

Requesting Organization :	Agency for Technical Cooperation and Development			
Allocation Type :	2015 2nd CHF Standard Allocation / Call for Proposals			
Primary Cluster	Sub Cluster	Percentage		
FOOD SECURITY AND AGRICULTURE		100.00		
		100		
Project Title :	Supporting conflict affected displaced persons in meeting their emergency food needs in the North of Afghanistan through voucher assistance			
Allocation Type Category :				
OPS Details				
Project Code :		Fund Project Code :	AFG-15/3481/SA2/FSAC/INGO/440	
Cluster :		Project Budget in US\$:	737,754.94	
Planned project duration :	5 months	Priority:		
Planned Start Date :	01/11/2015	Planned End Date :	31/03/2016	
Actual Start Date:	01/11/2015	Actual End Date:	31/03/2016	
Project Summary :	<p>Through this proposed project, ACTED aims to ensure that 4,835 conflict-induced displaced families in Qaisar district, and areas of Takhar hosting IDPs (Taloqan City, Baharak, Rustaq, Dashti Qala districts) have their basic food needs covered, during the winter months (1535 HH in Qaisar and 3300 in Takhar)</p> <p>ACTED will distribute vouchers to cover the food needs of IDPs for two months to three months for the most vulnerable households. Vouchers for one month of food ration will be worth 3,000 AFS (48USD), based on the standard WFP food ration. This in line with WFP strategy and covers approximately 75% of the monthly food needs of an average afghan household.</p> <p>It is planned that 40% of the target beneficiaries will be very vulnerable (based on the assessment done by ACTED in August) and will therefore be entitled to three months of food ration. This means that 1,961 HH will receive vouchers worth three months of food ration, while others (2,874 HH) will receive two months of food ration. Very vulnerable HH are defined as follow, female headed households, and households with chronically ill, disabled, elderly, lactating or pregnant women, and with children under 5.</p> <p>Beneficiaries will receive their vouchers in one distribution, as there is a risk of not having access to the beneficiaries in winter and to allow beneficiaries to purchase food before the food prices increase, as availability (and diversity) is lower on the markets in winter</p> <p>Beneficiary HH will redeem their vouchers against food items, at local shops contracted by ACTED. To allow some flexibility for the beneficiaries, HH will receive several vouchers of different values and will be authorized to exchange these separately at different shops. ACTED will hold sensitization sessions with the shop keepers to explain the voucher redeeming mechanisms and to sensitize them to the list of authorized food items. Sensitization sessions will also be held with all beneficiaries during the voucher distributions, on 1. good food storage practices (to avoid damage or waste); 2. dietary diversity; 3. good cooking practices preserving nutritional elements of the food, so as to encourage beneficiaries to procure nutritionally-rich food. Sensitizations sessions will also include information on WASH good practices in order to mitigate risks of water-borne diseases. As in most cases men are present during voucher distributions, while women are in charge of cooking, specific sensitization sessions will be held door to door with women by ACTED's female Monitors or community mobilizers.</p> <p>Throughout the duration of the project a market monitoring system will be put in place in all targeted areas. This system will be utilized to analyze the mechanisms of local markets supplying; to check what items IDPs are purchasing when redeeming their vouchers, and to ensure that the project does not disrupt markets systems. ACTED monitors will gather information for the market monitoring during 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. ACTED will also establish a complaint mechanism (hotline), and a participatory monitoring system through working with local authorities, beneficiary representatives, and women's institutions (to ensure gender mainstreaming), to ensure that beneficiaries can quickly report any complaints that they have on a specific supplier to mitigate the risks of fraud, or any issues they encounter in the project. To measure the impact of the voucher distribution on the beneficiaries' food security, as well as to assess, beneficiaries' satisfaction on the project, a post-distribution monitoring survey will be conducted one month after the voucher distribution with a sample of targeted households. This option is preferred by ACTED as the beneficiaries are going to receive all their vouchers at once.</p>			
Direct beneficiaries :				
Men	Women	Boys	Girls	Total

7,615	7,615	9,307	9,308	33,845
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Other Beneficiaries :

Beneficiary name	Men	Women	Boys	Girls	Total
Internally Displaced People	7,615	7,615	9,307	9,308	33,845

Indirect Beneficiaries :

Through the redeeming of vouchers, local shop keepers will also benefit from the proposed project, and will therefore be indirect beneficiaries. Additionally, the project is intended to benefit the whole population in the target areas of intervention as local shop keepers will be encourage to stock food in sufficient quantity to serve the project beneficiary and would therefore have the capacity to serve all community members and to meet their food needs during winter.

Catchment Population:

Link with allocation strategy :

The strategic priority of the Food Security and Agriculture (FSAC) Cluster for 2nd Standard Allocation of the Common Humanitarian Fund (CHF) allocation, which is linked to the Humanitarian Response Plan (HRP), is to provide access to food during winter through providing voucher/cash transfer for natural disaster and conflict affected and displaced populations. More specifically, though the CHF, FSAC aims to support families displaced by conflict and natural disasters in the North and North East regions to fulfill their basic needs and ensure access to food through voucher or cash transfer programs, as appropriate to cover their immediate food and basic needs for three months. ACTED's proposed project is linked to this strategic objective and aims at providing timely support to vulnerable IDP households through voucher distributions. Vouchers will be distributed to cover two to three months of the IDPs food needs, depending on their specific degree of vulnerability. Through this approach ACTED will ensure that the basic food needs (calculated according to the standard WFP food ration for Afghanistan) of food insecure IDP households are covered, while supporting existing market mechanisms. ACTED's project targets some of the most vulnerable areas as identified by FSAC, namely Takhar (10,2% of food insecure households) and Faryab (9%). It should be noted that in both areas food insecurity was measured prior to the large influx of IDPs and large increase in insecurity, and that the situation has likely worsened since then. Food insecurity rates are certainly higher among IDPs who have no food stocks and limited livelihood means. The chosen strategy of this intervention is also in line with the FSAC strategy as the markets in the target areas of the North and North East are functional and have enough quantity of food available in those local markets at competitive prices. As indicated in the Allocation Strategy, this project will aim at delivering food vouchers in the early phase of the project in preparation for the harsh winter months. ACTED is also an active partner of the FSAC cluster, through its participation in the seasonal food security assessments and as a member of the Strategic Advisory Group, which will therefore ensure that the project is well coordinated and in line with the Cluster's strategic priorities. The proposed intervention is also in line with the FSAC cluster Strategic Response Plan in its approach (voucher assistance). It should also be noted that, although the intervention maintains its main focus on the initial CHF allocation strategy, it has also been slightly modified from what was proposed at the stage of the concept note, so as to provide assistance to some of the newly displaced populations, who had to flee Kunduz and took refuge in Takhar. This in line with what was communicated from OCHA and was also extensively discussed and agreed upon with the FSAC cluster lead and WFP.

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 Officer	sarah.chauvin@acted.org	+93794784606
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BACKGROUND

1. Humanitarian context analysis

According to the preliminary results of the recent Seasonal Food Security Assessment, approximately 5.9% (1.6 million people) of the national population in Afghanistan is severely food insecure. IDPs are particularly at risk of food insecurity, as most of them have fled their lands during crucial agricultural periods, and have therefore not been able to cultivate or harvest their fields. Even households who did come back to their area of origin to harvest often had to leave their stocks behind and have no means to cover their food needs in the cities where they have limited economic opportunities. The first half of 2015 has seen a significant increase in conflict-induced internal displacement, especially in North and Northeastern Afghanistan. In the past 8 months, 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"). Some of the provinces hosting the greatest number of conflict induced IDPs, where food insecurity was already high, are Takhar and Faryab provinces. The recent offensives in Kunduz led to displacements to neighboring Takhar province. As of September 2015, UNHCR reported that 1,194 IDP households were displaced in Takhar (mostly in Taloqan city – 614 HH and 580 HH in Baharak, Rustaq and Khaja Ghar districts). The recent events, with Kunduz being taken over by AOGs, have also resulted in thousands of additional families fleeing to neighboring provinces. To date, an estimated 8,500 households have just displaced IDPs 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.

In early July, clashes between AGEs and ANSF in various Faryab districts triggered large population movements into district centers (particularly in Qaisar district- 3,927 HH according to UNHCR figures), and from surrounding districts into and around Maymana city (2,557 HH – UNHCR, August 2015). ACTED conducted a rapid needs assessment (see report attached under 'Documents' on GMS) from the 16th to the 25th of August in areas in Kunduz and Faryab Provinces hosting large numbers of IDPs (Kunduz City district, Maymana City district, and Qaisar district). The assessment highlighted the long-term trends of displacement: most IDPs interviewed were 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 soon. In addition, most IDPs interviewed had arrived since April 2015, with a sharp increase in July. This stresses the need to plan for food assistance for the IDPs who will remain away from their place of origin during winter. The assessment also highlighted the very high level of vulnerability of these households, most of them declaring that they had lost their livelihoods in their areas of origin (more than 80% of the respondents in Faryab) and that only a low proportion (about half in Kunduz and Maymana, which was lower in Qaisar because people were engaged in livelihood activities other than agriculture) among them had been able to harvest last season, with hence an increased risk of food insecurity during winter. Even though the number of meals per day eaten was fairly high (100% of respondents in Kunduz reported eating 3 meals per day, and the average was 2.8 and 2.9 in Maymana and Qaisar, respectively), dietary diversity was quite low among respondents in all districts. Most households ate cereals on an almost daily basis

2. Needs assessment

ACTED will target 4,835 HH in Takhar (3,330HH) and Faryab (1,535HH) Provinces. Prior to the large-scale displacements that took place in the recent weeks; these two provinces already recorded the highest rate of food insecurity in Northern Afghanistan. Displaced population in these areas is further vulnerable as they often left all their food stock behind when fleeing their place of origin. Recent displacements from Kunduz to neighboring provinces are estimated to have pushed more than 10,000 families out of Kunduz (OCHA Situation Report on Northeast Conflict, October 7th) with assessments under way to identify all IDPs. Takhar is receiving the bulk of this displacement flow, with 5,000 reported to have fled to the Province.

The proposed intervention is based on ACTED knowledge of the area of intervention. Indeed, ACTED is present in Takhar and Faryab for several years. ACTED AME (Appraisal, Monitoring and evaluation) team has been joining the Seasonal Food security assessment that provided an overview of food insecurity in the country. ACTED teams are also participating in joint assessment team (and have been mobilizing their team for the ongoing joint assessment in Takhar), and are therefore well-informed of the situation on the ground.

In addition to the above, ACTED has conducted a needs assessment in August 2015 with 404 respondents, 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 assessment indicated that the vast majority of respondents had food stocks for less than a week. This can be linked to the fact that most IDPs are living in urban areas, but is also a strong indicator of potential vulnerability.

More concerning were the various negative coping strategies that were reported by respondents during the assessment:

- 90% of respondents in all provinces reporting that they eat less preferred or cheaper food
- More than 80% of respondents in Faryab reporting that they had borrowed food from relatives or from friends
- Close to 20% of respondents in Faryab reporting that they had sent children to eat with friends or relatives

In Faryab (Maymana and Qaisar districts) more severe coping strategies were reported, with potential severe and detrimental impact, especially on children and women, the most vulnerable household members:

- More than 60% of respondents were limiting food portion
- Close to 90% of respondents were eating fewer meals per day
- 30% to 40% skipping entire days without eating

As a result of the recent displacements in Takhar, and in discussion with WFP and other CHF partners, ACTED decided to increase its caseload in Takhar. ACTED consulted with WFP Provincial Office in Takhar to collect additional information on the food security situation.

A quick survey was also conducted in the first week of October, with information collected from 20 respondents. The survey showed that food prices have increased in Takhar due to the recent displacements: 50% of respondents found food prices too expensive to afford.

An alarming number of harmful strategies were also reported: 80% reducing their number of meals per day, 55% were reducing food consumption so small children can eat, 40% were limiting portion size and very alarmingly 30% were mentioning child labour as a coping strategy they were resorting to. The main source of food for respondents was family/community help (40%) followed by purchase (30%) whereas prior to displacement none relied on family community help or food aid.

3. Description Of Beneficiaries

ACTED will target 4,835 beneficiary households (33,845 individuals – based on the average household size of 7 persons – 1,535 HH in Qaisar district of Faryab Province and 3,300 in Takhar Province) who have been displaced, due to conflict, in the last six months prior to the start date of the project in Takhar and Faryab provinces. Indeed, these two provinces have the highest food insecurity index in the North and Northeast of Afghanistan (as highlighted in the CHF Allocation Strategy) and have been largely affected by conflict induced displacements in the recent months. The trends were confirmed by ACTED needs assessment conducted in Faryab and Kunduz in August 2015. ACTED will target in priority households in Qaisar district, where humanitarian assistance has been limited due to inaccessibility and insecurity and in the rural areas of Takhar province (which may be inaccessible during winter months), as well in Maymana city and in Taloqan city. All beneficiary selection will be based on the UNHCR verified IDP list, as concluded by the joint assessment teams, UNHCR, and/or the IDP taskforce. In Qaisar, UNHCR had registered 3,927 HH. Based on the trends that were identified by ACTED during the assessment conducted in August (with the large majority of IDP reporting they were not planning to return to their areas of origin in an immediate future), ACTED anticipates that at least 40% of the current IDPs will remain in their current location, and therefore aims at covering approximately 1,535 HH (10,745 individuals) in Qaisar district. It should be noted that ACTED was initially intending to provide assistance in Maymana city, but has been coordinating with Save the Children: SCI will cover Maymana city so that ACTED focuses on vulnerable HH in Takhar. In Takhar province, initial figures reported by UNHCR indicated that 1,194 HH had been displaced to Takhar Province. Following the recent AOG attack on Kunduz, recent reports indicate that as many as 5,000 families are in Taloqan city, Takhar Province. Assessments are underway but at least 4,000 IDP HH are expected to be identified in the coming weeks and in needs of assistance. ACTED has been closely coordinated with WFP, which has recently announced that they would have the capacity to cover 12,000 HH. However, their resources remain limited and recent discussions highlighted the needs to complement their intervention. ACTED will therefore provide assistance to 3,300 HH in Takhar, targeting in priority people who haven't received any assistance from WFP. ACTED will closely coordinate with WFP and communicate their expected caseload prior to the intervention, so as to allow WFP to allocate its resources as efficiently as possible, and during the intervention, sharing beneficiary list, areas of intervention, etc, to ensure that WFP and ACTED manage to reach an optimal coverage.

ACTED will adjust its assistance depending on the level of vulnerability of the IDPs and will provide the equivalent of three months of food ration to households with specific vulnerabilities (female headed households, households with elderly, chronically ill or disabled, and families with children under the age of 5), while others will receive the equivalent of a two months ration. Beneficiary selection will be conducted by ACTED's project team through a door-to-door verification of the verified IDP lists to assess the actual level of vulnerability of the households. Based on ACTED's experience in these areas, it is estimated that approximately 40% (1934) of the beneficiary households will have a specific vulnerability (vulnerability type as indicated above) and will be entitled to three months of food ration.

4. Grant Request Justification

ACTED maintains a strong presence and has an effective and well established institutional set up in Faryab 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 these two 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. 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 and is still part of it in Takhar, Baghlan and Badakhshan Provinces. In addition, 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. ACTED also conducted a quick complementary food security assessment in Takhar Province in the first week of October. 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 province, 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. ACTED also has an extensive experience in food security, through its long-standing collaboration with WFP. ACTED is currently implementing a WFP funded food-for-work project in Shahr-e-Buzorg district of Badakhshan for 4,223 HH. In the recent years, ACTED has also been implementing food for work project in Badakhshan, Baghlan, Takhar et Kunduz Provinces (33,341 beneficiaries in 38 districts, 5 months, 2012), in Parwan, Panjshir and Kabul (97,260 beneficiaries, 6 months, 2013) or in Kabul Informal Settlements (42 000 beneficiaries, 2 months, 2013). ACTED also has a strong experience implementing voucher projects, as during its CHF funded project in 2014 (voucher for fuel project) in which vouchers were distributed to 2,824 households across 6 provinces to cover their fuel needs. ACTED's strong engagement with the FSAC cluster (as a member of the Strategic Advisory Group) and with other relevant stakeholders at the national and at provincial level (UN OCHA, UNHCR, ANDMA, the PDMCs, HCTs, the Governor's Offices, the Department of Refugees and Repatriation (DoRR), CDCs, the relevant national and regional Clusters, and the IDP taskforce) is also crucial to the success of the proposed project.

5. Complementarity

ACTED has been working in Takhar and Faryab Provinces for 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 hoped to improve livelihood in Faryab rural areas, and 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, included Faryab. Finally, ACTED is currently applying for another funding from OCHA CHF, under the ESNFI cluster. The target areas for the ESNFI assistance are Faryab and Kunduz. 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 is currently part of all joint assessments in Takhar, and will be part of coordination efforts on the ground. ACTED also met with Afghan Aid and Save the Children International on October 5th and October 8th, in order to ensure a good coverage of CHF funded assistance projects, and a smooth coordination. The meetings were facilitated by the FSAC cluster lead. During this meeting, it was agreed that SCI would cover all needs in Maymana, so as to allow ACTED to focus on Takhar and to ensure that there is no overlap.

ACTED also coordinated with WFP offices in Faryab and in Takhar. It was agreed that ACTED would complement WFP intervention in Takhar Province as WFP does not have sufficient funding to cover all needs and does not have oil any more.

ACTED has also been in touch with ECHO ERM partners and ECHO Technical Assistant, in order to mainstream approach and assistance, and it will coordinate closely with them to ensure that there is no overlap between its intervention and ERM partners' assistance.

During the project implementation, ACTED will maintain a high level of coordination, by maintaining its regular and active presence in the FSAC cluster meetings (ACTED being member of the Strategic Advisory Group), in other clusters (ESNFI, 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.

LOGICAL FRAMEWORK

Overall project objective

The overall objective of this project is to cover in a timely manner the basic food needs of IDPs through voucher distribution and therefore to contribute to saving lives and to preventing families resorting to negative coping strategies in Faryab and Takhar Provinces. ACTED aims to achieve this objective by supporting vulnerable IDPs in purchasing food for their needs, through a voucher system. By adopting this approach, ACTED will also meet the following specific objectives: - Supporting the availability of food on the local markets and local market mechanisms - Preserving the beneficiaries' dignity and agency through a flexible voucher system

FOOD SECURITY AND AGRICULTURE

Cluster objectives	Strategic Response Plan (SRP) objectives	Percentage of activities
Objective 2. Save lives and livelihoods of an estimated 365,000 conflict displaced and people affected by natural disasters through the timely provision of food (food, cash, voucher) and emergency livelihoods (livestock, agricultural inputs, livestock vaccine)	3. Timely response to affected populations	100

Contribution to Cluster/Sector Objectives : This project will contribute to the Cluster's objective of saving the lives of conflict displaced people with the timely provision of vouchers for food through: - Providing access to food during winter through voucher / cash transfers for conflict displaced populations - Covering three months worth of food needs for extremely vulnerable displaced families (pregnant/lactating women, children under 5, chronically ill, etc.) and two months worth of food needs for displaced families.

Outcome 1

Emergency food needs of food insecure IDPs are met through voucher distribution

Output 1.1

Description

Vulnerable IDPs cover their basic food needs through redeeming vouchers to local shop keepers

Assumptions & Risks

No massive increase of food 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

Conflict induced internally displaced families in target areas are identified (with a specific focus on the most vulnerable households) (ACTED team, in coordination with MoRR and UNHCR, and using the verified lists of IDPs established through joint assessment, and in coordination with WFP will identify beneficiary HH. door to door verification will enable ACTED to identify the most vulnerable HH entitled to three months of distribution)

Activity 1.1.2

Targeted beneficiary households receive voucher to cover their basic food needs for two or three months (based on their level of vulnerability) (Beneficiaries will receive their vouchers in one distribution to allow them to prepare for winter. Distribution will take place on sites accessible to all beneficiary. Specific distribution points or time will be organised for women to ensure they have access to the distribution sites. Vouchers for one month of food ration will be worth 3,000 AFS (48USD), based on the standard WFP food ration)

Activity 1.1.3

Local shopkeepers with sufficient food availability are selected and sensitized on the rationale of the project (ACTED will conduct a quick assessment of available shop keepers in the initial phase of the market and will select those with sufficient food stock - or the capacity to increase their stock and who are willing to participate in the project. Sensitization sessions on the voucher system, on how to monitor and track voucher exchange and on the food items beneficiary HH are entitled to will be delivered for all shop keepers)

Activity 1.1.4

Beneficiary households receive orientation on voucher values and identified suppliers (ACTED will hold sensitization sessions with all beneficiaries during the voucher distributions that will include information on how to use and exchange the vouchers they receive - stressing the flexibility of the system - and on the shop keepers that have been selected as part of the project. Similar sensitization sessions will also be organised door to door for female beneficiaries)

Activity 1.1.5

Beneficiary households redeem their vouchers in the local market, in a flexible manner (flexible timeline and amounts) (Beneficiary will have three months to redeem their vouchers. They will receive several vouchers and will be able to choose whether they redeem everything at once or on several occasions. The vouchers can also be used at various shops)

Indicators

Code	Cluster	Indicator	End cycle beneficiaries				End cycle
			Men	Women	Boys	Girls	Target
Indicator 1.1.1	FOOD SECURITY AND AGRICULTURE	Number of affected families receiving cash assistance					4,835

Means of Verification : Beneficiary lists.
Distribution records/lists.

Indicator 1.1.2	FOOD SECURITY AND AGRICULTURE	Number of families affected by conflict receiving cash for food and basic needs on time					4,835
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Means of Verification : Beneficiary lists.
Distribution records/lists.

Indicator 1.1.3	FOOD SECURITY AND AGRICULTURE	Percentage of beneficiary households reporting that the voucher value was sufficient to meet their basic food needs (disaggregated per gender)					90
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Means of Verification : Post-distribution evaluation (household survey)

Indicator 1.1.4	FOOD SECURITY AND AGRICULTURE	Number of beneficiaries received orientation on voucher values and suppliers					33,845
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Means of Verification : Attendance lists.
Orientation materials (list of suppliers, etc.)

Output 1.2

Description

Targeted beneficiaries are sensitized to good nutritional practices and dietary diversity and the project is monitored so as to prevent any risk of fraud

Assumptions & Risks

No massive increase of food 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. Communities and beneficiaries are willing to engage and cooperate.

Activities

Activity 1.2.1

Male and female beneficiaries receive separate sensitization sessions on good cooking practices and dietary diversity (As detailed above, sensitization sessions will be organised during the distribution on the project rationale and on the following themes: 1. good food storage practices (to avoid damage or waste); 2. dietary diversity; 3. good cooking practices preserving nutritional elements of the food, so as to encourage beneficiaries to procure nutritionally-rich food. Sensitization sessions will also include information on WASH good practices in order to mitigate risks of water-borne diseases. The sensitization sessions conducted during the distribution are expected to target mainly men. Specific sensitization sessions will be held door to door with women by ACTED's female Monitors or community mobilizers)

Activity 1.2.2

Project activities are monitored through regular spot checks at local shops and market monitoring (the market monitoring system will analyze market trends to ensure that the project is not disrupting the market and that beneficiaries can still cover their basic food needs with the vouchers they received. It will allow ACTED to establish a verification system for its project and to check what items IDPs are purchasing when redeeming their vouchers as well as to regularly monitor shop keepers so as to discourage any forms of corruption. This market monitoring and the spot checks will be conducted continuously during the project)

Activity 1.2.3

A post distribution monitoring survey is conducted with a sample of beneficiary households (ACTED will hire couple of monitors to conduct the monitoring of its project (one male and one female monitors working in pair). This strategy allows ACTED to ensure it collect disaggregated data, reaches out to women (specific data collection methodology are adopted with female monitors going door to door to conduct monitoring). Through this system, ACTED will ensure that any negative impact that the project could have on women will be timely identified and addressed by ACTED project team. The post distribution monitoring survey will be conducted one month after the voucher distribution)

Indicators

Code	Cluster	Indicator	End cycle beneficiaries				End cycle
			Men	Women	Boys	Girls	Target
Indicator 1.2.1	FOOD SECURITY AND AGRICULTURE	Percentage of the cash assistance amount spent to buy food items					90

Means of Verification : Post-distribution evaluation (household survey)

Indicator 1.2.2	FOOD SECURITY AND AGRICULTURE	Number of men who received sensitizations on good cooking practices and dietary diversity						4,835
<p>Means of Verification : Beneficiary lists Sensitization attendance lists Training materials ACTED will target 4835 beneficiary HH and intends to provide sensitization sessions to both male and female members of these HH (one male and one female in each HH) – hence it is expected that 4,835 male beneficiary will receive sensitization (mainly during distribution) and 4,835 female (mainly through door to door sensitizations)</p>								
Indicator 1.2.3	FOOD SECURITY AND AGRICULTURE	Number of women who received sensitizations on good cooking practices and dietary diversity						4,835
<p>Means of Verification : Beneficiary lists Sensitization attendance lists Training materials ACTED will target 4835 beneficiary HH and intends to provide sensitization sessions to both male and female members of these HH (one male and one female in each HH) – hence it is expected that 4,835 male beneficiary will receive sensitization (mainly during distribution) and 4,835 female (mainly through door to door sensitizations)</p>								
Indicator 1.2.4	FOOD SECURITY AND AGRICULTURE	Number of market analysis reports produced						1
<p>Means of Verification : Market monitoring database and report (one database and one report produced including information collected from all target district)</p>								
Indicator 1.2.5	FOOD SECURITY AND AGRICULTURE	Percentage of surveyed beneficiary households with an acceptable food consumption score (disaggregated per gender and per age)						90
<p>Means of Verification : Post-distribution evaluation (household survey) - acceptable food consumption score defined as superior to 35 The Food consumption Score is a standard WFP tool, that measures household dietary diversity.</p> <p>The score represents how frequently households consume foods from eight different food groups over a 1-week period: staples, pulses, vegetables, fruit, meat/fish, milk/dairy, sugar, and oils/fats.</p>								
<p>Additional Targets :</p>								
<p>M & R</p>								
<p>Monitoring & Reporting plan</p>								
<p>Monitoring plan: ACTED AME (appraisal, monitoring and evaluation) team will be in charge of monitoring the project during its entire duration through various activities.</p> <p>1) Market monitoring: a market monitoring system will be implemented during the whole duration of the project in targeted areas. Monthly data collection will be conducted from the local shops involved in the project during regular monitoring visits, for the prices of main food products. This system will ensure that the voucher distribution does not disrupt food prices on the market. One final market analysis will be produced but data will be analyzed monthly and communicated to the project team.</p> <p>2) Monitoring visits at local shops: 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. These visits would enable ACTED to verify that shop keepers are properly collecting the vouchers, exchanging foods, and have not increased their prices.</p> <p>3) Post-distribution monitoring survey: In order to measure the impact of the voucher distribution on the beneficiaries' food security, as well as to assess, beneficiaries' satisfaction on the project, a post-distribution monitoring survey will be conducted with a sample of targeted households. The post-distribution monitoring survey will be conducted one month after the voucher distribution, in order to ensure that beneficiary households remember properly how they have been using their vouchers and what was their food consumption in the recent weeks. This timing is slightly later than what is usually recommended for this type of intervention but this is due to the fact that ACTED will distribute all vouchers at once for beneficiaries (to mitigate issues related to access). Thus, ACTED preference is to follow up a bit later during the intervention to ensure that there is a long-term beneficial impact on the target population.</p> <p>4) 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.</p> <p>Reporting Plan:</p> <p>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</p> <p>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</p> <p>3) Interim and Final report to OCHA and provision of information on an ad hoc basis</p> <p>Communications & Visibility :</p> <p>1) Pictures and case studies: ACTED will include pictures and case studies in its interim and final report to the donor.</p> <p>2) 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.</p>								
<p>Workplan</p>								

Activitydescription	Year	1	2	3	4	5	6	7	8	9	10	11	12
Activity 1.1.1: Conflict induced internally displaced families in target areas are identified (with a specific focus on the most vulnerable households) (ACTED team, in coordination with MoRR and UNHCR, and using the verified lists of IDPs established through joint assessment, and in coordination with WFP will identify beneficiary HH. door to door verification will enable ACTED to identify the most vulnerable HH entitled to three months of distribution)	2015											X	
	2016												
Activity 1.1.2: Targeted beneficiary households receive voucher to cover their basic food needs for two or three months (based on their level of vulnerability) (Beneficiaries will receive their vouchers in one distribution to allow them to prepare for winter. Distribution will take place on sites accessible to all beneficiary. Specific distribution points or time will be organised for women to ensure they have access to the distribution sites. Vouchers for one month of food ration will be worth 3,000 AFS (48USD), based on the standard WFP food ration)	2015												X
	2016	X											
Activity 1.1.3: Local shopkeepers with sufficient food availability are selected and sensitized on the rationale of the project (ACTED will conduct a quick assessment of available shop keepers in the initial phase of the market and will select those with sufficient food stock - or the capacity to increase their stock and who are willing to participate in the project. Sensitization sessions on the voucher system, on how to monitor and track voucher exchange and on the food items beneficiary HH are entitled to will be delivered for all shop keepers)	2015												X
	2016	X											
Activity 1.1.4: Beneficiary households receive orientation on voucher values and identified suppliers (ACTED will hold sensitization sessions with all beneficiaries during the voucher distributions that will include information on how to use and exchange the vouchers they receive - stressing the flexibility of the system - and on the shop keepers that have been selected as part of the project. Similar sensitization sessions will also be organised door to door for female beneficiaries)	2015												X
	2016	X											
Activity 1.1.5: Beneficiary households redeem their vouchers in the local market, in a flexible manner (flexible timeline and amounts) (Beneficiary will have three months to redeem their vouchers. They will receive several vouchers and will be able to choose whether they redeem everything at once or on several occasions. The vouchers can also be used at various shops)	2015												X
	2016	X	X										
Activity 1.2.1: Male and female beneficiaries receive separate sensitization sessions on good cooking practices and dietary diversity (As detailed above, sensitization sessions will be organised during the distribution on the project rationale and on the following themes: 1. good food storage practices (to avoid damage or waste); 2. dietary diversity; 3. good cooking practices preserving nutritional elements of the food, so as to encourage beneficiaries to procure nutritionally-rich food. Sensitization sessions will also include information on WASH good practices in order to mitigate risks of water-borne diseases. The sensitization sessions conducted during the distribution are expected to target mainly men. Specific sensitization sessions will be held door to door with women by ACTED's female Monitors or community mobilizers)	2015												X
	2016	X	X	X									
Activity 1.2.2: Project activities are monitored through regular spot checks at local shops and market monitoring (the market monitoring system will analyze market trends to ensure that the project is not disrupting the market and that beneficiaries can still cover their basic food needs with the vouchers they received. It will allow ACTED to establish a verification system for its project and to check what items IDPs are purchasing when redeeming their vouchers as well as to regularly monitor shop keepers so as to discourage any forms of corruption. This market monitoring and the spot checks will be conducted continuously during the project)	2015												X
	2016	X	X	X									
Activity 1.2.3: A post distribution monitoring survey is conducted with a sample of beneficiary households (ACTED will hire couple of monitors to conduct the monitoring of its project (one male and one female monitors working in pair). This strategy allows ACTED to ensure it collect disaggregated data, reaches out to women (specific data collection methodology are adopted with female monitors going door to door to conduct monitoring). Through this system, ACTED will ensure that any negative impact that the project could have on women will be timely identified and addressed by ACTED project team. The post distribution monitoring survey will be conducted one month after the voucher distribution)	2015												
	2016	X	X										

OTHER INFO

Accountability to Affected Populations

Involvement of beneficiaries in different stages of the project: Beneficiaries were involved in the design of the action. The assessment phase included individual interviews with male and female household members in order to get an accurate need assessment. In the implementation stage, a distribution committee consisting of representative from beneficiaries, government representative and ACTED staff will be formed in each district. This will ensure beneficiary involvement in the project implementation stage. During evaluation stage select beneficiaries would be interviewed about the process and the outputs

Accountability and transparency mechanisms: Complaints committees will be formed in each target district, to allow beneficiaries to voice their concerns and grievance. They will consist of government, ACTED representative and one or two leaders from the communities. All beneficiaries attending sensitization sessions on nutritional good habits and good cooking practices will also receive the contact information of project manager to give their feedbacks and comments on the program. All beneficiaries will be informed of the complaint mechanism (hotline). ACTED monitors will also 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.

Implementation Plan

This project will be directly implemented by ACTED in coordination and cooperation with the district governors of the selected target districts.

Line of command and operations: The project will be led by an experienced project manager who will be assisted by community mobilisers. The community mobilisers will be in charge of beneficiary selection based on the verified IDP list provided by UNHCR, of voucher distribution and sensibilisation session on the project rationale and methodology, and on the good cooking practices and nutritional habits, which will be conducted during the project. They will be strongly support by the AME team, which will provide information on market prices, beneficiary satisfaction, etc, and by the coordination team in Kabul, comprising of a Project development Department (providing technical guidance and support for reporting and communication), a logistic department (in charge of procurement and delivery), and a finance department (supporting the team for budget management and follow up).

One key aspect of the project financial management will be the verification of vouchers and the payment of shop keepers. ACTED has a similar experience under its CHF funded project (voucher for fuel), implemented in late 2014-early 2015. A similar approach will be adopted under this project with ACTED team in each provincial offices verifying all voucher received by the shop keepers at the end of the project, and triggering payment, directly to their bank account, in order to avoid physical cash movement.

Coordination with relevant stakeholders: ACTED is an active member of the FSAC cluster.

The project was designed in close collaboration with other relevant stakeholders, in particular through consultation with WFP provincial offices in Faryab and Takhar, in order to avoid overlap with planned assistance, and with INGOs receiving funding from CHF under the FSAC strategic priorities, namely Save the Children and Afghan aid. Areas of intervention were discussed and agreed upon so as to avoid overlap and ensure the greatest possible coverage. The only overlap in terms of coverage is Maymana city. In order to avoid overlap, ACTED decreased its number of beneficiaries (and could therefore increase its coverage in Takhar) and will share beneficiary list with SCI in Faryab.

The proposed interventions under the CHF were also mainstreamed in terms of approach, and all partners will distribute food rations equivalent to USD 48, in line with WFP standard ration this will avoid creating tensions or misunderstanding among beneficiaries.

ACTED also closely coordinate with other stakeholders in the field, trough regular reports to local authorities, participation in regional cluster meeting and PDMC meeting, and will continue doing so during the whole duration of the project.

Finally, ACTED will provide regular update to ECHO and ERM partners during the project, to ensure that no overlap happen.

Coordination with other Organizations in project area

Name of the organization	Areas/activities of collaboration and rationale
Save the Children International	SCI will receive CHF funding to provide food assistance in Faryab. To avoid overlap on the ground, in Faryab, ACTED will focus on Qaisar (as no other actors have access to this district at the moment) and will not include Maymana city, which will be covered by SCI.
DRC	DRC will operate in Taloqan under a CHF funded project as well as in its role of EERM partner to provide NFI assistance to IDPs. ACTED will strongly coordinate, through various coordination meeting, sharing of beneficiary lists, etc.
NRC	NRC will operate in Faryab under a CHF funded project, aiming at providing assistance to IDP. ACTED has been closely coordinating with NRC. It was agreed that beneficiary lists would be shared, and that work plan would be established jointly. Also, NRC has committed to cover Maymana city under its NFI assistance, to ensure they will not be overlap.
Concern	Concern is active in Takhar and as an ERM partner it has the mandate to cover food 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.
WFP / Kabul Office, Taloqan Office, Faryab Office	ACTED has been closely coordinating with WFP in the development of this intervention and will continue doing so during the project implementation. In particular, ACTED will cross check beneficiary list with WFP to ensure that its project complement WFP intervention and does not create any tensions or unbalance. WFP will be kept informed of all distribution plans from ACTED to ensure there is no overlap and to contribute to achieving the larger possible coverage.
FSAC cluster	ACTED has been closely coordinating with the FSAC cluster when writing this proposal. This has allow for an harmonization of approach with the other CHF funded partners, and contributed to geographical coverage to avoid overlap. ACTED will continue coordinate closely with the FSAC during the project implementation, by participating in FSAC meeting and by reporting through the existing channels on all activities.
IDP Task Force	ACTED participate regularly in the IDP task Force meetings, in order to coordinate and report on its intervention targetting IDP households. Under this project, ACTED will closely coordinate with the IDP Task force.

Afghan Government (in particular MoRR)	ACTED is registered with and report regularly to the MoE. ACTED also established MoU with the relevant line department whenever there is a need, depending of its project. Under this project, ACTED will closely coordinate with the MoRR, by using MoRR approved IDPs list, and by reporting regularly on the project implementation,
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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

ACTED strongly considers gender aspects at every steps of its project design and implementation. A gender analysis was included in this project's needs assessment, with the inclusion of female monitors, and female friendly questionnaires, so as to collect specific information on women's needs (specific gender information have been uploaded as a separate document along with this proposal). The assessment aimed at collecting information on the basic needs of the households: 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 concerns and specific needs in the survey, so as to ensure that the proposed assistance would be gender sensitive and would meet their needs. The implementation of the project will also take into account specific women's vulnerabilities and needs. Extremely vulnerable families, especially those with pregnant or lactating women, large numbers of children under five, or female headed households will be specifically targeted for three months worth of food ration instead of two months. Additionally, separate distribution points will be available for women from female headed households and separate sensitization sessions will be held in private homes to reach women. Monitoring and evaluation activities will also be gender sensitive, with female monitors and questionnaires targeting women. Data on project satisfaction will be disaggregated per gender. Following the feedbacks on the gender marker, ACTED has further refined its indicator to ensure they will be disaggregated by gender during the data collection and the analysis, in order to better analyse the impact of the project on men, women and children) Specific participatory monitoring of beneficiary complaints, and shopkeeper compliance, will include representatives from women's institutions so as to ensure gender mainstreaming. ACTED therefore selected the 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 a specific gender indicator.

Environmental marker: The proposed project has been designed to have a neutral impact on the environment. Indeed, the voucher modality will ensure that food is procured locally from the market, and will therefore limit transportation. ACTED team will also include environmental advices in the training on good cooking practices, regarding fuel saving techniques, which can have a positive environmental impact on the long run.

Protection Mainstreaming

Safety and dignity of the beneficiaries and integration of Do No Harm Principles:
 The methodology of the project (voucher for food) has been selected by ACTED as it preserves beneficiaries' dignity and agency. Beneficiaries will receive their vouchers and be sensitized to the type of food they can procure when redeeming them at the local shop. They will also receive a list of shops from which they can buy food, which will allow them to choose the most flexible and appropriate manner to procure the food. They also the freedom to choose the time of purchase. The voucher methodology, not involving cash movement, also ensures the safety of the beneficiaries. Finally, all activities will be organized so as to protect beneficiaries, in particular women: specific distribution will be organized for female headed households and sensitization sessions will be conducted door to door by female trainers.

Equal and impartial access to assistance and targeting of the most vulnerable:
 The voucher distribution will be done at a common place in the district center where all the families will come for weekly purchase. ACTED will ensure that all beneficiaries have equal access to the distribution points.
 The project design also take into consideration specific level of vulnerability among IDP, with a greater food ration being covered for households with specific vulnerability criteria. In addition, any member of the listed families will be entitled to receive the vouchers, which will ensure that households with aged or disabled people will receive assistance.

Self Protection mechanisms:
 The accountability mechanisms described under the relevant section will ensure that beneficiaries are protected and can report any threat or risks they are facing in a timely manner, and will receive adequate support from ACTED team. ACTED will implement several accountability mechanisms to ensure that each beneficiary has an easy access to a complaint channels and receive an appropriate response. ACTED staff are also bind by ACTED code of conduct, which strictly forbid and condemn any forms of discrimination or abuse against beneficiaries.

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.

Takhar Province has been dramatically affected by the recent attacks on Kunduz. Indeed, 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 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 limiting 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. 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. Also, it should be noted that at the moment ACTED team has access to all areas targetted under this project. a very strong community acceptance strategy allows ACTED to continue operating in Qaisar district of faryab without interruption. In Takhar, ACTED similarly maintained its presence in the last weeks, and is currently participating in the joint assessment teams that are verifying IDP petitions. ACTED is therefore confident that it will be able to continue operating in the coming weeks and months in these areas, pursuing a similar strategy of community acceptance and close monitoring of the security situation. ACTED has also been upgrading and revising its contingency, communication and security plans in the aftermath of the Kunduz in conflict, in order to further mitigate the risks and increase its reactivity in case of security incidents.

BUDGET

Code	Budget Line Description	D / S	Quantity	Unit cost	Duration Recurrence	% charged to CHF	Total Cost
Staff and Other Personnel Costs							
1.1	Project Manager	D	1	1,200.00	4	100%	4,800.00
	<i>1 Project Manager is responsible for the day-to-day management of the entire intervention, and oversees correct implementation according to project's objectives. His/her salary is based on ACTED's salary grade, which is 100% charged to OCHA, for the entire duration of this project. (Salary and Taxes - No benefits)</i>						
1.2	Community Mobilizer (male & female)	D	15	600.00	4	100%	36,000.00
	<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 will be 5 mobilizers (of which at least 2 female) needed in Qaisar, and 10 in Takhar (of which 5 female). These community mobilizers are essential for a quick project start (including beneficiary selection) and for the follow up and sensitization, especially given the highly volatile environment at the moment. They are also playing a key role to ensure community acceptance. (Salary and Taxes - No benefits)</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. These costs do not overlap with CHF project 434.</i>						
1.4	AME Monitor	D	4	700.00	4	100%	11,200.00
	<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 on monitoring and market assessment. There are 2 Monitors needed in each province, his/her salaries are based on ACTED's salary grade, and they will be dedicated 100% to this project. (Salary and Taxes - No benefits)</i>						
1.5	Area Coordinator (Faryab)	S	1	2,700.00	4	20%	2,160.00

	<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 4 months of the duration of this project. (Salary and Taxes - No benefits)</i>						
1.6	FLAT Officer (Faryab)	S	4	900.00	4	20%	2,880.00
	<i>Finance, Logistics, Admin and Transparency (FLAT) officers supporting ACTED's Finance, Logistics, HR&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 and Taxes - No benefits)</i>						
1.7	Support Staff (Faryab)	S	8	400.00	4	20%	2,560.00
	<i>4 guards, 2 drivers, 1 cleaner and 1 cook, in Faryab province (both Maymana and Qaisar bases) who's salaries are based on ACTED's salary grade, charged 20% to OCHA for the entire duration of this project. (Salary and Taxes - No benefits)</i>						
1.8	Base Manager (Takhar)	S	1	2,100.00	4	50%	4,200.00
	<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 and Taxes - No benefits)</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&Admin, and Internal Audit departments in Takhar province (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 and Taxes - No benefits)</i>						
1.10	Support Staff (Takhar)	S	8	500.00	4	50%	8,000.00
	<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 and Taxes - No benefits)</i>						
1.11	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>						
1.12	Country Finance Manager (Capital)	S	1	4,500.00	4	20%	3,600.00
	<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 20% 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>						
1.13	Project Development Manager (Capital)	D	1	4,000.00	4	20%	3,200.00
	<i>1 international Project Development Manager, is responsible for overseeing communications between ACTED and OCHA, supporting the development of interim and final reports of the project, supporting 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 20% 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>						
1.14	Head of FLAT Departments	S	5	2,100.00	4	20%	8,400.00
	<i>5 Heads of Department for the Finance, Logistics, Admin&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. (Salary and Taxes - No benefits)</i>						
1.15	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. (Salary and Taxes - No benefits)</i>						
1.16	Emergency Coordinator	S	1	4,500.00	4	30%	5,400.00
	<i>The emergency coordinator is an expatriate staff. He/she will be in charge of overseeing the implementation of the project, coordinate with cluster, government and all relevant stakeholders at Kabul and field level. He/she will also be in charge of ensuring access and continued implementation, with the support of the security manager. he/ she is expected to dedicate 30% of his/her time to this project. His/her salary is budgeted for 4 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>						
	Section Total						106,960.00
Supplies, Commodities, Materials							
2.1	Vouchers for food (extremely vulnerable) in Faryab	D	614	48.00	3	100%	88,416.00
	<i>All 614 targeted extremely vulnerable and food insecure families will receive vouchers for three months. Vouchers can be redeemed with pre-identified shopkeepers. ACTED will make agreements with shopkeepers, to reimburse them for the worth of each received voucher.</i>						

2.2	Vouchers for food in Faryab	D	921	48.00	2	100%	88,416.00
	<i>All 921 targeted food insecure families will receive vouchers for two months. Vouchers can be redeemed with pre-identified shopkeepers. ACTED will make agreements with shopkeepers, to reimburse them for the worth of each received voucher.</i>						
2.3	Vouchers for food (extremely vulnerable) in Takhar	D	1320	48.00	3	100%	190,080.00
	<i>All 1320 targeted extremely vulnerable and food insecure families will receive vouchers for three months. Vouchers can be redeemed with pre-identified shopkeepers. ACTED will make agreements with shopkeepers, to reimburse them for the worth of each received voucher.</i>						
2.4	Vouchers for food in Takhar	D	1980	48.00	2	100%	190,080.00
	<i>All 1980 targeted food insecure families will receive vouchers for two months. Vouchers can be redeemed with pre-identified shopkeepers. ACTED will make agreements with shopkeepers, to reimburse them for the worth of each received voucher.</i>						
2.5	Printing of vouchers	D	4835	0.20	1	100%	967.00
	<i>Printing costs of 4835 vouchers and printing costs of lists of identified shopkeepers.</i>						
2.6	Sensitization session with shop keepers	D	1	300.00	2	100%	600.00
	<i>Printing costs of training materials for sensitization sessions with shop keepers. The cost of printing the material has been defined based on ACTED past experience with similar project - the 300USD are covering printing costs (one for each province of intervention), communication costs, refreshments if needed. Other costs related to sensitizations are covered by staff and transportation budget lines.</i>						
2.7	Monitoring of shopkeepers and markets	D	1	100.00	2	100%	200.00
	<i>Stationary and monitoring materials needed for market analysis and supplier spot checks.</i>						
2.8	Sensitization sessions on good nutritional practices	D	1	300.00	4	100%	1,200.00
	<i>Printing costs of training materials for sensitization sessions with beneficiaries (two different sessions for women and for men) on good nutritional practices. The cost of printing the material has been defined based on ACTED past experience with similar project - 300USD per province covers all printing costs (two for each province of intervention as separate sensitization sessions will be held for men and women), communication costs, refreshments. Other costs related to sensitizations are covered by staff and transportation budget lines</i>						
	Section Total						559,959.00
Travel							
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 tickets as part of international staff's fringe benefits.</i>						
	Section Total						1,280.00
General Operating and Other Direct Costs							
7.1	Office rent & maintenance (Faryab)	S	1	1,800.00	4	30%	2,160.00
	<i>ACTED's Office rent price in Faryab province, in addition to average office maintenance costs, charged 30% to OCHA for the entire duration of this project.</i>						
7.2	Office supplies (Faryab)	S	1	800.00	4	30%	960.00
	<i>Office supplies and utilities, including stationary and other office inputs.</i>						
7.3	Communication costs (Faryab)	S	1	670.00	4	30%	804.00
	<i>Telephone (credit) and internet expenses for Maymana city office, Qaisar district Sub-Base, and dedicated staff to this project 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	30%	600.00
	<i>Firewood, gas and electricity needed for ACTED's premises in Faryab province, 30% charged to OCHA for the entire duration of this project.</i>						
7.5	Subsistence allowance (Faryab)	S	1	400.00	4	30%	480.00
	<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.</i>						
7.6	Vehicle rent & maintenance (Faryab)	D	2	550.00	4	30%	1,320.00

	<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, market analysis, beneficiary monitoring, and the post-distribution household survey, for the project's final evaluation.</i>							
7.7	Office rent & maintenance (Takhar)	S	1	1,300.00	4	30%	1,560.00	
	<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>							
7.8	Office supplies (Takhar)	S	1	600.00	4	30%	720.00	
	<i>Office supplies and utilities, including stationary and other office inputs.</i>							
7.9	Communication costs (Takhar)	S	1	570.00	4	30%	684.00	
	<i>Telephone (credit) and internet expenses for Taloqan office and dedicated staff to this project in Taloqan City and Takhar province rural areas. 570 USD per month, of which 30% charged to OCHA.</i>							
7.10	Energy (Takhar)	S	1	300.00	4	30%	360.00	
	<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>							
7.11	Subsistence allowance (Takhar)	S	1	300.00	4	30%	360.00	
	<i>As per ACTED's internal policies, all staff are provided with lunch, budgeted at 300 USD per month in Takhar, 30% charged to OCHA.</i>							
7.12	Vehicle rent & maintenance (Takhar)	S	2	550.00	4	30%	1,320.00	
	<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, market analysis, beneficiary monitoring, and the post-distribution household survey, for the project's final evaluation.</i>							
7.13	Capital Office support costs	S	1	2,803.00	4	30%	3,363.60	
	<i>Office supplies and utilities, including stationary and other office inputs in Kabul.</i>							
7.14	Capital Office rent & maintenance	S	1	5,500.00	4	30%	6,600.00	
	<i>Cost of the Capital office (Kabul) rent and maintenance, charged for 20% to OCHA, for the entire duration of this project.</i>							
	Section Total						21,291.60	
	SubTotal			9,756.00			689,490.60	
	Direct						622,959.00	
	Support						66,531.60	
	PSC Cost							
	PSC Cost Percent						7%	
	PSC Amount						48,264.34	
	Total Cost						737,754.94	
	Grand Total CHF Cost						737,754.94	
	Project Locations							
Location		Estimated percentage of budget for each location	Estimated number of beneficiaries for each location					Activity Name
			Men	Women	Boys	Girls	Total	
Takhar -> Taloqan		17						
Takhar -> Baharak		17						
Takhar -> Rostaq		17						
Takhar -> Khwajaghar		17						
Faryab -> Qaysar		32						

Documents	
Category Name	Document Description
Project Supporting Documents	ACTED_Needs Assessment IDPs_K&F_Aug2015.pdf
Project Supporting Documents	CHF Afghanistan - Visibility and Communication Guidance.pdf
Project Supporting Documents	Remote Call Campaigns - Guidance Note for Partners - 22 Sept 14.pdf
Project Supporting Documents	Call Centre - Contact List Template.xlsx
Project Supporting Documents	NGO XXX Sample Beneficiary breakdown CHF proposal CODE XXX.xlsx
Project Supporting Documents	Template memo for cash grant internal controls.docx
Project Supporting Documents	beneficiary breakdown CHF Proposla AFG-153481SA2FSACINGO440.xlsx
Project Supporting Documents	FSAC proposal.docx
Audit documents	440.pdf