



## Rapid Response Fund

### ACT Secretariat Approval

**Project Code** 01/2025

**Project Name** Emergency Response to populations affected by forced displacement in the Catatumbo Region

The ACT Secretariat has approved the use of **USD 50,000** from its Global Rapid Response Fund (GRRF25) and would be grateful to receive contributions to wholly or partially replenish this payment.

**For further information please contact:**

National Forum Convenor

Juan Pablo Alvarez Toro

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	Yes
Do you have a Contingency Plan for this response?	No
EPRP link on the online platform (or attach hard copy with proposal)	N/A

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
11 Feb 2025

**Section 1 Project Data**

Project Information	
Project Name	Emergency Response to populations affected by forced displacement in the Catatumbo Region
Project Code	01/2025
Country Forum	ACT Forum Colombia
ACT Requesting Member (if there are more than one member, please use ALT+<Enter> to add another member)	Iglesia Evangelica Luterana de Colombia (IELCO)
Name of person leading the project	Ana Isabel Mendivelso Gil
Job Title	IELCO Diaconia Director
Email	<a href="mailto:directoradiaconia@ielco.org">directoradiaconia@ielco.org</a>
Tel no./Whatsapp/Skype	3212457871
Location(s) of project (city / province)	Cúcuá and Ocaña
Project start date (dd/mm/yyyy)	17 Feb 2025
Project end date (dd/mm/yyyy)	17 Jul 2025

**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 (IGLESIA EVANGELICA LUTERANA DE COLOMBIA IELCO)	
	Male	Female
Cash/ Vouchers	180	200
Camp Management		
Education	650	720
Food/Nutrition		
Health		
Household items		
Livelihood		
Psychosocial	300	450
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)

Since December 2024, violence between two Non-State Armed Groups (NSAGs) has intensified in the Catatumbo subregion, particularly in Tibú, Ábrego, Hacarí, Convención, Teorama, El Tarra, and San Calixto. The escalation of the armed conflict has led to a significant increase in forced displacement and confinement, disproportionately affecting women, children, adolescents, social leaders, signatories of the peace agreement, and indigenous communities from the Barí and Yukpa peoples. The first confrontations between these NSAGs were reported on January 16, 2025. Armed actions have since expanded across multiple municipalities in Catatumbo, resulting in displacement, confinement, mobility restrictions, and risks associated with contamination from improvised explosive devices (IEDs).

In response to this situation, more than 50,000 people have been forced to leave their homes, concentrating mainly in the urban centers of Cúcuta, Tibú, and Ocaña. The scale of this crisis has exceeded the response capacity of municipal administrations, prompting them to request support from the departmental and national governments to address the emergency. Approximately 57% of the department's municipalities have been affected, with Cúcuta (23,066 displaced persons), Tibú (13,541), and Ocaña (10,285) receiving the largest influx of displaced populations.

This ongoing conflict between NSAGs is spreading to other regions of the country, where armed actors are also seeking territorial control. Additionally, the conflict in Catatumbo is already having an impact beyond the region, either due to the massive arrival of displaced persons in urban centers or the strategic movement of NSAG troops across different 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)

During the forced displacement, several families were separated and are now residing in different accommodation facilities, requiring reunification. The affected population fears returning to their municipalities, as they acknowledge the lack of security guarantees. Returning to their territories would expose them directly to the recruitment of their children and adolescents, direct threats, risks associated with landmines/unexploded ordnance/explosive devices, and other dangers.

Access to medical care has decreased in both availability and quality, particularly affecting host communities and shelters. This exacerbates pre-existing health conditions and limits response capacity. Overcrowding and the lack of access to potable water have led to an increase in communicable diseases, primarily affecting displaced and vulnerable populations. Children and adolescents require complementary nutrition in their daily diet, making it essential to adjust the distribution of food assistance to meet their nutritional needs. Many shelters and temporary accommodations lack adequate conditions, exposing children and adolescents to potential risks such as sexual abuse, substance use, and sexual exploitation. The trauma from violence and the constant insecurity have a significant negative impact on the mental health of children and adolescents, necessitating specialized psychological support.

The distribution of hygiene supplies requires a differentiated approach, taking into account the specific needs of various population groups. Additionally, the supply of personal hygiene items and menstrual hygiene products must be continuous and sufficient to meet the needs of sheltered populations.

There are significant risks of Gender-Based Violence (GBV) and sexual violence, particularly for displaced, refugee, and migrant communities residing in temporary shelters. Economic hardship has led to an increase in negative coping mechanisms among women, including begging, homelessness, and survival sex.

Affected communities face significant limitations in their own resources to meet basic needs. Female heads of household are particularly vulnerable due to uncertainty regarding their ability to meet their families' basic needs, especially in light of the discontinuation of government-provided housing and food assistance.

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

IELCO, as a member of the ACT Forum Colombia, lacks immediate funding to address the needs of populations affected by migration within its areas of intervention.

In response to the urgency of providing emergency assistance, the requesting members submit a proposal to the Rapid Response Fund (RRF) to address the needs of vulnerable populations identified during the needs assessment.

The purpose of the RRF proposal is to ensure the provision of urgent humanitarian assistance to migrant-affected populations in the intervention areas, delivering a swift and effective response. IELCO will work closely with the Colombian Presbyterian Church in Ocaña and the Central Church in Cúcuta, both of which are actively engaged in fundraising efforts to support the response. Additionally, DKH has allocated flexible funding to contribute to the intervention. All three members will collaborate under the ACT Total Response principle to ensure a coordinated and effective humanitarian effort.

### 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 project will provide support for five months to displaced persons located in the municipalities of Cúcuta and Ocaña. Assistance will be delivered through four key components: advisory services (general information on access to services), capacity-building (prevention of gender-based violence and child protection), cash assistance (multi-purpose cash transfers), and psychosocial support.

**Advisory services:** Beneficiaries in Cúcuta and Ocaña will receive essential information related to protection, including Child Protection and Gender-Based Violence (GBV) prevention. This will cover access to state entities and institutions such as the Colombian Institute for Family Welfare (ICBF), the Ombudsman's Office, and local authorities. The support will include providing users with contact details, access routes to services, and official reception points.

**Multi-Purpose Cash Assistance (MPCA):** Cash transfers will be coordinated based on assessments conducted by local authorities and partner organizations in Cúcuta and Ocaña. A total of 380 households will receive cash assistance, with each disbursement amounting to COP 300,000 (USD 75) per household (for households of 3 to 4 members). This financial support is intended to cover expenses such as accommodation, transportation, food, and specific nutritional supplements (e.g., infant formula), as well as the purchase of medications and essential goods. This amount aims to provide economic relief, considering that the average cost of a basic food basket for one person in Colombia ranges between COP 200,000 (USD 50) and COP 300,000 (USD 75)

**Psychosocial support:** A professional specialized in psychosocial care will provide support to children and adolescents affected by violence resulting from conflicts in their territories and subsequent displacement. Additionally, psychosocial assistance will be extended to women who have been exposed to violence or abuse. The intervention will be supported by technical assistance from partner organizations such as Act Church of Sweden and will incorporate community-based psychosocial support (CBPS) approaches. Furthermore, psychosocial support will be provided to displaced persons experiencing post-traumatic stress. Over the five-month period, a total of 750 psychosocial support services will be delivered.

**Capacity-Building and Prevention:** The project will conduct four training sessions in Cúcuta and four in Ocaña on child protection, safe environments for children and adolescents, and the prevention of abuse and gender-based violence (GBV). Training will primarily target staff managing displacement response centers and shelter personnel. Additionally, eight workshops will be held in both municipalities directly with at-risk populations. Cases involving abuse, harassment, intimidation, and other rights violations will be referred to the appropriate authorities. It is estimated that by the end of the project, 1,370 individuals will have received training. Lastly, to strengthen the training and prevention strategy, collaboration with the GBV Cluster will be pursued.

**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.*

In the first two weeks of implementation, the hiring processes will be carried out for the project coordinator, a psychosocial professional, a logistics assistant in Cúcuta, and a logistics assistant in Ocaña. Coordination meetings will be held with project staff, local authorities, Local Coordination Teams (LCT), and partner organizations in Cúcuta and Ocaña. During these meetings, the action plan will be shared, risk and context analyses will be updated, and logistical arrangements for each municipality will be reviewed (including operational bases, delivery mechanisms, transparency protocols, and verification measures). Additionally, updated databases of affected individuals, service access routes, and emergency contacts will be reviewed. The schedule for training sessions and prevention workshops, cash assistance distribution, and psychosocial support sessions will also be finalized.

Starting in the third week, logistics assistants will be assigned to the project's operational bases, and the distribution of multipurpose cash assistance will begin, following the beneficiary list determined in the coordination meetings. Simultaneously, prevention training sessions and psychosocial support activities will commence as per the established schedule.

During the first four months of implementation, all cash distributions to affected individuals will be completed, training sessions will be conducted, and scheduled psychosocial support services will be provided. In the fifth month, the information will be systematized, the final verification review will be conducted, and the corresponding narrative and financial reports will be prepared.

**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*

IELCO has established communication with the local coordination team (ELC), which has produced various reports providing data on affected communities and individuals, identifying gaps in assistance, and coordinating the humanitarian response among different organizations and government institutions. Additionally, we have requested their participation in humanitarian response coordination meetings. Furthermore, contact will be established with the territorial transitional justice committee.

Similarly, we have engaged with a representative of the Central Church of Cúcuta, who is responsible for one of the city's collection centers. Through this collaboration, we have identified some of the main needs of displaced populations and secured the support of the church's humanitarian assistance team. We have also established communication with two partner churches of the Presbyterian Church of Colombia in the municipality of Ocaña, which have been providing humanitarian assistance to displaced individuals from nearby rural areas. These churches have expressed their willingness to work closely with IELCO in the implementation of this project. Finally, we held a meeting with one of the pastors of the United Pentecostal Church of Colombia. This church has multiple congregations in some of the areas most affected by the ongoing conflict in Catatumbo. They have conducted a profiling process of affected individuals and are willing to collaborate with IELCO in the implementation of this project.

**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*

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?

A procurement policy and procedure manual is in place at IELCO, ensuring transparency in purchasing processes with local and national suppliers. A procurement committee has been established and is responsible for evaluating the quotations received based on the following criteria: price, quality, quantity, delivery time, and transportation.

This procurement process is modeled after the FLM process, which was used to support its development within the framework of the Churches and Emergencies project. The main objective of this project was to strengthen IELCO by enhancing its various administrative processes.

As the project is implemented through local partners, a training and capacity-building process will be carried out on procurement-related topics, including purchasing and supplier management.

**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 estimated number of direct beneficiaries of this project is 2,500 individuals, distributed as follows:  
 Cash assistance: 380 families (4 members per family), totaling 1,140 individuals.  
 Psychosocial support: 750 individuals.  
 Prevention training: 1,370 individuals.

Additionally, the number of indirect beneficiaries is estimated to range between 5,000 and 6,000 individuals. This projection considers that the training provided to shelter managers and other humanitarian response leaders will be replicated in various spaces dedicated to assisting affected populations. Likewise, cash assistance will benefit not only the direct recipients but also their households.

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

**Children and Adolescents:** Among the affected population, there are children and adolescents in vulnerable conditions who have been exposed to violence and armed conflict and require psychosocial support. Many of them suffer from nutritional deficiencies and require additional supplements. The municipalities from which these minors originate have limited institutional presence, leading to significant gaps in their education.

**Women:** Displaced women arriving at shelters and temporary accommodations face multiple risks related to Gender-Based Violence, harassment, sexual abuse, and human trafficking. Additionally, the lack of hygiene supplies and differentiated assistance presents significant health challenges for this population and hinders the exercise of their rights.

**Rural population:** The majority of displaced individuals belong to communities whose primary economic activity is agricultural production. This poses a challenge in humanitarian response efforts, as it is crucial to consider employment integration opportunities that align with their knowledge and traditions. Additionally, their dietary customs differ from those in urban areas, which must be taken into account in humanitarian assistance.

**Migrant population:** Among those affected in the Catatumbo region, many are foreign nationals who have arrived in Colombia under vulnerable conditions and are unable to return to their countries of origin. They face legal obstacles in exercising their rights, lack support networks in Colombia, and are subject to discrimination.

**Peace Agreement signatories:** The affected population includes individuals who were formerly part of armed groups and who joined the 2016 peace agreement to begin their reintegration into civilian life. Many of these individuals continue to be persecuted and threatened by other armed actors. It is essential to ensure that humanitarian interventions incorporate protection protocols and risk assessments to safeguard their lives.

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

For the development of this project and the corresponding action strategies, needs assessment reports have been considered, which were built based on interviews, consultations with focus groups, and other instruments developed in collaboration with affected communities.

During the implementation of the humanitarian response, continuous communication will be maintained with affected communities to refine the proposed strategies, incorporate new action elements, and optimize planned initiatives.

Trained individuals will be committed to sharing the acquired knowledge with other community members, ensuring that they are not only beneficiaries of humanitarian assistance but also play a key role as facilitators in supporting others in need.

Throughout the project's implementation, the migrant community will actively participate in the monitoring and feedback process, contributing insights on the effectiveness of interventions and identifying necessary adjustments. An open space will be fostered to enable beneficiaries to share their feedback, concerns, and suggestions to enhance activities and the quality of assistance provided.

## 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 success of the project lies in the comprehensive support provided to displaced individuals from Catatumbo, including general guidance on access to services, multipurpose cash assistance, and psychosocial support. Beneficiaries of this project will be able to meet some of their basic needs through the financial assistance received, enabling them to purchase food, essential supplies, and medications, access basic services, cover part of their accommodation costs, and pay for transportation, among other necessities. Additionally, prevention training will help mitigate risks related to Gender-Based Violence, abuse, harassment, or intimidation, while creating safer spaces for children and adolescents through child protection workshops. Finally, hundreds of individuals will receive psychosocial support, which is essential for the well-being of those who have been victims of armed conflict.

Activities	Start and end dates	Month					
		February	March	April	May	June	July
1. Recruitment process	17-28 February						
2. Signing of contracts and Code of Conduct and Good Practices	26-28 February						
3. Project planning, identification of the target population	17-28 February						
4. Request for quotations and purchasing process	28 February - 31 March						
5. Psychosocial support, training, and cash distribution	3 March -29 June						
6. Learning review	July 15						

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

**Security risks:** Certain affected individuals have received threats from NSAGs, particularly those who signed the 2016 peace agreement and have subsequently been persecuted and displaced from their territories by armed actors.

**Mitigation Measures:** Humanitarian aid distributions will take place in secure locations with the support and oversight of state institutions and local partners. Adherence to IELCO's established protection protocols, including Continuous monitoring from the Conciliar headquarters; Mandatory use of organization-approved identification and attire reflecting its historical church mission; regular protection meetings; utilization of official protection formats containing emergency contacts and step-by-step emergency response plans and, Ongoing context analysis to assess and respond to emerging threats.

**Risk of violence and theft:** Personnel operating in the field face risks of violence and theft, particularly during the distribution of financial assistance. Cash distribution processes may attract criminal activity, leading to potential theft attempts or disorderly conduct.

**Mitigation Measures:** Cash distributions will be conducted in an organized and discreet manner to minimize exposure to potential theft or disturbances; IELCO has extensive experience in cash transfers and has established robust protocols for secure fund distribution; Multiple cash delivery methods have been identified to accommodate beneficiaries' specific needs while ensuring security; and, beneficiary identification and verification processes are in place to maintain clear and transparent records and reduce fraud risk.

**Operational and contextual risks:** Changes in the security environment, unexpected escalations in violence, or logistical challenges could disrupt humanitarian operations.

**Mitigation Measures:** Continuous context monitoring to assess emerging threats and adjust strategies accordingly; coordination with local authorities and partners to enhance situational awareness and response capacity; and, flexibility in aid distribution methods to adapt to changing conditions while ensuring beneficiary access to essential resources.

By implementing these mitigation strategies, the project aims to minimize risks and ensure the safe and effective delivery of humanitarian assistance to affected communities.

## 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?

IELCO will develop a comprehensive monitoring plan that aligns with the principles and standards of ACT PME. This plan will include specific monitoring tools to closely track the progress of the project and ensure the achievement of its objectives. Monitoring will be carried out through periodic field visits to assess progress, accomplishments, and challenges, in order to ensure proper implementation of activities and appropriate resource allocation.

The Project Coordinator will be responsible for managing, coordinating, and facilitating project activities, as well as ensuring proper follow-up and reporting on progress. Additionally, they will promote the project at the local and regional levels, fostering networking with various key stakeholders. During the implementation of the project, field professionals will monitor daily activities, and this team will conduct regular analysis and share the results during the scheduled monthly meetings with the IELCO coordination team and the Diaconia Director.

Periodic audits will be carried out by IELCO's accounting department to assess expenditure and budget compliance, ensuring transparent financial management.

To ensure active participation and transparency, all project reports will be shared with stakeholders, allowing everyone involved to stay informed of progress and contribute to collective learning. At the start of the project, informational sessions will be organized with the communities to present the components, policies, and humanitarian and gender standards that will guide the implementation of the project, ensuring a participatory approach that respects the rights of all those involved.

**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.*

IELCO adheres to the FLM Code of Conduct and has also signed the ACT Alliance 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**

IELCO adheres to Commitment 9 of the Core Humanitarian Standard (CHS), ensuring that resources are managed responsibly to achieve project objectives in accordance with technical and budgetary specifications, while upholding legal and ethical standards. To this end, the following actions will be implemented:

Expenses will be incurred strictly following the budgeted costs and expenditures.

The project's technical and financial components will be presented and explained to focus groups (beneficiaries) to assess transparency in fund utilization at the project's conclusion.

Commitment 5 of the CHS, which ensures that communities and individuals affected by humanitarian crises have access to safe and effective complaint management mechanisms, will be shared and discussed with focus groups for each activity to facilitate timely and appropriate complaint resolution.

Given that the project is implemented with local partners, a capacity-building exercise on risk analysis will be conducted to strengthen their ability to identify and mitigate potential challenges.





# Rapid Response Fund

## Financial Budget and Report

Project Code: 01/2025  
 Project Name: Emergency Response to populations affected by forced displacement in the Catatumbo Region

Budget Exchange rate (1 USD to local currency)

4,000

Exchange rate source in this site:

[http://www.floatrates.com/historical-exchange-rates.html?currency\\_date=2023-01-13&base\\_currency\\_code=PHP&format\\_type=html](http://www.floatrates.com/historical-exchange-rates.html?currency_date=2023-01-13&base_currency_code=PHP&format_type=html)

Description	Type of Unit	No. of Units	Unit Cost		Budget	
			local currency	COP	USD	
<b>DIRECT COSTS</b>						
<b>1 PROJECT STAFF</b>						
1.2.1. Project Coordinator (part time)	Month	5	2,000,000	10,000,000	2,500	
1.2.2. Psychosocial professional	Month	5	3,000,000	15,000,000	3,750	
<b>TOTAL PROJECT STAFF</b>					25,000,000	6,250
<b>2 PROJECT ACTIVITIES</b>						
2.1. Cash/Vouchers				118,690,000	29,673	
2.1.1. Cash delivery	Case	380	300,000	114,000,000	28,500	
2.1.2. Bank fees	Global	1	4,690,000	4,690,000	1,173	
2.8. Psychosocial support / Protection				310,000	78	
2.8.1. Child Protection training sessions (for protection service providers)	Session	8	20,000	160,000	40	
2.8.2. Child Protection training sessions (for beneficiaries)	Session	10	15,000	150,000	38	
<b>TOTAL PROJECT ACTIVITIES</b>					119,000,000	29,750
<b>3 PROJECT IMPLEMENTATION</b>						
3.2. Capacity Development				7,000,000	1,750	
3.2.1. Coordinator transportation	Global	1	4,000,000	4,000,000	1,000	
3.2.2. Accommodation and food	Global	1	3,000,000	3,000,000	750	
<b>TOTAL PROJECT IMPLEMENTATION</b>					7,000,000	1,750
<b>4 QUALITY AND ACCOUNTABILITY</b>						
4.1. Visibility	Global	1	2,000,000	2,000,000	500	
4.2. Monitoring and Evaluation	Global	1	4,000,000	4,000,000	1,000	
4.3. Audit	Global	1	5,000,000	5,000,000	1,250	
<b>TOTAL QUALITY AND ACCOUNTABILITY</b>					11,000,000	2,750
<b>5 LOGISTICS</b>						
5.1.2. Logistics assistant (Ocaña)	Month	5	2,800,000	14,000,000	3,500	
5.1.3. Logistics assistant (Cucuta)	Month	5	2,800,000	14,000,000	3,500	
<b>TOTAL LOGISTICS</b>					28,000,000	7,000
<b>6 PROJECT ASSETS &amp; EQUIPMENT</b>						
<b>TOTAL PROJECT ASSETS &amp; EQUIPMENT</b>					-	-
<b>TOTAL DIRECT COST</b>					190,000,000	47,500
<b>INDIRECT COSTS: PERSONNEL, ADMINISTRATION &amp; SUPPORT</b>						
Salaries - Accountant	Global	1	4,000,000	4,000,000	1,000	
Salaries - IELCO' Director	Global	1	4,000,000	4,000,000	1,000	
Salaries - IELCO' Diaconia Director	Global	1	2,000,000	2,000,000	500	
Staff salaries - Cost shared				10,000,000	2,500	
<b>TOTAL INDIRECT COST: PERSONNEL, ADMIN. &amp; SUPPORT</b>					10,000,000	2,500
Percentage of Indirect Costs against Total Budget					5%	5%
<b>Total Budget</b>					200,000,000	50,000