



Rapid Response Fund

ACT Secretariat Approval

Project Code 04/2023

Project Name Humanitarian Assistance to the People affected by Ethnic Conflict in Manipur

The ACT Secretariat has approved the use of **USD 224,380** 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



Rapid Response Fund

Project Proposal

Emergency Prepared and Response Plan

Do you have an EPRP	Yes
When was the last update?	2022
Do you have a Contingency Plan for this response?	Yes
EPRP link on the online platform	Yes

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

Date submitted to ACT Secretariat

24-May-23

Section 1 Project Data

Project Information

Project Name	Humanitarian Assistance to the People affected by Ethnic Conflict in Manipur
Project Code	04/2023
Country Forum	India Forum
ACT Requesting Member (if there are more than one member, please use ALT+<Enter> to add another member)	CASA LWSIT
Name of person leading the project	Joseph P Sahayam
Job Title	Coordinator, India Forum / Additional Emergency Officer HQ, CASA
Email	jpsahayam@casa-india.org
Whatsapp/Signal/Telegram/Skype	9840881268
Location(s) of project (city / province)	1.Kangpokpi,2.Ukhrul, 3.Bishnupur, 4.Thoubal, 5.Churachandpur and
Project start date (dd/mm/yyyy)	1st June 2023
Project end date (dd/mm/yyyy)	30th Sept 2023

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	CASA		LWSIT			
	Male	Female	Male	Female	Male	Female
Cash/ Vouchers						
Camp Management						
Education						
Food/Nutrition	7250	7750	2450	2550		
Health						
Household items	7250	7750	2450	2550		
Livelihood						
Psychosocial	150	150	100	100		
Shelter	7250	7750	2450	2550		
Wash	7250	7750	2450	2550		

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)

The state of Manipur divided into 16 districts. The Imphal valley which is predominately dominated by the Meitei's and it is surrounded by the hills which are pre dominantly inhabited by the tribes like the Naga in the North and in South Kuki, Chin-Zo people. Violence erupted in Manipur on May 3 following a solidarity march organized by the All-Tribal Students Union Manipur (ATSUM) in all districts of the state. The march was held to oppose a recent order by the Manipur High Court, which had directed the Manipur State government to send a recommendation to the Centre regarding the demand to include the Meitei community in the Scheduled Tribes (STs) list. However, the march apparently led to violent clashes between different groups, highlighting the deep-seated tensions and divisions that exist in Manipur between different ethnic and tribal communities. The violence has led to loss of around 70 innocent lives, more than 300 injured and about 1700 houses were burned and looted. Kuki-Chin-Zo tribes in thousands has fled to jungles and neighbouring state Assam and Mizoram to save their lives.

The Supreme Court of India has asked the Manipur government to submit a fresh status report on the measures taken for the safety, relief and rehabilitation of all the people affected by the violence. According to the government status report, a total of 318 relief camps have been opened so far. The RAF (Rapid Action Force), the CRPF (Central Reserve Police Force) and the BSF (Border Security Force) have been deployed in rescue operation in Manipur. (1) Immediate food assistance for survival (2) Provide Non-Food Items to meet the basic needs (3) Assist temporary shelter materials to put up hutments in their locality(4) Support WASH/Hygiene Kits to protect themselves (5) Provide psycho-social counselling support to the people as they have undergone traumatic situation during ethnic conflict

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)

Due to this ethnic violence, there are 74 people have been killed, hundreds of people have been injured and around 47,914 have been displaced (Source: Sphere India). Many of the people also flees to neighboring states for their survival. The shutdown of national highways and the imposition of indefinite curfew resulted in enormous hardship of the common people. Prices of all commodities were doubled or tripled up and it goes beyond the purchasing power of the common people. In addition to this, the daily labourers, the vendors etc. who has to work for their daily bread are now having no alternative means of livelihood and source of income. All this ultimately led to the shortage of basic needs such as; food items, sleeping and shelter materials, access to health services, etc. The women, children and elderly persons those depend upon others bore brunt of the situation worst.

(1) The Tribal Kuki families are badly affected by ethnic violence (2) They lack food for their survival (3) Due to burning of houses, these families lost most essential items like sleeping and bedding materials (4) Many of the Kukis families affected by ethnic violence living in the relief camp as their houses have been burnt. Hence, they need immediate temporary shelter materials to put up temporary hutments to live till they rebuild their houses (5) As the affected population undergone crisis situation, they need psychosocial counselling support to regain the confidence

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

*Currently CASA and LWSIT is exploring funding support from ACT Alliance (RRF) to immediately respond to the crisis. CASA has initiated a response with some funds available. LWSIT also has initiated response through some of the local mechanism

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.*

The ethnic conflict in Manipur impacted people socially, economically and psychologically apart from health and food needs. CASA and LWSIT with the help of local Church based at conflict affected districts in Manipur will provide relief materials in Kangpokpi, Ukhrul, Bishnupur, Thoubal, Churachandpur, and Tengnoupal districts of Manipur to provide basic necessities to meet the survival needs among the conflict affected population.

The goal of the project is to minimize the sufferings of 4000 households affected by ethnic conflict situation by providing them food, non-food items, sleeping and shelter materials, dignity/hygiene WaSH kits as well as psychosocial support for their early recovery in 6 districts of Manipur. The specific objectives of the project are; (1) To provide immediate food items to 4000 families for their survival (2) To provide non-food items and temporary shelter materials to ensure basic amenities to live (3) To provide WASH/ Hygiene Kits especially to women and adolescent girls for health security (4) To provide psycho-social counselling support through capacity building program

The following activities will be carried out for this proposed project;

- Distribution of Food Items to 4000 families
- Distribution of Non-Food Items to 4000 families which will be used immediately
- Distribution of Tarpaulin and Silpaulin Sheets to 4000 families to put up temporary shelter as their houses are damaged/ destroyed during ethnic conflict
- Distribution of WASH/ Hygiene kits to ethnic violence affected women which will protect them from health hazards and continue to use the materials as good hygienic practices in day-to-day life to 4000 families. 12 Psycho-social counselling training to the ethnic violence families to bring back normalcy.

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.*

Discussion with the government officials to get permission for distribution in relief camps and material movement.

- Selection of the right holders shall be done with the help of local authorities and local stakeholders of CASA and LWSIT in the identified districts
- Preparation of rights holder lists involving ethnic conflict affected families from among the identified districts
- Undertake Staff capacity building measures on Code of Conduct, Code of Good Practices, prevention of sexual exploitation and abuse, abuse of power, corruption, etc.
- Orient the identified volunteer to the issues and the process of distribution as it is sensitive. Discussion with the local authority on distribution of the materials with safe and security. Formation of Purchase committee
- Collection of quotation from various vendors within and neighbouring state
- Assessment to list beneficiaries and procurement of relief goods will start Simultaneously to save time.
- Procurement and distribution of food items, NFI & temporary shelter materials and WASH kits to 2500 families as well as psycho-social counselling to the ethnic conflict affected population Do No Harm' approach will be followed during distribution of relief materials
- Relief items will be procured locally and transportation of procured materials to the concerned villages for distribution with police security to avoid the risk of delays and security.
- CASA & LWSIT's involvement in stakeholders meeting organized at different levels such as Sphere India, meeting at national level and state level Inter-Agency Group of Manipur
- Formation of peace committees comprising of Kuki and Metei community before the assessment to reach to actual needy beneficiaries.
- Formation of Camp management and Relief Distribution Committee for smooth distributions
- CASA and LWSIT staffs are in place in Senapathi district of Manipur

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*

*Coordination with Inter Agency Group, Manipur, Government Officials and Local Stakeholders like the religious institutes and other local organizations who have been associating with CASA and LWSIT working in the area to understand the critical needs of the affected communities. Through the community volunteers and local leaders, CASA and LWSIT will reach out to the most affected people in the violence affected areas.

* Coordination with local leaders for distribution

*Coordination will take place from local level to national level. CASA and LWSIT will coordinate with each other in implementing agencies to avoid duplication and enable a good strategy bringing in the role of ACT India Forum. CASA and LWSIT will also coordinate with Inter-Agency Group in Manipur, while it will coordinate with Sphere India at national level and will follow Sphere URS Matrix.

4. CHS Commitment 3, 9. Where are you planning to procure your goods or services? Please tick boxes that apply. *Goods and services procured locally supports and revitalises economic activity either as livelihood for people or income for*

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?

CASA & LWSIT has a well defined procurement policy. All procurement will be decided by the procurement committee and all necessary procedures will be adhered to while procuring the response materials. Owing to the conflicting situation and with the poor recovery of normalcy and vehicle movement the procurement team will also look at the feasibility on, from where the procurement needs to be done i.e., within the state or from neighbouring state.

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 LWSIT will cover 1000 families (calculation is done on the basis of 1:5 i.e., 1 family = 5 beneficiaries. Hence, total coverage will be 5,000 beneficiaries) will cover by LWSIT

CASA will cover 3000 beneficiary families have been identified as worst affected (calculation is done on the basis of 1:5 i.e., 1 family = 5 beneficiaries. Hence, total coverage will be 3000 x 5 = 15,000 beneficiaries) .

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

CASA & LWSIT will especially targeting to the vulnerable groups with inclusive approach and give priority to the excluded communities to receive emergency relief assistance on time. Priority will be given to the most vulnerable of the affected people such as Kuki Tribes and other Meitei community those are marginalized and excluded from the mainstream. Besides, project will target to cover widows, persons with disabilities, single woman-headed families, elderly those need care giver, vulnerable children. Since most of these target groups are badly affected by ethnic conflict, CASA and LWSIT will make sure that these vulnerable families receives relief assistance.

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

The target population are presently in the camps and at this point of time will be discussed on the needs and then based on the needs the relief camps or villages will be shortlisted. Further the beneficiaries will be identified with the involvement of a committee which will be developed among them, where the local stakeholders will also be involved. The volunteers from the communities will be involved in distribution and monitoring of the response.

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.*

CASA and LWIST will reach out to the selected beneficiaries and distribute the materials on time. Cooperation from Local NGOs, State Inter Agency Group and Panchayats, Volunteers ,state government agencies and Churches. The Relief Assistance will last for at least 30 days. Each family will have temporary shelter support. Through WASH activities people will be aware about sanitation and hygiene

1. 4000 ethnic conflict affected families will be able to meet their basic needs of Food for at least one month
2. 4000 ethnic conflict affected families will be able to meet their most urgent NFIs/ temporary shelter needs, by which they will have decent living conditions and well being
3. 4000 conflict affected women will be able to meet hygiene needs and to ensure their health security. Besides, the other family members will use the hygiene kit materials to protect themselves which provide health benefits to them
4. 5000 persons will be trained on psycho-social counselling which will further parcolate down to other members of the operational communities

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

Following are the potential risks which would be associated with this humanitarian response project and CASA & LWSIT will manage the risks adopting various appropriate measures;

1. Access to transportation of relief materials: Liaise with the government to restore law and order situation in Manipur state for smooth delivery of relief materials at the distribution site
2. Opening of National Highways for smooth transportation of relief materials to the local market
3. Availability of relief materials in the local market: Procurement of relief materials to be done from outside the local market in case of non-availability in the local areas
4. Law and order situation during distribution of relief materials: CASA & LWSIT will work closely with govt. and local Police Station to place security personnel at the distribution sites to avoid any looting of relief materials, Staff are being insured. A close monitoring will be done by CASA and LWSIT.

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 designated staff will be responsible for carrying out monitoring the activities at the field level. The designated person will visit distribution sites, be part of the process, oversee the distribution process of emergency response relief materials and report to higher authority. Based on the feasibility of movement, monitoring visits will be conducted at regular intervals from the national office to ascertain the distribution process be smoothly carried out and utmost care being taken in the field related to effective financial management. Remote monitoring will also be done as this would also reduce the risk. CASA & LWSIT to carry out monitoring and quality control of the materials being assisted to reduce the vulnerabilities and sufferings among families those are affected by ethnic violence in Manipur.

The staff will be oriented on CHS and its importance in the response. CASA & LWSIT to carry out monitoring and quality control of the materials being assisted to reduce the vulnerabilities and sufferings among families those are affected by ethnic violence in Manipur.

LWSIT National office CASA National Office will send all necessary reports (statistical, narrative and financial) to ACT Alliance on time. The staffs in the field will collect and collate reports from the staff those will involve in this project and send the compiled reports along with his observation and comments to the national office on a monthly basis. A copy of the same will be retained at the project office for sharing with other stakeholders locally.

During and after the distribution of relief materials to the beneficiaries, internal monitoring will be carried out for self-learning of CASA, LWSIT with effective documentation process. In this regard, the person responsible for the tasks will entrust with requisite information and sensitization to collect the field information for analysis. The outcome will be reviewed and understand the impact of assisted program to the ethnic conflict affected population and lessons learnt will be useful for such programs in future. Best practice and case stories of the program intervention will be done and shared across as part of information dissemination and learning.

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.*

Yes, CASA & LWSIT has its Code of Conduct which is applicable for all the staff, volunteers and consultant working in the Organization. All of them have signed the Code of Conduct which has been kept in their respective personal file and a copy of the same is retained by concerned staff for their ready reference and use.

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

Accountability and transparency are the core values of CASA & LWSIT. Hence, it will ensure accountability in this project in various ways and means. All staff those would be involved in this project will sincerely execute their responsibilities. They will conduct meetings with the beneficiaries before distribution of relief materials and inform them about the quality, quantity and cost of various materials. Beneficiaries will be involved in the relief distribution process. Government Officials, Local Self-Government authorities and religious institute representative and other local organisation who have supported or associated will be invited and involved in relief distribution process. Information will be shared about the distribution of relief materials to the beneficiaries with the Govt. for their knowledge and understanding which also have addresses of respective organisations, so that they can report back if there are any complaints or grievances.



Rapid Response Fund

Consolidated Financial Report

Project Code 04/2023

Project Name Humanitarian Assistance to the People affected by Ethnic Conflict in Manipur

Budget Exchange rate (local currency to 1 USD)

0.012094000

Please use exchange rate from this site:

<https://www.xe.com/currencyconverter/>

		Total Budget	Total Expenses	Burn Rate	Budget	
					CASA	LWSIT
1	Total Project Staff Costs	5,757	-	-	1,935	3,822
2	Project Activities	183,115	-	-	122,161	60,954
2.1	Cash/Vouchers	-	-	-	-	-
2.2	Camp Management	-	-	-	-	-
2.3	Education	-	-	-	-	-
2.4	Food/Nutrition	73,398	-	-	54,532	18,867
2.5	Health	-	-	-	-	-
2.6	Household items	39,306	-	-	17,778.18	21,527
2.7	Livelihood	-	-	-	-	-
2.8	Psychosocial	6,773	-	-	4,354	2,419
2.9	Shelter	38,096	-	-	27,212	10,885
2.10	WASH	25,543	-	-	18,286	7,256
3	Project Implementation	4,596	-	-	3,749	847
3.1	Forum Coordination	1,330	-	-	726	605
3.2	Capacity Development	3,265	-	-	3,024	242
4	Quality and Accountability	5,829	-	-	3,531	2,298
5	Logistics	9,820	-	-	7,135	2,685
6	Assets and Equipment	968	-	-	968	-
Direct Costs		210,085	-	-	139,480	70,605
Staff Salaries		11,852	-	-	9,675	2,177
Office Operations		2,443	-	-	847	1,596
Indirect Costs		14,295	-	-	10,522	3,773
Total Budget		224,380	-	-	150,002	74,378