

For 'new-line' in text fields pres [ALT] and [ENTER] keys on keyboard (do not insert spaces to create line shift)  
Please do not change the format of the form (including name of page) as this may prevent proper registration of project data.

For new proposals, please complete the tab for 'Project Document', 'Budget' and 'Locations'  
Mandatory fields are marked with an asterisk

## Project Document

### 1. COVER (to be completed by organization submitting the proposal)

<b>(A) Organization*</b>	Advancement for Small Enterprise Program		
<b>(B) Type of Organization*</b>	<input type="checkbox"/> UN Agency <input type="checkbox"/> International NGO <input type="checkbox"/> Local NGO <input type="checkbox"/> Local NGO		
<b>(C) Project Title*</b> <small>For standard allocations, please use the CAP title.</small>	Emergency Food Security Response Project for Belet Xaawo Town		
<b>(D) CAP Project Code</b>	Not required for Emergency Reserve proposals outside of CAP		
<b>(E) CAP Project Ranking</b>	Required for proposals during Standard Allocations		
<b>(F) CHF Funding Window*</b>	Emergency Reserve		
<b>(G) CAP Budget</b>	Must be equal to total amount requested in current CAP		
<b>(H) Amount Request*</b>	437687.86	Equals total amount in budget, must not exceed CAP Budget	
<b>(I) Project Duration*</b>	2 months	No longer than 6 months for proposals to the Emergency Reserve	
<b>(J) Primary Cluster*</b>	Agriculture and Livelihoods		
<b>(K) Secondary Cluster</b>	Food Assistance	Only indicate a secondary cluster for multi-cluster projects	
<b>(L) Beneficiaries</b> <small>Direct project beneficiaries. Specify target population disaggregated by number, and gender. If desired more detailed information can be entered about types of beneficiaries. For information on population in HE and AFLC see FSNAU website (http://www.fsnau.org)</small>		Men	Women
	Total beneficiaries	10200	12660
	Total beneficiaries include the following:		
	Agro-Pastoralists	0	0
		0	0
		0	0
		0	0
<b>(M) Location</b> <small>Precise locations should be listed on separate tab</small>	Regions	<input type="checkbox"/> Awdal <input type="checkbox"/> Banadir <input type="checkbox"/> Bay <input type="checkbox"/> Gedo <input type="checkbox"/> L. Juba <input type="checkbox"/> M. Juba <input type="checkbox"/> Mudug <input type="checkbox"/> Sanaag <input type="checkbox"/> Togdheer <input type="checkbox"/> Bakool <input type="checkbox"/> Bari <input type="checkbox"/> Galgaduud <input type="checkbox"/> Hiraaan <input type="checkbox"/> L. Shabelle <input type="checkbox"/> M. Shabelle <input type="checkbox"/> Nugaal <input type="checkbox"/> Sool <input type="checkbox"/> W. Galbeed	
<b>(N) Implementing Partners</b> <small>(List name, acronym and budget)</small>	1	1.ASEP	Budget: \$ 165,111
	2	2.IDF	Budget: \$ 136,289
	3	3.NAPAD	Budget: \$ 136,289
	4		Budget: \$ -
	5		Budget: \$ -
	6		Budget: \$ -
	7		Budget: \$ -
	8		Budget: \$ -
	9		Budget: \$ -
	10		Budget: \$ -
		<b>Total</b>	Budget: \$ 437,688
		<b>Remaining</b>	Budget: \$ -
<b>Focal Point and Details - Provide details on agency and Cluster focal point for the project (name, email, phone).</b>			
<b>(O) Agency focal point for project:</b>	Name*	Abdiwahab Sh. Mohamed	Title Coordinator
	Email*	abdiwahab@asep.or.ke	Phone* +254 720 935 101
	Address	P.O. Box 430-70300 Mandera	

### 3. BACKGROUND AND NEEDS ANALYSIS (please adjust row size as needed)

<b>(A)</b> Describe the project rationale based on identified issues, describe the humanitarian situation in the area, and list groups consulted. (maximum 1500 characters) *	Belet Xaawo has been the epicentre of the ongoing effort by TFG forces and Al-Shabaab since mid March 2011. The conflict has displaced entire population of the town and most of the people took shelter in Mandera-Kenya. The population of Belet Xaawo district is estimated to be 75,826 people (WHO Gedo Polio Project). The population in the town is estimated around 49,288 persons. The project will target 46% of the population in the town which is 22,860 people. Belet Xaawo is an urban town where people depend on market purchases which has now been disrupted. The conflict has disrupted local livelihood system and the situation was further aggravated by the restriction on commercial traffic imposed by Al-shabaab to the parts of Gedo region controlled by the TFG and allied forces which led to sharp increase of prices of essential commodities. The essential food commodity prices have increased an average rate of 115% and the available food in the market is coming from Kenya and Ethiopia which is more expensive and beyond reach of the people. The shelling and exchange of firearms has burnt around 231 units of permanent and semi-
<b>(B)</b> Describe in detail the capacities and needs in the proposed project locations. List any baseline data. If necessary, attach a table with information for each location. (maximum 1500 characters) *	The actual fighting that occurred in Belet Xaawo town on 23 February and ended on 5th March 2011 has been the worst since the fall of the Somalia Government. The displaced people returned to Belet Xaawo from 15th March 2011. The entire Belet Xaawo population which is estimated 49,288 persons has been displaced and their livelihood system has collapsed particularly for the poorer households which is estimated more than 40% of the population and has affected the entire community who is already in the midst of severe drought into multiple shocks. A combination of limited access to income source and high food prices meant that the poor households struggled to meet their basic food and non-food needs. There is an urgent need to provide emergency response to support affected population by providing immediate means to meet food and other basic needs of the most vulnerable population. For the project target households, each person will receive daily for 167gm of rice, 100gm of wheat flour, 100gm of beans, 30gm of sugar and 30ml of oil
<b>(C)</b> List and describe the activities that your organization is currently implementing to address these needs.(maximum 1500 characters)	ASEP has a long presence in North Gedo of Somalia implementing WASH and Livelihood interventions. IDF is a local NGO involved in protection work for long period in Belet Xaawo and also partner with UNHCR-Somalia for population tracking movement in Gedo region. In the current conflict situation, in addition ASEP has been involved in distributing NFI kits to 3000 most vulnerable households in collaboration with NCA, UNHCR and Unicef. ASEP and NCA with consultation of Unicef has developed proposal on emergency WASH intervention and was submitted under the lead of NCA to CHF. This is expected to supplement the livelihood response. NAPAD is currently running a drought mitigation project in south Belet-Xaawo in the form of water provision through voucher system and water pan rehabilitation through cash for work.

#### 4. LOGICAL FRAMEWORK (to be completed by organization)

<b>(A) Objective*</b>	Improve food security and livelihood system for vulnerable population affected by the recent conflict in Belet-Xaawo town.		
<b>(B) Outcome 1*</b>	3810hh (with total of 22,860persons) have received one month food ration consisting of rice 30kg, wheat flour 18kg, beans 18kg, sugar		
(C) Activity 1.1*	Selection and contract for food vendors, money vendor and distribution of food to beneficiaries		
(D) Activity 1.2	Community mobilization and reconstitution of Community Relief committees to help in beneficiary registration and food distribution pro		
(E) Activity 1.3	Beneficiary selection and registration		
(F) Indicator 1.1*	Agriculture and Livelihoods	Number of people (divided per livelihood groups and by gender) t	Target* 22860
(G) Indicator 1.2	Agriculture and Livelihoods	Number of relief committees formed	Target
(H) Indicator 1.3	Agriculture and Livelihoods	number of beneficiaries registered	Target
<b>(I) Outcome 2</b>	Project monitoring and accountability mechanism have been set up and functioning		
(J) Activity 2.1	Training for relief committees and project staff for the monitoring and implementation of the project		
(K) Activity 2.2	organize weekly meeting for relief committee, project staff and food vendors		
(L) Activity 2.3	monitoring and submission project reports		
(M) Indicator 2.1	Agriculture and Livelihoods	Number of capacity building training sessions organized or individ	Target 60 people
(N) Indicator 2.2			Target
(O) Indicator 2.3			Target
<b>(P) Outcome 3</b>			
(Q) Activity 3.1			
(R) Activity 3.2			
(S) Activity 3.3			
(T) Indicator 3.1			Target
(U) Indicator 3.2			Target
(V) Indicator 3.3			Target
<b>(W) Implementation Plan*</b> Describe how you plan to implement these activities (maximum 1500 characters)	The project will be implemented by ASEP in collaboration with NAPAD and IDF as consortium of cooperating NGOs. Project staff will consist of 1 project manager, 3 project officers, 6 field assistants, and 3 accountants. The target beneficiaries will be selected based on level of vulnerability criteria in consultation with community relief committees. The beneficiaries will be issued to serialized food vouchers indicating commodity value entitlement for each household on weekly basis. Alongside, the project will identify credible food vendors and money vendor in the town. The selection criteria for the vendors will be based on their geographical locations in town and good track record on dealing with food stocks and agreement will be signed for selected food vendors and money vendor. Project beneficiaries will be issued food vouchers to who will in turn present to food vendors. The food vendor will issue food to beneficiaries upon confirmation of the information against the beneficiary list in the designated area. The food vendor will present		

**5. MONITORING AND EVALUATION (to be completed by organization)**

**(A)** Describe how you will monitor, evaluate and report on your project activities and achievements, including the frequency of monitoring, methodology (site visits, observations, remote monitoring, external evaluation, etc.), and monitoring tools (reports, statistics, photographs, etc.). Also describe how findings will be used to adapt the project implementation strategy. (maximum 1500 characters) \*

Monitoring will be done against indicators specified in the logframe. This will include number of beneficiary households registered and receiving weekly rations disaggregated into men, women and children; quality of food distributed and timeliness of distribution against workplan. Random sampling of food will be done to check expiry dates and physical quality as well as feedback from relief committees and beneficiaries. Through the relief committees, the implementing agencies will hold weekly review meeting and reflection meetings to receive and address complains regarding quality, quantity, number of beneficiaries and timeliness. The progress of the weekly monitoring will be shared with the local authority, the cluster and OCHA field office in Mandera. Monitoring will also report on composition and number of relief committees formed and participation during the review meetings. Any deviation from the implementation plan will be rectified in the next cycle of distribution. An end of project evaluation will be conducted one month after the end of the project through implementation agency contribution. The experiences and lessons learned will be documented and shared with the agriculture and Livelihood cluster, CHF secretariat and other stakeholders.

**(B) Work Plan**  
Must be in line with the log frame. Mark "X" to indicate the period activity will be carried out

Activity	Timeframe					
	Please select 'weeks' for projects up to 6 months, and 'months' for projects up to 12 months					
	Week 1-4	Week 5-8	Week 9-12	Week 13-16	Week 17-20	Week 20-24
1.1* Selection and contract fo	X					
1.2 Community mobilization	X					
1.3 Beneficiary selection and	X					
2.1 Training for relief commit	X					
2.2 organize weekly meeting	X	X				
2.3 monitoring and submissio	X	X				
3.1 0						
3.2 0						
3.3 0						

**6. OTHER INFORMATION (to be completed by organization)**

**(A) Coordination with other activities in project area**  
List any other activities by your or any other organizations, in particular those in the same cluster, and describe how you will coordinate your proposed activities with them

Organization	Activity
1 NCA/ASEP	planning water emergency response project
2 Trocaire	running medical health in the area
3	
4	
5	
6	
7	
8	
9	
10	

**(B) Cross-Cutting Themes**  
Please indicate if the project supports a Cross-Cutting theme(s) and briefly describe how. Refer to Cross-Cutting respective guidance note

Cross-Cutting Themes (Yes/No)	Outline how the project supports the selected Cross-Cutting Themes.	Write activity number(s) from section 4 that supports Cross-Cutting theme.
Gender	Yes	Women headed households from most vulnerable households will be selected fo
Capacity Building		