



Rapid Response Fund

ACT Secretariat Approval

Project Code 15/2023

Project Name Urgent Response for Gazan Families and Students in Jordan

The ACT Secretariat has approved the use of **USD118,701** 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 executive.sec.jordan@dspr.org

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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	December, 2023
Do you have a Contingency Plan for this response?	Yes
EPRP link on the online platform (or attach hard copy with proposal)	Attached

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

17-Dec-23

Section 1 Project Data

Project Information

Project Name	Urgent Response for Gazan Families and Students in Jordan
Project Code	15/2023
Country Forum	Jordan
ACT Requesting Member (if there are more than one member, please use ALT+<Enter> to add another member)	DSPR Jordan
Name of person leading the project	Fares AlSwais
Job Title	Executive Director
Email	executive.sec.jordan@dspir.org
Tel no./Whatsapp/Skype	(+962) 795 282 722
Location(s) of project (city / province)	Jerash and Amman Governorates (Hashemite Kingdom of Jordan)
Project start date (dd/mm/yyyy)	20/12/2024
Project end date (dd/mm/yyyy)	31/03/2024

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	DSPR	
	Male	Female
Cash/ Vouchers	399	231
Camp Management		
Education		
Food/Nutrition		
Health	155	145
Household items		
Livelihood		
Psychosocial	110	190
Shelter		
Wash		

Section 2 Project Description

2.1 Context

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

On 7 October 2023, Palestinian militant groups launched a major attack on Israel from the Gaza Strip. The attack included rocket barrages and vehicle-transported attacks across the border on Israeli communities and forces. In response, the government of Israel declared a state of emergency and war; the Israeli military retaliated by conducting a counteroffensive and an extensive aerial bombardment campaign on Gaza followed by a war. The continued war resulted in a severe humanitarian disaster, with destruction to houses, schools, medical institutions, and key infrastructure. As a result of this war, many of the Gazans who were visiting Jordan (families) and students were severely affected according to a rapid assessment conducted by the DSPR Jordan staff in Jerash governorate including the Palestinian refugee camp in Jerash and Amman governorate. Gazan families got stuck due to the borders closure with Gaza and were not able to return. Thus, forcing them to stay in Jordan with no source of income and having to cover their own survival needs in Jordan such as paying rent, securing their basic daily needs (food, non-food, medications). Furthermore, students from Gaza who were already studying in the universities in Jordan also lost all financial support to continue their studies forcing them to pay accumulated university tuition fees (with no family support). Adding to this, the context created a negative impact on psychological wellbeing of these people who were stuck in Jordan resulting a sense of helplessness, stress, and insecurity.

Despite several attempts to reach ceasefire, a brief humanitarian pause took place before re-starting the war between Israel and the Palestinians in Gaza. There is no ceasefire in sight and therefore the situation of Gaza families and students is expected to continue at least for three to six months from the time a ceasefire is reached.

Both families and students have been pleading with DSPR Jordan for urgent relief support in different initiatives including cash, education, health, and psychosocial interventions.

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)

Through its network and decade of work in Palestinian refugee camps, local committees in Jerash and Amman, DSPR Jordan was able to connect to some of the families and university students stuck in Jordan after October 7th.

DSPR Jordan conducted field visits and phone calls to collect the needed data of the targeted families and students. Based on the conducted needs assessment and in cooperation with the Jordan Hashemite Charitable Organization, the official entity dealing with refugees in Jordan, the following needs were identified:

- Multipurpose cash as consumption support for families daily needs due to the loss of their income and unconditional cash to cover other needs related to housing rent and winterization needs.
 - Furthermore, university students were struggling to cover their daily needs, not to mention their tuition fees during the time of the assessment mainly because they lost their main financial source (their families) due to the war in Gaza.
 - The assessment also identified that many of the Gazans in Jordan didn't have health insurance and need urgent at times (or ongoing healthcare) who they were not able to cover through their own means. DSPR Jordan has identified the importance of covering individuals health fees and referrals especially those seeking medical care through referring them to hospitals and clinics for further treatment and needed medical tests and covering medical fees and ensuring the availability of vital medicines and supplies.
 - Interviewed families and students showed signs of distress and needing support due to the ongoing war on the Gaza strip where they watch remotely their family members injured or killed; thus needing psychosocial sessions.
- DSPR Jordan is planning to use its facilities in Jerash and Amman to reach out to the Gaza families and students affected by the crisis in Jordan. When possible, DSPR will use its human resources to conduct this rapid response with the help of field volunteers.

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

DSPR Jordan is launching this special rapid response to support the most vulnerable families and students stuck in Jordan since October 7th. Staff have shared the alert in its different networks and sensitized its partners across Europe, Australia and USA to try to fundraise.

Furthermore, as this small appeal will take place outside of Gaza (inside Jordan) DSPR Jordan is able to access resources, banking system (for cash) and procure services for the different initiatives.

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 proposed project focuses on supporting families and university students through the following identified priorities:

- Multipurpose cash distribution for daily consumption, food and non-food items, electricity, water, winterization needs for vulnerable families and individuals who are studying at the Jordanian universities due to the loss of their income taking into consideration that these families and individuals are completely dependent and have no support at all.
- Cash to cover housing rent for families and university students individuals.
- Health Support for individuals seeking medical care through referring them to hospitals and clinics for further treatment and needed medical tests and covering medical fees and ensuring the availability of vital medicines and supplies.
- Psychosocial Support (MHPSS) works on a wide range of activities. This includes psychosocial First Aid sessions, debriefing sessions, relaxation techniques, stress release, and resilience-building exercises for children, women, men, and people with special needs to create a balance in their psychological status and reduce further development to psychosocial problems.

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 partners and local committees in Amman and Jerash to organize planning, implementation, monitoring, and evaluation strategies
2. Compile names and contact information of potential vulnerable beneficiaries (through a selection committee and according to criteria)
3. Identification of providers of cash transfer services both for multipurpose and unconditional.
3. Delivery of conditional transfers to vulnerable Gaza families, university fees transfers
4. Utilize DSPR clinics and other clinics for medical check (subsidized service including coverage of medications) and refer people to more advanced medical services as needed
7. Carry out family and youth people oriented psychosocial support activities
8. Follow-up and supervision meetings, post-distribution monitoring
9. Presentation of progress and final report.

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*

DSPR Jordan is responsible for the planning, implementation, monitoring, and evaluation of this Rapid Response Fund, in close coordination with its committees, staff and volunteers in Jerash and Amman. staff will closely contact UNRWA staff, officials on the ground and the Jordan Hashemite Charitable Organization (JHCO) as needed for beneficiaries' verification (when possible).

As an active member of ACT Alliance, DSPR Jordan will closely follow the communication, visibility and branding policies. Staff will also liaise and actively coordinate any possible humanitarian interventions with Jordan ACT forum members through pro-active feedback to the members during the ACT forum meetings.

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*

Locally or within the affected areas	X	Nationally		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?

DSPR Jordan will use its current procurement in emergency components of policy which has been using for more than a decade and updated several times for this purpose.

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.*

A total of 360 individuals will be reached through small Jordan based appeal 115 vulnerable households composing 330 individuals and 30 University students as the following:
 30 university students and 70 households will be supported for shelter, taking into consideration that minimal housing rent at the targeted area is about USD 210 per month.
 MPCA (115 households) taking into consideration that the minimal cash needs per household to cover their daily needs is about 56 USD.
 Health checks and referrals (100 families) of 300 individuals.
 MHPSS (300 people) households and people from surrounding geographical areas.

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

Men and women and children (vulnerable households of people who traveled from Gaza before October 7th and were not able to return due to closure of borders with Gaza:

- Who are currently forced to rent an apartment in Jerash or Amman.
- Are vulnerable and don't have any source of income and need support to cover their basic needs.
- Have chronic health issues and need health follow up and require ongoing medications.
- Are affected by the ongoing war on Gaza and are concerned for their families whom they are not able to frequently talk to young Gazan men and women.
- Who are ongoing university students in a university in Jordan who have lost their financial support for their daily needs or education as a result of their families being affected in the war (inside Gaza) and are no longer able to send them any financial support.

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

DSPR Jordan was sensitized to this emerging need because of its work in the target areas where many of the beneficiaries are currently present. As soon as the staff and board of DSPR Jordan decided that such small-scale emergency response will be conducted, staff immediately engaged in a needs assessment study to understand better the needs of these people. Therefore, the involvement of the targeted population was critical from the beginning of the project design and their feedback was collected as part of the assessment on which it was built on in the design.

targeted population will also be involved in the post project monitoring activities and initiatives evaluation processes once the project is completed as one way to allow beneficiaries and staff to identifying lessons learned and projections for future improvement. targeted population will be consulted through meetings with staff and several stakeholders to future recommendations.

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.*

70 households and 30 individuals (university students can live in a rented apartment with dignity for at least 3 months for 140 USD per month (Cash for Rent)

85 households and 30 university students will have their basic needs through receiving 70 USD (per month) for the period of three months consecutively where they are able to purchase basic needs including food, non-food such as winter clothing, consumption needs (unconditional cash)

100 vulnerable families of (300) people will have access to health checks by DSPR doctors, nurses due to visiting the clinics and hospitals and will have access to further medical referrals (in case the service is not available in the local clinics and if their health needs further treatment, taking into consideration that minimal doctor visit is about 28 USD, in addition to high expenses of medicine especially the chronic ones, ultrasound and xray etc...

300 of the targeted people will have improved mental health due to the MHPSS support provided people from surrounding geographical areas.

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

Increased tensions between host communities and Gazans in the target localities of this program:

the emergence of this new category of vulnerable group could potentially result in competition and jealousy for having a special care and support (being in Jordan).

Mitigation:

Staff, volunteers, and committees are all well respected by the community and target groups and has been implementing Do No Harm practices to avoid any conflicts that may result in any of its intervention. In some interventions "host communities" will also benefit allowing them to live the moment with their affected Gaza counterparts who they should support rather than compete with them.

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?

Continuous monitoring of all project activities will occur both during and after program implementation. Reporting will adhere to ACT formats and will encompass Sitrep, interim, and final reports.

Project manager and coordinator will oversee the monitoring of the cash components which includes tracking process, satisfaction, and use of the cash. Similarly, they will monitor the university transfers to the educational facilities for each of the targeted students.

Medical staff will be monitoring the progress of the health services and referrals and report back to the program manager.

MHPSS staff will monitor the progress of all components and report back to the program manager and coordinator.

based on the above, above regular reports are submitted by the project manager to DSPR management, who, in turn, shares progress updates with the DSPR Jordan board. The DSPR's response is subject to scrutiny by both the DSPR Management team at the central office and an internal auditor.

DSPR Jordan is expected to utilize the following to ensure comprehensive monitoring:

1. Review program/project action plans and log frame;
2. Conduct effective reporting system including all types of reports such as monthly and quarterly for both narrative and financial;
3. Develop check lists and staff performance assessment;
4. Use feedback and complaint mechanisms, following the Core Humanitarian Standard;
5. Ensure strategic coordination other humanitarian actors, following Core Humanitarian Standard; with emphasis on information sharing and networking;
6. Conduct supervisory field visits;
7. Hold regular staff meetings;
8. Tools used in the monitoring phase is a standard monitoring form highlighting who is to perform what task and at what level with clear indication of report dissemination.

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.*

DSPR Jordan is committed to principles of accountability, transparency, non-discrimination, equality and respect. This stems from its desire to being accountable to rights-holders, host communities, partners, and other stakeholders. All DSPR Jordan staff, volunteers and board members have signed an updated version of the code of conduct with a brief refresher on what is a good conduct in the professional space in February 2023.

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

DSPR Jordan is committed to principles of accountability, transparency, non-discrimination, equality, and respect. This stems from its desire to being accountable to rights-holders, host communities, partners, and other stakeholders. One form of this commitment is the implementation of Complaints Response Mechanisms (CRM) in its programs for individuals allowing stakeholders to raise complaints and give feedback. DSPR Jordan is currently following DSPR's approved policy of 2018 complaints handling system. In this policy, DSPR is willing to accept complaints at any time lodged as soon as possible after the complainant becomes aware of the concern, to maximize the effectiveness of any potential investigation. Any type of complaint is welcomed: an operational or sensitive.

An operational complaint is a complaint about the implementation and quality of programs and projects by DSPR. (Submitted to Area). At the level of Area committees, the complaints through a complaint box should be handled by the Area Executive committee with consultation with the Area committee's chairperson. As for a sensitive complaint it is typically a complaint about corruption, sexual exploitation, abuse, or another gross violation of our staff code of conduct (submitted to the Central Committee) or central office. The current system ensures that all information about sensitive complaints is handled confidentially and will be forwarded directly to DSPR headquarters (HQ) in Jerusalem via mail or email. Depending on the nature of this complaint, the central office then decides whether they should hire an external or internal to explore the complaint.

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Rapid Response Fund

Financial Budget and Report

Project Code
Project Name

15/2023
Urgent Response for Gazan Families and Students in Jordan

Budget Exchange rate (1 USD to JOD)
Please use exchange rate from this site:

1.410000
<http://www.floatrates.com/historical-exchange-rates.html>

Description	Type of Unit	No. of Units	Unit Cost	Budget	
				local currency	
				JOD	USD
DIRECT COSTS					
1 PROJECT STAFF					
1.2.1. Project Manager (25%)	Monthly	3	600	1,800	2,538
1.2.2. Program Coordinator (25%)	Monthly	3	350	1,050	1,481
1.2.3. Finance Officer (25%)	Monthly	3	300	900	1,269
TOTAL PROJECT STAFF				3,750	5,288
2 PROJECT ACTIVITIES					
2.1. Cash/Vouchers				47,250	66,623
2.1.1. Cash for Rent (3months*100JOD)	Quarterly	100	300	30,000	42,300
2.1.2. Consumption Support (MPCA)	Quarterly	115	150	17,250	24,323
2.5. Health				15,000	21,150
2.5.1. Medical Referrals	Lumpsum	100	150	15,000	21,150
2.8. Psychosocial				10,500	14,805
2.8.1. Psychosocial Sessions	Lumpsum	15	700	10,500	14,805
TOTAL PROJECT ACTIVITIES				72,750	102,578
3 PROJECT IMPLEMENTATION					
3.1 Forum Coordination				-	-
3.2 Capacity Development				-	-
TOTAL PROJECT IMPLEMENTATION				-	-
4 QUALITY AND ACCOUNTABILITY					
4.1 Assessments	Lumpsum	1	500	500	705
4.2 Complaints and Response Mechanisms	Lumpsum	1	500	500	705
4.3 Safeguarding				-	-
4.4 Communication and visibility	Lumpsum	1	300	300	423
4.5 Monitoring & evaluation	Lumpsum	1	500	500	705
4.6 Audit	Lumpsum	1	1,000	1,000	1,410
TOTAL QUALITY AND ACCOUNTABILITY				2,800	3,948
5 LOGISTICS					
5.1.2 Vehicle Rental				-	-
5.1.3 Fuel	Monthly	3	150	450	635
TOTAL LOGISTICS				450	635
TOTAL DIRECT COST				79,750	112,448
INDIRECT COSTS: PERSONNEL, ADMINISTRATION & SUPPORT					
Salaries for Executive Director Central Office	Monthly	3	300	900	1,269
Salaries Finance Officer Central Office	Monthly	3	300	900	1,269
Salaries for Program Manager Central Office	Monthly	3	200	600	846
Salaries for Secretary and other staff DSPR Jordan Office	Monthly	3	350	1,050	1,481
Staff salaries - Cost shared				3,450	4,865
Office rent	Quarterly	1	200	200	282
Office Utilities	Monthly	3	100	300	423
Office stationery	Monthly	3	100	300	423
Office Insurance				-	-
Phone and internet charges	Monthly	3	50	150	212
Bank fees - Bank transfer charges	Monthly	1	35	35	49
Office Operations				985	1,389
TOTAL INDIRECT COST: PERSONNEL, ADMIN. & SUPPORT				4,435	6,253
Percentage of Indirect Costs against Total Budget				5%	5%
Total Budget				84,185	118,701