs: Household articles

8,000 Tarpaulins of 18'x24' will be provided to the affected families, which will serve as an immediate temporary shelter for the families who have lost almost everything in the flood waters. These sheets will also provide the women with much needed privacy during the crisis period in these three states.

3. Temporary Shelter: plastic Mats

Thousands of people were shifted to the road side and are in make- shift shelters. They were also in need of temporary shelter to protect them from wind and rain and also to provide the required privacy for women and adolescent girls in the family.

6,000 plastic mats will be provided to affected families (2,000 plastic mat to each state) who have lost almost everything in the flood waters, which will help them to sleep and sit at least as the entire house was full of mud. This will help them to sleep and sit at least as entire houses were full of mud.

4. WASH

Women and female adolescents have faced serious challenge during flood disaster this year. They were unable to cope with the situation particularly during menstruation period which caused unhealth and unhygienic condition for them. With the support of hygienic/ dignity kits to these flood affected persons, they can maintain their health and protect dignity as well.

2,000 hygiene/ dignity kits will be provided to the flood affected women and female adolescent to protect their dignity and maintain personal hygiene practices as well as prevent further diseases

2.4 Preconditions / Assumptions

1. There are no major disasters or communal riots affecting the project locations during the implementation period
2. The political situation in the states remains stable
3. Fund to be released on time
4. Subject to granting government approval.
5. No change in the government policies

2.5 Risk Analysis

As of now there is no serious risk anticipated as the law and order including political situation in the states are stable. The roads and other required infrastructure are being restored gradually and the markets are resumed slowly.

2.6 Sustainability / Exit strategy

During the project implementation period, the team members of CASA and LWSIT will mobilise the beneficiary community to access the services which is committed by the Government (i.e. MGNREGA, Mid-Day Meal, ICDS, PDS, compensation towards ex-gratia for the deceased persons, livestock loss and loss of crop damage, etc.), so that they will continue to access these to get the benefit from the Government even after this intervention. Besides, necessary support and handholding will be provided to in order to obtain insurance coverage from insurance company and other govt. depts.

3. PROJECT IMPLEMENTATION

3.1 Child Safeguarding

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

CASA is committed for the holistic development of children and this has been a common focus in all its development and disaster response activities. CASA has special projects for education and development of Child Labour and also supports partner organisations for the projects that is related to holistic development of children of economically poor and socially vulnerable communities.

Every staff member of CASA signs a 'Code of Conduct' on joining and undergoes orientation on the content of this document. One of the sections in the said document is devoted on our policy on sexual exploitation and abuse of children. CASA has zero tolerance on any activity that could be seen as sexual or other exploitation against a child. There would be strict actions against staff if found involved in any such activity.

In the proposed relief operation, CASA staff will be vigilant along with the members of local partners that no child is engaged as 'child labour' in the relief operation or that no situation arise when the staff & volunteers of the relief team are alone with a child or group of children. We will also ensure that consent is taken from the parents before taking any photograph of children during the relief work. The nature of the project is such that it does not involve staff being alone with children and also does not entail staff engaging with children who do not have a support system.

Being a Christian ecumenical organization, LWSIT takes active measures to ensure that its employees and others who work with LWSIT have children's best interests at the heart of their involvement with LWSIT. Our Child Safeguarding Policy is the statement of intent that demonstrates its commitment to promoting the rights and holistic development. It also clarifies to all in the organization and who come into contact with it what is required of them in relation to the protection

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of children. We aim to create 'child safe' environment, both internally and externally, where children are respected, protected, empowered and active in their own protection, and where all the staff are skilled, confident and well supported in meeting their development responsibilities.

Child Protection is defined as the responsibilities, measures and activities that LWSIT undertakes to safeguard children from both intentional and unintentional harm. Article 39 (f) of the Directive Principles in the Indian Constitution highlights the "Right to equal opportunities and facilities to develop in a healthy manner and in conditions of freedom and dignity and guaranteed protection of childhood and youth against exploitation and against moral and material abandonment."

Incident management system : LWSIT have a system in place that, in case of any incident occurs at any place within the operational communities where the children are involved or of child abuse in LWSIT's programmes implemented directly or in partnership with other stakeholders in the target community, these incidents shall be reported and the situation will be handled in the most effective way.

3.2 ACT Code of Conduct

The staff involved in the project has been sensitized to follow the Code of Conduct of the International Red Cross and Red Crescent Movement and Non-Governmental Organisations (NGOs) in disaster relief as well as the ACT guidelines on prevention of sexual abuse, while implementing the project. The quality and quantity of relief supplies undertaken are in the spirit of the Sphere Standards, to restore the life of the affected people with improvements or at least to the level in which they were before the disaster and/or in line with the existing common parameters in the area.

LWSIT staff of this project are sensitized on the need to follow the Code of Conduct. Besides, necessary information will be shared with them on the need to follow the Code of Conduct related to International Red Cross and Red Crescent Movement and Non-Governmental Organisations (NGOs) in Disaster Relief as well as the ACT guidelines on prevention of sexual abuse and gender, while implementing the project. The quality and quantity of relief supplies will be in the spirit of the Sphere Standard considering local context and culture. Principles of Govt. norms such as National Disaster Management Authority (NDMA) of Govt. of India will be followed during the course of relief distribution. Besides, LWSIT will also follow and practice the CHS commitments as an organizational principle. The LWSIT organizational complaints response mechanism will be practiced as an on-going process.

3.3 Implementation Approach

Based on the data and information collected from the field visit and the needs identified, an initial response of proposed programme is planned. Simultaneously, an initial assessment will be carried out to finalize the worst affected districts and villages. Once a village is identified, CASA field team starts with an interaction with the village people and the panchayat², finding out the extent of

² "Panchayat" are local authorities at village level.

damage in the village. Following this, a survey is conducted to assess the situation and also to arrive at the number of beneficiaries. Once this is done, list of village names and the number of beneficiaries needing assistance are sent to the Zonal Office and Head Office. Senior officials after visiting the villages finalize the villages for the support in consultation with the zonal staff and respective local/district administrations.

Programme needs come from the people in both formal and informal discussions. Planning is done with the community and furthermore the community itself is involved in selecting the beneficiaries. Procurement of relief materials are sourced locally and regionally through a Procurement Team composed of local partners and CASA staff which is constituted by the Zonal Office.

This project is a short term intervention with very specific targeting in terms of outputs and is being directly implemented and supervised by CASA in collaboration with local partners, the beneficiary community and other stakeholders.

Being the humanitarian organization, LWSIT will be directly distributing the relief materials to the identified families living at different places either on the road site or relief camps. All the stakeholders such as local communities, NGOs & local level village development committee (VDC) will be actively involved during implementation process. The implementation, monitoring and evaluation of the program activities will be coordinated and facilitated by the project staff of LWSIT. We will invite Government and local authorities officials to witness the distribution of relief materials in order to strengthen transparency and avoid overlapping of relief distribution.

LWSIT will continue to share information on the emergency response with the District Magistrate/Collector, Additional District Magistrate (ADM) of Darbhanga and Sub-Divisional Officer (SDO) as well as Block Development Officer (BDO), District Project Officer (DPO) of District Disaster Management Authority (DDMA) and Bihar Inter Agency Group at state level in Patna to update on program being undertaken.

3.4 Project Stakeholders

CASA and LWSIT will directly deliver the assistance to the affected people with assistance from the local partners like Shakti, Samajik Shaikshanik Vikash Kendra and Village Development Committee (VDC), etc. The implementation, monitoring and evaluation of the program activities shall be looked into by CASA and LWSIT's field staff. Members of the target group will be involved in identification of beneficiary families and distribution of relief supplies and monitoring of the project.

3.5 Field Coordination

The programmes of CASA and LWSIT are undertaken with the close co-operation of the Government at various levels. Particularly in disaster situations, it is ensured that areas of operations are decided in consultation with the Government in order to avoid duplication of relief efforts. Such coordination ensures that various efforts complement each other. CASA and LWSIT are the members of Sphere India which is a coalition of Humanitarian agencies working towards adherence to the Sphere standards and better coordination and networking during response. Both

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LWSIT and CASA are also the members of Inter Agency Groups promoted by Sphere India which are responsible for coordination efforts at the State and District level in 12 vulnerable States of India. The ACT Alliance India forum is also of strategic value in the coordination of the relief work of its implementing partners.

CASA and LWSIT's headquarters are in touch with resource partners. Contacts with the local groups and CBOs in the proposed areas are already strong. CASA and LWSIT will involve the regional/local NGOs in co-coordinating the relief intervention. The purpose would be to maintain transparency, accountability and harmony in the process of selection, implementation and accounting to avoid any possible duplication. This program will be conducted with the approval and co-operation of the state authorities and district officials.

CASA is maintaining regular contact with local administrations for proper coordination and effective implementation of the proposed programme. The coordination at the state level is with the State office of CASA in West Bengal, Bihar and Assam. Both LWSIT and CASA are in regular touch among themselves in view of the fact that, they are the members of ACT Alliance India Forum. This helps to keep effective coordination. They will also coordinate closely with other ACT Implementing partners.

3.6 Implementing Partners

CASA and LWSIT will implement the proposed programme activities directly in coordination with other local partner organizations in these three states. At the district, block and panchayat levels too, CASA and LWSIT are in constant touch with the Government authorities, local panchayat leaders and the NGOs in these three states.

3.7 Project Advocacy

This intervention is for short term food, non-food and WASH support to the flood affected households. CASA and LWSIT are also in close interaction with the State Inter Agency which is coordinating Government and Non-Government collaborative to take up some food related issues and dialogue with the policy makers.

3.8 Engaging Faith Leaders

CASA and LWSIT will include faith leaders from the selection of beneficiaries to planning of the project, monitoring and the evaluation of the project wherever feasible. Efforts will be made to involve different faith leaders during program implementation.

Work Plan

LWSIT Implementation Plan								
Gantt Chart								
Components	18 th September – 17 th November 2017 (8 Weeks)							
	1 st Week	2 nd Week	3 rd Week	4 th Week	5 th Week	6 th Week	7 th Week	8 th Week
Identification of flood affected Villages								
Liaison with Govt. to undertake program								
Village list finalization								
Meeting with the beneficiaries								
Finalisation of Beneficiaries list								
Approval of beneficiary list from Govt.								
Market Survey for materials								
Collection of quotations								
Analysis of quotations								
Procurement and issue of Purchase order								
Procurement process with quality check								
Transport of Materials to the site								
Distribution of materials								
Preparation of reports and case stories								
Submission of reports to govt. and other local authorities and closure								

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CASA Implementation Plan																															
Gantt Chart																															
Component	SEPTEMBER-2017																OCTOBER-2017														
	18	19	20	21	22	23	24	25	26	27	28	29	30	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	
Identification of Villages	█	█	█	█																											
Obtaining of Govt. Permission					█	█	█																								
Finalisation of Village						█	█	█	█																						
Meeting with the Village committee/ beneficiaries							█	█	█	█																					
Finalisation of Beneficiaries									█	█	█	█																			
Approval of beneficiaries from Govt.													█	█																	
Market Survey for materials												█	█	█	█																
Collection of quotations														█	█	█	█														
Analysis of quotations															█	█	█	█													
Approval for procurement																			█	█	█										
Start Procurement																				█	█	█	█								
Transport of Materials																						█	█	█							
Reconstitute of materials																							█	█	█	█	█	█	█	█	█
Distribution of materials																														█	█

4. PROJECT MONITORING

4.1 Project Monitoring

CASA and LWSIT would ensure the active involvement and participation of the beneficiaries in the implementation, monitoring and evaluation of the project activities. The program will be constantly monitored for ensuring that it is in progress along with the planned framework, and also in order to fine-tune it as and when required, based on field responses.

Consolidated reports of each of the implementing partners will be submitted on completion of the intervention. At the end of the program, review would be conducted to assess the impact of the programme and document learning’s for future planning.

4.2 Knowledge Management

A team of communication department of both LWSIT and CASA will capture the human interest stories, good practices and lesson learnt during the project implementation period and will share

with ACT Alliance Regional Office/ Secretariat and other stakeholders who would be interested to learn.

Besides, LWSIT will capture the snapshots while distributing the relief materials involving govt. officials, panchayat authorities and other stakeholders for the purpose of visibility.

5. PROJECT ACCOUNTABILITY

5.1 Mainstreaming Cross-Cutting Issues

The staff involved in the project is sensitized on Gender issues and asked to follow the Code of Conduct of the International Red Cross and Red Crescent Movement and Non-Governmental Organisations (NGOs) in Disaster Relief as well as the ACT Alliance guidelines on prevention of sexual exploitation and abuse while implementing the project. As a matter of practice, staff of LWSIT will follow gender policy of the organization.

5.1.1. Gender Marker / GBV

CASA's planning, implementation and sharing of resources are based on Gender Mainstreaming Policy of the organisations which prompts CASA and its partners to be sensitive to the practical gender need and strategic gender interest of the women & girls in the community. With positive biasness, CASA make sure that the need of womenfolk are given priority and met, so their respect & position in the family or community is no way undermined while relief is being planned and item are distributed. Priorities are given to the Single Women, Widow; Women-headed families, women with physical challenges and aged women for receiving humanitarian aid after any calamity or disaster.

LWSIT ensure that, there will be no such occurrence of gender related violence caused because of relief distribution. Strong emphasis will be given to provide relief assistance to the women/ widow headed households to receive support. The lessons learned from WAVAW (Women's Association on Violence Against Women) Club formed by LWSIT in other projects will be used to prevent any gender based violence. Affirmative action will be taken for the Transgender person to receive relief assistance wherever they are identified and conducive environment will be ensured to receive relief materials without any prejudice or taboos.

5.1.2. Participation Marker

'Participation' is one of the development principles followed by CASA in assisting people to overcome their problems and move towards holistic development. Conscious and deliberate efforts are made by CASA and the local partners by involving the families affected by flood to make assessment of immediate need of the families after a disaster and encouraging them to make choices for the humanitarian aid 'item' that is needed urgently. In this case the local communities have selected the 'item' that they require from aid agencies as per the local culture (in terms of staple food item) and essential household article that they have lost due to flood and shelter

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materials for protecting the family members while they are forced to stay away from their own houses.

As per the practice in CASA, the representative from the affected households will identify the most affected and deserving households for receiving the humanitarian aid from CASA. This principle eliminates the chances of conflict over selection and distribution process as the people themselves work hand in hand with CASA.

LWSIT strictly follow CHS Commitments no. 4 which emphasized on Participation of disaster affected population through out the program. Conscious efforts are taken to ensure peoples participation from planning, implementation and monitoring as well as review stages. Hence, participation for LWSIT is an integral part through out the process.

5.1.3. Social inclusion / Target groups

Both the implementing members of ACT Alliance India Forum viz. CASA and LWSIT will make special efforts to be inclusive in their approach and give priority to the excluded communities to receive emergency relief assistance on time. Priority will be given to the most vulnerable sections of the affected people such as the marginalized and excluded communities (including dalits³), tribals, widows, physically challenged, single female-headed families, transgender and children.

5.2. Conflict sensitivity / do no harm

Every staff of CASA and representative of many partner organisations have undergone orientation & training on 'Local Capacity for Peace (LAP)' which is based on 'Do No Harm'. This has been done to sensitize the staff as well as our partners on all potential aspects of conflicts before, during and after relief operation. The staffs are mindful about the culture and aspiration of the targeted beneficiary community and sensitive to their needs. Sufficient precautions are taken before hand by holding informal and formal discussions with the community and their leaders to prevent any conflict.

LWSIT has the core strength in peace building and there are projects on Peace are operational in other states of India. The staff of the LWSIT is extremely sensitive and adopts 'Do No Harm' approach while providing relief assistance to the disaster affected population. Because of our intervention and support, we'll ensure that, there will be more connectors emerged and they support each other in their own communities.

5.3 Complaints mechanism and feedback

³"Dalit" is a term for the members of lower castes in India.

This programme will be implemented by the CASA East Zone and field offices in West Bengal, Bihar and Assam. CASA will play a facilitator role while ensuring technical inputs and intervene as and when needed. Through this process CASA will make sure that the reference community is involved in all the phases of the project ensuring accountability and transparency. Any potential complains would be duly addressed through a complaint mechanism, which will be put in place and clearly communicated to right holders.

As a matter of organizational principle, LWSIT will ensure that, there will be complaints response mechanism being placed at the project operational areas as like other development projects and National Office of LWSIT wherein complaints box are fixed and sensitized people to lodge complaints as appropriate. Safe complaints procedure will be ascertained in this flood response program too.

5.4 Communication and visibility

CASA will be documenting the project and co-branding the ACT Alliance logo in all the banners, family cards and other documents.

LWSIT will share necessary information related to flood emergency response program with various resource agencies as per need. Visibility will be made through banners, posters and family cards with co-branding of ACT Alliance logo to communicate about emergency response being undertaken by LWSIT with support from ACT Alliance. During and after the program is completed, reporting of flood response program will be shared with different actors and govt. agencies. Similar information will be shared in the annual report, news letter and website of LWSIT. Wherever feasible, case stories from the right holders will be developed from within the flood affected families highlighting the outcome of program intervention being made through this emergency response.

2 PROJECT FINANCE

6.1 Consolidated Budget (CASA & LWSIT)

Annex 1- Overview of Budget			
EXPENDITURE			
Description	Appeal Budget <i>INR</i>	Appeal Budget USD	
DIRECT COSTS			
1 PROGRAM STAFF			
National program staff			
1.1	Project Coordinator - 1 person	80,000	1,250
1.2	Accounts Officer-cum-Store Keeper - 1 person	68,000	1,063
1.3	Community Officers - 2 persons	80,000	1,250
1.4	Volunteers - 2 persons	60,000	938
	TOTAL PROGRAM STAFF	2,88,000	4,500
2 PROGRAM ACTIVITIES			
2.1 Shelter and settlement / Non-food items (8,000 families)			
2.1.1	Tarpaulin Sheet 170 GSM (15'X12') size	73,00,000	1,14,801
2.1.2	Plastic Mat (5' x 7')	24,00,000	37,795
2.2 Food Security (8,000 families)			
2.2.1	Rice	36,60,000	57,520
2.2.2	Pulses (Arahar Dal)	9,90,000	15,572
2.2.3	Edible Oil - 1 liter per family	6,90,000	10,840
2.2.4	Soya Chunk (Nutrella) - 1 kg per family	2,20,000	3,438
2.2.5	Salt 1 kg per family	1,60,000	2,515
2.2.6	Turmeric Powder - 100 gms	3,20,000	5,030
2.2.7	Chilly Powder - 100 gms	3,20,000	5,030
2.2.8	Packaging charge with visibility	4,00,000	6,287
2.3. WASH (2,000 families)			
2.3.1	Dignity/Hygiene Kit	10,00,000	15,625
	TOTAL PROGRAM ACTIVITIES	1,74,60,000	2,74,451
3 PROGRAM IMPLEMENTATION			
3.1	Monitoring & evaluation	60,000	938
3.2	Audit	70,000	1,100
	TOTAL PROGRAM IMPLEMENTATION	1,30,000	2,037
4 PROGRAM LOGISTICS			
Transport (of relief materials)			

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Annex 1- Overview of Budget			
EXPENDITURE			
	Description	Appeal Budget INR	Appeal Budget USD
4.1	Truck Hire Charges from procurement point to distribution sites	1,35,000	2,122
4.2.	Running/ maintenance cost of 2 wheelers (4 motor cycles)	20,000	313
4.3.	Fuel and maintenance of 3 four wheel office vehicle @ Rs 35000 per vehicle for each state for 3 states	1,05,000	1,654
4.4.	Running/hired, maintenance charges of four wheelers	24,000	375
Warehousing			
4.5.	Rental of warehouse	50,000	785
4.6.	Wages for Security/ Guards	29,000	455
Handling			
4.7.	Salaries for Logistician/Procurement Officer		
4.8.	Salaries / wages for labourers	30,000	472
4.9.	Per diem for Drivers	36,000	567
4.10	Travel	1,55,000	2,431
4.11	Accommodation of staff	1,80,000	2,835
		-	-
	TOTAL PROGRAM LOGISTICS	7,64,000	12,008
TOTAL DIRECT COST		1,86,42,000	2,92,997
INDIRECT COSTS: PERSONNEL, ADMINISTRATION & SUPPORT			
<u>Staff salaries</u>			
	Per diem for 3 Coordinators @ 1 Coordinator for each state @ Rs 350 per day/coordinator for 3 states	31,500	496
	Honorarium for 12 volunteers for 3 states @ 4 volunteers for each state	1,26,000	1,984
	Salaries for Emergency Manager	40,000	625
	Salaries for Finance Manager	40,000	625
	Salaries for Procurement Officer, accountant and other admin or secretarial staff)	60,000	938
<u>Office Operations</u>			
	Rental for office	24,000	375
	Office Utilities	64,000	1,007
	Office stationery	31,000	487
<u>Communications</u>			
	Telephone and fax	14,000	220

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Annex 1- Overview of Budget			
EXPENDITURE			
Description	Appeal Budget	Appeal Budget	
	<i>INR</i>	USD	
<u>Other</u>			
Insurance	59,000	923	
Documentation and Reporting	31,900	501	
TOTAL INDIRECT COST: PERSONNEL, ADMIN. & SUPPORT	5,21,400	8,181	
TOTAL EXPENDITURE exclusive International Coordination Fee	1,91,63,400	3,01,178	
INTERNATIONAL COORDINATION FEE (ICF) - 3%	5,74,902	9,035	
TOTAL EXPENDITURE inclusive International Coordination Fee	1,97,38,302	3,10,213	
BALANCE REQUESTED (minus available income)	1,97,38,302	3,10,213	
PROPOSED DISPOSITION OF CAPITAL ASSETS at Completion date			
<u>ITEM - (List each over US\$500)</u>			

Annex 2 – Logical Framework

Logical Framework			
IMPACT			
Provision of relief assistance will address many of the survival needs of the flood affected people in three states i.e. West Bengal, Bihar and Assam.			
OUTCOME(S)	Objectively verifiable indicators	Source of verification	Assumptions/risks
A. Flood affected people will be able to meet their needs of Food for at least 15-20 days in these three states.	Number of targeted flood affected people who were able to meet their needs of Food for at least 15-20 days in these three states.	Reports, Photographs, Reported interaction with the beneficiaries	<ul style="list-style-type: none"> • There are no major disasters or communal riots affecting the project locations during the implementation period • In case of Bandhs or road-blockage for longer periods - project implementation may get affected • Heavy rain/flooding during project implementation period may delay requiring modification of some of the project activities • Supply of relief materials by the selected bidders on time • Road blockage or strikes by political groups may cause delay in distribution of relief materials
B. Flood affected people will be able to meet their most urgent shelter / NFIs needs in these three states.	Number of targeted flood affected people who were able to meet their most urgent shelter / NFIs needs in these three states.		
C. Flood affected women and female adolescent will be able to meet hygiene needs	Number of targeted women and adolescent girls would be able to protect their dignity and meet their Hygiene needs		

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Logical Framework			
IMPACT			
Provision of relief assistance will address many of the survival needs of the flood affected people in three states i.e. West Bengal, Bihar and Assam.			
OUTPUT(S)	Objectively verifiable indicators	Source of verification	
A.1 8,000 flood affected households received the food items in three states.	Number of flood affected households provided with food items such as Rice, pulses, Salt and refined Oil, Turmeric & Chilli Powder, Soy Chunk (Nutrela), and Aarahar Dai.	Reports, Photographs, Reported interaction with the beneficiaries	
B.1 8,000 flood affected households received the Non Food items in three states.	Number of flood affected households provided Tarpaulin and Mats.		
C.1 2,000 flood affected women and adolescent girls received Dignity/ Hygiene Kits	Number of flood affected women and female adolescent provided with Dignity/ Hygiene Kits		

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Logical Framework	
IMPACT	
Provision of relief assistance will address many of the survival needs of the flood affected people in three states i.e. West Bengal, Bihar and Assam.	
Activities	Pre-conditions
A.1.1 Distribution of Dry Ration 8,000 households	1. Fund to be released on time. 2. Subject to granting government approval. 3. No change in the government policies.
B.1.1 Distribution of Tarpaulin to 8,000 households	
B.1.2 Distribution of Plastic Mats to 8,000 households	
C.1.1 Distribution of Dignity/ Hygiene Kits to 2,000 women and female adolescent	

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