



Rapid Response Fund

ACT Secretariat Approval

Project Code 09/2023

Project Name Emergency response to the communities affected by super typhoon Doksuri

The ACT Secretariat has approved the use of **USD 150,000** 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

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

3 Aug 2023

Section 1 Project Data

Project Information

Project Name	Emergency response to the communities affected by super typhoon Doksuri
Project Code	
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 (NCCP)
Name of person leading the project	Edward T. Santos
Job Title	Assistant Program Secretary
Email	dondie99@yahoo.com
Tel no./Whatsapp/Skype	
Location(s) of project (city / province)	Region 1 (Ilocos Norte), Region 4B (Occidental Mindoro), CAR (Abra, Benguet)
Project start date (dd/mm/yyyy)	1 Aug 2023
Project end date (dd/mm/yyyy)	31 Jan 2024

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 (please write the name of your organisation)	
	Male	Female
Cash/ Vouchers	1,008	992
Camp Management		
Education		
Food/Nutrition	3779	3721
Health		
Household items		
Livelihood		
Psychosocial	89	91
Shelter		
Wash	3779	3721

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)*

Typhoon Doksuri (Egay) is the fifth tropical cyclone to hit the country this year. It started as a low-pressure area and later on became a tropical depression in Southeastern Luzon last July 21, 2023. As it traversed westward over the Philippine Sea, it turned into a typhoon on July 22 and became a Super Typhoon when it approached Northern Luzon on July 25. The super typhoon's strong winds and torrential rains battered the country on July 26 as it made two landfalls in the vicinity of Fuga Island in Aparri and Dalupiri Island in Calayan, both in Cagayan province.

The super typhoon forced thousands of families to evacuate to safer areas, and destroyed roads, bridges, and houses. Based on the reports of the National Disaster Risk Reduction Management Council, as of August 1, 2023, a total of 759,434 families or 2,790,213 persons were affected by the super typhoon. There were also 26 dead, 52 injured, and 13 missing persons reported. The NDRRMC recorded almost 3,600 damaged houses that forced people to evacuate. In addition, the total damage to livelihood specifically in agriculture cost PHP 1,965,320,443.00 (US\$ 35.8 million) and a total of 487 damaged infrastructures amounting to PHP 3.5 billion (US\$63.8 million). Many people are impacted, and they are now struggling to find places to live and ways to earn. As of now, the Department of Social Welfare and Development has offered humanitarian assistance amounting to PHP131,885,579.70 (US\$ 2.4 million).

Meantime, another weather disturbance, Tropical Storm Falcon (International Name: "KHANUN") has entered the Philippines Area of Responsibility. It has exited the country on August 1 without making a landfall but further enhanced the Southwest Monsoon that is affecting Luzon and Visayas, bringing more rains and flooding.

Despite the government response and civil society efforts, many urgent needs of the typhoon-affected individuals are still unmet. This situation urged the National Council of Churches in the Philippines (NCCP), through its members and local ecumenical partners to initiate efforts to help the affected areas.

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)*

Regional ecumenical partners are still monitoring and assessing the situation and needs. As more information is collected, an increase in the number of people in need of humanitarian aid is becoming apparent. Reliable food supplies and support for their livelihood are needed particularly the vulnerable populations, such as low-income farmers and fishermen, as well as people living in geographically isolated and disadvantaged areas (GIDA) such as the indigenous people.

Particularly in Regions 1 (Ilocos), 4B (MIMAROPA) and the Cordillera Autonomous Region (CAR), urgent needs identified by the affected regional ecumenical councils (RECs) include food supply, WASH (potable water, sanitation and hygiene materials), and non-food items such as school supplies, sleeping kits, and kitchen utensils. Cash assistance is also needed to address the other fundamental needs of the vulnerable sectors such as elderly people, pregnant women, children, and persons with disabilities. Communities prioritized were those that were submerged in floods, damaged by landslides, and coastal communities that were washed out by storm surges.

The agriculture industry was worst hit by the typhoon and suffered heavy damage. There are around 114,000 farmers who have been negatively impacted, and the total value of damage to crops and livestock comes to almost 2 Billion pesos. Local partners are being consulted to assess the situation of the local farmers in the target areas. This will place an additional load on the struggling local farmers, who would likely resort to loans with costly interest rates in order to recover their losses.

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 continue to coordinate with the ACT Alliance to access the Rapid Response Fund mechanism in addressing the unmet needs of typhoon-affected communities in terms of immediate and lifesaving assistance. The NCCP is also in coordination with the Amity Foundation, a member of the ACT Alliance, to explore possible partnership for relief assistance to other communities that are affected.

The NCCP will also generate its own resources by informing the member churches to participate, submit proposals to other local and overseas organizations, and coordinate with ecumenical partners and other local organizations for local support. The Council will also launch local donation drive - NCCP Operation Paglingap, to generate both financial and in-kind resources from the public and its local partners.

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 massive extent of damage caused by the STY Doksuri, the recovery of the affected and vulnerable communities is projected to take a long time. Based on the RNA, immediate needs identified during the rapid needs assessment include food, non-food items such as sleeping kits and kitchen utensils, hygiene kits, and potable water.

The NCCP together with its local partners, including the Ecumenical Disaster Response and Management Committees (ECUDREAMC) in the affected regions, aims to contribute in meeting the basic and immediate needs of at least 1,900 household survivors affected by STY Doksuri.

With this, the NCCP proposes the following activities to be undertaken within the next six months:

- Provision of food packs to 1,500 households
- Provision of WASH items such as hygiene kits to 1,500 households
- Distribution of multi-purpose cash assistance to 400 households
- Conduct of psychosocial support activities to 6 communities

According to the initial coordination meetings with the affected RECs and ecumenical partners, the following provinces are the priority areas of response for the target intervention: Ilocos Norte in Region 1, Occidental Mindoro in Region 4B, and Abra and Benguet in the Cordillera Autonomous Region.

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) The NCCP conducted coordination meetings with the member churches, affected RECs, and other ecumenical partners, last July 27 and 31 to design the emergency response and identify implementation, monitoring, and evaluation strategies. Rapid needs assessment is still ongoing through consultation with the affected communities and church networks.
- 2) Upon approval of the RRF, an inception meeting will be conducted with partner RECs to specify tasks and responsibilities of stakeholders in the emergency response. This will also include the conduct of DNCA and validation of assessment data in priority/target areas together with the partner RECs.
- 3) The NCCP and REC will coordinate with the relevant local government units to share the planned response and ensure support from the local authorities and their counterpart. The NCCP will also coordinate with other faith-based organizations through the Philippine FBO Forum, as well as, other humanitarian stakeholders to share assessment data and response plans.
- 4) The NCCP, as a coordination hub of its member churches, will provide orientation on the Code of Conduct, NCCP Child Protection Policy, Guidelines against Sexual Harassment, Procurement Policy, and other relevant quality and accountability standards adhered to by the Council.
- 5) While selection of beneficiaries is ongoing, the procurement process of in-kind assistance will commence in compliance with the NCCP Procurement Policy. Memorandum of Agreement (MoA) for cash assistance with local partners will also be prepared prior to the actual distribution.
- 6) Information sharing and community preparation activities will be done to highlight the importance of affected people's participation in the emergency response being rights holders. These include but are not limited to, project orientations, logistical preparations, and mobilization of volunteers from the local churches and community members including the youth.
- 7) The NCCP, through its partner RECs, plans to implement the relief distribution in the first four months of the project. During the actual distribution, the NCCP will ensure transparency and accountability through sensitization of rights holders on their entitlements, the complaints response mechanism, and the Code of Conduct expected of all project implementors.
- 8) The psychosocial support activities will be conducted in cooperation with the local church volunteer and community leaders. They will be mentored by the NCCP and its ecumenical partners trained in Mental Health and Psychosocial Support (MHPSS). The Community-Based Psychosocial Support principle of 'Do no harm' will be mainstreamed throughout the project implementation.
- 9) Brief meetings with partners will be done after every relief operation to draw out initial assessments on the conduct of distribution while an inter-regional learning session will be conducted at the end of the project to generate and document lessons and good practices from the response.
- 10) Post-distribution monitoring and beneficiary satisfaction surveys will be conducted with the help of the partner RECs.
Community feedback and recovery needs will be referred to the LGUs concerned for continuing services.
- 11) The NCCP will accomplish and share bi-monthly situation reports and the final report to the ACT Alliance. Publication and sharing of multimedia materials, articles and updates will be done through the official social media account of the NCCP Operation Paglingap and the NCCP website.

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 that has presence 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.

The NCCP have coordinated with its member churches, regional ecumenical councils, other faith-based organization and sectoral groups since the onset of the typhoon. The Council has been monitoring the rapid needs assessment reports and the initial responses of member churches and ecumenical partners to the affected communities. Some local church groups have started provision of food packs and initiated community kitchens. As the ecumenical disaster coordinating body of its member churches, the NCCP will ensure a systematic and coordinated response and promote collaborative work as well.

Externally, the NCCP will actively coordinate with local government units in the affected areas as they are essential actors in the emergency response. The LGUs provide pertinent damage and need assessment data and can recommend which communities are to be prioritized. They can also link NCCP emergency response to other responses led by other stakeholders. The Council will also coordinate with the other two Philippine FBO Forum members – Caritas Philippines and PCEC-PHILRADS, to map their respective response areas while general information about the response will be communicated to the wider humanitarian community.

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?

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 considered the capacity of the partner RECs, as well as, the availability and access to local markets in the decision to procure locally within the target areas.

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 NCCP will target about 1,900 HH severely affected by STY Doksuri. Each household has about 4-5 members thus, the emergency response will serve a total of approximately 9,000 people. At least 180 individuals, 30 persons per community, are targeted for the MHPSS activities in six communities. Please see attached annex for the summary of targets based on our initial assessment.

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

The targeted communities for the project are those unserved or have yet to receive adequate assistance and the most vulnerable and impoverished sectors. In particular, the farmers, fisherfolk, indigenous people, and individuals who live in geographically isolated and disadvantaged places will be prioritized. Due to their socioeconomic vulnerabilities, they are more likely to become food insecure in the next few months and have lesser capacity to recover from economic losses.

Particular attention will be given to the households with vulnerable family members like elder persons, pregnant or lactating women, persons with disabilities and children

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 NCCP and its ecumenical partners in the target communities will ensure that measures are in place to promote maximum participation of beneficiary communities in all aspects of the project. Beneficiaries will participate in the decision-making processes – from project design, implementation, until monitoring and evaluation. This will be done through regular community consultations and coordination meetings with key community leaders, both formal and informal. LGU officials and church leaders in the community will also be consulted.

In the beneficiary selection, the NCCP will utilize the prioritization criteria set for community and individual household beneficiaries in coordination with local ecumenical partners and barangay officials. Other factors which would be considered are the current context, assessed emergency needs and extent of damage as well as the capacity level of the community to recover.

The NCCP and its local partners will engage target beneficiaries as volunteers during preparation of food packs, logistical arrangements, actual distribution and in post-activity monitoring activities. The project will also aim to share knowledge and skills with the local churches and community-based organizations in the target area as they involve in 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.*

The project is planned to be completed in six months. The first three months (August-October) will focus on the preparation and actual distribution of both in-kind and cash assistance and the conduct of MHPSS interventions.

Then, the next fourth and fifth months (November-December) of the project will be designated for follow-up visits, monitoring, and evaluation of the response. **The same period will be spent for building or strengthening the linkages between the communities and the local government officials to ensure continuous delivery of basic services from primary duty-bearers.**

The last month of the project (January 2024) will be for the end-of-project learning session and reporting.

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

The availability and timeliness of adequate support from ACT Alliance is crucial in order to meet the targets set in the proposed emergency interventions. The conduct of local resource generation from other sources include mobilizing and tapping internal resources, mobilizing church constituents and ecumenical partners to complement the response, and readjustment or prioritization of targets may be considered in addressing the risk of insufficient resources.

In the last two years, there had been a heightened security risk faced by humanitarian workers and church leaders due to a significant increase in cases of red-tagging, or malicious labeling of individuals, faith-based and service-oriented groups and institutions as terrorists. The NCCP Program Unit on Faith, Witness, and Service has been documenting cases of red-tagging, threats, harassment, and human rights violations against churches and church workers, including those involved in humanitarian operations.

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 NCCP Humanitarian Response Team of the Program Unit on Faith, Witness, and Service shall be in charge of monitoring the implementation of the emergency response project. This will be done in cooperation with the local area coordinator/focal person designated by each Ecumenical Disaster Response and Management Committees (ECUDREAMCs) of the local ecumenical formations in the targeted communities. Regular coordination meetings with key church and community leaders will also ensure that project implementors will be updated with the progress of the emergency response and can timely address emerging challenges.

Monitoring starts with the assessment of needs and capacities in the communities through the ECUDREAMCs and continuing assessment should be initiated to determine changes in the context and need of the target community. Assessment reports are monitored and collated by the NCCP. Regular meetings are held with local partners for relevant updates, information sharing, and decision-making. The NCCP will conduct field visits for continuing assessment, data verification, and to check on the immediate output of the response. Implementation strategies, timelines, and responsibilities are also discussed during meetings with local partners.

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.*

Staff and personnel of the member organizations of the ACT Philippines Forum are oriented and have signed the ACT Alliance Code of Conduct. ACT members also ensure that volunteers, project staff, and implementing partners are also briefed about the ACT Code of Conduct and other institutional safeguarding policies at the inception of the Project or through their onboarding process.

Salient points of the ACT Code of Conduct are also shared with the community leaders, partners, and beneficiaries as part of their orientation on the Complaints Response Mechanism. Adherence to the code of conduct and other policies are monitored through the established CRM, assessment meetings, and learning sessions.

Institutional safeguarding policies include NCCP Personnel Policy, NCCP Policy Against Sexual Harassment, NCCP Child Protection Policy, and NCCP Procurement Policy.

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

Throughout the entirety of the execution of the project, there will be a grievance committee and a complaint response mechanism in place to provide participants with the opportunity to voice their concerns and share their suggestions. An appropriate complaints response mechanism is established in each target area at the start of the project. Methods of collection of feedback and complaints include appropriate IEC materials (flyers distributed in the community and/or tarpaulins posted in the community halls), group discussions, interviews, and hotlines, whichever are culturally appropriate, effective, and decided upon with the community and local partners. All materials are communicated in a local language that the communities are accustomed to.

An assigned NCCP staff monitors feedback and complaints and collates them into a report. All complaints, especially sexual harassment or abuse or breach of the Child Protection Policy, will be seriously investigated, with utmost consideration of protection and privacy of both the complainant and the accused, and addressed in accordance with appropriate NCCP Policies and the ACT Alliance Code of Conduct.

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Rapid Response Fund

Financial Budget and Report

Project Code

09/2023

Emergency response to the communities affected by super typhoon

Project Name

Doksuri

Aug-01 Reference Rate

Budget Exchange rate (1 USD to local currency)

0.018246

Please use exchange rate from this site:

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

Description	Type of Unit	No. of Units	Unit Cost		Budget	
			local currency	local currency	local currency	USD
DIRECT COSTS						
1 PROJECT STAFF						
1.2.1.	Program Manager	month	6	19,015	114,090	2,082
1.2.2.	Emergency Response Assistant	month	6	34,321	205,926	3,757
1.2.3.	Procurement Officer	month	6	33,057	198,342	3,619
1.2.4.	Program Assistant	month	6	31,190	187,140	3,415
1.2.5.	Community facilitator	month	3	10,000	30,000	547
1.2.6.					-	-
TOTAL PROJECT STAFF					735,498	13,420
2 PROJECT ACTIVITIES						
2.1.	Cash/Vouchers				1,600,000	29,194
2.1.1.	Provision of multipurpose cash assistance	household	400	4,000	1,600,000	29,194
2.4.	Food/Nutrition				3,450,000	62,949
2.4.1.	Distribution of food packs	set	1,500	2,300	3,450,000	62,949
2.8.	Psychosocial				120,000	2,190
2.8.1.	Conduct of psychosocial support activities	session	6	20,000	120,000	2,190
2.10	WASH				1,200,000	21,895
2.10.1	Distribution of hygiene and sanitation kits	set	1,500	800	1,200,000	21,895
TOTAL PROJECT ACTIVITIES					6,370,000	116,227
3 PROJECT IMPLEMENTATION						
3.1	Forum Coordination				290,000	5,291
3.1.1	Coordination meetings (including inception, etc)	meeting	2	20,000	40,000	730
3.1.2	Travel and Accommodation	trip	5	50,000	250,000	4,562
3.1.3	External coordination				-	-
3.2	Capacity Development				55,000	1,004
3.2.1	Trainings	orientation	5	5,000	25,000	456
3.2.2	Local partners/national members	lumpsum	3	10,000	30,000	547
3.2.3	Target beneficiaries				-	-
3.2.4	Faith communities				-	-
TOTAL PROJECT IMPLEMENTATION					345,000	6,295

Description	Type of Unit	No. of Units	Unit Cost	Budget		
			local currency	local currency	USD	
4 QUALITY AND ACCOUNTABILITY						
4.1	Assessments	region	3	20,000	60,000	1,095
4.2	Complaints and Response Mechanisms	lumpsum	1	10,000	10,000	182
4.3	Safeguarding	lumpsum	1	5,000	5,000	91
4.4	Communication and visibility	lumpsum	1	30,000	30,000	547
4.5	Monitoring & evaluation	lumpsum	1	100,000	100,000	1,825
4.6	Audit	lumpsum	1	100,000	100,000	1,825
TOTAL QUALITY AND ACCOUNTABILITY					305,000	5,565
5 LOGISTICS						
5.1.2	Vehicle Rental	trip	6	20,000	120,000	2,190
5.1.3	Fuel	month	5	20,000	100,000	1,825
5.2.1	Warehouse rental	month	3	10,000	30,000	547
5.2.2	Wages for Security/ Guards	month	3	10,000	30,000	547
5.3.1	Salaries for Logistician/Procurement Officer	month	3	5,000	15,000	274
5.3.2	Salaries / wages for labourers	month	6	10,000	60,000	1,095
5.3.3	Salaries / wages for drivers	month			-	-
TOTAL LOGISTICS					355,000	6,477
TOTAL DIRECT COST					8,110,498	147,984
INDIRECT COSTS: PERSONNEL, ADMINISTRATION & SUPPORT						
	Salaries for accountant and other admin or sec	month	6	8,000	48,000	876
	Staff salaries - Cost shared				48,000	876
	Office rent	month	6	4,000	24,000	438
	Office Utilities	month	6	2,000	12,000	219
	Office stationery	month	6	2,000	12,000	219
	Office Insurance				-	-
	Phone and internet charges	month	6	2,500	15,000	274
	Bank fees - Bank transfer charges	lumpsum	1	2,000	2,000	36
	Office Operations				65,000	1,186
TOTAL INDIRECT COST: PERSONNEL, ADMIN. & SUPPORT					113,000	2,062
Percentage of Indirect Costs against Total Budget					1%	1%
Total Budget					8,223,498	150,046