



## Rapid Response Fund

### ACT Secretariat Approval

**Project Code** 20/2022  
**Project Name** Emergency Response to Batken Border Clashes Response

The ACT Secretariat has approved the use of **USD124,866** from its Global Rapid Response Fund (GRRF22) and would be grateful to receive contributions to wholly or partially replenish this payment.

**For further information please contact:**

National Forum Convenor  
ACT Regional Representative  
ACT Humanitarian Programme Officer      Dragana Levicanin ([dragana.levicanin@actalliance.org](mailto:dragana.levicanin@actalliance.org))

A handwritten signature in black ink, appearing to read "Cyra".

**Cyra Michelle Bullecer**  
Global Humanitarian Operations Manager  
ACT Alliance Secretariat

**Project Proposal**

Emergency Prepared and Response Plan	
EPRP last updated	Dec-22
Do you have a Contingency Plan for this response?	Yes
EPRP link on the online platform (or attach hard copy with proposal)	<a href="http://www.actalliancehm.com">http://www.actalliancehm.com</a>

Please submit this form to the Regional Humanitarian Programme Officer in your region with a copy to the Regional Representative

Date submitted to ACT Secretariat
25-Nov-22

**Section 1 Project Data**

Project Information	
Project Name	Emergency Response to Batken Border Clashes Response
Project Code	19/2022
Country Forum	Europe
ACT Requesting Member (if there are more than one member, please use ALT+<Enter> to add another member)	Hungarian Interchurch Aid (HIA) and local implementing partner Insan Leilek Public Foundation
Name of person leading the project	Luca Szabó
Job Title	Project Manager
Email	<a href="mailto:luca.szabo@hia.hu">luca.szabo@hia.hu</a>
Tel no./Whatsapp/Skype	Tel: + 36706663698; Whatsapp: +251 98 490 8169
Location(s) of project (city / province)	Batken province, Leilek district and Batken district of Kyrgyzstan
Project start date (dd/mm/yyyy)	01.12.2022
Project end date (dd/mm/yyyy)	31.03.2022

Which sectors your response activities most relate to  
(please indicate number of planned beneficiaries per organisation in each sector where you plan to give assistance)

Sectors	Member <i>Hungarian Interchurch Aid (HIA)</i>	
	Male	Female
Cash/ Vouchers		
Camp Management		
Education		
Food/Nutrition		
Health		
Household items	600	600
Livelihood		
Psychosocial	750	750
Shelter		
Wash		

## Section 2 Project Description

### 2.1 Context

#### 1. CHS Commitment 1. Summarize the crisis event and how it is likely to develop over the duration of the project (maximum 5 bullet points)

At this moment Tajikistan and Kyrgyzstan has signed peace memorandum. In mid-october Kyrgyz delegation visited in Dushanbe, Tajikistan to discuss further delimitation and demarcation process. Two sides plan to revise archive documents and maps from the Soviet time. Recently, the Defence Minister of Kyrgyzstan declared that Kyrgyzstan will not give up even 1 cm of its land, but ready to resolve the issue peacefully, unless the sovereignty and inviolability of borders are kept. It is observed that both sides are upgrading their military capacities. The situation is tense, and risk of future conflicts is high.

#### 2. CHS Commitment 1,2,3,4. Explain the impact of the crisis specific to the people you want to help (maximum 5 bullet points)

444 families (2 324 people) became displaced as a result of the violent conflict due to destruction of their homes. These people were not able to pick their belongings, even passports, while evacuating. They lost completely everything, even clothing, dishes, documents, etc.

Over 4000 children of affected communities are skipping schools due to destruction of schools and kindergartens. More than 150 000 people have difficulties to make ends meet due to loss of livelihoods (burnt crops, stolen domestic animals).

More than 150 000 people received emotional stress due to bloody conflict, as per recent official data 63 people were violently killed during the conflict. Some of the families lost more than 1 family members. 2 children died and 12 injured due to shelling. Soon winter is coming. Already, on 19th of October it snowed in Batken before the harsh winter season majority of IDPs are living in field conditions in tents and yurts provided by the Ministry of emergency, while some of them living in schools and kindergartens.

#### 3. CHS Commitment 9. Explain the availability of funding each of your organisation can access for this crisis. (maximum 3 bullet points)

Unfortunately, there is not a lot of humanitarian response comparing to last years` crisis, even though, recent crisis affected much more people and is more devastating. Therefore, local Partner Organization of HIA after conducting needs assessment and focus-groups with affected families, decided to provide emergency response that will help displaced families successfully survive cold harsh winter.

It is seen that the government plans to build homes for the displaced in 3 months, but they did not start the construction process today, by 20th of October. It is less likely their homes will be ready to live in by December 2022.

The UN working group has been activated. World Food Porgram UN has allocated 400 metric tons of wheat flour. It is being distributed with the support of the Ministry of Emergency situations. HIA's local partner as an implementing partner monitors the distribution process. From Sept 16th, in constant cooperation and coordination with authorities and other partners, our local partner immediately started to provide humanitarian assistance for IDPs and victims of the conflict by providing food assistance and hygiene products. At this moment, the whole country is mobilized to support the Batken province, but it is not sufficient to cover the needs. HIA reached out to its donor Hungary Helps who supported last years rapid response project in the country, but unfortunately they could not provide support to this emergency as they already allocated their budget.

### 2.2 Activity Summary

#### 1. CHS Commitment 1, 2, 4. Explain your proposed project and why you have selected this particular response to the crisis. If multiple members are responding, please explain the role of each member in the coordinated response as indicated in your EPRP Contingency Plan.

Last year on April 28, 2021 when clashes on the Kyrgyz-Tajik border also took a serious turn, HIA implemented successfully a rapid response program with the support of Hungary Helps Program and through our local partner. In total we reached 300 families with necessary NFIs, e.g. household hygiene and cleanliness packages containing health and hygiene care for women and children, as well as clothing, (underwear, socks, T-shirts, shorts, towels) and tools for collecting clean drinking water. In addition, 60 parents and 40 children received PSS to help them cope with the stress caused by the conflict. Total budget was 35,000 USD.

Our kyrgyz local partner has reached out to us now regarding how the humanitarian situation is getting worse and worse on the field. HIA, together with its partner with the support of ACT RRF will deliver necessary NFI items: winter kits for 200 families (more than 1000 people). The winter kit will include: heaters, blankets, thermos, winter clothing, teapots, socks, underwear, sleeping bags, cooking stove, flashlights, power banks, etc. These items are essential to keep warm during winter in tents and yurts. Also, they can be located in new homes, when they are finished and keep the family warm.

Also, the project plans to conduct Trainings for social workers from the affected communities on provision of psychosocial support (PSS) for the victims of violent conflicts. After the training, trained social workers will provide therapy sessions for more than 1500 people to help manage their stress, thus preventing mental disorders.

**2. CHS Commitment 2. Explain how you will start your activities promptly.** *Project implementation should start within two weeks. The project should be a maximum of 6 months.*

The project duration is 4 months. After approval of the project IPs will immediately start the beneficiary selection process and determine who will receive the aid together with the local municipalities of affected villages and Ministry of Emergency.

It is planned to finalize procurement of the aid items within 1 month after project approval and deliver to distribution point till 10th of December. Over 20 volunteers will be involved in distribution of the aid.

ToT for social workers will be conducted till by 20th of December.

Social workers will start to provide psychological therapy session for the victims of the violent conflict and displaced people by end of January 2023.

The last month of the project February we plan to finalise all reporting procedures.

**3. CHS Commitment 6. How are you co-ordinating and with whom?** *Coordination ensures complementarity of interventions within forum members and other humanitarian actors to maximise the use of our resources and will address all unmet needs*

HIA's local partner is cooperating with the World Food Program and the Ministry of Emergency situations of Kyrgyzstan to deliver 400 metric tons of wheat flour for beneficiaries living in bordering Kyrgyz villages that were affected by the conflict.

In addition, UNFPA and Red Cross Society in Kyrgyzstan are providing WASH items for victims in partnership with Ministry of Emergency situations.

The Government organized a humanitarian aid drive in Bishkek and other provinces. Over 700 metric ton of food was collected and delivered to the Ministry of Emergency storages in Batken province. Ministry of emergency situations together with the local government is distributing these collected food to people in limited amount, so it is enough for longer period.

Unfortunately, psychosocial support by the state institutions were not large scale and covered only few affected communities. Civil Society organizations have not been involved in provision of psychosocial support yet.

Last year, during the April conflict many organizations provided psychological sessions for the victims, but they left afterwards. There is no institutional memory. Therefore, our proposal is to organize ToT for local social workers from affected villages, so they continue provide psychosocial support on ongoing basis.

Emergency medical team from Bishkek hospitals have already arrived to provide health services for the affected communities. Local health care workers also joined the effort and the Ministry of Health enrolled mobile health centres at affected villages, as local community healthcare facilities were burnt down. In addition, MSF (Medecines Sans Frontiers) joined the efforts to provide free of charge medical assistance for the victims. HIA ensures complementarity of its interventions with actors working in the response.

**4. CHS Commitment 3, 9. How are you planning to procure your goods or services? (This includes cash transfer methodologies) Please tick boxes that apply.** *Goods and services procured locally supports and revitalises*

Locally or within the affected areas	x	Nationally	x	Regionally or neighbouring countries		Internationally	
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Do you have a procurement policy? What factors did you consider when you made this decision?

Yes, HIA has a Procurement Policy. Will follow its procurement procedures for emergency situations in order to do a transparent procurement of aid items but also deliver it quickly to the people on need.

## 2.3 Description of Target Population

### 1. CHS Commitment 1, 9. How do you calculate the beneficiary numbers for this project? *For example, food and hygiene kits given to 2500 families, and 1 family = x beneficiaries.*

Winter kits (Heaters, blankets, electric stoves, teapots, thermos) and clothing kits (winter coats, socks, underwear, jackets, winter boot) will be given to 200 families, and 1 family = 6 persons. In total 1200 persons will get necessary items to survive harsh winter season of Batken province.

30 social workers will get ToT on provision of psychosocial support for the victims of violent conflict. Each social worker will provide one-on-one psychological consultations for at least 50 victims =1500 people affected by the conflict will get necessary psychological support to prevent mental health problems (PTSD).

### 2. CHS Commitment 1, 2, 3, 4. Which vulnerable groups are you specifically targeting? What makes them vulnerable? *Please explain.*

HIA's project will target 200 families out of 427, whose houses were completely destroyed, they belongings such as clothing, kitchen supplies, furniture cannot be restored. They have nowhere to stay in winter. As schools and kindergartens have to start educational process, they cannot stay there for longer period. Therefore, many of them were moved to tents and yurts provided by Ministry of Emergency. Unfortunately, these tents are not adapted for harsh cold winters.

The Government took a responsibility to finish construction of new homes for the victims by 15th of December. But, the government will not provide other necessities such as clothing, carpets, blankets, winter shoes, furniture, dishes, etc. Without these items, one cannot live even in new home. In addition, on 19th of October it already snowed. So, these families are in urgent need to make the living in tents more humane and prepared for harsh winter. We plan to provide all necessary items to keep these 200 families warm: heaters, blankets, thermos, winter clothing, teapots etc.

### 3. CHS Commitment 4. Explain how the target population has been/is involved in the design of the proposed intervention *(maximum 5 bullet points)*

HIA's local partner has conducted 4 focus group discussion with the victims in 4 affected villages to assess needs and gaps in humanitarian assistance. During these focus group discussions people were first of all worried about following issues which primarily influenced project design:

- When delimitation and demarcation process will be finalized so such conflicts finally stop happening again and again?
- Worries about how to survive the winter: as most of them lost everything. Many of them doubt about the quality of houses to be built by the government. Last year over 50 houses were newly built for the victims, but they were from the plastic panels that were not energy efficient, and could not keep the warmth. And, will they be built on time, until harsh winter comes in? Will they be able to live in tents?
- Local residents have shared their feelings, such as: Fear of returning to the scene, dreams and nightmares, anxiety, restlessness, insomnia, muscle tension, tremors and hyperexcitability, Increased irritability, loneliness, depression, anxious thoughts about why he survived, while their loved ones died, whether he could help, who is to blame, about grief, ect.

## 2.4 Expected Results

**1. What will this project's success look like based on your time frame?** *Please write your activities milestones including dates.*

Expected outcome is that by 10th of December 2022, 200 families receive winter kits and necessary clothing and successfully survive harsh winter in Batken without health problems.

By 30th of January 2023, over 1500 affected people receive required psychosocial support that will prevent mental health problems due to severe stress, depression and PTSD caused by violent armed conflict.

**2. Describe the risks to a successful project and how you are managing them.**

Potential risks	Importance	Actions
A new round of armed conflicts in border communities	High	Follow all security measures, temporarily suspend project activities while conflict, maybe revise project objectives with the approval of HIA, for example to provide aid as the needs of displaced change.  Cooperate with Ministry of Emergency response to deliver humanitarian aid.
New wave of covid-19	High	Hold events in compliance with all sanitary and hygienic requirements
Changing political situation	Medium	Finding consensus with local and state organizations

## 2.5 Monitoring, Accountability & Learning

**1. CHS Commitment 7. Describe how you will monitor the project. What monitoring tools and process will you use? How will you gather lessons from the project?**

Within the framework of the project, a joint Monitoring and Evaluation Group of the project, consisting of 5 people, will be created. The composition will include representatives of local authorities, civil society and representatives of affected communities by violent conflict. The monitoring team will have a clear plan of monitoring activities. Monitoring will consist of questionnaires of project participants, focus groups with project beneficiaries, visits and participation at project events, photo reports, feedback questionnaires. There will be installed "Box for suggestions and consideration of complaints" at the office. The Monitoring Group will monitor the implementation of the project by conducting targeted random impact assessments to ensure maximum benefit from all activities. The MEG will be responsible for self-coordinating the measurement of indicators in accordance with the project to determine the broader impact of the project. HIA will apply the project management tool, linking program objectives, activities, product indicators, time frames and budget on a two-week basis.

The Monitoring Group will conduct the expected initial assessment and final impact assessment. They will combine quantitative and qualitative data collection methods to assess outcomes. The initial assessment is adapted for the target communities and takes into account the specific requirements for the activities of this project. Productivity, efficiency, adequacy and sustainability of activities will be taken into account as criteria for impact assessment. The "Most Significant Change" (MSC) assessment methodology will be used. Detailed and comprehensive initial assessment and final impact assessment reports will be made available to all stakeholders.

**2. CHS Commitment 8. Does your organisation have a Code of Conduct? Have all staff and volunteers signed the Code of Conduct?** *We may ask you to submit copies of the signed Code of Conduct. You can use ACT Alliance's Code of Conduct if your organisation does not have one.*

Both HIA and its local partner Insan-Leilek has a Code of Conduct, signed by all staff and volunteers.

**3. How will you ensure you and all stakeholders will be accountable to the affected population. How will you share information. How will you collect and use feedback and complaints? CHS 4 and 5**

Created monitoring and evaluation group that consists of local authorities, civil society and representatives of affected communities by violent conflict will ensure targeted and timely distribution of humanitarian aid. MEG will provide initial assessment and impact assessment through surveys, focus-group discussions, random visits, where beneficiaries can address their concerns. All complaints and feedbacks will be assessed by the project team and proper actions as per organizational codes will be undertaken. All information and documents will be filed in Project Documentation. Their data will be incorporated in narrative reports. Post distribution monitoring surveys (5% margin of error/statistical sample) and endline survey (5% margin of error/statistical sample). Distribution lists. Digital data collection tools will be utilised as far as possible, with data protection measures built in (this also depends on access to supported households). Data will be disaggregated by sex, age and disability.

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## Rapid Response Fund

### Financial Budget and Report

Project Code  
Project Name

19/2022  
Emergency Response to Batken Border Clashes Response

Budget Exchange rate (1 USD to local currency)

80.631433

Please use exchange rate from this site:

<http://www.floatrates.com/historical-exchange-rates.html>

Description	Type of Unit	No. of Units	Unit Cost local currency	Budget	
				KGS	USD
<b>DIRECT COSTS</b>					
<b>1 PROJECT STAFF</b>					
1.2.1. Project coordinator	month	4	40,000	160,000	1,984
<b>TOTAL PROJECT STAFF</b>				160,000	1,984
<b>2 PROJECT ACTIVITIES</b>					
2.1. Cash/Vouchers				-	-
2.2. Camp Management				-	-
2.3. Education				-	-
2.4. Food/Nutrition				-	-
2.5. Health				-	-
2.6. Household items				7,410,000	91,900
2.6.1. electric heater	pcs	200	7,800	1,560,000	19,347
2.6.2. electric stove for cooking	pcs	200	4,100	820,000	10,170
2.6.3. electric teapot	pcs	200	4,300	860,000	10,666
2.6.4. thermos	pcs	200	1,500	300,000	3,721
2.6.5. backpack	pcs	300	2,000	600,000	7,441
2.6.6. plaid	pcs	200	1,200	240,000	2,977
2.6.7. winter coat	pcs	300	2,600	780,000	9,674
2.6.9. winter shoes	pcs	300	3,800	1,140,000	14,138
2.6.10. socks	pcs	400	100	40,000	496
2.6.11. underwear	pcs	400	450	180,000	2,232
2.6.12. flashlights	pcs	200	1,200	240,000	2,977
2.6.13. powerbank	pcs	200	3,250	650,000	8,061
2.7. Livelihood				-	-
2.8. Psychosocial (Training for 30 social workers of border villages on providing psychosocial assistance to affected families) 2 days				142,500	1,767
2.8.1. Trainers' fee of professional psychologists from Bishkek	person	2	22,000	44,000	546
2.8.2. Transportation costs for trainers from Bishkek	person	2	10,000	20,000	248
2.8.3. Accommodation and per diems for trainers (2 person)	day	3	2,000	6,000	74
2.8.4. Hall rental	day	2	10,000	20,000	248
2.8.5. Lunch and coffee break for participants	person	60	550	33,000	409
2.8.6. Travel costs for participants	person	30	500	15,000	186
2.8.7. Handout for participants	person	30	150	4,500	56
2.8. Shelter				-	-
2.10. WASH				-	-
<b>TOTAL PROJECT ACTIVITIES</b>				7,552,500	93,667
<b>3 PROJECT IMPLEMENTATION</b>					
3.1. Coordination				680,000	8,433
3.1.1. Coordination meetings (including inception, etc)				-	-
3.1.2. Travel and Accommodation (HIA)	month	4	170,000	680,000	8,433
3.1.3. External coordination				-	-



3.2	Capacity Development				-	-
3.2.1	Trainings				-	-
3.2.2	Local partners/national members				-	-
3.2.3	Target beneficiaries				-	-
3.2.4	Faith communities				-	-
<b>TOTAL PROJECT IMPLEMENTATION</b>					<b>680,000</b>	<b>8,433</b>
<b>4 QUALITY AND ACCOUNTABILITY</b>						
4.1	Assessments				-	-
4.2	Complaints and Response Mechanisms				-	-
4.3	Safeguarding				-	-
4.4	Communication and visibility	month	4	100,000	400,000	4,961
4.5	Monitoring & evaluation (HIA)	programme	1	165,000	165,000	2,046
4.6	Audit (HIA)	programme	1	400,000	400,000	4,961
<b>TOTAL QUALITY AND ACCOUNTABILITY</b>					<b>965,000</b>	<b>11,968</b>
<b>5 LOGISTICS</b>						
5.1.2	Vehicle Rental				-	-
5.1.3	Fuel	liter	745	68	50,660	628
5.2.1	Warehouse rental				-	-
5.2.2	Wages for Security/ Guards				-	-
5.3.1	Salaries for Logistician/Procurement Officer	month	2	25,000	50,000	620
5.3.2	Salaries / wages for labourers				-	-
5.3.3	Salaries / wages for drivers	month	3	24,000	72,000	893
<b>TOTAL LOGISTICS</b>					<b>172,660</b>	<b>2,141</b>
<b>TOTAL DIRECT COST</b>					<b>9,530,160</b>	<b>118,194</b>
<b>INDIRECT COSTS: PERSONNEL, ADMINISTRATION &amp; SUPPORT</b>						
	Salaries for accountant	month	4	35,000	140,000	1,736
	Salaries (HIA project manager partial salary)	month	4	50,000	200,000	2,480
	Salaries (HIA financial officer partial salary)	month	4	40,000	160,000	1,984
	Staff Insurance				-	-
	Bank cost	month	4	2,000	8,000	99
	Translations				-	-
	<b>Staff salaries - Cost shared</b>				<b>508,000</b>	<b>6,300</b>
	Office rent				-	-
	Office Utilities				-	-
	Office stationery	month	4	4,300	17,200	213
	Office Insurance				-	-
	Phone and internet charges	month	4	3,200	12,800	159
	Bank fees - Bank transfer charges				-	-
	<b>Office Operations</b>				<b>30,000</b>	<b>372</b>
<b>TOTAL INDIRECT COST: PERSONNEL, ADMIN. &amp; SUPPORT</b>					<b>538,000</b>	<b>6,672</b>
Percentage of Indirect Costs against Total Budget					5%	5%
<b>Total Budget</b>					<b>10,068,160</b>	<b>124,866</b>