



Rapid Response Fund

ACT Secretariat Approval

Project Code 01/2024

Project Name Multi-Purpose Cash Assistance to Returnee families in Nangarhar Province Afghanistan

The ACT Secretariat has approved the use of **USD150,000** from its Global Rapid Response Fund (GRRF24) and would be grateful to receive contributions to wholly or partially replenish this payment.

For further information please contact:

National Forum Convenor

ACT Regional Representative

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ACT Humanitarian Programme Officer

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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	11-Oct-23
Do you have a Contingency Plan for this response?	yes
EPRP link on the online platform (or attach hard copy with proposal)	yes

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

30/1/2024

Section 1 Project Data

Project Information

Project Name	Multi-Purpose Cash Assistance to Returnee families in Nangarhar Province Afghanistan	
Project Code	01/2024	
Country Forum	Afghanistan	
ACT Requesting Member (if there are more than one member, please use ALT+<Enter> to add another member)	Community World Service Asia	
Name of person leading the project	Felix Dennis Joseph	
Job Title	Associate Regional Director	
Email	dennis.joseph@communityworldservice.asia	
Tel no./Whatsapp/Skype	92-300-855-7414	
Location(s) of project (city / province)	Nangarhar Province, Afghanistan	
Project start date (dd/mm/yyyy)		01/Feb/24
Project end date (dd/mm/yyyy)		30/Apr/24

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	CWSA	
	Male	Female
Cash/ Vouchers	1651	1424
Camp Management		
Education		
Food/Nutrition		
Health		
Household items		
Livelihood		
Psychosocial		
Shelter		
Wash		

Q&A

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 October 3rd 2023, Pakistan's interim government announced the repatriation of "illegal" refugees and migrants, citing security concerns but were later also found to be targeting Afghan Citizen Card holders and even those with Proof of Registration cards. Since then, according to UNHCR, more than 450,000 people have returned to Afghanistan .

*As winter temperatures start to dip to -4°C in some locations, Afghan deportees are extremely vulnerable, particularly women and children are at risk of losing their lives in a harsh winter if left without adequate shelter. *Approximately 720,000 undocumented individuals and 50,000 assisted Proof of Registration (PoR) card holders are expected to require support at border points through July 2024, according to an inter-agency Border Consortium Appeal launched in November 2023.

*The Pakistani government has imposed restrictions on deportees, requiring them to leave behind livestock and cash exceeding 50,000 rupees (about \$175).

*The situation is marked by a complex interplay of government policies, human rights concerns, and the broader challenges faced by both Afghanistan and the deportees. Arrivals back to Afghanistan are adding to an existing humanitarian crisis as the influx places additional pressure on already-strained resources, including shelter and basic services.

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)

*Afghan deportees are extremely vulnerable, particularly women and children are at risk of losing their lives in a harsh winter if left without adequate shelter.

*The Pakistani government has imposed restrictions on returnees, requiring them to leave behind livestock and cash exceeding 50,000 rupees (about \$175). However, complaints have surfaced about law enforcement seizing amounts below this threshold and personal items like jewellery. There are also reports of property confiscation and destruction of documents.

*Based on the initial findings of a Multi-Sectoral Need Assessment (MSNA) survey conducted by CWSA in Laghman and Nangarhar provinces, the expulsion of Afghan nationals has significantly and adversely affected the well-being of thousands, rendering them more susceptible and impeding their access to fundamental needs such as food, shelter, education, water, sanitation, hygiene (WASH), nutrition, livelihood, and protection.

* According to survey 100% of the people are reportedly food insecure and urgently need food assistance. Nearly all respondents i.e., 98% reported anxiety, uncertainty and insufficiency of food. 42% mentioned that they have no income, 37% mentioned selling households' assets, and 21% mentioned humanitarian assistance as their source of income after the resettlements and 48% reported they have lost all of their livestock due to deportation.

*Children remain particularly vulnerable as 59% have reportedly noticed visible signs of malnutrition among children in their households and roughly 55% girls and 46% boys have reported that their families are unable to provide for their basic needs

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

* CWSA has immediately contacted different funding partners to support and received multiple funding commitments

* So far, CWSA has received funds from CWS Japan to assist 150 HHs, providing Cash Assistance to Food in Nangarhar

* ACT RRF is the readily available window that will help in scaling up the response in reaching to more people in need

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.

CWSA is proposing the provision of multipurpose cash assistance (MPCA). This response will enable returnees to purchase essential food items, address shelter and immediate medical needs.

CWSA intends to provide assistance for the total duration of 3 months, to estimated 410 Households (60% male recipient and 40% female recipient, 7.5 average family size) returning families through two tranches of \$140 each in Kuz Kunar District, Nangarhar Province. Due to the volatility of the Afghani, the amount (\$140) is calculated in USD based on the Minimum Expenditure Basket (MEB) as per the Afghanistan Cash & Voucher Working Group recommendation but paid in local currency based on the actual bank exchange rate on the day of distribution.

This cash assistance can be utilized for food and other essential items such as clothing, tentage, rent, transport etc.

Multi-Purpose Cash Assistance (MPCA) is proposed because of the prevailing service delivery, multi sectoral needs and economic situation of the country, so that affected families can procure necessary items such as food, medicine, transport, winter-preparation materials etc.

CWSA will conduct cash transfers through Hesab pay (mobile banking solution). Hesab Pay offers a good digital solution for international remittance and cash distribution; and CWSA already has an MOU with Hesabpay. Prior to distribution, CWSA will give training to the communities on how to use Hesab Pay.

CWS Japan is also supporting this project covering 150 households.

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.*

CWSA is already coordinating with Agency Coordinating Body for Afghan Relief (ACBAR) which is a National and regional level coordination body for NGOs in Afghanistan, Afghanistan National Disaster Management Authority (ANDMA), Directorates of Refugees and Repatriation (DoRR) and UN led cluster groups and local partners to collect the recent updates and plan the response accordingly. CWSA team has already conducted a Multi Sectoral Need Assessment in Laghman and Nangarhar provinces, to assess food, shelter, education, water, sanitation, hygiene (WASH), nutrition, livelihood, and protection areas. Based on the need assessment, CWSA is proposing an intervention of Multi Purpose Cash Assistance (MPCA).

The final selection of participants will be accomplished in collaboration with the Community Development Councils (CDCs), local government, CWSA and other NGO representatives.

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*

CWSA is in close coordination with Afghanistan National Disaster Management Authority (ANDMA), UN Cluster groups, Directorate of Economy, Directorate of Refugees and Returnees, Provincial Governors and other humanitarian agencies working in the area. Additionally, CWSA makes significant contributions to Technical Working Groups, notably the Accountability to Affected Populations (AAP) initiative. Furthermore, CWSA collaborates closely with key humanitarian and development organizations operating in the targeted areas, such as WFP, IOM, and FAO, particularly in the realm of Food Security and Livelihood.

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*

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 preferred and proposed method of cash disbursement is electronic cash transfer (E-transfer) through HesabPay, with whom already has an MOU. CWSA will conduct cash transfers through Hesab pay, but direct cash transfers by hand will also be carried out for PWDs and women, in light of challenges with the bank (cash availability, service availability in the target districts) and mobility issues.

The list of project participants will be shared with the Hesab pay office (nationwide coverage with 1-2 branches/province), who will deploy their team with the cash on an agreed time in the target district and verify the ID and make the payments. The receipt will be taken from project participants in the presence of CWSA team. Participants will receive a code to the registered SIMs via SMS. The project participant can visit the Hesab pay office and withdraw cash, by showing the QR code and original ID card.

CWSA team will assist in helping project participant's access cash assistance. In case of absence of ID cards, direct cash will be provided to the project participants but only in exceptional cases e.g., in case of PWDs, pregnant women, elderly etc. CWSA does not encourage and promote direct cash distributions due to security concerns.

The organization will adapt its standard procedures in place for direct cash disbursement. Tokens printed for the purpose will be distributed to the selected project participants two days prior to the payment and details of venue and time of cash disbursement will be shared with the concerned accordingly. The Cash disbursement will be done by the finance team who will be supported by community mobilizers and project manager in the presence of CDC members to maintain transparency. At the time of cash payments, CDC member will verify the project participant while the payment to the selected person will be done by demonstrating token along with the Tazkira as a means of verification.

The project participants will be informed and mobilised to spend most of the cash for food to ensure food security and for winterization needs for the wellbeing of the family. However, as the intervention is suggesting non conditional grants hence no obligation will be placed on the communities if they want to use the cash for other essential needs such as medicine, transportation etc.

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.*

MPCA will given to 410 HHS, Assuming that 1 family/HH has 7.5 members , total beneficiaries will be $410 * 7.5 = 3,075$
60% will be male headed HHs, 40% will be female headed HHs.

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

The project participants will be identified through a Joint Assessment Team which includes CWSA, relevant government departments, relevant UN agencies, and I /NGOs. The selection criteria have been developed in agreement with them.

The project selection criteria are as follows:

- Afghan Refugee/Deportees households that are living in open spaces, temporary shelters, camps or host communities, that have no permanent shelter.
- Affected women-headed households, women participants will be a priority.
- Households with pregnant and lactating mothers, elderly, chronically ill people, and persons with disabilities (PWDs).
- Large families (7+ members).
- Families with low-income, or who have lost livelihood and financial assests (such as livestock, savings, etc).

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 project was designed based on the results of the needs assessment conducted by UN, IOM, and CWSA to assess the situation on ground. This proposed intervention aligns seamlessly with the priorities outlined in the Humanitarian Needs and Response Plan of 2024 (HRP) and the Regional Refugee Response Plan (RRP) 2024-2025. It also aligns with the objectives of the WASH & Health Sector, and CVA Working Group (CVWG)

* For the CWSA Need Assessment, a total of 16 Key Informant Interviews (KIIs) (6 in Laghman and 10 in Nangarhar) were conducted, with the heads of Community Development Councils (CDCs). 8 focused group discussion (FDG) was conducted with Afghan deportees, who had recently returned from Pakistan and were living in a temporary camp in Turkham and other deportee-hosted communities, and 382 individuals (117 participants in Laghman and 165 in Nangarhar) participated in the survey.

*CWSA team will closely coordinate with Council (CDC) members are elected individuals from the communities, and they are involved in the project from its conception to its implementation. Members of the CDCs will be involved in the process of choosing project participants, resource mobilization and cash distribution.

* There will be mechanisms for complaints and comments so that communities can give regular feedback.

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.*

- Finalization of geographic locations (villages) within the selected district as per area selection criteria jointly agreed with key stakeholders
- Coordination with CDCs, while strictly adhering to the safety SOPs to discuss the project and particularly the selection criteria for project participants for the cash assistance.
- Identification and selection of project participants as per selection criteria
- Baseline Survey of Sample Participants (estimated 199 HHs, sample calculated on 5% margin of error, 95% confidence level)
- Sharing list of project participants who will receive cash assistance with HesabPay
- Training on HesabPay transfer system
- Identification and set up of cash distribution centres
- Distribution of cash grants to HHs (MPCA will be given in 2 Tranches)
- Endline Survey of Sample Participants (estimated 199 HHs, sample calculated on 5% margin of error, 95% confidence level) to find out the usage of MPCA, staff behaviour etc.
- Final Reporting and Project Closure

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

* Because of the remote location, internet access has historically been a challenge. Mobile coverage is reliable, but internet connectivity is weak, potentially leading to delays in transmitting essential documents, sending and receiving emails, and so on. Project Participants may face problem in connecting to Hesab Pay App or receiving messages on their cell phones. CWSA team of social mobilizers will assist in helping project participant's access cash assistance, guiding them about the process. Female Social Mobilizers will assist women particularly. Trainings will be given to all community/social mobilizers on selection criteria, project criteria, methodology information, survey, cash transfer, social mobilization, interviewing techniques, SOPs of CWSA, gender norms, CFM.

* There is a potential shortage of female human resources, especially in remote areas due to the ban on women's participation in the humanitarian sector. CWSA is aware of the government ban on women, to work in NGOs and UN missions. According to guidelines of Afghanistan government, women travelling for more than 75km should be accompanied by a mehram (male companion). CWSA will recruit female social mobilizers from local selected villages, so that they do not need to travel far, and can work & travel easily and independently. As we are hiring women from local villages, there is no need for MOU or any approval of local or provincial government.

* There may be potential interference from local governments in beneficiary selection. CWSA will follow the selection criteria and will work in close coordination with relevant stakeholders, immediate flagging of any interference, and transparent communication with the donor.

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, Accountability and Learning (MEAL) will be embedded throughout the project implementation and monitor the project's performance on a regular basis to ensure objectives and intended outcomes are being achieved and whether activities are responsive to needs of the communities. MEAL team will be conducting regular monitoring/verification of the process for course correction purposes and recording lessons learnt use different approaches by conducting monitoring visits physically and/or virtually via phone. CWSA follows the CHS as a regular practice in monitoring and evaluations of its projects. In line with CHS 7.1, 7.2 and 7.5, the MEAL team will ensure the inclusion of community, transparency of the implementation process and addressing the feedback and complaints highlighted by the communities to ensure the recording of experiences and lessons learnt during the implementation of a project cycle and are accessible throughout the organization in the form of reports. Project participants will be directly engaged in the monitoring process as their feedback will be taken through the Complaint Feedback Mechanism as well as interviews during the post-verification process. The MEAL team will also identify changes in the situation that might call for the adjustment of objectives, plans, or procedures, and provide the project team with recommendations.

CWSA MEAL team will conduct baseline survey and verify the list by conducting individuals interviews and shall finalize the list of

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.

CWSA is a member of ACT Alliance, all members are signatories of the ACT Code of Conduct (CoC) that is mandatory for adherence and must be practiced with commitment from every staff member. CWSA has practiced the CoC to promote greater accountability and outline the key responsibilities of staff. It seeks to protect all staff as well as every community member whom the ACT Alliance seeks to assist. The primary aim is to prevent misconduct, including corruption, fraud, exploitation and abuse (including sexual abuse) and to ensure child safeguarding.

The Code of Conduct for the Red Cross and Red Crescent Movement is also complied with by considering the clauses during selection of target population. The organization is well aware that above all, the humanitarian imperative comes first and selection should be undertaken regardless of race, creed or nationality of the recipients and without discrimination of any kind. Aid priorities are calculated based on needs alone. It is ensured that besides the codes of conduct and member organization's own policies, staff is aware of and adheres to the ACT Alliance's policies on the prevention of misconduct including corruption, fraud, exploitation and abuse (including sexual) and child safeguarding, as well as the ACT Alliance Guidelines for Complaints Handling and Investigations.

All staff are given orientation and refreshers on these Code of Conduct and they are briefed about the behaviour the organization expects from them. Staff also sign a Code of Conduct when they join. These Code of Conduct are also part of Staff contract as well as contracts of Vendors and consultants. During mobilization of target communities and establishing the Complaints and Feedback Mechanism, target communities are also made aware about the behaviour they should expect from CWSA staff or anyone representing the organization.

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

CWSA has a Complaint and Feedback Mechanism (CFM) in place in line with CHS commitment 5. The project team will display CFM policy and details of the channels for complaints and feedback at every event/project activity, as well as the distribution site. CFM channels include written and verbal mechanisms, such as including CFM boxes at the intervention venue, text messages or calls on CFM mobile numbers (during working hours i.e. 5 days of the week and in case of emergencies its 6 days a week) and face to face meetings. These CFM mechanisms are already in place within CWSA programs and project, and through complaints and feedback, changes are made in ongoing projects, as per the feedback of the community. During the selection, distribution, verification and monitoring process, CWSA team will share information about the CFM mechanism and ensure that there is clarity about how to capture and access it.

MEAL team will properly follow up and investigate the received complaints and provide feedback to all the complainants in a timely manner. Complaints are investigated by the committee comprising of team members who are not directly involved in project implementation. CWSA Safeguarding Committee will be responsible to manage sensitive complaints pertained to sexual exploitation and abuse. All complainants are treated with dignity. The CRM policy provides full guidance on handling of received complaints. Each received complaint is carefully analyzed and categorized as per its nature and is investigated as per the defined procedure for that specific category. Confidentiality and accountability are the cross-cutting themes of the CRM and privacy of the complainant is ensured as per the organization's data protection policy.

Sessions on the established CFM will be conducted for project staff and CDCs' members for their enhanced understanding on the mechanisms, so they may further disseminate CRM information to other project participants.

Financial Budget and Report

Project Code

01/2024

Project Name

Multi-Purpose Cash Assistance to Returnee families in Nangarhar Province
Afghanistan

Budget Exchange rate (1 USD to local currency)

0.013433

Please use exchange rate from this site:

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

Note: Budget is prepared in USD because of the instability of the local currency. All staff contracts are in USD.

Description	Type of Unit	No. of Units	Unit Cost	Budget	
				USD	AFN
DIRECT COSTS					
1 PROJECT STAFF					
1.2.1 Project Officer	Months	3	1,000	223,331	3,000.00
1.2.2 Admin Assistant	Months	3	542	121,045	1,626.00
1.2.3 Community Mobilizer (5)	Months	15	450	502,494	6,750.00
1.2.8 Finance/Account Officer 40%	Months	3	608	135,785	1,824.00
1.2.9 Support Staff	Months	6	250	111,665	1,500.00
TOTAL PROJECT STAFF				1,094,320	14,700
2 PROJECT ACTIVITIES					
2.1 Cash/Vouchers				8,802,501	118,244
2.1.1 Multipurpose Cash Assistance (MPCA)	Hhs	410	280	8,546,118	114,800.00
2.1.2 Hesabpay Charges	1	410	8	256,384	3,444.00
TOTAL PROJECT ACTIVITIES				8,802,501	118,244
3 PROJECT IMPLEMENTATION					
3.1 Forum Coordination				77,496	1,041
3.1.1 Coordination meetings (including inception, e	Meetings	3	137	30,596	411.00
3.1.2 Travel and Accommodation	Trips	3	210	46,899	630.00
TOTAL PROJECT IMPLEMENTATION				77,496	1,041
4 QUALITY AND ACCOUNTABILITY					
4.1 Complaints and Response Mechanisms	Months	3	137	30,596	411.00
4.2 Communication and visibility	Months	3	137	30,596	411.00
4.1 Monitoring & evaluation	Trips	2	205	30,522	410.00
4.3 Audit	Nos	1	1,100	81,888	1,100.00
TOTAL QUALITY AND ACCOUNTABILITY				173,602	2,332
5 LOGISTICS					
5.1.2 Vehicle Rental/ forfeit	Month	3	900	200,998	2,700.00
5.1.3 Fuel, Maintenance	Month	3	270	60,299	810.00
5.3.3 Salaries / wages for drivers	months	3	310	69,232	930.00
TOTAL LOGISTICS				330,529	4,440
6 PROJECT ASSETS & EQUIPMENT					
5.1. Computers and accessories	Set	1	600	44,666	600.00
5.2. Office Furniture/ Maintenance	lumpsum	1	1,113	82,856	1,113.00
TOTAL PROJECT ASSETS & EQUIPMENT				127,522	1,713
TOTAL DIRECT COST				10,605,970	142,470
INDIRECT COSTS: PERSONNEL, ADMINISTRATION & SUPPORT					
Senior Admin & Procurement Officer 20%	Months	3	320	71,466	960.00
Senior program development officer 20%	Months	3	200	44,666	600.00
Senior Communication & documentation officer 25%	months	3	380	84,866	1,140.00
Staff salaries - Cost shared				200,998	2,700
Office rent, maintenance	Months	3	410	91,566	1,230.00
Office Utilities	Months	3	220	49,133	660.00
Office stationery	Months	3	216	48,239	648.00
Office Insurance	Months			-	-
Phone and internet, software, server charges	Months	3	412	92,012	1,236.00
Bank fees - Hesabpay transfer charges except	lumpsum	1	1,056	78,612	1,056.00
Office Operations				359,562	4,830
TOTAL INDIRECT COST: PERSONNEL, ADMIN. & SUPPORT				560,560	7,530
Percentage of Indirect Costs against Total Budget				5%	5%
Total Budget				11,166,530	150,000