



Rapid Response Fund

Approval

Project Code RRF 02/2026
Project Name Response to Congolese Refugees in Burundi

The ACT Secretariat has approved the use of **USD150.000** from its Global Rapid Response Fund.

Reporting Deadlines	
SitRep (<i>one month after approval</i>)	26 Feb 2026
Final Reports (narrative and financial)	26 Sept 2026
Audit Report (<i>for projects >USD50,000</i>)	26 Oct 2026

For further information please contact:

National Forum Convenor
ACT Regional Representative
ACT Humanitarian Programme Coordinator

Approved By the RRF review Panel
On January 23rd, 2026



Project Proposal

Do you have an EPRP	Yes
When was the last update?	23rd January, 2026
Do you have a Needs Assessment for this response?	Yes

Please submit this form to the Humanitarian Coordinators in your region

Date submitted to ACT Secretariat

23.01.2026

Section 1 Project Data

Project Information

Project Name	Response to Congolese Refugees in Burundi
Project Code	RRF 02/2026
Country Forum	Burundi Forum
ACT Requesting Member (if there are more than one member, please use ALT+<Enter> to add another member)	National Council of Churches of Burundi, CNEB
Name of person leading the project	Mr Igiraneza Aimable
Job Title	Project officer
Email	igirabien@gmail.com
Location(s) of project (city / province)	Busuma camp, Buhumuza District
Project start date (dd/mm/yyyy)	26 Jan 2026
Project end date (dd/mm/yyyy)	26 Jul 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	Member 1 CNEB		Member 2		Member 3	
	Male	Female	Male	Female	Male	Female
Cash/ Vouchers	0	0				
Food	350	551				
Health	0	0				
Household items	1000	1650				
Livelihood	0	0				
cohesion social/SGBV	1350	2201				
Shelter	0	0				
WASH	1000	1650				

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)

On 9th December 2025, rebels from the Alliance of the Congo River/March 23 Movement (AFC/M23) from Kamanyola have been advancing rapidly in Uvira, a city on the Burundian border, strategically located in the South Kivu province in the eastern region of DRC. Their advance has already caused a mass exodus of civilians to Burundi. The rebels have now been in control of Uvira and are strengthening their position and securing the city's surroundings with an even greater presence to the south. We can therefore expect further population movements in the coming days from the DRC into Burundi to seek refuge.

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?

The impact of the influx of Congolese refugees in Burundi highlights a severe humanitarian crisis requiring urgent, multisectoral assistance in the following sectors.

Water and Sanitation

The settlement area has no safe water sources or toilets, and this may lead to the spread of communicable diseases. Many households also lack basic household items, like sleeping mats, buckets, jerry cans, and cooking utensils, leading to poor living conditions and health risks of water-borne diseases.

Food and Livelihoods

Children and Lactating women are at high risk of malnutrition due to a lack of food, as many farmers have left their food and livelihood support in Burundi.

Health and Education

The refugees are at risk of poor health conditions, as there are no health facilities, and face the risk of getting malaria due to the lack of mosquito nets to protect them. Education services have not resumed for children.

Protection

Protection concerns are acute due to the overcrowded living conditions, leaving children and women vulnerable.

Psychosocial Concerns

The living conditions offer no privacy or security, and many refugees, especially women, children, and older persons, show signs of trauma. Psychosocial concerns are exacerbated by family concerns and fear of gender-based violence against vulnerable groups.

Most Vulnerable

The most affected groups include unaccompanied minors, orphans, child-headed households, pregnant and breastfeeding women, the elderly, and people with disabilities.

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

CNEB has no other funding available to respond to this crisis.

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.

WASH items based on the needs assessment. The assessment report has shown that less than half of the refugees have received assistance, and the remaining individuals require urgent intervention due to their precarious living conditions, which endanger their health, as they lack access to clean drinking water, food, dignity kit, shelter....

Given the urgency of the needs, the project's implementation will not exceed 6 months. Distribution of FI and NFI will be done in the first and second months and sensitization activities on GBV, social cohesion will follow. Qualified CNEB staff will conduct these awareness sessions, each in their respective areas of expertise. They will use the modules at their disposal and the IEC materials that will be designed for this purpose. 3 312 persons will be sensitized. During this period, **170 household** will receive **food item** (maize(50kg/HH/months for 4 months), beans (10kg/HH/per month for 4 months), cooking oil (3L/HH/month for 4 months). salt (1kg/HH/month for 4 months)) and **500 household** will receive **Non-Food Item: - Dignity kit** (Plate (5 pieces

per HH), Plate (5 pieces per HH), Pot of 7 L (1 Piece Per HH), Pot of 5 L (1 Piece Per HH), spoons (5 Cuileres), forks (5 fourchette) , Bole (5 / genre casserole)), - **kitchen kit**(2 Sanitary pads, 6 bathing soap, 1 bucket 2 Vaseline, 1 Torch, 1 tooth paste, 5 tooth brush)) and be assisted in wash. Project activities will be closed by the Post distribution monitoring . The CNEB is the lead of the project and will receive technical support from other forum members (Christian Aid Burundi, Cordaid Burundi, and Federation World Luthrian). CNEB is a local organisation, it will also implement this project in the camp under the coordination of UNHCR and technical support of other forum members. The forum will also collaborate with refugees representatives, the local administration and other organizations working in the camp to avoid any duplication of efforts.

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.*

CNEB is present in the refugee settlement area and will be able to start the project activities immediately.
 Week 1- Meeting with other partners/stakeholders working in the camp, local administration.
 Week 2-4- Selection, identification, and registration of beneficiaries.
 Week 4-5 Validation of beneficiaries, procurement processes, and transportation and distribution of food and non-food items.
 Week 6-10- Sensitization on avoiding SGVB, promoting social cohesion.
 Week 10-16- Post distribution monitoring.
 Week 16-24- Reporting.

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*

CNEB is attending various clusters, including Shelter, Non-Food Items, and Protection, among others, to establish the most appropriate response (and the proposed items within a kit). Once the project starts, CNEB will also work closely with the refugee camp administrator, implementing partners, and community structures.

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?

Yes, CNEB has a procurement policy to ensure that the Supply management and purchasing procedures follow stipulated guidelines and are transparent and accountable.

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 direct beneficiaries **non-food items** are **500** households with **5.3** as size of the households that make **2650** people. The direct beneficiaries for **food items** are **170** households with **5.3** as size of the households that make **901** people the total of the direct beneficiaries are **3 551** people.

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?

In the rapid needs assessment, the representatives of the refugees, both men and women, participated in group discussions and provided information on their current needs. During project implementation, target households will provide information on the validation process and in providing feedback. Affected communities will also participate in the post distribution monitoring by providing responses.

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 presence of forum members on the ground, along with other humanitarian actors who helplessly witness the refugees' despair and are ready to provide free assistance to any benefactor offering aid in the camps, and the existing active response mechanism, constitute the forum's strengths in serving refugees within 5 months days. Sufficient staff from forum members, with the involvement of government agencies, churches, and other humanitarian actors from the initial identification through to assessment, will enable the forum to reach these communities within this timeframe and complete the intervention within 180 days.

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

1. Shortage of fuel in the country. Once the funds have reached in our account, we will seek permission from the government section in charge of fuel to issue us a document that allow us to have stock of fuel
2. Heavy rains during the implementation of the activities: CNEB will be forced to hire strong car and consider the meteorological data on weather.

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?

During the project inception, the Programming, Monitoring, and Evaluation tool will be developed based on the project activities plan, outputs, and budget. This tool will be used to monitor the development of the project and provide an assessment of the state of both operational and budgetary progress. The tool will include:

1. A monitoring plan and the monitoring and evaluation staff that will be involved.
2. A budget to support the monitoring plan with outputs and indicators.
3. The monitoring team and follow up with indicators.
4. The tracking table.
5. Regular meetings and field monitoring schedule, including dates for post-distribution monitoring.
6. Channels to collect feedback and measure quality, efficiency, and utilization of commodities provided.
7. Accountability mechanism, feedback channels, for example, suggestion boxes, or as agreed with communities.

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.*

CNEB has a code of conduct, procurement policy and accountability leaflets (**find them in the mail annex**)

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

For the purposes of being accountable to the communities we serve, there is an information sharing template that has been translated into French to ensure that refugees are communicated into a language they understand. The template shares full information related to the project for them to understand what they should expect to get. A representative from UNHCR and the government will explain the selection criteria to the refugees to avoid dissatisfaction. A Community Accountability Assessment (CAA) will be carried out in FGDs with selected project participants to give them space to share on key accessible channels they would want us to put in place for them to be able to share complaints/feedback.



Rapid Response Fund

Consolidated Budget and Financial Report

Project Code

Project Name

Budget Exchange rate (local currency to 1 USD) 2'972.599638000

Exchange rate for revised budget (local currency to 1 USD)

Please use exchange rate from this site: <http://www.floatrates.com/historical-exchange->

		Approved Budget				Reported Expenses				Unspent Amount	Burn Rate
Additional Council of Churches of		Member 2	Member 3	Total Budget	cil of Churches of E	Member 2	Member 3	Total Expenditure			
1	Total Project Staff Costs	5'774	-	-	5'774	-	-	-	-	5'774	0%
2	Project Activities	117'434	-	-	117'434	-	-	-	-	117'434	0%
2.2	Food/Nutrition	67'254	-	-	67'254	-	-	-	-	67'254	0%
2.3	Household items	20'605	-	-	20'605	-	-	-	-	20'605	0%
2.4	Water, Sanitation, and Hygiene (WASH)	7'149	-	-	7'149	-	-	-	-	7'149	0%
2.8	Dignity kits	14'802	-	-	14'802	-	-	-	-	14'802	0%
	Mental Health and Psychosocial Support	7'624	-	-	7'624	-	-	-	-	7'624	0%
3	Project Implementation	8'205	-	-	8'205	-	-	-	-	8'205	0%
4	Quality and Accountability	2'683	-	-	2'683	-	-	-	-	2'683	0%
5	Audit	1'177	-	-	1'177	-	-	-	-	1'177	0%
6	Logistics	2'268	-	-	2'268	-	-	-	-	2'268	0%
7	Assets and Equipment	-	-	-	-	-	-	-	-	-	0%
Direct Costs		136'364	-	-	136'364	-	-	-	-	136'364	0%
Overhead Costs		13'636	-	-	13'636	-	-	-	-	13'636	0%
Total Budget		150'000	-	-	150'000	-	-	-	-	150'000	0%