

<b>Requesting Organization :</b>	Agency for Technical Cooperation and Development			
<b>Allocation Type :</b>	2015 2nd CHF Standard Allocation / Call for Proposals			
<b>Primary Cluster</b>	<b>Sub Cluster</b>	<b>Percentage</b>		
EMERGENCY SHELTER AND NON-FOOD ITEMS		100.00		
		<b>100</b>		
<b>Project Title :</b>	Emergency shelter and NFI assistance for conflict affected and displaced persons in the North and Northeast of Afghanistan			
<b>Allocation Type Category :</b>				
<b>OPS Details</b>				
<b>Project Code :</b>		<b>Fund Project Code :</b>	AFG-15/3481/SA2/ESNFI/INGO/434	
<b>Cluster :</b>		<b>Project Budget in US\$ :</b>	495,793.49	
<b>Planned project duration :</b>	6 months	<b>Priority:</b>		
<b>Planned Start Date :</b>	01/11/2015	<b>Planned End Date :</b>	30/04/2016	
<b>Actual Start Date:</b>	01/11/2015	<b>Actual End Date:</b>	30/04/2016	
<b>Project Summary :</b>	<p>ACTED intervention aims to ensure that 2,000 conflict-induced displaced families in Qaisar district, Kunduz , and Takhar have adequate protection from weather and privacy for family life as their most immediate needs will be met through NFI and emergency shelter assistance. The final selection breakdown and exact location of the project will be defined after beneficiary selection, and communicated to OCHA before implementation starts (and at the reporting stage). ACTED will distribute USD150 in vouchers for NFIs (as per the Cluster's approved standard) to 2,000 recently displaced families. The purchasable NFIs are: bedding, and blankets; cooking utensils; and fuel. In addition to that, 180 female headed HH will receive 3 monthly grants of 3,840 AFS (60 USD) in Kunduz and Takhar Provinces and in Qaisar district of Faryab Province (value and duration of the rental assistance harmonized between all CHF-funded partners to avoid potential tensions).</p> <p>To complement the above, ACTED plans to distribute single items from its own stockpile. These items were not sufficient to complete the Cluster approved specific NFI kit (e.g. family kit) and thus will be used to respond to emergencies as alone-standing intervention. Those include: clothing (for women, men, girls and boys), shoes, and cooking pots. The quantity of the available items differs but distribution will be based on families' vulnerability and their specific needs.</p> <p>Selected beneficiaries will receive 150 USD worth of vouchers in one distribution. Vouchers will be dispersed in 5 separate vouchers worth 30 USD each, to empower beneficiaries to base their utilization on their own specific needs, and to allow them to exchange their vouchers between different suppliers. Beneficiaries will receive a list of eligible items, and a list of identified suppliers. Before distributions ACTED will hold a training session for beneficiary heads of households, in order to enhance beneficiaries' understanding of the use of the vouchers, the identified suppliers, and the voucher requirements (matching tazkira numbers). During this session, the specific needs of women and children, and the risks of resorting to negative coping strategies that affect them will be especially addressed.</p> <p>ACTED will also hold a training session with partnering shopkeepers on the project's rationale and objectives. During distributions, ACTED's monitors will proceed with the tazkira check, and fingerprint stamp upon receipt of the vouchers and NFIs. A separate distribution point for female headed households will be established, where women will receive their vouchers, in-kind NFIs, and cash grant. ACTED's community mobilizers will ensure distributions are completed with community participation and acceptance. Distributions will take place either in the presence of community leaders, representatives of the beneficiaries' committees or government officials. Throughout the duration of the project a shopkeeper monitoring system (spot checks) will be put in place in all target areas. This system will be utilized to provide a close checks and balances with identified shopkeepers, and analyze what items IDPs are purchasing exactly. ACTED's monitors will interview suppliers, beneficiaries, and other relevant actors, to ensure vouchers are being properly exchanged for a matching worth of chosen NFIs, and proper compliance of shopkeepers with the intended program goals.</p> <p>ACTED will establish a complaint mechanism to ensure that beneficiaries can quickly report any misconduct of a specific supplier. In order to measure the impact of the vouchers, beneficiaries' satisfaction, and the utilization of the female headed households' cash grant, towards ES and NFIs, a post-distribution evaluation will be conducted at the end of the project with a sample of targeted households. This survey will allow ACTED to analyze the use of vouchers and cash by the beneficiaries and its impact on their vulnerability.</p>			
<b>Direct beneficiaries :</b>				
<b>Men</b>	<b>Women</b>	<b>Boys</b>	<b>Girls</b>	<b>Total</b>
3,150	3,150	3,850	3,850	14,000

**Other Beneficiaries :**

Beneficiary name	Men	Women	Boys	Girls	Total
Internally Displaced People	3,150	3,150	3,850	3,850	14,000

**Indirect Beneficiaries :**

Through the redeeming of vouchers, local shop keepers will also benefit from the proposed project, and will therefore be indirect beneficiaries. Indeed, the voucher approach will help strengthening the market, by supporting the shop keepers in stocking NFI in sufficient quantity, and in ensuring that cash (through the reimbursement of vouchers) is injected in the market. It is therefore expected that the whole project will also benefit host community, through strengthening and injecting cash in the market. The rental assistance will also benefit host population that have been renting out apartment. The proposed intervention is therefore expected to have a positive impact beyond the direct beneficiaries.

**Catchment Population:****Link with allocation strategy :**

For the 2nd Standard Allocation of the Common Humanitarian Fund (CHF) \$ 1,5 million USD was allocated to the Emergency Shelter and NFI (ES/NFI) Cluster. The strategic priority of this allocation, which is linked to the Humanitarian Response Plan (HRP), is to respond to affected populations in a timely manner. In line with this strategic priority, the Cluster's specific objective (HRP, Strategic objective 3) aims to ensure that natural disaster and conflict displaced populations have adequate protection from the weather and privacy for family life, through the provision of cash or vouchers for emergency shelter (ES) and NFIs. Therefore, this proposed project is linked to both the fund's strategic objective, as well as the cluster objective. This link is due to the fact that ACTED aims to respond in a timely manner to newly conflict displaced persons through the provision of in-kind emergency NFIs from ACTED's own stockpile, 150 USD worth of vouchers for NFI assistance, and cash for ES assistance for female headed households. Through this approach ACTED aims to ensure that extremely vulnerable conflict-induced displaced persons have adequate protection against the weather and privacy for family life as their most immediate basic needs will be met, through the purchase of NFIs with vouchers, or payment of rent with their received cash assistance, and through the received in-kind NFI assistance.

**Sub-Grants to Implementing Partners :**

Partner Name	Partner Type	Budget in US\$

**Other funding secured for the same project (to date) :**

Other Funding Source	Other Funding Amount

**Organization focal point :**

Name	Title	Email	Phone
Sarah Chauvin	Project Development Manager	sarah.chauvin@acted.org	+93794784606
Javlon Hamdamov	Country Director	javlon.hamdamov@acted.org	+93798307281
Sayed Farooq	Finance Officer	sayed.farooq@acted.org	NA

**BACKGROUND****1. Humanitarian context analysis**

The first half of 2015 has seen a significant increase in conflict-induced internal displacement, especially in North and Northeastern Afghanistan. Between January and June, more than 100,000 individuals were newly displaced, as a result of Anti-Government Elements (AGEs) offensives and Afghan National Security Forces (ANSF) counteroffensives (UN OCHA, "Conflict Induced Displacements: January to June 2015"). As of September, UNHCR reported that 8,598 households were displaced to Kunduz City, 614 households displaced to Taloqan City, 2,557 households displaced to Maymana City, and 3,927 households to Qaisar's district center. The recent events, with Kunduz being taken over by AOGs, have also resulted in thousands of additional families fleeing to neighboring provinces. In the recent days, an estimated 8,500 households have just displaced in the North East (OCHA Situation Report 4, Oct 5th, 2015). A large majority of IDPs have fled to Takhar province. Recent reports indicate that as many as 5,000 families are in Taloqan city, Takhar Province. Assessments are underway but the scale of the displacement put a strain on the limited resources of the community. Some reports indicated that those displaced have brought nothing with them. ACTED has been participating in all joint assessment missions to identify and survey newly arrived IDPs and will continue doing so.

To identify the life-saving needs of the conflict-induced IDPs, ACTED conducted a rapid needs assessment from the 16th to the 25th of August (see attached) in Kunduz and Faryab Provinces. This assessment revealed a number of troubling findings about the needs of conflict-induced IDPs in the areas of shelter and NFIs (IDP's WASH, health, food security and livelihoods were also assessed, but due to the nature of this proposed project these findings are not included in this concept note). Most IDPs interviewed are uncertain of how long they will stay in their current areas of displacement, though almost none had plans to return to their areas of origin any time soon. Most IDPs interviewed had arrived since April 2015, with a sharp increase in July. Most interviewees, both in household and KI interviews, believed the population of IDPs was increasing in their district. The most common housing option overall was renting, though in Qaisar many were living with relatives. Almost no respondents reported living in tents, but in Kunduz and Qaisar, more than 20% of IDP respondents reported they had family members living outside, usually men, due to overcrowding. The main NFI needs, ranked by most commonly mentioned in Faryab (Maymana and Qaisar) are: 1. blankets and bedding; 2. clothes and shoes; 3. cooking utensils; 4. water containers. In Kunduz the main needs are: 1. water containers; 2. blankets and bedding; 3. plastic sheeting. Furthermore, in Faryab a striking 96% said they were lacking sufficient amounts of fuel, in Kunduz this was 57%. In addition to this assessment, ACTED has conducted a market analysis and has concluded these items are easily available at the markets in Taloqan City, Maymana City, Qaisar district center and Kunduz City. The price of items ranges between 20 AFS for certain kitchen supplies, 650 AFS for a blanket, and approximately 100 AFS for 7 kilos worth of coal/wood. About three quarters of respondents in Kunduz, half in Maymana, and one quarter in Qaisar reported that they currently had a source of income, mainly daily labor. Those without income were mainly relying on family and community support or savings to cover costs. Most respondents in Maymana and Qaisar had lost their livelihoods in their areas of origin. Almost a 25% of respondents in Maymana were utilizing child labor to help support their families (9% in Qaisar and 14% in Kunduz).

## **2. Needs assessment**

ACTED will target 2,000 HH in Kunduz (approx. 850 HH), Takhar (750 HH) and Faryab (400 HH) provinces under the proposed intervention. The project will provide assistance to IDP households, displaced following the recent violent clashes. In order to design the proposed intervention, ACTED has conducted a needs assessment in August 2015 with 404 respondents, in Faryab Province (Qaisar and Maymana districts) and Kunduz (Kunduz city) that provided the background for the proposed activities. The assessment enabled ACTED to collect information on the IDPs profile and movements and on their needs under various sectors (WASH, food security, NFI, health, etc).

The main findings of the needs assessment are as below:

Shelter: a significant portion of respondents reported they were living with relatives (50% in Qaisar, 10% in Maymana and 30% in Kunduz city) and an equally significant share of the respondents was living in rented space (30% in Qaisar, 70% in Maymana and 50% in Kunduz).

Fortunately, almost no respondents reported living in tents, thus leading ACTED to favor NFI assistance, and for rental assistance for female headed households, that are particularly vulnerable in Afghanistan for obvious cultural and social reasons.

NFI: Though there was some variation between the provinces, overall, the top non-food item needs cited by survey respondents were: 1) water containers 2) cooking utensils 3) blankets and bedding 4) clothes and shoes. Fuel needs (assessed through a different question) were also significant, with 96% in Qaisar and Maymana reporting lack of fuel as a significant problem and 56% in Kunduz.

Very importantly, the situation has been very fluid and volatile in late September in the target areas, and is expected to remain so for the coming weeks. Given how quickly the situation has been evolving, ACTED did not have the capacity to conduct a re-assessment of the situation. The needs are however expected to remain similar, with only the scale changing significantly as IDP have been fleeing en masse the fighting areas, in particular Kunduz city. ACTED has been coordinating closely with OCHA and other UN agencies, as well as with other international organizations to adapt its target areas of intervention and adjust its caseload. ACTED also take part in all the joint assessment team in Takhar and will attempt to get back to Kunduz in the coming days.

## **3. Description Of Beneficiaries**

ACTED will target 2,000 beneficiary households (14,000 individuals – based on the average household size of 7 persons – 400 HH in Qaisar district of Faryab Province, 850HH in Kunduz and 750HH in Takhar Province) who have been displaced, due to conflict, in the last six months prior to the start date of the project. ACTED has been adjusting its caseload in the different provinces to be able to respond to the recent displacements. It was agreed with NRC that they would cover beneficiaries in Maymana so that ACTED could focus its efforts in Takhar.

All targeted households that were covered in ACTED's assessment sample said they did not know how long they intended to stay. Under this proposed project, ACTED will aim to cover the most recently displaced, and most vulnerable conflict-induced IDP families, in communities that were covered by ACTED's assessment, and in communities that at the time this fund is allocated have been assessed, and verified by the joint teams. ACTED will work closely together with UN OCHA, UNHCR, the IDP taskforce, the PDMCs and the joint teams to verify the most vulnerable. Due to the nature of the conflict and the unpredictable population displacements it should be noted that IDPs that are currently identified, may not remain to be internally displaced, or to be the most needy and vulnerable at the beginning of November.

The number of households targeted in each area may fluctuate by the time this fund is allocated depending on how the situation evolves, however ACTED will coordinate this very closely with UN OCHA as well as with DRC and NRC, who are already receiving CHF funding and with ERM partners who are very active in providing NFI assistance to ensure the best possible coverage.

For the purpose of this proposed project ACTED uses 7 as the average family size. Almost all households in the survey were headed by men. Based on the assessment conducted to prepare this project, ACTED estimates that 5% of IDPs HH are female headed. Providing economic assistance to these displaced families will not only benefit the IDPs, but in approximately 30% of the cases it will also impact their relatives, and therefore indirectly the host communities. Because approximately 35% of respondents in Kunduz are living with relatives and 55% in Qaisar, and because households employed a variety of coping strategies including borrowing food from friends and relatives (extremely common in Qaisar), and sending their children out to eat with relatives (in Maymana and Qaisar over 20% of respondents). As per the information outlined above, regarding female headed households, ACTED assumes that 5% of the 3,000 families targeted under this project are female headed households. Due the fact that 91% of the female headed households interviewed answered that they were currently renting their emergency shelter, ACTED proposes to provide these families, with three grants of 3,840 AFS (60 USD) in Kunduz, Taloqan, and Qaisar cities to support them in covering three months worth of rent (value and duration of the rental assistance was harmonized between all CHF-funded partners to avoid tensions among beneficiaries. ACTED feels it is especially necessary to cover their rent, as it is extremely concerning that high numbers of these respondents are relying on unsustainable funding sources (borrowing, savings, or selling possessions) to pay rent in, mainly in Qaisar and Maymana.

#### **4. Grant Request Justification**

ACTED maintains a strong presence and has an effective and well established institutional set up in Faryab, Kunduz and Takhar provinces. In Kunduz and Takhar provinces ACTED has been implementing programs since 1998, responding to emergencies and working on long-term development programs such as the Stabilization Program for Northern Afghanistan. In Faryab province ACTED has been operating since 2004, and has so far been able to remain gaining access to most districts (albeit on a case-by-case basis) despite increasing insecurity. In all three provinces ACTED is an implementer of the MRRD's Flagship project, the National Solidarity Program (NSP). In these areas ACTED has close ties to the communities where it works with the NSP's CDCs on an almost daily basis. For the past 22 years ACTED has been implementing a wide range of emergency response programs to assist communities throughout times of conflict, including the civil war and Taliban periods, as well as after natural disasters such as floods and landslides. ACTED distributed coal throughout the North during the civil war, and bread through Kabul City. After the Nharin earthquake ACTED provided thousands of families with shelter. Just in the past 12 months ACTED has distributed NFI's, cash, and food, constructed transitional shelters, and began an emergency WASH intervention, for man-made and natural disaster affected families across 8 provinces in the North of Afghanistan. Finally, ACTED has conducted various needs assessments to better deliver a timely and comprehensive response to needs of vulnerable families. Furthermore, between December 2014 and April 2015, ACTED implemented the project 'Proactive Harsh Winter Action to Flood Affected Families of Northern Afghanistan', under the reserve allocation of 2014's CHF. This project was a voucher-for-fuel intervention and covered 2,527 families across 4 provinces. This project was highly successful and has built considerably on ACTED's knowledge and experience implementing voucher scheme projects making ACTED an excellent candidate to deliver this proposed project. See final report of ACTED's rapid needs assessment in Kunduz and Faryab, attached, under the 'Documents' section, on the GMS Since the spring of 2015 ACTED saw the extreme increase of conflict-induced IDPs throughout its areas of operation. An ACTED staff member has been a part of the joint assessment teams in most of ACTED's areas (depending on staff capacity) and ACTED has engaged thoroughly in any coordination meetings regarding the new IDPs. From the 21st of June until the 2nd of July ACTED conducted an emergency Child Protection and WASH needs assessment, with conflict-induced displaced families in Imam Sahib, Aliabad, and Kunduz City districts, on behalf of UNICEF. In preparation for the Common Humanitarian Fund, ACTED conducted another assessment this time covering Kunduz City, Maymana City and Qaisar district. Therefore, in those areas ACTED is extremely aware of the specific life-saving needs of IDPs, their location, their demographics, the trends regarding their displacement and future needs, and the specifically remaining gaps. Complementary to the needs assessments, ACTED's Security Department and GIS Department have worked on specific maps for Faryab and Kunduz provinces, outlining the displacement trends, movements of both IDPs as well as ANSF and AGE forces, and the security and humanitarian accessibility of each specific district or Manteqa (this is a cluster of communities sharing common resources such as a river, falling under the authority of a common shurah and constituting the basic political and social unit in Afghanistan). This holistic knowledge makes ACTED the organization best placed to deliver this project in the target areas.

#### **5. Complementarity**

ACTED has been working in Kunduz, Takhar and Faryab Provinces for several years under various projects. In particular, ACTED is one of the main facilitating partners of the National Solidarity Program, which it implements in communities in both target provinces. This is essential as it provides ACTED with a long-term presence and high acceptance with local community, and thus is a key element to continue accessing the target areas of intervention. In Faryab, ACTED is also implementing a large-scale rural development program funded by the Norwegian Ministry of Foreign Affairs, which is designed to improve livelihood in Faryab rural areas, and will therefore complement the proposed intervention by facilitating the re-integration of displaced population upon their return. Additionally, ACTED is currently funded by OFDA to support natural-disaster affected population in northern provinces of Afghanistan, including Kunduz and Faryab. Finally, ACTED is currently applying for another funding from OCHA CHF, under the FSAC cluster. The target areas for food assistance are Faryab and Takhar. ACTED will ensure a smooth coordination between these two projects, and will clearly explain to the beneficiaries entitled to both types of assistance what they should receive and will present them with various accountability mechanisms to limit risks of frauds and corruption.

ACTED has also strongly coordinated with a variety of actors to plan the intervention and will continue doing so during the implementation of the project. ACTED met Norwegian Refugee Council (NRC) and Danish Refugee Council (DRC) during the proposal development, in order to ensure a good coverage of CHF funded assistance projects, and a smooth coordination. One of the meetings was facilitated by the ESNFI cluster lead. During this meeting, DRC, NRC and ACTED also coordinated their approach, and streamline their assistance. The rental assistance provided by the three organizations was harmonized to be 60USD per month for three months. ACTED and NRC also jointly decided that NRC would be providing assistance in Maymana (where ACTED was initially planning to bring assistance) and that ACTED would therefore increase its efforts in Takhar. DRC, NRC and ACTED will also closely coordinate on the ground by conducting joint beneficiary identification to avoid overlap. The three partners are also planning to use the same PDM tools (as defined by the ERM) in order to have similar information on the impact of their project.

During the project implementation, ACTED will maintain a high level of coordination, by maintaining its regular and active presence in the ESNFI cluster meetings, in other clusters (FSAC, WASH, CPIE, etc), in the IDP Task Force, etc. ACTED teams in the field are also actively participating in joint assessment teams, PDMC meetings and in regional cluster meetings.

It should also be noted that ACTED will complement the CHF funded intervention by providing winter clothes from its own stockpiles, in order to complement the NFI packages that will be provided through voucher assistance.

## LOGICAL FRAMEWORK

### Overall project objective

The overall objective of this project is to respond to the basic emergency needs of IDPs and maintain and protect their human dignity. ACTED aims to achieve this objective by responding to affected populations, in a timely manner, through ensuring that conflict displaced persons have adequate protection against the weather, and privacy for family life, as their most immediate basic needs will be met, either by in-kind NFIs, or through the purchase of NFIs with their received vouchers. Furthermore, by providing extremely vulnerable female headed households with cash assistance to cover for their rent, ACTED aims to specifically ensure that this vulnerable group has protection against the weather and privacy for family life. By providing displaced families with voucher assistance, giving them the opportunity to utilize those vouchers with various suppliers, and thus giving them the power to decide what their own most immediate needs are, their dignity and agency will be protected. ACTED plans to combine this voucher assistance with in-kind NFIs in the form of clothing, and cooking items, as identified as 2 of the top 5 needs, by ACTED's emergency needs assessment. Families' basic needs should be met by participating in the market, which ACTED hopes to achieve through sensitizing families on the use of cash, to utilize the received funds for immediate basic NFI needs and to equitably meet the needs of all household members, in particular the most vulnerable such as women and young children.

## EMERGENCY SHELTER AND NON-FOOD ITEMS

Cluster objectives	Strategic Response Plan (SRP) objectives	Percentage of activities
Objective 3. Ensure conflict displaced persons have adequate protection from the weather and privacy for family life through the provision of emergency shelter and NFI's	3. Timely response to affected populations	100

**Contribution to Cluster/Sector Objectives :** This project directly contributes to the ES/NFI Cluster's objectives through:

- Meeting conflict induced IDPs immediate NFI needs in a timely manner
- Meeting conflict induced female headed displaced households immediate shelter needs in a timely manner

### Outcome 1

Secure the timely provision of adequate living space and NFI to 2,000 conflict affected households in Kunduz, Takhar and Faryab Provinces

### Output 1.1

#### Description

2,000 vulnerable displaced families immediate emergency shelter and NFI needs are met by the provision of cash, voucher and NFIs assistance

#### Assumptions & Risks

No massive increase of prices before project start. No severe degradation in security in target areas, hampering access entirely. No interference from national or international political and military actors. No natural disasters severely affecting activities and access in target areas.

#### Activities

##### Activity 1.1.1

Participatory identification of 2,000 verified vulnerable conflict displaced families (including 180 female headed HH) in the targeted areas

##### Activity 1.1.2

Training beneficiaries HHs and suppliers on the use of voucher system and accountability

##### Activity 1.1.3

Distribution of NFIs vouchers to 2,000 displaced families in the targeted areas

##### Activity 1.1.4

Monitoring (through regular visits of local shopkeeper's performance to ensure compliance followed by post distribution monitoring assessments)							
<b>Indicators</b>							
Code	Cluster	Indicator	End cycle beneficiaries				End cycle
			Men	Women	Boys	Girls	Target
Indicator 1.1.1	EMERGENCY SHELTER AND NON-FOOD ITEMS	Number of vulnerable affected families receiving cash assistance or vouchers					2,000
<b>Means of Verification</b> : Beneficiary lists. Distribution records/lists. Beneficiary receipt (fingerprint).							
Indicator 1.1.2	EMERGENCY SHELTER AND NON-FOOD ITEMS	Percentage of affected families receiving cash assistance or vouchers for ES / NFIs					100
<b>Means of Verification</b> : Verified IDP lists (2500 as a % of the in November verified IDPs). Beneficiary lists. Distribution records/lists. Beneficiary receipt (fingerprint).							
Indicator 1.1.3	EMERGENCY SHELTER AND NON-FOOD ITEMS	Percentage of targeted families receiving ES / NFIs cash/voucher assistance					100
<b>Means of Verification</b> : Beneficiary lists. Distribution records/lists. Beneficiary receipt (fingerprint).							
Indicator 1.1.4	EMERGENCY SHELTER AND NON-FOOD ITEMS	Number of shopkeeper monitoring report produced					1
<b>Means of Verification</b> : Monitoring reports							
Indicator 1.1.5	EMERGENCY SHELTER AND NON-FOOD ITEMS	Percentage of families that have used the cash/voucher assistance to address their ES and NFIs needs					90
<b>Means of Verification</b> : Post-distribution evaluation (household survey).							
<b>Output 1.2</b>							
<b>Description</b>							
2,000 vulnerable displaced families' immediate living needs are addressed by the timely provision of in-kind NFI assistance							
<b>Assumptions &amp; Risks</b>							
No massive increase of prices before project start. No severe degradation in security in target areas, hampering access entirely. No interference from national or international political and military actors. No natural disasters severely affecting activities and access in target areas.							
<b>Activities</b>							
<b>Activity 1.2.1</b>							
Distribution of clothing, shoes, and cooking items from ACTED's single item stockpile to displaced families in the target areas							
<b>Indicators</b>							
Code	Cluster	Indicator	End cycle beneficiaries				End cycle
			Men	Women	Boys	Girls	Target
Indicator 1.2.1	EMERGENCY SHELTER AND NON-FOOD ITEMS	Percentage of targeted families receiving NFIs assistance					100
<b>Means of Verification</b> : Beneficiary lists. Distribution records/lists. Beneficiary receipt (fingerprint).							
Indicator 1.2.2	EMERGENCY SHELTER AND NON-FOOD ITEMS	Percentage of families satisfied with the emergency shelter and/or NFIs assistance received					100
<b>Means of Verification</b> : Post-distribution evaluation (household survey)							
Indicator 1.2.3	EMERGENCY SHELTER AND NON-FOOD ITEMS	One Post-distribution monitoring survey conducted one month after the voucher distribution					1
<b>Means of Verification</b> : PDM tools, PDM report, database							
<b>Output 1.3</b>							
<b>Description</b>							
180 vulnerable female headed displaced households meet their emergency shelter needs through the provision of cash assistance for rent							
<b>Assumptions &amp; Risks</b>							
No massive increase of rent prices before project start. No severe degradation in security in target areas, hampering access entirely. No interference from national or international political and military actors. No natural disasters severely affecting activities and access in target areas.							

<b>Activities</b>
<b>Activity 1.3.1</b>
Distribution of cash to female headed households to cover rent of emergency shelter in target areas
<b>Activity 1.3.2</b>
Training on the use of cash with female heads of household to utilize the received funds for immediate shelter needs

Indicators							
Code	Cluster	Indicator	End cycle beneficiaries				End cycle
			Men	Women	Boys	Girls	Target
Indicator 1.3.1	EMERGENCY SHELTER AND NON-FOOD ITEMS	Number of female headed households receiving cash assistance for emergency shelter needs					180
<b>Means of Verification</b> : Beneficiary lists. Distribution records/lists. Beneficiary receipt (fingerprint).							
Indicator 1.3.2	EMERGENCY SHELTER AND NON-FOOD ITEMS	Percentage of female headed households satisfied with the emergency shelter cash assistance					100
<b>Means of Verification</b> : Post-distribution evaluation (household survey).							
Indicator 1.3.3	EMERGENCY SHELTER AND NON-FOOD ITEMS	Percentage of families that have used the cash/voucher assistance to address their ES and NFIs needs					100
<b>Means of Verification</b> : Post-distribution evaluation (household survey with female heads of household who received cash for rent)							
<b>Additional Targets</b> :							

**M & R**

**Monitoring & Reporting plan**

Monitoring plan: ACTED AME (appraisal, monitoring and evaluation) team will be in charge of monitoring the project during its entire duration through various activities.

1) Shopkeeper monitoring system: ACTED AME team will conduct spot checks monitoring visits at the local shops involved in the project. Shop keepers will be warned ahead of the project start that spot checks can be conducted by ACTED so as to discourage any forms of corruption. All shops will be visited at least once during the project. This system will be utilized to provide a close checks and balances with identified shopkeepers, and analyze what items IDPs are purchasing exactly. ACTED's monitors will interview suppliers, beneficiaries, and other relevant actors, to ensure vouchers are being properly exchanged for a matching worth of chosen NFIs, and proper compliance of shopkeepers with the intended program goals.

2) Post-distribution evaluation: In order to measure the impact of the vouchers, beneficiaries' satisfaction, and the utilization of the female headed households' cash grant, towards ES and NFIs, a post-distribution evaluation will be conducted at the end of the project with a sample of targeted households. This survey will allow ACTED to analyze the use of vouchers and cash by the beneficiaries and its impact on their vulnerability.

3) Remote call monitoring: as under its previous CHF funded project, ACTED will provide the contact details of the project beneficiaries to OCHA monitoring center, for remote call monitoring.

Reporting Plan:

1) Beneficiary lists and data analysis: The field team will regularly report on the project implementation. Beneficiary data (based on beneficiary list, distribution list) will be provided by the field team and entered in data base by the ACTED Afghanistan MIS team in Kabul. Analytical report of the data will be prepared by the project manager and will be reviewed by Head of programs or program development department of ACTED. The key findings of the monitoring report will be shared with the country co-ordination (Country director) during Monthly Co-ordination meeting for decision making at senior management level

2) Monthly reports and PMF (Project management framework): ACTED has developed a specific monitoring tool for its project, the project management framework. PMF and monthly reports are compiled monthly and sent to the coordination in Kabul, where they are reviewed by the Project Development Department

3) Interim and Final report to OCHA and provision of information on an ad hoc basis

Communications & Visibility :

1) Pictures and case studies: ACTED will include pictures and case studies in its interim and final report to the donor.  
Visibility: ACTED will ensure visibility to the donor if conditions allow. The beneficiaries will be informed of the CHF-funding. The project will also be advertised through ACTED global newsletter and website.

Activitydescription	Year	End cycle beneficiaries												
		1	2	3	4	5	6	7	8	9	10	11	12	
Activity 1.1.1: Participatory identification of 2,000 verified vulnerable conflict displaced families (including 180 female headed HH) in the targeted areas	2015												X	
	2016													
Activity 1.1.2: Training beneficiaries HHs and suppliers on the use of voucher system and accountability	2015													X
	2016	X												



Danish Refugee Council	DRC is receiving CHF funding to provide NFI assistance in Faryab, Kunduz, and Sari Pul. As for NRC, ACTED has closely coordinated with DRC to harmonize the approach and the assistance provided. Beneficiary selection will also be conducted in close coordination (either jointly, or beneficiary lists will be shared). ACTED will also contact NRC and DRC as they are ERM partners if a gap in terms of NFI is identified that cannot be covered by the assistance planned for under the proposed intervention.
Save the Children International	SCI is working in Faryab. ACTED closely coordinates with SCI team under CHF-funded food assistance intervention.
Concern	Concern is active in Takhar and as an ERM partner it has the mandate to cover NFI needs for IDPs. ACTED will closely coordinate with Concern on the ground. It should be noted that Concern is a member of the Alliance 2015 with ACTED (a network of European Ngos) and that both organizations are closely coordinating
AKF (Agha Khan Foundation)	This organization is active in Takhar. ACTED will ensure that they are informed of the planned intervention to avoid overlap.
Mission East	This organization is active in Takhar. ACTED will ensure that they are informed of the planned intervention to avoid overlap.

### **Environment Marker Of The Project**

B+: Medium environmental impact with mitigation(sector guidance)

### **Gender Marker Of The Project**

2a-The project is designed to contribute significantly to gender equality

### **Justify Chosen Gender Marker Code**

A gender analysis was included in this project's needs assessment, as it was carried out in such a way that women's voices were particularly included. The household survey that was conducted to collect information for the needs assessment was carried out by pairs consisting of one male and one female monitor. Male monitors discussed shelter needs, livelihoods and population displacements with male heads of household, while simultaneously female monitors discussed WASH concerns, food security, and NFI needs with female members of the household. In the case of female headed households all issues were discussed by the female monitor with the female head of household. This pair interview method was used to ensure the inclusion of women's voices in the survey in a culturally appropriate manner, while balancing the need for efficient data collection. The specific needs of women and children were included in the assessment and have been considered in the design of this project. In addition to above, this specific assessment has allowed ACTED to identify the location of female headed households and their specific needs. Due to the extreme vulnerability of female headed households, and their marginalization, ACTED has designed an activity of this program in such a way that it addresses their needs specifically. Distributions to 180 female headed households that are renting their current shelter will not only include the voucher worth 150 USD for NFIs, and the in-kind NFIs, but an additional 60USD will be provided to these women three times to cover for the rent of their emergency shelter for three months. Cash, voucher, and NFI distributions to female headed households will be done in a separate distribution location, as where the male heads of households will receive their voucher and NFI assistance. Furthermore, a representative from a women's institution will be included in the complaint committee, so as to ensure gender mainstreaming in compliance and transparency. Also, specific indicators have been included in this project to measure the exact impact of this project on women's (including pregnant and lactating) and children's needs. It is therefore that the chosen Gender Marker Code is 2a: the project is designed to contribute significantly to gender equality. Gender analysis is included in all phases of the project lifecycle, more specifically in the needs assessment, specific activities, and in the expected outcomes of the project, monitored through specific gender indicators.

Environmental marker: The proposed project has been designed to have a neutral impact on the environment. ACTED will specifically verify the origin of the fuel provided in the shops that are selected for this project, in order to ensure that they do not originate from native forests of Afghanistan.

### **Protection Mainstreaming**

Protection principles are incorporated into all phases of ACTED's humanitarian response. In this intervention, ACTED will undertake activities to safeguard people from violence, coercion, deprivation, and discrimination and aim at obtaining full respect for the rights of the individual. As much as possible, ACTED will avoid causing harm, guarantee equitable access for both women and men, support beneficiary participation and empowerment, and promote ACTED's own accountability to beneficiaries. During the needs assessment phase, data was disaggregated by gender, and as much as possible by age. ACTED female monitors consulted with women separately. Specific data on extra vulnerable groups such as female or disabled headed households was collected. During the project design phase, ACTED has made sure to provide a targeted intervention for an extremely vulnerable group by providing rent assistance to female headed households. Throughout the project, as during the assessment phase, ACTED will have female monitors with adequate skills in place to guarantee women are accessed. Furthermore, NFI and voucher distribution locations are designed specifically to ensure that they are safely accessible by all, and female headed households will receive their assistance separately. Distribution points will be localized inside the communities, with local government participation, clearly communicated to all beneficiaries, and security measures will be in place to guarantee both beneficiary as well as staff safety. Monitoring systems have been designed to closely follow up on the shopkeepers where vouchers can be redeemed to ensure any non-compliance of shopkeepers will be noticed immediately. Finally, a complaint mechanism will be set up in each targeted area so that beneficiaries can report misconduct of ACTED staff or shopkeepers, and incidents of rights violations. During the beneficiary selection and the project implementation ACTED will guarantee safe and equal access to inclusive and non-discriminatory provision of services.

### **Country Specific Information**

### **Safety and Security**

The security situation in the north of the country has been dangerously degrading in the recent months, following a pattern quite different from the previous years, during which the south of the country was mostly affected by security incidents. In addition, the warm winter has resulted in a continuation of attacks and fighting in the last months, which has dangerously destabilized the north of the country and resulted in massive displacements.

Faryab Province has seen an important number of attacks and armed clashes in the last month, leading it to be ranked the 5th most dangerous provinces in the country in May 2015. Security is expected to further deteriorate in the coming weeks, as a result of the armed offensive currently sweeping the north of the country.

Kunduz has seen a growing presence of insurgent groups in the recent weeks, with regular armed clashes causing the displacement of population, mainly to the center of the district, and to a limited extent to the neighboring province of Takhar. The situation took a dramatic turn at the end of September 2015, with the AOG actually succeeding in taking over Kunduz city, therefore leading to armed clashes of an unprecedented scale and to the massive displacement of thousand to Kunduz rural areas and to the neighboring province of Takhar.

ACTED has been closely monitoring the situation on the ground, through information received from various sources and its long-serving, experienced staff, in order to adjust its operating strategy to the situation, and will continue doing so in the coming weeks and during the entire project duration. A strict security protocol is in place, and is closely applied, under the supervision of ACTED security team and country director, and with the support of ACTED security department in HQ. ACTED also has security focal points in all the base offices, who collect information from the police, check points, community and from other players such as NGOs and UN agencies. The program team always discusses their program plans with this team before going to the field. In case of high security risks, approval from Kabul security department is sought. All the vehicles are fitted with HF sets and during movement they use two modes of communication (radio and Cellphone) with their base office. In areas where there is no cellphone connectivity, we use satellite phones.

ACTED also relies on strong community acceptance and support to ensure continuity of project implementation. ACTED participation in the National Solidarity Program, as well as in other long-term development projects guarantee community buy in and continued access.

### Access

If the level of violence and clashes is perpetuated in the coming weeks, ACTED might face issues to access the target areas of intervention. In order to maintain the implementation of its projects, ACTED will closely monitor the situation and will adapt to the changing context, in particular adjusting the presence of its field staff in the areas of intervention. In the scenario of a limited, punctual access to the field, ACTED will work closely with community leaders and CDC members for monitoring of the project activities and to preserve access.

Access is also often limited by winter weather conditions, with roads being blocked by the snow, floods and landslides. ACTED intends to start the project in November to ensure that all inception activities and the distribution of vouchers have been conducted before the winter actually kicks in

### BUDGET

Code	Budget Line Description	D / S	Quantity	Unit cost	Duration Recurrence	% charged to CHF	Total Cost
<b>Staff and Other Personnel Costs</b>							
1.1	Project Manager	D	1	3,500.00	4	100%	14,000.00
	<i>1 Project Manager is responsible for the day-to-day management of the entire intervention, and oversees correct implementation. His/her salary is based on ACTED's salary grade, which is 100% included on this budget, for the entire duration of this project.</i>						
1.2	Community Mobilizer (male & female)	D	12	600.00	4	100%	28,800.00
	<i>Community Mobilizers, are responsible for beneficiary identification, the sensitization sessions to beneficiaries and shopkeepers, the distributions, and support to Appraisal, Monitoring and Evaluation (AME) Monitors, for daily monitoring of the project implementation, and monitoring of the shopkeepers. There are 3 Mobilizers needed in each area (Maymana, Qaisar, Taloqan, and Kunduz City). (salary - no benefit)</i>						
1.3	AME Manager	D	1	3,000.00	2	100%	6,000.00
	<i>1 international AME Manager is responsible for the monitoring of the project implementation, measuring progress against project indicators, designing tools for the post-distribution evaluation, writing the evaluation report, and managing the AME Officers in the field. His/her salary is budgeted for 2 months of this project, is based on ACTED's international salary grade and includes social security, medical insurance, hazard pay, and other fringe benefits.</i>						
1.4	AME Monitors	D	6	700.00	4	80%	13,440.00
	<i>The AME Monitors are responsible for the day-to-day monitoring of the project implementation, measuring progress against project indicators, monitoring the identified shopkeepers for compliance, conducting the post-distribution evaluation, and working closely together with the Community Mobilizers. AME monitors are going to work for the whole duration of the project as they verify the beneficiary selection, are in charge of daily monitoring of markets and shop keepers and PDM. There are 2 AME monitors per province - 2 in Kunduz, 2 in Faryab, 2 in Takhar. (salary - no benefit)</i>						
1.5	Area Coordinator (Faryab)	S	1	2,600.00	4	20%	2,080.00
	<i>The Area Coordinator in the North West region, manages and supervises the (Sub-)Base Managers in Maymana and Qaisar, and is responsible for the overall ACTED mission in the North West. His/her salary is based on ACTED's salary grade, is charged for 20% to OCHA, for 2 months of the duration of this project. (salary - no benefit)</i>						
1.6	FLAT Officer (Faryab)	S	4	900.00	4	30%	4,320.00
	<i>Finance, Logistics, Admin and Transparency (FLAT) officers supporting ACTED's Finance, Logistics, HR&amp;Admin, and Internal Audit departments, in Faryab province. 4 Officers are dedicated 20% to this project. His/her salaries are based on ACTED's salary grade, charged 20% to OCHA, for the entire duration of this project. (salary - no benefit)</i>						

1.7	Support Staff (Faryab)	S	8	450.00	4	20%	2,880.00
	<i>4 guards, 2 drivers, 1 cleaner and 1 cook, in Faryab province (both Maymana and Qaisar bases) whose salaries are based on ACTED's salary grade, charged 20% to OCHA for the entire duration of this project. (salary - no benefit)</i>						
1.8	Base Manager (Takhar)	S	1	2,100.00	4	20%	1,680.00
	<i>The Base Manager of Takhar province, based at the Taloqan Office, manages and supervises the overall ACTED mission in Takhar province. His/her salary is based on ACTED's salary grade, is charged for 20% to OCHA, for the entire duration of this project. (salary - no benefit)</i>						
1.9	FLAT Officer (Takhar)	S	4	900.00	4	20%	2,880.00
	<i>Finance, Logistics, Admin and Transparency (FLAT) officers supporting ACTED's Finance, Logistics, HR&amp;Admin, and Internal Audit departments in both Takhar and Kunduz provinces (based at the Taloqan Office). 4 Officers are dedicated 20% to this project. His/her salaries are based on ACTED's salary grade, charged 20% to OCHA, for the entire duration of this project. (salary - no benefit)</i>						
1.10	Support Staff (Takhar)	S	8	300.00	4	20%	1,920.00
	<i>4 guards, 2 drivers, 1 cleaner and 1 cook, in Takhar province (Taloqan City base) who's salaries are based on ACTED's salary grade, charged 20% to OCHA for the entire duration of this project. (salary - no benefit)</i>						
1.11	Base Manager (Kunduz)	S	1	1,600.00	4	20%	1,280.00
	<i>The Base Manager of Kunduz province, based at the Kunduz City Office, manages and supervises the overall ACTED mission in Kunduz province. His/her salary is based on ACTED's salary grade, is charged for 20% to OCHA, for the entire duration of this project. (salary - no benefit)</i>						
1.12	Support Staff (Kunduz)	S	8	300.00	4	20%	1,920.00
	<i>4 guards, 2 drivers, 1 cleaner and 1 cook, in Kunduz province (Kunduz City base) who's salaries are based on ACTED's salary grade, charged 20% to OCHA for the entire duration of this project. (salary - no benefit)</i>						
1.13	Country Director (Capital)	S	1	7,000.00	4	10%	2,800.00
	<i>1 international Country Director, based in Kabul is responsible for managing and supervising the entire ACTED mission in Afghanistan. He/she is expected to dedicate 10% of his/her time to the supervision of this project. His/her salary is based on ACTED's international salary grade and includes social security, medical insurance hazard pay and other fringe benefits. His/her salary is budgeted for 4 months of this project, 10% charged to OCHA.</i>						
1.14	Country Finance Manager (Capital)	S	1	4,500.00	4	10%	1,800.00
	<i>1 Country Finance Manager, based in Kabul, responsible for managing and supervising all financial matters of the entire ACTED mission in Afghanistan. He/she is expected to dedicate 10% of his/her time to the financial supervision of this project. His/her salary is based on ACTED's international salary grade and includes social security, medical insurance, hazard pay and other fringe benefits. His/her salary is budgeted for 4 months of this project, 10% charged to OCHA.</i>						
1.15	Project Development Officer (Capital)	S	1	4,000.00	4	10%	1,600.00
	<i>1 international Project Development Officer, is responsible for and communications between ACTED and OCHA, developing the interim and final reports of the project, the remote monitoring of the project implementation, measuring progress against the project's objectives and rationale, and working closely together with the AME Manager in measuring the projects progress. His/her salary is budgeted for 4 months of this project, where he/she dedicated 10% of his/her time to this project, and is based on ACTED's international salary grade and includes social security, medical insurance hazard pay, and other fringe benefits.</i>						
1.16	Head of FLAT Departments (Capital)	S	5	2,100.00	4	20%	8,400.00
	<i>5 Heads of Department for the Finance, Logistics, Admin&amp;HR, Transparency, and Security Departments, at the Capitol Office will supervise the respect of procedures, consolidate data at the Capital level and support the field teams in their field of responsibility, dedicating 20% of their time to this project, for the entire duration of this project.</i>						
1.17	Support Staff (Capital)	S	8	450.00	4	20%	2,880.00
	<i>4 guards, 2 drivers, 1 cleaner and 1 cook, in Kabul province (Capital Office) who's salaries are based on ACTED's salary grade, charged 20% to OCHA for the entire duration of this project.</i>						
	<b>Section Total</b>						<b>98,680.00</b>
<b>Supplies, Commodities, Materials</b>							
2.1	Vouchers for NFI assistance	D	2000	150.00	1	100%	300,000.00
	<i>All 2000 targeted families will receive voucher worth 150 USD. This amount was defined jointly by DRC, NRC and ACTED in order to allow beneficiaries to purchase blankets (2), cooking utensiles, fuel and a gass bottle for cooking. The items were determined based on ACTED assessment, and prices were defined based on the organisations' market assessmetn. The corresponding BoQ is attached as an annex for more clarity. Vouchers can be redeemed with 3 different types of pre-identified shopkeepers (bedding &amp; blankets; cooking supplies; and fuel). ACTED will make agreements with shopkeepers, to reimburse them for the worth of each received voucher.</i>						
2.2	Printing of vouchers and sensitization session's materials	D	1	500.00	1	100%	500.00

	<i>Printing costs of 12,500 separate vouchers (5 worth 30 USD), and printing costs of sensitization sessions, including lists of eligible items, and lists of identified shopkeepers. Sessions with male heads of households, the shopkeepers, and female heads of households. The price has been defined based on ACTED experience with similar projects.</i>							
2.3	Repacking and loading of ACTED NFIs	D	1	500.00	1	100%	500.00	
	<i>In-kind NFIs, currently stored in ACTED's warehouse in the North of Kunduz, will need to be repacked, loaded in Kunduz, and loaded-off in all 4 target areas (Maymana, Qaisar, Taloqan and Kunduz city).</i>							
2.4	Transportation of ACTED NFIs to distribution points	D	1	2,000.00	1	100%	2,000.00	
	<i>In-kind NFIs, currently stored in ACTED's warehouse in the North of Kunduz, will need to be transported to the identified distribution points all 4 target areas (Maymana, Qaisar, Taloqan and Kunduz city). this cost has been calculated based on ACTED experience in the areas of intervention and on past projects.</i>							
2.5	Cash grant (Kunduz & Takhar)	D	100	60.00	3	100%	18,000.00	
	<i>To provide three grants to support them in covering three months worth of rent for those female households who rented house. The grant amount was defined based on market assessment conducted in the preparation phase of this proposal. It has been harmonized with DRC and NRC, and has been calculated to make up a contribution to the monthly rent paid by beneficiaries in the field.</i>							
2.6	Cash grant (Faryab)	D	80	60.00	3	100%	14,400.00	
	<i>To provide three grants to support them in covering three months worth of rent for those female households who rented house. The grant amount was defined based on market assessment conducted in the preparation phase of this proposal. It has been harmonized with DRC and NRC, and has been calculated to make up a contribution to the monthly rent paid by beneficiaries in the field.</i>							
	<b>Section Total</b>						<b>335,400.00</b>	
<b>Contractual Services</b>								
4.1	Vehicles rent & maintenance (Faryab)	D	2	550.00	4	100%	4,400.00	
	<i>2 vehicles, dedicated entirely to this project, will be rented at 550 USD for day-to-project implementation and monitoring. Vehicles will be used to get to distribution points, target areas for sensitization, shopkeeper monitoring, beneficiary</i>							
4.2	Vehicles rent & maintenance (Takhar)	D	2	550.00	4	100%	4,400.00	
	<i>Vehicles will be used to get to distribution points, target areas for sensitization, shopkeeper monitoring, beneficiary monitoring, and the post-distribution household survey, for the project's final evaluation.</i>							
4.3	Vehicles rent & maintenance (Kunduz)	D	2	550.00	4	100%	4,400.00	
	<i>2 vehicles, dedicated entirely to this project, will be rented at 550 USD for day-to-project implementation and monitoring. Vehicles will be used to get to distribution points, target areas for sensitization, shopkeeper monitoring, beneficiary</i>							
	<b>Section Total</b>						<b>13,200.00</b>	
<b>Travel</b>								
5.1	Domestic flights	D	2	120.00	2	100%	480.00	
	<i>Domestic flight tickets (including UNHAS and (if available) PACTEC) for international ACTED staff, traveling to the project sites necessary for monitoring purposes. Price of flights based on average flight cost to the North.</i>							
5.2	International flights	S	1	800.00	1	100%	800.00	
	<i>International flight ticket as part of international staff's fringe benefits (home leave or rest &amp; recuperation). Based on the average flight ticket amount to home leave destinations.</i>							
	<b>Section Total</b>						<b>1,280.00</b>	
<b>General Operating and Other Direct Costs</b>								
7.1	Office rent and maintenance (Faryab)	S	1	1,800.00	4	20%	1,440.00	
	<i>Cash grant, for female headed households in Taloqan City and Kunduz City. Cash grant is based on ACTED's analysis of ACTED's Office rent price in Faryab province, in addition to average office maintenance costs, charged 20% to OCHA for the entire duration of this project.</i>							
7.2	Office supplies (Faryab)	s	1	800.00	4	20%	640.00	
	<i>Office supplies and utilities, including stationary and other office inputs.</i>							
7.3	Communication costs (Faryab)	S	1	670.00	4	20%	536.00	
	<i>Telephone (credit) and internet expenses for Maymana city office, Qaisar district Sub-Base, and project dedicated staff in both Maymana City and Qaisar. 670 USD per month, of which 20% charged to OCHA.</i>							
7.4	Energy (Faryab)	S	1	500.00	4	20%	400.00	

	<i>Firewood, gas and electricity needed for ACTED's premises in Faryab province, 20% charged to OCHA for the entire duration of this project.</i>						
7.5	Subsistence allowance (Faryab)	S	1	400.00	4	20%	320.00
	<i>As per ACTED's internal policies, all staff are provided with lunch, budgeted at 400 USD per month in Faryab province (both Maymana and Qaisar Sub-Bases), 20% charged to OCHA. This food allowance is necessary given the security context: ACTED provides lunch to its project to limit movement and visibility.</i>						
7.6	Office rent and maintenance (Takhar)	S	1	1,300.00	4	20%	1,040.00
	<i>ACTED's Office rent price in Takhar province, in addition to average office maintenance costs, charged 20% to OCHA for the entire duration of this project.</i>						
7.7	Office supplies (Takhar)	S	1	600.00	4	20%	480.00
	<i>Office supplies and utilities, including stationary (paper, notebook, blue and black pens, pencils, cartridge) and other office inputs.</i>						
7.8	Communications costs (Takhar)	S	1	570.00	4	20%	456.00
	<i>Telephone (credit) and internet expenses for Taloqan office, and project dedicated staff in Taloqan City. 570 USD per month, of which 20% charged to OCHA.</i>						
7.9	Energy (Takhar)	S	1	300.00	4	20%	240.00
	<i>Firewood, gas and electricity needed for ACTED's premises in Takhar province, 20% charged to OCHA for the entire duration of this project.</i>						
7.10	Subsistence allowance (Takhar)	S	1	300.00	4	20%	240.00
	<i>As per ACTED's internal policies, all staff are provided with lunch, budgeted at 300 USD per month in Takhar, 20% charged to OCHA. This food allowance is necessary given the security context: ACTED provides lunch to its project to limit movement and visibility.</i>						
7.11	Office rent and maintenance (Kunduz)	S	1	1,400.00	4	20%	1,120.00
	<i>ACTED's Office rent price in Kunduz province, in addition to average office maintenance costs, charged 20% to OCHA for the entire duration of this project.</i>						
7.12	Office supplies (Kunduz)	D	1	300.00	4	20%	240.00
	<i>Office supplies and utilities, including stationary (paper, notebook, blue and black pens, pencils, cartridge) and other office inputs.</i>						
7.13	Communications costs (Kunduz)	S	1	530.00	4	20%	424.00
	<i>Telephone (credit) and internet expenses for Kunduz office, and project dedicated staff in Kunduz City. 530 USD per month, of which 20% charged to OCHA.</i>						
7.14	Energy (Kunduz)	S	1	300.00	4	20%	240.00
	<i>Firewood, gas and electricity needed for ACTED's premises in Kunduz province, 20% charged to OCHA for the entire duration of this project.</i>						
7.15	Subsistence allowance (Kunduz)	S	1	300.00	4	20%	240.00
	<i>As per ACTED's internal policies, all staff are provided with lunch, budgeted at 300 USD per month in Kunduz, 20% charged to OCHA. This food allowance is necessary given the security context: ACTED provides lunch to its project to limit movement and visibility.</i>						
7.16	Capital Office rent & maintenance	D	1	2,928.00	4	20%	2,342.40
	<i>Cost of the Capital office (Kabul) rent and maintenance, charged for 20% to OCHA, for the entire duration of this project.</i>						
7.17	Capital Office supplies and other support costs	D	1	5,500.00	4	20%	4,400.00

	Office supplies and utilities, including stationary (paper, notebook, blue and black pens, pencils, cartridge) and other office inputs, for the Kabul Office.						
	<b>Section Total</b>						<b>14,798.40</b>
<b>SubTotal</b>					2,280.00		<b>463,358.40</b>
Direct							418,302.40
Support							45,056.00
<b>PSC Cost</b>							
PSC Cost Percent							7%
PSC Amount							32,435.09
<b>Total Cost</b>							<b>495,793.49</b>
<b>Grand Total CHF Cost</b>							<b>495,793.49</b>
<b>Project Locations</b>							
Location	Estimated percentage of budget for each location	Estimated number of beneficiaries for each location					Activity Name
		Men	Women	Boys	Girls	Total	
Takhar -> Taloqan	38						
Kunduz -> Kunduz	42						
Faryab -> Qaysar	20						
<b>Documents</b>							
Category Name		Document Description					
Project Supporting Documents		Aug2015.pdf					
Project Supporting Documents		Call Centre - Contact List Template.xlsx					
Project Supporting Documents		CHF Afghanistan - Visibility and Communication Guidance.pdf					
Project Supporting Documents		NGO XXX Sample Beneficiary breakdown CHF proposal CODE XXX.xlsx					
Project Supporting Documents		Remote Call Campaigns - Guidance Note for Partners - 22 Sept 14.pdf					
Project Supporting Documents		Template memo for cash grant internal controls.docx					
Project Supporting Documents		beneficiary breakdown-CHF Proposal AFG-153481SA2ESNFIINGO434.xlsx					
Project Supporting Documents		CHF NFI BoQ.xlsx					
Audit documents		ESNFI 434.pdf					
Signed Project documents		GA Signed by IP.pdf					