

South Sudan 2014 CHF Standard Allocation Project Proposal

for CHF funding against Consolidated Appeal 2014

For further CHF information please visit <http://unocha.org/south-sudan/financing/common-humanitarian-fund>
or contact the CHF Technical Secretariat chfsouthsudan@un.org

This project proposal shall be submitted by cluster partners in two stages to the Cluster Coordinators and Co-coordinators for each project against which CHF funds are sought. In the first stage, before cluster defenses, applying partners fill sections I and II. The project proposal should explain and justify the activities for which CHF funding is requested and is intended to supplement information already available in the CAP Project Sheets. The proposals will be used by the cluster Peer Review Team in prioritizing and selecting projects for CHF funding during CHF Standard Allocation round. Partners should also fill and submit to cluster coordinator/ co-coordinator the CHF Project Summary (Annex 1). In the second stage projects recommended for funding by the CHF Advisory Board must complete Section III of this application and revised/update sections I and II if needed.

SECTION I:

CAP Cluster	Camp Coordination and Camp Management (CCCM)
CHF Cluster Priorities for 2014 First Round Standard Allocation	
This section should be filled by the cluster Coordinators/Co-coordinators before sending to cluster partners. It should provide a brief articulation of Cluster priority activities and geographic priorities that the cluster will recommend for funding from the CHF in line with the cluster objectives highlighted in the CAP 2014.	
Cluster Priority Activities for this CHF Round	Cluster Geographic Priorities for this CHF Round
<ul style="list-style-type: none"> (i) Ensure that camp management structures are in place to improve living conditions among IDP sites and; (ii) Coordinate targeted and effective delivery of sector-specific services within IDP sites. (iii) Support carrying out registration to ensure delivery of humanitarian assistance. 	Central Equatoria Eastern Equatoria Lakes Jonglei Unity Upper Nile Warrap

SECTION II

Project details		
The sections from this point onwards are to be filled by the organization requesting CHF funding.		
Requesting Organization		
ACTED		
Project CAP Code	CAP Gender Code	
SSD-14/CSS/65114	1	
CAP Project Title <i>(please write exact name as in the CAP)</i>		
Camp management and basic services provision for 5 IDPs settlements/100,000 IDPs across South Sudan		
Total Project Budget requested in the in South Sudan CAP	US\$ 8,330,557	
Total funding secured for the CAP project (to date)	US\$	
Project Location(s) - list State and County (payams when possible) where CHF activities will be implemented. If the project is covering more than one State please indicate percentage per State		
State	%	County/ies <i>(include payam when possible)</i>
Jonglei	9%	
Lakes	86%	
Central Equatoria	5%	
Funding requested from CHF for this project proposal	US\$ 2,080,000	
Are some activities in this project proposal co-funded (including in-kind)? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <i>(if yes, list the item and indicate the amount under column i of the budget sheet)</i>		
Direct Beneficiaries <i>(Ensure the table below indicates both the total number of beneficiaries targeted in the CAP project and number of targeted beneficiaries scaled appropriately to CHF request)</i>		Indirect Beneficiaries / Catchment Population (if applicable)
	Number of direct beneficiaries targeted in CHF Project	Number of direct beneficiaries targeted in the CAP
Women:	24,000	24,000
Girls:	29,000	29,000
Men:	18,000	18,000
Boys:	29,000	29,000
Total:	100,000	100,000
Targeted population: Abyei conflict affected, IDPs, Returnees, Host communities, Refugees:		CHF Project Duration (12 months max., earliest starting date will be Allocation approval date)
IDPs		5 months 15 January to 14 June 2014
Implementing Partner/s <i>(Indicate partner/s who will be sub-contracted if applicable and corresponding sub-grant amounts)</i> Juba Teaching Hospital Impact Initiatives		

Contact details Organization's Country Office	
Organization's Address	Hai Neem, Plot 43, Former Kenyan Embassy
Project Focal Person	<i>Liny Suharlim,</i> liny.suharlim@acted.org , +211 954 390 196
Country Director	<i>Emilie Poisson,</i> emilie.poisson@acted.org , +211 956 808 322
Finance Officer	<i>Hugues Vidal</i> Hugues.vidal@acted.org +211 912 988 180
Monitoring & Reporting focal person	<i>Liny Suharlim</i> Liny.suharlim@acted.org +211 954 390 196

Contact details Organization's HQ	
Organization's Address	33, rue Godot de Mauroy 75009 Paris, France
Desk officer	<i>Lorene Tamain,</i> lorene.tamain@acted.org
Finance Officer	<i>Aurelien Daunay,</i> Aurelien.daunay@acted.org

A. Humanitarian Context Analysis

Briefly describe (in no more than 300 words) the current humanitarian situation in the specific locations where CHF funded activities will be implemented. Provide evidence of needs by referencing assessments and key data, including the number and category of the affected population¹

Violent conflict that started in the capital of Juba on Sunday 15 December 2013 continued intensively in various locations across the town and spread into other states across South Sudan. Reports indicate that violence in the town has involved extensive ethnic targeting. Within a week, the number of IDPs across the country has sharply risen to 490,000 (OCHA sitrep 17 January 2013) that mostly seek refuge in the UNMISS Site for protection issue. Bearing in mind the different mandates from protection of civilian to humanitarian activities, an effective and comprehensive understanding of Site management is essential in these IDPs' settlement which fully responds to the communities' needs.

This humanitarian crisis immediately displaced civilians in several states of South Sudan, including in Bor and Lakes States. An Initial Rapid Needs Assessment was conducted in Minkamman, Lakes State, on 31 December 2013, followed by a more detailed tri-cluster assessment on 13-15 January 2014, by the CCCM, Shelter and Logistics Clusters. According to the assessments, in Bor, approximately 9,000 people has been displaced and seek refuge in the UNMISS base while several thousand others reportedly still displaced outside of this base, IDP settlement in Lakes state mostly centered on Awerial county, where Minkaman village hosted about 74,051 in addition to 5,481 IDP in Kalthok, 2,865 in Wunthou and two or three other places around the area. The IDPs started arriving at Minkamman on 18 December mainly by boats crossing the Nile. Reportedly, the arrival of IDPs has continued on daily basis at least until the time of writing this proposal. The majority of the IDPs in Awerial county are women, children, and individuals belonging to vulnerable groups.

B. Grant Request Justification

Briefly describe (in no more than 300 words) the reasons for requesting CHF funding at this time. Explain how CHF funding will help address critical humanitarian gaps in your cluster. Explain the value added by your organization (e.g. geographical presence). Indicate if any other steps have been taken to secure alternative funding.

In this crisis situation, effective camp management experience is essential in providing quick and efficient relief to IDPs. As a first step, ACTED will quickly develop an understanding of the communities, their needs, as well as the region, the logistical challenges to face and how to overcome them based on the context in which they are displaced at the moment. Contact with the communities will be established and strengthened overtime in order to understand their urgent needs and effectively provide emergency response. The Site management and community mobilisation activities in IDPs sites will include: i) Site management and organisation; ii) information management; iii) Community mobilization iv) Site set-up; and v) Construction and maintenance of temporary basic and community infrastructures.

C. Project Description (For CHF Component only)

i) Contribution to Cluster Priorities

Briefly describe how CHF funding will be used to contribute to the achievement of the cluster priority activities identified for this allocation.

The proposed project activities will directly contribute to the CCCM South Sudan cluster objective: to coordinate and monitor a targeted and effective delivery of sector-specific services in displacement sites thereby ensuring that basic humanitarian living conditions² are provided to IDPs, while also building the foundations for voluntary return and recovery interventions where it is possible and safe to do so. Specifically for Awerial, where ACTED will not promote encampment in line with CCCM cluster strategy, the project will focus on site coordination to ensure structures are in place to support effective and efficient delivery of humanitarian assistance.

ii) Project Objective

State **BRIEFLY** the objective/s of this CHF project and how it links to your CAP project (one specific geographical area, one set of activities or kickstart/support the overall project). Objective/s should be Specific, Measurable, Achievable, Relevant and Time-bound (SMART)

The overall objective of this project is to facilitate and support the provision of emergency, lifesaving assistance to IDPs in South Sudan through coordinated site management.

iii) Project Strategy and proposed Activities

Present **BRIEFLY** the project strategy (**what the project intends to do, and how it intends to do it**). There should be a logical flow to the strategy: activities should lead to the outputs, which should contribute towards the outcomes, which should ultimately lead to the project objective.

List the main activities and results to be implemented with CHF funding. As much as possible link activities to the exact location of the operation and the corresponding number of direct beneficiaries (broken down by age and gender to the extent possible).

To achieve the project objective ACTED will provide 5 types of services to IDPs in 2 different settlements:

1. **Management of IDPs sites** - Establish and maintain a management structure in each of the two sites, including creating links with IDPs leadership and ensuring co-ordination between actors operating in the Sites, including an information management component. With site managers and community outreach workers on the ground, ACTED will be responsible both for facilitating initial agreements and monitoring service delivery, ensuring maintenance of standards, and advocating towards UN OCHA and the Relief and Rehabilitation Commission (RRC) for any adaptation of assistance required by changing needs on the ground. This role will include mapping coordination forums, establishing coordination mechanisms on the ground, and ensuring coherent and efficient humanitarian assistance in each Site. Community participation will be an integral part of this function, with community outreach workers dedicated to community mobilization; these will also develop the materials and strategies for engaging in awareness raising activities to ensure proper communication of key messages to the IDPs. To ensure effective coordination with key stakeholders, ACTED will liaise with the RRC on a frequent basis, and coordinate issues of humanitarian access and standards with UN OCHA.

¹ To the extent possible reference needs assessment findings and include key data such as mortality and morbidity rates and nutritional status, and how the data differs among specific groups and/or geographic regions. Refer situation/data/indicators to national and/or global standards.

² In line with SPHERE standards

ACTED will ensure effective information sharing as a key component to avoiding duplication of activities, filling gaps in provision and ensuring consistent monitoring and reporting procedures. Within CCCM cluster structures, ACTED will contribute to formulation of a sound terms of reference in the proposed area of works. Such ToR is a key to a strategy that reflects the needs on the ground and establishes and maintains links with other clusters. Additionally, contingency plans will be developed and put in place to ensure ACTED can quickly adapt to and respond to changing humanitarian needs on the ground. Specific activities will also be central focus within the site management such as linking and mainstreaming protection into the overall Site management to ensure this component is integrated into the planning. Additionally, variations in gender, ethnic origin, physical ability and age that affect vulnerability and coping strategies will be identified and taken into account for planning to prevent their situation from deteriorating even further.

2. **Information management:** In Partnership with REACH initiatives (<http://reach-initiative.org>), an information management component will firstly focus on the Site related issues such as community settlements, IDPs' profile, water points / catchment and / or other compiled indicators of humanitarian assistances and other focus as determined by the CCCM cluster. Additionally, REACH activities might also cover the support to site planning should new relocation site is determined in Bor. ACTED will be developing monitoring and feedback systems with partner's agencies working within the IDP Site in order to handle complaints and incorporate lessons learned and dissemination to the CCCM cluster and other clusters. ACTED respects the IDPs' right to access to information and experienced in both IDP sites in Juba shown that the IDPs needs and wants to feel they are informed about the situations surrounding their lives such as security issues, the whereabouts of family or friends, current debates and opinions, prospects for the future or opportunities for making choices or decisions. In the absence of information, spreading of misinformation is found to be common. As such, ACTED will be linking information management with community mobilization to avoid any gaps in information to the IDPs and feedback to Humanitarian partners.

All information management products will be considered an open source for a limited number of relevant clusters and partners. Therefore, ACTED will share maps, satellite imagery and shared files with such partners.

3. **Community mobilization.** ACTED will support the involvement of the community through the local structures, and the representation of IDP leaders and vulnerable groups in Site activities. ACTED will work to establish effective and representative Site governance and for the promotion of IDPs' participation in decision-making and in the daily life of the Site, including the development of Site rules. ACTED believes that well-functioning Site environments depend upon the direct and indirect participation of the IDP in addition to the humanitarian partners and other stakeholders (for example UNMISS in the case of PoC area). In some cases, special effort might be required for ACTED to find a balance between respecting traditional or self-organized leadership structures and ensuring equitable representation of all groups within the Site. As such, ACTED will be in a position to determine the extent to which the leadership structure is representative and working in the interests of Site residents. In addition to gender representation, minority groups should also be assured equal representation. Community leaders and representatives that are selected will be given clear functions and written, agreed upon roles and responsibilities that will be utilized as possible entry point for other humanitarian partner's activities that require community consultation. Specifically for Juba, where ACTED is already Site manager for both PoC areas in Tongping and UN House, community mobilization and support will also be provided for burial of deceased body, where the IDPs have expressed hesitation to conduct the process of burial outside of PoC areas themselves. As such, ACTED will establish a mechanism in each Site, where burial committees informally are established to help with grievance management and support the work of preparing cemeteries and other needs of the Juba Teaching Hospital in order to support the burial process. ACTED is following up this process case by case basis and provide an additional support such as transport for families expressing the need to attend the burial and liaising with other stakeholders such as UNMISS for protection of security.

4. **Site set-up and maintenance.** Specifically in Awerial, ACTED will not promote encampment in line with the cluster; the project will focus, instead, on Site coordination to ensure structures are in place to support effective and efficient delivery of humanitarian assistance. However, if, as a last resort, a Site set up is needed, ACTED will conduct site establishment activities, including temporary reception centres, site demarcation, allocation of plots to IDPs and / or re-organisation of the settlement, pitching of tents, establishment of warehousing areas where necessary for other humanitarian actors, and the set up and management of humanitarian hubs. ACTED will also construct and/or rehabilitate as well maintain basic infrastructure necessary to make the Site viable for settlement and management, including internal roads, transit sites, and drainage systems. If large scale infrastructure projects are identified, ACTED will seek support from alternative partners to implement these activities.

The site set up and management function will also include the relocation of IDPs from a temporary site inside UNMISS to another designated area outside UNMISS perimeter, (if possible) where appropriate.

5. **Community and basic infrastructure.** ACTED will construct community infrastructure within the area of IDP Sites, including community meeting points and / or ORS centers, markets, and communal cooking spaces, as well infrastructure needed to improve access to the Sites. Through a cash-for-work approach, ACTED will hire Site residents and host community members for non-skilled labor such as manual clearing of access roads. As Site manager, ACTED will ensure the maintenance of community infrastructures. Such community infrastructures will be available to host communities

Where there are temporary emergency facilities on site, for example, while families are constructing their houses, the upkeep of latrines, bathing facilities as well as community systems for garbage and waste treatment and removal can be shared accordingly with the WASH cluster lead agency.

iv) Expected Result(s)/Outcome(s)

Briefly describe the results you expect to achieve at the end of the CHF grant period.

Outcome 1: 2 IDP settlements provide the conditions and services necessary to meet IDPs' basic humanitarian needs

Output 1.1 - 2 IDP settlements are organized (one in Jonglei and one in Lakes state) Site management structures established and organized, and coordination mechanisms put in place per Site. ACTED will also set up and maintain humanitarian hubs and basic

infrastructure such as internal roads and drainage systems. This function will also include the relocation of IDPs from a temporary site inside UNMISS to another designated area outside UNMISS perimeter (if possible and decided). If necessary, as a last report, a Site will be set up in Awerial, including site demarcation, allocation of plots to IDPs, pitching of tents.

Output 1.2 – An information management component is integrated into camp management coordination activities in each camp, including monitoring and feedback systems for partners and clusters. ACTED will produce monthly updated camp profiles, to be share with all relevant partners and clusters.

Output 1.3 - The involvement of the community is supported through the local structure and the representation of IDPs leaders and vulnerable groups in Site activities.

Output 1.4 - Community infrastructures are constructed ORS centers, community leadership meeting point, communal cooking spaces, and markets.

v) List below the output indicators you will use to measure the progress and achievement of your project results. Use a reasonable and measurable number of indicators and ensure that to the most possible extent chosen indicators are taken from the cluster defined Standard Output Indicators (SOI) (annexed). Put a cross (x) in the first column to identify the cluster defined SOI. Indicate as well the total number of direct beneficiaries disaggregated by gender and age. Ensure these indicators are further used in the logframe.

SOI (X)	#	Standard Output Indicators (Ensure the output indicators are consistent with the output indicators that will be used in the results framework section III of this project proposal).	Target (indicate numbers or percentages) (Targets should be disaggregated by age and sex as per the standard output indicators list and add-up to the number of direct beneficiaries identified page 1)
X	1.	Number of displacement sites where a site plan/ map have been created and are kept up to date. (contributes to CCCM indicator 1.1.1)	3
X	2.	Number of identified and verified displacement sites with either a site management structure or a site monitoring mechanism (contributes to CCCM indicator 1.1.3)	2
X	3.	Number of displacement sites with regular multi-sector services reporting and monitoring to an agreed reporting cycle (contributes to CCCM indicator 1.2.1)	2
X	4.	Number of representative IDP committees established and functional (contributes to CCCM indicator 3.2.1)	2
X	5.	Number of coordination meetings conducted at site level (contributes to CCCM indicator 1.1.4)	40 (1 per week in each camp)
X	6.	Number of displacement sites that regularly collect demographic information disaggregated by sex and age to an agreed reporting cycle (contributes to CCCM indicator 2.1)	2

vi). Cross Cutting Issues

Briefly describe how cross-cutting issues (e.g. gender, environment, HIV/AIDS) are addressed in the project implementation.

Gender and Age: The project will prioritize women, young men, children and elderly in addition to other vulnerable groups in partnership with protection cluster. For example, in regards to coordinating construction of latrines, special attention will be given to ensure protection of female going to latrines at night time or to ensure disabled group will be able to access supported latrines through different location.

Environment: the issue of deforestation will be address by liaising with the different clusters in formulating a mitigation plan.

HIV/AIDS: Within the protection component, people living with HIV/AIDS will be directly targeted as primary beneficiaries, along with the survivor of SGBV. In coordination with the protection cluster, protection concerns will include identification, proper response mechanism and establishment of referral and follow up system to ensure protection concerns are properly and adequately addressing the specific needs of PLWHA.

vii) Implementation Mechanism

Describe planned mechanisms for implementation of the project. Explain if it is implemented through implementing partners such as NGOs, government actors, or other outside contractors.

The activities will be implemented by ACTED at the field level. The country office in Juba will provide support services and oversight of the project. For the establishment of the Site Management and Coordination at field level, ACTED proposes the activation of EP&R (Emergency Preparedness and Response) team that will be deployed on setting up Site management and coordination at field level. ACTED will liaise with the RRC to ensure local authorities are fully informed and consulted on Site activities, and will also liaise with and seek the support of National NGOs, where possible and necessary. In addition, ACTED will continue to work with the Juba Teaching Hospital for burial services, in line with an MoU already in place with the Hospital.

viii) Monitoring and Reporting Plan

Describe how you will monitor and report on the progress and achievements of the project. Notably:

1. Explain how will you measure whether a) Activities have been conducted, b) Results have been achieved, c) Cross-cutting issues have been addressed, and d) Project objectives have been met.
2. Indicate what are the monitoring institutional arrangements (e.g. monitoring team, monitoring schedule, updates to management etc.) and monitoring tools and technics will be used to collect data on the indicators to monitor the progress towards the results achieved. Please provide an indication of the frequency data will be collected and if there is already a baseline for the indicators or if a baseline will be collected.

3. Describe how you will analyze the data collected and report on the project achievements in comparison with the project strategy.
4. Ensure key monitoring and reporting activities are included in the project workplan (Section III)³.

Standard monitoring procedures have been developed internally by ACTED to ensure project results against set objectives. Therefore for the proposed project, a two level control framework will be established. First level control tasks will be conducted by the project management team, in accordance with ACTED project cycle management guidelines. Weekly field reports will be provided to the program manager by the field teams. Biweekly reports will be prepared by the project manager(s) and submitted to the Area Coordination and Country Coordination. Progress of work, quality of implementation, problems met in the field and liaison with beneficiaries and communities will be reported during internal weekly coordination meetings held at the field base level and minutes of these meetings will be sent to Country project development department and Country Coordination.

Second level control tasks will be performed by the Appraisal, Monitoring, and Evaluation (AME) department according to ACTED Assessment, monitoring and evaluation guidelines. The AME department is an independent entity relying wholly on processes of verification and validation of data and information based on transparency, ethical research, timeliness, relevance and inclusivity of stakeholders, whilst contributing to the development of local research capacity. An AME officer will be deployed in Juba to oversee all monitoring and evaluation activities associated with the project. A monitoring framework will be developed at the start of the project and followed throughout implementation. Every activity will therefore be monitored several times during the implementation phase, with a specific focus on risks of delays, achievements compared to objectives, selection of beneficiaries, analysis of problems met in the field, link with communities and quality of implementation of the proposed activities. AME reviews will be notably based on independent interviews of beneficiaries or other parties involved in the activities in the field, personal observations of programming processes, and analysis of support documentation. Monitoring reports will then be prepared by the AMEU and shared with the project management team and the country coordination, in order to take appropriate corrective measures.

The staff in charge of monitoring tasks comprise:

- First level control conducted by the program staff
- Second level control conducted by the AME officer through monitoring & evaluation tasks
- Overarching supervision from Area Coordinator and the Country Director
- Quality assessment procedures will be used to verify and validate the measured values of actual performance.

ACTED monitoring procedures for the proposed project will aim at ensuring that a systematic and continuous process of collection, analysis and use of information is in place for the purpose of management and decision-making. This will involve the ongoing and routine review of interventions to verify whether they are developing according to the proposed plan and budgetary requirements, and whether adjustments may be needed to achieve intended goals. First layer control will be focused on performance monitoring, which corresponds to the monitoring of inputs, activities, outputs, while the AMEU will focus on outcomes and programming processes. Key SMART indicators will be developed for the latter, allowing comparison of ex-ante and ex-post data. Process monitoring will be done through a detailed work plan and Project Management Framework, and will be monitored weekly, and reported on quarterly. Standard ACTED AME tools will provide technical means to verify and validate the projects' results, including but not limited to Participatory Appraisals (PRAs), KAP surveys, and Geographical Information System (GIS) Mapping.

In terms of data management, ACTED monitoring plans for the proposed project will rely on:

- Analysis: preparation of baseline assessments, establishment of the project's database and list of beneficiaries, launch of kick off meeting, establishment of project management framework (departments in charge: area /country coordination, project development, AME)
- Reporting: preparation of interim / final reports to donor, participation to coordination meetings, reporting on progress of work to UN / INGOS / community leaders (departments in charge: Project development and AME). Reporting also includes the establishment and update of the finance, logistics and administrative folders and program filing system for compliance and relevance purposes (departments in charge: finance, logistics, internal audit)
- Review and use: preparation of weekly internal coordination meetings, project management's activity reports, AME reports, monthly management internal report prepared by the Country Director and sent to headquarters and the regional office, regional internal audit reports (departments in charge: coordination, project development, AME, support departments).

ACTED will report on the progress of implementation according to CHF requirements.

Relations with clusters:

CCCM cluster will receive weekly update through sitrep. Joint monitoring missions will be organized.

Referral of issues to other clusters is part of daily camp management activities.

Site management meetings will be minuted and the minutes will be shared with cluster leads and co-leads as well as implementing agencies.

D. Total funding secured for the CAP project

Please add details of secured funds from other sources for the project in the CAP.

Source/donor and date (month, year)	Amount (USD)
Pledges for the CAP project	

³ CHF minimum narrative reporting requirements will include the submission of a final narrative report and where applicable a narrative mid-term report. Narrative reports will include a progress on the project achievements using the outputs indicators listed in this project proposal.

SECTION III:

This section is **NOT required** at the first submission of a proposal to the cluster coordinator/co-coordinator. However it is required to be filled for proposals recommended for funding by the Advisory Board.

The logical framework is a tool to present how the implementation of CHF funded activities and their results (outputs and outcomes) will contribute to achieving higher level humanitarian results (project and cluster objectives) and how these results will be measured.

Fill in the logical framework below for this project proposal ensuring the information provided is in accordance with the strategies and activities described in the narrative section of this proposal, in particular section C. Follow the guidance and the structure (Goal, objective, outcome, outputs and activities) and the numbering. Add/remove lines according to the project strategy.

IMPORTANT: For the output indicators listed in this logical framework you need to use to the extent possible the list of standard output indicators shared with this proposal template. Use a reasonable and measurable number of indicators and ensure that to the most possible extent chosen indicators are taken from the cluster defined Standard Output Indicators (SOI) (annexed).

LOGICAL FRAMEWORK				
CHF ref./CAP Code: SSD-14/CSS/65114		Project title: Camp management and basic services provision for 5 IDPs settlements/100,000 IDPs across South Sudan		Organisation:ACTED
Goal/Objectives/Outcomes/Outputs		Indicator of progress	Means of Verification	Assumptions and Risks
Goal/Impact (cluster priorities)	To provide a coordinated response to immediate humanitarian needs in order to save lives and alleviate acute suffering by reaching population in need in displacement sites in a timely and efficient manner thus maximizing the impact of resources and avoiding duplication			
CHF project Objective	To coordinate and monitor a targeted and effective delivery of sector-specific services in displacement sites thereby ensuring that basic humanitarian living conditions ⁴ are provided to IDPs, while also building the foundations for voluntary return and recovery interventions where it is possible and safe to do so.			
Outcome 1	2 IDP settlements provide the conditions and services necessary to meet IDPs' basic humanitarian needs	<ul style="list-style-type: none"> Number of displacement sites with regular multi-sector services reporting and monitoring to an agreed reporting cycle 	Endline assessment reports Registration reports Partner reports	<ul style="list-style-type: none"> Escalation of violent conflict that triggers increased humanitarian presence Government buy-in to the Site management and coordination Force Majeure causing immediate evacuation of all humanitarian partners

⁴ In line with SPHERE standards

Goal/Objectives/Outcomes/Outputs		Indicator of progress	Means of Verification	Assumptions and Risks
Output 1.1	2 IDPs settlements are established and organized, including the construction/rehabilitation of basic infrastructure and, where needed, site demarcation, allocation of plots to IDPs and pitching of tents (as a last resort)	<ul style="list-style-type: none"> Number of displacement sites where a site plan/ map has been created and kept up to date. Number of basic infrastructures (internal roads, drainage systems, etc.) constructed/rehabilitated 	Baseline and Endline assessment reports Registration reports Maps Site plans	<ul style="list-style-type: none"> Escalation of violent conflict that triggers increased humanitarian presence Government buy-in to the Site management and coordination Force Majeure causing immediate evacuation of all humanitarian partners
Activity 1.1.1	Establishment of coordination mechanism for service delivery			
Activity 1.1.2	Site planning and demarcation of plots allocation (if Site set up is deemed necessary)			
Activity 1.1.3	Site preparation and planning of IDP settlement, starting from community mobilisation (if Site set up is deemed necessary)			
Activity 1.1.4	Coordination with NFI/ES cluster and / or other actors in regards to provision of tents / shelter (if Site set up is deemed necessary)			
Activity 1.1.5	Starting of tents pitching and allocation of families / IDPs into each allocated place (if Site set up is deemed necessary)			
Activity 1.1.6	Site planning and coordination with different partners for position of basic infrastructures			
Activity 1.1.7	Technical groundwork and preparation for basic infrastructure construction			
Activity 1.1.8	Community discussion in regards to community infrastructure prioritisation and construction			
Output 1.2	A Site management structure is established and organised in each target settlement	<ul style="list-style-type: none"> Number of identified and verified displacement sites with either a site management structure or a site monitoring mechanism Number of site managers/assistants operating in the Site Number of coordination meetings attended by all relevant stakeholders 	Site management structures / organigram or flow chart Meeting minutes Attendance sheets	
Activity 1.2.1	Establishment of Site management in the IDP settlement			
Activity 1.2.2	Establishment and maintenance of link between various stakeholders, including clarification on the roles and responsibilities of each stakeholders			
Activity 1.2.3	Creating links with IDPs leadership and ensuring co-ordination between actors operating in the Sites including an information management component			
Activity 1.2.4	Maintaining coordination through regular meetings, updates and communication flows with different partners working in IDP Site			
Output 1.3	Representative local community structures (including women, youth, and vulnerable groups) are in place and actively involved in the coordination of Site activities and services	<ul style="list-style-type: none"> Number of representative IDP committees established and functional Number of coordination meetings conducted at site level 	Community meeting minutes Registry of community groups List of community group membership Coordination meeting minutes	
Activity 1.3.1	Assessment of local structure / current structures in place			
Activity 1.3.2	Establishment of local structures, where lacking			
Activity 1.3.3	Facilitation and support to community meetings			
Output 1.4	Community infrastructure are constructed	<ul style="list-style-type: none"> Number of community infrastructures (markets, meeting areas, communal cooking spaces, etc.) constructed/rehabilitated 	Maps Final report Monitoring reports	<ul style="list-style-type: none"> Good relations with host communities
Activity 1.4.1	Site planning and coordination with different partners, including community leaders, for position of community infrastructures			
Activity 1.4.2	Technical groundwork and preparation for community infrastructure construction			
Output 1.5	Information management	<ul style="list-style-type: none"> Number of displacement sites that regularly collect demographic information disaggregated by sex and age to an agreed reporting cycle 	Maps Site profiles	
Activity 1.5.1	Collect basic demographic information disaggregated by sex and age, and site data			
Activity 1.5.2	Produce maps and Site profiles			
Activity 1.5.3	Disseminate maps and Site profiles to relevant clusters and partners			

PROJECT WORK PLAN

This section must include a workplan with clear indication of the specific timeline for each main activity and sub-activity (if applicable).

The workplan must be outlined with reference to the quarters of the calendar year. Please insert as well the key monitoring activities to be conducted during the project implementation (collection of baseline, monitoring visits, surveys etc.)

Project start date:	15 January 2014	Project end date:	14 June 2014
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Activities	Q1/2014			Q2/2014			Q3/2014			Q4/2014		
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Activity 1: Deployment of Surge capacity / EP&R Site management team	X	X										
Activity 2: Establishment of Site management and coordination	X	X	X									
Activity 3: Internal mapping, site planning and community mobilization	X	X										
Activity 4: Community mobilization (ongoing)	X	X	X	X	X	X						
Activity 5: Site management structure establishment	X	X	X									
Activity 6: Regular reporting and coordination	X	X	X	X	X	X						
Activity 7: Starting the work on community infrastructures and community based Site management	X	X	X	X	X	X						

*: TIMELINE FOR EACH SPECIFIC ACTIVITY MUST BE MARKED WITH AN X AND SHADED GREY 15%