



## Rapid Response Fund

### ACT Secretariat Approval

Project Code 01/2023

Project Name Humanitarian assistance to Typhoon Nalgae affected communities in the Philippines

The ACT Secretariat has approved the use of **USD150,000** from its Global Rapid Response Fund (GRRF23) and would be grateful to receive contributions to wholly or partially replenish this payment.

**For further information please contact:**

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

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

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## Rapid Response Fund

### Project Proposal

#### Emergency Prepared and Response Plan

EPRP last updated	October 10, 2021
Do you have a Contingency Plan for this response?	Yes
EPRP link on the online platform (or attach hard copy with proposal)	

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

2-Dec-22

### Section 1 Project Data

#### Project Information

Project Name	Humanitarian assistance to Typhoon Nalgae affected communities in the Philippines	
Project Code	01/2023	
Country Forum	ACT Philippines Forum	
ACT Requesting Member (if there are more than one member, please use ALT+<Enter> to add another member)	National Council of Churches in the Philippines	
Name of person leading the project	Edward T. Santos	
Job Title	Assistant Program Secretary, NCCP-PUFWS / Forum Convener	
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Tel no./Whatsapp/Skype	+639494685066	
Location(s) of project (city / province)	Region 2 (Cagayan Valley): Amulung town and Tuguegarao City in Cagayan Region 5 (Bicol): Presentacion and Caramoan municipalities in Camarines Sur Region 6 (Panay Island): Hamtic town in Antique and Libacao town in Aklan	
Project start date (dd/mm/yyyy)		15/Jan/23
Project end date (dd/mm/yyyy)		14/May/23

#### 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	National Council of Churches in the Philippines (please write the name of your organisation)	
	Male	Female
Cash/ Vouchers	3024	2976
Camp Management		
Education		
Food/Nutrition	2268	2232
Health		
Household items		
Livelihood		
Psychosocial		
Shelter		
WASH	5291	5209
DRR		

## 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)

\*Severe tropical storm (STS) Nalgae (locally named Paeng), the 16th tropical cyclone that entered the Philippine area of responsibility (PAR), brought heavy rains, strong winds and massive floods to the Philippines and affected almost 6 million people as it traversed the landmass on 28-31 October.

\*STS Nalgae made five landfalls as it moved west northwest across central Luzon before exiting PAR. While the storm did not cause severe wind damages, the intense and torrential rainfall over a short period of time triggered flooding, flashfloods and landslides in large swathes of Luzon, Visayas and Mindanao, which resulted to deaths and extensive damages especially in the agricultural sector.

\*The National Disaster Risk Reduction and Management Council (NDRRMC) has reported that the storm left at least 164 people dead, 270 injured, and 28 missing, mainly due to flashfloods and landslides, while 327,048 persons remain displaced, majority living outside designated evacuation centers.

\*The consecutive climate-induced extreme weather events over the past months, repeatedly striking the same areas, left the affected and poor communities no room to recover from the devastation.

\*With the pace of the government response to STS Nalgae and the decreased priority given to social welfare and services, as reflected in the recently approved national budget slashing funds for social protection, meeting the recovery and rehabilitation needs of the poor families affected by STS Nalgae and other climatic phenomenon remains uncertain. This situation moved the ACT Philippines Forum to respond and contribute to the response for the humanitarian needs of the typhoon survivors.

#### 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)

\*STS Nalgae's impact was felt most severely in Regions 2, 5, 6, 8, 12 and the Bangsamoro Autonomous Region in Muslim Mindanao (BARMM). Cost of damage to agriculture is US\$127.8 million (PhP7 trillion); 68,422 houses were destroyed (6,634 totally and 6,788 partially damaged); and 1,066 infrastructures damaged. 529 local government units declared to be under state of calamity.

\*According to the continuing assessment done on the ground, there is still a need to address the increasing humanitarian needs of the affected communities, especially on food security, livelihood support and diverse needs of the vulnerable sectors such as poor farmers, fisherfolks, and those living in remote areas, among others.

\*In the areas of Cagayan, Bicol and Panay island, where the proposed response is targeted, expressed needs from the communities include food relief and WASH, as well as, cash for basic needs of particular sectors such as elderlies, pregnant women and children. With the typhoon's massive damage to agriculture sector and the current low socio-economic situation coupled with spiraling increase in prices of fuel and other basic commodities, food insecurity for the most vulnerable is an impending risk.

\*In terms of WASH, people still displaced in evacuation centers or are forced to live with their relatives and friends have identified the need for access to sanitation and hygiene to prevent the spread of water- and food-borne diseases.

\*Consultations with farming communities revealed the need for agricultural support since their cropping and harvest seasons were disrupted by the previous typhoons even before STS Nalgae. Many farmers whose crops and livestock were destroyed by floods before harvest time, have to rely on high-interest loans, some have been mired in huge debts due to the frequent typhoons.

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

\*The NCCP will respond to the unmet lifesaving and early recovery needs of the typhoon-affected communities through the Rapid Response Fund mechanism of ACT Alliance.

\*The NCCP will launch its fundraising initiative - NCCP Operation Paglingap, which aims to generate resources, both local and abroad, from its member churches, ecumenical partners and the wider public to meet other needs of the target communities.

## 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.**

\*With the negative impact of the climate-induced extreme weather events, striking the country consecutively in recent years, vulnerable communities are unable to regain their losses and significantly recover from the damages. Given this situation, the NCCP, in partnership with the EcuDReaMCs and member churches in the affected regions aim to enable the communities affected by Typhoon Nalgae meet their immediate and recovery needs.

\*More specifically, the proposed response will provide relief assistance to 2,100 families or 10,500 persons from the priority areas in the regions of Cagayan Valley, Bicol and Panay Island. In coordination with the local churches, ecumenical partners and authorities in the target areas, the following activities will be undertaken within the next four months:

1. Provision of multi-purpose cash assistance to **1200 families**
2. Distribution of food assistance to **900 families**
3. Distribution of hygiene and sanitation kits to **2100 families**

Food packs (ration for 10-14 days for family of 5): 15 kg of rice, 1/2 of dried fish, 1 kg of legumes, 1 kg of sugar, 1L of cooking oil, 6 pieces of assorted canned goods, 1/4 iodized salt

Hygiene kits: 1 bar of laundry soap, 6 sachet of laundry soap (powder), 3 pcs of bath soap, 12 pcs/100 ml shampoo, 1 box of facemask, 1 L bleach, 500 ml alcohol

Cash assistance: The average regional daily minimum wage set in the affected areas amounts to Php 350. Thus, the total amount of Php 3,500.00 would be sufficient to support the basic and diverse needs of each family of 5 members for about 10 days.

**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.**

1. Coordination meetings with the EcuDReaMCs and member churches under the following regional ecumenical councils - Cagayan Valley Regional Ecumenical Assembly, Bicol Region Ecumenical Council and Western Visayas Ecumenical Council, to organize planning, implementation, monitoring, and evaluation strategies
2. Orientation of the local partners on the project and process of the response, as well as, capacity building measures on the Code of Conduct and other relevant quality and accountability standards adhered by the NCCP
3. Coordination with the local authorities, other humanitarian stakeholders on the ground and ensuring the support from the LGUs and their counterpart
4. Conduct of continuing assessment and validation of data in priority/target areas together with the partner RECs
5. Consultation with the affected communities on identification of priority needs, selection of beneficiaries, process of distribution, and exit strategy
6. Preparation of rights holders involved in the relief delivery operations in the target provinces including mobilization of volunteers from the local churches, youth groups and community members
7. Facilitation of community-based and survivor-led consultations regarding the recovery support
8. Procurement of the material assistance, in compliance with the NCCP Procurement Policy, and detailed logistical planning of the response
9. Ensure transparency and accountability by sensitizing rights holders on their entitlements, the complaints response mechanism, and Code of Conduct before distribution of immediate assistance
10. Conduct of actual relief delivery operations and early recovery support to the prioritized communities and families (food and WASH, and multi-purpose cash)
11. Meeting with partners will be done after relief delivery operations to surface initial assessments
12. Post-distribution monitoring and beneficiary satisfaction surveys
13. Documentation of lessons, multimedia materials and activity reports and sharing popular materials with the local authorities, partner communities and other humanitarian stakeholders
14. Submission of reports to ACT Alliance and sharing of information through UN cluster meetings and 3W reporting (when available)

**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*

\*Currently, the NCCP is the only national member of the ACT Philippines Forum present in the affected areas. Primarily, the Council's Program Unit on Faith, Witness and Service (FWS), where the humanitarian response program is lodged, will lead the implementation in coordination with member churches and ecumenical partners in the affected region particularly with Cagayan Valley Regional Ecumenical Assembly (CAVREA), Bicol Regional Ecumenical Council (BREC) and Western Visayas Ecumenical Council (WVEC).

\*The NCCP will work in partnership with the members of the Philippine FBO Forum - Caritas Philippines and PHILRADS, and coordinate with local stakeholders on the ground such as people's organizations, local government units (LGUs) and other civil society groups. It will participate in the existing coordination mechanism at various levels to avoid duplication and allow wider reach of communities.

**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 economic activity either as livelihood for people or income for small businesses.*

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?

\*The NCCP has a Finance Manual and Procurement Policy which guides the financial management and procurement of goods and services in the course of project implementation. Local partners participate in the canvassing process that prioritizes local suppliers in the affected areas. A procurement committee will approve the supplier that can provide quality and most cost-effective tender. The NCCP upholds the Code of Conduct and commits to efficiently and ethically use the resources to provide quality and accountable response to affected communities.

## 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.*

\*The project aims to reach 2,100 families which is equivalent to 10,500 persons, computed with an average number of five members per one family. The intervention will be distributed in the following geographic areas:

- Region 2 (Cagayan Valley): Amulung town and Tuguegarao City in Cagayan
- Region 5 (Bicol): Presentacion and Caramoan municipalities in Camarines Sur
- Region 6 (Panay Island): Hamtic town in Antique and Libacao town in Aklan

The prioritization will be based on the continuing assessment conducted by the local ecumenical partners/RECs which will be validated by the ACT implementing member. Community leaders, church leaders, LGU officials and people's organizations and sectoral representatives will be consulted as the primary sources of data. Local partners will participate in the process of beneficiary selection through the set criteria based on the assessed needs of the affected communities:

- a) Families heavily affected by the typhoon with limited or no capacity to recover immediately
- b) Families with vulnerable members such as elderly, persons with disability, pregnant women or large number of children
- c) Women-headed families, especially single mothers or widows

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

\*The project will target unserved or underserved communities belonging to the marginalized and poorest sectors particularly the farmers, fisherfolks and those living in remote areas in rural places. Within these sectors, special attention will be given to families with members belonging to vulnerable groups such as elderly, PWD, pregnant or lactating women and children. They are the ones most likely to become food insecure and have little means to quickly recover from economic losses due to their perennial socio-economic vulnerabilities. In addition, those who lost their livelihoods and still displaced in temporary sites or living with host families will be considered.

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

\*The proposed intervention has been designed based on the needs/gaps identified through assessment. Communities were closely engaged in these assessments to identify the actual needs. Moving forward communities represented by their local leadership will be intentionally involved in the process of selection of beneficiaries, preparation and actual conduct of relief/recovery assistance as well as in the monitoring and evaluation of the response.

\* The NCCP and its local partners will jointly conduct community consultations and coordination with the community leaders. Feedback and inputs from community leaders and stakeholders directly affected by the projet will inform project design.

\*Target beneficiaries will be used as volunteers during relief operations, engage with the local grievance committee, and help monitor project impact. Local churches and other community-based organizations in target regions will support advocacy initiatives of issues of concern.

\*Evaluation of the response will be conducted among the recipients and local partners. Post-distribution monitoring will be implemented through satisfaction and cash assistance survey, among others. Learning sessions will be facilitated with all the local leaders including the church and community representatives who were involved in the response to surface lessons from the intervention. Data will be shared back to the communities and partners.

## 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.*

\*Milestones will be determined through meeting the following outputs:

1. 1200 affected families are able to meet their basic, urgent and diverse needs through the use of multi-purpose cash assistance
2. 900 affected families are able to meet their basic nutritional needs for at least two-week period
3. 2100 affected families have increased access to hygiene and sanitation kits, as well as, to safe, potable water and prevent water-borne health risks

\*The project is planned to be completed in four months. The last one month will be dedicated to do post-distribution monitoring visits, evaluation and learning sessions on the response, as well as, building or strengthening the linkages between the communities and the local government officials to ensure continuity of access to basic services provided by the primary duty-bearers.

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

\* External factors such as occurrence of extreme weather events, emerging political situation, and existing capacities of local partners might affect the project implementation. The following are the risks identified with mitigation measures to ensure the continuation of the project intervention.

a) Extreme climatic conditions and weather events - Based on the weather forecast, the Philippines will experience La Nina until the month of February 2023. It is highly possible it may hamper the project implementation and add to the existing humanitarian crisis brought by STS Nalgae if strong typhoons will hit the country in the next few months. The project team, as ably as possible, will provide the emergency assistance once the project commenced. Also, contingency planning with the church partners and affected communities will be carried out to determine future actions.

b) Shrinking civic space and political risks - This include the rampant cases of vilification, terrorist-labelling (red-tagging) of humanitarian workers and service-oriented groups, and aid blockades in communities situated in GIDA. Also, the lack of cooperation and support from LGUs may delay or prevent delivery aid in rural and remote areas. To address this, close coordination with LGUs and dialogues with the local authorities and partnership with the local churches shall be ensured, while contingency plans and security protocols especially during field work will be carried out.

## 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?

\*The emergency response project will be monitored closely by the NCCP Program Unit on Faith, Witness and Service in coordination with its local ecumenical partners through the conduct of partners' meetings, continuous needs and capacity assessment with beneficiaries, assessment and learning sessions, and field visits. At the community level, the Project team shall encourage communities to provide feedback and complaints using the NCCP complaint response mechanism in all phases of the project.

\*The NCCP will periodically monitor the activities, outputs and outcomes of the project, based on verified data from stakeholders in order to adapt activities to changing context and address gaps and challenges. Decision-making process shall involve project partners and beneficiaries. Continuing assessments through community consultation will also inform the adjustments to be made during project implementation.

\*Towards the end of the project, learning sessions shall be conducted by the ACT responding member involving EcuDReaMCs, local ecumenical partners, community representatives, and other relevant stakeholders involved in the project implementation. Lessons from the response will be shared widely with project stakeholders.

\*Monthly situational reports and the final report, including audited financial report, will be prepared by NCCP, in compliance with guidelines set in the ACT Humanitarian Policy.

### 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.*



\*Members of the ACT Philippines Forum are committed to protect affected communities from abuse of power of those responsible to assist vulnerable communities in humanitarian crises. NCCP will ensure that all staff, volunteers, and other partners fully understand and adhere to the ACT Code of Conduct through project orientations and will be required to sign off at the inception of the project.

\*The Code of Conduct is also shared with partner communities to inform them about the responsibilities and accountability of NCCP personnel and volunteers in the conduct of their respective tasks. Adherence to the Code of Conduct shall be monitored through the process stipulated in the NCCP Complaints Response Mechanism.

\*Sensitive complaints involving cases of sexual harassment or abuse, as well as, breach to child protection and safeguarding, will be seriously addressed. Confidentiality will be observed to protect both the rights of the victim and the alleged perpetrator.

### **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**

\*At the project onset, the accountability and do no harm principles stipulated in the Core Humanitarian Standards will be promoted to local partners and community-beneficiaries. Applicable mechanism on giving feedback and complaints for each community will also be developed with the target beneficiaries.

\*Feedbacks and complaints may be gathered through posting of IEC materials about the project and setting local grievance committees during distributions to handle complaints. All materials will be translated in local language, as much as possible.

\*The community leaders and government authorities will be informed about the planned response, its progress and completion, to help in ensuring the accountability of the implementing organizations. The NCCP has a Complaint Response Mechanism (CRM) in place which include accountability tarpaulins posted in the communities indicating a focal person/hotline number and other options to raise complaints and feedback to area coordinators and to NCCP headquarters.

Sources:

NDRRMC Situational Report for TC Paeng (2022), November 19, 2022

Consolidated Rapid Assessment Report of UN HCT and MHT: Severe Tropical Storm Nalgae (Paeng), November 7, 2022

<https://www.dbm.gov.ph/index.php/budget-documents/2022/2022-people-s-budget/2022-budget-at-a-glance-proposed>

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## Rapid Response Fund

### Financial Budget and Report

Project Code

01/2023

Project Name

Humanitarian assistance to Typhoon Nalgae affected communities in the Philippines

Budget Exchange rate (1 USD to local currency)

0.018162

Exchange rate source in this site:

[http://www.floatrates.com/historical-exchange-rates.html?currency\\_date=2023-01-13&base\\_currency\\_code=PHP&format\\_type=html](http://www.floatrates.com/historical-exchange-rates.html?currency_date=2023-01-13&base_currency_code=PHP&format_type=html)

Description	Type of Unit	No. of Units	Unit Cost		Budget	
			local currency	PHP	USD	
<b>DIRECT COSTS</b>						
<b>1 PROJECT STAFF</b>						
1.2.1.	Program Manager	month	4	34,538	138,153	2,509
1.2.2.	Emergency Response Assistant	month	4	31,457	125,829	2,285
1.2.3.	Community Facilitator	month	4	10,000	40,000	726
1.2.4.	Procurement officer	month	4	30,133	120,532	2,189
1.2.5.					-	-
<b>TOTAL PROJECT STAFF</b>					<b>424,514</b>	<b>7,710</b>
<b>2 PROJECT ACTIVITIES</b>						
2.1.	Cash/Vouchers				4,200,000	76,280
2.1.1.	Provision of multipurpose cash assistance	household	1,200	3,500	4,200,000	76,280
2.4.	Food/Nutrition				1,440,000	26,153
2.4.1.	Distribution of food packs	set	900	1,600	1,440,000	26,153
2.10	WASH				1,050,000	19,070
2.10.1	Distribution of hygiene and sanitation kits	set	2,100	500	1,050,000	19,070
<b>TOTAL PROJECT ACTIVITIES</b>					<b>6,690,000</b>	<b>121,504</b>
<b>3 PROJECT IMPLEMENTATION</b>						
3.1	Forum Coordination				280,000	5,085
3.1.1	Coordination meetings (including inception, etc)				-	-
3.1.2	Travel and Accommodation	lumpsum	1	200,000	200,000	3,632
3.1.3	External coordination	lumpsum	1	80,000	80,000	1,453
3.2	Capacity Development				30,000	545
3.2.1	Trainings	lumpsum	1	30,000	30,000	545
3.2.2	Local partners/national members				-	-
3.2.3	Target beneficiaries				-	-
3.2.4	Faith communities				-	-
<b>TOTAL PROJECT IMPLEMENTATION</b>					<b>310,000</b>	<b>5,630</b>
<b>4 QUALITY AND ACCOUNTABILITY</b>						
4.1	Assessments	lumpsum	1	100,000	100,000	1,816

4.2	Complaints and Response Mechanisms	lumpsum	1	30,000	30,000	545
4.3	Safeguarding				-	-
4.4	Communication and visibility	lumpsum	1	20,000	20,000	363
4.5	Monitoring & evaluation	lumpsum	1	100,000	100,000	1,816
4.6	Audit	lumpsum	1	100,000	100,000	1,816
<b>TOTAL QUALITY AND ACCOUNTABILITY</b>					<b>350,000</b>	<b>6,357</b>
<b>5 LOGISTICS</b>						
5.1.2	Vehicle Rental	trip	6	25,000	150,000	2,724
5.1.3	Fuel	monthly	4	20,000	80,000	1,453
5.2.1	Warehouse rental	monthly	3	10,000	30,000	545
5.2.2	Fees for security/ guards	monthly	4	10,000	40,000	726
5.3.1	Honorarium for volunteer laborer	monthly	4	5,000	20,000	363
5.3.2	Honorarium for volunteer drivers	monthly	4	5,000	20,000	363
<b>TOTAL LOGISTICS</b>					<b>340,000</b>	<b>6,175</b>
<b>6 PROJECT ASSETS &amp; EQUIPMENT</b>						
5.1.	Computers and accessories				-	-
5.2.	Printers				-	-
5.3.	Office Furniture				-	-
5.4.	Communications equipment e.g. camera, sat phone, etc	unit	-		-	-
<b>TOTAL PROJECT ASSETS &amp; EQUIPMENT</b>					<b>-</b>	<b>-</b>
<b>TOTAL DIRECT COST</b>					<b>8,114,514</b>	<b>147,376</b>
<b>INDIRECT COSTS: PERSONNEL, ADMINISTRATION &amp; SUPPORT</b>						
	Salaries for accountant and other admin or secretarial	monthly	4	22,000	88,000	1,598
	Salaries (please indicate job title)				-	-
	Salaries (please indicate job title)				-	-
	Staff Insurance				-	-
	Bank cost				-	-
	Translations				-	-
	<b>Staff salaries - Cost shared</b>				<b>88,000</b>	<b>1,598</b>
	Office rent	monthly	4	5,000	20,000	363
	Office Utilities	monthly	4	3,000	12,000	218
	Office stationery	monthly	4	3,000	12,000	218
	Office Insurance				-	-
	Phone and internet charges	monthly	4	3,000	12,000	218
	Bank fees - Bank transfer charges	lumpsum	1	2,000	2,000	36
	<b>Office Operations</b>				<b>58,000</b>	<b>1,053</b>
<b>TOTAL INDIRECT COST: PERSONNEL, ADMIN. &amp; SUPPORT</b>					<b>146,000</b>	<b>2,652</b>
Percentage of Indirect Costs against Total Budget					2%	2%
<b>Total Budget</b>					<b>8,260,514</b>	<b>150,027</b>