

<b>Requesting Organization :</b>	Solidarites International				
<b>Allocation Type :</b>	1st Standard Allocation				
<b>Primary Cluster</b>	<b>Sub Cluster</b>	<b>Percentage</b>			
FOOD SECURITY AND AGRICULTURE		100.00			
		<b>100</b>			
<b>Project Title :</b>	Response to food security and protection needs of prolonged IDP populations through the lean season in Maydan Wardak and Khost Provinces				
<b>Allocation Type Category :</b>	Field activities				
<b>OPS Details</b>					
<b>Project Code :</b>		<b>Fund Project Code :</b>	AFG-17/3481/1SA/FSAC/INGO/5031		
<b>Cluster :</b>		<b>Project Budget in US\$ :</b>	501,002.60		
<b>Planned project duration :</b>	6 months	<b>Priority:</b>			
<b>Planned Start Date :</b>	01/05/2017	<b>Planned End Date :</b>	31/10/2017		
<b>Actual Start Date:</b>	01/05/2017	<b>Actual End Date:</b>	31/10/2017		
<b>Project Summary :</b>	<p>The conflict increase has resulted in many IDPs in the last two years in Afghanistan and notably in the Khost and Wardak Provinces. Most of those displaced families stay for several months or years in their arrival location, due to insecurity in their home. Those prolonged IDPs rarely find livelihood opportunities and have to survive on small unstable income sources. In Wardak and Khost Provinces, 15,022 prolonged IDPs have settled between 2015 and 2016.</p> <p>Following a Household Emergency Assessment (HEAT) conducted in March 2017; SI identified 1,500 families among those displaced people, who are in a situation of chronic food insecurity. To cope with a lack of access to food, those families adopt critical coping strategies leading to protection risks. During the upcoming lean season, the food insecurity of those populations will become exacerbated if not addressed immediately.</p> <p>Through the proposed project, SI will support 10,515 individuals who are the most vulnerable among all prolonged IDPs from May to Oct. 2017. Households with Specific Needs such as women headed households, children headed households... will be supported in priority.</p> <p>Among the 10,515 targeted individuals, 4,010 are located in Maydan Shahr and Nirkh districts (Wardak Province); and 6,506 in Khost Matun, Gurbuz and Mandozayi districts (Khost Province).</p> <p>According to the REACH assessment on prolonged IDPs and to the Food Security and Agriculture Cluster's strategy, Wardak and Khost Provinces are priorities in terms of prolonged displacement and food insecurity.</p> <p>To address immediate risks and vulnerabilities, SI will implement a food distribution to all beneficiaries to cover their food needs during two months in the lean season.</p> <p>Each family will receive a cash grant through two installments of 6,000 Aghanis. Each grant is based on the FSAC standard basket, calculated to cover daily needs of 2,100 Kcal per person for an average family of seven persons. The use of unconditional cash transfer will ensure the efficiency of the aid, by letting beneficiaries cover their priority needs. Local procurement will in addition contribute to support the depleted local economy. The program will meet CHF requirements for Cash Based Interventions.</p> <p>Among those vulnerable displaced populations, some families have additional vulnerabilities due to social, medical, legal or security issues. Those families therefore need to be protected with a specific and dedicated assistance that goes beyond distributing assistance. The project will include an integrated protection component in the frame of other activities: SI will identify and refer protection risks to other relevant stakeholders (NGOs, public services, UN agencies...) with specific referral mechanism SI will also ensure that good practices are enforced to avoid harming beneficiaries.</p> <p>Overall, the project will contribute to addressing immediate humanitarian needs and to mitigating shock induced acute vulnerabilities in the two Provinces, through two specific objectives:</p> <ul style="list-style-type: none"> <li>- Ensure access to food during the lean season for severely food insecure prolonged IDPs to mitigate negative coping strategies and risks of acute malnutrition</li> <li>- Identify and refer protection concerns to ensure beneficiaries' dignity, rights, safety and well-being</li> </ul>				
<b>Direct beneficiaries :</b>					
	<b>Men</b>	<b>Women</b>	<b>Boys</b>	<b>Girls</b>	<b>Total</b>
	1,827	1,938	3,671	3,079	10,515
<b>Other Beneficiaries :</b>					
<b>Beneficiary name</b>	<b>Men</b>	<b>Women</b>	<b>Boys</b>	<b>Girls</b>	<b>Total</b>
Internally Displaced People	1,827	1,938	3,671	3,079	10,515
<b>Indirect Beneficiaries :</b>					

The protection referral network, when functional and efficient, will also be able to refer and address protection risks of other communities: undocumented returnees, IDPs and host communities.

**Catchment Population:**

The proposed assistance will not only improve the food security of prolonged IDP households but it will also relieve the pressure on host communities, while supporting local markets and economy. Indeed, displaced people who cannot have access to income and cover their food needs often rely on host communities, through donations or loans. Providing food assistance to those families will thus reduce their need to borrow from other families and allow them to allocate part of their small other incomes to repay their debts.

**Link with allocation strategy :**

The proposed project aims at providing food assistance for prolonged IDPs displaced from 6 months to 2 years, in the Provinces of Maydan Wardak and Khost. It will therefore align with 2017 HRP specific objective 3: the impact of shock induced acute vulnerability is mitigated in the medium term.

SI based the proposal on needs assessment conducted in March 2017 using a UNOCHA-endorsed tool, the HEAT, and on a secondary data review of REACH assessment’s database on prolonged IDPs. The two targeted Provinces of Maydan Wardak and Khost have been identified by REACH assessment as hosting a large population of prolonged IDPs.

About 10,515 IDPs in situation of severe food insecurity will be supported through a 2 months assistance to prevent a further deterioration in their situation in the absence of durable livelihood opportunities.

The project is therefore in line with the FSAC objective 2: to ensure continued and regular access to food during lean season for severely food insecure people, refugees and prolonged IDPs at risk of hunger and acute malnutrition.

In addition the action will include a strong protection mainstreaming component through referral of protection risks. This protection action will prevent their situation from deteriorating further and will contribute to restoring their dignity, well-being and fundamental rights.

The project is therefore in line with the Protection cluster objective 2: Evolving protection concerns, needs and violations are monitored, analyzed and responded to, upholding fundamental rights and restoring the dignity and well-being of vulnerable shock affected populations.

The proposal has been discussed and approved by both clusters, ensuring that it follows the global humanitarian strategy and objectives, and relates to a clear gap in humanitarian response.

Food assistance activity under the project will follow the FSA Cluster recommendations for food aid, as well as the Cash & Voucher Working Group (CVWG) for cash distribution processes and methodologies.

Protection related activities have been discussed with the protection cluster of the Central Region and the project will contribute to a protection referral system at a more global level.

**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
Christophe VAVASSEUR	Asia Desk Manager	christophe.vavasseur@solidarites.org	+33 176 21 86 40
Luis DE PINHO DE SANTOS	Country Director	afg.cdm@solidarites-afghanistan.org	+93 771 939 523
Thomas BRAIN	Administrative Coordinator	afg.adm.coo@solidarites-afghanistan.org	+93 779 309 478
Robin LAUR	Emergency Coordinator	afg.agro.coo@solidarites-afghanistan.org	+93 766 775 181

**BACKGROUND**

**1. Humanitarian context analysis**

In 2016, over 500,000 individuals have been internally displaced in Afghanistan, the highest number ever recorded. Maydan Wardak is the fourth most insecure province of Afghanistan due to the presence of Armed Opposition Groups (AOGs): the Islamic Emirate of Afghanistan (IEA), the Haqqani network (affiliated to the IEA), the Tehrik-i-Taliban Pakistan (TTP), Hezb-e-Islami Gulbuddin (HIG) and other local AOGs. Incidents have thus increased by 60% from 2015 to 2016. Thousands of people have been displaced notably in the provincial capital. The REACH initiative assessment on prolonged IDP (P-IDP) in Afghanistan counted 5,728 P-IDP (about 855 households or HH) in the Maydan Shahr district in March 2016. Based on SI on assessments, 250 HH (2,006 individuals) arrived in 2015 and 618 (5,472) arrived in 2016, showing an overall increase in displacements over the past two years. Many HH have settled in Maydan Shahr after fleeing neighboring Nangarhar province due to fights between the ANSF, IS-Khorasan and Taliban. Other arrived from Kunduz after the IEA's attempt to take over the provincial capital. Because of this insecurity, humanitarian actors are rare. Only 2 INGO are based there: the Swedish Committee for Afghanistan (SCA) operating in the Health sector, and SI operating in emergency response.

Khost Province borders the North Waziristan Agency, a highly sensitive region and lasting Taliban stronghold in Pakistan. Tens of thousands of Pakistani refugees and hundreds of Afghan Returnees have sought refuge in Khost since June 2014. Fights between government forces and AOGs in the neighboring provinces of Paktya, Paktika and Kunduz and in other parts of the Khost province also led to the arrival of hundreds of IDP. The REACH initiative of 2016 counted 9,294 P-IDP (1,390 HH) living in Khost in March 2016 and since 2014. In 2016 alone, 4,258 IDP settled in Khost (OCHA).

The Khost Department of Refugees and Repatriation (DoRR) counted 9,294 IDP in the province in 2014. In 2016 it reached 18,525 IDP individuals, among which 1,974 settled in Khost City. According to the Khost DoRR, only 25% of IDP in Khost have left, confirming the trend of protracted displacement. Many IDP choose to settle in the provincial center of Khost City because it is safer, and because basic services and markets are accessible. However, most live in dire conditions and have lost all their assets. Many are very vulnerable HH: women/children headed HH, widows, orphans, and people with disabilities or chronically-ill. Between June and December 2016, 2,321 IDP were provided with food, WaSH and shelter/non-food items assistance by SI through the Emergency Response Mechanism. Khost also welcomed many undocumented returnees in 2016: SI assisted 1,815 of them who returned from Pakistan.

#### **IDP FOOD SECURITY AND LIVELIHOODS SITUATION**

This influx of IDP towards the centers of Maydan Wardak and Khost provinces increases the burden of local host communities and pressures the limited social services and natural resources.

The Seasonal Food Security Assessment (SFSA) conducted by the FSAC in 2016 highlights dire food security situations in Wardak and Khost province: 33% were moderately to severely insecure by combining their Food Consumption Scores and Coping Strategies. P-IDPs are especially at risk as they have often lost assets, livestock and face a lack of employment and income sources. Indeed they have limited access to labor opportunities in urban areas, because of their rural skill sets and low literacy rate. They cannot purchase or produce enough food stock to cover their needs over the lean season. According to the SFSA, Khost is part of the priority provinces for food assistance. The proposed immediate food response targets P-IDP (6 months to 2 years ago), complementing that of the ERM, which targets more recent IDP (<6 months ago).

#### **2. Needs assessment**

REACH assessment identified 9,294 IDP individuals living in Khost district and 5,728 in Maydan Shahr, which arrived between 6 months and 2 years ago. Those numbers were confirmed through a secondary data review of DoRR, OCHA data and especially through SI's own HEAT assessments.

To assess their current needs, SI conducted a HEAT assessment, in March 2017, on a representative sample of 195 P-IDPs, with a 9% margin of error. In Khost, SI also analyzed its own HEAT, conducted with 328 IDPs households in 2016.

These assessment objectives were to: (1) Assess the immediate food consumption and livelihoods of P-IDPs households (2) Identify gender-specific needs and concerns; (3) Identify possible protection risks and concerns and potential needs for referral.

The financial and livelihood situation of beneficiaries is overall precarious with 71% of the P-IDPs relying on daily work while 9.7% have no job at all. 8.2% of the families have no income at all, while 75% have less than 6,000 Afghani per month. The average monthly income is at 3,850 Afghani per month, which doesn't allow covering their monthly food needs (6000AFN per month according to FSAC). As a consequence, the debt rate is high with only 8% of households having no debt. 27% of the respondents declared having between 2,000 and 8,000 Afghani in debts and 56% having more than 8,000 Afghani in debts. Most of the loans are usually from relatives or shopkeepers to cover food needs which impact the local economy and host communities. Moreover, 44% of the P-IDPs declared having no food stock at all, while 14% declared having less than a week of stock and 27% having between one and 3 weeks of food stock.

A question was added in the HEAT form to evaluate the Food Consumption Score (FCS) (see Annex 1 – HEAT Questionnaire, and Annex 2 – Food Consumption Score Questionnaire). The analysis of the FCS shows that 28% of the families are in a critical food insecurity situation and 69% in a borderline situation.

To face this lack of access to food all families adopt negative coping strategies. The analysis of the Coping Strategy Index shows that 64% of the families are in a critical situation (e.g. 84% of the respondent declared they often relied on less preferred foods). In average, respondents declared taking only 2 meals per day.

Women are particularly affected, with 99% of them having to adopt similar negative strategies which is quite problematic as 39% of them are currently breastfeeding and 7% are pregnant. The average FCS of women headed households is at 27 and the FCS of children headed households is at 20.5 which is lower than the total average (28.5). Those score reflects that 100% of women and children headed households are in severe food insecurity situation.

Overall, the food security situation is poor for 80 to 85% (about 12,700 people) of the P-IDPs population in the 2 provinces. Among them, 10,515 (70%) are in a critical situation and should receive food assistance in priority. Their current vulnerability will certainly deteriorate during the lean season and could result in life threatening situations. 78% of the beneficiaries expressed food as their main priority.

In regards to protection, the HEAT assessment only provides information on potential protection risks among the community, and it will be completed by in-depth interview. Those risks often relate to a specific vulnerability or to the situation of the family (important debt, critical coping strategies). When looking at specific vulnerabilities, the assessment identified that 6% of the households are headed by elderlies, 3% by women and 1% by children. In addition, 23% of the households have to take care of chronically ill or disabled persons which increase their vulnerability. 5% of the respondents also declared to have been separated from relatives.

All those families do not necessarily have protection needs but should be interviewed by specialized officers to evaluate their current situation.

#### **3. Description Of Beneficiaries**

This project will specifically target 10,515 prolonged IDPs (about 1,500 families) who have arrived and settled in the provincial center of Maydan Shahr (Maydan Wardak Province), and of Khost City (Khost Province) between 6 months and 2 years (i.e. from January 2015 to August 2016). These beneficiaries are the most severely insecure IDPs and represent about 60% of all prolonged IDPs. They will be provided with food assistance in cash to cover for 2 months of food needs during the lean season.

10,515 severely food insecure beneficiaries (1,500 families) will be selected according to their vulnerabilities:

- Being acutely food insecure (according to their Food Consumption Score)
- Resorting to harmful coping strategies (according to their score at the Coping Strategy Index - CSI)
- No assets, low or no income sources
- High level of indebtedness (more than 8,000 Afghanis), monthly income below 6,000 Afghanis.
- No food stock or less than 3 weeks food stock
- No access to land

In addition, families specific needs and vulnerabilities will be selected in priority:

- Households headed by: women, children, elderly
- Person with disabilities or chronic-ill person
- Breastfeeding or pregnant women, families with several children under 5 years old
- Very large family: 8 members or more

Total number of beneficiaries:

Among the 10,515 targeted individuals, 4,010 are located in Maydan Shahr district (Maydan Wardak Province) and 6,506 in Khost City (Khost Province). Among the total targeted population, it is expected that 18% will be women, 35% children and 29% will be young girls. In addition assistance will target in priority about 40 households headed by single women and 15 households headed by children.

In the frame of protection, risks among those beneficiaries will be identified though focus group discussions and in-depth interviews. Identified protection concerns will be referred to relevant stakeholders. Those individuals and their families present specific risks inherent to their IDP and personal situation: violence, abuse, exploitation of children, gender-based violence, chronic illness, traumatic stress, risks linked to disabilities...

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

Based on REACH assessment, cluster strategies and SI own assessments, clear gaps in humanitarian assistance exists in the two Provinces. Emergency and protection actors are few to be operating in Khost and Maydan Wardak resulting in important uncovered needs. With 10,515 people being highly food insecure, need for food assistance is essential to avoid irreversible negative impacts. 64% of the households are indeed in a critical situation due to the coping strategies they have to adopt. In addition, the lack of protection stakeholders and functioning referral network is severely lacking and many protection risks remain unaddressed.

SOLIDARITES INTERNATIONAL has an operational presence in those areas for several years. In Wardak Province, SI has been recently implementing two projects (French Embassy funds) to support prolonged IDPs and host communities with food assistance and livelihood support. In total 1,270 households from host and IDPs communities have been supported.

In addition, through its ECHO-funded Emergency Response Mechanism (ERM) program, SI supported 300 households of newly arrived IDPs with cash distributions since June 2016.

The proposed action would be complementary with SI other interventions and would be integrated in a provincial strategy to address uncovered needs for newly arrived and prolonged IDPs.

In Khost Province, SI is currently implementing the ERM program addressing needs of newly arrived IDPs and undocumented returnees. In total 495 households have been supported with cash distribution since June 2016. However, prolonged IDPs have yet to be supported. Through those projects, SI has acquired a solid experience in cash distributions and support to IDPs in the two Provinces.

In regards to protection, SI started to implement protection activities with the ERM in the two Provinces. However, ERM is only targeting newly arrived IDPs and SI's own capacity is not strong enough to support prolonged displaced populations. The present project would allow SI to also support prolonged IDPs and reinforce existing referral systems at provincial level.

In Wardak however, SI has an on-going partnership with the Swedish Committee for Afghanistan (SCA) which implements health projects. In the frame of its projects, whenever SI team identifies severe malnutrition among children, they are referred to the SCA and are provided with healthcare. SI then follow-up their situation when they come back in their family. With the proposed action, this referral system could carry on and be developed to other type of protection risks (medical conditions, injuries, psychological trauma...).

SI's overall history and acceptance in those two provinces have enabled it to effectively implement programs in hard-to-access areas, despite recurrent conflicts. In most districts, SI's expatriates monitoring visits are also possible due to its overall accessibility and acceptance (c.f. Annex 10 – SI access map).

#### **5. Complementarity**

SOLIDARITES INTERNATIONAL has been working in Afghanistan for over 37 years. At the moment, SI is implementing projects in 3 Provinces of Afghanistan: Bamyan, Maydan Wardak and Khost; accounting for 3 operational bases and 1 coordination base in Kabul City. In total, the mission is composed of 11 international staff and 150 national staff. The Coordination team in Kabul includes an Emergency Coordinator and a WaSH Coordinator.

#### Complementary with other SI projects

The proposed project will be a relevant complementary intervention to the other projects implemented in Wardak and Khost Provinces. The first aims at enhancing livelihoods for IDPs and host communities living in Maydan Shahr through a funding of the French Ministry of Foreign Affairs, and is implemented since 2015. The second targets new arrivals of IDPs (less than 6 months) in both Wardak and Khost, providing them with emergency food, winterization, NFI and protection assistance in the frame of the Emergency Response Mechanism (ERM) funded by the European Union (ECHO), and implemented with 7 others partners (ACF, PIN, DRC, NRC, DACAAR, PUI and ACTED) since May 2016. As a result, SI benefits from a strong expertise in conducting both emergency responses and cash distributions. The proposed action would be complementary with SI other interventions and would be integrated in a provincial strategy to address needs of prolonged IDPs along with newly arrived IDPs.

Furthermore, SI also provides assistance to Pakistani refugees settled in Gulan camp and to host communities living in surrounding villages in the Khost Province, through another European Union (ECHO) funding since September 2014. A parallel assistance to new and prolonged IDPs on the one hand, and to refugees and host communities on the other hand, would prevent community tensions.

#### Complementary with other actors

In all of its Provinces of intervention, including Wardak and Khost, SI works in close coordination and collaboration with the other humanitarian actors, UN agencies and with national, provincial and local authorities such as ANDMA (Natural Disaster Management Authority), provincial Governors and Directorates of Refugees and Repatriation (DoRR), to ensure information sharing and avoid overlapping.

In Wardak Province, the only other actor locally present is the Swedish Committee for Afghanistan (SCA), working in the health sector. As explained before, SI has an on-going partnership with the SCA to refer child malnutrition cases. In the frame of proposed protection assistance activities, SI will thus be able to refer individuals and households being specifically vulnerable or experiencing severe health and medical issues to the SCA.

In Khost, SI regularly liaises with all the following humanitarian actors working in the area through the UNHCR-led Humanitarian Action Committee (HAC), a coordinating body for actors working with refugees and other humanitarian issues in the Province: ACTD, APA, COAR, DACAAR, NRC, NCA, HNI, IRC, IMC, MSF, TLO, ICRC and Halo Trust. SI has an on-going partnership with NRC (for education in emergency) and ACTD. Those partnerships will be strengthened and extended to other actors in order to support the protection referral network.

At country level, SI actively participates in the Food Security and Agriculture Cluster, in the Emergency Shelter and NFI cluster, in the WaSH cluster and in technical groups on cash/voucher, advocacy and in task forces such as the IDP Central Region Task Force.

## LOGICAL FRAMEWORK

### Overall project objective

To respond to immediate food security and protection needs of prolonged IDP populations through the lean season in Maydan Wardak and Khost Provinces

## FOOD SECURITY AND AGRICULTURE

Cluster objectives	Strategic Response Plan (SRP) objectives	Percentage of activities
Objective 2: Ensure continued and regular access to food during lean season for severely food insecure people, refugees and prolonged IDPs at risk of hunger and acute malnutrition	SO3: The impact of shock induced acute vulnerability is mitigated in the medium term	100

**Contribution to Cluster/Sector Objectives :** The action will contribute to the cluster specific objectives by ensuring access to food to 10,515 individuals during the lean season. Access to food will be secured through the distribution of cash installments to cover the food needs of each family during two months.

The main outcome will be the reduction by 60% (80% for single women and orphans) of food insecure prolonged IDP households with poor Food Consumption Score, during the project duration.

The direct distribution of cash to cover the food needs of the 10,515 individuals will directly improve their food consumption score. The amount of cash, based on FSAC standards, is calculated to cover the food needs (2100Kcal per person per day) of a family of 7 members for 2 months. The distribution through cash will also allow families to specifically purchase items from food groups that they lack the most (e.g. vegetable, milk, dairy products...), thus improving their diet.

Based on the assessment, the average Food Consumption Score is around 28.5 which represent the upper limit of severe food insecurity. The average Food Consumption Score among the target population will improve from 28.5 to 35, which is the upper range of a borderline food insecurity being close to acceptable (FCS=42).

At the end of the project at least 60% of the respondent should also have an acceptable food consumption (FCS>42) when this rate is at 4% currently.

Women and children headed households should also be targeted in priority by the action. According to the assessment, the average FCS of women headed households is at 27 and the FCS of children headed households is at 20,5. The project will ensure that 800% of those households reach at least a FCS of 35. The FCS indicator has been added to the HEAT assessment for the specific purpose of this proposal. It will also be included in the complementary baseline survey. The initial average score or baseline will be compared with the FCS measured during the Post-Distribution Monitoring.

### Outcome 1

Reduction in in poor Food Consumption Score (<=28) for targeted people by 80% (90% for single women and children) during the project duration.

### Output 1.1

#### Description

At least, 10,515 severely food insecure, refugees and prolonged IDPs are assisted on time with appropriate food transfer in cash, for two months of food assistance (at least 80% of women, boys and girls).

### Assumptions & Risks

In the current situation, SOLIDARITES INTERNATIONAL should not face any major constraints and will be able to implement the project as planned. This is considering the following assumptions:

- Government allow humanitarian access and distributions in targeted areas and to targeted population
- No major deterioration of the regional or national stability
- Current physical and security access in the targeted areas do not severely deteriorate and remain stable
- Pipeline for food is uninterrupted at national level.
- Markets are functional and prices of food and agriculture commodities remain stable.
- Coordination structures remain in place and no duplicated project from other organization is implemented, targeting the same population.

Both targeted areas can be considered as hard-to-access in regards to the insecurity due to recurrent conflicts. Several risks could be faced by SI and hamper the implementation of the action:

- Conflicts and insecurity highly increase and result in threats against humanitarian installations and personnel
- Governmental or non-state actors refuse the humanitarian access to targeted population

To mitigate those risks, SI is building a strong acceptance in the targeted areas with all related stakeholders. For several years, SI has been implementing quality programs in both Provinces, ensuring its appreciation by communities and other stakeholders.

In addition, SI is continuously working to improve its coordination with governmental bodies, UN agencies and other NGOs, in order to reduce possible blockages. Through the year and projects, SI has also been advocating for humanitarian principles to be understood at local and provincial level, highlighting its neutrality and independence as an NGO.

To prevent security issues, SI also relies on its own security department which is in constant relation with INSO for security context analyses.

### Indicators

Code	Cluster	Indicator	End cycle beneficiaries				End cycle
			Men	Women	Boys	Girls	Target
Indicator 1.1.1	FOOD SECURITY AND AGRICULTURE	SA1-Envelope Three: Reduction in percentage of severely food insecure, refugees and prolonged IDP households with poor Food Consumption Score					80

**Means of Verification** : As recommended in the FSAC strategy for 2017, SI will evaluate the % of households with poor Food Consumption Score in the targeted population.

As detailed in the activity, the FCS will be evaluated in the baseline survey and in the PDM survey to measure changes.

The action aims at reducing the number of households with FCS below 28 by 80%.

It means that at least 8,412 individuals among the 10,515 should have a FCS score of at least 37.5 at the end of the action.

Specifically for women, boys and girls that target should be at 90%.

It means that:

- at least 1,744 women out of 1,938 targeted should meet the indicator.
- at least 3,304 boys out of 3,671 targeted should meet the indicator.
- at least 2,771 girls out of 3,079 targeted should meet the indicator.

The indicator will be measured through baseline survey and PDM surveys.

The population targeted can be verified through the beneficiary lists.

Achievements and progress will be reported to the HFU and other relevant stakeholders (clusters, OCHA...)

Indicator 1.1.2	FOOD SECURITY AND AGRICULTURE	SA1-Envelope Three: Proportion of severely food insecure, refugees and prolonged IDPs assisted on time with appropriate food transfer (in-kind, cash or voucher)				90
-----------------	-------------------------------	--	--	--	--	----

**Means of Verification** : The action will target 10,515 individuals with cash for food distribution. Among those recipient at least 90% should receive the assistance in a timely manner.

The first distribution should be provided at the beginning of the lean season, i.e. in June at least. The second distribution will take place between 3 to 5 weeks after the first one, and should be completed no later than end of August (c.f. workplan).

It means that at least 9,464 individuals among the 10,515 targeted should receive assistance in a timely manner.

More specifically, it accounts for:

- at least 1,645 men out of 1,827 targeted who should meet the indicator.
- at least 1,744 women out of 1,938 targeted who should meet the indicator.
- at least 3,304 boys out of 3,671 targeted who should meet the indicator.
- at least 2,771 girls out of 3,079 targeted who should meet the indicator.

The indicator will be measured through baseline survey and PDM surveys.

The population targeted can be verified through the beneficiary lists.

Achievements and progress will be reported to the HFU and other relevant stakeholders (clusters, OCHA...)

## Activities

### Activity 1.1.1

**Standard Activity : In-kind food ration /cash assistance to severely insecure prolonged IDP families. Findings of relevant assessments undertaken within the past 6 months will be a prerequisite for funding and must be submitted along with the proposal. All cash programmes will be in accordance with CHF Minimum Requirements for Cash –Based Programming and are required to conduct Post Distribution Monitoring (PDM).**

#### Beneficiary selection and sensitization

This project will specifically target 10,515 prolonged IDPs (about 1,500 families) that have arrived and settled in the provincial center of Maydan Shahr (Maydan Wardak Province), and of Khost City (Khost Province) between 6 months and 2 years ago (i.e. January 2015 to August 2016). These beneficiaries are the most severely insecure and represent about 60% of all prolonged IDPs. They will be provided with food assistance in cash to cover for 2 months of food needs during the lean season.

3,996 are located in Maydan Shahr district (Maydan Wardak Province) and 6,519 in Khost City (Khost Province). Among the total targeted population, it is expected that 18% will be women, 35% children and 29% will be young girls.

In addition, assistance will target in priority about 40 households headed by single women and 15 households headed by children.

The targeted population was identified based on the representative sample conducted on the P-IDPs identified by REACH's assessment. Thus, in order to select which P-IDPs families will receive assistance, SI will carry on its HEAT assessment on the whole population of P-IDPs in the targeted area.

Among them, the 70% most vulnerable will be selected for the assistance. This ratio was calculated based on several indicators. It represents the estimated proportion of most vulnerable among the population through SI based assessment.

To identify the most vulnerables several indicators have to be taken into account:

- Severe or borderline food insecurity (Food Consumption Score less than or close to 28)
- Resorting to harmful coping strategies (according to their score at the Coping Strategy Index - CSI)
- Incomes too low to cover food needs (Monthly income less than 6,000 AFN per month)
- High level of indebtedness (more than 8,000 Afghanis).
- No food stock or less than 3 weeks food stock
- No access to land

In addition, families specific needs and vulnerabilities will be selected in priority:

- Households headed by: women, children, elderly
- Person with disabilities or chronically-ill persons.
- Breastfeeding or pregnant women, families with several children under 5 years old
- Very large family: 8 members or more

All beneficiaries shall be prolonged IDPs, displaced due to conflicts or natural disasters. They have arrived in the location between 6 months and 2 years ago (i.e. January 2015).

In total 1,500 families will be selected and will receive the 2 months cash assistance.

In order to avoid community tensions and ensure SI accountability and transparency, selection criteria and beneficiary will be shared and discussed with community representative through Focus Group Discussions (FGD). All criteria should be approved by the communities after the assessment.

After selection, a sensitization process will be implemented to ensure the SI's accountability and efficiency of the action.

Community representatives and beneficiaries will be informed of the project objectives and activities. The distribution methodology, amount and purpose of the grant will be explained. Finally, SI staff will raise awareness of beneficiaries about recommended daily food intakes and FSAC food basket.

#### Activity 1.1.2

**Standard Activity : In-kind food ration /cash assistance to severely insecure prolonged IDP families. Findings of relevant assessments undertaken within the past 6 months will be a prerequisite for funding and must be submitted along with the proposal. All cash programmes will be in accordance with CHF Minimum Requirements for Cash –Based Programming and are required to conduct Post Distribution Monitoring (PDM).**

Timely provision of food (cash) to respond to the immediate food needs of prolonged IDP households during the lean season. The activity will target 10,515 individuals from 1,500 families. Those households will receive assistance through two cash installments of 6,000 AFN. In total, each family will receive 12,000 AFN to cover two months' worth of food needs.

The amount is calculated for the needs of a family of 7 people as recommended by the FSAC and SPHERE standards: 2,100 Kcal per person per day.

As recommended by the FSAC, each family should be able to purchase at least:

- Wheat flour: 60 kg
- Local rice: 29 kg
- Vegetable oil: 6 liters
- Pulses: 14 kg
- Salt: 1 kg
- Sugar: 6 kg

According to local market recent analysis, those items will cost about 6,000 AFN per month.

Cash transfer is the most favorable method to provide food assistance. Indeed, all IDPs are located in urban areas where the food market is functional and accessible.

The city market is located in average at 20 minutes by foot from beneficiaries' homes. No security or physical constraints have been reported by beneficiaries. SI has been implementing cash distribution programs through various ways (vouchers, cash-for-work and unconditional transfer) in both Provinces. Based on previous PDM surveys, it is also the beneficiaries' favored type of distribution.

In terms of supply, shopkeepers do not have issues replenishing their stocks with basic food items. Maydan Shahr city is located 30 minutes away from Kabul and therefore benefits from a good access to supply. Khost being the provincial capital there is also no issue with supplying the food market. The recent closure of the Pakistani border has impacted the importation of several products (e.g. fruits), but not the above mentioned items.

A second rapid market assessment will be conducted in the month of the distribution.

In addition unconditional cash grants preserve beneficiaries' dignity and free choice to cover their own priority needs, ensuring a more flexible and relevant assistance.

To ensure a proper distribution process, each beneficiary will receive a distribution card with a personal sequential number. This card will have to be shown to SI upon cash reception. To avoid frauds, other methods will be used to verify the beneficiaries identity: phone call, Tazkera certification verification, community representatives' consultation.

With the reception of the cash, each family will be informed on the purpose and origin of the grant. They will also receive information about nutritional standards, their right to complain and process to follow, etc.

To avoid risks of duplication, SI will closely coordinate with OCHA's Central Region office and participate actively in the Regional OCT and clusters meetings.

To avoid risk of fraud or misappropriation of funds, SI has been developing its own cash transfer procedure (c.f. annex 3 – Cash transfer policy). The last approved CTP is implemented since March 2017. It defines roles and responsibilities of each staff and department during distribution, validation responsibilities as well as security rules to follow.

Cash transfers are requested by the program manager and have to be validated by both administrative and program coordination departments in Kabul. The distribution is then prepared by the program manager who will ensure the operational feasibility, and the base/provincial manager and the security manager will both ensure the respect of staff and of beneficiaries' safety.

The distribution details as well as the date are strictly confidential to those senior staffs.

The distribution itself is always done by two SI senior staffs: one from the program team and one from the support team. The distribution is done in the presence of community representatives and other stakeholders to ensure SI transparency.

During all distributions, SI complaint response officers are present, answer their questions and collect their complaints.

### Activity 1.1.3

**Standard Activity : In-kind food ration /cash assistance to severely insecure prolonged IDP families. Findings of relevant assessments undertaken within the past 6 months will be a prerequisite for funding and must be submitted along with the proposal. All cash programmes will be in accordance with CHF Minimum Requirements for Cash –Based Programming and are required to conduct Post Distribution Monitoring (PDM).**

Post distribution monitoring

1 month after each distribution, SI will conduct a post distribution survey on a representative sample of the targeted population (about 500 interviewees). Two PDM surveys will then be conducted, one for each month of assistance.

The PDM survey will aim at analyzing:

- The efficiency of the distribution process: timeliness of the distribution, constraints faced by beneficiaries, gender specific issues...
- The relevance of the grant: use of the cash, duration of cash use...
- The potential risks for beneficiaries: security issues, frauds, community pressure...
- The satisfaction of beneficiaries
- The achievement of indicators: Food consumption score, coping strategy index...

Each assessment team will include women officer, to better capture responses of women beneficiaries.

SI's PDM questionnaire for cash distribution (c.f. Annex 4 – Post Distribution Monitoring form) has been developed and used in the frame of its ERM program. The questionnaire will be improved to better capture gender and protection related issues and will be submitted to relevant clusters for validation.

The PDM survey will be conducted with at least 306 households to ensure a representative sample (about 20%) and a confidence level of 95%.

PDM surveys are not conducted by the same person who was in charge of the assessment and of the distribution. The PDM is directly supervised by the MEAL team who can hire daily workers to avoid conflict of interests.

### Activity 1.1.4

**Standard Activity : In-kind food ration /cash assistance to severely insecure prolonged IDP families. Findings of relevant assessments undertaken within the past 6 months will be a prerequisite for funding and must be submitted along with the proposal. All cash programmes will be in accordance with CHF Minimum Requirements for Cash –Based Programming and are required to conduct Post Distribution Monitoring (PDM).**

## Beneficiary complaints & feedback collection

In order to ensure SI and its intervention accountability, several mechanisms will be implemented to collect community feedback. Beneficiaries will be able to raise their concerns or issue complaints before, during and after the activities implementation.

At the beginning of the action, community consultation through focus groups discussions will be conducted to present the project and beneficiary selection criteria. Community feedback will be collected regarding selection and distribution methodologies (cash grant, distribution points and process...). These focus groups will interview women and men groups separately.

During the distribution, an information point will be set-up at distribution points. The CRM officer will be present to collect beneficiaries' concerns and questions. He will also inform all beneficiaries about the Complaints & Response Mechanism (CRM).

After distributions, community consultations will be conducted through focus group discussions, by the M&E team and CRM officers. Through the PDM survey, beneficiaries' satisfaction and process indicators will also be evaluated (c.f activity 1.1.3).

SI's CRM enables the collection of complaints through several methods (c.f. Annex 13 CRM SOP): verbal complaint to the CRM officers, letter in complaint box at the office and during distributions, phone call through the hotline. The CRM team is composed of one male and one female to ensure that all gender groups have access to the process.

In addition, CRM officers regularly conduct community consultations and household interviews to ensure that all groups can raise their concerns even if they do not have phones or have mobility issues.

For non-sensitive complaints, Program Manager and Activity Supervisors will review complaints in line with program documentation and address them directly.

For sensitive complaints, an ad hoc investigation committee will be formed (3 members, Program Managers and above). For sensitive complaints the investigation will follow specific procedures and will involve a limited number of people to ensure confidentiality. More details are provided in the Standard Operating Procedures (Annex 13).

This activity will be conducted on a regular basis throughout the project (at least every month for community consultations). Regular monthly reports on beneficiaries' complaints collection will be handed over to the HFU along with narrative reports.

### Activity 1.1.5

#### **Standard Activity : Provision of protection services (including health, psychosocial, legal and safety) to GBV survivors and children abused or exploited by armed groups and armed forces;**

##### Identification and referral of protection needs

In an objective of mainstreaming protection in the intervention, a protection activity of referral will be implemented.

Based on the protection community assessment guidelines of the Protection Cluster, SI will conduct several FGDs in each community to collect information on main protection concerns, legal and civil issues, security risks, affected families, access to rights and services, etc. Community assessments will be conducted with key informants from the community and with separate men and women groups.

SI will make sure that all respondents participate on a voluntary basis and are informed on the purpose of the FGD.

Results will remain confidential and will not be disclosed without participants' consent.

In-depth interviews will be conducted in the form of open discussions to better capture the family's history and situation. These confidential interviews will be conducted on a voluntary basis and information collected in a specific form. SI's current specific protection analysis form, developed in the frame of another program, will be submitted to the protection cluster for endorsement (c.f. Annex 5 - Individual Protection Assistance Form).

In case families with protection concerns have not been interviewed, they will be able to contact SI through its confidential complaints and response mechanism and will be interviewed afterwards.

Each team will include women officers to make sure that gender-related issues are captured through interviews.

After each assessment, SI's team will evaluate each case individually to decide which action should be implemented to address the issues in the best manner.

At community level, SI will conduct awareness raising sessions on several protection related topics.

The objective is to inform communities about their rights as human beings, as Afghan citizens and as displaced people.

Following the identification of a protection need, SI will refer the family situation to another relevant stakeholder, with the family's prior consent.

At the beginning of the project, SI will update its existing protection matrix (C.f. Annex 6 - Protection stakeholders Matrix) to screen all relevant stakeholders in the province: NGOs, governmental agencies, UN agencies, and public services. The Protection matrix aims at identifying at least one stakeholder per protection need.

The matrix will be presented to the protection cluster to be completed, endorsed and to liaise with other referral systems at a regional and national level.

SI will ensure that its own referral approach is not duplicated but instead completes existing systems (e.g. UNHCR network) for more synergy. The project will liaise with the regional protection cluster to ensure the harmonization of the service mapping (protection matrix).

If possible, SI will aim at developing and signing partnership agreements with all relevant stakeholders to define the purpose of the referral system and the roles and responsibilities of each actor when referring a case.

In the frame of the project, SI will ensure that all cases are properly addressed by following up with each family or individual.

The referral system will aim at referring all protection risks of the targeted population.

SI Program Manager will also meet other services providers and NGOs at the beginning of the action to advocate for the need of referral and their participation in the referral network.

Through its current programs, SI has already developed similar protection activities and referred several cases to other NGOs. This is the case for example in Maydan Wardak where SI refers child malnutrition and health needs to the Swedish Committee for Afghanistan.

Through the proposed action, SI aims at extending this type of partnership with multiple actors.

#### **Additional Targets :**

## M & R

### Monitoring & Reporting plan

To monitor the implementation of the indicators, SI will compare and analyze information collected through the initial baseline survey and PDM surveys. This information will be completed by beneficiaries' feedback collection. In March 2017, SI conducted a first HEAT assessment to analyze households' needs and vulnerabilities and to accurately define the target of beneficiaries disaggregated by gender and age. A baseline survey conducted at beneficiaries' identification stage will complete this assessment and provide initial data for indicators monitoring. The PDM surveys will be conducted with at least 306 households (about 20% of the total target) to ensure a representative sample with a confidence level of 95%. The sample will be representative of each district according to the scope of beneficiaries. In order to evaluate the FCS (not in the HEAT), an additional question will be added. After each distribution, PDM surveys will provide endline data to evaluate the progress of each indicator.

To monitor distribution, a non-program staff will participate along with the project manager. He will ensure the actual cash distribution. The MEAL supervisor and CRM officers will also be present to monitor beneficiaries' feedback collection. To ensure accountability and transparency, distribution are organized in a closed area (ensuring privacy) and are done in presence of community and authority representatives. The exact location of the distribution is decided only right before the distribution for security concerns, to ensure the safety of both beneficiaries and SI staffs. After being informed of the grant amount and purpose, and their right to complain, beneficiaries are granted with the cash and sign a receipt. In addition, the PDM surveys also provide relevant information on the proper distribution of the cash, use of the grant by beneficiaries and their satisfaction. It evaluates if beneficiaries were sufficiently informed, if they had any security or safety concerns related to the distribution and if it brought any harm to populations. To ensure transparency, all PDMs are conducted by a separated MEAL (Monitoring Evaluation Accountability and Learning) team. The ERM PDM tool (endorsed by ECHO) is used for distribution monitoring. This tool will be improved and submitted to the FSAC cluster and HFU for approval. SI will follow cluster recommendations regarding monitoring. PDM reports will be shared with the HFU, OCHA, FSAC cluster and the Cash and Voucher Working Group. CRM officers will be in charge of collecting possible beneficiary's complaints. They will update a database on complaints and questions collected through the dedicated hotline or through FGDs. CRM Officers are directly managed by the Base Manager in Maydan Shahr and the Field Coordinator In Khost which are under the direct management of the Country Director. This set-up ensures that the complaints and response mechanism is completely confidential and separated from the program team, for more transparency and accountability. Reports on beneficiaries' feedbacks will be sent to the HFU along with narrative reports.

The Program Manager will collect the information about the progress and achievement of the activities, the follow-up of the indicators and work plan, highlight possible delays and analyze the quality of the project. He will fill up the specific SI monitoring tool (APU-IC) which is sent monthly to the Kabul's coordination and to SI headquarter. A Monitoring and Evaluation Plan will also be developed with the support of SI M&E manager in Kabul, to ensure the proper monitoring of the project.

Each month, project's achievements will be reported to the regional FSAC cluster and to OCHA regional offices and in OCT meetings.

SI's Kabul coordinators regularly visit SI intervention areas to support the local teams and adjust if necessary the activities. They also actively participate in cluster meetings in Kabul.

### **Workplan**

Activitydescription	Year	1	2	3	4	5	6	7	8	9	10	11	12
<p>Activity 1.1.1: Beneficiary selection and sensitization</p> <p>This project will specifically target 10,515 prolonged IDPs (about 1,500 families) that have arrived and settled in the provincial center of Maydan Shahr (Maydan Wardak Province), and of Khost City (Khost Province) between 6 months and 2 years ago (i.e. January 2015 to August 2016). These beneficiaries are the most severely insecure and represent about 60% of all prolonged IDPs. They will be provided with food assistance in cash to cover for 2 months of food needs during the lean season.</p> <p>3,996 are located in Maydan Shahr district (Maydan Wardak Province) and 6,519 in Khost City (Khost Province). Among the total targeted population, it is expected that 18% will be women, 35% children and 29% will be young girls.</p> <p>In addition, assistance will target in priority about 40 households headed by single women and 15 households headed by children.</p> <p>The targeted population was identified based on the representative sample conducted on the P-IDPs identified by REACH's assessment.</p> <p>Thus, in order to select which P-IDPs families will receive assistance, SI will carry on its HEAT assessment on the whole population of P-IDPs in the targeted area. Among them, the 70% most vulnerable will be selected for the assistance. This ratio was calculated based on several indicators. It represents the estimated proportion of most vulnerable among the population through SI based assessment.</p> <p>To identify the most vulnerables several indicators have to be taken into account:</p> <ul style="list-style-type: none"> <li>• Severe or borderline food insecurity (Food Consumption Score less than or close to 28)</li> <li>• Resorting to harmful coping strategies (according to their score at the Coping Strategy Index - CSI)</li> <li>• Incomes too low to cover food needs (Monthly income less than 6,000 AFN per month)</li> <li>• High level of indebtedness (more than 8,000 Afghanis).</li> <li>• No food stock or less than 3 weeks food stock</li> <li>• No access to land</li> </ul> <p>In addition, families specific needs and vulnerabilities will be selected in priority:</p> <ul style="list-style-type: none"> <li>• Households headed by: women, children, elderly</li> <li>• Person with disabilities or chronically-ill persons.</li> <li>• Breastfeeding or pregnant women, families with several children under 5 years old</li> <li>• Very large family: 8 members or more</li> </ul> <p>All beneficiaries shall be prolonged IDPs, displaced due to conflicts or natural disasters. They have arrived in the location between 6 months and 2 years ago (i.e. January 2015).</p> <p>In total 1,500 families will be selected and will receive the 2 months cash assistance.</p> <p>In order to avoid community tensions and ensure SI accountability and transparency, selection criteria and beneficiary will be shared and discussed with community representative through Focus Group Discussions (FGD). All criteria should be approved by the communities after the assessment.</p> <p>After selection, a sensitization process will be implemented to ensure the SI's accountability and efficiency of the action.</p> <p>Community representatives and beneficiaries will be informed of the project objectives and activities. The distribution methodology , amount and purpose of the grant will be explained. Finally, SI staff will raise awareness of beneficiaries about recommended daily food intakes and FSAC food basket.</p>	2017					X							

<p>Activity 1.1.2: Timely provision of food (cash) to respond to the immediate food needs of prolonged IDP households during the lean season.</p> <p>The activity will target 10,515 individuals from 1,500 families. Those households will receive assistance through two cash installments of 6,000 AFN. In total, each family will receive 12,000 AFN to cover two months' worth of food needs.</p> <p>The amount is calculated for the needs of a family of 7 people as recommended by the FSAC and SPHERE standards: 2,100 Kcal per person per day.</p> <p>As recommended by the FSAC, each family should be able to purchase at least:</p> <ul style="list-style-type: none"> <li>- Wheat flour: 60 kg</li> <li>- Local rice: 29 kg</li> <li>- Vegetable oil: 6 liters</li> <li>- Pulses: 14 kg</li> <li>- Salt: 1 kg</li> <li>- Sugar: 6 kg</li> </ul> <p>According to local market recent analysis, those items will cost about 6,000 AFN per month.</p> <p>Cash transfer is the most favorable method to provide food assistance. Indeed, all IDPs are located in urban areas where the food market is functional and accessible.</p> <p>The city market is located in average at 20 minutes by foot from beneficiaries' homes. No security or physical constraints have been reported by beneficiaries. SI has been implementing cash distribution programs through various ways (vouchers, cash-for-work and unconditional transfer) in both Provinces. Based on previous PDM surveys, it is also the beneficiaries' favored type of distribution.</p> <p>In terms of supply, shopkeepers do not have issues replenishing their stocks with basic food items. Maydan Shahr city is located 30 minutes away from Kabul and therefore benefits from a good access to supply. Khost being the provincial capital there is also no issue with supplying the food market. The recent closure of the Pakistani border has impacted the importation of several products (e.g. fruits), but not the above mentioned items.</p> <p>A second rapid market assessment will be conducted in the month of the distribution.</p> <p>In addition unconditional cash grants preserve beneficiaries' dignity and free choice to cover their own priority needs, ensuring a more flexible and relevant assistance.</p> <p>To ensure a proper distribution process, each beneficiary will receive a distribution card with a personal sequential number. This card will have to be shown to SI upon cash reception. To avoid frauds, other methods will be used to verify the beneficiaries' identity: phone call, Tazkera certification verification, community representatives' consultation.</p> <p>With the reception of the cash, each family will be informed on the purpose and origin of the grant. They will also receive information about nutritional standards, their right to complain and process to follow, etc.</p> <p>To avoid risks of duplication, SI will closely coordinate with OCHA's Central Region office and participate actively in the Regional OCT and clusters meetings.</p> <p>To avoid risk of fraud or misappropriation of funds, SI has been developing its own cash transfer procedure (c.f. annex 3 – Cash transfer policy). The last approved CTP is implemented since March 2017. It defines roles and responsibilities of each staff and department during distribution, validation responsibilities as well as security rules to follow.</p> <p>Cash transfers are requested by the program manager and have to be validated by both administrative and program coordination departments in Kabul. The distribution is then prepared by the program manager who will ensure the operational feasibility, and the base/provincial manager and the security manager will both ensure the respect of staff and of beneficiaries' safety.</p> <p>The distribution details as well as the date are strictly confidential to those senior staffs.</p> <p>The distribution itself is always done by two SI senior staffs: one from the program team and one from the support team. The distribution is done in the presence of community representatives and other stakeholders to ensure SI transparency.</p> <p>During all distributions, SI complaint response officers are present, answer their questions and collect their complaints.</p>	2017					X	X	X			
---	------	--	--	--	--	---	---	---	--	--	--

<p>Activity 1.1.3: Post distribution monitoring</p> <p>1 month after each distribution, SI will conduct a post distribution survey on a representative sample of the targeted population (about 500 interviewees). Two PDM surveys will then be conducted, one for each month of assistance.</p> <p>The PDM survey will aim at analyzing:</p> <ul style="list-style-type: none"> <li>• The efficiency of the distribution process: timeliness of the distribution, constraints faced by beneficiaries, gender specific issues...</li> <li>• The relevance of the grant: use of the cash, duration of cash use...</li> <li>• The potential risks for beneficiaries: security issues, frauds, community pressure...</li> <li>• The satisfaction of beneficiaries</li> <li>• The achievement of indicators: Food consumption score, coping strategy index...</li> </ul> <p>Each assessment team will include women officer, to better capture responses of women beneficiaries.</p> <p>SI's PDM questionnaire for cash distribution (c.f. Annex 4 – Post Distribution Monitoring form) has been developed and used in the frame of its ERM program. The questionnaire will be improved to better capture gender and protection related issues and will be submitted to relevant clusters for validation.</p> <p>The PDM survey will be conducted with at least 306 households to ensure a representative sample (about 20%) and a confidence level of 95%.</p> <p>PDM surveys are not conducted by the same person who was in charge of the assessment and of the distribution. The PDM is directly supervised by the MEAL team who can hire daily workers to avoid conflict of interests.</p>	2017						X	X	X	X		
<p>Activity 1.1.4: Beneficiary complaints &amp; feedback collection</p> <p>In order to ensure SI and its intervention accountability, several mechanisms will be implemented to collect community feedback. Beneficiaries will be able to raise their concerns or issue complaints before, during and after the activities implementation.</p> <p>At the beginning of the action, community consultation through focus groups discussions will be conducted to present the project and beneficiary selection criteria. Community feedback will be collected regarding selection and distribution methodologies (cash grant, distribution points and process...). These focus groups will interview women and men groups separately.</p> <p>During the distribution, an information point will be set-up at distribution points. The CRM officer will be present to collect beneficiaries' concerns and questions. He will also inform all beneficiaries about the Complaints &amp; Response Mechanism (CRM).</p> <p>After distributions, community consultations will be conducted through focus group discussions, by the M&amp;E team and CRM officers. Through the PDM survey, beneficiaries' satisfaction and process indicators will also be evaluated (c.f activity 1.1.3).</p> <p>SI's CRM enables the collection of complaints through several methods (c.f. Annex 13 CRM SOP): verbal complaint to the CRM officers, letter in complaint box at the office and during distributions, phone call through the hotline. The CRM team is composed of one male and one female to ensure that all gender groups have access to the process.</p> <p>In addition, CRM officers regularly conduct community consultations and household interviews to ensure that all groups can raise their concerns even if they do not have phones or have mobility issues.</p> <p>For non-sensitive complaints, Program Manager and Activity Supervisors will review complaints in line with program documentation and address them directly. For sensitive complaints, an ad hoc investigation committee will be formed (3 members, Program Managers and above). For sensitive complaints the investigation will follow specific procedures and will involve a limited number of people to ensure confidentiality.</p> <p>More details are provided in the Standard Operating Procedures (Annex 13).</p> <p>This activity will be conducted on a regular basis throughout the project (at least every month for community consultations). Regular monthly reports on beneficiaries' complaints collection will be handed over to the HFU along with narrative reports.</p>	2017				X	X	X	X	X	X		

<p>Activity 1.1.5: Identification and referral of protection needs</p> <p>In an objective of mainstreaming protection in the intervention, a protection activity of referral will be implemented.</p> <p>Based on the protection community assessment guidelines of the Protection Cluster, SI will conduct several FGDs in each community to collect information on main protection concerns, legal and civil issues, security risks, affected families, access to rights and services, etc.</p> <p>Community assessments will be conducted with key informants from the community and with separate men and women groups.</p> <p>SI will make sure that all respondents participate on a voluntary basis and are informed on the purpose of the FGD.</p> <p>Results will remain confidential and will not be disclosed without participants' consent.</p> <p>In-depth interviews will be conducted in the form of open discussions to better capture the family's history and situation. These confidential interviews will be conducted on a voluntary basis and information collected in a specific form. SI's current specific protection analysis form, developed in the frame of another program, will be submitted to the protection cluster for endorsement (c.f. Annex 5 - Individual Protection Assistance Form).</p> <p>In case families with protection concerns have not been interviewed, they will be able to contact SI through its confidential complaints and response mechanism and will be interviewed afterwards.</p> <p>Each team will include women officers to make sure that gender-related issues are captured through interviews.</p> <p>After each assessment, SI's team will evaluate each case individually to decide which action should be implemented to address the issues in the best manner.</p> <p>At community level, SI will conduct awareness raising sessions on several protection related topics.</p> <p>The objective is to inform communities about their rights as human beings, as Afghan citizens and as displaced people.</p> <p>Following the identification of a protection need, SI will refer the family situation to another relevant stakeholder, with the family's prior consent.</p> <p>At the beginning of the project, SI will update its existing protection matrix (C.f. Annex 6 - Protection stakeholders Matrix) to screen all relevant stakeholders in the province: NGOs, governmental agencies, UN agencies, and public services. The Protection matrix aims at identifying at least one stakeholder per protection need. The matrix will be presented to the protection cluster to be completed, endorsed and to liaise with other referral systems at a regional and national level.</p> <p>SI will ensure that its own referral approach is not duplicated but instead completes existing systems (e.g. UNHCR network) for more synergy. The project will liaise with the regional protection cluster to ensure the harmonization of the service mapping (protection matrix).</p> <p>If possible, SI will aim at developing and signing partnership agreements with all relevant stakeholders to define the purpose of the referral system and the roles and responsibilities of each actor when referring a case.</p> <p>In the frame of the project, SI will ensure that all cases are properly addressed by following up with each family or individual.</p> <p>The referral system will aim at referring all protection risks of the targeted population.</p> <p>SI Program Manager will also meet other services providers and NGOs at the beginning of the action to advocate for the need of referral and their participation in the referral network.</p> <p>Through its current programs, SI has already developed similar protection activities and referred several cases to other NGOs. This is the case for example in Maydan Wardak where SI refers child malnutrition and health needs to the Swedish Committee for Afghanistan. Through the proposed action, SI aims at extending this type of partnership with multiple actors.</p>	2017					X	X	X	X	X	X			
<b>OTHER INFO</b>														
<u><b>Accountability to Affected Populations</b></u>														

After distributions, community consultations will be conducted through focus group discussions, by the M&E team and CRM officers. Through the PDM survey, beneficiaries satisfaction and process indicators will also be evaluated (c.f activity 1.1.3). SI's CRM allow the collection of complaints through several methods (c.f. Annex 13 CRM SOP): verbal complaint to the CRM officers, letter in complaint box at the office and during distributions, phone call through the hotline. The CRM team is composed of one male and one female to ensure that all gender groups have access to the process. In addition, CRM officers regularly conduct community consultation and household interview

Before the activity implementation, SI will conduct some community consultations to inform beneficiaries about the assistance rationale and objectives, about beneficiaries' selection process and the distribution methodology. Beneficiaries of each gender group will be involved to ensure that their concerns and feedbacks are taken into account.

During the distribution, community representatives and local authorities will be informed and involved to ensure the transparency of the process. In addition, a complaint response mechanism (CRM) officer from SI will be present to inform beneficiaries and collect their concerns and complaints. All along the project, beneficiaries will have the possibility to share their issues through SI's provincial CRM. SI CRM officers (one man and one woman) regularly visit communities to verify their overall satisfaction and collect possible concerns. CRM officers will be in charge of collecting possible complaints or concerns from beneficiaries. SI's CRM allow the collection of complaints through several methods (c.f. Annex 13 CRM SOP): verbal complaint to the CRM officers, letter in complaint box at the office and during distributions, phone call through the hotline. The CRM team is composed of one male and one female to ensure that all gender groups have access to the process. During field visits, officer will also ensure that people with lack of access (physical or social) or being illiterate will be interviewed so that they have the possibility to express their opinion. The CRM Officer is directly managed by the Base Manager and the Field Coordinator in their respective locations. This set-up ensures that the complaint response mechanism is completely confidential and separated from the program implementing team, for more transparency and accountability. The CRM officers will provide monthly reports to his manager about communities' feedbacks.

In addition, a PDM survey will be conducted 4 weeks after each distribution. Part of the survey evaluates the process of aid delivery to verify the timeliness of the distribution, assess the constraints faced by beneficiaries, and identify gender specific issues. The potential risks for beneficiaries such as security issues, frauds, community pressure can also be identified. The PDM forms also include questions related to the quality of the distribution process and to beneficiary's satisfaction. It evaluates if beneficiaries were sufficiently informed, if they had any security or safety concerns related to the distribution and it brought any harm to populations. To ensure transparency, all PDMs are conducted by the MEAL team. The use of Mobile Data Collection also limits frauds and mistakes during interviews.

All interviews and consultations are conducted along with women officers to ensure that gender specific issues are captured and that women concerns and opinions are taken into account.

Both CRM and PDM schemes ensure that beneficiaries' opinion, feedbacks and concerns are taken into account.

#### **Implementation Plan**

SI will be the sole implementing actor of the proposed project. Though the ERM program, SI has developed a thorough experience in cash based interventions in Afghanistan.

All activities will be carried out by strongly involving local authorities and beneficiary communities and representatives (Community Development Councils – CDC, and elders). It will ensure a fair beneficiary selection, which avoids any duplication and ensures the acceptance and safe implementation of the cash distributions. As a consequence, the distribution methodology will be presented and discussed with local communities and representatives to ensure the safest, most timely and most acceptable process for all beneficiaries. Cash grants and distributions will be conducted based on standards and guidelines recommended by the HFU, FSAC and the Cash Voucher Working group. Each beneficiary will receive a distribution card with a personal sequential number, to be shown upon cash reception. To avoid frauds, other methods will be used to verify the beneficiaries' identity: phone call, Tazkera certification verification, community representatives' consultation. With the reception of the cash (6000 AFN), each family will be informed on the purpose and origin of the grant. To avoid risk of fraud or misappropriation of funds, SI has been developing its own cash transfer procedure (c.f. annex 3 – Cash transfer policy). The last approved CTP is implemented since March 2017. It defines roles and responsibilities of each staff and department during distribution, validation responsibilities as well as security rules to follow. Cash transfers are requested by the program manager and have to be validated by both administrative and program coordination departments in Kabul. The distribution is then prepared by the program manager who will ensure the operational feasibility. The security manager ensures respect of staff and of beneficiaries' safety. Security context analysis are regularly done and beneficiaries' consultation will ensure that no constraints will occur during the distribution. The exact locations of the distributions are decided after those consultation to identify the best place avoiding security issues. Distributions of SI usually take place in hawala offices, CDCs centers, governmental or other public buildings. All places should be as close as possible to the beneficiaries to limit their movements with cash. The distribution details as well as the date are strictly confidential. The distribution itself is always done by two SI senior staffs from the program and support teams, in the presence of community representatives, to ensure transparency. A distribution plan will be prepared before each distribution. Groups of beneficiaries will be notified with the date and place of the distribution in advance, to ensure crowd control-flow. In average, 150 households per day per location can receive cash. For beneficiaries with mobility and access constraints, a door-to-door distribution will be organized. All documentation related to the distribution (beneficiary lists, cash transfer requests, procedures validation, cash proof-of-receipts) will provide evidence on the distribution and will be attached to regular reports to the CHF-HFU.

Protection assistance activities will also be carried out with the involvement of local authorities and beneficiary communities, to ensure that those with specific needs for protection are properly and timely referred to the relevant protection services. In addition, recommendations and guidelines provided by the Protection Cluster will also be taken into account in implementing protection assistance.

Although the intervention is an emergency action, SI will try to develop durable solutions for beneficiaries. First, through a regular follow-up after the action, SI will monitor the needs of the population. Referral of protection needs will also continue after the end of the action, through other interventions.

<b>Coordination with other Organizations in project area</b>	
<b>Name of the organization</b>	<b>Areas/activities of collaboration and rationale</b>
UNOCHA	Office for the Coordination of Humanitarian Affairs - At provincial level, SI will maintain a close coordination with OCHA office, providing progress updates and arranging field monitoring visits for OCHA teams. At national level, SI will provide regular reports to the HFU about project implementation, complaints collection and distributions implemented.
UNHCR	SI will coordinate with UNHCR at provincial and national level for the development of its protection referral network. SI will then ensure that its action is complementary to UNHCR actions.
ACTD and Johanniter International Assistance	NNGO and INGO implementing health projects, to whom SI will be able to refer protection needs in Khost. ACTD is the implementing partner of Johanniter International Assistance. SI is already in relation with ACTD who provides to SI monthly reports about the health situation in Gulan refugee camp, and SI ensures proper WaSH access for the ACTD health center in the camp.
NCA	NCA acts as funder to other local implementing NGOs including COAR in Khost. Coordination with SI is generally at country level in Kabul.
MSF	MSF is the maternity and neo-natal care provider in Khost city and supports several Khost districts health centers. SI will refer to MSF possible beneficiaries with protection needs in relation with MSF expertise.
IRC	IRC is implementing projects in Khost province targeting the primary needs of undocumented returnees and IDPs. SI is constantly coordinating with IRC through joint assessments and cash assistance through the ERM (Emergency Response Mechanism). SI and IRC share their work plans to avoid any duplication including within the proposed project.
DACAAR	DACAAR is one of the WaSH service providers in Khost province. Information and challenges are shared between SI's and DACAAR's teams to avoid any duplication including within the proposed project.
TLO	NNGO providing expertise in data collection and field distribution response, SI coordinates with TLO in Khost to avoid any duplication including within the proposed project.
Swedish Committee for Afghanistan (SCA)	Health programming actor with whom SI will work for Protection Assistance in Wardak. SI has already a MoU with SCA for the referral of malnutrition and medical conditions of children. SI is referring children to SCA since 2015 through projects financed by the French embassy and ECHO.
NRC	INGO providing Education in Emergency in Khost and with a protection expertise; NRC will assist SI in the field of protection. SI and NRC already partnered in 2015 and 2016 in Khost to assist the Pakistani refugees. SI is currently providing WaSH services to the refugee schools implemented by NRC in Khost. Within the proposed project, SI and NRC will share information about the prolonged displaced population.
ICRC	International Organisation providing protection assistance such as support to separated families in Khost, to whom SI will be able to refer protection needs. ICRC and SI are also collaborating in terms of context and security analysis.
WFP - World Food Program	SI is coordinating with WFP in Khost and Wardak through different projects to avoid duplication in food assistance. All joint needs' assessments are carried out by SI, WFP and other humanitarian actors.
<b>Environment Marker Of The Project</b>	
A: Neutral Impact on environment with No mitigation	
<b>Gender Marker Of The Project</b>	
2a-The project is designed to contribute significantly to gender equality	
<b>Justify Chosen Gender Marker Code</b>	

- A gender and age analysis is included in the project's needs assessment
- Gender and age analysis is reflected in 1 or more project's activities
- Gender and age analysis is reflected in 1 or more project outcomes

To assess the need of the population, SI conducted a HEAT assessment. The form includes a disaggregation of household's details per gender and age. Specific questions also capture the specific needs of women and children. All PDM questionnaires also include gender disaggregated data and specific questions to ensure that the intervention took into account the needs of each gender group. All surveys (HEAT, PDM, protection interviews) are conducted by teams including women officers. Women officers are essential to access the intimacy of the households and interview women. This is especially important in for protection issues specific to women (abuse, violence...) and for women headed households. The Complaint Response Mechanism team also includes women officers to capture specific concerns of women interlocutors.

In order to ensure the gender responsiveness of the action, SI will make sure that the project contributes to gender equality. Specific needs of women, especially women headed households, are taken into account during distributions. If preferred by beneficiaries, door to door distributions can be implemented for women, avoid any risk.

Women, elderly and children headed households are also priority beneficiaries to be selected for the distribution. SI acknowledge that their situation bring specific vulnerabilities that need to be addressed.

In the frame of the protection component, risks specific to children and women (abuse, violence, social exclusion) will be addressed in priority. Through the referral of their case or through a specific assistance (e.g. additional food assistance for lactating or pregnant women, malnutrition referral for children) the specific needs of each gender and age group will be addressed.

Regarding the outcomes of the food security component, the needs assessment identified higher vulnerabilities among specific gender groups. The average FCS of women headed households is at 27 and the FCS of children headed households is at 20.5 which is lower than the total average (28.5). Those score reflects that 100% of women and children headed households are in severe food insecurity situation. The action will therefore ensure that 100% of those households improve their food security, with a FCS of at least 35.

The protection outcomes and outputs will also highlight achievements disaggregated by age and gender. The rate of satisfaction among protection assisted people will be presented separately for women, men, boys and girls. A specific attention will thus be made to reach the same level of satisfaction for children and women than for men.

### **Protection Mainstreaming**

Protection mainstreaming includes protection principles and promotion of meaningful access, safety and dignity in humanitarian aid. The key protection principles that must be taken into account in all humanitarian activities are to avoid causing harm, equality and impartiality, accountability, participation and empowerment. SI has developed a Protection position paper to formalize already existing institutional practices or trends, including sensitivity to conflicts and abuse in terms of protection and the influence of this sensitivity on program design, implementation and evaluation.

(c.f. annex 7 – SI global policy on protection)

Do-no-harm approach incorporates protection principles and ensures the safety and dignity of the women, men, girls and boys beneficiary of the assistance. SI aims to prevent and minimize as much as possible any unintended negative effects in all its intervention.

The assistance will be provided through meaningful access to impartial services to women, men, boys and girls. SI will focus specifically to the local tribal context and the gender equality to avoid any discrimination. SI will make sure that the local authorities and communities understand the vulnerability criteria applied in beneficiaries' selection. Persons with Specific Needs will be taken into account and will be included.

SI manages a CRM (Complaint Response Mechanism) in all intervention areas to be able to receive the feedback and concerns of the beneficiaries regarding the assistance provided. All CRM teams include women officers to ensure that women can access the mechanism as well.

Moreover, the MEAL (Monitoring, Evaluation, Accountability and Learning) Manager based in Kabul will ensure that the appropriate mechanisms through which affected populations can measure the adequacy of the intervention and address their concerns are in place. The regular contact with Shura and elders will be also a guarantee for respecting the population.

Before, during and after each activity, communities are involved in all steps of the project. Community consultation and participation a key factor toward the success of the project but also to avoid harming populations. For example, communities are consulted beforehand to provide their opinions about the distributions methodologies and distribution point selection. The team is also in constant communication with community representatives to analyze the security context of their area. A representative also participates in distribution to ensure the transparency of the process. SI will also coordinate with other stakeholders and clusters to refer other needs and vulnerabilities for which SI cannot provide any response.

SI is also ensuring the confidentiality of all information collected from beneficiaries (assessment, interviews, pictures, PDM, complaints). All personal information or beneficiary lists are only disclosed with the consent of the beneficiary. In case of request of information on beneficiaries from a third part, beneficiaries consent will be requested and the third part should justify about the use of the information. Those information will only be shared for humanitarian (protection referral, additional assistance) or coordination (avoid duplication) purposes.

In addition no answer of information is forcefully requested from beneficiaries. Before interviews, all respondents are explained that no answer is compulsory and that the assistance is not conditional to that information.

### **Country Specific Information**

#### **Safety and Security**

In all areas of Afghanistan where SI intervenes, security threats are minimized mainly through an acceptance strategy. Employees who are recruited to work on each project mostly are from the targeted intervention area: there are thus highly familiar with the local context, culture and language. Promoting humanitarian principles is a key measure to ensure beneficiaries' understanding of the NGO's identity and to differentiate ourselves from other actors such as military forces and construction companies. Transparency towards the authorities, leaders of the community and armed groups is also essential. Furthermore, the relevance and quality of SI activities are also of paramount importance to ensure acceptance. Security considerations are organized in Standard Operational Procedures (SOP). At country level, security is ensured by the Country Director in close relationship with SI's Kabul security focal point and through relevant security meetings. Security focal points in Maydan Shahr and Khost are in charge of following and monitoring the daily security situation. Protection of all the staff is a priority. This includes a strict recruitment policy and a good office location with a safe room, hibernation box, first aid kit and extinguishers which are available and known to the staff. There is no visibility for security issues. Drivers and guards are regularly trained on security rules and refresher trainings are regularly organized. It is to be noted that SI implements relief operations in Khost Province since October 2014, and the area is considered quite sensitive. No incident affecting SI has been reported to date in both Provinces, due to strict compliance with the security rules in place and the good acceptance that was progressively built and consolidated with the community.

#### WARDAK

Maydan Shahr, capital of the Wardak Province, is located in the central region of Afghanistan, 35 km from Kabul. The main ethnic groups living in Wardak Province are Pashtuns, followed by Tajiks and Hazaras. Security is a challenge in Maydan Wardak, even if the DACs are under government control. The AOG structure in Wardak is a concern in remote areas mainly, such as in Nirkh and Jalrez districts. Rocket launch and Improvised Explosive Devices (IED) detonations have been recorded against the Afghan National Security Forces (ANSF) and governmental installations in the capital city. (c.f. Annex 8 – Wardak humanitarian and security context analysis).

#### KHOST

Khost Province is currently witness to and participant in ongoing nationwide political struggle for control and power. Opposition groups are involved in armed conflict with government and numerous incidents of violence are recorded weekly at various locations throughout the Province. The risk of the IEDs (Improvised Explosive Devices) still exists in the Province. In 2016 between ten and twenty security incidents were reported Province wide per week, with the majority of the incidents related to IEDs. The areas of Sabari, Alisher-Terizay, Musakhel, Qalander, Duamonda and Spera experience daily threats from AOGs. People with linkages to the government are often targeted by the AOG fighters.

The main opposition group in Khost is the Haqqani Network (HQN), an IEA key member in charge of military operations and known for the suicide attacks in the country. Among the Pakistani refugees, there are supporters or former active members of Tehrik-i-Taliban Pakistan (TTP), while active members pursued by the Afghan and US forces are mainly in Spera district of Khost Province. HQN tolerates the presence of TTP in their area of influence but doesn't allow any TTP action in Afghanistan. (c.f. Annex 9 – Khost humanitarian and security context analysis).

#### Access

##### Beneficiary selection and access

To ensure neutrality, impartiality and accountability to affected populations, the selection of beneficiaries will rely on clear selection criteria based on:

- The status of the beneficiaries (prolonged IDPs displaced from 2 years to 6 months ago)
- The vulnerabilities (with clear criteria such as incomes, debts, food consumption, households with specific needs – PSN)

Those inclusion criteria will be clearly defined in an inclusion matrix to score, rank and select beneficiaries on a need basis. A list of included beneficiaries will be then drawn up from the total list of prolonged IDPs.

To ensure the transparency of the process, SI rely on community participation. At the beginning of the intervention, the process of selection will be clearly explained and discussed with local communities.

A selection committee including community representatives and SI staffs will then validate the list of beneficiaries identified, which will be also reviewed a SI coordination level.

All non-included households will be given the possibility to complain through SI's CRM if they feel that they were entitled to assistance. In order to ensuring not harming beneficiaries the list will be kept confidential at best.

In both Provinces, SI has been implementing similar methodologies with a good feedback from local communities.

(c.f. Annex 15 - Selection of beneficiaries at Solidarites International)

#### WARDAK

SI benefits from a solid anchorage in the Province owing to its lasting presence and work in the area, lasting from 1986 to 2007 (Food Security and WASH support to the IDPs) and resumed in 2015 following alerts on the IDPs' dire situation. In addition, thanks to its long history in Afghanistan and in particular in the Wardak Province in the 80's/90's, SI has kept a trustful relationship with the most notorious historical personalities of this Province, such as Mr. Amin Wardak. Last, throughout 2016, SI has worked on the consolidation of its acceptance among Wardak communities, authorities and non-state actors. Access to almost all districts of Wardak Province by SI is now feasible (c.f. Annex 10 – SI access map).

In Maydan Shahr city where the SI office is set up, the usual targets of the AOG remain the police, military forces and high profile governmental authorities. Nevertheless the day to day security management requires a good network and thorough assessment with the important security stakeholders and community leaders. As in the other Provinces, NGOs are not protected against collateral damages. Considering the short distance between Kabul and Maydan Shahr, expatriates will carry out frequent monitoring visits according to the security assessment undertaken on a regular basis.

#### KHOST

At the present, IEDs and criminal groups are the main possible threats over the Provinces and rigorous mitigation measures are in place for SI's team movement from Khost city area and throughout the Province. Overall, it is very clear that the threats can come from all parties to the conflict because of the intertwined interests of local stakeholders. SI intends to keep equidistance with all of them as to keep a neutral approach while always building further its acceptance through quality programs and proximity with beneficiaries.

During 2016, SI has expanded its accessibility to more areas across Khost Province. SI teams were able to move in Alisher district, whereas in 2015 it was not possible. Additionally with the actions undertaken through the ERM project, SI has increased its understanding and has had the ability to conduct field visits to many additional areas in the districts of Tani, Gurbuz, Mandozayi, Nader shah Kot, and central Khost (c.f. Annex 10 – SI access map).

**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	Country Director	S	1	7,651.58	6	16.67	7,653.11
	<p>16.67% of the salary of the Country Director in Kabul.                      This person represents Solidarités International and is responsible for all the actions performed by Solidarités International in Afghanistan. He/she is the general focal point and is responsible for the relationship with CHF in the country of project implementation. He/she participates in all coordination forums with other consortium agencies, as well as authorities at country level. Internally he/she coordinates operations.                      Total cost includes salary and taxes, insurance, visa and flights costs, monthly per diem, break costs and all Expatriate related costs as defined in SI's HR policies.</p>						
1.2	Communication & Reporting Officer	S	1	2,683.94	6	16.67	2,684.48
	<p>16.67% of the salary of the Communication &amp; Reporting Officer in Kabul.                      He/She assists the Country Director in ensuring a proper communication among the teams, support teams for donor reporting and for internal and external communication.                      Total cost includes salary and taxes, insurance, visa and flights costs, monthly per diem, break costs and all Expatriate related costs as defined in SI's HR policies.</p>						
1.3	Administrative Coordinator	S	1	5,449.15	6	16.67	5,450.24
	<p>16.67% of the salary of the Administrative Coordinator in Kabul,                      Two month coverage of the total estimated costs of the Administrative Coordinator. The Administrative Coordinator is in charge of the monthly Budget Follow up and all administrative related matters on the mission. He/she is the link between SI HQ financial department and the mission.                      Total cost includes salary and taxes, insurance, visa and flights costs, monthly per diem, break costs and all Expatriate related costs as defined in SI's HR policies.</p>						
1.4	Human Resources Coordinator	S	1	5,535.49	6	16.67	5,536.60
	<p>16.67% of the salary of the Human resources Coordinator in Kabul.                      He/she is responsible for the coordination of all administrative and HR duties in support of the operations and Country director. They make sure that all CHF, SI and Afghan procedures are known and respected in the fields of administration and Human Resource management. He/she is the main focal point for all administrative and HR topics for HQ and partners.                      Total cost includes salary and taxes, insurance, visa and flights costs, monthly per diem, break costs and all Expatriate related costs as defined in SI's HR policies.</p>						
1.5	Emergency / FSL Coordinator	S	1	5,528.50	6	33.33	11,055.89
	<p>33.33% of the salary of the Emergency / FSL Coordinator in Kabul                      The Program Coordinator is responsible for coordinating all operational activities ensuring quality criteria are respected, as well as complementing mechanisms in close working relationship with HQ. He/she assists the Country Director on the coordination and relationship with other technical agencies, and local and national authorities. He/she supports the Field Coordinator in all project implementation matters. He/she is responsible for internal and external Food security and livelihoods coordination, and will be responsible for external and internal reporting.                      Total cost includes salary and taxes, insurance, visa and flights costs, monthly per diem, break costs and all Expatriate related costs as defined in SI's HR policies.</p>						
1.6	National HR - Coordination Support	S	22	816.05	6	20.00	21,543.60
	<p>The administrative team in Coordination verifies, consolidates and ensures all the administrative, financial and human resources management of the mission. It includes one Administrative Deputy, one Administrative officer and one Human Resource Officer. The logistic team is in charge of the supply chain, the maintenance of infrastructure, transport, stock management and security – and respect of all internal and external processes. It includes one Logistic Coordinator (Afghan) one Logistic Deputy and one Logistic Officer.                      The safety advisor is in charge of all safety issues: context evolution follow-up, verifying the safety processes implementation, etc. Due to the volatility of the context in Afghanistan, this position is essential in order to ensure the safety of all teams at any moment.                      The drivers are responsible for transporting people and goods for the implementation of the project. They are also in charge of the vehicles' good condition.                      The watchmen are in charge of the safety of the offices and stores of Solidarités International.                      The cook/cleaners are in charge of the cleanliness of all buildings of Solidarités International and in charge of cooking for teams during work time.</p>						
1.7	National HR - Coordination Program	D	2	1,206.08	6	33.33	4,823.84
	<p>The MEAL Manager supports the Program Coordinator and the Program Manager for the implementation and design of Monitoring tools. He will go to Khost and Wardak to provide training to the team, for example to the use of Kobo Collect, a Mobile Data Entry tool to ease the survey process and its accuracy.</p>						
1.8	National HR - Regional Support	S	27	492.67	6	33.33	26,601.52

	<p>The administrative team carries out the administrative, financial and human resources management of the program at base level. It includes one Administrative Manager and one Administrative officer.</p> <p>The logistic team is in charge of the supply chain, the maintenance of infrastructure, transport, stock management and security at base level.</p> <p>The watchmen are in charge of the safety of the offices and stores of Solidarités International</p> <p>The cook/cleaners are in charge of the cleanliness of all buildings of Solidarités International and in charge of cooking for teams during work time.</p>						
1.9	National HR - Regional Program	D	16	614.15	6	100.00	58,958.40
	<p>The regional program team includes one program manager in charge of the whole project implementation.</p> <p>Two team leader (one in each province) will manage field works and supervise the 8 field officers for assessments and distributions.</p> <p>8 field officers in charge of activities implementation on the field.</p> <p>One MEAL supervisor will be in charge of the database and analysis, monitoring of the achievements and indicators. He also manage the data officer.</p> <p>One data officer for database and information management.</p> <p>One protection supervisor and 4 protection officers in charge of the protection activities (interviews, referral, assistance).</p> <p>One CRM officer to ensure the accountability of the action and collect communities complaints and feed-backs.</p>						
1.10	Others National Staff / Benefit	S	1	179.89	6	100.00	1,079.34
	<p>Daily workers for support are hired from time to time to replace watchmen (sick leaves, paid leaves), this cost is shared with other funding. Trainings in protection will benefit to all CHF program staff.</p>						
	<b>Section Total</b>						<b>145,387.02</b>
<b>Supplies, Commodities, Materials</b>							
2.1	Resultat 1 - Food distribution	D	1500	90.00	2	100.00	270,000.00
	<p>Food distribution to 1,500 households for 2 months. Two cash installments of 6000 Afghani per household distributed in cash.</p>						
2.2	PDM and assessments	D	1	344.30	2	100.00	688.60
	<p>Daily workers and miscellaneous costs for post distribution monitoring and protection monitoring surveys. Non SI staff for those assessments ensure the accountability of the action.</p>						
	<b>Section Total</b>						<b>270,688.60</b>
<b>Equipment</b>							
3.1	Laptop	S	2	1,100.00	1	100.00	2,200.00
	<p>Purchase of 2 laptops for the use of the new positions of the program (Field officer, Protection officers)</p>						
3.2	Satelite phone	S	2	700.00	1	100.00	1,400.00
	<p>Satelite phones in order to ensure the safety of teams on the field.</p>						
3.3	Tablet / Smartphones	D	3	180.00	1	100.00	540.00
	<p>3 Tablet/Smartphones for the program team to be able to carry out the assessments and follow up distributions.</p>						
	<b>Section Total</b>						<b>4,140.00</b>
<b>Contractual Services</b>							
4.1	Vehicles rental	D	5	615.17	6	58.33	10,764.86
	<p>This budget line covers the rental of:</p> <ul style="list-style-type: none"> <li>- 1 vehicle for 2 months in Kabul</li> <li>- 2 vehicles for 6 months in Khost &amp; Wardak (Direct)</li> <li>- 2 vehicles for 3 months in Khost &amp; Wardak (Support)</li> </ul>						
	<b>Section Total</b>						<b>10,764.86</b>
<b>Travel</b>							
5.1	Local Flights / Travel	D	1	280.00	8	100.00	2,240.00
	<p>1 round trip Kabul/Khost per month for staff Nat (PM or Team Leader) + 2 round trip for Coordination</p>						
5.2	International Freight	S	1	1,500.00	1	100.00	1,500.00
	<p>1 lumpsum as contribution for the freight costs : international freight for archives sending to head quarters and freight for equipment purchase.</p>						
	<b>Section Total</b>						<b>3,740.00</b>

General Operating and Other Direct Costs							
7.1	Coordination office costs	S	4	1,281.25	6	20.00	6,150.00
<i>20% contribution for the costs of the coordination office and the guest house in Kabul during duration of the project (rental, office supplies and small equipment, refurbishment).</i>							
7.2	Bases office costs	S	8	581.38	6	40.00	11,162.40
<i>40% contribution for the costs of the GH &amp; Offices in Khost &amp; Wardak during duration of the project (rental, office supplies and small equipment, refurbishment).</i>							
7.3	Transportation	S	2	248.11	6	20.00	595.46
<i>20% contribution for the costs of the 2 SI cars used by coordination in Kabul (fuel, maintenance, insurance).</i>							
7.4	Communication Costs KBL	S	6	172.83	6	20.00	1,244.38
<i>20% contribution for the costs of the communication for the coordination in Kabul (phone communication, internet fees and satellite phone communication)</i>							
7.5	Generators costs KBL	S	1	199.00	6	20.00	238.80
<i>20% contribution for the costs of the generator for the coordination in Kabul (fuel and maintenance).</i>							
7.6	Bank fees	S	3	1,520.00	6	16.67	4,560.91
<i>Commission fees on the expenses of the program : 0,40% for Money Changer fees for Kabul, 0,50% for Money Changer fees for Khost and 1.2% for Wardak. A contract with the money changer stipulates these fees.</i>							
7.7	Transfer fees	D	1	3,240.00	1	100.00	3,240.00
<i>A contract has been signed with the money changer for each base and for Kabul. In Wardak it is 1.2% for transferring cash to the base or to other places in Maidan Shar. In Khost, it is 0.5% to transfer to the base and 1% to transfer to Gulan camp. For other places in Khost province, the hawala fee depends of the location and the security, here we consider 1.2% for the cash transfer of the cash assistance as estimation. Therefore the general hawala fee for both bases, Wardak and Khost, is calculated with 1.2%.</i>							
7.8	Communication costs bases KST and WDK	S	12	157.58	6	40.00	4,538.30
<i>40% contribution for the costs of the communication for the bases of Khost and Wardak (phone communication, internet fees and satellite phone communication)</i>							
7.9	Generator costs KST and WDK	S	2	370.00	6	40.00	1,776.00
<i>40% contribution for the costs of the generator for the bases Khost and Wardak (fuel and maintenance).</i>							
<b>Section Total</b>							<b>33,506.25</b>
<b>SubTotal</b>			1,627.00				<b>468,226.73</b>
Direct							351,255.70
Support							116,971.03
<b>PSC Cost</b>							
PSC Cost Percent							7.00
PSC Amount							32,775.87
<b>Total Cost</b>							<b>501,002.60</b>

Project Locations							
Location	Estimated percentage of budget for each location	Estimated number of beneficiaries for each location					Activity Name
		Men	Women	Boys	Girls	Total	
Wardak -> Maydanshahr	35	639	678	1,285	1,078	3,680	Activity 1.1.1 : Beneficiary selection and sensitization This project will specifically target 10,515 prolonged IDPs (about 1,500 families) that have arrived and settled in the provincial center of Maydan Shahr (Maydan Wardak Province), and of Khost City (Khost Province) between 6 months and 2 years ago (i.e. January 2015 to August 2016). These beneficiaries are the most severely

insecure and represent about 60% of all prolonged IDPs. They will be provided with food assistance in cash to cover for 2 months of food needs during the lean season.

3,996 are located in Maydan Shahr district (Maydan Wardak Province) and 6,519 in Khost City (Khost Province). Among the total targeted population, it is expected that 18% will be women, 35% children and 29% will be young girls.

In addition, assistance will target in priority about 40 households headed by single women and 15 households headed by children.

The targeted population was identified based on the representative sample conducted on the P-IDPs identified by REACH's assessment. Thus, in order to select which P-IDPs families will receive assistance, SI will carry on its HEAT assessment on the whole population of P-IDPs in the targeted area.

Among them, the 70% most vulnerable will be selected for the assistance. This ratio was calculated based on several indicators. It represents the estimated proportion of most vulnerable among the population through SI based assessment.

To identify the most vulnerables several indicators have to be taken into account:

- Severe or borderline food insecurity (Food Consumption Score less than or close to 28)
- Resorting to harmful coping strategies (according to their score at the Coping Strategy Index - CSI)
- Incomes too low to cover food needs (Monthly income less than 6,000 AFN per month)
- High level of indebtedness (more than 8,000 Afghani).
- No food stock or less than 3 weeks food stock
- No access to land

In addition, families specific needs and vulnerabilities will be selected in priority:

- Households headed by: women, children, elderly
- Person with disabilities or chronically-ill persons.
- Breastfeeding or pregnant women, families with several children under 5 years old
- Very large family: 8 members or more

All beneficiaries shall be prolonged IDPs, displaced due to conflicts or natural disasters. They have arrived in the location between 6 months and 2 years ago (i.e. January 2015).

In total 1,500 families will be selected and will receive the 2 months cash assistance.

In order to avoid community tensions and ensure SI accountability and transparency, selection criteria and beneficiary will be shared and discussed with community representative through Focus Group Discussions (FGD). All criteria should be approved by the communities after the assessment.

After selection, a sensitization process will be implemented to ensure the SI's accountability and efficiency of the action.

Community representatives and beneficiaries will be informed of the project objectives and activities. The distribution methodology, amount and purpose of the grant will be explained. Finally, SI staff will raise awareness of beneficiaries about recommended daily food intakes and FSAC food basket.

Activity 1.1.2 : Timely provision of food (cash) to respond to the immediate food needs of prolonged IDP households during the lean season.

The activity will target 10,515 individuals from 1,500 families. Those households will receive assistance through two cash installments of 6,000 AFN. In total, each family will receive 12,000 AFN to cover two months' worth of food needs.

The amount is calculated for the needs of a family of 7 people as recommended by the FSAC and SPHERE standards: 2,100 Kcal per person per day.

As recommended by the FSAC, each family should be able to purchase at least:

- Wheat flour: 60 kg
- Local rice: 29 kg
- Vegetable oil: 6 liters
- Pulses: 14 kg
- Salt: 1 kg
- Sugar: 6 kg

According to local market recent analysis, those items will cost about 6,000 AFN per month.

Cash transfer is the most favorable method to provide food assistance. Indeed, all IDPs are located in urban areas where the food market is functional and accessible.

The city market is located in average at 20 minutes by foot from beneficiaries' homes. No security or physical constraints have been reported by beneficiaries. SI has been implementing cash distribution programs through various ways (vouchers, cash-for-work and unconditional transfer) in both Provinces. Based on previous PDM surveys, it is also the beneficiaries' favored type of distribution.

In terms of supply, shopkeepers do not have issues replenishing their stocks with basic food items. Maydan Shahr city is located 30 minutes away from Kabul and therefore benefits from a good access to supply. Khost being the provincial capital there is also no issue with supplying the food market. The recent closure of the Pakistani border has impacted the importation of several products (e.g. fruits), but not the above mentioned items.

A second rapid market assessment will be conducted in the month of the distribution.

In addition unconditional cash grants preserve beneficiaries' dignity and free choice to cover their own priority needs, ensuring a more flexible and relevant assistance.

To ensure a proper distribution process, each beneficiary will receive a distribution card with a personal sequential number. This card will have to be shown to SI upon cash reception. To avoid frauds, other methods will be used to verify the beneficiaries identity: phone call, Tazkera certification verification, community representatives' consultation.

With the reception of the cash, each family will be informed on the purpose and origin of the grant. They will also receive information about nutritional standards, their right to complain and process to follow, etc.

To avoid risks of duplication, SI will closely coordinate with OCHA's Central Region office and participate actively in the Regional OCT and clusters meetings.

To avoid risk of fraud or misappropriation of funds, SI has been developing its own cash transfer procedure (c.f. annex 3 – Cash transfer policy). The last approved CTP is implemented since March 2017. It defines roles and responsibilities of each staff and department during distribution, validation responsibilities as well as security rules to follow.

Cash transfers are requested by the program manager and have to be validated by both administrative and program coordination departments in Kabul. The distribution is then prepared by the program manager who will ensure the operational feasibility, and the base/provincial manager and the security manager will both ensure the respect of staff and of beneficiaries' safety.

								<p>The distribution details as well as the date are strictly confidential to those senior staffs. The distribution itself is always done by two SI senior staffs: one from the program team and one from the support team. The distribution is done in the presence of community representatives and other stakeholders to ensure SI transparency.</p> <p>During all distributions, SI complaint response officers are present, answer their questions and collect their complaints.</p> <p>Activity 1.1.3 : Post distribution monitoring 1 month after each distribution, SI will conduct a post distribution survey on a representative sample of the targeted population (about 500 interviewees). Two PDM surveys will then be conducted, one for each month of assistance. The PDM survey will aim at analyzing:</p> <ul style="list-style-type: none"> <li>• The efficiency of the distribution process: timeliness of the distribution, constraints faced by beneficiaries, gender specific issues...</li> <li>• The relevance of the grant: use of the cash, duration of cash use...</li> <li>• The potential risks for beneficiaries: security issues, frauds, community pressure...</li> <li>• The satisfaction of beneficiaries</li> <li>• The achievement of indicators: Food consumption score, coping strategy index...</li> </ul> <p>Each assessment team will include women officer, to better capture responses of women beneficiaries.</p> <p>SI's PDM questionnaire for cash distribution (c.f. Annex 4 – Post Distribution Monitoring form) has been developed and used in the frame of its ERM program. The questionnaire will be improved to better capture gender and protection related issues and will be submitted to relevant clusters for validation.</p> <p>The PDM survey will be conducted with at least 306 households to ensure a representative sample (about 20%) and a confidence level of 95%.</p> <p>PDM surveys are not conducted by the same person who was in charge of the assessment and of the distribution. The PDM is directly supervised by the MEAL team who can hire daily workers to avoid conflict of interests.</p>
Wardak -> Nerkh	3	55	58	110	92	315	<p>Activity 1.1.1 : Beneficiary selection and sensitization</p> <p>This project will specifically target 10,515 prolonged IDPs (about 1,500 families) that have arrived and settled in the provincial center of Maydan Shahr (Maydan Wardak Province), and of Khost City (Khost Province) between 6 months and 2 years ago (i.e. January 2015 to August 2016). These beneficiaries are the most severely insecure and represent about 60% of all prolonged IDPs. They will be provided with food assistance in cash to cover for 2 months of food needs during the lean season.</p> <p>3,996 are located in Maydan Shahr district (Maydan Wardak Province) and 6,519 in Khost City (Khost Province). Among the total targeted population, it is expected that 18% will be women, 35% children and 29% will be young girls.</p> <p>In addition, assistance will target in priority about 40 households headed by single women and 15 households headed by children.</p> <p>The targeted population was identified based on the representative sample conducted on the P-IDPs identified by REACH's assessment. Thus, in order to select which P-IDPs families will receive assistance, SI will carry on its HEAT assessment on the whole population of P-IDPs in the targeted area.</p>	

Among them, the 70% most vulnerable will be selected for the assistance. This ratio was calculated based on several indicators. It represents the estimated proportion of most vulnerable among the population through SI based assessment.

To identify the most vulnerables several indicators have to be taken into account:

- Severe or borderline food insecurity (Food Consumption Score less than or close to 28)
- Resorting to harmful coping strategies (according to their score at the Coping Strategy Index - CSI)
- Incomes too low to cover food needs (Monthly income less than 6,000 AFN per month)
- High level of indebtedness (more than 8,000 Afghanis).
- No food stock or less than 3 weeks food stock
- No access to land

In addition, families specific needs and vulnerabilities will be selected in priority:

- Households headed by: women, children, elderly
- Person with disabilities or chronically-ill persons.
- Breastfeeding or pregnant women, families with several children under 5 years old
- Very large family: 8 members or more

All beneficiaries shall be prolonged IDPs, displaced due to conflicts or natural disasters. They have arrived in the location between 6 months and 2 years ago (i.e. January 2015).

In total 1,500 families will be selected and will receive the 2 months cash assistance.

In order to avoid community tensions and ensure SI accountability and transparency, selection criteria and beneficiary will be shared and discussed with community representative through Focus Group Discussions (FGD). All criteria should be approved by the communities after the assessment.

After selection, a sensitization process will be implemented to ensure the SI's accountability and efficiency of the action.

Community representatives and beneficiaries will be informed of the project objectives and activities. The distribution methodology, amount and purpose of the grant will be explained. Finally, SI staff will raise awareness of beneficiaries about recommended daily food intakes and FSAC food basket.

Activity 1.1.2 : Timely provision of food (cash) to respond to the immediate food needs of prolonged IDP households during the lean season.

The activity will target 10,515 individuals from 1,500 families. Those households will receive assistance through two cash installments of 6,000 AFN. In total, each family will receive 12,000 AFN to cover two months' worth of food needs.

The amount is calculated for the needs of a family of 7 people as recommended by the FSAC and SPHERE standards: 2,100 Kcal per person per day.

As recommended by the FSAC, each family should be able to purchase at least:

- Wheat flour: 60 kg
- Local rice: 29 kg
- Vegetable oil: 6 liters
- Pulses: 14 kg
- Salt: 1 kg
- Sugar: 6 kg

According to local market recent analysis, those items will cost about 6,000 AFN per month. Cash transfer is the most favorable method to

provide food assistance. Indeed, all IDPs are located in urban areas where the food market is functional and accessible.

The city market is located in average at 20 minutes by foot from beneficiaries' homes. No security or physical constraints have been reported by beneficiaries. SI has been implementing cash distribution programs through various ways (vouchers, cash-for-work and unconditional transfer) in both Provinces. Based on previous PDM surveys, it is also the beneficiaries' favored type of distribution. In terms of supply, shopkeepers do not have issues replenishing their stocks with basic food items. Maydan Shahr city is located 30 minutes away from Kabul and therefore benefits from a good access to supply. Khost being the provincial capital there is also no issue with supplying the food market. The recent closure of the Pakistani border has impacted the importation of several products (e.g. fruits), but not the above mentioned items.

A second rapid market assessment will be conducted in the month of the distribution. In addition unconditional cash grants preserve beneficiaries' dignity and free choice to cover their own priority needs, ensuring a more flexible and relevant assistance.

To ensure a proper distribution process, each beneficiary will receive a distribution card with a personal sequential number. This card will have to be shown to SI upon cash reception. To avoid frauds, other methods will be used to verify the beneficiaries identity: phone call, Tazkera certification verification, community representatives' consultation.

With the reception of the cash, each family will be informed on the purpose and origin of the grant. They will also receive information about nutritional standards, their right to complain and process to follow, etc.

To avoid risks of duplication, SI will closely coordinate with OCHA's Central Region office and participate actively in the Regional OCT and clusters meetings.

To avoid risk of fraud or misappropriation of funds, SI has been developing its own cash transfer procedure (c.f. annex 3 – Cash transfer policy). The last approved CTP is implemented since March 2017. It defines roles and responsibilities of each staff and department during distribution, validation responsibilities as well as security rules to follow.

Cash transfers are requested by the program manager and have to be validated by both administrative and program coordination departments in Kabul. The distribution is then prepared by the program manager who will ensure the operational feasibility, and the base/provincial manager and the security manager will both ensure the respect of staff and of beneficiaries' safety.

The distribution details as well as the date are strictly confidential to those senior staffs.

The distribution itself is always done by two SI senior staffs: one from the program team and one from the support team. The distribution is done in the presence of community representatives and other stakeholders to ensure SI transparency.

During all distributions, SI complaint response officers are present, answer their questions and collect their complaints.

Activity 1.1.3 : Post distribution monitoring  
1 month after each distribution, SI will conduct a post distribution survey on a representative sample of the targeted population (about 500 interviewees). Two PDM surveys will then be conducted, one for each month of assistance.

The PDM survey will aim at analyzing:

- The efficiency of the distribution process: timeliness of the distribution, constraints faced by beneficiaries, gender specific issues...

							<ul style="list-style-type: none"> <li>• The relevance of the grant: use of the cash, duration of cash use...</li> <li>• The potential risks for beneficiaries: security issues, frauds, community pressure...</li> <li>• The satisfaction of beneficiaries</li> <li>• The achievement of indicators: Food consumption score, coping strategy index...</li> </ul> <p>Each assessment team will include women officer, to better capture responses of women beneficiaries.</p> <p>SI's PDM questionnaire for cash distribution (c.f. Annex 4 – Post Distribution Monitoring form) has been developed and used in the frame of its ERM program. The questionnaire will be improved to better capture gender and protection related issues and will be submitted to relevant clusters for validation.</p> <p>The PDM survey will be conducted with at least 306 households to ensure a representative sample (about 20%) and a confidence level of 95%.</p> <p>PDM surveys are not conducted by the same person who was in charge of the assessment and of the distribution. The PDM is directly supervised by the MEAL team who can hire daily workers to avoid conflict of interests.</p>
Khost -> Khost(Matun)	31	567	601	1,138	954	3,260	<p>Activity 1.1.1 : Beneficiary selection and sensitization</p> <p>This project will specifically target 10,515 prolonged IDPs (about 1,500 families) that have arrived and settled in the provincial center of Maydan Shahr (Maydan Wardak Province), and of Khost City (Khost Province) between 6 months and 2 years ago (i.e. January 2015 to August 2016). These beneficiaries are the most severely insecure and represent about 60% of all prolonged IDPs. They will be provided with food assistance in cash to cover for 2 months of food needs during the lean season.</p> <p>3,996 are located in Maydan Shahr district (Maydan Wardak Province) and 6,519 in Khost City (Khost Province). Among the total targeted population, it is expected that 18% will be women, 35% children and 29% will be young girls.</p> <p>In addition, assistance will target in priority about 40 households headed by single women and 15 households headed by children.</p> <p>The targeted population was identified based on the representative sample conducted on the P-IDPs identified by REACH's assessment. Thus, in order to select which P-IDPs families will receive assistance, SI will carry on its HEAT assessment on the whole population of P-IDPs in the targeted area.</p> <p>Among them, the 70% most vulnerable will be selected for the assistance. This ratio was calculated based on several indicators. It represents the estimated proportion of most vulnerable among the population through SI based assessment.</p> <p>To identify the most vulnerables several indicators have to be taken into account:</p> <ul style="list-style-type: none"> <li>• Severe or borderline food insecurity (Food Consumption Score less than or close to 28)</li> <li>• Resorting to harmful coping strategies (according to their score at the Coping Strategy Index - CSI)</li> <li>• Incomes too low to cover food needs (Monthly income less than 6,000 AFN per month)</li> <li>• High level of indebtedness (more than 8,000 Afghanis).</li> <li>• No food stock or less than 3 weeks food stock</li> <li>• No access to land</li> </ul>

In addition, families specific needs and vulnerabilities will be selected in priority:

- Households headed by: women, children, elderly
- Person with disabilities or chronically-ill persons.
- Breastfeeding or pregnant women, families with several children under 5 years old
- Very large family: 8 members or more

All beneficiaries shall be prolonged IDPs, displaced due to conflicts or natural disasters. They have arrived in the location between 6 months and 2 years ago (i.e. January 2015).

In total 1,500 families will be selected and will receive the 2 months cash assistance.

In order to avoid community tensions and ensure SI accountability and transparency, selection criteria and beneficiary will be shared and discussed with community representative through Focus Group Discussions (FGD). All criteria should be approved by the communities after the assessment.

After selection, a sensitization process will be implemented to ensure the SI's accountability and efficiency of the action. Community representatives and beneficiaries will be informed of the project objectives and activities. The distribution methodology, amount and purpose of the grant will be explained. Finally, SI staff will raise awareness of beneficiaries about recommended daily food intakes and FSAC food basket.

Activity 1.1.2 : Timely provision of food (cash) to respond to the immediate food needs of prolonged IDP households during the lean season.

The activity will target 10,515 individuals from 1,500 families. Those households will receive assistance through two cash installments of 6,000 AFN. In total, each family will receive 12,000 AFN to cover two months' worth of food needs.

The amount is calculated for the needs of a family of 7 people as recommended by the FSAC and SPHERE standards: 2,100 Kcal per person per day.

As recommended by the FSAC, each family should be able to purchase at least:

- Wheat flour: 60 kg
- Local rice: 29 kg
- Vegetable oil: 6 liters
- Pulses: 14 kg
- Salt: 1 kg
- Sugar: 6 kg

According to local market recent analysis, those items will cost about 6,000 AFN per month.

Cash transfer is the most favorable method to provide food assistance. Indeed, all IDPs are located in urban areas where the food market is functional and accessible.

The city market is located in average at 20 minutes by foot from beneficiaries' homes. No security or physical constraints have been reported by beneficiaries. SI has been implementing cash distribution programs through various ways (vouchers, cash-for-work and unconditional transfer) in both Provinces. Based on previous PDM surveys, it is also the beneficiaries' favored type of distribution.

In terms of supply, shopkeepers do not have issues replenishing their stocks with basic food items. Maydan Shahr city is located 30 minutes away from Kabul and therefore benefits from a good access to supply. Khost being the provincial capital there is also no issue with supplying the food market. The recent closure of the Pakistani border has impacted the importation of several products (e.g. fruits), but

not the above mentioned items.

A second rapid market assessment will be conducted in the month of the distribution. In addition unconditional cash grants preserve beneficiaries' dignity and free choice to cover their own priority needs, ensuring a more flexible and relevant assistance.

To ensure a proper distribution process, each beneficiary will receive a distribution card with a personal sequential number. This card will have to be shown to SI upon cash reception. To avoid frauds, other methods will be used to verify the beneficiaries identity: phone call, Tazkera certification verification, community representatives' consultation.

With the reception of the cash, each family will be informed on the purpose and origin of the grant. They will also receive information about nutritional standards, their right to complain and process to follow, etc.

To avoid risks of duplication, SI will closely coordinate with OCHA's Central Region office and participate actively in the Regional OCT and clusters meetings.

To avoid risk of fraud or misappropriation of funds, SI has been developing its own cash transfer procedure (c.f. annex 3 – Cash transfer policy). The last approved CTP is implemented since March 2017. It defines roles and responsibilities of each staff and department during distribution, validation responsibilities as well as security rules to follow.

Cash transfers are requested by the program manager and have to be validated by both administrative and program coordination departments in Kabul. The distribution is then prepared by the program manager who will ensure the operational feasibility, and the base/provincial manager and the security manager will both ensure the respect of staff and of beneficiaries' safety.

The distribution details as well as the date are strictly confidential to those senior staffs.

The distribution itself is always done by two SI senior staffs: one from the program team and one from the support team. The distribution is done in the presence of community representatives and other stakeholders to ensure SI transparency.

During all distributions, SI complaint response officers are present, answer their questions and collect their complaints.

Activity 1.1.3 : Post distribution monitoring  
1 month after each distribution, SI will conduct a post distribution survey on a representative sample of the targeted population (about 500 interviewees). Two PDM surveys will then be conducted, one for each month of assistance.

The PDM survey will aim at analyzing:

- The efficiency of the distribution process: timeliness of the distribution, constraints faced by beneficiaries, gender specific issues...
- The relevance of the grant: use of the cash, duration of cash use...
- The potential risks for beneficiaries: security issues, frauds, community pressure...
- The satisfaction of beneficiaries
- The achievement of indicators: Food consumption score, coping strategy index...

Each assessment team will include women officer, to better capture responses of women beneficiaries.

SI's PDM questionnaire for cash distribution (c.f. Annex 4 – Post Distribution Monitoring form) has been developed and used in the frame of its ERM program. The questionnaire will be improved to better capture gender and protection related issues and will be submitted to relevant clusters for validation.

The PDM survey will be conducted with at least

							306 households to ensure a representative sample (about 20%) and a confidence level of 95%.
							PDM surveys are not conducted by the same person who was in charge of the assessment and of the distribution. The PDM is directly supervised by the MEAL team who can hire daily workers to avoid conflict of interests.
Khost -> Mandozayi	11	201	213	404	339	1,157	
Khost -> Gurbuz	20	365	388	734	616	2,103	<p>Activity 1.1.1 : Beneficiary selection and sensitization</p> <p>This project will specifically target 10,515 prolonged IDPs (about 1,500 families) that have arrived and settled in the provincial center of Maydan Shahr (Maydan Wardak Province), and of Khost City (Khost Province) between 6 months and 2 years ago (i.e. January 2015 to August 2016). These beneficiaries are the most severely insecure and represent about 60% of all prolonged IDPs. They will be provided with food assistance in cash to cover for 2 months of food needs during the lean season.</p> <p>3,996 are located in Maydan Shahr district (Maydan Wardak Province) and 6,519 in Khost City (Khost Province). Among the total targeted population, it is expected that 18% will be women, 35% children and 29% will be young girls.</p> <p>In addition, assistance will target in priority about 40 households headed by single women and 15 households headed by children.</p> <p>The targeted population was identified based on the representative sample conducted on the P-IDPs identified by REACH's assessment. Thus, in order to select which P-IDPs families will receive assistance, SI will carry on its HEAT assessment on the whole population of P-IDPs in the targeted area.</p> <p>Among them, the 70% most vulnerable will be selected for the assistance. This ratio was calculated based on several indicators. It represents the estimated proportion of most vulnerable among the population through SI based assessment.</p> <p>To identify the most vulnerables several indicators have to be taken into account:</p> <ul style="list-style-type: none"> <li>• Severe or borderline food insecurity (Food Consumption Score less than or close to 28)</li> <li>• Resorting to harmful coping strategies (according to their score at the Coping Strategy Index - CSI)</li> <li>• Incomes too low to cover food needs (Monthly income less than 6,000 AFN per month)</li> <li>• High level of indebtedness (more than 8,000 Afghanis).</li> <li>• No food stock or less than 3 weeks food stock</li> <li>• No access to land</li> </ul> <p>In addition, families specific needs and vulnerabilities will be selected in priority:</p> <ul style="list-style-type: none"> <li>• Households headed by: women, children, elderly</li> <li>• Person with disabilities or chronically-ill persons.</li> <li>• Breastfeeding or pregnant women, families with several children under 5 years old</li> <li>• Very large family: 8 members or more</li> </ul> <p>All beneficiaries shall be prolonged IDPs, displaced due to conflicts or natural disasters. They have arrived in the location between 6 months and 2 years ago (i.e. January 2015).</p> <p>In total 1,500 families will be selected and will receive the 2 months cash assistance.</p> <p>In order to avoid community tensions and ensure SI accountability and transparency, selection</p>

criteria and beneficiary will be shared and discussed with community representative through Focus Group Discussions (FGD). All criteria should be approved by the communities after the assessment.

After selection, a sensitization process will be implemented to ensure the SI's accountability and efficiency of the action. Community representatives and beneficiaries will be informed of the project objectives and activities. The distribution methodology, amount and purpose of the grant will be explained. Finally, SI staff will raise awareness of beneficiaries about recommended daily food intakes and FSAC food basket.

Activity 1.1.2 : Timely provision of food (cash) to respond to the immediate food needs of prolonged IDP households during the lean season.

The activity will target 10,515 individuals from 1,500 families. Those households will receive assistance through two cash installments of 6,000 AFN. In total, each family will receive 12,000 AFN to cover two months' worth of food needs.

The amount is calculated for the needs of a family of 7 people as recommended by the FSAC and SPHERE standards: 2,100 Kcal per person per day.

As recommended by the FSAC, each family should be able to purchase at least:

- Wheat flour: 60 kg
- Local rice: 29 kg
- Vegetable oil: 6 liters
- Pulses: 14 kg
- Salt: 1 kg
- Sugar: 6 kg

According to local market recent analysis, those items will cost about 6,000 AFN per month.

Cash transfer is the most favorable method to provide food assistance. Indeed, all IDPs are located in urban areas where the food market is functional and accessible.

The city market is located in average at 20 minutes by foot from beneficiaries' homes. No security or physical constraints have been reported by beneficiaries. SI has been implementing cash distribution programs through various ways (vouchers, cash-for-work and unconditional transfer) in both Provinces. Based on previous PDM surveys, it is also the beneficiaries' favored type of distribution.

In terms of supply, shopkeepers do not have issues replenishing their stocks with basic food items. Maydan Shahr city is located 30 minutes away from Kabul and therefore benefits from a good access to supply. Khost being the provincial capital there is also no issue with supplying the food market. The recent closure of the Pakistani border has impacted the importation of several products (e.g. fruits), but not the above mentioned items.

A second rapid market assessment will be conducted in the month of the distribution.

In addition unconditional cash grants preserve beneficiaries' dignity and free choice to cover their own priority needs, ensuring a more flexible and relevant assistance.

To ensure a proper distribution process, each beneficiary will receive a distribution card with a personal sequential number. This card will have to be shown to SI upon cash reception. To avoid frauds, other methods will be used to verify the beneficiaries identity: phone call, Tazkera certification verification, community representatives' consultation.

With the reception of the cash, each family will be informed on the purpose and origin of the grant. They will also receive information about nutritional standards, their right to complain and process to follow, etc.

To avoid risks of duplication, SI will closely coordinate with OCHA's Central Region office and participate actively in the Regional OCT and clusters meetings.

To avoid risk of fraud or misappropriation of funds, SI has been developing its own cash transfer procedure (c.f. annex 3 – Cash transfer policy). The last approved CTP is implemented since March 2017. It defines roles and responsibilities of each staff and department during distribution, validation responsibilities as well as security rules to follow.

Cash transfers are requested by the program manager and have to be validated by both administrative and program coordination departments in Kabul. The distribution is then prepared by the program manager who will ensure the operational feasibility, and the base/provincial manager and the security manager will both ensure the respect of staff and of beneficiaries' safety.

The distribution details as well as the date are strictly confidential to those senior staffs.

The distribution itself is always done by two SI senior staffs: one from the program team and one from the support team. The distribution is done in the presence of community representatives and other stakeholders to ensure SI transparency.

During all distributions, SI complaint response officers are present, answer their questions and collect their complaints.

Activity 1.1.3 : Post distribution monitoring

1 month after each distribution, SI will conduct a post distribution survey on a representative sample of the targeted population (about 500 interviewees). Two PDM surveys will then be conducted, one for each month of assistance.

The PDM survey will aim at analyzing:

- The efficiency of the distribution process: timeliness of the distribution, constraints faced by beneficiaries, gender specific issues...
- The relevance of the grant: use of the cash, duration of cash use...
- The potential risks for beneficiaries: security issues, frauds, community pressure...
- The satisfaction of beneficiaries
- The achievement of indicators: Food consumption score, coping strategy index...

Each assessment team will include women officer, to better capture responses of women beneficiaries.

SI's PDM questionnaire for cash distribution (c.f. Annex 4 – Post Distribution Monitoring form) has been developed and used in the frame of its ERM program. The questionnaire will be improved to better capture gender and protection related issues and will be submitted to relevant clusters for validation.

The PDM survey will be conducted with at least 306 households to ensure a representative sample (about 20%) and a confidence level of 95%.

PDM surveys are not conducted by the same person who was in charge of the assessment and of the distribution. The PDM is directly supervised by the MEAL team who can hire daily workers to avoid conflict of interests.

**Documents**

Category Name	Document Description
Project Supporting Documents	Annex 1 - Heat questionnaire.pdf
Project Supporting Documents	Annex 2 - FCS questionnaire.pdf

Project Supporting Documents	Annex 3 - Cash Transfer Procedure - Process.pdf
Project Supporting Documents	Annex 4 - Post Distribution Monitoring Form.pdf
Project Supporting Documents	Annex 5 - Individual Protection Assistance Forms.pdf
Project Supporting Documents	Annex 6 - Protection Stakeholders Matrix (draft).pdf
Project Supporting Documents	Annex 13 - Complaints Response Mechanism SOP.pdf
Project Supporting Documents	Annex 14 - CHF SI Revised Workplan.pdf
Project Supporting Documents	Annex 15 - Selection of beneficiaries at Solidarites International.pdf
Project Supporting Documents	Annex 16 Protection Mainstreaming in the distribution process - SI.docx
Project Supporting Documents	Annex 7 - SI global policy on protection.pdf
Project Supporting Documents	Annex 8 - SI - Wardak Humanitarian and security Context Analysis.pdf
Project Supporting Documents	Annex 9 - SI - Khost Humanitarian and security Context Analysis.pdf
Project Supporting Documents	Annex 10 - SI access map.pdf
Project Supporting Documents	Annex 11 - Recommendation letter from FSAC proposal.pdf
Project Supporting Documents	Annex 12 - APC CHF Support letter_13032017 - Solidarites International.pdf
Budget Documents	Annex 17 - CHF_Breakdown_Budget lines 7.1-7.2.xlsx
Grant Agreement	Official letterhead of the implementing partner.pdf
Grant Agreement	5031_Agreement_signed.pdf