



### Humanitarian Assistance and Resilience Building for the Rohingya Population and Host Communities in Cox's Bazar - BGD 191

Appeal Target: US\$ 1,959,635  
Balance requested: US\$ 1,959,635



## **Table of contents**

- 1. Project Summary Sheet**
- 2. BACKGROUND**
  - 2.1. *Context*
  - 2.2. *Needs*
  - 2.3. *Capacity to Respond*
  - 2.4. *Core Faith Values*
- 3. PROJECT RATIONALE**
  - 3.1. *Intervention Strategy and Theory of Change*
  - 3.2. *Impact*
  - 3.3. *Outcomes*
  - 3.4. *Outputs*
  - 3.5. *Preconditions / Assumptions*
  - 3.6. *Risk Analysis*
  - 3.7. *Sustainability / Exit Strategy*
  - 3.8. *Building Capacity of National Members*
- 4. PROJECT IMPLEMENTATION**
  - 4.1. *ACT Code of Conduct*
  - 4.2. *Implementation Approach*
  - 4.3. *Project Stakeholders*
  - 4.4. *Field Coordination*
  - 4.5. *Project Management*
  - 4.6. *Implementing Partners*
  - 4.7. *Project Advocacy*
  - 4.8. *Private/Public sector co-operation*
  - 4.9. *Engaging Faith Leaders*
- 5. PROJECT MONITORING**
  - 5.1. *Project Monitoring*
  - 5.2. *Safety and Security Plans*
  - 5.3. *Knowledge Management*
- 6. PROJECT ACCOUNTABILITY**
  - 6.1. *Mainstreaming Cross-Cutting Issues*
    - 6.1.1. *Gender Marker / GBV*
    - 6.1.2. *Resilience Maker*
    - 6.1.3. *Environmental Marker*
    - 6.1.4. *Participation Marker*
    - 6.1.5. *Social inclusion / Target groups*
    - 6.1.6. *Anti-terrorism / Corruption*
  - 6.2. *Conflict Sensitivity / Do No Harm*
  - 6.3. *Complaint Mechanism and Feedback*
  - 6.4. *Communication and Visibility*
- 7. PROJECT FINANCE**
  - 7.1. *Consolidated budget*
- 8. ANNEXES**
  - 8.1. *ANNEX 1 – Logical Framework*
  - 8.2. *ANNEX 2 – Summary table*

Project Summary Sheet																																																																																										
Project Title	Humanitarian Assistance and Resilience Building for the Rohingya Population and Host Communities in Cox's Bazar																																																																																									
Project ID	BGD191																																																																																									
Location	Cox's Bazar District (Ukhiya and Teknaf)																																																																																									
Project Period	16th October 2019 to 15th October 2020 Total duration: 12 (months)																																																																																									
Modality of project delivery	<input checked="" type="checkbox"/> self-implemented <input type="checkbox"/> CBOs <input type="checkbox"/> Public sector <input checked="" type="checkbox"/> local partners <input checked="" type="checkbox"/> Private sector <input type="checkbox"/> Other																																																																																									
Forum	ACT Bangladesh Forum																																																																																									
Requesting members	<ul style="list-style-type: none"> <li>Christian Aid (CA)</li> <li>DanChurchAid (DCA)</li> <li>ICCO Cooperation (ICCO)</li> </ul>																																																																																									
Local partners	<ul style="list-style-type: none"> <li>Christian Aid (CA): DSK implementing partner</li> <li>DanChurchAid(DCA): UTSA, partial implementing partner</li> <li>ICCO Cooperation: CCDB, NAHAB, Humanitarian Leadership Academy, Toru Institute of Inclusive Innovation and Truvalu</li> </ul>																																																																																									
Thematic Area(s)	<table border="1"> <tr> <td><input checked="" type="checkbox"/></td> <td>Shelter / NFIs</td> <td><input checked="" type="checkbox"/></td> <td>Protection / Psychosocial</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Food Security</td> <td><input checked="" 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 checked="" type="checkbox"/></td> <td>Health / Nutrition</td> <td><input type="checkbox"/></td> <td>Unconditional cash</td> </tr> </table> <table border="1"> <tr> <td><input type="checkbox"/></td> <td>Advocacy</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td>DRR/Climate change</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td>Resilience</td> </tr> </table>										<input checked="" type="checkbox"/>	Shelter / NFIs	<input checked="" type="checkbox"/>	Protection / Psychosocial	<input type="checkbox"/>	Food Security	<input checked="" type="checkbox"/>	Early recovery / livelihoods	<input checked="" type="checkbox"/>	WASH	<input type="checkbox"/>	Education	<input checked="" type="checkbox"/>	Health / Nutrition	<input type="checkbox"/>	Unconditional cash	<input type="checkbox"/>	Advocacy	<input checked="" type="checkbox"/>	DRR/Climate change	<input checked="" type="checkbox"/>	Resilience																																																										
<input checked="" type="checkbox"/>	Shelter / NFIs	<input checked="" type="checkbox"/>	Protection / Psychosocial																																																																																							
<input type="checkbox"/>	Food Security	<input checked="" type="checkbox"/>	Early recovery / livelihoods																																																																																							
<input checked="" type="checkbox"/>	WASH	<input type="checkbox"/>	Education																																																																																							
<input checked="" type="checkbox"/>	Health / Nutrition	<input type="checkbox"/>	Unconditional cash																																																																																							
<input type="checkbox"/>	Advocacy																																																																																									
<input checked="" type="checkbox"/>	DRR/Climate change																																																																																									
<input checked="" type="checkbox"/>	Resilience																																																																																									
Project Impact	Provide humanitarian assistance to vulnerable Rohingya refugees and host communities, contributing to their protection, well-being and dignity.																																																																																									
Project Outcome(s)	The project intends to attain three outcomes: A. Increased access to quality and durable basic humanitarian services B. Increased self-sustenance through resilient livelihoods and income generation. C. Increased dialogue, and increased perceived trust between Rohingya refugees and the communities hosting them																																																																																									
Target beneficiaries	<table border="1"> <tr> <th colspan="10">Beneficiary profile</th> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td>Refugees</td> <td><input type="checkbox"/></td> <td>IDPs</td> <td><input checked="" type="checkbox"/></td> <td>host population</td> <td><input type="checkbox"/></td> <td>Returnees</td> <td colspan="2"></td> </tr> <tr> <td><input type="checkbox"/></td> <td colspan="9">Non-displaced affected population</td> </tr> <tr> <th colspan="10">Age / Gender</th> </tr> <tr> <th colspan="2">0 - 5 yrs</th> <th colspan="2">6 - 18 yrs</th> <th colspan="2">19 - 65 yrs</th> <th colspan="2">above 65 yrs</th> <th colspan="2">Total</th> </tr> <tr> <th>M</th> <th>F</th> <th>M</th> <th>F</th> <th>M</th> <th>F</th> <th>M</th> <th>F</th> <th>M</th> <th>F</th> </tr> <tr> <td>2,375</td> <td>2,375</td> <td>5,206</td> <td>6,439</td> <td>4,890</td> <td>11,978</td> <td>1,504</td> <td>911</td> <td>17,645</td> <td>25,538</td> </tr> <tr> <td colspan="10"> <ul style="list-style-type: none"> <li>Plus DCA indirect beneficiaries from Cash for work and livelihood beneficiaries 9,360</li> <li>Plus CA indirect beneficiaries from livelihood activities &amp; farmer families e.g. 1,200</li> </ul> </td> </tr> </table>										Beneficiary profile										<input checked="" type="checkbox"/>	Refugees	<input type="checkbox"/>	IDPs	<input checked="" type="checkbox"/>	host population	<input type="checkbox"/>	Returnees			<input type="checkbox"/>	Non-displaced affected population									Age / Gender										0 - 5 yrs		6 - 18 yrs		19 - 65 yrs		above 65 yrs		Total		M	F	M	F	M	F	M	F	M	F	2,375	2,375	5,206	6,439	4,890	11,978	1,504	911	17,645	25,538	<ul style="list-style-type: none"> <li>Plus DCA indirect beneficiaries from Cash for work and livelihood beneficiaries 9,360</li> <li>Plus CA indirect beneficiaries from livelihood activities &amp; farmer families e.g. 1,200</li> </ul>									
Beneficiary profile																																																																																										
<input checked="" type="checkbox"/>	Refugees	<input type="checkbox"/>	IDPs	<input checked="" type="checkbox"/>	host population	<input type="checkbox"/>	Returnees																																																																																			
<input type="checkbox"/>	Non-displaced affected population																																																																																									
Age / Gender																																																																																										
0 - 5 yrs		6 - 18 yrs		19 - 65 yrs		above 65 yrs		Total																																																																																		
M	F	M	F	M	F	M	F	M	F																																																																																	
2,375	2,375	5,206	6,439	4,890	11,978	1,504	911	17,645	25,538																																																																																	
<ul style="list-style-type: none"> <li>Plus DCA indirect beneficiaries from Cash for work and livelihood beneficiaries 9,360</li> <li>Plus CA indirect beneficiaries from livelihood activities &amp; farmer families e.g. 1,200</li> </ul>																																																																																										
Project Cost (USD)	1,959,635 (USD)																																																																																									

## Reporting Schedule

Type of Report	Due date
Mid term reporting	Quarterly SitRep
Final narrative and financial report (60 days after the ending date)	15th December 2020
Audit report (90 days after the ending date)	15th January 2021

Please kindly send your contributions to either of the following ACT bank accounts:

### US dollar

Account Number - 240-432629.60A

432629.50Z

IBAN No: CH46 0024 0240 4326 2960A

### Euro

Euro Bank Account Number - 240-

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](mailto:Line.Hempel@actalliance.org)) and Finance Officer, Marjorie Schmidt ([marjorie.schmidt@actalliance.org](mailto:marjorie.schmidt@actalliance.org)) with a copy to the Regional Humanitarian Officer, Cyra Bullecer ([cyra.bullecer@actalliance.org](mailto: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 Bangladesh Forum Convener, Shakeb Nabi ([s.nabi@icco-cooperation.org](mailto:s.nabi@icco-cooperation.org))

ACT Regional Representative, Anoop Sukumaran ([anoop.sukumaran@actalliance.org](mailto:anoop.sukumaran@actalliance.org))

ACT Regional Humanitarian Officer, Cyra Bullecer ([cyra.bullecer@actalliance.org](mailto:cyra.bullecer@actalliance.org))

ACT Website: <http://www.actalliance.org>

### Alwynn Javier

Head of Humanitarian Affairs

ACT Alliance Secretariat, Geneva

## 1. BACKGROUND

### 1.1. Context

More than two years ago (25 August 2017), the world witnessed one of the largest forced displacements of recent times. Currently, about 911,566 Rohingya refugees are living in spontaneous settlements in Cox's Bazar. They remain largely dependent on essential humanitarian assistance to meet their basic needs. Over this period the Government of Bangladesh, UN agencies and I/LNGOs have supported the crisis affected Rohingya community, but the response is critically underfunded. In the beginning, the local community assisted the Rohingya community with essentials, but as the number of Rohingya in Bangladesh territory exceeded the capacity of the host communities, the challenges of inflated commodity prices, increased competition among locals and refugees for income generation opportunities and depleting forest/natural resources have emerged. As the markets do not have the capacity to supply products meeting the additional demands of the 900,000 Rohingya, brokers and vendors from outside have entered the markets resulting in increased cost of daily essentials. The conflict situation has been further aggravated through the cheap labour provided by some members of the Rohingya community decreasing the daily wage rate of the local population significantly. In addition to this, problems related to environmental degradation, including the destruction of local forests to make space for the Rohingya settlements, has been a source of tension for the host community.

### 1.2. Needs

**Shelter/Non Food Items (NFI):** As of October 2019, there is a 75% funding gap in this sector according to the 2019 Joint Response Plan. Moreover, an assessment conducted by site management agencies during the monsoon season found that in camp 14 alone nearly 5,938 HHs (with 29,690 individuals) out of 9,882 HHs (60%) had been affected by heavy rain and insect infestation and were either partially or fully damaged. This assessment is indicative of the situation across the 26 camps.

**Health:** A recent end-line evaluation conducted by Christian Aid in their camps of operation revealed that the majority of the community accesses health services through community clinics (44%), and static health clinics (31%). As the Rohingya community remain largely dependant on these primary health care facilities, their continuation is critical. According to the WHO External Review of Health Service Delivery for Rohingya refugees' access to essential comprehensive reproductive, maternal, neonatal and child health services remain a major concern. The Health sector currently is facing an 87% funding gap, and these life saving services are under pressure. Christian Aid would use funds raised by this appeal to provide primary health care services to 7,500 individuals in camp 15.

**WASH:** The WASH sector has raised just 31% of the required funding to meet the needs set out in the 2019 JRP. Much of the infrastructure constructed in the past two years requires maintenance or reconstruction. In addition to this, 53% of households have access challenges including distance to facilities, overcrowding, and overflowing. 49% of girls and 40% of women reported feeling unsafe using latrines. The total number of functional latrines within a 100m radius of faecal sludge management sites is 9,055; this is low compared to the standards set out in SPHERE.

**Livelihoods:** The Bangladeshi population living in Ukhiya and Teknaf have fragile livelihoods. For the host communities, access to an income- including casual labour- is relatively common. Unfortunately, the vast majority of families earn a very low weekly or monthly income due to erratic casual labour opportunities. Most households have members who work only a couple of days per month. Only a small fraction of Bangladeshi – and even less so for the Rohingya - rely on

stable wages. (REVA May 2019<sup>1</sup>).

**Social Cohesion:** Nearly half (47%) of Bangladeshi communities hosting 900,000 Rohingya refugees in Cox's Bazar District of Bangladesh report being 'unhappy' or 'very unhappy' with the presence of Rohingya in their area. Common reasons are *competition for services and utilities, competition for resources, threat of crime, competition for jobs, unfair distribution of support, and cultural differences*. Only 20% of host community members feel they are welcoming to refugees, stating they have become less tolerant over the past year because *"they have been here too long."* To reduce long-term dependency of Rohingya refugees on aid, enhance resilience and peaceful co-existence with host communities integrated livelihood and market systems development models that benefit both communities towards social cohesion, while ensuring basic essential services is required.

Based on the needs analysis, funding for transitional shelters, maintenance of WASH facilities, primary health care services and diversified income opportunities for the host communities are needed for sustained services and stronger community cohesion.

### **1.3. Capacity to respond**

All three requesting members have built strong relationships with the Government of Bangladesh, the UN and other humanitarian actors at both local and national level. The proposed project builds on current interventions of the requesting members and their implementing partners. After the August influx in 2017, both Christian Aid and DCA scaled up their operations and now provide large scale assistance in the areas of WASH, Health, FSL, Shelter, Protection and Site Management, GBV, Education in Emergencies, livelihoods and cash. ICCO has been a central player in developing strong livelihood programming, being the first agency to successfully implement household level entrepreneurship opportunities for both the Rohingya and host communities.

### **1.4. Core Faith values**

As Act Alliance members, we are bound to act in ways that respect dignity, uniqueness and the intrinsic worth and human rights of every woman, man, girl and boy, we respond to human suffering irrespective of race, gender, belief, nationality or political persuasion along with guard against the abuse of power by those responsible for protection and assistance to vulnerable communities. Selection of beneficiaries using participative and consultative methods, setting up complaints' mechanisms, and maintaining transparency while engaging beneficiaries in programmes are some of the strategies requesting members would implement based on our core faith values.

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

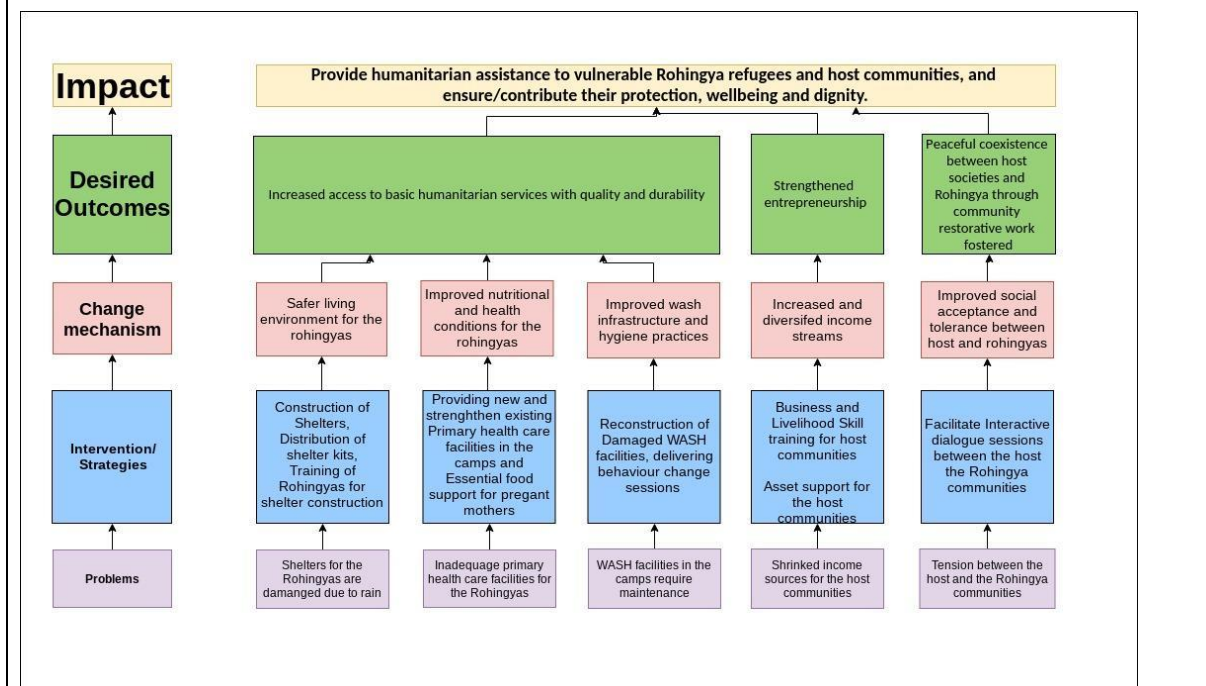
### **2.1. Intervention strategy and theory of change**

The requesting members will prioritise activities that facilitate both the provision of essential humanitarian services, while promoting longer term sustainable solutions. This includes constructing transitional shelters, improving WASH facilities and continuing provision of health services. Community resilience initiatives will be integrated into livelihood programming, with all ACT funded programming mainstreaming activities that promote peace between the Rohingya and Host communities. Host community vulnerabilities will be addressed through increasing household level income generating opportunities. Overall, this holistic approach that meets the distinct needs of both communities aims to increase the sense of tolerance between the two communities, while enhancing their resilience through boosting local economic activities. Interactive dialogue sessions

<sup>1</sup> [https://fscluster.org/rohingya\\_crisis/document/refugee-influx-emergency-vulnerability-3](https://fscluster.org/rohingya_crisis/document/refugee-influx-emergency-vulnerability-3)



between the host and the Rohingya communities would defuse tensions and security threats in the affected areas. Favourable government and donor policies and funding along with stable socio-political situation re expected for bringing about these changes.



## 2.2. Impact

Provide humanitarian assistance to vulnerable Rohingya refugees and host communities to contribute to their protection, wellbeing and dignity.

## 2.3. Outcomes

**A:** Increased access to quality and durable basic humanitarian services

### Indicators:

- A.1 Number of people with access to resilient transitional shelters
- A.2 % of targeted Rohingya population with increased access to lifesaving and comprehensive primary healthcare services.
- A.3 % of targeted people satisfied with access to WASH services.

**B. Building community resilience through enabling self reliance**

### Indicators:

- B.1. Number of households with improved 'Food Consumption Score'
- B.2 % of people targeted receiving portable skills development packages
- B.3 Number of households with increased income resulting from programme activities
- B.4 Number of households with increased access to income generating assets
- B.5 Number of enterprises mentored in the host communities
- B.6 % of targeted households demonstrating improved self-reliance and resilience to livelihood coping strategies

**C. Contribute to increased dialogue, and increased perceived trust between Rohingya refugees and the communities hosting them**

### Indicators:

- C.1 % of households reporting increased interaction and increased opportunities for dialogue.
- C.2 % increase in the level of perceived trust between both communities
- C.4 % of Host community and Rohingya perceiving harmonization among each other

## 2.4. Outputs

### **A.1. Affected communities have access to sector specified safe & dignified transitional shelter solutions (sector: Shelter)**

Activities: Ind: A.1.1.- A.1.3. Activities: 3,000 households receiving transitional shelter kits, 3,300 individuals trained as wage labourers/masons, 3000 EVI HHs receiving shelter upgradation technical support

### **A.2 Affected community in the camp and the host communities have access to essential primary healthcare and nutrition services through health education and supplementary nutrition supplies (sector: Health and Nutrition)**

Ind: A.2.1, 2.2 Activities: 7,500 individuals received primary healthcare support and health awareness messages; 150 community-based health awareness sessions for women and adolescent girls

### **A.3 Targeted communities have access to sector specific dignified, safe, well-maintained and functional WASH facilities and received hygiene education (Sector: WASH)**

Ind: A.3.1- A.3.6 Activities: 5,000 households will be benefited by regular sludge management to ensure access to sanitation and 800 households having access to functional water points;

### **B.1 Host and Rohingya communities provided with livelihood and skill development support**

Ind: B.1.1-B.1.6 Activities: Vocational skill training support for 2000 host community individuals (prioritising on women), Asset support for 2000 host community individuals, support to 2 agri-enterprises and 10 youth-agri entrepreneurs, Cash for work opportunities provided to the Rohingya.

### **C.1 Stereotypes between host community/ Rohingya community people diminish by the end of the project 5% target**

Ind: C.1.1 Activities: Research, increase points of interaction, awareness raising and advocacy

### **C.2 Number of communities with sustainable dialogue mechanisms**

Ind: C.2.1 Activity: Community based projects, cultural events, monthly gatherings, capacity development of local agencies for tolerance building and risk management

### **C.3 Degree of awareness among the Host Community & Rohingya Community about challenges facing the other group**

Ind: C.3.1 Activities: Awareness sessions, gathering etc.

## 2.5. Preconditions / Assumptions

- NGOs have access to work for Rohingya refugees for the next 18 months without sudden policy changes and abrupt relocation of camps.
- Law enforcement agencies continues to provide supporting roles in distribution management, security and demographic data of (new) settlements.
- Smooth coordination mechanism with ISCG members, UN bodies and local NGOs, as well as private sector actors.
- Security situation inside camps and between refugees and host communities remain stable and conducive to humanitarian aid.
- Adequate and timely funding for the humanitarian response.

## 2.6. Risk Analysis

There was a distinct shift in perception of NGO's working in the Rohingya response in August 2019. This shift can be linked to a failed repatriation event by the Government of Bangladesh to Myanmar planned for the end of August 2019, and a rally held by the Rohingya at the same time to mark the second anniversary of their displacement from Myanmar. In September 2019, NGO's saw their ability to operate greatly restricted by the Bangladesh Government. Annex 4 outlines the specific



threats deemed at medium or high risk that could impact the planned implementation of this project, and the implementing partners planned mitigation measures.

## **2.7. Sustainability / Exit strategy**

The Government of Bangladesh and supporting international initiatives to repatriate the Rohingyas have not been successful due to a lack of confidence among the Rohingya that they are safe to return. In this context, it is assumed that the crisis will be protracted and require humanitarian support going forward. However, robust participation of the Rohingyas in infrastructure development work, including construction of transitional shelters, and WASH facilities have helped build their capacities in construction and infrastructure management. The skill development training that the Rohingyas will participate in will give them the ability to have skills that will help them to earn income after the project close.

The skills development and asset transfer support for the host communities would help in diversifying their income. The requesting member's existing projects have shown that diversifying income sources of the ultra poor beneficiaries help them graduate to below the poverty line in 6 to 8 months.

## **2.8. Building capacity of national members**

The requesting members believe that impact on poverty and humanitarian assistance is greater when wider networks collaborate. The approach taken dictates that where possible and utilises local partner capacities to respond to humanitarian crisis. This principle also applies to staffing, strategically only deploying expat technical expertise as required and deemed necessary. The requesting members will engage with relevant local government authorities, Majhis, faith leaders, Camp governance committees, Protection Watch Groups, Safety Units, DMUs, SMS agencies and ensure active participation in sector-relevant camp-level coordination meetings and Cox's Bazar Sadar level ISCG meetings to demonstrate best practices, seek guidance and use that platform to promote localisation.

In addition to this, requesting partners would work with National Alliance for Humanitarian Actors (NAHAB) led by Dhaka Ahsania Mission for strengthening local humanitarian agencies capacity to respond to complex humanitarian situation. We will collaborate with Humanitarian Leadership Academy (HLA) in developing training modules and other resource materials for this collaborative work. This would be part of our commitment to materialise WHS Grand Bargain Agreements and Charter for Change.

# **3. PROJECT IMPLEMENTATION**

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

All requesting and implementing members and their partners will strictly follow commitments to prevent any abuse or mistreatment of children. Requesting members, along with our implementing partners, are committed to:

- a) Not to allow use of child labour;
- b) Ensure child safety and wellbeing;
- c) Integrate child friendly approaches into all project activities;

Each requesting member has clear policies to ensure safeguarding of every man, women, girl, and boy involved in project activities. The members take a zero tolerance approach and accordingly all the staff (including partners) are oriented and will be oriented. Furthermore, the agencies are using complaint & feedback helplines for the community to report any issues or concerns.

### **3.1. ACT Code of Conduct**

ACT Code of Conduct will be a mandatory document to be signed by requesting/implementing members, their staff, consultants and subcontractors (if any). Beneficiaries will be oriented in the main value of the Code of Conduct with a focus on prevention of sexual exploitation and abuse; accordingly, complaints mechanisms will be put in place. To ensure ethical standards, and to protect staff, and every woman, girl, boy and man engaged in ACT programmes from abuse by individuals or groups, each agency has an anti-corruption policy, a “zero tolerance” policy against sexual exploitation and abuse (PSEA), and a code of conduct for all staff and contractors. Forum members operate from a Do No Harm Principle. All staff, partners and contractors, are personally and collectively responsible for upholding and promoting the highest ethical and professional standards in their work. All staff have completed mandatory PSEA and anti-corruption trainings (e-learning and field level refresher).

### **3.2. Implementation Approach**

Requesting members will focus on five key sectors e.g. Shelter/NFI, Health, WaSH, Cash and Market, livelihoods & food security. As part of the intervention, social cohesion and building community resilience will be fostered and will be cross cutting issue through inclusion and enterprise development. Each of the members will map out the area of operation to avoid duplication but will share the organisational good practice & technical support when and where required. Close collaboration will be made with the sectors in Cox's Bazar level, sub-sectors in the camp level, the targeted community, and the Government of Bangladesh.

Requesting members will foster the concept of inclusion & intersectionality to incorporate women's economic empowerment and other vulnerable actors like, persons living with disabilities, elderly people & child headed households to enhance their decision making, livelihood diversification and agency. For all project intervention, inclusion of persons with disabilities will be ensured. Infrastructure facilities will be disable friendly (as far as possible) and households having PWDs will be prioritized for livelihood assistance.

Agencies will consider the sector standards and guidelines for the transitional shelter support, WaSH infrastructure maintenance and health operation. Additionally, specific emphasis will be given in the CHS capacity building for the staff and community capacity building & engagement. This will also contribute in the establishment of an effective accountability mechanism for each of the implementing agency. Rohingyas will be engaged in shelter and WASH infrastructure management activities will increase ownership and ensure maintenance of these facilities.

### **3.3. Project Stakeholders**

#### National and local government

The Ministry of Disaster Management and Relief, represented by the Refugee Relief and Repatriation Commissioner (RRRC) at the local level is responsible for the overall coordination of the response. The NGO Affairs Bureau grants permission to implement NGO response.

#### Camp authorities

The RRRC has deployed Camp in Charge officials (CiCs) responsible for camp management in the larger sites. Project would maintain close relationship with CiC in terms of getting approval, informing about project progress and providing assets to the beneficiaries.

#### Inter-Sector Coordination Group (ISCG)

The humanitarian response is coordinated by ISCG, led by the UN International Organization for Migration (IOM). The ISCG brings together interventions across various sectors, supported via relevant cluster, UN agencies and NGOs.

### **3.4. Field Coordination**

Multilateral and bilateral Bangladesh-based donors and UN agencies are organized under the umbrella of the Inter-Sector Coordination Group (ISCG), the most urgent needs and response priorities are captured in the Joint Response Plan (JRP). The ISCG is tasked with engaging in dialogue on development issues with the Government of Bangladesh. Specific technical and coordination matters are discussed in the various working groups. At a camp level, agencies will ensure that activities are completed with the approval of the relevant government agencies. At Upazilla level, requesting partners will attend the coordination meetings held by the Upazilla authority on a monthly basis.

### **3.5. Project Management**

All activity level project management is the responsibility of the individual agencies. Each agency will follow their own organisational procedures e.g. financial management, procurement & supply chain etc. and quality assurance e.g. monitoring, technical support, complaint management, safeguarding etc. of their interventions including partnership management. To support joint coordination efforts, each requesting member commits to take on a part of coordination for this appeal.

CA; CA is responsible for reporting and communication with the ACT secretariat.

DCA; DCA is responsible for providing capacity building training on gender and protection

ICCO; ICCO is responsible for communications, and advocacy

### **3.6. Implementing Partners**

Christian Aid: Dustha Shashta Kendra (DSK) will be the implementing partner of CA. DSK officially and formally began working in 1989. Today, the organization has a broad range of activities and programmes including primary health care, water and sanitation, microcredit, informal primary education, relief and rehabilitation, climate change adaptation, food security and skill development training. Also, with the support from CA, DSK have obtained CHS membership in 2017. DCA will implement some activities through their national partner UTSA. UTSA was established in Bangladesh in 1997 with the mission to establish social justice through female empowerment, gender equality, and providing psychosocial and mental health support to distressed people in emergency situations. Their expertise is in providing education initiatives, particularly using interactive theatre and psychotherapy methods. UTSA has been funded by ACT Alliance members since 2017 to provide educational facilities in the Rohingya camps. ICCO will work with CCDB, Humanitarian Leadership Academy, NAHAB, Toru Institute and Truvalu to implement the programmes.

### **3.7. Project Advocacy**

The Appeal partners take a nexus approach, whereby we design programming that meets humanitarian needs, while being sustainable, and advocating for the rights holders. Actors working in the Rohingya response are restricted to certain activities. These restrictions are in each and every sector. Through the sectors in which partners work, and through the NGO Platform, the Appeal members will advocate for change so that activities can be implemented that both meet the needs of the community, while also creating sustainable change.

### **3.8. Private/Public sector co-operation**

Requesting partners will collaborate with private sectors for enterprise promotion in the host communities. Impact Investment company, Truvalu will work with requesting partners in terms of promoting enterprises in the host communities for employment creation and business expansion. Truvalu will also assess the feasibility of small-scale producers for making them investment ready. Small scale producers of the host communities will be assisted to create linkage with MFIs and other private sector companies for investment support and marketing of their products. We would also build linkages with seed producer companies like 'Lal teer' to provide agricultural input support to

### 3.9. Engaging faith leaders

As faith literate agencies, we would ensure that the religious leaders are engaged in community cohesion building activities. Religious leaders play a key role in facilitating community level dialogue sessions which would enhance sense of tolerance and understanding between the communities. Religious leaders will also be engaged in spreading awareness messages in the camps related to the programme activities.

[illegible]

[illegible]



Project Activities	2019			2020									
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
B.1.6.4 Mentoring support to two agri enterprises in the host communities for making them investment ready													
<b>Peace building and localisation</b>													
C.1.1.1 Organize training on conflict & Gender sensitivity to project staff and volunteers													
C.1.1.2 Organize awareness sessions among 1500 beneficiaries on conflict & Gender sensitivity to communities													
C.1.1.3 Repairing/ restoration of 20 Community infrastructure in camp/village													
C.1.1.4 Cash for work 1100 Beneficiaries to set up site/village improvement work													
C.2.1.1 Selection/reactivation/engagement of community project team/forums/cultural groups for joint community projects coordinated through monthly meetings													
C.2.1.2 Developed and produced folk song, videography and other awareness materials													
C.2.1.3 Organize social cohesion activities to ensure interaction between two communities													
C.3.1.1 Research on existing status of social cohesion/conflict analysis with the engagement of both communities													
C.3.1.2 Localization of the Grand Bargain with Human Leadership Academy and local NGO network led by Dhaka Ahsania Mission													

## 4. PROJECT MONITORING

### 4.1. Project Monitoring

Project performance will be tracked quarterly and reports of achievement of targets against outcome and output indicators of the logical framework reviewed by the Forum senior management. For daily activity monitoring, each member agency is responsible for internal monitoring of their own activities. Findings from this activity monitoring, for example post distribution monitoring reports, will be included as part of the quarterly reporting to ensure quality checking by other appeal members to foster a continual learning and sharing approach. One joint monitoring visit will be conducted at the mid point of the project for deeper cross agency learning.

Each implementing partner will have a responsive complaint and feedback mechanism. Community feedback and complaints are integrated into monitoring systems, and each agency commits to take prompt action based on the feedback of the community members. The Core Humanitarian Standard (CHS), SPHERE standards, and the IASC GBV Guidelines. As CHS certified organisations, the appeal members promote greater accountability in humanitarian programmes, and communities are actively involved in being part of this.

### 4.2. Safety and Security plans

The 4 identified safety and security threats are:

1. Natural disasters (e.g. cyclones, heavy rainfall and landslides) - The location is highly vulnerable to natural disasters, with cyclones, heavy rainfall, and landslides being a threat annually. The temporary nature of the shelters mean that the impact of this threat should it occur is high. Requesting members will take precautionary measures through agency level contingency planning, and evacuation planning.
2. Political, government cooperation and religious issues - Political instability in Cox's Bazar is common. High levels of criminality in the district are closely linked to the settlement economies. Drug trafficking has been a long-term issue which has increased significantly in recent years. However, it has been proven that simple measures such as low visibility when tensions are high and avoiding routes identified as risky can mitigate such threats with relative ease.
3. Rise of terrorism, unrest and riot- Government fears that the Rohingya camps could be used to mobilize male and youth toward extremism. Alongside this there is increased tension with the community hosting the Rohingya. In these circumstances' local intel on rising tension within the refugee communities and having regular contact with the military and armed forces will help navigate the project activities to avoid such threats.
4. Relationship with local community- Tension among host and Rohingya communities have been increased day by day and bigger impact may occur due to conflict. As the situation in the forthcoming few months will likely remain fluid and fragile, extensive knowledge of the community we are working with plays a crucial role to design programming that mitigates the risk of tension turning into violence.

#### **4.3. Knowledge Management**

Quarterly reports will be submitted to ACT Secretariat, ICCO will chair subsequent quarterly coordination meetings. The purpose of these meetings is to check achievements against targets, share cross agency learning, and set action plans for revising practices. ACT Members external to the appeal will be invited to join some sessions of these coordination meetings and will be invited to one field monitoring visit during the 12-month project whereby they can give feedback on the implementation of the programme activities. Minutes of these meetings, and the findings of the field visit will be shared to ACT members. The coordination budget will also be allocated to training, with the specific allocation being decided based upon findings in the coordination meetings. One external evaluation will be conducted at the close of the project, with findings shared with the ACT donors, and the ACT secretariat, and the relevant sectors.

## **5. PROJECT ACCOUNTABILITY**

### **5.1. Mainstreaming Cross-Cutting Issues**

Of multiple dimensions of exclusion, we deliberately consider gender, disability, environment, resilience and social inclusion and participation as the key cross-cutting issues in the regular development programmes/projects. For us, this becomes even more important during disaster response operations. From the design of the project to conducting initial assessments and the actual implementation of the project, special attention will be paid to these issues.

To promote greater gender equity in meeting their needs, requesting members and implementing partners will: (i) tailor their sector specific interventions in response to the needs, capacities and priorities of women, girls, men and boys as identified through assessment, analysis and planning efforts; and (ii) Include targeted actions to address specific gaps or discriminatory practices. The agencies will follow the sector guideline to be in line to avoid negative environmental impact to the targeted community.

All staff, partners and contractors, are personally and collectively responsible for upholding and promoting the highest ethical and professional standards in their work and all staff have completed mandatory PSEA and corruption training (e-learning). The Core Humanitarian Standards (CHS), the SPHERE humanitarian charter and minimum standards and the Inter-agency Standing Committee (IASC) guidelines for integrating Gender-Based Violence (IASC GBV) are at the core of the proposed response.

#### 5.1.1 **Gender Marker / GBV**

To promote greater gender equity throughout the intervention, requesting members and implementing partners will:

- (i) Tailor their sector specific interventions in response to the needs, capacities and priorities of women, girls, men and boys as identified through assessment, analysis and planning efforts; and (ii) Include targeted actions to address specific gaps or discriminatory practices.

The specific needs of child-headed households and single young and elderly women and men should be met without creating further stress, danger and exposing people to undignified solutions. It is also important to understand how limited or inappropriate WASH services and facilities can affect different groups and how to deliver humanitarian response services and aid that assist all segments of the affected population, while placing no one at risk. Women and girls are at high risk of moving at night due to the lack of light in camps. Some of the risks can be addressed by simple site improvements to enable safer movement in the camps for women and girls and should be integrated strongly with GBV and protection risk assessments to enable safe access to services.

#### 5.1.1. **Resilience Marker**

In 2017-2018, the Government of Bangladesh and humanitarian partners jointly coordinated to provide urgent and essential services to the refugee crisis. A key priority in the Rohingya response is preparing refugees for solutions in the short- and mid-terms by building their resilience and enhancing their confidence, for example, through opportunities to learn and develop portable skills. Such programmes will combat potentially harmful coping mechanism while in Bangladesh and make future returns more sustainable. The Protection Framework for Humanitarian Response leverages refugees' capacities, who can contribute to their own protection and solutions through active participation and engagement of all members of the Rohingya community, including vulnerable groups and people with specific needs.

#### 5.1.2. **Environmental Marker**

The individual agencies are responsible for implementing environmental safeguards – either public or private. The activities planned under the proposed project are assessed to not have any negative environmental impact. The requesting members will follow the sector guideline to be in line to avoid negative environmental impact to the targeted community. Also, the agencies will -

- ensure the use of environment friendly construction materials as guided by targeted sectors and operations
- foster the community-based practices and techniques for livelihood supports & assistance
- ensure the engagement of the community to better cope with the changing impacts of environmental degradation as a result of Rohingya influx in the camps and host communities.

[http://www.acdi-cida.gc.ca/INET/IMAGES.NSF/vLUIImages/Policy2/\\$file/ENV-nophotos-E.pdf](http://www.acdi-cida.gc.ca/INET/IMAGES.NSF/vLUIImages/Policy2/$file/ENV-nophotos-E.pdf)

### 5.1.3. **Participation**

All the ACT forum members are fostering CHS 4 & CHS 5 in the response actions and the process will continue in the proposed interventions as well. The proposed project has been developed based on field experience of responding to the Rohingya crisis, and a compilation of needs assessments and situation reports. The requesting members and implementing partners have already established strong relationships with the Rohingya refugees and host communities. Building on this trust, input by the beneficiaries is integrated in the intervention through various activities to inform programme design and continuous accountability and feedback. Hereby, ensuring community participation. With the host communities as well, agencies till date have ensured a close linkage with the community and local government including the other duty bearers and this will continue. The implementation process will follow the systematic community engagements & participations. All the services will be informed systematically, and targeted beneficiaries will be finalised based on local government's vulnerable Household list and will be validated over a series of community consultations based on the selection criteria and project approach. Final process/list later will be cross verified again with the local government & the community. Project implementation committee will be formed comprising local government actors and community actors to ensure their feedbacks & ideas are considered from the very beginning of the project implementation.

### 5.1.4. **Social inclusion / Target groups**

ACT Alliance intervention will target both vulnerable members of the Rohingya community and of the community hosting them for one of the outcomes, focusing on social cohesion.

ACAP, which stands for Accessibility, Communication, Attitude and Participation, is as an innovative and revolutionary framework was to achieve “inclusion for all” within development activities, including DRR and emergency relief and response. Requesting members will use the ACAP Inclusion framework to ensure inclusion of marginalized groups and people with disability across all stages of the project. For example, the proposed project can promote inclusive shelter model, which will be designed and checked against the ACAP subscribed "Accessibility" test to ensure that the shelter model adapts the recommended guidelines for accessible design per the local context. By incorporating the “special requirements or adaptations” necessary for people with disability, into the basic shelter model, the project will ensure that all shelters constructed under the project will be accessible by default. The proposed interventions will target the most vulnerable groups which we have identified as female-headed households, households with elderly people, households with PWD, households with pregnant and lactating women, child-headed households, and households particularly at risk of impacts of extreme weather.

### 5.1.5. **Anti-terrorism / Corruption**

The ACT forum agencies will ensure that:

1. agencies will not knowingly fund an organisation that has an intention to support, sponsor or commit a terrorist act.
2. agencies will demonstrate due care and attention in our allocation and distribution of funds so that the money does not get into the wrong hands or is misused to finance a terrorist organisation or to commit a terrorist act.
3. agencies will strive to uphold high standards in our programme work to ensure that we and our partners work within the law.

The risk of our money being diverted to fund terrorist organisations is substantially the same as the risk of our money being diverted into the hands of other criminals, fraudsters, corrupt partners, or anyone who will not apply them for the purposes intended – and forum members have policies and procedures to minimise this risk.

- Following Misuse of Funds policy and training for relevant staff on preventing, identifying and reporting misuses of funds
- Following Anti-Money Laundering policy and procedure.
- Following procedure for vetting partner bank accounts and for sending funds via third parties.
- Following the policy and procedure on approving grant transfers.
- Following the policy and procedure requiring partners receiving grants in excess of £50k to have an organisational audit carried out by a certified auditor.

## **5.2. Conflict sensitivity / do no harm**

As the ongoing Rohingya refugee crisis response is being coordinated by multiple actors such as UN bodies, ISCG, NGO Affairs Bureau, local District Commissioner's office, police and military as well as local government representatives, there is always a risk of internal conflict. To minimize this risk, the project implementation team will consult with the stakeholders during the planning phase and respect their opinions and suggestions. Moreover, regarding maintaining quality of work, the implementing partners will set the minimum standard for each item/activity and display this at the community level, so that people can judge whether the work meets the minimum standard or not.

The project team will never give any prior commitment to the community people regarding what they cannot do prior to execution. In addition, the requesting ACT members and implementing partners will strictly adhere to the ACT Code of Conduct (CoC), individual organisation's CoC and there will be an obligation on all partners, volunteers and staff working with the members to report incidents where they see others breaking the code of conduct. This is a non-negotiable collective responsibility. Whistleblowing policy and referral mechanism are to be clearly explained to all partners, volunteers and staff.

## **5.3. Complaints mechanism + feedback**

All implementing partners aim to fulfill all nine commitments of the Core Humanitarian Standard on Quality and Accountability (CHS) throughout its response. The project beneficiaries and key stakeholders will be informed about the complaints mechanisms. Furthermore, the complaint-handling processes will be designed in close consultation with the beneficiaries/key stakeholders and placed in communities accordingly. The contact details of the complaints officers will be shared with the beneficiaries for urgent and/or special incidents. This intervention will be implemented with consideration of the key findings from CA's recent [accountability assessment](#).

All partners, staff and volunteers will be briefed on PSEA, to be clear on their responsibility to report incidents they witness, to be clear on the mechanism through which to do this (outlined under area 3), and to encourage community members to speak out and report cases in their communities (through referral mechanism or through C&F mechanism)

## **5.4. Communication and visibility**

All requesting members and implementing organisations will work under a common ACT Alliance communications and visibility guidelines. They will respect international communication guidelines, in line with the Code of Conduct and specifically pay attention to respecting the dignity of the refugees. ACT Forum will implement communication activities related to the project, starting from collecting/collating beneficiary testimonials, success stories and photographs from all requesting members to producing a short video on the project. For communicating with donors and partners, the project partners will provide the following information, on behalf of all requesting members:

- Leverage communications tools of partner organizations to publish stories of beneficiaries and progress of project in print, digital and social media.
- Use COMM CARE, KOBO, to capture human-interest stories and infographics, showing progress of our work and its impact on the beneficiaries.



- Organize joint learning visits between local partners to understand best practices and lessons learned.
- Organise lessons learned workshop at the end of the project to disseminate our achievements and way forward with development partners

Social media will be used for advocacy and visibility by the ACT members, promoting the humanitarian response by the members with the support of the ACT Alliance. Dissemination of accessible and understandable information through channels like Facebook, Twitter, LinkedIn and the websites of the requesting members and the ACT alliance, will contribute to the engagement of a wider audience to bring about support for the humanitarian response and promote the work of the agencies.

## 6. PROJECT FINANCE

### 6.1. Consolidated Budget

	Type of	No. of	Unit Cost	Appeal Budget	Appeal Budget
	Unit	Units	BDT	BDT	USD
<b>DIRECT COSTS</b>					
<b>1 PROGRAM STAFF</b>					
Appeal Lead				0	0.00
Total international program staff				1,308,900	15,463.12
Total national program staff				31,126,137	367,718.87
<b>TOTAL PROGRAM STAFF</b>				<b>32,435,037</b>	<b>383,182</b>
<b>2 PROGRAM ACTIVITIES</b>					
2.1.	Shelter and settlement / Non-food items			3,194,800	37,742.82
2.2.	Food security			18,665,000	220,505.12
2.3.	Water, sanitation & hygiene (WASH)			13,305,000	157,183.00
2.4.	Health / Nutrition			6,179,916	73,008.47
2.5.	Protection / Psychosocial support			0	0.00
2.6.	Early recovery & livelihood restoration			25,718,787	303,837.36
2.7.	Education			0	0.00
2.8.	Emergency Preparedness / Resilience			20,440,000	241,474.67
2.9.	Unconditional CASH grants			0	0.00
2.10.	Camp Management			0	0.00
<b>TOTAL PROGRAM ACTIVITIES</b>				<b>87,503,503</b>	<b>1,033,751</b>
<b>3 PROGRAM IMPLEMENTATION</b>					
<b>TOTAL PROGRAM IMPLEMENTATION</b>				<b>3,195,615</b>	<b>36,335</b>
<b>4 PROGRAM LOGISTICS</b>					
4.1	Transport (of relief materials)			4,688,474	55,388.83
4.2	Warehousing			4,052,051	47,870.24
4.3	Handling			4,052,051	47,870.24
<b>TOTAL PROGRAM LOGISTICS</b>				<b>8,740,525</b>	<b>103,259</b>

<b>5 PROGRAM ASSETS &amp; EQUIPMENT</b>					
<b>TOTAL PROGRAM ASSETS &amp; EQUIPMENT</b>				<b>3,095,000</b>	<b>36,564</b>
<b>6 OTHER PROGRAM COSTS</b>					
<b>6.1. SECURITY</b>					
6.1.1.	Material resources			0	0.00
6.1.2.	Human resources			0	0.00
6.1.3.	Security trainings			0	0.00
6.1.4.	Site enhancements			0	0.00
<b>TOTAL SECURITY</b>				<b>470,000</b>	<b>5,552</b>
<b>6.2. FORUM COORDINATION</b>					
6.2.1.	Kick-start workshop			0	0.00
6.2.2.	Mid-review workshop			0	0.00
6.2.3.	Visibility / fundraising			0	0.00
6.2.4.	Staff trainings onCHS, PSEA, and gender	Event	1	200,000	2,362.77
<b>TOTAL FORUM COORDINATION</b>				<b>1,400,000</b>	<b>16,539</b>
<b>6.3. STRENGTHENING CAPACITIES</b>					
<b>TOTAL STRENGTHENING CAPACITIES</b>				<b>160,000</b>	<b>1,890</b>
<b>TOTAL DIRECT COST</b>				<b>136,999,680</b>	<b>1,617,073</b>

**INDIRECT COSTS: PERSONNEL, ADMINISTRATION & SUPPORT**

**ICCO**

**7.1 Staff salaries**

7.1.1	Salaries for Finance Director-20%	Month	12	73,240	878,880	10,382
7.1.2	Salaries for HR & Admin Director-20%	Month	12	73,240	878,880	10,382
7.1.3	Salaries for Sr. Reg. Comms. Manager-20%	Month	12	36,500	438,000	5,174
7.1.4	Country Representative-Admin-10%	Month	12	94,000	1,128,000	13,326
7.1.5	Salaries for accountant and other admin or secretarial staff .....)	Month	12	90,000	1,080,000	12,759
7.1.6	Compliance Manager-10%	Month	-	-	0	0
7.1.7	Communication Officer-30%	Month	12	23,650	283,800	3,353
7.1.7	Direct technical support from global office (need based only)	Month	12	123,500	1,482,000	17,510
7.2	<u>Office Operations</u>				840,000	
7.2.1	Office rent	Month	12	50,000	600,000	7,088
7.2.2	Office Utilities	Month	12	10,000	120,000	1,418
7.2.3	Office stationery & Supplies	Month	12	10,000	120,000	1,418

**7.3 Communications**

<b>7.3.1</b>	Telephone/Internet/Mobile/Courier etc	Month	12	25,000	300,000	3,544
<b>7.3.2</b>	<u>Communications Materials</u>		-	-	0	0
<b>7.4</b>	<u>Other</u>					
	Dhaka & Cox's office technical team shared office operation cost (based on actual)	Month	12	50,000	600,000	7,088
<b>7.4.1</b>						
<b>Sub Total-ICCO</b>					<b>8,749,560</b>	<b>93,442</b>
<b>DCA</b>						
<b>7.1.</b>	<u>Staff salaries</u>					
<b>7.1.1.</b>	Salary for Country Director (10%)	Month	12	78,192	938,304	11,084.96
<b>7.1.2.</b>	Salary for Head of Program (12%)	Month	12	89,394	1,072,728	12,673.03
<b>7.1.3.</b>	Salary for Head of Finance (12%)	Month	12	25,509	306,108	3,616.31
<b>7.1.4.</b>	Salary for Finance Coordinator (8%)	Month	12	14,788	177,456	2,096.43
<b>7.1.5.</b>	Salary for Admin & Liaison Coordinator(15%)	Month	12	27,728	332,736	3,930.89
<b>7.1.6.</b>	Salary for Finance Officer (24%)	Month	12	32,829	393,948	4,654.03
<b>7.1.7.</b>	Salary for HR Officer (12%)	Month	12	12,866	154,392	1,823.96
<b>7.1.8.</b>	Salary for HR & Admin Assistant (15%)	Month	12	10,259	123,108	1,454.38
<b>7.1.9.</b>	Salary for Procurement and Logistics Assistant (20%)	Month	12	13,679	164,148	1,939.22
<b>7.1.10.</b>	Salary for M & E Officer (10%)	Month	12	13,679	164,148	1,939.22
<b>7.1.11.</b>	Salary for Programme & Reporting Officer (8%)	Month	12	8,577	102,924	1,215.93
<b>7.2.</b>	<u>Office Operations</u>					
<b>7.2.1</b>	Office rent (Office Running Cost)	Month	12	56,998	683,976	8,080.38
	Office Utilities				0	0.00
	Office stationery				0	0.00
<b>7.3.</b>	<u>Communications</u>				0	0.00
	Telephone and fax					
<b>7.4.</b>	<u>Other</u>				0	0.00
	Insurance				0	0.00
<b>7.4.1</b>	HQ Support cost for Time Registration of IFU, ProLog & International Dept 7%	Month	12	292,573	3,510,876	41,476.89
<b>Sub Total-DCA</b>					<b>8,124,852</b>	<b>95,986</b>
<b>CA</b>						
	<u>Staff salaries</u>					
	Senior Finance and Operation Manager - 20%	Month	12	69,934	839,208	9,914.26
	Programme Development & Funding Manager - 15%	Month	12	55,354	664,248	7,847.31
	Salaries e. g 10 % for Programme Director)-DSK	Month	12	30,000	360,000	4,252.98
	Salaries e. g 20% for Finance Director)-DSK	Month	12	25,000	300,000	3,544.15
	<u>Office Operations</u>		-	-	1,704,000	20,130.76
	Office rent	Month	12	60,720	728,640	8,608.03

Office Utilities	Month	12	16,280	195,360	2,307.95
Office stationery	Month	12	15,000	180,000	2,126.49
Office rent-DSK	Month	12	30,000	360,000	4,252.98
Office Utilities-DSK	Month	12	10,000	120,000	1,417.66
Office stationery-DSK	Month	12	10,000	120,000	1,417.66
<u>Communications</u>		-	-	386,400	4,564.86
Telephone and fax	Month	12	7,200	86,400	1,020.71
Telephone and fax-DSK	Month	12	25,000	300,000	3,544.15
<u>Other</u>		-	-	3,877,145	45,803.93
Insurance-DSK	Month	12	10,000	120,000	1,417.66
Indirect Cost for GO Support (7%)	Month	12	313,095	3,757,145	44,386.27
<b>Sub Total-CA</b>				<b>8,131,001</b>	<b>96,058.26</b>
<b>TOTAL INDIRECT COST: PERSONNEL, ADMIN. &amp; SUPPORT</b>				25,005,413	285,486
				<b>15%</b>	<b>15%</b>
<b>TOTAL EXPENDITURE exclusive International Coordination Fee</b>				<b>162,005,093</b>	<b>1,902,559</b>
<b>INTERNATIONAL COORDINATION FEE (ICF) - 3%</b>				4,860,152.79	57,076.76
<b>TOTAL EXPENDITURE inclusive International Coordination Fee</b>				<b>166,865,245.83</b>	<b>1,959,635.44</b>
<b>BALANCE REQUESTED (minus available income)</b>				<b>166,865,245.83</b>	<b>1,959,635.44</b>

## Breakdown per Member

	Appeal Total	ICCO	CA	DCA
<b>Direct Costs</b>	<b>1,617,073</b>	<b>539,799</b>	<b>538,601</b>	<b>538,673</b>
<b>Programme Staff</b>	<b>383,182</b>	<b>134,405</b>	<b>195,873</b>	<b>52,904</b>
Appeal Lead	-	-	-	-
International Staff	15,463	15,463	-	-
National Staff	367,719	118,942	195,873	52,904
<b>Programme Activities</b>	<b>1,033,751</b>	<b>340,342</b>	<b>239,699</b>	<b>453,710</b>
2.1. Shelter and settlement / Non-food items	37,743	-	37,743	-
2.2. Food security and nutrition	220,505	-	-	220,505
2.3. Water, sanitation & hygiene (WASH)	157,183	77,971	79,212	-
2.4. Health	73,008	-	73,008	-
2.5. Protection / Psychosocial support	-	-	-	-
2.6. Early recovery & livelihood restoration	303,837	254,101	49,736	-
2.7. Education	-	-	-	-
2.8. Emergency Preparedness / Resilience	241,475	8,270	-	233,205
2.9. Unconditional CASH grants	-	-	-	-
2.10. Camp Management	-	-	-	-
<b>Programme Implementation</b>	<b>36,335</b>	<b>11,814</b>	<b>23,576</b>	<b>945</b>
3.1. Local Partners	-	-	-	-
3.2. Needs Assessment	-	-	-	-
3.3. Rapid Support Team (ACT FAST)	-	-	-	-
3.4. Baseline / endline Assessment	11,814	7,088	4,726	-
3.5. Complaint mechanisms / information sha	2,953	-	2,953	-
3.6. Advocacy	-	-	-	-
3.7. DRR / Climate change	-	-	-	-
3.8. Resilience	4,726	4,726	-	-
3.9. Monitoring & evaluation	5,737	-	5,737	-
3.10. Audit	9,805	-	8,860	945
3.11. Independent Appeal Evaluation	1,300	-	1,300	-
<b>Programme Logistics</b>	<b>103,259</b>	<b>32,919</b>	<b>43,420</b>	<b>26,920</b>
Transport (of relief materials)	55,389	9,031	24,384	21,974
Warehousing	-	-	-	-
Handling	47,870	23,888	19,037	4,946
<b>Programme Assets</b>	<b>36,564</b>	<b>3,544</b>	<b>31,189</b>	<b>1,831</b>
<b>Other Programme Costs</b>	<b>23,982</b>	<b>16,776</b>	<b>4,844</b>	<b>2,363</b>
6.1. Security	5,552	2,599	2,953	-
6.2. Forum Coordination	16,539	14,177	-	2,363
6.3. Strengthening Capacities	1,890	-	1,890	-
6.4. Surge, PMER, and Q & A Support	-	-	-	-
<b>Indirect Costs</b>	<b>285,486</b>	<b>93,442</b>	<b>96,058</b>	<b>95,986</b>
Staff Salaries	144,873	72,886	25,559	46,428
Office Operations	38,135	9,924	20,131	8,080
Communications	8,109	3,544	4,565	0
Other Indirect Costs	94,369	7,088	45,804	41,477
<b>Total Expenditure</b>	<b>1,902,559</b>	<b>633,241</b>	<b>634,659</b>	<b>634,659</b>
ICF (3%)	57,077	18,997	19,040	19,040
<b>Total Expenditure + ICF</b>	<b>1,959,635</b>	<b>652,238</b>	<b>653,699</b>	<b>653,699</b>



## Annex 1 - LogFrame

Logical Framework			
<b>IMPACT</b>			
Provide humanitarian assistance to vulnerable Rohingya refugees and host communities, to contribute to their protection, wellbeing and dignity.			
OUTCOME(S)	Objectively verifiable indicator	Source of verification	Assumption
<b>A: Increase access to quality and durable basic humanitarian services</b>	A.1 Number of people with access to resilient transitional shelters.	<ul style="list-style-type: none"> <li>● <i>Baseline and endline assessment reports</i></li> <li>● <i>List of beneficiaries, master roles and GPS tagging of service points</i></li> <li>● <i>Situation Reports,</i></li> <li>● <i>Interim &amp; final narrative financial reports,</i></li> <li>● <i>M&amp;E reports,</i></li> <li>● <i>Community consultations / community satisfaction survey reports</i></li> </ul>	<p>- Government of Bangladesh remains receptive and positive towards the support to Rohingya population by the Non-state actors.</p> <p>- The affected population are open and willing to accept support provided by the project.</p> <p>- Price of food, shelter materials, NFI, tubewell, latrine and medical supplies remain stable.</p> <p><i>Risks</i></p> <p>- Natural calamities during the project period such as heavy rainfall, cyclone, or landslide</p>
	A.2 % of targeted Rohingya population with increased access to lifesaving and comprehensive primary healthcare services.		
<b>B. Building community resilience through enabling self reliance</b>	A.3 % of targeted people satisfied with access to WASH services.		
	B.1 Number of targeted households with improved 'Food Consumption Score'.	<ul style="list-style-type: none"> <li>● <i>Post Distribution Monitoring</i></li> <li>● <i>endline assessment reports</i></li> <li>● <i>Quarterly monitoring report,</i></li> <li>● <i>payment report</i></li> <li>● <i>photograph/video</i></li> <li>● <i>training register</i></li> <li>● <i>individual list</i></li> <li>● <i>project completion report</i></li> </ul>	

SECRETARIAT: 150, route de Ferney, P.O. Box 2100, 1211 Geneva 2, Switz. TEL.: +4122 791 6434 – FAX: +4122 791 6506 – [www.actalliance.org](http://www.actalliance.org)



<p><b>C. Contribute to increased dialogue and increased perceived trust between Rohingya refugees and the communities hosting them</b></p>	<p>B.2 % of people targeted receiving portable skills development packages.</p> <p>B.3 Number of households with increased income resulting from programme activities.</p> <p>B.4 Number of households with increased access to income generating assets</p> <p>B.5 Number of enterprises mentored in the host communities</p> <p>B.6 % of targeted households demonstrating improved self-reliance and resilience to livelihood coping strategies</p> <p>C.1 % of households reporting increased interaction and increased opportunities for dialogue.</p> <p>C.2 % increase in the level of perceived trust between both communities</p> <p>C.3 % of Host Community and Rohingya perceiving harmonisation among each other.</p>	<ul style="list-style-type: none"> <li>• case studies</li> </ul>	
--	---	--	--

OUTPUT(S)	Objectively verifiable indicators	Source of verification	Assumptions
<p><b>A.1. Affected communities have access to sector specified safe &amp; dignified transitional shelter solutions;</b></p> <p><b>A.2 Affected community in the camp and the host communities have access to essential primary healthcare and nutrition services through health education and supplementary nutrition supplies</b></p> <p><b>A.3 targeted communities have access to sector specific dignified, safe, well-maintained and functional WaSH facilities and received hygiene education;</b></p>	<p>A.1.1 Number of individuals trained in carpentry/masonry for shelter upgradation assistance;</p> <p>A.1.2 Number of HHs received transitional shelter kits and shelter upgradation technical support;</p> <p>A.1.3 Number of individuals employed/benefited as wage labourers/ cash for work assistance during transitional shelter assistance;</p> <p>A.2.1 Number patient treatment consultations provided through primary health centres;</p> <p>A.2.2 Number of individuals received health awareness messages during community sessions in the camps;</p> <p>A.3.1 Number of HHs accessing functional sanitation facilities in the camps;</p> <p>A.3.2 Number of HHs accessing functional sanitation facilities in the host communities;</p> <p>A.3.3 Number of HHs having access to functional water point and having safe drinking water in the camps;</p>	<ul style="list-style-type: none"> <li>● Monthly monitoring reports,</li> <li>● Situation reports,</li> <li>● Payment/masterrolls, Beneficiary list,</li> <li>● Photographs and Case studies</li> <li>● Training registers,</li> <li>● Project completion report</li> </ul>	

<p><b>B.1 Host and Rohingya communities provided with livelihood and skill development support</b></p>	<p>A.3.4 Number of HHs having access to functional water point and having safe drinking water in the host communities;  A.3.5 Number of HHs provided with hygiene replenishment kits in the camps;  A.3.6 Number of individuals receiving direct hygiene promotion (excluding mass media campaigns) in the camps;</p> <p>B.1.1 Number of Rohingya women, men participating in vocational skill training  B.1.2 Number of women and men from the host community receiving income generating asset and support  B.1.3 Number of women and men with increased income (livelihood or through Cash for Work)  B.1.4 Number of host community women and men participating in vocational skill training  B.1.5 Number of women and men from host community engaging in sustainable business practices</p> <p>B.1.6 Number of youth agri entrepreneurs developed</p>	<ul style="list-style-type: none"> <li>• <i>Post Distribution Monitoring</i></li> <li>• <i>endline assessment reports</i></li> <li>• Quarterly monitoring report,</li> <li>• payment report</li> <li>• photograph/video</li> <li>• training register</li> <li>• individual list</li> <li>• project completion report</li> <li>• case studies</li> </ul>	
--	--	---	--

<p><b>C.1 Stereotypes between host community/ Rohingya community people diminish by the end of the project 5% target</b></p>	<p>C.1.1 % of Rohingya &amp; Host community are working together</p>		
<p><b>C.2 Number of communities with sustainable dialogue mechanisms</b></p>	<p>C.2.1 # of mixed (Rohingya/Host community) groups formed/strengthened, and engaging on a monthly basis.</p>		
<p><b>C.3 Degree of awareness among the Host Community &amp; Rohingya Community about challenges facing the other group</b></p>	<p>C.3.1 # of correctly identified challenges</p>		
<p><b>Activities</b></p> <p>A.1.1.1. ToT for 20 staff on the on shelter upgradation sector standards (including shelter minimum standards) and community engagement;</p> <p>A.1.1.2. Shelter upgradation IEC development (pictorial guidelines) &amp; printing for the capacity building sessions;</p> <p>A.1.1.3. 300 of individuals trained in carpentry/masonry for shelter upgradation assistance;</p> <p>A.1.2.1. 3,000 of HHs received transitional shelter kits and shelter upgradation technical support;</p> <p>A.1.2.1. Shelter upgradation technical support to 3,000 EVI HHs;</p> <p>A.1.3.1. 3,300 of individuals employed/benefited as wage labourers/ cash for work assistance during transitional shelter assistance;</p> <p>A.2.1.1. 7,500 of individuals received primary healthcare service at the health centre;</p> <p>A.2.1.2. Community outreach activities to link the targeted community for primary healthcare service utilisation;</p> <p>A.2.2.1. 150 community based health awareness sessions for women and adolescent girls (25 participants per session);</p> <p>A.3.1.1. Maintenance &amp; repairing of existing 06 fecal sludge management plants in the camps;</p> <p>A.3.1.2. Covering 5,000 HHs by ensuring functionality of 1,000 latrines by two times sludge management in the camps;</p> <p>A.3.2.1 Provide sanitary latrine to vulnerable female-headed households</p> <p>A.3.3.1. Maintenance &amp; upgradation of 04 water networking system in the camps.</p> <p>A.3.3.2. 800 of HHs having access to functional water point and having safe drinking water in the camps;</p> <p>A.3.4.2 Orientation sessions on WASH &amp; hygiene practice and demonstration</p> <p>A.3.6.1. Facilitating 150 hygiene promotion sessions (excluding mass media campaigns) in the camps;</p>			<p><b>Pre-conditions</b></p> <p>Favourable government policies towards asset support to the host community women</p> <p>No major natural calamities in the cyclone and monsoon season</p> <p>Full funding requested received through the ACT Appeal</p>



<p>B.1.1.1 Skill training for vocational skills to increased income generation skills for 1000 households</p> <p>B.1.1.2 Training among 100 local market actors on entrepreneurship development, business skills, value chain, supply chain etc</p> <p>B.1.2.1 Asset distribution among 1000 beneficiaries for household level production</p> <p>B.1.2.2 Purchases van/auto rickshaw for entrepreneurs to carry goods to the market from the business hub</p> <p>B.1.2.3 Training 100 women cooperatives members on business plan development</p> <p>B.1.2.4 Small grant support to 5 Women's cooperatives for running their business</p> <p>B.1.2.5 Develop and mobilise 15 farmer cooperatives in the host community with a total of 300 members</p> <p>B.1.2.6 Provide input support and a 2-day training on integrated farming techniques</p> <p>B.1.3.1 Asset support to 850 host community women</p> <p>B.1.3.2 Linkage building sessions with formal and informal market actors</p> <p>B.1.3.3. Sessions on savings in safe places for the host community beneficiaries</p> <p>B.1.3.4 Renovation and Construction of water harvesting structure for irrigation</p> <p>B.1.4.1 Vocational/skill development training for 850 Host community women</p> <p>B.1.4.2 Business management training for 850 host community women</p> <p>B.1.4.3 Provide a 3-day training on food processing, value addition and preservation</p> <p>B.1.5.1 Provide input support and a 2-day training on integrated farming techniques</p> <p>B.1.5.4 Provide a 2-day business development and financial literacy training</p> <p>B.1.5.5 Organise a product promotion fair</p> <p>B.1.5.6 Organise a matchmaking workshop to create linkage between the producers and the market &amp; supply chain actors</p> <p>B.1.6.1 Mentoring support to two agri enterprises in the host communities for making them investment ready</p> <p>B.1.6.2 Mentoring of youth agri entrepreneurs</p> <p>C.1.1.2 Organize training on conflict &amp; Gender sensitivity to project staff and volunteers</p> <p>C.1.1.3 Organize awareness sessions among 1500 beneficiaries on conflict &amp; Gender sensitivity to communities</p> <p>C.1.1.4 Repairing/ restoration of 20 Community infrastructure in camp/village</p> <p>C.1.1.5 Cash for work 1100 Beneficiaries to set up site/village improvement work</p> <p>C.2.1.1 Mixed (Rohingya/Host community) groups formed/strengthened, and engaging on a monthly basis.</p> <p>C.2.1.2 Develop and produce folk song, videography and other awareness materials</p> <p>C.2.1.3 Organize social cohesion activities to ensure interaction between two communities</p> <p>C.3.1.1 Research on existing status of social cohesion/conflict analysis with the engagement of both communities</p> <p>C.1.3.2 Capacity building of local humanitarian agencies under 'Localization of the Grand Bargain' with human leadership academy and local NGO network led by Dhaka Ashania Mission</p>	
---	--

**Annex – Risk Analysis**

<b>Risk</b>	<b>Internal / External</b>	<b>Likelihood of occurring (high / Medium / low)</b>	<b>Impact on project implementation (high / Medium / low)</b>	<b>How the risk is monitored and mitigation strategy in place to minimize this risk</b>
Security may be compromised	External	Medium	Medium	The requesting members make an assumption that the security situation will remain stable, despite the fact that there has been increased security concerns from the end of August 2019 related to conflict between the host and Rohingya community, reduction in humanitarian space for NGOs operating, and instability on programming that involves Rohingya volunteers. If any of these flare up then access to the camps would be limited. The requesting members will mitigate the impact of any security threat through capacity building of both staff and volunteers so that if Rohingya volunteers cannot access the camps because of security concerns then the staff can support, or if the host community staff cannot access, then the Rohingya volunteers can support. All staff and volunteers will be briefed on safety, and security.
Natural disasters	External	Medium	High	Cox's Bazar is a high risk area for natural disasters, including cyclones, and landslides resulting from the monsoon. If a cyclone were to pass through the camp then we can assume the all structures integral to programme delivery would be destroyed and activities would be impossible. DCA and CA Site Improvement teams will be on hand and available to repair small damage relating to storms and rains, thus mitigating the impact of this risk in the case of a low or medium scale natural disaster.
Repatriation or Relocation	External	Medium	Low	The Prime Minister's Office has reiterated the priority to repatriate the Rohingya to Myanmar, or relocate to Bashan Char Island. This project targets relatively few Refugees, but if those repatriated/relocated were from our target group it would impact our ability to reach our planned targets. The requesting members do not take mitigation action against this eventuality, but would adapt programming to target Rohingya and Host community members who remain in Cox's Bazar should repatriation/relocation begin.
Threats to female volunteers or community	External	High	Medium	Threats to female volunteers is a risk within the camp setting, and we make assumptions that we can both capacity build female staff members and implement activities with community agreement. To protect volunteers, each

engaged in education work				agency has set up a complaints hotline through which volunteers can report violent threats. Through hotlines we record threats and escalate to the relevant duty bearers (Camp in Charge (CiC), site management, team leaders, protection sector etc.). These hotlines will be used within our project, with a full risk assessment with mitigation measures updated to ensure that staff are trained on response and prevention.
RRRC/CiC rejection of project activities	External	Medium	High	An assumption is made that the CiC and RRRC will approve the activities we are proposing; particularly activities related to cash for work, livelihoods, and vocational skill training. If government policy changes and permissions in this area reduce, the requesting members would adapt activities accordingly.
Full appeal budget not achieved	Internal	High	High	The requesting members have experience that an ACT Appeal budget is rarely met by the donors. This impacts the implementing partners to reach the target numbers, and all of the activities mentioned in the proposal. The requesting members will adapt programming in terms of activities and the number of target beneficiaries according to the % of the appeal that is raised for each partner.
Women have limited access to markets	External	Medium	High	Markets are largely accessed by the Rohingya men, while women from female-headed HHs are said to not have free access. Consortium will include advocacy on women's market access in outreach and awareness activities. Consortium will continue to monitor markets for availability, quality and price of items and liaise with traders and local authorities if discovering any issues.
Specific risks for female beneficiaries relating to protection, added burden or fewer opportunities for engaging in projects	External	Medium	High	DCA undertakes frequent protection risk assessments to determine gender-based risks, household power roles, etc. and has increased beneficiary involvement in and awareness of the programme (assessment, design, vulnerability criteria, targeting etc.). All projects are created with a willingness to revise programme design based on monitoring and feedback mechanisms, especially to grow the linkages between GBV and other programmes. Consortium advocates for female inclusion in all activities.

**Annex 2 – Summary Table**

Summary	ICCO Cooperation	Dan Church Aid	Christian Aid												
Implementation period	From 16th October 2019 to 15th October 2020 Total duration: 12 (months)	From 16th October 2019 to 15th October 2020 Total duration: 12 (months)	From 16th October 2019 to 15th October 2020 Total duration: 12 (months)												
Geographical area	Teknaf, Cox's Bazar, Bangladesh	Teknaf and Ukhiya Cox's Bazar, Bangladesh	Ukhiya, Cox's Bazar, Bangladesh												
Sectors of response	<input checked="" type="checkbox"/> Early recovery/Livelihood Other sector: Enterprise development	<table border="1"> <tr> <td><input type="checkbox"/></td><td></td><td><input type="checkbox"/></td><td></td></tr> <tr> <td><input checked="" type="checkbox"/></td><td>Food Security</td><td><input checked="" type="checkbox"/></td><td>Early recovery / livelihoods</td></tr> <tr> <td><input checked="" type="checkbox"/></td><td>WASH</td><td></td><td></td></tr> </table> <input checked="" type="checkbox"/> Other sector: Social Cohesion	<input type="checkbox"/>		<input type="checkbox"/>		<input checked="" type="checkbox"/>	Food Security	<input checked="" type="checkbox"/>	Early recovery / livelihoods	<input checked="" type="checkbox"/>	WASH			<input checked="" type="checkbox"/> Shelter/ NFIS <input checked="" type="checkbox"/> Early recovery / livelihoods <input checked="" type="checkbox"/> WASH <input checked="" type="checkbox"/> Health/ Nutrition
<input type="checkbox"/>		<input type="checkbox"/>													
<input checked="" type="checkbox"/>	Food Security	<input checked="" type="checkbox"/>	Early recovery / livelihoods												
<input checked="" type="checkbox"/>	WASH														
Targeted beneficiaries (per sector)	Livelihoods: 1250 Entreprise:500	Livelihoods: 1200 Resilience: 1100 Entreprise: 100 Social Cohesion:1535	WASH: 5,000 Health: 7,500 Shelter/NFIS: 15,000 Livelihood: 1,500												
Requested budget (USD)	US\$ 652,238	US\$ 653,699	US \$653,699												