



Rapid Response Fund

ACT Secretariat Approval

Project Code 10/2023

Project Name Emergency Response to Congolese Refugee Influx in Tanzania

The ACT Secretariat has approved the use of **USD143,442** 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:

National Forum Convenor

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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	29th April 2023
Do you have a Contingency Plan for this response?	No
EPRP link on the online platform (or attach hard copy with proposal)	Attached 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
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Section 1 Project Data

Project Information	
Project Name	Emergency Response to Congolese Refugee Influx in Tanzania
Project Code	11/2023
Country Forum	United Republic of Tanzania
ACT Requesting Member	Tanganyika Christian Refugee Services (TCRS)
Name of person leading the project	Albert Temu
Job Title	Emergency Coordinator
Email	temu_albert@yahoo.co.uk or tcrskibondo@gmail.com
Tel no./WhatsApp/Skype	255786981087
Location(s) of project (city / province)	Kigoma, Tanzania
Project start date (dd/mm/yyyy)	01/Sep/23
Project end date (dd/mm/yyyy)	30/Oct/23

Which sectors your response activities most relate to		
Sectors	TCRS	
	Male	Female
Cash/ Vouchers		
Camp Management		
Education		
Food/Nutrition		
Health		
Household items		
Livelihood		
Psychosocial	6,664	6,936
Shelter		
Wash	6,664	6,936

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)

Over the past three and a half months, there has been a sudden surge in the number of asylum seekers from the Democratic Republic of Congo (DRC) claiming they are arriving in Tanzania, from Masisi and Rutshuru territories in North Kivu. These locations are currently occupied by Congolese Revolution Army (M23), Armed Forces of the Democratic Republic of Congo (FARDC), as well as Mai Mai and other non-state armed groups who control towns in the same area. Civilians are now caught between groups of combatants. According to some recent peace agreements, it is expected that M23 have agreed to move away from these areas, but this is not the first time M23 promise to relocate but do not. Currently these agreements are yet to materialize.

In November / December 2022, asylum seekers arrived into Tanzania at the average rate of 150 person per day. This year (March 2023) saw the highest number of asylum seekers from the DRC entering Tanzania in groups of 300–600 (highest peak recorded). This number then reduced to 20-30 asylum seekers arriving in Tanzania in May and June 2023.

Majority of the asylum seekers are women, children and the elderly. The asylum seekers enter Tanzania through Lake Tanganyika using boat canoes from DRC. More asylum seekers are projected to cross from the DRC to Tanzania because of the expected continuation of clashes in eastern DRC (UNHCR 29/06/2023; Daily News 19/03/2023).

The number of refugees registered by UNHCR are 11,964 as of 14th July 2023 and they are now settled at Nyarugusu refugee camp.

Congolese Refugees in Nyarugusu Camp

Age Group	Male	Female	Total
No.	%	No.	%
0-4	1,196	1,436	2,632
5-11	1,436	1,316	2,752
12-17	857	838	1,695
18-59	9,157	2,273	11,430
60 >	39	358	397
Total	15,743	6,221	21,964

ACT (Action by Churches Together) Tanzania Forum members are alert and closely following the situation in DRC as it may continue to be more complex as the country anticipates holding its general election in December 2023.

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)

- Fear of being targeted by the various armed groups including FARDC. Civilians are accused of hosting FARDC opponents in their homes.
- Fear of forced recruitment. Especially young men fear recruited to do domestic work or being used as a means of transport for ammunitions and other goods looted by the various armed groups
- Generalized violence. Especially sexual harassment targeting young women.
- Looting and killings by combatants. Creating fear and major insecurity.

There have been no humanitarian access constraints reported so far, but some government regulations, such as the 1998 Refugee Act and the 2003 Refugee Policy, as well as possible insecurity along the Tanzania-DRC border may hamper humanitarian operations (UNHCR 17/02/2023; The Citizen 15/03/2023). Refugees in Tanzania have to adhere to the strict encampment policy that limits their movement to refugee camps. This policy increases their vulnerability especially in cases of humanitarian underfunding as they cannot engage in meaningful livelihood activities while in Tanzania.

The arrival of more asylum seekers and refugees may result in overcrowding and insufficient resources to support the basic needs of all refugees at Nyarugusu refugee camp. Resources are already scarce and the response underfunded.

Anticipated scope and scale

There is potential for a significant influx of refugees from North and South Kivu (DRC) into Tanzania given continued instability in the eastern part of DRC. The M23 and the Congolese army have not agreed on a ceasefire, and they are not responding to the UN's call for talks (VOA 17/03/2023).

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

Through ACT Alliance, TCRS is applying for RRF funds totalling to USD 150,000 and does not have other funding source at the moment apart from this request.

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.

Tanzania hosts over 250,000 refugees from Burundi and DRC at the beginning of this year 2023. The additional of this influx has widened the unmet basic needs in sectors such as food, WASH, protection, gender, livelihoods, psychosocial support and Core Relief Items (CRIs),.

Strain on resources

Nyarugusu refugee camp faces funding shortages and is already overcrowded; hosting three times its intended capacity. The encampment policy restricts the movement of refugees and limits their access to employment, preventing them from engaging in livelihood activities. This leaves refugees highly dependent on humanitarian assistance. Based on the humanitarian gaps identified during a needs assessment Tanganyika Christian Refugee Services (TCRS), is proposing to provide support in the following areas (also based on TCRS sector expertise and capacity);

1. **WASH** - Providing storage facilities to 4,533 households which will assist the targeted families to have water storage facilities for safe water storage to prevent water borne diseases and boost their health. Under sanitation and hygiene, TCRS plans to support women with gender kits whose components are as per recommended by UNHCR. TCRS will also facilitate awareness campaigns to 13,600 beneficiaries and provide construction material for household latrines to 250 households to encourage houses to build their own latrines and this will ultimately reduce the incidence of water borne diseases.
2. **Psychosocial Support** - TCRS will provide psychosocial support for traumatized persons especially those who will have experienced loss (of their loved ones, assets and livelihoods). To do this, TCRS will train zonal community leaders, council leaders, women and youth group leaders to provide psychosocial support to traumatized refugees within the camp.

2. CHS Commitment 2. Explain how you will start your activities promptly.

The project planning has already begun by adding to the emergency team a WASH engineer to support the emergency team. The staff of TCRS have 05 staff based in the refugee camp (Emergency Coordinator, WASH Coordinator, Procurement and Logistics Office, Finance Officer and a driver) who have been involved in the development of this project and have the capacity to engage in the project immediately the funds arrive. In addition, TCRS has started to engage with potential bidders/suppliers through its approved suppliers list for the provision of services through its procurement unit. TCRS has made available a vehicle allocated to this project which will assist in staff movement once the funds are received.

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

TCRS will work closely with other ACT Tanzania Forum members on the implementation of this project. TCRS will participate actively in cluster, sector and other coordination and inter-agency meetings led by UNHCR, MoHA and other partners at regional and district levels. TCRS will actively attend coordination meetings in the sectors of WASH, Gender and Protection (Psychosocial support), at regional and district levels as well.

TCRS will ensure close coordination with key stakeholders, namely, UNHCR and Ministry of Home Affairs (MoHA), Water User Committees, and other refugee led community groups such as women and youth groups, at camp and/or zonal level. Monthly meetings at camp level with all relevant key stakeholders will be done to encourage transparency and accountability and avoid duplication of activities in the refugee camps.

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?

TCRS has a procurement policy which will be strictly followed in all the purchases made to purchase goods and services. All items will be procured locally or nationally. During the procurement of goods and services, the procurement department staff will work through an already established procurement committee and who will deliberate to ensure compliance during selection, awarding and finalizing contracts with selected suppliers/bidders

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.

TCRS will provide WASH support according to recommendations from UNHCR and needs assessment by TCRS staff.

- Provision of plastic buckets (20 lts) and jerry cans (20lts) for water storage and hygiene awareness campaign to 4,533 households X 6 persons in a HH = 27,198
- Facilitate provision of local and industrial materials to enable construction of 250 blocks latrines to 250 refugee's households X 6 members = 1500.

For example 1 latrine can benefit one to six members.

- Provisional of gender/dignity kits for menstrual hygiene management for 3672 women and girls around 27% of the population (UNHCR standard kit). The kit composes reusable menstrual pad, pair of female underwear, detergent powder soap, drying racks for underwear, comb and bath soap.

-Under Psychosocial support TCRS will conduct training to community leaders (Chairperman, Chairlady, (30) zone leaders, (50 representatives) Council leaders, and 68 representatives from Elders, youth, People with Special Needs, women and men committees) 8 sessions on psychosocial support will be conducted as well as 10 group counselling sessions.

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

TCRS has planned to work assist the most vulnerable groups whom have been affected badly by this crises and are socially and economically vulnerable and more at risks. Due to scarcity of resources but also based on their differing challenges, these refugees will be supported based on the grouped criteria such as;

Target Group No. 1- People with Special Needs, (handcapped, mentally challenged, chronically ill persons etc...)

Target

Group No. 2 - Women, Women headed households

Target Group No. 3- Elderly (over 50+ years)

Target Group No. 4 - Women headed families and unaccompanied minors

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

1. Needs Assessment- TCRS conducted a Rapid Needs Assessment to identify the gaps and proposed interventions. Based on the inputs from the needs assessment UNHCR and some of refugees were also reached and interviewed and through whom were also get to know and discuss some of the gaps and interventions to be addressed as we plan.

2. Field Visits-TCRS made two visits in Kigoma region, with the first being in mid March and the second one made on 17th May 2023. All these to assess the situation which has been influenced with mixed trends of new arrivals. The team visited the Ministry of Home Affairs, refugee services department (MoHA) and also UNHCR Office and met the HOSO Kigoma, Mr. Innocent Songoro, Emergency Coordinator, Ms. Rehema Msami and WASH Associate, Eng. Peche and received some briefing on the situation. The team managed to meet all the sites used as reception centres.

3. FGD. From meeting and talking to some of refugees and the committee and leaders of affected population, we got to know their needs well and from these discussions, we got to include related topics on how best the proposed program can be designed.

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 expected results are;

1.Reduced incidences of water borne diseases due to access to safe water, more hygiene awareness and use of latrines. This in turn will result in improved health conditions of refugees. By end of October 2023.

2. Reduced open defecation within the camp especially for children who may opt to visit latrines that are close to their homes rather than openly defecate in open places leading to a cleaner camp environment. As a result this will reduce cases water borne diseases.

3. Providing a sense of well being, recovery and comfort to refugees who have undergone traumatic experiences like loss of loved one, loss of assets or other traumatic experiences. Through training leaders on how to support traumatized persons within their community groups, psychosocial support will reach the targeted persons quicker, more efficiently and in a more sustainable way provide comfort and recovery to those who have undergone traumatic experiences.

4. Learning, Coordination and Sharing- TCRS and other humanitarian organizations including UNHCR will work together in the planning and implementation of this project and together with the local authorities, learn and share their experiences. TCRS staff will gain meaningful experience while also ensuring that response to refugees is well coordinated and will provide appropriate and complementary assistance to affected households.

The important dates and milestones planned are as follows to help TCRS track progress, stay accountable and plan accordingly:

First week of September 2023: Official Project launch and start up meeting.

Second week of September 2023: Finalizing agreement and signing of the code of good conduct and Local purchase order for service providers.

Third week of September 2023: Identification and verification of beneficiaries to be supported

Fourth week of September 2023: Start receiving WASH NFIs for distribution and preparing for distribution and also start construction of the latrines.

First week of October 2023: Psychosocial support provision and counselling service commencement

Second - Fourth Week of October 2023: Project implementation.

November 2023: Report writing and audit

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

There are some risks associated with this project which may have significant impact towards achieving the project objectives.

- Sudden increase in the number of refugees may delay project implementation if for example the camp and community leaders will not be available to support beneficiary selection or to participate in the psychosocial trainings. TCRS will work closely with UNHCR to close track refugee numbers and communicate with donors accordingly.

- If the requested amount of funding is not available, TCRS will make changes to project activities with consultation with ACT Alliance.

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?

MONITORING, EVALUATION AND LEARNING.

Monitoring, Evaluation, Accountability and Learning (MEAL) will be a core component of the response using the CHS lens to monitor the quality and determine project success. Monitoring will be done at various levels:

1. Community involvement in Monitoring- Communities will also be involved in monitoring the project during interactions with them.

2. TCRS Monitoring plan- A project work plan including a monitoring plan will be developed by TCRS to guide the team during the implementation phase of the project.

Monthly progress monitoring reports will be shared internally by the field team. Final reports and audits will be shared to ACT Regional Office in Nairobi. TCRS have monitoring and evaluation staff who will be involved in this project. The M & E staff will develop relevant tools to monitor all activities from the log frame to measure the progress of the project using measurable indicators. TCRS will use KOBO to collect information through a digital platform and also conduct interviews with project beneficiaries to measure project performance and outputs of the project. M&E data will be collected on a weekly basis and will comprise of quantitative and qualitative data.

3. Tanzania ACT Forum Coordinator and other members of ACT Tanzania Forum will conduct monitoring visits during project implementation to support TCRS in delivering a quality program. Situation and final reports will be shared to forum members through ACT Tanzania Forum Coordinator for review and comments.

LEARNING

Lessons from the project will be gathered by accurately documenting the lessons learned during the project lifecycle and sharing those findings internally within TCRS, Act Tanzania Forum members and other local stakeholders in the refugee response during coordination meetings. Sharing lessons learned will support more efficient future projects within TCRS and other implementing partners.

2. CHS Commitment 8. Does your organisation have a Code of Conduct? Have all staff and volunteers signed the Code of Conduct?

TCRS has a code of conduct in place and it is compulsory that all staff read, sign and adhere to it. In this project, TCRS will inform their beneficiaries and refugee community on the existing code of conduct policy. TCRS provides Code of Conduct training to their respective staff members, community volunteers and community leadership structures. All temporary employees involved in the work including volunteers, interns, consultants and all individuals working on behalf of the organization will need to read and sign the TCRS code of conduct.

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

During project implementation a HRBA (Human Rights Based Approach) will be used to engage the duty bearers and rights holders of the project. The principles of a HRBA include Participation, Accountability, Non-discrimination, Empowerment, Transparency and Sustainability.

From the commencement of the project, information will first be shared during the community inception meeting involving key stakeholders, camp leadership and representation from community members. This inception meeting will be led by TCRS and attended by other ACT Tanzania Forum members plus other partners involved in the refugee response. During the project period, other meetings will be organized to share information with the people involved and information collected will be shared with relevant stakeholders for transparency.

COMPLAINS AND FEEDBACK MECHANISM

TCRS will inform the communities during project implementation of ways that they can provide feedback on the project during project inception. A Complaint Response Mechanism will be established as part of accountability towards project stakeholders including project participants. Refugee communities in this project will be able to complain or provide feedback using suggestion boxes. Suggestion boxes will be set up in accessible places within the camp and refugees will be encouraged to provide written feedback. In addition, TCRS will share the telephone numbers of TCRS complains focal persons incase refugees would like to provide feedback on the project through telephone. TCRS will close the loop by investigating the complaints and feedback to the complainants where possible and reasonable.

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Rapid Response Fund

Financial Budget and Report

Project Code

RRF No. 11/2023

Project Name

Emergency Response to Congolese Refugee Influx in Tanzania

Budget Exchange rate (1 USD to local currency)

0.000406

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	USD	
DIRECT COSTS						
1 PROJECT STAFF						
1.2.1. Emergency Coordinator/Project leader	Month	2	2,450,925	4,901,850	1,989	
1.2.2. WASH Coordinator	Month	2	2,000,000	4,000,000	1,623	
1.2.3. WASH Engineer	Month	2	1,800,000	3,600,000	1,461	
1.2.4. Hygiene Promotion Officer	Month	2	1,300,000	2,600,000	1,055	
TOTAL PROJECT STAFF				15,101,850	6,127	
2 PROJECT ACTIVITIES						
2.8. Psychosocial						
				11,440,000	4,642	
2.8.1. Trainers costs for Psychosocial Support- 2 people for Community leaders x 8 training sessions x 8days x 230,000/=	days	16	230,000	3,680,000	1,493	
2.8.2. Training on Psychosocial Support for leaders- 8 sessions 26 people each session x(Venue, meals, materials)	days	208	20,000	4,160,000	1,688	
2.8.3. Psychosocial Counselling Support in groups - 4 counsellors x 10 days x 90,000/-	days	40	90,000	3,600,000	1,461	
2.10 WASH				256,921,120	104,242	
2.9.1. Provisional of water storage facilities at household level, every family will receive a pair of one jerrycan and one p/bucket (jerrycan 20l, plastic buckets 20l).	HH	4,533	25,000	113,325,000	45,980	
2.9.2. Provisional of dignity kits for menstrual hygiene management for women and girls around 27% of the population. The kit composes reusable menstrual pad, pair of female underwear, detergent powder soap, comb, bathing soap, pegs and strings.	Women/Girls	3,672	18,000	66,096,000	26,817	
2.9.3. Facilitation of 68 incentive workers to undertake daily WASH awareness campaigns in the camp through home visits, focused group discussions, meetings and theatre presentations.	Incentive Workers	68	220,590	15,000,120	6,086	

Description	Type of Unit	No. of Units	Unit Cost	Budget	
			local currency	local currency	USD
2.9.4. Procurement and fabrication of construction materials to support construction of household latrines in the camp. This includes facilitation of activities such as; fabrication of dome slabs, procurement of plastic sheets, nails and poles)	HH	250	250,000	62,500,000	25,358
TOTAL PROJECT ACTIVITIES				268,361,120	108,883
3 PROJECT IMPLEMENTATION					
3.1 Forum Coordination				22,100,000	8,967
3.1.1 Coordination meetings (including inception, etc)	Meetings	2	1,000,000	2,000,000	811
3.1.2 Travel and Accommodation (flights, per diem, a	Staff	10	1,910,000	19,100,000	7,750
3.1.3 External coordination	Meetings	2	500,000	1,000,000	406
3.2 Capacity Development				1,500,000	609
3.2.1 Trainings				-	-
3.2.2 Local partners/national members				-	-
3.2.3 Target beneficiaries training for staff	Training	1	1,500,000	1,500,000	609
3.2.4 Faith communities					
TOTAL PROJECT IMPLEMENTATION				23,600,000	9,575
4 QUALITY AND ACCOUNTABILITY					
4.1 Baseline Needs Assessment		1	1,000,000	1,000,000	406
4.2 Complaints and Response Mechanisms	Complaint box	5	60,000	300,000	122
4.3 Safeguarding				-	-
4.4 Communication and visibility	Lumpsum	1	3,800,000	3,800,000	1,542
4.5 Monitoring & evaluation	Month	2	3,774,433	7,548,866	3,063
4.6 Audit	Time	1	4,725,000	4,725,000	1,917
TOTAL QUALITY AND ACCOUNTABILITY				17,373,866	7,049
5 LOGISTICS					
5.1.2 Vehicle Rental				-	-
5.1.3 Fuel	Month	2	3,477,500	6,955,000	2,822
5.2.2 Wages for Security/ Guards	Month	4	600,000	2,400,000	974
5.3.1 Salaries for Logistician/Procurement Officer	Month	2	1,300,000	2,600,000	1,055
5.3.2 Salaries / wages for labourers	Month	2	2,000,000	4,000,000	1,623
5.3.3 Salaries / wages for drivers	Month	2	400,000	800,000	325
TOTAL LOGISTICS				16,755,000	6,798
6 PROJECT ASSETS & EQUIPMENT					
5.1. Computers and accessories at camp	Pc	1	1,179,135	1,179,135	478
5.2. Printers				-	-
5.3. Office Furniture				-	-
5.4. Communications equipment e.g. camera, sat phone, etc				-	-
TOTAL PROJECT ASSETS & EQUIPMENT				1,179,135	478
TOTAL DIRECT COST				342,370,971	138,912
INDIRECT COSTS: PERSONNEL, ADMINISTRATION & SUPPORT					
Salary 10% for Program Manager	Month	2	459,482	918,963	373
Salary 10% for Finance and Procurement Man	Month	2	459,482	918,963	373
Salary 10% for Program Officer	Month	2	238,601	477,203	194

Description	Type of Unit	No. of Units	Unit Cost	Budget	
			local currency	local currency	USD
Salary 10% for Project Accountant	Month	2	274,932	549,864	223
Finance Officer	Month	2	1,300,000	2,600,000	1,055
Staff Insurance				-	-
Staff salaries - Cost shared				5,464,993	2,217
Office rent				-	-
Office Utilities	Month	2	700,000	1,400,000	568
Office stationery	Month	2	1,300,000	2,600,000	1,055
Office Insurance				-	-
Phone and internet charges	Month	2	750,000	1,500,000	609
Bank fees - Bank transfer charges	Once	1	200,000	200,000	81
Office Operations				5,700,000	2,313
TOTAL INDIRECT COST: PERSONNEL, ADMIN. & SUPPORT				11,164,993	4,530
Percentage of Indirect Costs against Total Budget				3%	3%
Total Budget				353,535,965	143,442