

Rapid Response Fund (RRF)

Section 1: Overview of response		
Malawi	Floods Emergency Response in Malawi	
Summary	Evangelical Lutheran Development Service (ELDS)	ACT Requesting Member 2
Implementation period	1 May 2018 31 August 2018 4 (months)	Click here to enter a date. <i>Start date</i> Click here to enter a date. <i>End date</i> Click here to enter text. (months)
Geographical area	Karonga District	Click here to enter text.
Sectors of response	<input type="checkbox"/> Shelter / NFIs <input type="checkbox"/> Health <input checked="" type="checkbox"/> WASH <input type="checkbox"/> Protection/ psychosocial <input checked="" type="checkbox"/> Food Security	<input type="checkbox"/> Shelter / NFIs <input type="checkbox"/> Health <input type="checkbox"/> WASH <input checked="" type="checkbox"/> Protection/ psychosocial <input type="checkbox"/> Food Security
Targeted beneficiaries (per sector)	300 HH	
Requested budget (USD)	85,517.24 (USD)	(USD)
Is there an updated ACT Forum EPRP?	Yes	
Section 2: Narrative Summary		
<p>Background</p> <p>Between 11 and 18 April 2018, heavy rains caused devastating destruction in 3 traditional authorities of Kilupula, Mwilang'ombe and Wasambo) in Karonga district. Currently at least 3,570 people are affected (by 18th April 2018). Majority of whom are temporarily residing in six Internal Displaced Persons (IDP) camps with likelihood that more camps will be set up to accommodate increasing households.</p> <p>Flooding has caused three deaths significant injuries and massive crops destruction of rice, maize and cassava. Displaced populations have no access to food, non-food items and shelter. Water supply facilities have been damaged, increasing the risk of water borne diseases. Women travel long distances for water and this is creating protection issues for women and girls. School children are also affected as their school materials and food rations were damaged.</p>		
<p>Humanitarian Needs</p> <p>Currently Malawi Défense Force, World Vision, Synod of Livingstonia Development department (SOLDEV) and Discover are providing transport and tents to affected persons. ACT Alliance Malawi Forum through Norwegian Church Aid has provided 18 tents as a contribution to temporary shelter needs. Although the above-mentioned support has been provided, gaps still remain. Results of the Rapid Needs Assessment done by Department of Disaster Management Affairs and ACT Forum Malawi members based in Karonga indicate need to respond in the following sectors:</p> <ol style="list-style-type: none"> 1. Food Security 2. Nutrition 		

- 3. WASH (Wash Sanitation and Hygiene)
- 4. Non-Food Items
- 5. Psycho Social Support

Capacity

ACT Malawi forum member, Evangelical Lutheran Development Service (ELDS) who has been working in Karonga before the crisis will implement the project. ELDS has had good relationships with affected communities and previously worked closely with various government and non-government stakeholders. ELDS who have vast technical expertise in various sectors, also has strong community mobilisation skills and adheres to international principles and standards.

Proposed response Sectors:

WASH (Water, Sanitation and Hygiene)

The project will provide 300 taped water buckets for group sanitation and hand washing, construct 30 pit latrines and facilitate sanitation and hygiene promotion within IDP camps to reduce open defecation and spreading of cholera/diarrhoea/dysentery diseases.

These will not only protect affected populations against diseases, but also promote dignity and protection of the affected population. The project will also promote awareness campaigns in proper sanitation and hygiene.

Nutrition

The project will procure 6 MT of nutrimix Likuni Phala and 1,200 litres of edible cooking oil for 200 under-five malnourished children each getting 10kgs of nutrimix Likuni Phala and 2 litres of oil monthly for 3 months. The nutritious food will address issues of energy and malnutrition of the under-five children affected by the flooding.

Non-Food-Items

The project will provide kitchen utensils, 900 cooking pots and 300 plastic plates for proper food preparation by reducing burden to women and girls.

Community Based Psychosocial

The project will conduct community based psychosocial activities through creating spaces for children, women/girls and men. Affected populations will be trained and for established gaps, linkages will be made to other service providers who have capacity to provide services that the project is deficient. The project will also provide school materials for school children that will include 6,000 writing note books and 3,000 pencils to 300 school going children.

Target populations:

This project will target an estimated 1,500 people (500 M;700 F) from various categories as follows: In addition, 20 expectant mothers; 80 Elderly; and disabled. The table below shows different categories affected:

CATEGORY	Under 5	6-17	18-65	Elderly	Disabled	Pregnant
TOTAL	200	690	510	80	35	20

The target population was involved in proposed action design through participatory rapid assessment coordinated by Village Development and Civil Protection Committees. During this exercise, beneficiaries identified most affected groups and prioritised urgent needs. The same participatory

process will also be employed during implementation, monitoring and evaluation. During implementation, communities led by the Village Development and Civil Protection Committees will be responsible for registration, verification and assisting ELDS staff in providing support. ELDS will use the Participatory Monitoring and Evaluation (PME) methodology in its M&E system to involve the communities in the monitoring and evaluation of the project.

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

Please see the RRF Guidance Note for concrete examples; for additional guidance please refer to <http://actalliance.org/documents/act-alliance-child-safeguarding-guidance-document/>

Problems	Floods in Karonga have put the district in a state of crisis. The affected people find themselves in a desperate situation with many unmet needs such as access to sufficient food and non-food items, Water Sanitation and Hygiene.
Target beneficiaries	The Overall response will target 300 affected households (1,500 people). The main target of the project will be the most vulnerable people and households which include the under 5 children, women, the elderly and chronically ill.
Main activities	Food distribution, Nutrition, WASH (Water, Sanitation and Hygiene), provision of Non-Food-Items and Community Based Psychosocial
Specific objective(s)/ Outputs	Increased availability and access of nutritious food to insecure households as lifesaving mechanism Reduced moderate Malnutrition and micro-nutrient deficiency among under five children, lactating mothers and pregnant women Improved sanitation and hygiene conditions for floods affected households. Improved psychosocial wellbeing of Children and most affected persons by the emergency.
Overall objective / Outcome(s)	To provide life-saving support to the affected people in Karonga District

Reporting Schedule

Type of Report	Due date
Situation report	15 June 2018
Final narrative and financial report (60 days after the ending date)	31 October 2018
Audit report (90 days after the ending date)	30 November 2018

Monitoring and evaluation

ELDS as ACT requesting member will report to the ACT Regional Secretariat, with support from the Forum Coordination desk, requesting member will provide documentation and sharing evidence-based lessons that reflect the project experience. The team will also provide achievement of outcomes including relevant analysis of project efficiency using M and E matrix. Monitoring, learning and sharing of promising practices will inform district and national flood response strategies. M&E staff will regularly review progress of the project through field visits to sites to measure level of

achievement of the project. Monthly progress reports from the project visits will provide a summary of key issues and way forward for the project planned activities for the month, progress to date and plans for the upcoming month. Standardised monitoring tools will be developed that will be used to collect key data of the project which will guide the project staff in tracking the project activities and outputs.

Section 3: ACT Alliance coordination

Coordination

ACT Forum Coordinator, ELDS and WASH Working Group will provide coordination and technical advice as deemed necessary. ELDS as ACT requesting member will report to the ACT Secretariat, with support from the Forum Coordination desk within ACT Malawi forum. ACT Malawi Forum Coordinator and Humanitarian Officers from Malawi ACT forum members are part of national humanitarian teams and attend meetings in collaboration with the UN, Government and other INGO's involved in emergency response activities.

ELDS will map stakeholders working in the area to facilitate effective referrals of people who need more specialised services that ELDS is not able to provide.

ELDS has an established office in Karonga District with staff who are in touch with other partners. These staff are in close contact with the local groups and CBOs in the proposed areas. ELDS during implementation will involve the other local NGOs, local structures and community leaders in co-ordinating the relief intervention. The purpose will be to maintain transparency and harmony in the process of selection of beneficiaries, project implementation and project accountability to avoid any possible duplication. This programme will also be conducted with the approval and co-operation of district officials.

Implementation arrangements

ELDS will implement activities on the ground and act as lead of the response with technical support from other ACT members. The ACT Malawi forum coordinator and ACT Malawi forum chairperson will support in supervision of requesting member.

Selection of beneficiaries will be done using already existing structures among affected communities such as village civil protection committees. Ration cards will be issued to selected beneficiaries and will be used as documentation for receiving food and non-food items. Review of project progress will be done collaboratively with beneficiaries, local development structures and Karonga District level stakeholders. This will be done by conducting review meetings and participatory rural appraisal (Scorecard approach). ELDS will report to the ACT secretariat every month by submitting comprehensive reports.

Human resources and administration of funds

The project funds will be sent to ELDS. Administration of funds will be done according to ELDS financial procedures. All procurements will be guided by ELDS procurement procedures.

The project will employ one project officer and 1 emergency officer who will be reporting to ELDS project coordinator who will in turn report to ACT secretariat.

Utilisation of funds will aim to be in line with approved budget in an efficient and economical way to ensure effectiveness and value for money.

ELDS will ensure that cost per unit of inputs (products, materials, fuel, transport and training costs) are low and of good quality is project. Procurement will be done in open and transparent manner as strictly stipulated in ELDS accounting guidelines and procurement policy. To achieve effectiveness, the project management team will always ensure that the intended outcome of "saving lives for the flood affected households" is achieved within reasonable cost. Both quantitative and qualitative aspects of the outputs will be put into consideration in assessing the effectiveness. In this project

budgeting, ACT Alliance has considered the costs of interventions estimates using the current market rates and experience from the previous projects implemented.

Communications

ELDS will promote visibility of the project through various strategies and channels. Production of quality Information, Education and Communication (IEC) materials for the project will be done. The materials will be distributed to various stakeholders including partners, collaborators and beneficiaries. The other key channel that will be utilised is engagement of media. This include radio stations, print media and Television stations. These will help to promote visibility of the project widely.

Within the ACT forum various strategies will be utilised to communicate at various levels. These include emails, phone calls and social media depending on the nature of the issue at hand. Social media particularly WhatsApp will play vital role to enhance quick updates to ACT forum members on the progress of the project. Use of captioned pictures will help quickly communicate updates to members.

ACT Malawi forum has a communication strategy which was shared to all its members and will be a guiding document of communication.

Section 4: Budget Summary

EXPENDITURE						
	Type of	No. of	Unit Cost	RRF	RRF	
	Unit	Units	MWK	Budget	Budget	
				MWK	USD	
DIRECT COST						
e.g.	Food security					
	Likuni Phala	Tonne	6	1,200,000	7,200,000	9,931
	Cooking Oil	Litres	1,200	1,750	2,100,000	2,897
	Ration Cards	Cards	700	400	280,000	386
	Sub Total				9,580,000	13,214
WASH						
	Communal latrines	latrine	30	210,000	6,300,000	8,690
	Taped water buckets (20 Litre)	bucket	300	7,000	2,100,000	2,897
	Menstrual Hygiene Materials	Pad	2,700	800	2,160,000	2,979
	Bathing Soap (250 g)	tablet	9,000	850	7,650,000	10,552
	Laundry Soap (200 g)	tablet	9,000	350	3,150,000	4,345
	Promotion of Sanitation & Hygiene	campaign	3	200,000	600,000	828
	Sub Total				21,960,000	30,290
Non-food items						
	Cooking pots	pots	900	3,000	2,700,000	3,724
	Plastic plates	plates	3,000	1,000	3,000,000	4,138
	Sub Total				5,700,000	7,862
Psychosocial						
	Training of local committees	sessions	4	300,000	1,200,000	1,655
	Note Books	Books	6,000	100	600,000	828
	Writing pencils	Pencils	3,000	100	300,000	414
	Sub Total				2,100,000	2,897
Other Sector Related Direct Costs						
Salaries & benefits for direct staff (co-ordinator, per diem for volunteers)						
	Project Officers (1)	month	4	450,000	1,800,000	2,483
	Emergency Field Officers (1)	month	4	250,000	1,000,000	1,379
	Driver (1)	month	4	120,000	480,000	662
	Communication/visibility cost	lumpsum	1	2,000,000	2,000,000	2,759
	Beneficiary Selection	lumpsum	2	200,000	400,000	552
	Sub Total				5,680,000	7,834
TOTAL DIRECT ASSISTANCE					45,020,000	62,097
TRANSPORT, WAREHOUSING & HANDLING						
Transport (of relief materials)						
	Fuel/Hire/ Rental of Vehicles	month	3	1,500,000	4,500,000	6,207
	Distribution logistics	month	3	300,000	900,000	1,241
Warehousing						
	Rental of warehouse	month	3	70000	210,000	290
Handling						
	Salary of Logistician (1 x 25%)	month	4	150,000	600,000	828
	Salaries/wages of labours	month	4	150,000.0	600,000	828
	Wages for Security Guards	month	4	50,000.0	200,000	276
TOTAL DIRECT COST					7,010,000	9,669
INDIRECT COSTS: PERSONNEL, ADMINISTRATION & SUPPORT						
	Salary Program Manager -25% (1)	month	4	360,000	1,440,000	1,986
	Salary Finance Manager - 25% (1)	month	4	360,000	1,440,000	1,986
	M&E Officer -25% (2)	month	4	360,000	1,440,000	1,986
Office Operations						
	Office Utilities	month	4	100,000	400,000	552
Communications						
	Telephone and fax	month	4	50,000	200,000	276
Other						
	Insurance	month	3	150,000	450,000	621
TOTAL INDIRECT COST: PERSONNEL, ADMIN. & SUPPORT					5,370,000	7,407
AUDIT, MONITORING & EVALUATION						
	Audit of ACT RRF	Estimate	1	1,600,000	1,600,000	2,207
	Monitoring & Evaluation	Estimate	1	3,000,000	3,000,000	4,138
TOTAL AUDIT, MONITORING & EVALUATION					4,600,000	6,345
TOTAL EXPENDITURE					62,000,000	85,517
EXCHANGE RATE: local currency to 1 USD						
	Budget rate		725.00			
PROPOSED DISPOSITION OF CAPITAL ASSETS at Completion date						
	ITEM - (List each over US\$500)		Actual cost		Disposition	

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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

For further information please contact:

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