

APPEAL

Emergency Response to Cyclone Fani in Odisha

IND191

Appeal Target: US\$ 604,024
Balance requested: US\$604,024



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

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

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Project Summary Sheet																					
Project Title	Emergency Response to Cyclone Fani in Odisha																				
Project ID	IND191																				
Location	India/Odisha/Puri and Kordha Districts																				
Project Period	From 11 May 2019 to 10 September 2019 Total duration: 4(months)																				
Modality of project delivery	<input checked="" type="checkbox"/> self-implemented <input type="checkbox"/> CBOs <input type="checkbox"/> Public sector <input type="checkbox"/> local partners <input type="checkbox"/> Private sector <input type="checkbox"/> Other																				
Forum	India Forum																				
Requesting members	Church’s Auxiliary for Social Action (CASA)																				
Local partners	Direct implementation with support from CASA’s local partners																				
Thematic Area(s)	<table border="1"> <tr> <td><input checked="" type="checkbox"/></td> <td>Shelter / NFIs</td> <td><input type="checkbox"/></td> <td>Protection / Psychosocial</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td>Food Security</td> <td><input type="checkbox"/></td> <td>Early recovery / livelihoods</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td>WASH</td> <td><input type="checkbox"/></td> <td>Education</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Health / Nutrition</td> <td><input checked="" type="checkbox"/></td> <td>Unconditional cash</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Other sector</td> <td colspan="2"></td> </tr> </table>	<input checked="" type="checkbox"/>	Shelter / NFIs	<input type="checkbox"/>	Protection / Psychosocial	<input checked="" type="checkbox"/>	Food Security	<input type="checkbox"/>	Early recovery / livelihoods	<input checked="" type="checkbox"/>	WASH	<input type="checkbox"/>	Education	<input type="checkbox"/>	Health / Nutrition	<input checked="" type="checkbox"/>	Unconditional cash	<input type="checkbox"/>	Other sector		
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<input type="checkbox"/>	Other sector																				
Project Impact	The Cyclone affected people are able to meet the basic requirement for survival to initiate a process of recovery in the aftermath of the Cyclone Fani in Puri and Khorda Districts of Odisha.																				
Project Outcome(s)	<ul style="list-style-type: none"> • Food for 3,000 vulnerable households will be secured for 15 days. • Household items will be replaced for 3,000 vulnerable households • Hygiene needs of women and adolescent girls of 3,000 vulnerable households will be addressed • 1,500 vulnerable households will be able to augment their household needs through cash grants 																				
Target beneficiaries	<table border="1"> <thead> <tr> <th colspan="4">Beneficiary profile</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/></td> <td>Refugees</td> <td><input type="checkbox"/></td> <td>IDPs</td> </tr> <tr> <td><input type="checkbox"/></td> <td>host population</td> <td><input type="checkbox"/></td> <td>Returns</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td colspan="3">Non-displaced affected population</td> </tr> </tbody> </table> <p>Most vulnerable sections of the affected people such as the marginalized and excluded communities, minorities, dalits, tribals, widows, persons with disabilities, transgender, single female-headed families and children.</p>	Beneficiary profile				<input type="checkbox"/>	Refugees	<input type="checkbox"/>	IDPs	<input type="checkbox"/>	host population	<input type="checkbox"/>	Returns	<input checked="" type="checkbox"/>	Non-displaced affected population						
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Project Cost	604,024(USD)																				

Reporting Schedule

Type of Report	Due date
Situation report	15 July 2019
Final narrative and financial report (60 days after the ending date)	10 November 2019
Audit report (90 days after the ending date)	10 December 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 Director of Operations, Line Hempel (Line.Hempel@actalliance.org) and Finance Officer, Marjorie Schmidt (marjorie.schmidt@actalliance.org) with a copy to the Regional Humanitarian Programme Officer, Cyra Bullecer (cyra.bullecer@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, Anoop Sukumaran (anoop.sukumaran@actalliance.org)
ACT Regional Humanitarian Programme Officer, Cyra Bullecer (cyra.bullecer@actalliance.org)

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

Alwynn Javier

Head of Humanitarian
ACT Alliance Secretariat

1. BACKGROUND

1.1. *Context*

Over 16 million people were affected by the very severe Cyclone Fani as it made landfall in Puri District of Odisha State on 3 May. Prior to landfall, nearly 1.2 million people have been evacuated from vulnerable and low-lying areas of at least 11 coastal districts in over 4,000 shelters, including 880 specially designed cyclone centres. Fourteen (14) districts were affected: Angul, Balasore, Bhadrak, Cuttack, Dhenkanal, Ganjam, Jagatsinghpur, Jajpur, Kendrapara, Keonjhar, Khordha, Mayurbhanj, Nayagarh and Puri. According to Government sources, as of 9th of May, 18,388 villages were affected with 64 casualties and 160 injured. Further, huge damage has been reported to public infrastructure including roads, telecom and TV towers, health facilities, schools. Damages include: 508,467 houses, 181,711.4 agricultural land and 88,04,318 livestock affected with casualty of 41,68,298 (of which 41,62,923 are poultry).

About 189,095 houses made of light materials were extensively damaged in Puri. Stall for street vendors were also completely damaged. 1,031 public health facilities (MC & H/ DHH/ SDH/ CHCs/ PHCs/ Sub-Centers) were damaged.

1.2. *Needs*

a. Food

Food access was limited for vulnerable households after the cyclone, especially during the first two weeks while most of them were still staying in cyclone centres. Majority of the affected population became dependent on the rice given by Public Distribution System, but this is not enough to meet daily nutritional requirements.

b. Shelter and Household items

Houses made of light materials (kacha houses) have been damaged. Household items such as sleeping mats and blankets are now rain-soaked and unusable. Some families also need sleeping mats and blankets while staying at the cyclone centres. Some houses needed to be cleaned and repaired. The houses need to be repaired quickly to prepare for the monsoon season.

c. Repair and clean up of water systems

In some cases, village pathways have been blocked by debris and water systems have been damaged.

d. Women's Hygiene needs

It is important to address the needs of women and adolescent girls especially during their menstrual cycle while they are still staying in cyclone centres or in their damaged homes.

e. Livelihood

The typhoon caused severe damage to crop and livestock. Farmers and Sharecroppers will not be able to plant this year as they need to repair and desalinate the coastal paddy fields. It will take more than a year for paddy fields to recover. Agriculture is the main occupation, where in the affected areas around 80% practice it of which around 50% are sharecroppers. In villages which are near to the sea the salination has happened due to sea water intrusion and villages near to the Chilika Lake salination has happened due to water intrusion from Chilika Lake.

1.3. *Capacity to respond*

CASA has been responding to small- and medium-sized disasters for several years and has been operational in 22 states in approximately 5,000 villages in its development programmes. They

work with vulnerable communities especially the Dalits, tribals, and women. They have established village/cluster-level Disaster Mitigation Task Forces in vulnerable regions of the country. CASA has 22 offices throughout India with staff trained in emergency responses.

1.4. Core Faith values

As a faith based organization, it is CASA's ethical responsibility to discern the crises of our times, and to enable the faith communities to respond to Climate change and its effects. Two things are important. First of all, we need to discern the crisis. That means, there is a need to go beyond the given analysis of the problem, and to problematize the problem in order to understand what exactly the problem is in a specific context. Secondly, the Christian community needs to do an introspection to expose the way Bible and Christian theology continue to legitimize and perpetuate the distress of earth in general and Climate change in particular.

God created and sustains all of creation within particular orders to meet intended purposes. The first large-scale creation ordering of interest is the Biblical hierarchy between God, people and nature. A key verse is Genesis 1:28 which states:

“So God created man in his own image, in the image of God he created him, male and female he created them. God blessed them and said to them, “Be fruitful and increase in number; fill the earth and subdue it. Rule over the fish of the sea and the birds of the air and over every living creature that moves on the ground.”

Understanding and applying a Christian environmental ethic requires a proper interpretation of Biblical passages establishing and describing this basic hierarchy.

The Bible also teaches that God loves and enjoys all that he has created. The Psalmist, for example, states: “You open your hand and satisfy the desires of every living thing. The Lord is righteous in all his ways and loving toward all he has made” (Ps. 145:16-17).

2. PROJECT RATIONALE *(Logical Framework [Annex 3])*

2.1. Intervention strategy and theory of change

The project aims help families access basic needs.

The project will provide food packs that supplies the families for 15 days. to affected families to ease their difficulty in accessing food. The provision of basic needs like food and hygiene kits may ease the families suffering while living in temporary spaces. Provision of these supplies will also help ease the need to use their own savings when there is no income.

About 3,000 vulnerable households will be given food packs and cooking items. Hygiene needs of women and adolescent girls of 3,000 vulnerable households will be addressed. 1,500 vulnerable households will be able to augment their household needs through cash grants. This will help the communities to prioritize on their needs which could be livelihood or shelter or any other need in their family which they understand as important for recovery. The communities have been at loss in view of the damages to their shelter and livelihood, hence it is appropriate for them to decide on what they would prioritize for recovery, which would also mean that they would have other priorities than shelter or livelihood.

2.2. Impact

The affected households in Puri and Khurda Districts in Odisha State will be able to augment the loss of their household resources caused by Typhoon Fani.

2.3. Outcomes

- Food for 3,000 vulnerable households will be secured for two weeks.
- Household items will be replaced for 3,000 vulnerable households
- Hygiene needs of women and adolescent girls of 3,000 vulnerable households will be addressed
- 1,500 vulnerable households will be able to augment their household needs through cash grants

2.4. Outputs

1. Food Security: Dry Ration Kits - 3000 cyclone-affected vulnerable households receive food items
2. Wash: 3000 cyclone-affected vulnerable households receive Hygiene Kits
3. NFI and Shelter and Settlements: 3000 cyclone-affected vulnerable households receive needed household items
4. Unconditional Cash Transfer: 1500 cyclone-affected vulnerable households receive unconditional cash grants that will address their household needs.

2.5. Preconditions / Assumptions

1. There are no major disasters or communal riots affecting the project locations during the implementation period
2. The political situation remains stable
3. Fund will be released on time
4. Subject to granting government approval especially for the shelter repair as the government has planned for a detailed study.
5. No change in the government policies

2.6. Risk Analysis

As of now there is no serious risk anticipated as the law and order including political situation in the Odisha is stable. Most villages are accessible, and markets are increasingly functional.

2.7. Sustainability / Exit strategy

During the project implementation period, the team members of CASA will mobilise the beneficiary community to access the services which is committed by the Government (i.e. MGNREGA, Mid-Day Meal, ICDS, PDS, compensation towards ex-gratia for the deceased persons, livestock loss and loss of crop damage, etc.), so that they will continue to access these to get the benefit from the Government even after this intervention. Besides, necessary support and handholding will be provided in order to obtain insurance coverage from insurance company and other govt. depts. The Village Development Committee would be given formal and informal training during the implementation of the programme, which would enable them to establish linkage with the government mechanism and have access to resources

2.8. Building capacity of national members

During this project period, the members of India Forum will also develop their individual Emergency Preparedness and Response Plan and the Forum's EPRP.

3. PROJECT IMPLEMENTATION

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

CASA is committed for the holistic development of children and this has been a common focus in

all our development and disaster response activities. CASA has special project for education and development of Child Labour and also supports partner organisations for the projects that is related to holistic development of children of economically poor and socially vulnerable communities.

Every staff member of CASA signs a 'Code of Conduct' upon joining and undergoes orientation on the content of this document. One of the sections in the said document is devoted on our policy on sexual exploitation and abuse of children. CASA has zero tolerance on any activity that could be seen as sexual or other exploitation against a child. There would be strict actions against staff if found involved in any such activity.

In the proposed relief operation, CASA staff will be vigilant that no child is engaged as 'child labour' in the relief operation or any situation arises when the staff & volunteers of the relief team are alone with a child or group of children. We will also ensure that consent is taken from the parents before taking any photograph of children. The nature of the project is such that it does not involve staff being alone with children and also does not entail staff engaging with children who do not have a support system.

3.1. ACT Code of Conduct

The staff involved in the project has been given orientation and have signed ACT Alliance's Code of Conduct and Prevention of Exploitation and Abuse. CASA makes sure that all staff adhere to the Conduct. Further the code of Conduct would be made aware to the affected community in village meetings, which they would be able to understand on it and act on it. A Complaints Box will be set up in the village at a common place accessible and knowable to everyone in the village. In the event of a complaint on CASA Staff or Volunteer, investigation would be done by the Strengthening Disaster Risk Management (SDRM) Office which is located in Puri District which is implementing the programme or the Zonal Office which will be monitoring the programme, as the complaint may warrant and if it is found that code of conduct has been violated, action will be taken. Apart from this the CASA monitoring team also would be involved in following up on these issues in their monitoring visits.

3.2. Implementation Approach

CASA will place five Field Staff, one Accountant and 10 Volunteers exclusively for this response covered by ACT Appeal. Further one driver will be hired for the duration of the relief programme. However, considering the need to intervene immediately, at the beginning some of CASA's experienced relief operation staff from Zone will initiate the programme implementation including procurement till the new team is put in place. This staff team and volunteers will be directly under the supervision of the Operations Head of the Cyclone Fani Response.

Based on the data and information collected from the field visit and the need, an initial response of proposed programme is planned. Simultaneously, an initial assessment will be carried out to finalize the worst affected districts and villages. Once a village is identified, our field team will start with an interaction with the village people and the panchayat, finding out the extent of damage in the village. Following this, a survey is conducted to assess the situation and also to arrive at the number of beneficiaries. Once this is done, list of village names and the number of beneficiaries needing assistance are sent to the Zonal Office and Head Office. Senior officials after visiting the villages finalize the villages for the support in consultation with the zonal staff and respective

local/district administrations.

Programme needs come from the people in both formal and informal discussions. Planning is done with the community and furthermore the community itself is involved in selecting the beneficiaries. Feasibility studies were also done for project of medium and long term nature. Procurement of relief materials are sourced locally and regionally through a Procurement Team composed of CASA staff which is constituted by the Zonal Office

This project is a short term intervention with very specific targeting in terms of outputs and is being directly implemented and supervised by CASA, where beneficiary community and other stake holders actively participate. The communities will be oriented on the process and organised to enable them to get a better understanding on the response which make them proactive in engaging in the programme. Substantial efforts will be taken to ensure transparency which would enable the communities to know more about the programme and participate in the programme. This will pave way for an effective approach of downward accountability among the communities and garner more participation for the programme.

The Village Development Committee (VDC) will be oriented on the criterion for the Cash Transfer and further to which they would develop a list of beneficiaries, CASA staff will cross check the list and finalize the same along with the VDC. During the process the beneficiaries not falling in the criteria will be removed and those who have not been included by oversight would be included. The finding would be discussed with the Village Development Committee and the list will be finalized. Once the list is finalized the document collection process will start, where documents such as Bank Accounts, Ration Card, etc would be collected. Further to which the cash transfer will be done through the bank. After the transfers follow-up would be done to ensure that the cash has been received by the beneficiary.

3.3. Project Stakeholders

CASA will directly implement the programmes. CASA has a long terms programme in Odisha in the district of PURI which is currently operational. CASA would be getting the support of the Churches for implementation and would also build in the capacity of its partner Churches in Odisha who are within the operational span of the programme, CASA would also be involved in discussions with the government officials on the finalisation of the villages. Discussions would also be done with IAG Odisha to avoid duplication and also to take up advocacy issues. Apart from this efforts will also be taken to involve in the NGOs present locally and to enhance their capacity for advocacy on the issues pertaining over Cyclone Fani which focussing on Shelter and Livelihood.

3.4. Field Coordination

The programmes of CASA are undertaken with the close co-operation of the Government at various levels. Particularly in disaster situations, it is ensured that areas of operations are decided in consultation with the Government in order to avoid duplication of relief efforts. Such coordination ensures that various efforts complement each other. CASA has an office of SDRM (Strengthening Disaster Risk Management) programme in Puri and they would be involved in the implementation of the Programme. CASA is also a member of IAG Odisha and CASA has actively participated in Joint Assessment done by the IAG Odisha. Further CASA regularly attends the meetings of IAG Odisha and the Odisha State Disaster Management Authority (OSDMA).

CASA is also a member of Sphere India which is a coalition of Humanitarian agencies working towards adherence to the Sphere standards and better coordination and networking during

response. CASA is also members of Inter Agency Groups promoted by Sphere India which are responsible for coordination efforts at the State and District level in 12 vulnerable States of India. The ACT India forum is also of strategic value in the coordination of the relief work of its implementing partners.

CASA's Headquarters is in touch with resource partners. Contacts with the local groups and CBOs in the proposed areas are already strong. CASA will involve the regional/local NGOs in co-ordinating the relief intervention. The purpose would be to maintain transparencies and harmony in the process of selection, implementation and accounting to avoid any possible duplication. This programme will be conducted with the approval and co-operation of the state authorities and district officials.

3.5. Project Management

CASA is the only member agency operational in the State and CASA would ensure that the project is implemented as per the guidelines which have been developed. The monitoring will be done based on the Performance Measurement framework. Periodical monitoring will be done by the monitoring team and review meetings will be conducted to ensure the programme is on track and if need be there course corrections would be done. The following is the operational Flow chart for the Programme.

The Chief Zonal Officer will be the operational head of the programme and he will completely supervise and monitor the programme. The Programme Coordinator will be incharge of the implementation of the programme and he would be responsible for the day to day activities of the programme and will be involved in the day to day planning and implementation and ensure that the programme is on track. The field Officers will be implementing the programme pertaining to their operational span of area and would be involved in ensuring the implementation is done with processes of the programme with the needed documentation. The accountant will be closely monitoring the programme with the Budget to ensure that the programme is financially on track. Further he would also ensure that the processes for financial aspects are in place. The Additional Emergency Officer (HQ) will be involved in monitoring of the programme

3.6. Implementing Partners

CASA will directly deliver the assistance to the affected communities with the support of the, Village Development Committee (VDC) which is formed etc. The implementation, monitoring and evaluation of the program activities shall look into by CASA's staff at the Zone and Head Office. The members of the VDC will be involved in identification of beneficiary families and distribution of relief supplies and monitoring of the project.

3.7. Project Advocacy

This intervention is for short-term food and non-food support to the flood-affected families. We are coordinating with the State Inter-Agency which is coordinating with Government and Non Government collaborative to take up some issues concerning the Share Croppers on the compensations and have dialogue with the policy makers to enable a system to ensure that share croppers get compensation. Further issues concerning with the Shelter particularly for the Dalits also would be taken up with the IAG to ensure a Resilient Habitat.

GANTT CHART

Workplan

Activities	Week											
	1	2	3	4	5	6	7	8	9	10	11	12
Identification of Villages	■	■										
Obtaining of Govt. Permission			■	■								
Finalization of Village			■	■								
Meeting with the Villagers and committee formation			■	■	■							
Beneficiary Identification			■	■	■							
Finalization of Beneficiaries for relief items, Shelter repairing			■	■	■							
Approval of beneficiaries list from Govt.			■	■	■							
Market Survey for materials	■	■										
Collection of quotations	■	■										
Analysis of quotations	■	■										
Approval for procurement	■	■										
Start Procurement		■	■									
Transport of Materials			■	■	■							
Reconstitute of materials				■	■	■						
Distribution of Relief Kits				■	■	■	■	■	■			
Beneficiary Identification of Cash Transfer			■	■	■							
Finalization of Beneficiaries for Cash Transfer			■	■	■							
Document Collection of Beneficiaries of Cash Transfer				■	■	■	■	■				
Date Entry of Details of Beneficiaries for Cash Transfer					■	■	■	■				
Bank Transfer							■	■	■	■	■	
Voucher Collection											■	■
Training Programme for Village Development Committee											■	■
Post Distribution Monitoring											■	■
Training Programme for Act India Forum Members								■				

4. PROJECT MONITORING

4.1. Project Monitoring

CASA would ensure the active involvement and participation of the beneficiaries in the implementation, monitoring and evaluation of the project activities. The monitoring will be done at the Field Level by the project coordinator on a regular basis. The operational head would be involved in monitoring the programme from the zonal level, where he would make occasional visit to ensure the project outputs and outcomes are in place. The Additional Emergency Officer (HQ) would be doing the monitoring visits periodically to ensure that various processes of the programmes are in place. In all the process of monitoring the Performance Measurement Framework would form the basis. A report will be submitted on completion of the intervention. At the end of the programme, review would be conducted to assess the impact of the programme and document learning's for future planning.

4.2. Safety and Security plans

The monitoring and implementing team would analyze the safety and security risk in the implementing programme area and decisions would be taken accordingly. All staff will be covered with travel and accident insurance. The staff have and this is a standard operating procedure which CASA does in every disaster response. The Project coordinator would be the lead person involved in dealing with the Safety and Security measure, which would be aptly supported by the Chief Zonal Officer and the Monitoring Team.

In all the interactions clarification of the staff on the security risk in the operational area while the programme is being implemented would be done on a regular basis and strategies and processes would be changed accordingly. Discussions would be done with the government officials also on implementation of the programme which would also help to understand the safety and risk in the government point of view.

The staff will be ensured with safety measures in their work area and in the case of staff on deployment even in the residential place provided for them will be purview with safety guidelines. The women staff will be provided adequate support system to enable an effective security system for them while in implementation of the programme. In the process of the community engagement also substantial efforts will be taken to orient the community and the need to participate and engage in discussions for the programmes in a collective and avoid groupism.

4.3. Knowledge Management

CASA has a Communication department which is effectively updating in the status and involved in Documentation and Case Study Writing. The knowledge management of the programmes would be done through these processes. Case studies and best practices would be documented. Further the monitoring would also focus on learning’s and which will help CASA to incorporate n the next intervention

5. PROJECT ACCOUNTABILITY

5.1. Mainstreaming Cross-Cutting Issues

The team had discussions with women during assessments to understand their needs, especially on how their lives and households are affected by the loss of their shelter, food reserves and livelihood. Women in these areas are dependent on daily labor from agricultural activities.

We will set up Village Development Committees (VDC) in the areas where we will be supporting with about 50% of the VDC will have women representation. The VDC will be strengthened to link with government and enable access resources for resilience, where women also will be empowered to access various resources. CASA has a regular programme in Puri District and the representative of the VDCs will asked to participate in the training programme of the SDRM to enhance knowledge on the processes of resilience. This process will also help more participation from the community. The transparency and accountability mechanism which will be established in the programme will enable more participation of the community and this would help programme to engage in community-oriented approach augmenting well for an effective support linkage with the state government.

5.2. Gender Marker / GBV

Women will be encouraged to participate more in the community process. To ensure that these processes take place, around 50% of the committee will have women representatives. This will also help the women who have been involved in the Self-Help Groups to participate and enhance their capacity and skills.

5.3. Participation

Beneficiaries will be selected and validated in the process-oriented approach which would be

transparent. This principle eliminates the chances of conflict over selection and distribution process as the people themselves work hand in hand with CASA. The process helps them to participate more in the programme. The process involved having Village Meetings, formation of Village Development Committees. The programme would be discussed with the community and the committee and the process of beneficiary identification would be done with the support of them which bring in more participation from among the community and committee. This enable transparency which enables the community to understand the programme and make them involved in the programme and participate actively

At the onset of the response, CASA explains to the communities about the organisation and the response including information about the assistance that will be provided to them. A Community Feedback Mechanism will also be in place. The formation and strengthening of the Village Development Committees in the Village Meeting will strengthen the process of participation of the community and the process attached with the implementation of the programme namely information the community of the programmes namely the tokens for Relief and Banners for the Cash Transfer will enable the community to know more on the programme and participate effectively.

5.4. Social inclusion / Target groups

The proposed relief programme will make special efforts to be inclusive in its approach and give priority to the excluded communities. Priority will be given to the most vulnerable sections of the affected people such as the marginalized and excluded communities (including dalits), widows, persons with disability, single female-headed families and children. Disaggregated data will be provided later. The intervention areas do have the presence of Schedule Caste, Backward Caste and Forward Caste. The beneficiary identification process would enable the short listing of the venerable groups from among these castes namely Marginal Farmers, Small Farmers, sharecroppers and Landless labourers. The Village committees will be oriented on this process and they will be encouraged to identify the vulnerable groups also. Further to which the data will be collected while the beneficiary identification process is on.

5.5. Conflict sensitivity / do no harm

The area shortlisted for providing humanitarian aid is not affected by any terrorist activity and hence such threat in this relief operation is not being anticipated. However, as a matter of standard operating procedure (SOP), CASA inform the local government administration, police administration and local public representatives prior to any relief operation in order to eliminate any chances of conflict or political interference. Further CASA in its approach and processes of implementation of the programmes ensure the do no harm policy is taken into consideration and efforts are taken to ensure that the community is well aware about the programme, the purpose and the implementation processes. The beneficiaries are identified by the Village development committee and there is a process of beneficiary finalization which is transparent. People who are not happy with the beneficiary selection are free to lodge a complaint, which is followed up with verification process, where the criteria is clearly discussed and informed to the concerned persons if he is not considered for the support. Hence people are briefed about to avoid tension. Those who are not considered are made to know clearly why they have not been considered.

CASA's policy on 'Corruption & Fraud' is very transparent and firm. The policy is described as 'zero tolerance on any instance of corruption, fraud and sexual advancement' and if a staff of CASA or partner organisation is found involved in such act, immediate strict actions are taken without any consideration to the persons position, efficacy or past good performance etc.

5.6. Complaints mechanism

This programme will be implemented by the CASA East Zone and field office in Katakpur, Puri District. CASA will play a facilitator role while ensuring technical inputs and intervene as and when needed. Through this process CASA will make sure that the reference community is involved in all the phases of the project ensuring accountability and transparency. CASA believes in downward Transparency and Accountability processes and the Complaints Handling Mechanism brings in an effective approach of the same. A complaints Box will be placed in the common place of the village which is accessible and knowable to all concerned in the Village. Village meetings and focused Groups Discussions will be held about the programme and the communities would be oriented on the programme and complaints mechanism and the purpose of the same. The Complaints Mechanism will also have the phone numbers of the SDRM Office and the Zonal Office which also enable those who cannot write complaints to call and register their complaints.

The beneficiary identification process will be done in a participatory way. The Village Development Committees will be formed, and the process of identification would be done by the VDC, where the VDCs will be oriented on the Complaints Mechanism, where they would be empowered to handle the same duly supported by CASA Staff. In case of issues against Volunteers or CASA staff, the Complaints will be handled by CASA Zonal Office or Head Office.

5.7. Communication and visibility

CASA will be documenting the project and co-branding the ACT logo in all the banners and documents. Efforts will be taken to enable that the components of the programmes are well informed to the community, where the role and importance of the support through the ACT Mechanism would also be informed to the community and the government official.

6. PROJECT FINANCE

6.1. Consolidated Budget

	Description	Type of	No. of	Unit Cost	Appeal	Appeal
		Unit	Units	INR	Budget	Budget
					INR	USD
DIRECT COSTS						
2	PROGRAM ACTIVITIES					
2.1.	Shelter and settlement / Non-food items				9,735,000	139,014
2.1.1.	Dhoti (1pc.)	pc	3,000	200	600,000	8,568
2.1.2.	Sari (1pc.)	pc	3,000	350	1,050,000	14,994
2.1.3.	Blanket (1 pc.)	pc	3,000	350	1,050,000	14,994
2.1.4.	Utensil set (stainless steel-17 pcs.) fly	set	3,000	1,200	3,600,000	51,407
2.1.5.	Mosquito nets 2 pcs/fly	pc	3,000	350	1,050,000	14,994
2.1.5.	Bed sheet (2 pcs)/fly	pc	3,000	300	900,000	12,852
2.1.6.	Tarpaulin 1 pc/fly	pc	3,000	495	1,485,000	21,206
2.2.	Food security				3,057,000	43,654
2.2.1.	Rice 15 kgs per family	kgs	3,000	600	1,800,000	25,704
2.2.2.	Lentil (Arhar) 1 kg per family	kgs	3,000	100	300,000	4,284
2.2.3.	Salt 1 kg per family	kgs	3,000	22	66,000	942
2.2.4.	Sugar 1 kg per family	kgs	3,000	40	120,000	1,714
2.2.5.	Mustered Oil 1 litre per family	Litre	3,000	97	291,000	4,155
2.2.6.	Turmeric Powder 200 gm pkt.	gram	3,000	50	150,000	2,142
2.2.7.	Chilli Powder 250 gm pkt.	gram	3,000	60	180,000	2,570
2.2.8.	Jute bags for packing	pc	3,000	50	150,000	2,142
2.3.	Water, sanitation & hygiene (WASH)				1,935,000	27,632
2.3.1.	Dignity Kit (Hygiene Kit)	pkt	3,000	645	1,935,000	27,632
2.8.	Emergency Preparedness / Resilience				450,000	6,426
2.8.1.	Workshop on Lessons Learnt & EPRP	lumpsum	1	300,000	300,000	4,284
2.8.2.	Village Committee Training on DM	lumpsum	1	150,000	150,000	2,142
2.9.	Unconditional CASH grants				22,500,000	321,297
2.9.1.	Cash Grants	Households	1,500	15,000	22,500,000	321,297
	TOTAL PROGRAM ACTIVITIES				37,677,000	538,022
3	PROGRAM IMPLEMENTATION					
3.9	Monitoring & evaluation	Units	4.00	30,000	120,000	1,714
3.10	Audit	Lumpsum	1.00	40,000	40,000	571
	TOTAL PROGRAM IMPLEMENTATION				160,000	2,285
4	PROGRAM LOGISTICS					
Transport (of relief materials)						
4.1.	Hire/ Rental of Vehicles	Truck	5	20,000	100,000	1,428
4.2.	Fuel	lumpsum	1	75,000	75,000	1,071
Warehousing						
4.3.	Rental of warehouse	Month	1	20,000	20,000	286
4.4.	Wages for Security/ Guards	Month	1	30,000	30,000	428
Handling						
4.5.	Honorarium for Accountant @ 25,000 x 1 x 4 months	Month	4	25,000	100,000	1,428
4.6.	Salaries field staffs (1 Team Leader @ 45,000; 1 programme associate @ 30,000 x 4 months	Month	4	75,000	300,000	4,284
4.7.	Salaries/Wages for Driver	Month	4	18,000	72,000	1,028
4.8.	Travel of CASA Monitoring staff	Units	4	200,000	800,000	11,424
4.9.	Accommodation of 4 CASA field Staff	Months	4	180,000	720,000	10,281
	Loading & Unloading of relief material		1	30,000	30,000	428
	TOTAL PROGRAM LOGISTICS				2,247,000	32,087
5	PROGRAM ASSETS & EQUIPMENT					
5.1.	Cost of laptop	unit	1	40,000	40,000	571
	TOTAL PROGRAM ASSETS & EQUIPMENT				40,000	571
	TOTAL DIRECT COST				40,124,000	572,965
INDIRECT COSTS: PERSONNEL, ADMINISTRATION & SUPPORT						
e.g.	Staff salaries					
	Per Diem for 5 Field staffs		5	60,000	300,000	4,284
	Honorarium for 10 Volunteers @ 600 x 10 x 4 months	month	4	60,000	240,000	3,427
	Salaries for accountant and other admin or secretarial staff					0
	Office Operations					0
	Office rent (1 Coordination Office & 2 field office)	month	4	35,000	140,000	1,999
	Office Utilities	month	4	15,000	60,000	857
	Office stationery	month	4	15,000	60,000	857
	Communications					0
	Telephone and fax	month	4	15,000	60,000	857
	Documentation & Reporting		4.00	20,000.00	80,000	1,142
	Insurance			3,000	3,000	43
	TOTAL INDIRECT COST: PERSONNEL, ADMIN. & SUPPORT				943,000	13,466
					2%	2%
	TOTAL EXPENDITURE exclusive International Coordination Fee				41,067,000	586,431
	INTERNATIONAL COORDINATION FEE (ICF) - 3%				1,232,010	17,593
	TOTAL EXPENDITURE inclusive International Coordination Fee				42,299,010	604,024

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7. Annexes

Annex 3 - Logical Framework

IMPACT

The Cyclone affected people are able to meet the basic requirement for survival to initiate a process of recovery in the aftermath of the Cyclone Fani in Puri and Khorda Districts of Odisha.

OUTCOME(S)	Objectively verifiable indicators	Source of verification	Assumptions/risks
A. Cyclone affected people will be able to meet their Food needs for at least 15 days.	Number of flood affected households provided with Dry Ration Item such as Rice – 15 Kg, Lentil – 1 Kg, Oil – 1 lt, Turmeric Powder – 200 grm, Chillie Powder – 250 grm, Suger – 1 Kg, Salt – 1 Kg	Rights holder list, muster roll, family card, reports, photographs, interaction with the community etc.	1. There are no major disasters or communal riots affecting the project locations during the implementation period
B. Cyclone affected people will be able to meet their most urgent Temporary Shelter and Sleeping needs	Number of flood affected households provided Non Food Item such as Utensil set – 17 Pc, Dhothi – 1 pc, Saree – 1 pc, Bed sheets – 2 pc, Tarpaulin Sheet – 1 pc, Mosquito Net – 2 pc.	<ul style="list-style-type: none"> • Primary focus group discussion • Purchase order • Transportation Receipt Books • Procurement related documents • Beneficiary List • Utilization certificates • Band Transfer Accounts 	2. Supply of relief materials by the selected bidders on time
C. Cyclone affected women and adolescent girls will be able to meet hygiene needs. Flood affected household will be able to ensure safe drinking water through	Number of flood affected women and adolescent girls provided with Dignity/ Hygiene Kits.		3. Road blockage or strikes by political groups may cause delay in distribution of relief materials
	Number of flood affected		4. Heavy rain/flooding during project implementation period may delay requiring modification of some of the project activities

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<p>filtration</p> <p>D. Cyclone affected People get Unconditional Cash Support</p> <p>E. ACT India forum members Collective learn from past experience in Disaster Response and Village Development Committees capacity strengthened</p>	<p>households provided support for Unconditional Cash Grant</p>		
<p>OUTPUT(S)</p> <p>A.1 3000 Cyclone affected households received the food items</p> <p>B.1 3000 Cyclone affected households received Temporary Shelter Materials, Non-Food Items and sleeping materials</p> <p>C.1.1 3000 Cyclone affected</p>			

<p>women & adolescent girls received Dignity/ Hygiene Kits</p> <p>D.1.1. 1500 Cyclone affected household received unconditional cash support meeting their needs</p> <p>E.1.1 ACT India Forum members developed EPRP based on learning</p> <p>E.1.2. Village Development Committee is strengthened to link with government.</p>			
<p>Activities</p> <p>A.1. Distribution of Dry Ration to 3000 households in Puri and Khorda Districts in Odisha</p> <p>B.1. Distribution of NFI to 3000 households Puri and Khorda Districts in Odisha</p> <p>C.1.1. Distribution of Dignity / Hygiene Kits to 3000 women and adolescent girls in Puri and Khorda Districts in Odisha</p> <p>D.1.1 Support for Unconditional Cash Grant for 1500 flood affected families in Puri and Khorda Districts in Odisha</p> <p>E.1.1. One Workshop on Lessons Learnt on Disaster Response for Act India Members</p> <p>E.1.1. One Workshop on Disaster Management for Linkage with government for the Village Development Committee</p>			<p>Pre-conditions</p> <ol style="list-style-type: none"> 1. Fund to be released on time. 2. Subject to granting government approval. 3. No change in the government policies. 4. Transportation and communication facilities restored to the flood affected areas

Annex 7 – Summary Table

Summary	CASA										
Implementation period	Odisha : 11 th May to 10 th Sept 2019 (4 months)										
Geographical area	Odisha : Puri and Kordha Districts										
Sectors of response	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%; text-align: center;">✓ Shelter/ NFIs</td> <td style="width: 50%; text-align: center;">✓ Unconditional Cash</td> </tr> <tr> <td style="text-align: center;">☐ ER/ Livelihoods</td> <td style="text-align: center;">☐ Protection/ Psychosocial</td> </tr> <tr> <td style="text-align: center;">✓ WASH</td> <td style="text-align: center;">✓ Food Security</td> </tr> <tr> <td style="text-align: center;">☐ Health</td> <td style="text-align: center;">☐ Community resilience</td> </tr> <tr> <td style="text-align: center;">☐ Education</td> <td style="text-align: center;">☐ Nutrition</td> </tr> </table>	✓ Shelter/ NFIs	✓ Unconditional Cash	☐ ER/ Livelihoods	☐ Protection/ Psychosocial	✓ WASH	✓ Food Security	☐ Health	☐ Community resilience	☐ Education	☐ Nutrition
✓ Shelter/ NFIs	✓ Unconditional Cash										
☐ ER/ Livelihoods	☐ Protection/ Psychosocial										
✓ WASH	✓ Food Security										
☐ Health	☐ Community resilience										
☐ Education	☐ Nutrition										
Targeted beneficiaries (per sector)	<p>CASA has an inherent system of identifying the unreached areas. Most of the unreached areas are excluded with vulnerable communities. Substantial efforts would be taken to ensure that vulnerable communities like the Dalits, Transgenders, Tribals, Widows, Women headed families, physicality challenged, ethnic and religious minorities would be included in the programme in the districts of Puri and Kordha Districts of Odisha</p> <p>Total - 3,000 households Shelter and Settlements NFI- 3,000 households Food Security - 3,000 households WASH - 3,000 households Unconditional Cash Support - 1500 households Workshop on Lessons Learnt – 1 No. Workshop on Disaster Management – 1 No</p>										
Requested budget	USD 609,232										

Annex 10 – Security Risk Assessment

Principle threats:

Threat 1: Major catastrophe, High flood, cyclone, tornado, tsunami, landslides, etc

Threat 2: Government support and co-operation, political and religious fundamentalism

Threat 3: Relationship with and from local community

Threat 4: Outbreak of epidemics and other diseases

Threat 5: Extreme situation of terrorism, ethnic conflicts among communities and religious groups

<i>Impact</i> <i>Probability</i>	Negligible	Minor	Moderate	Severe	Critical
Very likely	Low	Medium	High	Very high 1	Very high
Likely	Low	Medium 4	High 2	High	Very high
Moderately likely	Very low	Low 5	Medium 3	High	High
Unlikely	Very low	Low	Low	Medium	Medium
Very unlikely	Very low	Very low	Very low	Low	Low