

actalliance

APPEAL



Emergency Response to Hurricane Irma in Cuba **CUB171**

Appeal Target: US\$ \$ 1,395,795.00

Balance requested: US\$ \$ 1,188,860.88

“United to Serve”



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

Core Humanitarian
STANDARD

The ACT Alliance Secretariat's continuous improvement in the application of the Core Humanitarian Standard is independently verified by HQAI

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Project Summary Sheet																							
Project Title	Cuba Hurricane Irma																						
Project ID	CUB171																						
Location	Cuba / Provinces of Havana, Matanzas, Villa Clara, Sancti Spiritus, Ciego de Ávila, Las Tunas / Municipalities: Playa, Martí, Cárdenas, Caibarién, Encrucijada, Sagua la Grande, Yaguajay, Bolivia, Chambas, Puerto Padre																						
Project Period	From 28 September 2017 to 12 December 2018 Total duration: 15 (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 Click here to enter text.																						
Forum	ACT Cuba Forum																						
Requesting members	Cuban Council of Churches (CIC)																						
Local partners	1. Martin Luther King Junior Memorial Centre 2. Christian Centre of Reflection and Dialogue 3. B.G. Lavastida Christian Centre for Service and Training 4. Evangelical Seminary of Theology 5. Oscar Arnulfo Romero Centre																						
Thematic Area(s)	<table border="1"> <tbody> <tr> <td><input checked="" type="checkbox"/></td> <td>Shelter / NFIs</td> <td><input checked="" 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 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> <table border="1"> <tbody> <tr> <td><input checked="" type="checkbox"/></td> <td>Advocacy</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td>DRR/Climate change</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td>Resilience</td> </tr> </tbody> </table>	<input checked="" type="checkbox"/>	Shelter / NFIs	<input checked="" type="checkbox"/>	Protection / Psychosocial	<input checked="" type="checkbox"/>	Food Security	<input checked="" type="checkbox"/>	Early recovery / livelihoods	<input checked="" type="checkbox"/>	WASH	<input type="checkbox"/>	Education	<input type="checkbox"/>	Health / Nutrition	<input type="checkbox"/>	Unconditional cash	<input checked="" type="checkbox"/>	Advocacy	<input checked="" type="checkbox"/>	DRR/Climate change	<input checked="" type="checkbox"/>	Resilience
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Project Impact	Contribute to the recovery of affected households from 10 municipalities of 6 provinces affected by Hurricane Irma through emergency support and community resilience.																						
Project Outcome(s)	A. Reduce the vulnerability of targeted households through safe rehabilitation of their homes. B. Improve targeted households' access to essential household items. C. Improve targeted households' access to reach their basic food needs during the crisis. D. Improve targeted households' access to safe water for consumption, better hygiene practices and sanitation facilities. E. Improve the psychosocial well-being and resilience of targeted households by rebuilding community networks and enhancing coping mechanisms. F. Restoring livelihoods of targeted households through the creation of small businesses.																						

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> <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="7">Non-displaced affected population</td> </tr> </tbody> </table>	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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	<p>Households include some of the following vulnerable groups: Children, elderly persons, persons living with disabilities, persons with chronic illnesses, pregnant and lactating women, single mothers as head of households.</p>																				
Project Cost (USD)	1,395,795 (USD)																				

Reporting Schedule

Type of Report	Due date
Situation report	29 September 2017 monthly
Final narrative and financial report (60 days after the ending date)	28 February 2019
Audit report (90 days after the ending date)	28 March 2019

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

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 targets per member can be found in the “Summary Table” Annex, and detailed budgets per member are available 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 Carlos Rauda, Regional Representative (carlos.rauda@actalliance.org) / Rosa Matamoros, Regional Programme Officer (rosa.matamoros@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, Carlos Rauda (carlos.rauda@actalliance.org)

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

Alwynn Javier

Global Humanitarian Coordinator

ACT Alliance Secretariat

BACKGROUND

1.1. Context

On September 6th, 2017, Hurricane Irma, a category 5 hurricane with maximum sustained winds of 295 km/hour, became one of the most powerful hurricanes ever recorded in the Atlantic. This highly destructive hurricane approached the eastern coast of Cuba (in Guantánamo) on Thursday, September 7th. Hurricane Irma battered the entire north coast for 4 days. At 8:00 p.m. on Monday, September 11th, the hurricane finally left Cuban territory leaving a huge amount of devastation in its wake. Approximately 2,000,000 persons were evacuated from their homes and sought refuge with their relatives, neighbours, in emergency shelters or in local churches. Tidal surges measuring up to 9 meters in height came crashing down on the coastline. 10 human casualties were reported as direct result of the hurricane. Irma has caused considerable environmental, economic and social damage throughout the country; more specifically, there is inadequate supply of safe water for human consumption; significant loss of coastal dunes, forests, fruit trees, as well as seed granaries, banana and other crops; total or partial destruction of houses, health and educational centres, markets, bridges and access roads to those communities. Widespread flooding promoted unsanitary conditions which have resulted in health issues. Many communities remain without electricity and telecommunications, due to extensive infrastructural damage to the national network. The tourism industry, the main source of income for the Cuban economy, was seriously impacted, due to the destruction of hotel infrastructure. All this has seriously affected the psychosocial well-being of vulnerable groups, especially elderly persons, children, teenagers, youth, women, persons with disability and persons with chronic illnesses.

1.2. Needs

According to the need assessments the needs assessment was carried out between September 10 and September 21st with the participation of 24 staff of CIC in coordination with local governments in the affected municipalities. The main problems are lack of access to safe water for human consumption and proper sanitation. In cities such as Havana, the old sewer systems have collapsed contaminating the waters which have flooded private homes, social buildings and public spaces resulting in significant health risks for the entire affected population. The situation is further exacerbated as households' food stocks and basic household items were lost in the floods and can't be recuperated as local markets are small or inexistent due to the embargo; thus, creating food insecurity. The physical integrity of homes is threatened as flood waters have damaged the infrastructure and significant amounts of mud and debris in its wake. The rapid needs assessment has identified the following priority needs: 1- shelter/non-food items, 2- food security, 3- WASH, 4- protection/psychosocial support, and 5- livelihoods.

1.3. Capacity to respond

The Cuban Council of Churches (CIC) have responded to emergencies since 2001 and has made significant progress in this domain, especially since creating the ACT Cuban Forum in March 2013. The CIC have implemented 7 ACT Appeals since 2004; and has relevant experience training communities in community-based psychosocial support, climate change adaptation and disaster risk management. . As Cuba is highly exposed to meteorological events, the ACT Cuba Forum has recently updated its Emergency Preparedness and Response Plan (EPRP) which provides practical guidance for this emergency situation, and is currently developing provincial EPRPs to enhance local resilience by reducing vulnerabilities. It is noteworthy to mention that there is a good coordination between CIC and the Cuban Civil Protection System. The implementation of the project will be closely coordinated with the Cuban Civil Protection System.

Core Faith values

The Cuban Council of Churches holds to the ethical values of the gospel of Jesus Christ, which have a moral perspective and facilitate the link between faith and action. CIC promotes the principle of life with dignity, showing signs of the Kingdom of God such as justice, love, solidarity, honesty, faithfulness, sensitivity, peace, reconciliation and respect for all human beings. Loving and serving thy neighbors, especially the most needed, achieving ecumenical support from the Cuban society. Facilitating improved quality of life, in an effort to achieve sustainable development, without damaging environmental equilibrium, promoting a culture in harmony with nature. Establishing gender justice, with improved relationships between men and women. Stimulating international solidarity as an expression of North – South cooperation.

2. PROJECT RATIONALE

2.1. Intervention strategy and theory of change

To support hurricane Irma Affected Communities of Cuba to have access to sufficient food, safe water for human consumption and rehabilitated houses and livelihood. The community water systems will contribute to access to safe water for human consumption, including capacity building in water and basic sanitation, which will contribute to improving health indicators. Psychosocial support actions contribute to the restoration of the emotional balance of the beneficiary households, which facilitates their social reinsertion and return to normal. The response includes the contribution for livelihood restoration activities which contribute to the generation of economic income which facilitate access to basic products and services. Capacity building is transversal in the response, which will allow the resumption of learning so that these contribute to improve future interventions. It is projected that Cuba will receive more frequent and strongest hurricanes in one side and protracted droughts in the other side, both phenomena at the same time. In order to create local capacity for the forum to address this issue and facilitate the creation of local capacities with a long term perspective it is planned to have a small DRR centre which will allow to provide trainings, collect materials and storage basic equipment for emergency response, and serve as the hub centre for the DRR activities and emergency responses. Also, the centre will facilitate the meetings, training and activities of local international organizations from the civil society on issues related to DRR, climate change and humanitarian response. The centre will have 60 square meters and a small office of 6 square meters. The centre will be built in a CIC property, 200 meters from the main office.

2.2. Impact

To contribute to the recovery of households affected by hurricane Irma through emergency relief assistance and the strengthening of community resilience.

2.3. Outcomes

The proposed project has the following outcomes:

- A. Reduce the vulnerability of targeted households through safe rehabilitation of their homes.
- B. Improve targeted households' access to essential household items.
- C. Improve targeted households' access to reach their basic food needs during the crisis.
- D. Improve targeted households' access to safe water for consumption, better hygiene practices and sanitation facilities.
- E. Improve the psychosocial well-being and resilience of targeted households by rebuilding community networks and enhancing coping mechanisms.
- F. Restoring livelihoods of targeted households through the creation of small businesses.

Sector	Description of intervention
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Shelter /NFI(s) (400,000 USD)	<ul style="list-style-type: none"> • 1,750 individuals will receive roofing kits • 7,500 individuals will receive NFI kits
Food security (80,000 USD)	<ul style="list-style-type: none"> • 10,000 individuals will receive food baskets
WASH (354,250 USD)	<ul style="list-style-type: none"> • 40,590 individuals will receive drinking water, improved sanitation facilities and hygiene kits & hygiene awareness
Protection (111,831 USD)	<ul style="list-style-type: none"> • 18,660 individuals will receive psychosocial support
Livelihoods (203,700 USD)	<ul style="list-style-type: none"> • 1,335 individuals will receive support for creating small businesses and farms rehabilitation.

2.4. Outputs

A.1. 350 households in 2 municipalities of 2 provinces are able to rehabilitate their roofs in a safe manner. Each household will receive a roofing kit and basic training on safe roof rehabilitation.

B.1. 1500 households in 10 municipalities of 6 provinces received non-food items (NFIs) kits so they can resume their daily activities.

C.1. 2000 households in 10 municipalities of 6 provinces receive food baskets during the crisis.

D.1. 550 households receive water filtration systems to purify water for human consumption. Each household receiving a water filtration system will share it with their neighbour thus the systems benefit a total of 1100 households. Moreover, 1200 households will benefit from the installation of 8 community water purification systems.

D.2. 5000 households receive hygiene kits. 8180 households will improve their health and hygiene practices by receiving hygiene awareness sessions from local community trainers.

D.3. 880 households benefit from improved sanitation through installation of integral community waste management systems.

E.1. 9330 households in 10 municipalities in 6 provinces improved their psychosocial well-being via 195 community psychosocial support activities. More specifically, 30 persons are trained as psychosocial promoter including child safeguarding and protection. 1865 children participate in (32) Child Friendly Spaces recover from the trauma with hope and dignity. Safeguarding and protection policy will be signed by implementing organizations.

F. 267 households in 5 municipalities of 4 provinces have their livelihood restored. More specifically, 120 households' benefitting from recovered small businesses and 147 households' benefitting from restored farming activities.

2.5. Preconditions / Assumptions

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-conditions for the project execution is that the political and economic situation remains stable and that households are able to participate in the project activities without being concerned about economic and personal security.

2.6. Risk Analysis

A noteworthy risk to highlight is that the Cuban authorities do not facilitate the timely authorizations required for the successful implementation of the project. CIC is mitigating this risk through

transparent coordination with the authorities and building synergies with government planned programming. Furthermore, local leaders are engaged and encouraged to actively participate in strategic meetings so as to promote the ownership of the project's implementation.

2.7. Sustainability / Exit strategy

The active involvement of participants in the implementation of the proposal will contribute to create a sense of ownership and sustainability. Furthermore, capacity building is incorporated as a cross-cutting approach throughout the project cycle. More specifically, community members will be trained by technical experts to transfer their knowledge and skills, as well as to support the rest of the affected communities, contributing to the sustainability of the proposed action, mainly in those related to WASH and livelihoods.

2.8. Building capacity of national member

The project included and budgeted few activities for capacity building of the 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 with the target groups, in order to improve feedback and complaints mechanism for beneficiaries and stakeholders involved. The Emergency Preparedness and Response Plan will be updated and three Regional Emergency Committees are going to be organized, equipped and trained.

3. PROJECT IMPLEMENTATION

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

Training on the ACT Alliance Child Safeguarding policy will be provided to all implementing partners and will strictly follow its commitments to prevent any abuse in relation to a child. All partners are strongly committed to:

- a) not to allow use of child labor
- b) ensure a child safety and wellbeing
- c) integrate the child friendly approaches into the project activities.

The response is guided by the Child Safeguarding and Protection mechanisms of the Cuban Council of Churches that is applied to all activities at the local level. The response also includes specific component of psychosocial support for children/adolescents, through Child-Friendly Spaces in all the municipalities of the intervention. This is done bearing in mind that children and teenagers are among the target group of the proposed intervention.

3.1. ACT Code of Conduct

The ACT Code of Conduct will be a mandatory document to be signed by requesting and 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. There are mechanisms for complaints and accountability. Posters and informational brochures will be used to increase awareness of the Code of Conduct. The CIC Communications department will also use social media (Facebook) to share the Code of Conduct.

3.2. Implementation Approach

The implementation has been organized within the CIC organizational structure including national and local level, in order to make use of the national and local networks (volunteers, staff, as well as local churches). The design of the project takes into consideration the learned lessons from the

Hurricane Matthew response, more specifically, the best practices in the organization of local Emergency Committees in which response sectors converge, particularly in community-based psychosocial support and the sustainability and resilience approach, through local solutions and educational activities related to access to and consumption of safe water. The response includes capacity building of the institution at the national and local level.

3.3. Project Stakeholders

Martin Luther King Jr. Memorial Centre: with expertise in popular education, the national networks (such as Fe por Cuba, Popular Educators Network), ecumenical portals and strong relationships with high level government and politicians. International relations with strong partners in Latin America and North America. The Centre also has a strong emphasis on social justice and advocacy. Christian Centre of Reflection and Dialogue: Is located outside of the capital and works on human rights and peace culture. They have trained personnel in climate justice and has a training center, strong international relationships and capacity to raise funds. B.G. Lavastida Christian Centre for Service and Training: is in the eastern region of the country and is the only center of its kind in that region, and has well-trained professional personnel that cover the sectors of the humanitarian response. The center also has strong international relations. Oscar Arnulfo Romero Centre: A key center of gender, human rights, conflict resolution in the capital. It has important links with mass organizations, such as the Federation of Cuban Women, and has experience in campaigns against violence against women and children. This center has erected billboards related with women's rights campaigns, for example "Eres Más", and has strong advocacy capabilities. Evangelical Seminary of Theology: Guarantees strong Biblical and theological foundations for the work of diaconia, emergency and humanitarian response. The Seminary also has important international relations and relationships with pastors and laypersons alumni. Through their ISECRE program, they have a link with the University of Havana, one of the most important educational institution in Cuba. National Seismological Research Centre (CENAI): A prestigious reference center, specialist in community risk reduction. It is located in the eastern region of the country and has a Memorandum of Understanding and ten years of collaboration with CIC. Through this center, there is access to the University of Santiago, the Ministry of Science, Technology and Environment, and the Civil Defense. In collaboration with these organizations the book "Community and Resilience" was published. Provincial and Local Emergency Committees: Are located closest to the disaster areas, have established mechanisms of communication and interaction with local governments, civil society in the communities, with their various stakeholders.

3.4. Field Coordination

At the national level, there is coordination with relevant organizations, such as the United Nations Agencies, international NGOs in the country such as: CARE Cuba and OXFAM that will be organizing their responses with ours to avoid duplications. There will be constant communication and systematic meetings with government authorities at all levels, from damage and needs assessments to implementation, ensuring synergy in the response. At the local level, where the project is implemented, there will be regular meetings with relevant local authorities and local stakeholders. The CIC Emergency Committee at all levels will coordinate with other partner organizations in the implementation, carrying out the implementation strategy, defining roles and responsibilities of each team at the national, provincial and municipal levels.

3.5. Project Management

For project coordination and implementation, the CIC Emergency Committee has been activated and established a functional structure of 3 levels: National Emergency Committee, Provincial emergency Committees and Local Implementing Teams with the following roles and responsibilities:

National Emergency Committee, led by CIC (implementing member) along with the national board of the Latin American council of Churches (which form the ACT Cuba Forum) and other invited organizations, will be a space for decision-making concerning project implementation and will maintain relations with donor agencies and Cuban authorities. This committee will be responsible for administrative and accounting activities, purchases, design and monitoring of the application of all actions related to project implementation. The headquarters will be in the central offices of CIC in Havana and will include: the team from the Department of Institutional Strengthening, Steering Committee, representatives of the CIC Programmes, Logistics and Purchases, and Accounts and Finance.

Provincial Emergency Committee, led by CIC Provincial coordinators, will be a space for operational, methodological and technical coordination of the implementation by project sectors, and monitoring in accordance with the standards and principles of the ACT PME system. The person in charge of the team (Provincial Coordinator) will participate in the National Emergency Community and will be responsible for implementation. The headquarters will be in the provincial offices in local churches.

Local Implementing Teams will include municipal and community stakeholders that are CIC Collaborators and other organizations that participate in the implementation of the work plan by sectors. These teams will carry out locally planned activities, select persons to be benefited in each sector and will participate in follow up and monitoring of actions to be carried out in their localities. They will facilitate local synergy and prevent the duplication of actions. The headquarters will be in local churches identified by CIC Coordinators and Collaborators, with certification that the national denomination takes responsibility for project implementation as part of its social responsibility, with no necessary religious connection or proselytizing, bearing in mind ACT policies, especially the Code of Conduct.

3.6. Implementing Partners

The ACT Cuba Forum is composed of the Cuban Council of Churches (CIC) and the National Board of the National Council of Churches. Other Cuban faith-based organizations have been invited to this space of coordination and organization. They participate as local partners in the implementation of this project. CIC will be responsible for the overall monitoring and evaluation of the project. The implementing partners are: Christian Centre of Reflection and Dialogue, the Evangelical Seminary of Theology and Oscar Arnulfo Romero Centre (Western Region); Martin Luther King Junior Memorial Centre with CIC (Central Region), and B.G. Lavastida Christian Centre for Service and Training (Eastern Region). Agreements will be signed with each organization to this effect. Through the training spaces proposed in the response, these organizations, as well as the ACT Cuba Forum, will strengthen their emergency response capacity. The Lutheran World Federation, through its Regional Office in San Salvador, will support capacity building in Psychosocial Support, improving CIC performance in the field. Other international organizations, through their current development projects with CIC, indirectly contribute to capacity building in the strategic objectives of ACT Alliance. For example, the project *Comunidades Cubanas por el Desarrollo* with Bread for All; the elaboration of Emergency Preparedness Plans with Diakonia Sweden; CBM, promoting an inclusive emergency response with special interest in Child Safeguarding; World Vision, supporting institutional capacity building and strategic planning, as well as training in the Methodology of Child-Friendly Spaces in Emergency.”

3.7. Project Advocacy

The Cuban Council of Churches has elaborated an incidence strategy with a local-to-international approach, with the main objective of raising the voice of the churches in favor of human dignity and the care of creation. The CIC presidency will make international visits to Europe, North, south and Central America and the Caribbean, with a view to strengthening alliances, promote collaboration, increase joint efforts for greater efficacy of the response with emphasis on resilience, climate justice and the impact on national and regional policies on these issues. Meetings of regional coordinator and programmatic Areas, Governing Board and General Assembly will be an opportunity for capacity building of member organizations for advocacy. Dialogue is maintained with the Cuban Ministry of Foreign Affairs, Office of Attention to Religious Affairs, Ministry of Foreign Trade and the United Nations Systems, Embassies/Consulates, and international NGOs, etc.

The following press releases will be shared within network Organizations, regarding the Emergency Response:

- Empowerment of civil society in emergency response, advocacy and development.
- Political positioning of CIC in local territories.
- Participation and inclusion of churches, faith- based organizations and civil society at all decision-making levels in the struggle for climate justice.
- Advocacy against the economic, commercial and financial embargo of the US Government towards Cuba, which reduces response capacity and promotes a climate of vulnerability.
- Visibility of the Cuban Council of Churches and Cuban civil society at the local, national and international level.

3.8. Engaging faith leaders

Leaders that are committed to maintaining the Code of Conduct will allow for empowerment without proselytism or corruption. This is the basis for achieving practices based on a culture of peace and dialogue, facilitating recovery amidst wide cultural diversity that promotes community resilience and facilitates psychosocial and spiritual intervention, creating community networks and making the church a space of trust that facilitates change and recovery.

Appeals Cuba Hurricane Irma in the Caribbean – CUB171.

[illegible]

4. PROJECT MONITORING

4.1. Project Monitoring

The project implementation and progress will be monitored by the Department of Institutional Strengthening, in coordination with the local emergency committees. Trimestral visits will be made. Performance of project progress will be tracked by monthly & quarterly progress situational reports and field visits. Feedback or opinion from beneficiaries and other stakeholders will be collected throughout the implementation of the project. Furthermore, adjustments to project implementation will be made through getting feedbacks from team, meeting with beneficiaries/stakeholders, synchronizing report and field visits observation. CIC implementing partners will monitor field activities. 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. The Provincial Emergency Committees will be responsible for information collection and will share with the CIC Communications Office. CIC will systematize the process and identify good practices.

4.2. Safety and Security plans

According to Global Peace Index, the state of peace in Cuba is rated as medium. The security environment in Cuba is relatively stable. There is risk of traffic accidents due to long road journeys, vehicles in precarious conditions, absence of replacement parts, tires in poor condition and roads in poor condition. This risk is reduced by establishing norms for security and protection of response implementers and training in risk identification.

4.3. Knowledge Management

Knowledge management will be carried out through the systematic collection and recording of best practices and learned lessons; these will be shared in with other stakeholders having similar responses in various coordination spaces. The Communities of Practice on Inclusive Development and Community-Based Psychosocial Support will be used for this purpose. Knowledge will be returned to the community.

5. PROJECT ACCOUNTABILITY

5.1. Mainstreaming Cross-Cutting Issues

CIC considers gender, disability, environment, resilience and social inclusion and participation as the key cross-cutting issues in its work. This becomes even more important during humanitarian response. From the design of the project to initial assessments and the 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. Participation

CIC will ensure the active participation of affected population as the project actively engages the affected population at every stage of project: from planning, implementation, M&E to the sharing of lessons learned. 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 living with disabilities). A complaints mechanism will be set up and shared with the community.

5.1.2. (If applicable) Social inclusion / Target groups

Persons living with disabilities are part of the target population for the project. They are one of the vulnerable groups prioritized in the various sectors of the response. Other vulnerable groups, such as: the elderly, women, children, persons with chronic diseases, persons with very low/no income are considered in the response. Humanitarian aid will be distributed according to needs and there will be no discrimination of persons.

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 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 checks 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

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

5.4. Communication and visibility

A communication campaign has been elaborated, with focus on visibility and communication of the impact of the contribution of ACT Alliance to the recovery from damage caused by Hurricane Irma, through the response of the Cuban Council of Churches, bearing in mind the political cobranding. This campaign is geared towards generating and distributing communicational products that accompany and support visibility of the contribution of ACT Alliance to the response; guarantee media coverage of the main actions to deliver humanitarian aid and other contributions of the Alliance as part of the response; compile photographs and testimonies of persons affected by Hurricane Irma that demonstrate its impact at the provincial and community level.

The main objectives are to create a testimonial narrative that sensitizes donors and gains their understanding of the emergency situation caused by Irma; testify of the contribution of ACT Alliance and the Cuban council of Churches to the recovery after the passage of the hurricane; increase visibility of the awareness-raising work of ACT Alliance as part of the recovery process; increase visibility of the various sectors of the response of ACT Alliance; create and promote messages that call other organizations to join the efforts of ACT Alliance, through the testimonies of what is being done as part of the response.

ANNEXES

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Core Humanitarian
STANDARD

The ACT Alliance Secretariat's continuous improvement in the application of the Core Humanitarian Standard is independently verified by HQAI

IMPACT

Contribute to the recovery of households affected by hurricane Irma in 10 municipalities of 6 provinces, through emergency relief assistance and the strengthening of community resilience.

Outcomes	Objectively Verifiable Indicators	Source of Verification	Assumptions
G. Reduce the vulnerability of targeted households through safe rehabilitation of their homes.	A. 95% of the targeted affected households have safely rehabilitated their roofs with received shelter items.	A. Technical reports of home visits, lists of persons benefited, photographs. Life stories	A. Constructions licenses are promptly obtained s. Households accept and apply training in safe roofing techniques.
H. Improve targeted households' access to essential household items.	B. 95% of targeted households are using properly the provided household items.	B. Distribution lists, life stories, photographs.	B. Local leadership facilitates the distribution.
I. Improve targeted households' access to reach their basic food needs during the crisis.	C. 100% of targeted households are able to cover their nutritional needs for a month following the food distribution.	C. Distribution lists, life stories, photographs.	C. Food shipments safely arrive. Seeds and animals are available
J. Improve targeted households' access to safe water for consumption, better hygiene practices and sanitation facilities.	D. 90% of targeted households with access to safe water for consumption purposes and at least 80% of the targeted participants, identifying and practicing key hygiene practice and making use of sanitation facilities.	D. Photographs, life stories, satisfaction survey, list of persons benefited.	D. Households and communities are engaged in good hygiene and sanitation practices.
K. Improve the psychosocial well-being and resilience of targeted households by rebuilding community networks and enhancing coping mechanisms.	E. Participants Households expressing a positive change toward wellbeing.	E. Life stories, photographs, list of persons trained, minutes.	E. Church and community leaders are actively facilitating psychosocial programmes.

L. Restoring livelihoods of targeted households through the creation of small businesses.	F. Targeted households restore their pre-hurricane economic conditions.	F. Photographs, life stories	F. The Government maintains its supporting small businesses.
Outputs A.1. 350 households in 2 municipalities of 2 provinces are be able to rehabilitate their roofs in a safe manner. Each household will receive a roofing kit and basic training on safe roof rehabilitation. B.1. 1500 households 10 municipalities of 6 provinces received non-food items (NFIs) kits so they can resume their daily activities. C.1. 2000 households in 10 municipalities of 6 provinces receive food baskets during the crisis. D.1. 550 households receive water filtration systems to purify water for human consumption. Each household receiving a water filtration system will share it with their neighbour thus the systems benefit a total of 1100 households. Moreover, 1200 households will benefit from the installation of 8 community water purification systems.	Objectively Verifiable Indicators A. 350 roofs rehabilitated by households applying technical instructions. B. 1,500 kits of non-food items prepared and delivered. C.1. 2,000 household food kits prepared according to Sphere Manual norms are delivered to households. D.1. 15,000 personal hygiene kits distributed in 5,000 households and homes for the elderly. D.2. 550 households water purification systems (to benefit 1,100 households) installed and functioning. D.3. 8 communities water purification systems installed and functioning.	Source of Verification A. List of persons benefited, photographs, periodic reports. B. List of persons benefited, photographs. C.1. Reports of field visits, list of persons benefited. C.2. Photographs, life stories, statistics of production systems. D. 1. Distribution lists and invoices of purchases. D.2. Distribution lists and invoices of purchases , photographs, testimonies D.3. Distribution lists and invoices of purchases , photographs, testimonies	Assumptions A. Participating households apply the instructions for safe roofing. B. The non-food items distributed are essential to households. C. Local implementing partners keep agreements. D. Local authorities facilitate these processes and satisfactorily respond to local sanitation solutions.

<p>D.2. 5000 households receive hygiene kits. 8180 households will improve their health and hygiene practices by receiving hygiene awareness sessions from local community trainers.</p> <p>D.3. 880 households benefit from improved sanitation through installation of integral community waste management systems.</p> <p>E.1. 9330 households in 10 municipalities in 6 provinces improved their psychosocial well-being via 195 community psychosocial support activities. More specifically, 30 persons are trained as psychosocial promoter including child safeguarding and protection. 1865 children participate in (32) Child Friendly Spaces recover from the trauma with hope and dignity. Safeguarding and protection mechanism is established and signed by implementers and community leaders.</p> <p>F. 267 households in 5 municipalities of 4 provinces have their livelihood restored. More specifically, 120 households' benefitting from recovered small businesses</p>	<p>D.4. 4 community solid waste management systems are in place and functioning</p> <p>D.5. 8,180 households involved in improving sanitation and environmental hygiene practices as well as in safe water consumption.</p> <p>E.1. At least 2 members of each household is integrated into household and community life.</p> <p>E.2. 6 coordinators of response sectors and 24 volunteers from 3 regions promoted in a balanced and stable manner all humanitarian actions.</p> <p>E.3. 30 persons trained and active promote child safeguarding and protection mechanisms.</p> <p>E.4. Number of children participating in Friendly spaces safely return to household, school and community activities.</p> <p>E.5. Child Safeguarding and Protection mechanism is signed and implemented in 10 communities</p>	<p>D.4. Distribution lists and invoices of purchases , photographs, testimonies</p> <p>D.5. Life stories, survey</p> <p>E.1. Life stories, surveys, photographs, records of activities</p>	<p>E. Teachers from the National Ministry of Education and from local churches actively participate in the creation and adequate functioning of friendly spaces.</p>
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and 147 households' benefitting from restored farming activities.	F. 1. 120 small businesses functioning in a stable manner and 147 rehabilitated farms providing household goods and services.	F. Life stories, photographs	F. Small business owners and workers have a local market.
Activities A.1.1. Technical visits for needs assessment in the affected homes. A.1.2. Purchase of building materials based on needs assessment. A.1.3. Purchase and distribution of 350 roofing kits based on results of the assessment. A.1.4. Community training in safe roofing technique A.1.5. Placement of roofs. B.1.1. Selection of households to be benefited based on stated criteria. B.1.2. Purchase of products for kits of non-food items. B.1.3 Distribution of kits of non-food items to 1,500 households. C.1.1. Purchase and delivery of 2,000 food kits selected according criteria and need assessments. D.1.1. Distribution of 15,000 personal hygiene kits according need assessments. D.2.1. Purchase and distribution of 550 household water purification systems, one for every two households. D.3.1. Purchase and installation of 8 community water purification systems. D.4.1. Purchase and distribution of 4 solid waste management systems. D.5.1. Local health training workshops for 30 health promoters. D.5.2. Educational activities on the use of water purification systems, and for health promotion and disease prevention for 8, 180 households. E.1.1. Psychosocial damage assessment in 10 municipalities. E.1.2. Purchase of 190 psychosocial kits and 30 kits of equipment for implementers.			Pre-conditions The strategy is approved and necessary funds are mobilized for implementation. Government authorities accept the assistance of the Cuban Council of Churches. Items for the kits are available on the local market. Climatic conditions remain stable, with no new emergencies.

<p>E.1.3. 195 community psychosocial support activities with vulnerable groups (mainly women, older persons, persons with disability and/or chronic diseases) in the 10 municipalities.</p> <p>E.2.1. Four (4) 3-day Staff Care Sessions for the project implementation staff.</p> <p>E.3.1. 2 workshops for training promoters-facilitators in Methodology of Child-Friendly Spaces in Emergency.</p> <p>E.3.2. Creation of 32 Child-Friendly spaces, including adolescents and youth in selected communities.</p> <p>E.4.1. Establishment of mechanisms of Child Safeguarding and Protection in emergency situations in selected communities.</p> <p>F.1.1. Identification of 120 affected small businesses (vulnerable households).</p> <p>F.2.1. Needs assessment of the small businesses identified.</p> <p>F.2.2. Purchase and distribution of tools for early recovery.</p> <p>F.2.3. Purchase and delivery of equipment based on results of rapid needs assessment.</p> <p>F.3.1. Supply 147 farms with farming tools, seeds and animals for reproduction in the most affected areas.</p>	
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6. PROJECT FINANCE

6.1. Consolidated Budget

	Description	Type of Unit	No. of Units	Unit Cost USD	Appeal Budget USD	Appeal Budget USD
DIRECT COSTS						
1	PROGRAM STAFF					
1.3.	Personnel					
1.3.1.	Project Coordinator	Month	15	120	1,800	1,800
1.3.2.	Coordinator Shelter and settlement / Non-food items	Month	15	108	1,620	1,620
1.3.3.	Coordinator Food security	Month	15	108	1,620	1,620
1.3.4.	Coordinator Water, sanitation & hygiene (WASH)	Month	15	108	1,620	1,620
1.3.5.	Coordinator Protection / Psychosocial support	Month	15	108	1,620	1,620
1.3.6.	Coordinator Early recovery & livelihood restoration	Month	15	108	1,620	1,620
1.3.7.	Volunteers (3 teams of 8 persons, payment on 3 occasions)	Units	72	35	2,520	2,520
TOTAL PROGRAM STAFF					12,420	12,420
2	PROGRAM ACTIVITIES					
2.1.	Shelter repair / Non-food items				400,000	400,000
2.1.1.	Shelter repair (roofing sheets) for 350 households	Kits	350	500	175,000	175,000
2.1.2.	Non-food Item Kits for 1500 households	Kits	1,500	150	225,000	225,000
2.2.	Food security				80,000	80,000
2.2.1.	Food Kits for 2000 households	kits	2,000	40	80,000	80,000
2.3.	Water, sanitation & hygiene (WASH)				354,250	354,250
2.3.1.	Hygiene kits + hygiene promotion for 15,000 persons (5000 households)	kits	5,000	12	60,000	60,000
2.3.2.	550 Household water purification systems, benefit 1100 households	Systems	550	275	151,250	151,250
2.3.3.	8 Community water purification systems, benefit 1200 households	Systems	8	4,500	36,000	36,000

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2.3.4.	4 Integral community sanitation systems, benefit 880 households	Systems	4	21,200	84,800	84,800
2.3.5	Purchase and distribution of tools for rapid recovery	kits	10	1,160	11,600	11,600
2.3.6	Local health training workshop	workshops	2	2,000	4,000	4,000
2.3.7	Educational activities on the use of water purification systems, and health	Activities	60	110	6,600	6,600
2.4.	Protection / Psychosocial support				111,831	111,831
2.4.1.	Local needs assessments	Travel	90	250	22,500	22,500
2.4.2	Psychosocial support Kits & backpacks for implementers	units	220	100	22,000	22,000
2.4.3	Psychosocial support Field activities coordinator LWF	month	6	1,500	9,000	9,000
2.4.4	Psychosocial Support communities activities	Activities	195	104	20,251	20,251
2.4.5	Staff care sessions for all project implementers	3-day sessions	4	4,000	16,000	16,000
2.4.6	Training workshop for 30 promoters	workshops	2	2,000	4,000	4,000
2.4.7	Creation of 32 Child-Friendly Spaces (CFS)	units	32	565	18,080	18,080
2.5	Early recovery & livelihood restoration				203,700	203,700
2.5.1	Early recovery & livelihood, Identification of 120 affected small businesses (vulnerable households)	Small business	120	1,330	159,600	159,600
2.5.2	Supply 147 farms with farming tools, seeds and animals for reproduction	kits	147	300	44,100	44,100
TOTAL PROGRAM ACTIVITIES					1149,781	1149,781

3	PROGRAM IMPLEMENTATION					
3.1.	Local Partners	Units	4	4,000	16,000	16,000
3.2.	Needs Assessment	Units	2	3,000	6,000	6,000
3.3.	ACT Surge and Monitoring Support for Irma Response (region)	Trips	4	2,000	8,000	8,000
3.4.	Baseline / endline Assessment	Units	2	2,000	4,000	4,000
3.5.	Complaint mechanisms / information sharing	Units	3	1,000	3,000	3,000
3.6.	Advocacy	Units	1	5,000	5,000	5,000
3.7	Multipurpose centre for DRR and preparedness	Units	1	20,000	20,000	20,000
3.8	Staff compensation	Units	6	1,000	6,000	6,000
3.9	Monitoring & evaluation/learning	Units	4	3,500	14,000	14,000

3.10	Audit & report	Units	1	1,125	1,125	1,125
TOTAL PROGRAM IMPLEMENTATION					83,125	83,125

4 PROGRAM LOGISTICS

Transport (of relief materials)

4.1.	Hire/ Rental of Vehicles	Trips	20	1,000	20,000	20,000
4.2.	Fuel	Units	7,500	1	7,500	7,500

Warehousing

4.3.	Warehouse		1	3,500	3,500	3,500
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Handling

4.5.	Salaries for Logistician/Procurement Officer	Month	15	97	1,455	1,455
4.6.	Salaries / wages for labourers	Month	15	60	900	900
4.7.	Salaries / wages for Drivers	Month	15	60	900	900
4.8.	Accommodations	Units	9	550	4,950	4,950

TOTAL PROGRAM LOGISTICS

39,205 39,205

5 PROGRAM ASSETS & EQUIPMENT

5.1.	Computers and accessories	Units	5	400	2,000	2,000
5.2.	Printers	Units	5	200	1,000	1,000
5.3.	Office Furniture	Units	5	60	300	300
5.4.	Photocopier	Units	1	1,300	1,300	1,300
5.5.	Communications equipment (camera, video camera)	Units	2	1,900	3,800	3,800
5.6.	Equipment for 3 regional emergency committees (Laptop, printer, mobile telephones)	Sets	3	1,500	4,500	4,500

TOTAL PROGRAM ASSETS & EQUIPMENT

12,900 12,900

6.1 FORUM COORDINATION

6.1.1	Strengthening ACT Cuba Forum (capacity building, support to local humanitarian networks)	Unit	1	5,000	5,000	5,000
6.1.2	Strengthening of the Community of Practice on Psychosocial Support	Workshop	1	1,250	1,250	1,250
6.1.3	Strengthening of the Community of Practice on Inclusive Development	Workshop	1	1,250	1,250	1,250
6.1.4	Communication/Visibility / fundraising/ Materials, consultants/	Units	10	1,500	15,000	15,000

6.1.5	Staff trainings	units	2	3,000	6,000	6,000
TOTAL FORUM COORDINATION					28,500	28,500

6.2 STRENGTHENING CAPACITIES

6.2.1	Creation of Regional Emergency Committees	Units	3	2,000	6,000	6,000
6.2.2	Updating the CIC Emergency Preparedness Response Plan	Units	1	2,000	2,000	2,000
TOTAL STRENGTHENING CAPACITIES					8,000	8,000

TOTAL DIRECT COST					1333,931	1333,931
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INDIRECT COSTS: PERSONNEL, ADMINISTRATION & SUPPORT

e.g.	Staff salaries					
	Salaries e. g % for Programme Director)	Month	15	120	1,800	1,800
	Salaries e. g % for Finance Director)	Month	15	97	1,455	1,455
	Salaries for accountant and other admin or secretarial staff	Month	15	97	1,455	1,455
	Office Operations					
	Office Utilities	Month	15	500	7,500	7,500
	Office stationery					
	Communications					
	Telephone and fax	Month	15	600	9,000	9,000
TOTAL INDIRECT COST: PERSONNEL, ADMIN. & SUPPORT					21,210	21,210
					2%	

TOTAL EXPENDITURE exclusive International Coordination Fee					1355,141	1355,141
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INTERNATIONAL COORDINATION FEE (ICF) - 3%					40,654.22	40,654.22
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TOTAL EXPENDITURE inclusive International Coordination Fee					1395,795	1395,795
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