Concept Note

### Section 1: Overview of response

**Project Title**
Drought and Army Worm Infestation Emergency Response in Malawi – MWI181

**Location**
Malawi
Chikwawa and Blantyre

**Project start date**
1 April 2018

**Duration of project**
The project appeal will run for a period of 10 Months beginning 1 April to 31 January 2019.

**Budget (USD)**
(USD) 313,176.83

**Sector(s)**

- ◐ Shelter / NFIs
- ☒ Food Security
- ◐ Health / Nutrition
- ☒ Protection/Psychosocial
- ☐ WASH
- ☐ Education
- ◐ Early recovery / Livelihoods
- ☐ Unconditional Cash

**Forum**
ACT Malawi Forum

**Requesting members**
Churches Action in Relief and Development (CARD)
Evangelical Lutheran Development Service (ELDS)

**Local partners**
Department of Disaster Management (DoDma), Government line ministry at district level

**Impact (overall objective)**
To save lives and alleviate suffering of drought affected households in Malawi.

**Target beneficiaries**
The Overall response will target 2,000 affected households (10,000 people) including 5,500 Females, 4,500 Males. These figures include people who will benefit from assistance in more than one sector of intervention.

For the nutrition programme, the forum will target 600 under-five children affected by malnutrition. Apart from malnourished children the project will also include the aged, chronically ill and persons living with disabilities. Vulnerable households who have lost more than half of their crop production and are greatly affected by food insecurity will be provided with food and early recovery/livelihood activities that will be determined by the beneficiaries of the appeal. Malnourished children within the target households will be selected using the Health Guidelines in Malnutrition and will be supported with nutri-mix food for therapeutic feeding.

**Beneficiaries**

<table>
<thead>
<tr>
<th>Beneficiaries</th>
<th>0 - 5 yrs</th>
<th>6 - 18 yrs</th>
<th>19 - 65 yrs</th>
<th>above 65</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>M</td>
<td>F</td>
<td>M</td>
<td>F</td>
<td>M</td>
</tr>
<tr>
<td>Health/Nut</td>
<td>350</td>
<td>250</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Food Security</td>
<td>1750</td>
<td>3250</td>
<td>1250</td>
<td>1750</td>
<td>1250</td>
</tr>
<tr>
<td>Psycho-Social</td>
<td>1750</td>
<td>3250</td>
<td>1250</td>
<td>1750</td>
<td>1250</td>
</tr>
<tr>
<td>TOTAL</td>
<td>350</td>
<td>250</td>
<td>3500</td>
<td>6500</td>
<td>2500</td>
</tr>
</tbody>
</table>
### Expected outcomes

A. Increased access to food for 2,000 food insecure households in Chikwawa and Blantyre  
B. Enhanced resilience of 2,000 food insecure households through early recovery, capacity building activities in Chikwawa and Blantyre  
C. Improved psycho social well-being of 2,000 food insecure households in Chikwawa and Blantyre

### Expected outputs

A1. 600 malnourished children under five provided with fortified food in Chikwawa and Blantyre  
A2. 2,000 food insecure households provided with maize and beans in Chikwawa and Blantyre  
B1. 2,000 food insecure households provided with agriculture inputs in Chikwawa and Blantyre  
B2. 2,000 food insecure households are trained on in Climate Smart Agriculture and disaster risk Management  
C1. Targeted community members are oriented and trained in community based psycho social support.

### Main activities

A1. Mobilize and sensitize communities and stakeholders on upcoming project  
A2. Conduct beneficiary targeting and registration using guidelines  
A3. Conduct two rapid anthropometric surveys in two project sites  
A4. Procure and distribute food items (Nutri-Mix Likuni Phala, Maize, Beans and cooking oil) to targeted households/children.  
A5. Sensitize communities on the best nutritional practices  

B1. Procure and distribute agriculture inputs to be distributed to 2,000 food insecure households in Chikwawa and Blantyre  
B2. Train and mentor 2,000 food insecure households in Climate smart agriculture and community based risk management  

C1. Conduct awareness meetings in community based psycho social to 2,000 food insecure households  
C2. Train 20 psychosocial local committees and 20 counsellors in community based psycho social support

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### Section 2: Narrative Summary

**Background**

Malawi is experiencing the most severe prolonged dry spells and army worm infestation, which are threatening the agricultural production of 3.8 million people. With little or no rain in parts of the country and fall army worms still destroying crop fields, the outlook is alarming which will result in hunger for over 3.8 million people till the next planting season. Even before the prolonged dry spells, Malawi Government had declared a national disaster in December 2017 because of fall army worms.

20 out of 28 districts are affected, including Chikwawa, Blantyre, Phalombe, Mulanje, Nsanje, Mangochi, Chiradzulu, Balaka, Neno, Salima, Dowa, and Lilongwe—in total covering approximately 270,000 hectares of crops affected by fall army worms and 215,000 hectares affected by dry spells. In the low-lying areas of southern and central areas of Malawi, cereal crops like maize (Malawi’s staple food) have dried up because of...
prolonged dry spell affecting 850,000 households. This situation is likely to compromise crop production and household food security in 2018 if no greater efforts to mitigate and recover are taken.

<table>
<thead>
<tr>
<th>Humanitarian Needs</th>
<th>Capacity to Respond</th>
</tr>
</thead>
<tbody>
<tr>
<td>As per declaration by the President of Malawi on the national disaster, as a result of the fall army worm attack in December 2017 and the subsequent prolonged dry spells, there is imminent food shortage in 20 out of 28 districts of the country. The following are the sectors that will be addressed by the Malawi ACT Forum: 1. Health/Nutrition 2. Early Recovery/Livelihoods 3. Food Security. 4. Protection/Psychosocial</td>
<td>The ACT Malawi forum is planning to respond to the emergency through ACT forum members CARD and ELDS due to their presence in the affected areas. The requesting members have technical and professional expertise in humanitarian programming, psychosocial, and long term resilience building, and an ACT Emergency response team is already in place. ACT Malawi forum is monitoring the situation on the ground. CARD and ELDS have capacity in responding to psychosocial issues.</td>
</tr>
</tbody>
</table>

**Proposed response**

**Does the proposed response honour ACT’s commitment to Child Safeguarding?**

☒ Yes ☐ No

ACT Alliance Malawi forum is proposing an emergency response for 10,000 affected persons (2,000 households) in 2 affected districts of Mulanje and Chikwawa for a period of 10 months. These responses aim at contributing to saving of lives and enhance resilience of the affected population by pests and drought. The needs are mainly on nutrition, food security and psychosocial support and requires a comprehensive integrated approach to respond to the emergency.

**Nutrition**

The ACT Alliance Malawi forum will procure and distribute nutri-mix Likuni Phala and edible cooking oil for 600 under-five malnourished children. 2 rapid anthropometric surveys will be done (1 per district) to determine the nutritional status of under-five children who will be targeted by the project. This will be done in collaboration with district health personnel.

**Food security/early livelihood recovery**

The ACT Alliance Malawi forum will procure and distribute staple food items (maize and pulses) and/or agricultural inputs (livestock). Specific items will be identified by beneficiaries with the guidance of government agriculture personnel. 2 rapid needs assessment will be done to determine need which will form a basis for targeting.

**Community Based Psychosocial Support**
The ACT Alliance Malawi forum will promote community based psychosocial activities including creating spaces for affected children, women and men. In addition, counselling will be provided by ACT Alliance Malawi Forum and other qualified consultants. In addition, 20 committees and 20 counsellors will be identified from the local communities and trained to provide psychosocial services at community level.

**Coordination**

Coordination will be essential not only to ensure that there is no duplication of services, but also to facilitate effective referrals of individuals who need more specialist services than what CARD and ELDS are able to offer. The proposed project involves linking with government departments and the implementing partners throughout the project period, including Malawi Department of Agriculture and Department of Disaster Management Affairs (DoDMA) at district council level on issues related to agriculture and disaster risk management respectively. A collaborative approach will be employed to ensure not only effectiveness but also sustainability of early recovery activities. Being members of ACT Alliance, CARD and ELDS will share information about this project within the ACT Malawi Forum.

The Malawi Forum Coordinator and Humanitarian Officers from Malawi Forum members are already a part of national humanitarian teams and currently attending meetings in collaboration with the UN, Government and other INGOs involved in emergency response activities. Every month, members implementing will be meeting together for reviewing and planning.

### Basic implementation plan

<table>
<thead>
<tr>
<th>No</th>
<th>Activities</th>
<th>Apr</th>
<th>May</th>
<th>Jun</th>
<th>Jul</th>
<th>Aug</th>
<th>Sep</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>Jan</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Needs Assessment which will include Market analysis, food consumption and nutritional surveys</td>
<td>x</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Beneficiary targeting per sector planned</td>
<td></td>
<td>x</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>3</td>
<td>Identifying suppliers for commodities planned to be procured</td>
<td></td>
<td></td>
<td>x</td>
<td>x</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Distribution of staple food items</td>
<td></td>
<td>x</td>
<td>x</td>
<td>x</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>5</td>
<td>Distribution of seeds, livestock</td>
<td></td>
<td>x</td>
<td>x</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>x</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Nutrition activities</td>
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<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
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<tr>
<td>7</td>
<td>Psychosocial activities</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
</tr>
<tr>
<td>8</td>
<td>Monitoring of Activities</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
</tr>
<tr>
<td>9</td>
<td>Evaluation and learning</td>
<td></td>
<td></td>
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<td>x</td>
</tr>
</tbody>
</table>

### Monitoring and evaluation

CARD and ELDS hold responsibility for continuous monitoring of the appeal on the ground. Additionally, an M&E budget line will be put in the appeal for the ACT Malawi forum coordination desk to help in monitoring the appeal implementation on the ground, at least three times in the course of the implementation. Field
Emergency Officers are expected to provide regular updates to the main office, who in turn will feed the forum with information on the progress of the appeal.

CARD and ELDS M&E Officers are expected to work collaboratively with the forum to provide feedback on the appeal progress. The forum also will take advantage of the humanitarian expertise in place within the forum to monitor and evaluate progress of the appeal while adhering to the Core Humanitarian Standard.

### Section 3: Budget Summary

<table>
<thead>
<tr>
<th>Activities</th>
<th>CARD</th>
<th>ELDS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Food security</td>
<td>50%</td>
<td>50%</td>
</tr>
<tr>
<td>Health / Nutrition</td>
<td>50%</td>
<td>50%</td>
</tr>
<tr>
<td>Protection / Psychosocial support</td>
<td>50%</td>
<td>50%</td>
</tr>
<tr>
<td>Early recovery &amp; livelihood restoration</td>
<td>50%</td>
<td>50%</td>
</tr>
</tbody>
</table>

### Section 4: Annexes Summary Table

#### Logical Framework

**IMPACT**

To save lives and alleviate suffering of affected households in Malawi

<table>
<thead>
<tr>
<th>OUTPUT(S)</th>
<th>Objectively verifiable indicators</th>
<th>Source of verification</th>
<th>Assumptions</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1. Distribution of nutritious balanced food to 600 under-five malnourished children in Chikwawa and Blantyre</td>
<td>A1. # of under-five children, that receive nutritious food.</td>
<td>A1.Distribution reports; beneficiary interviews</td>
<td>Supply chain is maintained</td>
</tr>
<tr>
<td>A2. Distribution of staple food items to 2000 food insecure HHs in Chikwawa and Blantyre</td>
<td>A2.# of HHs receiving staple food items.</td>
<td>A2.Distribution reports; beneficiary interviews</td>
<td>HHs apply nutritional best practices acquired.</td>
</tr>
<tr>
<td>B1. Distribute agriculture inputs to 2000 food insecure HHs in Chikwawa and Blantyre</td>
<td>B1.# of HH receiving agricultural inputs. # of HHs practicing agriculture. Production yield per HH.</td>
<td>B1.Distribution reports; crop production reports; beneficiary interviews</td>
<td>Community willingness to participate in all the activities and own the project.</td>
</tr>
<tr>
<td>B2. Build Capacity of 2000 food insecure HHs in Climate Smart Agriculture and disaster risk Management</td>
<td>B2.# of HHs trained in various sectors. # of capacity building trainings done</td>
<td>B2.Training reports; beneficiary interviews</td>
<td>Availability of health infrastructure in the targeted districts</td>
</tr>
<tr>
<td>C1. Orient and train community members in community based psycho social</td>
<td>C1.# of psychosocial local committees established and trained, and counsellors identified and trained.</td>
<td>C1.Training reports; beneficiary interviews</td>
<td>Other stakeholder’s willingness to participate and support the project.</td>
</tr>
<tr>
<td>Activities</td>
<td>Pre-conditions</td>
<td></td>
<td></td>
</tr>
<tr>
<td>------------</td>
<td>----------------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A1. Mobilize and sensitize communities and stakeholders</td>
<td>No major Environmental / Public hazard occurs. Access to Communities is maintained.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A2. Conduct beneficiary targeting and registration</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A3. Conduct two rapid anthropometric surveys</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A.4 Procure and distribute food items (Nutri-Mix Likuni Phala, Maize, beans and cooking oil)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A5. Sensitize communities on the best nutritional practices</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>B1. Procure and distribute agriculture inputs to 2000 food insecure households in Chikwawa and Blantyre</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>B2. Train and mentor 2000 food insecure households in Climate smart agriculture and community based risk management</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>C1. Conduct awareness meetings in community based psycho social to 2000 food insecure households</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>C2. Train 20 psycho social local committees and 20 counsellors in community based psychosocial support</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## EXPENDITURE

<table>
<thead>
<tr>
<th>No. of</th>
<th>Unit Cost</th>
<th>Appeal Budget</th>
<th>Appeal Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Units</td>
<td>local currency</td>
<td>local currency</td>
<td>USD</td>
</tr>
</tbody>
</table>

### DIRECT COSTS

1. **PROGRAM STAFF**
   - Total national program staff
     - **25,800,000**

2. **PROGRAM ACTIVITIES**
   2.2. Food security
      - **845,200,000**
   2.5. Protection / Psychosocial support
      - **1,600,000**
   2.6. Early recovery & livelihood restoration
      - **40,800,000**

   **TOTAL PROGRAM ACTIVITIES**
   - **156,520,000**

3. **PROGRAM IMPLEMENTATION**
   - **9,500,000**

4. **PROGRAM LOGISTICS**
   - Transport (of relief materials)
     - **6,400,000**
   - Warehousing
     - **2,600,000**
   - Handling
     - **2,920,000**

   **TOTAL PROGRAM LOGISTICS**
   - **11,920,000**

5. **PROGRAM ASSETS & EQUIPMENT**
   - **1,200,000**

6. **OTHER PROGRAM COSTS**
   6.1. SECURITY
       - **600,000**
   6.2. FORUM COORDINATION
       - **2,400,000**
   6.3. STRENGTHENING CAPACITIES
       - **0**

   **TOTAL DIRECT COST**
   - **207,940,000**

### INDIRECT COSTS: PERSONNEL, ADMINISTRATION & SUPPORT

<table>
<thead>
<tr>
<th>e.g.</th>
<th>Staff salaries</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Salaries e. g % for Programme Director) persons 10 280,000 2,800,000 3,862</td>
</tr>
<tr>
<td></td>
<td>Salaries e. g % for Finance Director) persons 10 300,000 3,000,000 4,138</td>
</tr>
<tr>
<td></td>
<td>Salaries for accountant and other admin or secretarial staff ......) 10 300,000 3,000,000 4,138</td>
</tr>
<tr>
<td></td>
<td>Office Operations Office rent monthly 0 0</td>
</tr>
<tr>
<td></td>
<td>Office Utilities monthly 10 60,000 600,000 828</td>
</tr>
<tr>
<td></td>
<td>Office stationery monthly 10 40,000 400,000 552</td>
</tr>
<tr>
<td></td>
<td>Communications -</td>
</tr>
<tr>
<td></td>
<td>Telephone and fax Monthly 10 30,000 300,000 414</td>
</tr>
<tr>
<td></td>
<td>Other - 0</td>
</tr>
<tr>
<td></td>
<td>Insurance/ vehicle maintenance quarterly 3 800,000 2,400,000 3,310</td>
</tr>
</tbody>
</table>

**TOTAL INDIRECT COST: PERSONNEL, ADMIN. & SUPPORT**
- **1,250,000**
- **17,241**

**TOTAL EXPENDITURE exclusive International Coordination Fee**
- **220,440,000**
- **304,055**

**INTERNATIONAL COORDINATION FEE (ICF) - 3%**
- **6,613,200**
- **91,222**

**TOTAL EXPENDITURE inclusive International Coordination Fee**
- **227,053,200**
- **313,177**

**BALANCE REQUESTED (minus available income)**
- **227,053,200**
- **313,177**

**PROPOSED DISPOSITION OF CAPITAL ASSETS at Completion date**

<table>
<thead>
<tr>
<th>ITEM - (List each over US$500)</th>
<th>Actual cost</th>
<th>Disposition</th>
</tr>
</thead>
</table>

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/](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](mailto:Line.Hempel@actalliance.org)) and Senior Finance Officer, Lorenzo Correa ([Lorenzo.Correa@actalliance.org](mailto:Lorenzo.Correa@actalliance.org)) with a copy to the Humanitarian Programme Officer Caroline Njogu ([Caroline.Njogu@actalliance.org](mailto:Caroline.Njogu@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, Gezahegn K. Gebrehana ([gezahegn.gebrehana@actalliance.org](mailto:gezahegn.gebrehana@actalliance.org))

ACT Web Site address: [http://www.actalliance.org](http://www.actalliance.org)

**Alwynn Javier**
Global Humanitarian Coordinator  
ACT Alliance