

Capacity									
<p>Coordenadoria Ecumênica de Serviço (CESE) is a national ACT alliance member in Brazil, operating throughout the Legal Amazon in partnership with Coordination of the Indigenous Organisations of the Brazilian Amazon (COIAB), as well as with indigenous and socio-environmental NGOs and faith-based organizations. CESE in coordination with its partners have the required skills to carry out the response and emergency support actions proposed. CESE partner organizations are already operating in the affected areas and the ACT Alliance resources would be complementary to the actions carried out so far. The cost of transportation in those regions of the Amazon is always very high and neither the NGOs nor the indigenous themselves have enough resources to effectively support the actions of indigenous brigades in controlling and preventing fire in their areas.</p>									
<p>Proposed response</p> <p><i>Does the proposed response honors ACT's commitment to Child Safeguarding?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No http://actalliance.org/documents/act-alliance-child-safeguarding-guidance-document/</p>									
Problems	The Indigenous territories affected by fire have lost their livelihoods and need of food aid as well as proper tools to contribute in extinguish and prevent new outbreaks of fire								
Target beneficiaries	<ul style="list-style-type: none"> 450 households with and estimated population of 1300 individuals, including men, women, youth and children. 								
Activities	In coordination with local partners, CESE will carry out the following activities: <ol style="list-style-type: none"> Beneficiary Selection Purchase and distribution of food and non-food items. Purchase and distribution of equipment for firefighting Support to indigenous leaders to carry out advocacy actions before the government. Video recording of the situation for wide dissemination, in collaboration with local and international partners. 								
Specific objective/ Outputs	<ol style="list-style-type: none"> 55 indigenous brigade members are provided with basic equipment, to combat the fire outbreaks and to inspect the areas to prevent further outbreaks and invasions Affected households cover their basic food needs for three months Indigenous leadership is supported to carry out advocacy actions before the Federal Government in Brasilia in order to take the responsible entities to account with regards to Amazon forest management. 								
Overall objective	Improve the living condition and ensure survival of the disaster affected indigenous population and they can control the outbreaks of fire in their territories and prevent new ones.								
<p>Reporting Schedule</p> <table border="1"> <thead> <tr> <th>Type of Report</th> <th>Due date</th> </tr> </thead> <tbody> <tr> <td>Situation report</td> <td>30 October 2019</td> </tr> <tr> <td>Final narrative and financial report (60 days after the ending date)</td> <td>29 February 2020</td> </tr> <tr> <td>Audit report (90 days after the ending date)</td> <td>30 March 2020</td> </tr> </tbody> </table>		Type of Report	Due date	Situation report	30 October 2019	Final narrative and financial report (60 days after the ending date)	29 February 2020	Audit report (90 days after the ending date)	30 March 2020
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Situation report	30 October 2019								
Final narrative and financial report (60 days after the ending date)	29 February 2020								
Audit report (90 days after the ending date)	30 March 2020								
<p>Monitoring and evaluation</p> <p>The project will be implemented by CESE, a member of FEACT Brazil, in coordination with NGOs and local partners. Monitoring and evaluation will include field trips (at least one visit to each area) and</p>									

preparation of reports (situation and final). CESE will be supported by technicians from partner organizations in the region and will make one person available to monitor all work during the three months of project implementation.

Section 3: ACT Alliance coordination

Coordination

CESE is a member of ACT Alliance and is part of the ACT Forum Coordination at country level (FEACT Brazil). CESE will work closely with its local partners to carry out the planned activities, including indigenous organizations and leaders, indigenous and socio-environmental and pastoral NGOs, and government officials in the region, so as not to duplicate efforts. The coordination of FEACT Brazil will receive regular information on the progress of the work.

Implementation arrangements

CESE will oversee the overall implementation, management, monitoring, evaluation and reporting of the project. CESE will work with local partners on the procurement and the distribution work on the ground. The ground operations will commence immediately upon receipt of the project fund and implemented within three months. The involvement of local partners and volunteers from the communities will be crucial to achieve the proposed objectives facilitating a participatory approach in the implementation. CESE and its local partners will involve local leadership in the response. The partner organizations have technical skills to organize the local execution of the actions in correspondence with the local culture, ensuring a proper management of the resources.

Human resources and administration of funds

CESE has a Manual of Administrative Procedures which guides the financial management at the institutional level, with Internal regulations, and other guidelines on human talent management processes such as personal selection, development and performance appraisal. As an institutional norm audits are carried out every six months (July and December) every year. CESE will assign a coordinator, a field officer, a communicator and a finance officer in order to secure an adequate implementation of the proposal.

Communications

The aid will be properly identified with ACT Alliance logo, photos and life stories will be taken to build a historical memory of the Project and its impact on the lives of participants and will be published in social networks and other media. Photos and stories will be provided for communication purposes. Regular reporting will be shared within the alliance, as well as life stories. CESE aims to have a wide dissemination of communication regarding the impact of the fire in the indigenous people life. A video will be prepared and shared with COIAB (Coordination of the Indigenous Brazilian Amazonian Organizations) and other partners to collaborate in a campaign to raise awareness about the problems caused by land grabbing and illegal land occupation in the Amazon as well as to show the evidence of the negative impact of the practice of burning.

Section 4: Budget Summary

EXPENDITURE					
	Type of	No. of	Unit Cost	RRF Budget	RRF Budget
	Unit	Units	local currency	local currency	USD
DIRECT COSTS					
1 PROGRAM STAFF					
National program staff					
1.1.	Coordinator (25% off Project Advisor)	per month	3	2,340	7,020
1.2.	Local Advisor	per month	3	1,800	5,400
				1,696.37	1,304.90

1.3.	Local Advisor	per month	3	1,800	5,400	1,304.90
TOTAL PROGRAM STAFF					17,820	4,306
2 PROGRAM ACTIVITIES						
2.1.	Shelter and settlement / Non-food items				125,640	30,360.65
2.1.1.	Fire Brigade Kit	Kit	20	3,000	60,000	14,498.88
2.1.2.	Mowing (Roçadeira)	Unit	4	2,600	10,400	2,513.14
2.1.3.	Tent	Unit	8	6,500	52,000	12,565.70
2.1.4.	Air Blower	Unit	3	1,080	3,240	782.94
2.2.	Food security				80,100	19,356.00
2.2.1.	Food kits	kits	450	178	80,100	19,356.00
TOTAL PROGRAM ACTIVITIES					205,740	49,717
3 PROGRAM IMPLEMENTATION						
					88,260	21,328
3.1	Communication / 3 Vídeos and 30 Pictures (Including Travel Expenses)	Global	1.00	43,800	43,800	10,584.18
3.2	Communication / visibility Kit (30 T-shirts and cap)	Kit	70.00	40	2,800	676.61
3.3	Monitoring & evaluation	Visit for region	3.00	8,960	26,880	6,495.50
3.4	Advocacy	Visit	1.00	9,780	9,780	2,363.32
3.5.	Audit	Audit	1.00	5,000	5,000	1,208.24
TOTAL PROGRAM IMPLEMENTATION					88,260	21,328
4 PROGRAM LOGISTICS						
					52,840	12,769
Transport (of relief materials)						
4.2.	Fuel - Diesel	liter	2,500	3.92	9,800	2,368.15
4.3	Fuel - Gas	liter	1,800	4.60	8,280	2,000.85
4.4	Fuel - Oil 2T	liter	300	30	9,000	2,174.83
					0	0.00
Warehousing						
4.3.	Rental of warehouse				0	0.00
4.4.	Wages for Security/ Guards				0	0.00
Handling						
4.5.	Salaries for Logistician/Procurement Officer				0	0.00
4.6.	Salaries / wages for labourers				0	0.00
4.4.	Wages for Fire Brigade (70)	Brigade	70	278	19,460	4,702.47
4.8.	travel				0	0.00
4.9.	accomodation				0	0.00
4.5	Wages to support local farmer (7 family x 3 Month)	Family	21	300	6,300	1,522.38
TOTAL PROGRAM LOGISTICS					52,840	12,769
TOTAL DIRECT COST					364,660	88,119
INDIRECT COSTS: PERSONNEL, ADMINISTRATION & SUPPORT						
e.g.	Staff salaries					
	Salaries fo Finance and accountant Officer	per month	3	2,506	7,518	1,816.71
	Salaries for Finance and Administrative Assistance	per month	3	2,000	6,000	1,449.89
	Salaries e. g 15% for Secretary	per month			0	0.00
Office Operations						
	Office rent				0	0.00
	Office Utilities	per month	3	1,200	3,600	869.93

Office stationery				0	0.00
<u>Communications</u>					
Telephone and fax	per month	3	200	600	144.99
<u>Other</u>					
Insurance				0	0.00
TOTAL INDIRECT COST: PERSONNEL, ADMIN. & SUPPORT				17,718	4,282
				5%	5%
TOTAL EXPENDITURE				382,378	92,401
INTERNATIONAL COORDINATION FEE (ICF) - 3%				11,471	2,772
TOTAL EXPENDITURE inclusive International Coordination Fee				393,849	95,173
BALANCE REQUESTED (minus available income)				393,849	95,173

ACTION

The ACT Secretariat has approved the use of US\$ 95,173 from the Global Rapid Response Fund (GRRF19) and would be grateful to receive contributions to wholly or partially replenish this payment. Should there be an appeal for this emergency, the RRF payment will be considered as an advance.

For further information please contact:

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