

<b>Requesting Organization :</b>	Norwegian Refugee Council				
<b>Allocation Type :</b>	3rd Reserve Allocation - Third Party Monitoring				
<b>Primary Cluster</b>	<b>Sub Cluster</b>	<b>Percentage</b>			
MULTI-SECTOR		100.00			
		<b>100</b>			
<b>Project Title :</b>	Multi-Purpose Cash PDM and Shelter/ Tenure Assessment for the Coordinated Response to Vulnerable, Undocumented Returnees in Eastern Afghanistan				
<b>Allocation Type Category :</b>					
<b>OPS Details</b>					
<b>Project Code :</b>		<b>Fund Project Code :</b>	AFG-16/3481/RA3/MS/INGO/4491		
<b>Cluster :</b>		<b>Project Budget in US\$ :</b>	50,000.01		
<b>Planned project duration :</b>	4 months	<b>Priority:</b>			
<b>Planned Start Date :</b>	01/02/2017	<b>Planned End Date :</b>	31/05/2017		
<b>Actual Start Date:</b>	01/02/2017	<b>Actual End Date:</b>	31/05/2017		
<b>Project Summary :</b>	The project will simultaneously collect third-party, post-distribution monitoring, and shelter/ tenure needs assessment baseline data of previously identified, vulnerable, undocumented refugees who recently returned to eastern Afghanistan from Pakistan. The project enables a critical part of the CHF Accountability Framework for multiple, coordinated, cash-based interventions in Nangarhar and Kunar, and strategically fills a data gap that will inform the wider humanitarian response.				
<b>Direct beneficiaries :</b>					
	<b>Men</b>	<b>Women</b>	<b>Boys</b>	<b>Girls</b>	<b>Total</b>
	2	2	2	2	8
<b>Other Beneficiaries :</b>					
<b>Beneficiary name</b>	<b>Men</b>	<b>Women</b>	<b>Boys</b>	<b>Girls</b>	<b>Total</b>
Host Communities	0	0	0	0	0
Internally Displaced People	0	0	0	0	0
Other	0	0	0	0	0
Refugees	0	0	0	0	0
<b>Indirect Beneficiaries :</b>					
Vulnerable displaced communities and host communities in Nangarhar and Kunar Provinces in Eastern Afghanistan, as well as the wider humanitarian community interested in the response to undocumented returnees, cash interventions, shelter and/or tenure requirements.					
<b>Catchment Population:</b>					
Vulnerable displaced communities and host communities in Nangarhar and Kunar Provinces in Eastern Afghanistan.					
<b>Link with allocation strategy :</b>					
The third CHF 2016 reserve allocation is activated to ensure accountability of the coordinated, cash-based interventions for the emergency response to undocumented returnees in eastern Afghanistan, through distribution monitoring and post-distribution monitoring by a third party. The interventions to be monitored are directly related to the second CHF 2016 reserve allocation, amounting to grants comprising approximately USD\$ 2.3 million.					
<b>Sub-Grants to Implementing Partners :</b>					
<b>Partner Name</b>	<b>Partner Type</b>		<b>Budget in US\$</b>		
<b>Other funding secured for the same project (to date) :</b>					
<b>Other Funding Source</b>			<b>Other Funding Amount</b>		

**Organization focal point :**

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

A refugee return emergency has been unfolding in eastern Afghanistan since July 2016. Over 2016, more than 614,225 undocumented returnees (244,125) and registered refugees (370,102) have returned to Afghanistan from Pakistan. Of these, 93% (571,747) have returned since July. This spontaneous, mass return, which human rights organizations as well as NRC view as largely a coerced return, or rather an involuntary and uninformed/misinformed return, has left significant proportions of those returning with little to survive on.

UNHCR's repatriation programme seemingly accelerated the rate of this return, although numbers have stemmed in time with an 'operational pause' in the programme from mid-December. During this wave of displacement, UNHCR's repatriation programme afforded every returning refugee that they had registered in Pakistan prior to 2007 with 400 USD each (the amount is not linked to a particular expenditure basket calculation, and increased for political purposes by UNHCR in June 2016), but had left undocumented Afghans to other UN agencies (the majority of which are deemed to have forcibly migrated to Pakistan at the same time as those UNHCR had registered, but were unable or elected not to be registered). Relevant UN agencies inadequately assisted, protected or even tracked both registered refugees and undocumented refugee returnees. Subsequently a rapid assessment and then a household-level emergency needs assessment was coordinated through UN OCHA and NRC with support of multiple NGOs in September and September/October 2016 to better ascertain the needs of undocumented returnees upon settlement in eastern Afghanistan.

NGOs continue to respond with limited resources from a handful of donors, partly made available through UN OCHA Common Humanitarian Fund 1st Reserve Allocation which was released by the Humanitarian Coordinator in September, and response is coordinated through the Humanitarian Regional Team. After verification exercises from the needs assessments to produce beneficiary registration lists, emergency cash distributions are now underway.

Multipurpose cash or unconditional cash is a different modality for providing assistance, and has benefits (and drawbacks) of effectiveness and efficiency in comparison to traditional provision of Goods in Kind (GIK). Usually, it is used when people in need have access to functioning local markets. In principle, it allows beneficiaries to select the most appropriate assistance for them (as individual household needs often differ in ways which 'goods in kind' responses are not flexible enough to adapt to); supports local economy and social cohesion; is a more cost-efficient modality, avoiding logistical cost burdens of supply chain management (procurement, warehousing, transportation, distribution). Following the inter-agency household needs assessment in September-October 2016, a coordinated response was decided through the Humanitarian Regional Team, and a cash-based response was deemed feasible and appropriate considering beneficiaries had access to local markets, which were deemed able to absorb increased demands; there was significant diversity into precisely what assets the returnees were able to have brought; whilst logistical arrangements for equivalent GIK would have been slow and costly.

**2. Needs assessment**

Not applicable for this grant.

**3. Description Of Beneficiaries**

Profiling of the undocumented returnee population was partly carried out in the September-October 2016 joint needs assessment, which forms the basis of the cash-based intervention this project primarily intends to monitor. The results indicated high levels of food insecurity, lack of basic assets, and poor shelter conditions.

The September-October survey primarily targeted undocumented returnee households, and as such 3,444 households were surveyed across districts of 'high-return', as indicated by border surveys. Many of the undocumented returnee households' compounds were occupied by multiple families, and in fact 5,021 families (with 31,490 household members) were assessed to be living within those household. This had meant per undocumented returnee household, there was an average of 1.46 families and 9.14 household members; both of which are far in excess of the more usual amount of approximately 1.1 families and 6.4 household members as the average seen in internal, conflict-induced displacement in Afghanistan. These are strong indicators for over-crowdedness and impoverishment, which place a strong requirement for humanitarian shelter interventions. The September-October assessment exercise however had limitations on the data collected regarding shelter: 180 household / 243 families were living in open-shelter conditions; 149 households/ 179 families were living in tented conditions; 892 households/ 1171 families were temporarily hosted (predominantly by extended family members), and; 1,712 households/ 2,698 families were living in rented accommodation.

Unfortunately, field observations, subsequent re-verifications, and also feedback from NRC's own shelter interventions in eastern Afghanistan indicate that the category 'rented accommodation' was misleading, and it accounted for 50% of the undocumented returnee households (or 54% of undocumented returnee families) surveyed. Whilst technically those families surveyed were renting their accommodation, many were renting unfinished compounds (many amounting to little more than perimeter walls) in which families were still living under open shelter or make-shift tent conditions. For example, NRC has distributed over 700 emergency shelter kits (family tents) already which are all occupied by undocumented returnee families, already a contra-indication of the shelter assessment findings. As such, a further shelter needs assessment is required. Moreover, the September-October assessment was started at a time when approximately 120,000 undocumented returnees had returned since the July spike. According to recent statistics, over double the amount returned over 2016. Returnee families who were previously displaced may also have had degraded shelter conditions, either through ejections (from multi-family occupancies), evictions (by landlords), increased over-crowdedness (from new arrivals), or onward movement/secondary displacement.

**4. Grant Request Justification**

Release of dedicated CHF assistance through selected partners is contingent upon a third party monitoring mechanism being established, as part of the CHF Accountability Framework. The updated shelter needs of recently returned undocumented refugees from Pakistan in eastern Afghanistan are unknown, and the general over-crowdedness amongst sub-standard shelter conditions is of significant concern; filling this information gap is of strategic importance to the mid-term humanitarian response to the situation.

#### 5. Complementarity

The project will simultaneously address both the accountability deficit in the coordinated, multi-purpose cash intervention, as well as generate (updated) baseline data on shelter and secure tenure needs in the undocumented returnee response.

#### LOGICAL FRAMEWORK

##### Overall project objective

Enhance the coordinated response to undocumented returnees in eastern Afghanistan through improved accountability and needs assessment information

#### MULTI-SECTOR

Cluster objectives	Strategic Response Plan (SRP) objectives	Percentage of activities
Objective 3. To respond in a fast, efficient and flexible manner to the needs of the humanitarian community.	SO2 Objective: Response to conflict displaces, refugees, and vulnerable returnees	100

**Contribution to Cluster/Sector Objectives :** Not applicable for this grant.

##### Outcome 1

The overall, coordinated response in eastern Afghanistan is enhanced through production of post-distribution monitoring data of initial multi-purpose cash assistance to vulnerable, undocumented returnees, with follow-on shelter baseline assessment data

##### Output 1.1

##### Description

Development and submission of final monitoring reports for emergency, multipurpose cash interventions

##### Assumptions & Risks

- Partners are able to allocate sufficient human resources to carryout cash distributions in a timely manner;
- Timely access to target communities during project implementation is not prevented by insecurity;
- Beneficiaries are reachable and willing to participate in monitoring activities;
- Implementing partners have delivered cash to verified, genuine caseloads, i.e. undocumented returnees and no other population groups.

##### Activities

##### Activity 1.1.1

Develop a questionnaire prepared in coordination with OCHA and also through the Cash & Voucher Working Group, and monitoring methodology, to produce relevant sex, age, and diversity disaggregated data

##### Activity 1.1.2

Conduct interviews with targeted beneficiaries (at least 20% of the total), providing proof of physical visits to the field's locations, including a quota of female direct or indirect beneficiaries

##### Activity 1.1.3

Analysis of monitoring data and report writing

##### Activity 1.1.4

Carryout distribution monitoring of three partners, report issues and provide recommendations in order to improve the process

##### Indicators

Code	Cluster	Indicator	End cycle beneficiaries				End cycle
			Men	Women	Boys	Girls	Target
Indicator 1.1.1	COORDINATION AND COMMON SERVICES	Percentage of undocumented, returnees families interviewed and visited by the TPM teams.	10	10	0	0	20

**Means of Verification :** PDM dataset; distribution report;, beneficiary lists

Indicator 1.1.2	MULTI-SECTOR	Number of interviews conducting (number of questionnaires correctly filled) for each project					1,145
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**Means of Verification :** Completed questionnaires or surveys collected via Mobile Data Collection

Indicator 1.1.3	MULTI-SECTOR	Number of physical visits in the assigned location					30
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**Means of Verification :** Mission reports; project photographs

Indicator 1.1.4	MULTI-SECTOR	Number of individual distribution reports finalised with expected outcomes					6
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**Means of Verification :** Final monitoring report; dissemination list; briefing meeting

Indicator 1.1.5	MULTI-SECTOR	Number of distribution monitoring visits carried out					16
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**Means of Verification :** Distribution monitoring reports with key recommendations to partners; list of verified beneficiaries

##### Output 1.2

##### Description

Completion of rapid shelter and tenure assessment report on undocumented returnee needs in eastern Afghanistan

Assumptions & Risks													
<ul style="list-style-type: none"> <li>- Field enumerators gather sufficient and credible data</li> <li>- Timely access to target communities is not prevented by insecurity;</li> <li>- Beneficiaries are reachable and willing to participate in assessment;</li> <li>- Community leaders and authorities continue to support NRC activities;</li> <li>- Continued coordination with OCHA, IDP task force and other emergency actors.</li> </ul>													
Activities													
Activity 1.2.1													
Develop a shelter and tenure assessment method (to generate SADD), in consultation with key stakeholders, and trained with field monitoring/ enumeration team													
Activity 1.2.2													
Collect rapid shelter and tenure assessment data (N.B. this activity will simultaneously take place with Activity 1.1.2)													
Activity 1.2.3													
Analyse rapid shelter and tenure assessment data, develop into a report with gender-responsive recommendations													
Activity 1.2.4													
Disseminate the rapid shelter and tenure assessment data report at relevant fora, particularly ES/NFI Cluster, eastern region ES/NFI Working Group and HRT, and HLP taskforce													
Indicators													
Code	Cluster	Indicator	End cycle beneficiaries				End cycle						
			Men	Women	Boys	Girls	Target						
Indicator 1.2.1	EMERGENCY SHELTER AND NON-FOOD ITEMS	Number of specialized assessments resulting in targeted emergency shelter assistance					1						
<b>Means of Verification</b> : Assessment ToR; dataset; assessment report													
Indicator 1.2.2	EMERGENCY SHELTER AND NON-FOOD ITEMS	Number of briefings of shelter assessment findings to relevant fora					3						
<b>Means of Verification</b> : Meeting minutes; presentations and briefing notes; dissemination list													
<b>Additional Targets</b> :													
M & R													
Monitoring & Reporting plan													
<p>NRC will conduct a post-distribution monitoring of four CHF Cash Based interventions by NCRO, Afghan Aid, and Relief International to verify the correct amount of cash was distributed to the targeted beneficiaries and determine how the cash was utilised. Monthly progress reports from the NRC field team will allow adequate monitoring of the project implementation. These can be shared bilaterally with OCHA HFU.</p> <p>In regards to the rapid shelter and tenure baseline assessment, it will produce simple metrics to form baseline data against global standard indicators for shelter, including:</p> <ul style="list-style-type: none"> <li>• % of households living in adequate dwellings;</li> <li>• % of female-headed households living in adequate dwellings;</li> <li>• Average covered floor area per person (m2);</li> <li>• # of persons per shelter.</li> </ul> <p>The final assessment results will be briefed and reported through appropriate fora, including the HRT, ES/NFI Cluster and the Inter-Cluster Coordination Team (ICCT). Monitoring of the plan is implicit in the project, as the data will be collected simultaneously with the cash PDM products.</p> <p>Further detail on the M&amp;E plan is outlined under the 'Implementation Plan' section.</p>													
Workplan													
Activitydescription	Year	1	2	3	4	5	6	7	8	9	10	11	12
Activity 1.1.1: Develop a questionnaire prepared in coordination with OCHA and also through the Cash & Voucher Working Group, and monitoring methodology, to produce relevant sex, age, and diversity disaggregated data	2017		X										
Activity 1.1.2: Conduct interviews with targeted beneficiaries (at least 20% of the total), providing proof of physical visits to the field's locations, including a quota of female direct or indirect beneficiaries	2017		X	X	X	X							
Activity 1.1.3: Analysis of monitoring data and report writing	2017		X	X	X	X							
Activity 1.1.4: Carryout distribution monitoring of three partners, report issues and provide recommendations in order to improve the process	2017		X	X	X								
Activity 1.2.1: Develop a shelter and tenure assessment method (to generate SADD), in consultation with key stakeholders, and trained with field monitoring/ enumeration team	2017		X										
Activity 1.2.2: Collect rapid shelter and tenure assessment data (N.B. this activity will simultaneously take place with Activity 1.1.2)	2017			X	X	X							

Activity 1.2.3: Analyse rapid shelter and tenure assessment data, develop into a report with gender-responsive recommendations	2017				X	X								
Activity 1.2.4: Disseminate the rapid shelter and tenure assessment data report at relevant fora, particularly ES/NFI Cluster, eastern region ES/NFI Working Group and HRT, and HLP taskforce	2017				X	X								

## OTHER INFO

### Accountability to Affected Populations

Part of the final monitoring reports (from Output 1.1 of this project) will reflect upon the organisations' implementation of three relevant commitments to accountability to affected population, in particular their transparency, feedback and complaints, and participation. The overall outcome of the project intends to support the other two commitments, namely: leadership and design, monitoring, and evaluation.

### Implementation Plan

For output 1.1, the implementation plan largely follows the simple sequence of activities described above in the narrative and the work plan. In addition to the PDM exercise, NRC will carry out distribution monitoring of each partners' activities, report issues, and provide recommendations in order to improve the process, whilst verification of beneficiaries will be conducted simultaneously. Attending the distribution will also be an easier way to reach beneficiaries living in hard to reach areas. Following the distribution monitoring, NRC will provide report issued following each visit.

The rapid shelter and tenure assessment on undocumented returnee needs in eastern Afghanistan will be undertaken in line with global guidance, e.g. UNHCR 2014-18 Global Strategy on Shelter and Settlements, IFRC Manual on Rapid Tenure Assessments, and Humanitarian Charter Minimum Standards in Shelter and Settlements and Non-Food Items. The combined shelter and tenure assessment aims to generate sufficient data to inform a strategic shelter response to the undocumented returnee emergency that:

- Provides appropriate emergency shelter and CRIs as needed;
- Ensures minimum space of covered shelter area (3.5m<sup>2</sup> per person) is respected;
- Identifies the most suitable settlement option or combination of options according to the context (host family support, collective centres, planned settlements, rental accommodation, sharing with family or relatives);
- Plans for and identifies longer term or transitional shelter solutions;
- Adapts shelter to protect persons of concern from extreme weather conditions;
- Ensures the involvement of persons of concern throughout the planning, design, and implementation phases of shelter and settlement responses.

In order to ensure relevant coverage and sample, assessment activities will be implemented jointly with post distribution monitoring activities.

Access to few locations in BatiKot and Khogyani Districts is very limited. To mitigate the risks to NRC staff, beneficiaries or target communities-based monitors whilst being able to collect reliable and usable data, NRC will adopt an alternative approach outlined below. This approach will be used as last resort only; at this point NRC estimates that it may affect approximately 200 returnee households, in approximately 15 villages in the two districts mentioned.

NRC will use a mixed approach of direct interviews with beneficiaries, when they are out from their home locations, phone follow ups, and feedback from selected and reliable community-based monitors (pre-selected members of the community, incentive workers of NRC). In detail:

- NRC will collect the basic demographics and other information directly from beneficiaries selected to the sample just after the distributions or other accessible location outside of their home villages. NRC will also explain the next steps in the process monitoring and obtain their consent;
- NRC will be in phone contact with all such selected households and will schedule a meeting with them in nearby NRC community centres, in Jalalabad or any other location accessible to both. During this meeting, further information will be collected as required using the standard questionnaire. NRC may also develop an add-on questionnaire to allow for better triangulation of information.
- As an additional source of information, backup measure and to obtain more contextual data, NRC will select and train community monitors, residents in the inaccessible villages. None of these community monitors will be in any way linked to the persons (NGO staff, elders etc.) who participated in initial beneficiary selection. Community monitors will not have to travel between villages to minimize security risks. NRC will develop a custom made questionnaire and train community monitors on its use. Home visits for the selected households will be performed.

### Coordination with other Organizations in project area

Name of the organization	Areas/activities of collaboration and rationale
NCRO	This project will conduct distribution monitoring and post-distribution monitoring of NCRO-CHF cash based interventions in eastern region
Afghanaid	This project will conduct distribution monitoring and post-distribution monitoring of Afghanaid-CHF cash based intervention in eastern region
UN OCHA- CHF	Engagement prior to third party monitoring and needs data collection, presentation of results, and submission of reports
Cash and Voucher Working Group	This project will assist development of the Cash PDM tool, through piloting and data generation that could be used for further similar interventions
Relief International	This project will conduct distribution monitoring and post-distribution monitoring of Relief International-CHF cash based intervention in eastern region

### Environment Marker Of The Project

A: Neutral Impact on environment with No mitigation

### Gender Marker Of The Project

2b-The principal purpose of the project is to advance gender equality

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

The post-distribution cash monitoring will generate SADD, enabling gender-sensitive results and conclusions to be derived. This may build off of NRC Afghanistan's recent internal review on women and girls' access to assistance through cash-based interventions. Female field monitoring staff will be utilized to ensure that a minimum quota of female direct or indirect beneficiaries will be engaged with.

In addition, the rapid shelter and tenure assessment will also ensure SADD, and also build off of NRC Afghanistan's experience as a leading shelter provider and protection agency focused on displaced women's housing, land, and property rights (as per NRC's 2014 study) to ensure that the recommendations posit gender-responsive solutions. It should be noted that a 'Gender Responsiveness in Transitional Shelter Solutions in Eastern Afghanistan' review will simultaneously be undertaken in Nangarhar, and it is expected that this learning and exposure will further nuance the assessment findings.

### **Protection Mainstreaming**

The project specifically aims to promote two of the protection mainstreaming principles, and will make a meaningful impact in the other two principles. In particular, the principles of 'Do No Harm' and 'Accountability' are the primary purpose of the post-distribution monitoring by a third party; beneficiaries will have the opportunity through the interview to express their feedback in person, and as a third party assessment it is more likely that any unintended, negative consequences of the cash assistance will be uncovered and may be rectified.

In addition, the outcome of the shelter and tenure assessment will promote 'meaningful access' by considering marginalized groups in the assessment method, and also encourage greater participation and empowerment, particularly to rights to shelter and secure tenure. NRC field staff will be able to brief or refer potential beneficiaries to NRC's long-standing programme in Information, Counselling, and Legal Assistance (ICLA), during the assessment itself.

### **Country Specific Information**

#### **Safety and Security**

The security situation in the project locations implemented by NCRO, Afghanaid, and Relief International has deteriorated in the past year. It remains highly unstable and unpredictable, making it difficult to anticipate future changes. Dynamics of conflict in the east have further been complicated by the emergence of Islamic State in 2015 in some districts of Kunar and south-eastern Nangarhar. This has occasionally led to population displacement and limited access by humanitarian actors. Southern districts of Nangarhar and Kunar Provinces have mostly been affected by frequent clashes between government and Armed Opposition Groups (AOGs).

Safety and security of staff will be promoted through a continuous process of building positive working relationships with local stakeholders and fostering community acceptance. For all locations operated in this context, NRC ensures implemented activities are in accordance with the principles of Do No Harm and conflict sensitivity.

NRC has a Security Advisor based in Kabul and a national Security Officer based in the Eastern region who regularly carry out security assessments, undertake threat analysis, and provide support to project staff. Project staff are also advised to remain cautious, vigilant, and adhere to basic security procedures whilst in the field. NRC recognizes the challenges posed by the limitation of access to target communities/locations because of security constraints. To address these challenges, NRC continually assesses the security in the target locations and implements measures to mitigate risks whilst working towards improving access.

#### **Access**

NRC's policy on programme implementation stipulates that it can only operate in areas its staff have access to and operates on the basis that implementation of the humanitarian principles - independence, neutrality, impartiality and humanity - is key to security and is also an effective way to improve access. NRC has been operational and has offices in Nangarhar Province since 2004. During this period, NRC has been able to gain access to affected populations based on an access strategy and a sustained performance, including extensive shelter, ICLA, and M&E programming. NRC's access strategy in project locations is based on principles of impartiality, gaining community acceptance and negotiating access with all parties to the conflict. Though the security situation in some districts of Nangarhar and Kunar continues to be fluid due to increased number of armed groups operating in these locations (Taliban and Islamic State), NRC has continued to have relatively good access to proposed project locations as part of the third party monitoring.

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In eastern Afghanistan, NRC has been working on promoting humanitarian access in hard-to-reach districts, including BatiKot and Khogyani (which are regarded as the hardest-to-access districts), for the past two years. In both districts number of locations unfortunately still remain insecure and not fully accessible for NRC. Therefore, NRC will utilize alternative monitoring methodology to reach selected households, elaborated under 'Implementation Plan' section. In order to ensure safety of all participants to this project, NRC will collect information from beneficiaries when they travel out from their villages in affected districts on their own accord (NRC will not pay any remuneration not to distort monitoring results nor to create pull factor). Additionally, NRC will identify reliable key informants based in the communities and able to support the exercise. These monitors should have very high level of awareness and acceptance in their communities; further, NRC will minimize their travel requirements, requesting them to monitor only their home location and to attend only one training and debriefing with NRC. NRC will verify the safety and acceptance of the community monitors through exiting contacts and networks. Contextual information on the location will also be gathered (i.e. trying to understand exclusion and inclusion errors, corruption, extortion, protection risks etc.) using these community key informants.

**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	Assessment and Training Consultant	D	1	12,000.00	4	25.00	12,000.00
	<i>The Assessment Training Consultant (1 at 25% for 4x months, roving) is an emergency assessment training specialist dedicated to facilitating the delivery of all training sessions under CHF project #511, working with DACAAR, DRC, and NRC staff as a combined training team. The Consultant will also support this project through coordinating the field level third party monitoring activities and the shelter baseline assessment as well as preparing required tools and reports with the M&amp;E team and the Emergency Programme Manager. A monthly unit cost of \$13,200 will include salary (USD \$600/ day), per diem, hazard pay, insurances, and local taxes. The consultant will take 1 week unpaid leave twice within the contracted period. Therefore, a total cost of USD\$ 12,000 over 4 months charged to this grant.</i>						
1.2	Emergency Programme Manager	D	1	7,604.00	4	6.25	1,901.00
	<i>The Emergency Programme Manager (1 at 6.25% for 4x month, based in Kabul) will mainly support the third party monitoring activities and the shelter baseline assessment through development of required tools and provide some capacity support to the field team. Allocated cost includes basic salary USD\$ 4,075.74 (53.6%) as per NRC International scale grades, hardship allowance of USD\$ 532.27(7%), risk allowance USD\$ 752.80 (9.9%), overase allowance USD\$1,939.02 (25.5%), and insurance USD \$304.16 (4%). Total cost of USD \$1,901 over 4 months.</i>						
1.3	Assessments Coordinator	D	1	1,453.00	4	25.00	1,453.00
	<i>The Assessments Coordinator (1 at 25% for 4x months, based in Kabul but roving role) will be responsible for supporting the Assessments Training Consultant in their activities, including providing some capacity support to the monitoring and assessment field team. They will also support in coordination of the activities and writing up the outputs. Salary is based on grade and includes severance pay USD\$ 108.24 (7.45%), medical costs USD \$45.4 (3.13%), and total salary USD \$1,299.27 (89.42%) computed pro-rata in line with Afghani Labour laws, and NRC HR policy. Total cost of USD\$ 1,453 over 4 months.</i>						
1.4	Emergency/Shelter Project Manager - East Region	D	1	2,140.93	4	12.50	1,070.47
	<i>Emergency/Shelter Project Manager (1 at 12.5% for 4x month, based in Jalalabad) is responsible for overseeing all NRC emergency and shelter operations across different provinces of East Afghanistan. Salary is based on grade and includes severance pay average USD \$162 (7.6%), medical costs USD \$38 (1.8%), and total salary USD\$ 1,940.93 (90.6%) computed pro-rata in line with Afghani Labour laws, and NRC HR policy. Total cost of USD\$ 1,070 over the project period.</i>						
1.5	Shelter/ WASH Coordinator	D	2	1,512.92	4	25.00	3,025.84
	<i>The Shelter/ WASH Coordinator (2 at 25% for 4x months, based in Jalalabad) will be responsible for leading all field level coordination of the third party monitoring + shelter baseline assessment as well as managing and guiding the Emergency/ Shelter Officers and Assistants. Salary is based on grade and includes severance pay average USD \$113.5 (7.5%), medical costs USD \$37.9 (2.5%), and total salary USD\$ 1,361.5 (90%) computed pro-rata in line with Afghani Labour laws, and NRC HR policy. Total cost of USD\$ 3,026 over the project period.</i>						
1.6	Emergency/ Shelter Officer	D	3	959.19	4	37.50	4,316.36
	<i>The Shelter Officer (3 at 37.5% for 4x months, based in Jalalabad) will be responsible for carrying out the field-based third party monitoring activities both at the actual distribution of multi purpose cash and post-monitoring distribution stages in addition to conducting the shelter baseline assessment. Salary is based on grade and includes severance pay average USD \$70.87 (7.6%), medical costs USD \$37.8 (1.35%), and total salary USD\$ 850.3 (91%) computed pro-rata in line with Afghani Labour laws, and NRC HR policy. Total cost of USD\$ 4,203 over the project period.</i>						
1.7	Emergency/ Shelter Assistant	D	15	660.29	4	12.50	4,952.18
	<i>The Shelter Assistant (15 at 12.5% for 4x months, based in Jalalabad) will be responsible for supporting the Shelter Officers in carrying out distribution and post distribution monitoring as well as shelter baseline assessment for the coordinated response to vulnerable, undocumented returnees in Eastern Afghanistan. Salary is based on grade and includes severance pay average USD \$47.8 (7.3%), medical costs USD \$37.8 (5.7%), and total salary USD\$ 574.5 (87%) computed pro-rata in line with Afghani Labour laws, and NRC HR policy. Total cost of USD\$ 4,952 over the project period.</i>						
1.8	M&E Coordinator	D	1	1,574.32	4	25.00	1,574.32
	<i>The M&amp;E Coordinator (1 at 25% for 4x months, based in Kabul) will be responsible for for supporting both the third party monitoring activities as well as the shelter baseline assessment in terms of development of digital tools, analysis of dataset, and contributing to writing up the outputs and recommendations. Salary is based on grade and includes severance pay average USD \$47.8 (7.3%), medical costs USD \$45(2.9%), and total salary USD\$ 1,411 (89.6%) computed pro-rata in line with Afghani Labour laws, and NRC HR policy. Total cost of USD\$ 1,574 over the project period.</i>						
1.9	M&E Officer	D	1	959.19	4	12.50	479.60
	<i>Three national staff (1x M&amp;E Officer at 12.5% for 4x months and 2x M&amp;E Assistants at 12.5% for 4x months, based in Jalalabad) will be responsible for providing M&amp;E support to this project - beneficiary identification for PDM, conducting PDM, maintaining database, supporting data collection, analysis, and reporting. Salary is based on grade and includes severance pay average USD \$118 (7.5%), medical costs USD \$114 (5%), and total salary USD\$ 2,000 (87.7%) computed pro-rata in line with Afghani Labour laws, and NRC HR policy. Total cost of USD\$ 1,140 over 4 months of the project period.</i>						

1.10	M&E Assistant	D	2	660.29	4	12.50	660.29
	<i>Please see above.</i>						
1.11	Support Staff	S	12	713.64	1	50.00	4,281.85
	<i>National staff Jalalabad Office composed of 1x Support Coordinator, 1x Admin/HR Officer, 1x ICT Officer, 1x Logistic Officer, 1x Finance Officer, 1x Security Officer, 4x Drivers, and 2x Guards. This team is necessary to facilitate the coordination and smooth running of all NRC Jalalabad office activities. Salary is based on grade and includes severance pay average USD \$26, medical costs average USD \$18 computed pro-rata in line with Afghani Labour laws, and NRC HR policy. Total of 12 staff each budgeted for 0.5x months out of 4. LoE has been prorated accordingly over 4 months for total USD\$ 4,282.</i>						
	<b>Section Total</b>						<b>35,714.91</b>
<b>Contractual Services</b>							
4.1	Printing (Shelter Assessment Report)	D	244	5.00	1	50.00	610.00
	<i>Printing of the shelter assessment report in order to disseminate the findings among ES/ NFI cluster, relevant UN agencies, NGOs, M/DoRR, and other relevant stakeholders, with contribution of NRC up to 50% of the total cost. 300 copies will be printed for a total cost of USD\$ 610 under this grant.</i>						
4.2	Vehicle Rent- Jalalabad Field Office	D	5	618.00	4	25.00	3,090.00
	<i>This covers proportional allocation for rent of 5x vehicles @ \$618/ vehicle to facilitate programme staff in field missions. This has been computed and allocated to proposed project based on an average monthly expenditure to cover 1 month expenditure of 5x Jalalabad based vehicles @ USD \$618/ vehicle/ month = USD\$ 3,091.</i>						
	<b>Section Total</b>						<b>3,700.00</b>
<b>Travel</b>							
5.1	Domestic travel and per diems (for programmes)	D	14	50.00	4	100.00	2,800.00
	<i>For area and field staff supporting the project, they are expected to travel to Kabul for meetings and coordination concerning this project. The M&amp;E Coordinator, Assessment Coordinator, and Emergency Programme Manager will also travel to Jalalabad to support this project. The unit cost of the per diem is in line with NRC's HR procedures. A per diem of USD \$10 is provided per day for food and other consumables + the average cost for accommodation is 3,000 AFS (=~\$40). A total cost of USD\$ 2,200 over 4 months. In addition, 2x round trips of 15x 'Key Informants' from Batikot and Khyogyni to Jalalabad for training, totalling USD\$ 600 over 4 months.</i>						
5.2	Incentive for community based monitors ('Key Informants') in Batikot and Khyogani (USD \$10 per monitored HH= 202 HHs)	D	202	10.00	1	100.00	2,020.00
	<i>As an additional source of information, backup measure and to be able to cross-check collected information and more contextual data, NRC will select 'Key Informants', who are residents in the villages where there are households to monitor. None of these key informants will be in any way linked to the persons (NGO staff, elders/shura members) who participated in initial beneficiary selection by the NGO distributing there. As there are about 15 locations in Batikot and Khyogani, NRC will require approx. 15 persons – as they will be requested to travel between villages to minimize risks. As an incentive, NRC will provide these 'Key Informants' USD\$ 10 per monitored household. This totals USD\$ 2,020 over 4 months.</i>						
	<b>Section Total</b>						<b>4,820.00</b>
<b>General Operating and Other Direct Costs</b>							
7.1	Office supplies- Jalalabad Field Office	S	4	250.00	4	20.00	800.00
	<i>This covers a proportional allocation of costs for office supplies based on an average monthly expenditure (USD \$1000= office stationary @ USD \$450 + IT consumables (including cartridges, toners) @ USD \$250 + hygiene and kitchen supplies @ USD \$200 + miscellaneous costs (procurement of ad hoc office supply needs such as light bulbs) @ USD \$100). This has been computed and allocated to proposed project based on an average monthly expenditure to cover 0.8 months Jalalabad office cost at USD\$ 800.</i>						
7.2	Vehicle fuel- Jalalabad Field Office	D	5	154.54	4	25.00	772.70
	<i>This includes proportional allocation for vehicle fuel for administrative and programme activities for the Jalalabad office- this will ensure that programme logistics run smoothly and that activities are not compromised by transportation related challenges. This has been computed and allocated to proposed project based on an average monthly expenditure to cover 1 month expenditure of 5x Jalalabad based vehicles @ USD \$150/ vehicle/ month = USD\$ 773. This covers an average of 36.5 liters/vehicle/month.</i>						
7.3	Internet services- Jalalabad Field Office	S	1	840.76	4	20.00	672.61
	<i>This covers a proportional allocation for expenses incurred towards maintaining internet services in the office to facilitate the communication and transfer of information. This has been computed and allocated to proposed project based on an average monthly expenditure to cover 0.8 month Jalalabad office cost at USD\$ 1,958. Please note, a monthly cost of USD \$673 is the contract amount for NRC Jalalabad Office.</i>						
7.4	Mobile phone top up cards- Jalalabad Field Office	S	15	20.73	4	20.00	248.76



	<i>Mobile phone top-up cards for relevant staff communication computed at USD \$21/ month for 15 staff. This project will cover 0.8 months cost over the 4 months project period.</i>						
	<b>Section Total</b>					<b>2,494.07</b>	
<b>SubTotal</b>					530.00	<b>46,728.98</b>	
Direct						40,725.76	
Support						6,003.22	
<b>PSC Cost</b>							
PSC Cost Percent						7.00	
PSC Amount						3,271.03	
<b>Total Cost</b>						<b>50,000.01</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	
Nangarhar -> Jalalabad	30	2	2	2	2	8	
Nangarhar -> Behsud	27						
Nangarhar -> Surkhrod	10						
Nangarhar -> Khogyani	10						
Nangarhar -> Rodat	10						
Nangarhar -> Batikot	10						
Kunar -> Asadabad	3						
<b>Documents</b>							
Category Name		Document Description					
Project Supporting Documents		2017.01.05_Joint PDM Form_HFU-Approved.xlsx					
Project Supporting Documents		PDM options - Email 26.01.2017.pdf					
Budget Documents		2016.12.29_AFFM1716_CHF_ThirdPartyMonitoring + ShelterBaseline_BoQ.XLSX					
Grant Agreement		2017.02.02_Project #4491_Third Party Monitoring_FullySignedAgreement.pdf					