

actalliance

APPEAL



Tropical Storm Nate in Costa Rica

CRC171

Appeal Target: US\$ 164,546.04

Balance requested: US\$ 164,546.04

“Bringing aid in necessity”



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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

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Project Summary Sheet						
Project Title	Tropical Storm Nate in Costa Rica					
Project ID	CRC171					
Location	Indigenous territories of Boruca, Cabagra, Curré and Ujarras in the canton of Buenos Aires, Isla Chia in the canton of Puntarenas, in the province of Puntarena, and the community of Tarbaca in the canton of Aserrí, Province of San José.					
Project Period	From: October 23 rd , 2017 - September 22 nd , 2018 Total duration: 12 (months)					
Modality of project delivery (If applicable)	<input checked="" type="checkbox"/> self-implemented <input type="checkbox"/> CBOs <input type="checkbox"/> Public sector <input checked="" type="checkbox"/> local partners <input type="checkbox"/> Private sector <input type="checkbox"/> Other					
Forum	ACT Costa Rica Forum					
Requesting members	Lutheran Church of Costa Rica (ILCO)					
Local partners	1. Cooperativa Sin Fronteras Asociación Comunitaria Conservacionista de Turismo Alternativo y Rural (ACTUAR)					
Thematic Area(s)	<input checked="" type="checkbox"/> Shelter / NFIs <input checked="" type="checkbox"/> Food Security <input checked="" type="checkbox"/> Early recovery / livelihoods <input checked="" type="checkbox"/> WASH					
Project Impact	Contribute to the recovery of households affected by Tropical Storm Nate in 6 communities, of three cantons in the provinces of Puntarenas and San Jose respectively, through emergency relief assistance.					
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 and to better hygiene practices. E Vital livelihoods of the tropical storm affected population have restored.					
Target beneficiaries	1105 households (~5525 individuals) from 6 communities will be receiving assistance in Food Security, WASH, Shelter/NFI(s) and early recovery.					
	<table border="1"> <thead> <tr> <th>Sector</th> <th>Description of intervention</th> </tr> </thead> <tbody> <tr> <td>Shelter /NFI(s) (14,930.96 USD)</td> <td> <ul style="list-style-type: none"> 300 HHs will receive NFI kits (10 plates, 10 spoons, 10 forks, 5 knives, 3 pots, 4 bed sheets, 4 towels) 40 households will receive roofing sheets and nails for roof rehabilitation. </td> </tr> </tbody> </table>	Sector	Description of intervention	Shelter /NFI(s) (14,930.96 USD)	<ul style="list-style-type: none"> 300 HHs will receive NFI kits (10 plates, 10 spoons, 10 forks, 5 knives, 3 pots, 4 bed sheets, 4 towels) 40 households will receive roofing sheets and nails for roof rehabilitation. 	
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		Food security (38,368.06 USD)	<ul style="list-style-type: none">425 HHs will receive food baskets for two months period. (each kit will contain: 5 kg rice, 4 kg beans, 1.5 kg spaghettis, 0,95 lts of vegetable oil, 0,92 kg of tuna, 0,2 kg of salt, 4 kg of sugar, 10 packs of soup, 1,8 kg of flour and 0,25 kg of Baking powder) two deliveries will be made.
		WASH (27,187.50 USD)	<ul style="list-style-type: none">425 HHs will receive water filters and hygiene kits & hygiene awareness: (Each kit will contain 8 toilet papers, 0,9 lts of chlorine, 5 toothbrushes, 0.1 lts of toothpaste, 0,5 lts of alcohol, 24 sanitary towels, 3 soaps and 0,4 lts of shampoo)380 HHs from this group will receive water filters175 HHs from this Group will receive hoses for water distribution.
		Livelihoods (24,435.76 USD)	<ul style="list-style-type: none">380 HHs will receive support for their livelihood recovery (305 agriculture Supplies for farmers including tools such as machete, sharpening stone, boots and corn and beans seeds and vegetative materials of bananas and plantains, 75 fishermen’s will receive fishing supplies such as baits, nets, rods) these households are going to be selected from the 425 Households included in the Food Security Sector)
	Summary: 425 HHs will receive food aid and hygiene kits, for two months; 40 HHs from this group will receive support for roof rehabilitation; 175 HHs from this group will receive hoses for water distribution and 380 HHs will receive support for livelihood recovery. Another group of 380 HHs will receive water filters; 175 HHs will receive hoses for water distribution and the final group of 300 HHs will receive NFIs; for a total of 1105 beneficiary households.		
	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		
	Households include some of the following vulnerable groups: Indigenous people, children, elderly persons, persons living with disabilities, persons with chronic illnesses, pregnant and lactating women, single mothers as head of households.		
Project Cost (USD)		164,546.04 USD	

Reporting Schedule

Type of Report	Due date
Situation report	30 November 2017 quarterly
Final narrative and financial report (60 days after the ending date)	30 December 2018
Audit report (90 days after the ending date)	30 January 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

Tropical storm “Nate” formed on Thursday the 5th of October in the Caribbean coast of Nicaragua. The storm caused heavy rains and landslides throughout several countries in Central America. As of October 6th, the number of casualties reach 28 and with 14 people reportedly missing. Tropical Storm Nate left high levels destruction in its wake before being upgraded to a category 1 hurricane. In Costa Rica, landslides caused significant damage to roads and villages, cutting off some areas. Moreover, as the soil is still saturated due to heavy rains, there is still a very real risk of further landslides. According to the National Emergency Commission more than 11,517 persons are in 178 shelters around the nation after having to leave their homes because of flooding and the risk of unstable ground giving way. More than a dozen main roads were closed, while others were only partially open. In the province of Guanacaste, which has been particularly hard-hit by the heavy rains, many roads were impassable to all but four-wheel-drive vehicles and horses. A highway that connects the south of the country was washed away in Casa Mata. At least 5,000 residents fled to emergency shelters there, according to the Associated Press. As much of the Costa Rica returns to normal, many communities are still isolated, others without water, and destruction caused by rains continues to be tallied and dealt with. The National Emergency Commission (CNE) on October 9, updated the status of different parts of the country. Much of Guanacaste and Puntarenas, on the country’s Pacific side, remain under red alert, and others have returned to low or no alert as rains have returned to normal rainy season levels. A red alert state remains in effect in 28 counties. The red alert calls for local, regional and national response mechanisms so that people affected by an emergency get access to resources, relief supplies, search and rescue operations, and are reconnected via roads, basic services, infrastructure, housing and public buildings. The annual rainy season is currently underway in Central America; a five-month period typically ending in December in which the risk of flooding and mudslides are heightened. This year, some areas in the region, including Costa Rica, have gotten up to 50 percent more rain than average for the months of September and October.

1.2. Needs

The official data collected by the National Emergency Commission (CNE) in the north, central and south Pacific regions, indicates that Tropical Storm Nate has critically damaged main livelihoods (agriculture and fisheries). Preliminary results from a rapid assessment conducted by the Costa Rican Ministry of Agriculture and Livestock (MAG) indicates that more than 84 000 hectares of pastoral lands, 20 000 hectares of sugar cane, 12 000 hectares of coffee, 3 000 hectares of rice, 2 000 hectares of beans and 640 hectares of vegetables are severely affected in the Pacific, Central Valley and Brunca Region.

Livelihoods: People in the affected communities have lost their crops (banana, pineapple, maize, cassava and bean), and the flooding destroyed agricultural equipment and affected community members’ food storage; coastal communities, whose main source of livelihoods is fishing, were also affected. Affected households’ economic security was heavily impacted; which as result, will put their ability to generate income from these activities at risk in the coming months. Moreover, the affected families will need to replace the assets they lost, and they will need financial assistance to help support the upcoming scholastic enrolment of their children.

Food Security: The damages to the crops and houses due to floods, caused a damage to food security. Although the National Emergency Committee (CNE) have delivered food packages to affected households, still 25% of the affected population remain with unmet needs.

NFIs/Shelter: Although the majority of houses are still standing after the effects of the tropical storm, the effects of these were substantial. Kitchen items and basic utensils were rendered useless after the floods and the permanence of the mud. In addition, some households have partial or total losses of their roofs, and have not been subject to government assistance.

Water, Sanitation and Hygiene (WASH): The Institute of Aqueducts and Sewers (AyA) indicated that 509,628 people had lost access to potable water throughout Costa Rica. AyA water trucks will distribute water in the affected zones. Floods have affected the water supply and disrupted the provision of medical care and sanitation actions, heightening the risk of waterborne diseases. The national water agency has been working to restore services in the affected communities, and it is providing water cisterns and bottled water to the affected population; nonetheless, isolated communities, where floods and landslides have affected water supply systems and wells.

The population affected by Tropical Storm Nate are in need of access to food security, shelter and NFIs, WASH and early recovery amongst many other needs. For this appeal, ILCO has identified gaps in food security, WASH, NFIs and early recovery sectors. It is important to mention that the national situation regarding the fiscal crisis has generated the search of international fund for the response to the damages of the tropical storm Nate. The Costa Rican government declared a state of emergency, and President Luis Guillermo Solís appealed to the international community for support.

1.3. Capacity to respond

ILCO have experience with ACT Alliance since 2009, working in RRD projects, climate change in indigenous communities in the Caribbean region, and in 2016 the implementation of the RRF 09/2016 Hurricane Otto in Costa Rica, which included activities in Food Security and WASH, for a 315 households in 3 different communities in the Caribbean, borderline and north of the country, meeting all ACT reporting requirements on response activities ILCO is going to implement the Appeal in close coordination with local indigenous governments (ADIS) and community organizations, as well as with ACTUAR and Cooperativa Sin Fronteras (CSF), both partner of BftW. This NGOs will be in field to coordinate the deliveries of the humanitarian kits, livelihood and early recovery tasks.

Core Faith values

ILCO is a protestant and in permanent Reform church in Costa Rica. Our Mission is to follow Jesus, celebrating his presence and building, from his Word, the Sacraments and the Diaconate, communities of faith, accompanying people and communities excluded, discriminated and impoverished, from a comprehensive, prophetic and liberating approach, participating in the construction of spaces of justice, peace and integrity of the Creation, as signs of the Kingdom of God. The vision of ILCO is to be an alternative model of being a church and of what it means to live the faith, starting from a concrete commitment with projects of justice in communities of greater disadvantage and economic, political and social vulnerability, where Inclusion is a Gift of the Grace of God.

2. PROJECT RATIONALE

2.1. Intervention strategy and theory of change

To support the Tropical Storm Nate affected communities in Costa Rica to have access to sufficient food, water safe for human consumption and rehabilitated houses and livelihoods. The water filters and hoses will contribute to access to water safe for human consumption. 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 Costa Rica will receive more frequent and strongest hurricanes and Tropical Storms in one side and protracted droughts in the other side, both phenomena at the same time. Also, the ACT Costa Rica Forum will formulate the EPRP tool for the inclusion of others stakeholders.

2.2. Impact

Contribute to the recovery of households affected by Tropical Storm Nate in 6 communities, of two cantons in the provinces of Puntarenas and San Jose respectively, through emergency relief assistance.

2.3. Outcomes

The proposed project has the following outcomes:

- A. Reduce the vulnerability of targeted households through rehabilitation of their roofs.
- 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 water safe for consumption and better hygiene practices.
- E. Restore vital livelihoods of the tropical storm affected population.

2.4. Outputs

- A.1 40 households receive roofing sheets and nails for rehabilitation of homes
- B.1 300 households receive non-food items for establish the pre-conditions of their homes before the emergency
- C.1 425 households in 3 cantons of 2 provinces receive food baskets during the crisis.
- D.1. 380 households receive water filters to purify water to make it safe for human consumption.
- D.2. 380 households receive hygiene kits and improve their hygiene practices by receiving hygiene awareness sessions from local community trainers.
- D.3. 175 households receive hoses for water distribution.
- E.1 380 households improved the economic well-being of the disaster affected households by restoring livelihoods.

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. Target communities and are accessible and safe to responders and community members; markets in the areas are accessible and functioning; local stakeholders are supportive of the partners and their response plans; internally, funds from ACT donor-members for the Appeal would meet the response requirements and arrive on time.

2.6. Risk Analysis

A noteworthy risk to highlight is that the government declares some of the areas of humanitarian work as uninhabitable, due to the vulnerability of soils. Until now, the selected beneficiaries are established in areas suitable for housing, but a posterior natural emergency event could change their condition. Another risk is that local indigenous governments do not allow humanitarian assistance for non-indigenous people living in their territories; however, the articulations made by ILCO do not visualize this scenario. The mitigation strategy to avoid negative impacts from these that may result in the impossibility to carry out the proposed programming, are these: conduct advocacy to indicate that humanitarian support is neutral and needs-based; also to also the search for other spaces and transportation for the delivery of food and hygiene kits

2.7. Sustainability / Exit strategy

This project will be of vital significance in providing safe and secure relief to the needy affected communities. The active participation of beneficiaries in the implementation of the appeal proposal will contribute to create a sense of ownership and sustainability. Besides, capacity building is incorporated as a cross-cutting approach throughout the project cycle. The 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 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, in addition to involucrate the partners of other member of the ACT Forum with presence in two of the communities were the project will be implemented; also for the elaboration of the Emergency Preparedness and Response Plan (EPRP).

3. PROJECT IMPLEMENTATION

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

ILCO and the partners ACTUAR and CSF follows the code of conduct (COC) on child protection policy and the staffs are committed to follow the policy. In the proposed project, forum members will provide the necessary trainings of child safeguarding measures to all partners and project's staff at the start of the project. During the project implementation, the forum members will monitor and ensure the staffs are well aware and aligned to child safeguarding policy in terms of confidentiality, transparency, accountability, culture and local legislations. This also includes ensuring that: a) Child safety and well-being. b) All staff are aware of and respond appropriately to issues of child abuse

and the sexual exploitation of children. c) Not allowing child abuse. D) All staff are driven by the duty of care to children.

3.1. ACT Code of Conduct

ACT Code of Conduct was signed by ILCO in 2014. It 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 5.3. There are mechanisms for complaints and accountability. Posters and informational brochures will be used to increase awareness of the Code of Conduct. The ILCO Communications department will also use social media to share the Code of Conduct.

3.2. Implementation Approach

In the indigenous territories (4 of the 6 targeted communities), ILCO has been working in advocacy for approximately 20 years ago. The implementation has been organized within the ILCO organizational structure including national and local level, in order to make use of the national and local networks (ILCO volunteers or locals, staff, partners). The design of the project takes into consideration the experience from the Hurricane Otto RRF. The response includes capacity building of the institution at the national and local level. Also, this project establishes the need of an adequate articulation with ACTUAR and CSF in order to accomplish the outputs and fulfill the implementation of the early recovery activities.

3.3. Project Stakeholders

ILCO serves as the overall coordinator of the response and will coordinate as well with the forum members and other partners, Red Cross and local emergency committees. Also, local indigenous authorities and the CNE will be included in the implementation. The coordination will be established with the local governments and local networks in order to facilitate the implementation of the Appeal. It will be coordinated with other international partners and agencies for mapping support, locations and information sharing, as ACTUAR and CSF, mainly in the component of early recovery and NFIs. Since the role of government and local NGOs/leaders is big and highly influence on the activities, the project will strongly carry out advocacy activities with them. During delivering project supports, it will be coordinated with camp management committees and leaders in the camp.

3.4. Field Coordination

At the national level, coordination will be with all relevant groups, working groups, agencies, government agencies and other NGOs. Agreements will be established and a mechanism of accountability developed through periodic meetings and sharing the results of the Appeal. 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. The ACT Costa Rica Forum (composed of ILCO, ELCA and PPM) will meet every month to review progress and future planning. This mechanism will confirm the quality assurance of Appeal's management. In the field, strong coordination will be established with local and national authorities. During the implementation period ILCO will be the implementing agency, will organize and coordinate with all implementing partners to develop a solid basis for this project.

3.5. Project Management

ILCO will be the managing member of the appeal and through the following institutions the following sectors will be implemented:

Asociación Comunitaria Conservacionista de Turismo Alternativo y Rural (ACTUAR): the distribution of food kits and hygiene kits in the communities of Isla Chira, Cabagra, Curré, Boruca and Ujarrás, as well as the delivery of water filters. Likewise, the recovery of livelihoods in these communities, mainly in tourism and fishing in Isla Chira. CTUAR is the Costa Rican Association of Rural Community Tourism and a network with more than 40 partners. The purpose of ACTUAR is to promote the environmental, social, cultural and economic sustainability of the initiatives of Rural Community Tourism in Costa Rica, through the establishment of strategic alliances for community tourism marketing, the strengthening of the capacity of the partners and the management of resources.

Cooperativa Sin Fronteras (CSF): Distribution of food kits and hygiene kits in the community of Tarbaca, as well as the delivery of water filters. In addition, it will collaborate in the recovery of livelihoods through the activation of the production of coffee. CSF is an international cooperative integrated by 30 cooperatives. CSF, strengthen capacities of its members in order to contribute to better positioning in the food market value chain, managing new marketing channels and seeking to stimulate the supply in the market with high quality products, through commercial relationships of cooperation, direct and long-term, between marketers and producers.

ILCO will be responsible for the delivery of hoses for access to water in Cabagra, as well as the distribution of NFIs and shelter.

All activities related to implementation, monitoring and reporting will be responsibility of ILCO, is also responsible for overall project management including consolidation of reports, general coordination with national stakeholders, donors and the ACT Secretariat, monitoring and communications. Monthly coordination meetings will be carried out, the administration and coordination of the daily activities will be carried out with the technical support of the requesting member. ILCO will monitor the general budget and the delivery of activities.

3.6. Implementing Partners

The ACT Costa Rica Forum is composed by the Lutheran Church of Costa Rica ILCO, Evangelical Lutheran Church in America ELCA and Bread for the World BfW. Other organizations have been invited to this space of coordination and organization, because it is intended to generate an open forum. The implementing partners for this proposal are: Cooperativa sin Fronteras (CSF) and Asociación Comunitaria Conservacionista de Turismo Alternativo y Rural (ACTUAR), which have been working with BfW in development projects for at least ten years. ACT Alliance Code of Conduct as well as MoU will be signed with each organization to this effect. Through the training spaces proposed in the response, these organizations, as well as the ACT Costa Rica Forum, will strengthen their emergency response capacity. The Lutheran World Federation, through its HUB Office in San Salvador, will support capacity building in intervention strategy. Also, the ACT Secretariat will support tasks in order to update the Emergency Preparedness and Response Plan (EPRP) for the National Forum.

3.7. Project Advocacy

Members of the ACT Forum in Costa Rica are working to implement response practices in areas affected by floods that are linked to the emergency issued by the government, with which they have close communication and coordination. The ACT Costa Rica forum will work in coordination with local governments in proposed areas in a coordinated manner. Implementing partners will advocate with them through the initial meeting and coordination meeting, as well as involving them in project implementation and monitoring initiatives. The ACT Costa Rica Forum will also advocate with different sectoral authorities of local government, local and national indigenous authorities, national emergency commission, CARITAS international, OFDA, Latin American Council of Churches CLAI and World Vision.

3.8 Private/Public sector co-operation

In the development of activities, the participation of the public and private sector is important. In this sense, the activities will involve some private sectors such as companies of local people or supermarkets, who will provide quality inputs. In this way we also contribute to the local development of markets. With respect to public sector cooperation, the project will involve local governments, community leaders, indigenous governments and mayors for the overall implementation of the Appeal.

3.9 Workplan

[illegible]

4. PROJECT MONITORING

4.1. Project Monitoring

ILCO will be responsible for the overall implementation of the project. ILCO will establish coordination with other humanitarian actors at field level, as well as with local and indigenous authorities. Regular meetings will be held, in order to share information concerning progress in the implementation process. The monitoring and evaluation will include regular visits to follow up on the achievement of results, and preparation of quarterly situation reports. Feedback or opinion from beneficiaries and other stakeholders will be collected throughout the implementation of the project, monthly coordination meetings will be carried out in order to share how the feedback is being taken into account within the project. ILCO in coordination with the Costa Rica ACT Alliance Forum will lead meetings to make appropriate decisions for successful implementation. A final report will be submitted by ILCO following the guidelines provided by ACT. Costa Rica ACT Alliance Forum will involve in the monitoring and evaluation. ILCO will collect and analyses data, which will be collected at 30 days interval from the beginning of the project. ACT PME guidelines, principles and standard will be followed along with respective organization policy for project monitoring and M&E plan design. Two monitoring visits will be made from the ACT Secretariat Regional office.

4.2. Safety and Security plans

According to Global Peace Index, the state of peace in Costa Rica is rated as medium. The security environment in Costa Rica is relatively stable. This risk is reduced by establishing norms for security and protection of response implementers and training in risk identification. In the beneficiary communities, the security conditions to develop humanitarian work are stable, due to the fact that they are rural communities, with no presence of organized crime or common delinquency. The roads, despite not being fully enabled, allow their regulated passage or the use of alternate routes. In spite of this, general security measures will be agreed upon with implementing members.

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. Knowledge will be returned to the community. In addition, a workshop will be held with both the implementing members and the full members of the ACT Forum, in order to present the results, good practices and learning.

5. PROJECT ACCOUNTABILITY

5.1. Mainstreaming Cross-Cutting Issues

ILCO has more than 25 years of experience in the diaconal labors; promoting in accompaniment of the communities promoting human rights, gender equity, environment and social inclusion are the key cross-cutting issues for this appeal. 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. Specific issues to be covered would include the following:

- Ensure that the project activities are carried out in locations which are easily accessible to the population living in the villages without creating any newer risk for them.

- Necessary approvals would be taken from the township level authorities to avoid any potential operational and program issues and ensuring that people can participate freely. The following sections will describe how each of these issues will be addressed within the project.

5.1.1. Participation

ILCO and the implementation partners 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. Social inclusion / Target groups

Indigenous people 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 incomes are considered in the response. Humanitarian aid will be distributed according to needs and there will be no discrimination of persons. Most of the targeted households are given by the indigenous leaders and with the presence of elderly people. Indigenous leaders will be involved in the distribution process ensuring that cultural sensibilities are respected

5.2. Conflict sensitivity / do no harm

Work in indigenous communities can bring conflict to people with humanitarian needs, who live in those territories but are not considered indigenous. To solve this problem, it is proposed to work with indigenous local governments in the selection of beneficiaries, based on their needs and not on their belonging to the community. To minimize the risk of problems between actors, 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, Code of Conduct (CoC) 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. The complaint channels are open for the beneficiaries, local emergency committees, local and indigenous authorities and staffs and they can suggest them through a variety of channels including complaint box, hot lines and e-mails. Considering local specifics, if women's voice is unheard or they are shy to voice out their concern, special women's consultations will take place as part of complaints mechanism. Complaints will be managed in a timely and fair manner, only by trained expert(s) is a key to agencies to respond to the complaints as well as keep and protect information.

Restitution meetings with the beneficiaries will be held in case of presentation and resolution of complaints. In addition, the contact details of the complaints officers will be shared with the beneficiaries for urgent and/or special incidents.

5.4. Consolidated Budget

EXPENDITURE

Description	Type of	No. of	Unit Cost	Appeal Budget	Appeal Budget
	Unit	Units	local currency	local currency	USD
DIRECT COSTS					
1 PROGRAM STAFF					
National program staff					
1.1 Project Coordinator	month	12	600,000	7200,000	12,500.00
1.2 Techniques for livelihood rehabilitation (2)	Month	4	900,000	3600,000	6,250.00
TOTAL PROGRAM STAFF				10800,000	18,750
2 PROGRAM ACTIVITIES					
2.1. Shelter and settlement / Non-food items				8600,000	14,930.56
2.1.1. Shelter repair (roofing sheets and nails) for 40 households	kits	40	65,000	2600,000	4,513.89
2.1.2. Non-food Item Kits for 300 households (10 plates, 10 spoons, 10 forks, 5 knives, 3 Cooking pots, 4 bed sheets, 4 towels)	kits	300	20,000	6000,000	10,416.67
2.2. Food security				22100,000	38,368.06
2.2.1. Food Kits (5 kg rice, 4 kg beans, 1.5 kg spaghettis, 0,95 lts of vegetable oil, 0,92 kg of tuna, 0,2 kg of salt, 4 kg of sugar, 10 packs of soup, 1,8 kg of flour and 0,25 kg of Baking powder)	kits	850	26,000	22100,000	38,368.06
2.3. Water, sanitation & hygiene (WASH)				21740,000	37,743.06
2.3.1. Hygiene kits (8 toilet papers, 0,9 lts of chlorine, 5 toothbrushes, 0.1 lts of toothpaste, 0,5 lts of alcohol, 24 sanitary towels, 3 soaps and 0,4 lts of shampoo)	kits	760	16,000	12160,000	21,111.11
2.3.2. Water Filters	units	380	16,000	6080,000	10,555.56
2.3.3. Hoses for water distribution	hoses	175	20,000	3500,000	6,076.39
2.6. Early recovery & livelihood restoration				14075,000	24,435.76
2.6.1. Supply 305 farms with farming tools (machete, sharpening stone, boots) and seeds: corn, beans, plantains, banana)	kits	305	40,000	12200,000	21,180.56
2.6.2. Supply 75 fishermen with fishing tools (baits, nets, rods)	kits	75	25,000	1875,000	3,255.21
TOTAL PROGRAM ACTIVITIES				66515,000	115,477

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3 PROGRAM IMPLEMENTATION						
3.2.	Communication and visibility(stickers and communication work, Testimonies, pictures)	Gobal print info & feedbacks reunions	1	1500,000	1500,000	2,604.17
3.5.	Complaint Mechanism/information sharing	Global	6.00	110,000	660,000	1,145.83
3.9	Monitoring & evaluation	Global	1.00	1300,500	1300,500	2,257.81
3.10	Audit	global	1.00	1000,000	1000,000	1,736.11
TOTAL PROGRAM IMPLEMENTATION					4460,500	7,744
4 PROGRAM LOGISTICS						
Transport (of relief materials)						
4.1.	Hire/ Rental of Vehicles	deliveries	9	400,000	3600,000	6,250.00
4.2.	Fuel	liters	600	600	360,000	625.00
Handling						
4.6.	Salaries / wages for labourers	days	12	17,280	207,360	360.00
4.7.	Salaries / wages for Drivers	days	12	23040	276,480	480.00
4.8.	travel / per diems	days	16	23,040.0	368,640	640.00
TOTAL PROGRAM LOGISTICS					4812,480	8,355
6.2. FORUM COORDINATION						
6.2.1.	Kick-start workshop	workshop	1	75,000	75,000	130.21
6.2.2.	Mid-review workshop	workshop	1	75,000	75,000	130.21
TOTAL FORUM COORDINATION					150,000	260
6.3. STRENGTHENING CAPACITIES						
6.3.1.	Local partners/national members (EPRP)	Global	1	1200,000	1200,000	2,083.33
TOTAL STRENGTHENING CAPACITIES					1200,000	2,083
TOTAL DIRECT COST					87937,980	152,670
INDIRECT COSTS: PERSONNEL, ADMINISTRATION & SUPPORT						
e.g. Staff salaries						
	Salaries e. g % for Finance Director)	month	12	150,000	1800,000	3,125.00
	Salaries for accountant and other admin or secretarial staff)	month	12	150,000	1800,000	3,125.00
Office Operations						
	Office Utilities	month	12	20,000	240,000	416.67
Communications						
	Telephone and fax	month	12	20,000	240,000	416.67
TOTAL INDIRECT COST: PERSONNEL, ADMIN. & SUPPORT					4080,000	7,083
					4%	4%
TOTAL EXPENDITURE exclusive International Coordination Fee					92017,980	159,753
INTERNATIONAL COORDINATION FEE (ICF) - 3%					2760,539.40	4,792.60
TOTAL EXPENDITURE inclusive International Coordination Fee					94778,519.40	164,546.04

6. Logical Framework

Logical Framework			
IMPACT Contribute to the recovery of households affected by Tropical Storm Nate in 6 communities, of two cantons in the provinces of Puntarenas and San Jose respectively, through emergency relief assistance.			
OUTCOME(S) A Reduce the vulnerability of targeted households through safe rehabilitation of their roofs. 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.	Objectively verifiable indicators A 100% (40 HHs) of the targeted affected households have safely rehabilitated their roofs with received shelter items. B 100 % (300 HHs) of targeted households are using properly the provided household items. C 425 HHs are able to cover their nutritional needs for two months following the food distribution. D 380 HHs with access to water safe for consumption purposes and at least 80% of the targeted participants, identifying and practicing key hygiene practices.	Source of verification Distribution lists, life stories, photographs. Distribution lists, life stories, photographs. Photographs, life stories, satisfaction survey, list of persons benefited. Life stories, photographs, list of persons trained, minutes. Photographs, life stories Life stories, photographs, list of persons trained, minutes.	Assumptions A. Local leadership facilitates the distribution. B. Households and communities are engaged in good hygiene and sanitation practices. C. Food shipments safely arrive. Seeds are available

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E Vital livelihoods of the tropical storm affected population have restored	E 380 HHs were provided with livelihoods assistance through agricultural (305) support and fishing (75)		
OUTPUT(S) A. 1. 40 HHs receive roofing sheets and nails for safe rehabilitation of homes. B.1. HHs receive non-food items for establish the pre-conditions of their homes before the emergency C.1. 425 HHs receive hygiene kits and improve their hygiene practices by receiving hygiene awareness sessions from local community trainers. C.1.2. 380 HHs receive water filters to purify water for human consumption C.1.3. 175 HHs receive hoses for water distribution.	Objectively verifiable indicators A.1 40 roof repair kits distributed in 40 HHs. B.1. 300 NFIs distributed in the same number of HHs. C.1.1 850 personal hygiene kits distributed in 425 households. C.1.2. 380 HHs involved in improving sanitation and environmental hygiene practices as well as in safe water consumption. C.1.2. 380 water filters to benefit 380 HHs are being used properly. C.1.3. 175 hoses distributed in 175 HHs.	Source of verification List of persons benefited, photographs, periodic reports. List of persons benefited, photographs. Reports of field visits, list of persons benefited. Photographs, life stories, statistics of production systems. Distribution lists and invoices of purchases. Photographs, testimonies Distribution lists and invoices of purchases. survey	Assumptions Availability of Products at National Market. Local Leadership contributing properly in the process. Prices remain stable. No more impact of disasters.

<p>D.1 425 HHs in 3 cantons of 2 provinces receive food baskets during the crisis.</p> <p>E.1. Vital livelihoods of the flood affected population have restored.</p>	<p>D.1. 850 food kits prepared according to Sphere Manual norms are delivered to 425 HHs (two deliveries).</p> <p>E.1 305 small farmers affected by the tropical storm received beans and corn seeds as well as banana vegetative material for their farms restoration.</p> <p>E.2 75 fishermen received support to restore their fishing implements.</p>		
<p>Activities</p> <p>A.1. Selection of households to be benefited based on stated criteria</p> <p>A.2. Purchase and distribution of roofing reparation kits.</p> <p>B.1. Purchase and distribution of NFIs</p> <p>C.1. Purchase and distribution of hygiene kits. Educational activities on the use of water purification systems, and for health promotion and disease prevention.</p> <p>C.1.2. Purchase and distribution of water filters</p> <p>C.1.3 Purchase and distribution of hoses.</p> <p>D.1.1. Selection of households to be benefited based on stated criteria.</p> <p>D.1.2 Purchase and delivery of food kits.</p> <p>E.1.1. Purchase and Distribution of agricultural support to 275 farmers.</p> <p>E.1.2. Purchase and distribution of seeds and vegetative materials</p> <p>E.1.32. Purchase and Distribution of Fishing implements to 75 fishermen</p> <p>Monitoring</p>			<p>Pre-conditions</p> <p>The strategy is approved and necessary funds are mobilized for implementation.</p> <p>Government authorities accept the assistance</p> <p>Items for the kits are available on the local market.</p> <p>Climatic conditions remain stable, with no new emergencies.</p>