



## Rapid Response Fund

### Approval

**Project Code** 16/2025  
**Project Name** Emergency assistance to flood affected population in Southern Thailand

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.

Reporting Deadlines	
SitRep ( <i>one month after approval</i> )	10/Jan/26
Final Reports (narrative and financial)	10/Jun/26
Audit Report ( <i>for projects &gt;USD50,000</i> )	N/A

**For further information please contact:**

National Forum Convenor  
ACT Regional Representative  
ACT Humanitarian Programme Officer

Approved By  
**Claire Finas**  
**Rapid Response Fund Manager**  
ACT Secretariat

# actalliance

## Rapid Response Fund

### Project Proposal

Do you have an EPRP	Yes
When was the last update?	3 Dec 2025
Do you have a Needs Assessment for this	Yes

Please submit this form to the Humanitarian Coordinators in your region

Date submitted to ACT Secretariat

6 Dec 2025

## Section 1 Project Data

### Project Information

Project Name	Emergency assistance to flood affected population in Southern Thailand
Project Code	16/2025
Country Forum	Thailand
ACT Requesting Member (if there are more than one member, please use ALT+<Enter> to add another member)	SDSU-CCT
Name of person leading the project	Rev.Tewin Somchit
Job Title	Director
Email	<a href="mailto:saophilokee@gmail.com">saophilokee@gmail.com</a>
Location(s) of project (city / province)	Hat Yai / Songkhla
Project start date (dd/mm/yyyy)	10 Dec 2025
Project end date (dd/mm/yyyy)	10 Apr 2026

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	SDSU-CCT		Member 2 (please write the name of your organisation)		Member 3 (please write the name of your organisation)	
	Male	Female	Male	Female	Male	Female
Cash/ Vouchers						
Food	600	1,500				
Health	600	1,500				
Household items	600	1,500				
Livelihood						
Psychosocial						
Shelter	25 Households					
WASH	600	1,500				

## 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 (extend rows 43, 44 and 45 if more space is needed)

Hat Yai District, Songkhla Province, faced a severe flood crisis in November 2025, described as one of the largest disasters in many years. This was due to record-breaking rainfall, with 335 millimeters falling in a single day and an accumulation of over 630 millimeters in 72 hours, which some experts deemed a volume seen only once in 300 years. This massive volume of water overwhelmed the city's main drainage systems. The severely affected areas were not limited to the city center but also included surrounding districts like Sadao, Na Thawi, and Chana, resulting in the loss of more than 300 lives and leaving thousands of families without homes, belongings, or livelihoods.

We move into the critical recovery stage, we helping families rebuild their lives through two major initiatives:

### **1. Restoring Homes and Communities**

Help families clean, repair and rebuild their homes.

- Support needed
- Activities include home cleaning, minor repairs, structural reinforcement, and restoring safe living conditions.

### **2. Mobilizing Volunteer Reconstruction Teams**

We are forming at least three volunteer teams from the affected regions to support home repairs and community recovery. These will be trained in:

Basic construction and repair work

## **2. CHS Commitment 1,2,3,4. Explain the impact of the crisis specific to the people you want to help. Why did you choose to give aid to them and what makes them vulnerable?**

Affected households are experiencing significant impacts from the crisis, particularly in their limited access to clean water and essential sanitation supplies, a lack of basic non-food items needed to maintain hygiene and dignity, and unsafe or uninhabitable shelters due to structural damage. Assistance is being prioritized for these groups because most of the affected households do not have the resources to carry out immediate repairs, and many of the communities in Hat Yai are situated in areas that are repeatedly affected by flooding. These levels of vulnerability have been further confirmed through rapid assessments conducted with local church volunteers, indicating an immediate need for targeted humanitarian support.

## **3. CHS Commitment 9. Explain the availability of funding each of your organisation can access for this crisis.**

The Church of Christ in Thailand (CCT) has already provided initial financial assistance to support church households affected by the flooding. This initial support was intended to address the most urgent needs; however, the available internal funds are limited and insufficient to cover the wider scale of impact. Therefore, additional external funding is required to ensure a more comprehensive and timely response for the affected communities.

## **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 and the length of time needed to respond.** *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 delivering a rapid and targeted response to meet the urgent post-flood needs of affected communities. The intervention includes two main components. First, the project will distribute NFI/WASH hygiene kits to approximately 700 households in the most affected areas. These kits contain essential hygiene, sanitation, and basic household items that help families restore their wellbeing, maintain dignity, and prevent waterborne diseases after the flooding. Second, the project will provide minor shelter repair support to around **25 households** whose homes have sustained moderate damage. This assistance will include construction materials and basic tools, enabling families to conduct repairs through an owner-driven approach with technical support from trained local volunteers.

These interventions were selected because they directly address the immediate safety, health, and dignity needs following the floods, while allowing for a quick and efficient start within two weeks. The response model leverages strong participation from local church volunteers, which helps reduce overall project costs and ensures community ownership.

**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.*

The project will begin promptly within the first two weeks and will be implemented over a period of no more than six months. During the first two weeks, the project will focus on recruiting and selecting local church volunteers, as well as preparing and verifying key information such as the list of affected households, levels of damage. In addition, a rapid needs assessment will be conducted during the first week to validate field information and refine the response plan accordingly.

Once the preparation of volunteers and data is completed, the project will begin distributing essential relief items and providing minor shelter repair support. Activities will be sequenced to ensure a rapid and efficient implementation. This approach enables the project to respond effectively and in a timely manner to the needs of flood-affected households within the six-month project timeframe.

**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*

The project will coordinate with multiple stakeholders to ensure a coherent and effective humanitarian response. Collaboration will take place with local churches and church district to support community outreach, volunteer mobilization, and verification of affected households. The project will also work with local government authorities to align interventions with official damage assessments and ensure that assistance reaches households that have not yet been supported by other agencies.

The project will also work with community-based organizations operating in the area to maximize resource use, expand coverage, and address unmet needs. This coordinated approach strengthens overall effectiveness, supports gap-filling, and promotes a collective response among all humanitarian actors.

**4. CHS Commitment 3, 9. Where are you planning to procure your goods or services? 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		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?

The project plans to procure goods and services locally and regionally, primarily within Songkhla province and neighboring provinces. Local and regional procurement is preferred as it supports small businesses, contributes to the revitalization of the local economy, and reduces transportation and logistical costs.

The organisation follows an established procurement policy that ensures transparency, accountability, and value for money. In selecting suppliers, the project considered several key factors, including cost efficiency, product quality, availability of items in the local market, and the ability of suppliers to deliver within the required timeframe. These criteria help ensure that procurement processes are efficient and that relief items reach affected households as quickly as possible.

## 2.3 Description of Target Population

**1. CHS Commitment 1, 9. How do you calculate the participants of this project?** *For example, food and hygiene kits given to 2500 families, and 1 family = x beneficiaries.*

The beneficiary numbers are calculated based on the rapid needs assessment, which includes sex, age, and disability-disaggregated data (SADDD). Food, NFI & WASH Hygiene Kits given to 700 households and Shelter repair to 120 shelters, and 1 family = 4 beneficiaries.

The overall selection is based on identified needs and the commitment to gender equality and social inclusion. Coordination with the affected communities will guide the determination of specific needs, including the type and quality of items, as well as appropriate intervention strategies such as distribution mechanisms, do/no-harm considerations, and identification of key actors to be involved.

All decisions will be made in consultation with affected communities and relevant stakeholders, ensuring

**3. CHS Commitment 4. Explain how the target population is involved in the planning of your proposed intervention? How will they be involved in the implementation and the rest of the project cycle?**

The target population is involved from the planning stage through community meetings to identify needs and vulnerable groups. Their input informs the type of assistance provided.

During implementation, community members and volunteers participate in distributions and shelter repair. Beneficiaries are consulted before any repair to ensure the support matches their needs. Feedback is collected throughout the project to ensure the activities remain appropriate and inclusive for all groups in the community.

To maintain accountability and relevance, the project establishes clear channels for communities to provide

## 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 this project will be demonstrated through the timely completion of key milestones within the 6-month implementation period. By the end of the project: Activity Date Volunteer mobilization & orientation 1–7 December 2025, Rapid needs assessment 1–10 December 2025, Procurement of NFI/WASH & shelter materials 5–20 December 2025, Distribution of NFI/WASH kits 20 Dec 2025 – 31 Jan 2026, Shelter repair support Jan – Mar 2026, Monitoring & PDM Feb – Apr 2026, Learning workshop & final reporting May 2026

**2. What are the factors that may stop you from achieving the targets of this project? How will you manage them?**

- Limited volunteer capacity may affect implementation speed.
- Procurement delays could slow down the distribution timeline.
- Access difficulties in certain communities could slow down delivery of assistance.

To manage these risks, the project will:

- Use small boats or alternative access routes when communities are difficult to reach.
- Recruit additional volunteers and provide brief orientations to increase capacity.
- Procure items from multiple local suppliers to minimise delays and ensure timely availability of materials.

**2.5 Monitoring, Accountability & Learning**

**1. CHS Commitment 7. Describe how you will monitor the project. What monitoring tools and process will you use? How will you gather lessons from the project?**

The project will be monitored through a combination of community-based tracking, staff oversight, and beneficiary feedback. Local volunteers will monitor activities on a weekly basis and report progress and challenges. Staff from Chiang Mai will conduct at least three field monitoring visit during implementation to verify activities and ensure quality. Post-Distribution Monitoring (PDM) will be carried out with 10–15% of households receiving NFI/WASH support to assess satisfaction, relevance, and gaps.

Accountability will be ensured by sharing project information through posters, church announcements, and community meetings. Feedback and complaints can be submitted through a hotline phone number, complaint or directly through community volunteers.

Lessons learned will be gathered through an end-of-project learning workshop with volunteers and community representatives, along with documentation of key findings to strengthen future flood response planning.

**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.**

The organization has a Code of Conduct. All staff and volunteers have signed the 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**

Accountability to the affected population will be ensured through transparent communication, participation, and responsive feedback mechanisms. Project information, including objectives, eligibility criteria, and planned activities, will be shared with local volunteers so that they can accurately convey the information to all households.

Feedback and complaints will be collected through multiple channels, including a phone hotline and reporting through community volunteers. All feedback will be documented, reviewed, and addressed promptly. Lessons learned from complaints and suggestions will be used to continuously improve project activities, ensuring that the needs and concerns of the affected population are consistently met.



## Rapid Response Fund

### Financial Budget and Report

Project Code

16/2025

Project Name

Emergency assistance to flood affected population in Southern Thailand

Budget Exchange rate (1 USD to local currency) ##### 12/6/2025

Exchange rate source in this site:

[http://www.banqueparibas.com/asia/thailand/exchange-rates.html?currency\\_date=2023-01-13&base\\_currency\\_code=PHP&format\\_type=html](http://www.banqueparibas.com/asia/thailand/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	THB	USD
DIRECT COSTS						
1 PROJECT STAFF						
1.2.1.	Sr. Project Officer	Monthly	4	30,000	120,000	3,758
1.2.2.	Field Distribution volunteers	Monthly	3	15,000	45,000	1,409
1.2.3.						
1.2.4.						
1.2.5.					-	-
TOTAL PROJECT STAFF					165,000	5,167
2 PROJECT ACTIVITIES						
2.4.	Food/Nutrition				175,000	5,480
2.4.1.	Rice packages(5 kg)	per HH	700	130	91,000	2,849
2.4.2.	Cooking ingredients	per HH	700	120	84,000	2,630
2.6.	Household items				889,000	27,837
2.6.1.	Cooking equipment	per HH	700	720	504,000	15,782
2.6.2.	Bedding/blanket	per HH	700	550	385,000	12,056
2.8.	Shelter				100,000	3,131
2.9.1.	Shelter/Home repair	per HH	25	4,000	100,000	3,131
2.9.2.					-	-
2.9.3.					-	-
2.9.4.					-	-
2.9.5.					-	-
2.10	WASH				91,000	2,849



2.10.1	hygiene kits	per HH	700	130	91,000	2,849
2.10.2					-	-
2.10.3					-	-
2.10.4					-	-
2.10.5					-	-
<b>TOTAL PROJECT ACTIVITIES</b>					<b>1,255,000</b>	<b>39,298</b>
<b>3 PROJECT IMPLEMENTATION</b>						
3.1	Forum Coordination				-	-
3.1.1					-	-
3.1.2					-	-
3.1.3					-	-
3.2	Capacity Development				27,500	861
3.2.1	Training voluneer teams - proje	per time	1	2,500	2,500	78
3.2.2	Humanitarian standards session for volunte		1	25,000	25,000	783
3.2.3					-	-
3.2.4					-	-
<b>TOTAL PROJECT IMPLEMENTATION</b>					<b>27,500</b>	<b>861</b>
<b>4 QUALITY AND ACCOUNTABILITY</b>						
4.1	Assessments	lumpsum	1	15,000	15,000	470
4.2	Complaints and Response M	lumpsum			-	-
4.3	Safeguarding	lumpsum			-	-
4.4	Communication and visibility	lumpsum	1	10,000	10,000	313
4.5	Monitoring & evaluation , Po	lumpsum	1	27,800	27,800	871
4.6	Lesson learnt workshop	Lumpsum	1	24,980	24,980	782
<b>TOTAL QUALITY AND ACCOUNTABILITY</b>					<b>77,780</b>	<b>2,436</b>
<b>5 LOGISTICS</b>						
5.1.2	Transportation cost	per truck	3	2,000	6,000	188
5.1.3	Volunteer for packing kit	person	10	500	5,000	157
5.2.1	Vehicle Rental (1 car	Monthly	2	20,000	40,000	1,253
5.2.2	Fuel	Monthly	2	5,000	10,000	313
5.3.1	Accamodation	per time	3	1,200	3,600	113
5.3.2					-	-
<b>TOTAL LOGISTICS</b>					<b>64,600</b>	<b>2,023</b>
<b>6 PROJECT ASSETS &amp; EQUIPMENT</b>						
5.1.	Computers and accessories				-	-
5.2.	Printers				-	-
5.3.	Office Furniture				-	-
	Communications equipment				-	-
5.4.	e.g. camera, sat phone, etc		-		-	-
<b>TOTAL PROJECT ASSETS &amp; EQUIPMENT</b>					<b>-</b>	<b>-</b>
<b>TOTAL DIRECT COST</b>					<b>1,589,880</b>	<b>49,784</b>

INDIRECT COSTS: PERSONNEL, ADMINISTRATION & SUPPORT						
other admin or secretarial staff .....)					-	-
Salaries (please indicate job title)					-	-
Staff Insurance					-	-
Bank cost					-	-
Translations					-	-
Staff salaries - Cost shared					-	-
Office rent					-	-
Office Utilities	Monthly	4	800		3,200	100
Office stationery	Monthly	4	800		3,200	100
Office Insurance					-	-
Phone and internet charges					-	-
Bank fees - Bank transfer charges		1	500		500	16
Office Operations					6,900	216
<b>TOTAL INDIRECT COST: PERSONNEL, ADMIN. &amp; SUPPORT</b>					<b>6,900</b>	<b>216</b>
Percentage of Indirect Costs against Total Budget					0%	0%
<b>Total Budget</b>					<b>1,596,780</b>	<b>50,000</b>