

## Rapid Response Fund (RRF)

<b>Section 1: Overview of response</b>	
<b>Liberia</b>	Emergency response to storm and flood affected population in Liberia.
<b>Summary</b>	<b>Lutheran Development Services(LDS)</b>
Implementation period	23 October 2017 30 January 2018 (3 months)
Geographical area	Bong, Grand Cape Mount and Margibi Counties
Sectors of response	<input checked="" type="checkbox"/> Shelter / NFIs <input type="checkbox"/> Protection/ psychosocial <input type="checkbox"/> Health <input checked="" type="checkbox"/> WASH <input checked="" type="checkbox"/> Food Security
Targeted beneficiaries (per sector)	<p>Households whose homes were damaged by the floods and/or storms</p> <p><i>Shelter/NFIs and Food Security:</i>            200 flood/storm affected households with average of 6 persons per household will be provided with food rations and emergency non-food items (NFIs):            - 30 households in Grand Cape Mount County            - 50 households in Margibi County            - 120 households in Bong County.</p> <p><i>WASH:</i>            3,000 individuals from 6 flood affected communities will have access to safe water for human consumption via the construction of one (1) and rehabilitation of five (5) hand pumps.</p> <p>Selection Criteria for Target Population</p> <ul style="list-style-type: none"> <li>- Households which are not receiving support from other entities in the sectors included in the RRF</li> <li>- Vulnerable groups such as households with single mothers, pregnant and lactating women, people living with disabilities, child-headed households and elderly persons will be prioritized.</li> </ul>
Requested budget (USD)	60,000 (USD)
Is there an updated ACT Forum EPRP?	No
<b>Section 2: Narrative Summary</b>	
<b>Background</b>	
<p>In Liberia, since the beginning of this year, there have been constant storms and floods resulting in significant damages and losses. On Tuesday, August 31<sup>st</sup>, it was reported on the National Radio Station (ELBC Super Morning Show) that a heavy storm had occurred in Bong County (Central Liberia) which caused the destruction of houses thereby leading to the displacement of hundreds of local community dwellers.</p>	

There are presently 5,244 people who are affected and 118 houses destroyed in Suakoko Town. 560 persons are without shelters, according to reports received from the National Disaster Committee based Gbarnga, Bong County.

Other impacts of the storm and floods include the destruction of school buildings, offices, etc. Other parts of the country including Grand Cape Mount County and Margibi County have also been affected by heavy flooding which subsequently damaged individual houses. As the rainy season is at its peak in Liberia, more storms and potential flooding are expected.

### Humanitarian Needs

Presently the Liberian Government, through the office of the local authorities, is calling on national and international partners organizations to help cover the gaps in humanitarian assistance by providing the following services to the affected populations:

1. Food items
2. Non-Food items
3. Provision of safe drinking water

The storms/floods have destroyed a total of 311 houses and a school building. The affected communities are lacking the means to repair their damaged homes. They are in dire need of food and non-food items to help restore their normal livelihood activities.

### Capacity

The Liberia ACT Forum has several years of experience responding to emergencies in close collaboration with the relevant Government agencies and other partners. In 2011-12, two of the members of the Forum, Finn Church Aid (FCA) and the Lutheran Development Service in Liberia (LDS) provided emergency assistance to Ivorian Refugees in Nimba County.

During this time, LDS was able to administer the amount of US\$460,000 on behalf of ACT Alliance funded by partners through ACT Alliance Appeal. Also in 2014, during the outbreak of Ebola Virus in Liberia, the Lutheran Development Service in close coordination with members of the Liberia ACT Forum, especially the Lutheran Church in Liberia, worked in collaboration with the Ministry of Health and Social Welfare through the local health authorities to combat the Ebola Disease, LDS was able to administer an amount US\$1,200,000.00. Therefore LDS is well experienced in administering ACT funded activities.

Finally in 2016, the Lutheran Development Service in Liberia collaborated with the Liberian Government through the Ministry of Agriculture in Bong County to combat the outbreak of the dangerous army worms that occurred in Zota District, Bong County which destroyed crops and contaminated safe drinking water in various towns and villages.

### Proposed response

#### OVERALL GOAL

The overall goal is to address the effects of flood/storm on the affected population.

#### OBJECTIVE(S) OF THE EMERGENCY RESPONSE

The overall objective is to support affected communities through provision of food, non-food items and safe drinking water to restore their dignity and livelihoods.

The specific objectives of the emergency response are:

1. To provide food assistance (25kg rice and 12 can fish) to each household flood/storm affected community members in Bong, Margibi and Grand Cape Mount Counties in order to meet their dietary needs for a period of one month.
2. To provide non-food items (NFIs) to flood/storm affected community members in Bong, Margibi and Grand Cape Mount Counties. The NFIs will include building materials consisting of 1 bundle of zinc or roofing sheet, 1 pack of zinc nails and assorted used clothes to include quilts, children and women clothes. The building materials will be used to repair damages houses.
3. To construct one (1) hand pump in one of the disaster affected areas in Bong County and rehabilitate five (5) hand pumps in 5 communities in the disaster affected areas in Bong County. In one of the communities in Bong County, a hand pump will be constructed to help members of the community to get access to safe-drinking water.

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

Problems	The storms and floods have destroyed houses and left residents homeless and in need of food, non-food items and safe drinking water
Target beneficiaries	<p>200 households with the average family size of 6 persons per household</p> <ul style="list-style-type: none"> <li>- 30 households in Grand Cape Mount County</li> <li>- 50 households in Margibi County and</li> <li>- 120 households in Bong County</li> </ul> <p>A total of 1,200 persons will benefit from the distribution of food and Non-food items.</p> <p>3,000 persons will be provided safe-drinking water through construction of 1 hand pump and the rehabilitation of 5 old ones in 6 of the affected communities.</p>
Main activities	<p>The main activities of the project will include:</p> <ol style="list-style-type: none"> <li>1. Purchase and distribution of non-food items</li> <li>2. Purchase and distribution of food items (25kg rice and 12 cans of fish per household)</li> <li>3. Planning meetings with community members (selection of beneficiaries)</li> <li>4. Purchase of hand pump materials</li> <li>5. Hiring of contractor</li> <li>6. Construction of 1 hand pump and rehabilitation of 5 hand pumps to be able to serve 500 persons per day per hand pump.</li> </ol>
Outputs	<ol style="list-style-type: none"> <li>1. 200 affected households are able to meet their basic food needs for a month.</li> <li>2. 200 affected households will receive a bundle of zincs and a pack of zinc nails each and are able to repair their houses.</li> <li>3. 3,000 community members of the affected communities will have access to safe-drinking water.</li> </ol>

	4. Members of households are served with assorted pieces of clothes (2 pieces of quilts, 6 pieces of children clothes and 4 pieces of women clothes) and are using them.
Overall objective Outcome(s)	The overall objective is to support affected communities through provision of food, non-food items and safe drinking water to restore their dignity and livelihoods.

### Reporting Schedule

Type of Report	Due date
Situation report	30 November 2017
Final narrative and financial report (60 days after the ending date)	30 January 2018
Audit report (30 days after the ending date)	30 March 2018

### Monitoring and evaluation

The Emergency Coordinator will be responsible for monitoring the progress of the implementation of the activities of the project, according to the response in coordination with field office in Bong County. Monitoring of activities in the other two counties will be coordinated from the Program Unit in Monrovia since LDS does not have offices in those areas. Monitoring reports called “situation reports” will be submitted by the Emergency Coordinator to ACT Secretariat through the office of the Executive Director on a monthly basis. Monitoring and evaluation consists of field visits to the target communities with relevant staff and some ACT Forum members as observers. The monitoring will take place on a monthly basis. Final monitoring and evaluation report will be submitted to ACT Alliance Secretariat.

### **Section 3: ACT Alliance coordination**

#### Coordination

Presently, there are 3 members of ACT Alliance in the ACT Liberia Forum; they include, Lutheran Development Service in Liberia (LDS), Lutheran Church in Liberia (LCL) and Finn Church Aid (FCA). Over the years, LDS Liberia has always requested and implemented Appeals or Rapid Response Funds on behalf of the Forum.

The Lutheran Development Service in Liberia will serve as the overall coordinator of this response and will coordinate with other ACT Forum members and work closely with the Government through the local authorities and other national and international organizations to ensure the effective planning, implementation and monitoring of the response. Furthermore, this kind of coordination will help to avoid duplication of relief efforts.

LDS will share information about the activities of the response with UN agencies and other relevant organizations, so as to promote visibility of the work ACT Alliance in Liberia. This will help to connect the Forum to other humanitarian and development organizations in Liberia thereby promoting partnership relationships with other humanitarian and development agencies in Liberia.

#### Implementation arrangements

The Lutheran Development Service in Liberia is responsible for the implementation of the response. The Program Unit through the Emergency Coordinator will ensure the proper planning, implementation, monitoring and evaluation of the activities of response. Volunteers and local

community authorities will be involved in the planning, implementation and evaluation of the response.

Other members and observers of the ACT Forum will participate in the monitoring of the activities of the response. Also some local leaders will form part of the monitoring visits that will be organized so as to promote ownership and transparency within the response. The Lutheran Development Service in Liberia will coordinate all activities of the response and report to the relevant stakeholders, mainly ACT Alliance through the Secretariat.

**Human resources and administration of funds**

The funds will be administered in a very transparent and accountable manner. Presentation of financial information will be done in a way that will be accessible and easy to understand. All funds will be managed by the Lutheran Development in Liberia.

The Finance Department of LDS will ensure funds are properly used to benefit the affected communities. The LDS Executive Director, the Emergency Coordinator, the Program Officer , Finance Officer and the volunteers on the field will work together to make money is used to implement planned activities of the project. The local authorities will also be involved in the transparent use of funds and reporting. At end of the project, the accounts of the project will be audited.

Purchasing of items under the project will be done on a competitive basis. This means that we will buy the cheapest items but of good quality. In order to do this, we will obtain three quotations and buy the one with the lowest price in other to use of the maximum use of available funds for the benefits of the affected communities. Funds will be administered in accordance with internationally accepted standards.

**Communications**

LDS has a communication person who has been reporting on the project activities of the Lutheran Development since 2011. Once the RRF is funded, he will be contacted and will be responsible to do the reporting of activities of the project. Reports will be done as required by ACT Alliance.

The communication person will work with the local radio stations to ensure that activities of the response is heard in the various communities where the response will be implemented so that the local people will be aware of the presence of ACT Alliance in their communities and the support ACT is providing to them during the period of disaster. The activities of the project will also be publicised in the local newspapers and on websites by the Communication Consultant that have been working for LDS over the years since 2011.

**Section 4: Budget Summary**

EXPENDITURE		Type of	No. of	Unit Cost	Appeal	Appeal
		Unit	Units	local currency	local currency	USD
<b>DIRECT COSTS</b>						
<b>1 PROGRAM STAFF</b>						
1.1.	Emergency Coordinator (1)	Months	3	45,000	135,000	1,350.00
1.2.	Casual staff (50 x US\$15/Person/Month)	Months	3	75,000	225,000	2,250.00
1.3.	Emergency Assisstant	Months	3	32,500	97,500	975.00
<b>TOTAL PROGRAM STAFF</b>					<b>475,500</b>	<b>4,575</b>
<b>2 PROGRAM ACTIVITIES</b>						
2.1.	Shelter and settlement / Non-food items				2,140,000	21,400.00
2.1.1.	Purchase of zincs	Bundles	200	8,500	1,700,000	17,000.00
2.1.2.	Purchase of Zincs nails	Packs	200	700	140,000	1,400.00
2.1.3.	Bales of clothes	Bales	20	15,000	300,000	3,000.00
2.2.	Food security				810,000	8,100.00
2.2.1.	Purchase of rice	25kg	300	1,900	570,000	5,700.00
2.2.2.	Purchase of sardines/tinapas	Cartons	80	3,000	240,000	2,400.00
2.3.	Water, sanitation & hygiene (WASH)				723,000	7,230.00
2.3.1.	Construction of 1 hand pump		1	423,000	423,000	4,230.00
2.3.2.	Rehabilitation of 5 hand pump wells		5	60,000	300,000	3,000.00
<b>TOTAL PROGRAM ACTIVITIES</b>					<b>3,673,000</b>	<b>36,730</b>
<b>3 PROGRAM IMPLEMENTATION</b>						
					<b>658,600</b>	<b>6,586</b>
3.1.	Needs Assessment	Trips	3	39,533	118,600	1,186.00
3.2.	Communication / visibility	Bulk	Bulk	Bulk	110,000	1,100.00
3.3.	Complaint mechanisms	Bulk	Bulk	Bulk	100,000	1,000.00
3.4.	Monitoring & evaluation	Visits	3.00	600	180,000	1,800.00
3.5.	Audit	Yearly	1.00	1,500	150,000	1,500.00
<b>TOTAL PROGRAM IMPLEMENTATION</b>					<b>658,600</b>	<b>6,586</b>
<b>4 PROGRAM LOGISTICS</b>						
					<b>920,900.00</b>	<b>9,209.00</b>
<b>Transport (of relief materials)</b>						
4.1.	Hire/ Rental of Vehicles	Monthly	3	214,167	642,500	6,425.00
4.2.	Fuel	Monthly	3	47,800	143,400	1,434.00
<b>Warehousing</b>						
4.3.	Rental of warehouse	Monthly	3	20,000	60,000	600.00
<b>Handling</b>						
4.4.	Salaries / wages for Drivers	Monthly	3	25000	75,000	750.00
<b>TOTAL PROGRAM LOGISTICS</b>					<b>920,900</b>	<b>9,209</b>
<b>TOTAL DIRECT COST</b>					<b>5,728,000</b>	<b>57,100</b>
<b>INDIRECT COSTS: PERSONNEL, ADMINISTRATION &amp; SUPPORT</b>						
e.g.	Staff salaries					
	Salaries 20% for Programme Director)	Mothly	3	30,000	90,000	900.00
	Salaries 20% for Finance Director)	Mothly	3	20,000	60,000	600.00
	Salaries for accountant and other admin or secretarial staff .....)	Mothly	3	25,000	75,000.00	750.00
<b>Office Operations</b>						
	Office Utilities	Mothly	3	15,000	45,000	450.00
<b>Communications</b>						
	Telephone and fax	Mothly	2	10,000	20,000	200.00
<b>Other</b>						
	Insurance				0	0.00
<b>TOTAL INDIRECT COST: PERSONNEL, ADMIN. &amp; SUPPORT</b>					<b>290,000</b>	<b>2,900</b>
					<b>5%</b>	<b>5%</b>
<b>TOTAL EXPENDITURE</b>					<b>6,018,000</b>	<b>60,000</b>

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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

**ACTION**

The ACT Secretariat has approved the use of **US\$60,000** towards the budget from its Rapid Response Fund and would be grateful to receive contributions to wholly or partially replenish this payment. Should there be an appeal for this emergency, the RRF payment will be considered as an advance.

**For further information please contact:**

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